

ORDINARY MEETING OF BATHURST REGIONAL COUNCIL

13 May 2020

His Worship the Mayor & Councillors

Notice of Ordinary Meeting of Bathurst Regional Council – Wednesday 20 May 2020

I have to advise that an Ordinary Meeting of Bathurst Regional Council will be held in the Council Chambers on Wednesday 20 May 2020 commencing at 6:00 pm.



D J Sherley
GENERAL MANAGER

**MINUTES OF THE
ORDINARY MEETING OF BATHURST REGIONAL COUNCIL
HELD ON WEDNESDAY 20 MAY 2020**

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1 RECORDING OF MEETINGS

2 MEETING COMMENCES

3 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

4 APOLOGIES

MINUTE

MOVED: Cr I North SECONDED: Cr J Fry

RESOLVED: That the apology of Cr Rudge be accepted and leave of absence granted and the apology for the late arrival from Cr Jennings (6.05pm) be accepted.

5 MINUTES

5.1 CONFIRMATION OF MINUTES - ORDINARY MEETING OF BATHURST REGIONAL COUNCIL HELD 15 APRIL 2020

File No: 11.00005

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Bathurst Regional Council held on 15 April 2020 be adopted.

REPORT:

The Minutes of the Ordinary Meeting of Bathurst Regional Council held on 15 April 2020 are **attached**.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Minutes - Ordinary Meeting of Council held 15 April 2020 [5.1.1 - 24 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-129

MOVED: Cr I North SECONDED: Cr W Aubin

RESOLVED:

That the Minutes of the Ordinary Meeting of Bathurst Regional Council held on 15 April 2020 be adopted.

**5.2 CONFIRMATION OF MINUTES - EXTRAORDINARY
MEETING OF BATHURST REGIONAL COUNCIL
HELD 6 MAY 2020**

File No: 11.00005

RECOMMENDATION:

That the Minutes of the Extraordinary Meeting of Bathurst Regional Council held on 6 May 2020 be adopted.

REPORT:

The Minutes of the Extraordinary Meeting of Bathurst Regional Council held on 6 May 2020 are attached.

FINANCIAL IMPLICATIONS:

N/A

**BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND
STRATEGIES:**

Objective 6:	Community leadership and collaboration.
Strategy 6.4	Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Minutes Extraordinary Meeting of Bathurst Regional Council held - 6 May 2020
[5.2.1 - 3 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-130

MOVED: Cr I North SECONDED: Cr J Fry

RESOLVED:

That the Minutes of the Extraordinary Meeting of Bathurst Regional Council held on 6 May 2020 be adopted

6 DECLARATION OF INTEREST

Declaration of Interest

MINUTE

RESOLUTION NUMBER: ORD2020-131

MOVED: Cr A Christian SECONDED: Cr M Morse

RESOLVED: That the Declaration of Interest be noted.

Cr Bourke declared a non-pecuniary interest in item 3 of the DCSF Confidential Report.

Cr Hanger declared a non-pecuniary interest in item 4 of the DCSF Confidential Report.

7 MAYORAL MINUTE

7.1 COVID-19 BUSINESS AND COMMUNITY - STIMULUS MEASURES

File No: 14.00764, 16.00179

RECOMMENDATION:

That Council;

1. Notes the actions taken to date.
2. Set the interest rate that accrues on rates and charges that become due and payable at 0% for the period 1 June 2020 to 31 December 2020. Thereafter, the interest rate will be set at the rate specified for the time being by the Minister.
3. Provide \$18,000 to the Bathurst Business Chamber to assist it in achieving its objectives within the business community.
4. Continue with its annual media usage profile with the Western Advocate and Bathurst City Life for the period to 30 June 2021.
5. Set the price for water sold (at Council's standpipes) at an amount of \$2.50 per kilolitre for the period 1 July 2020 to 31 December 2020.
6. Repayments on the following community loans be deferred for the year 2020/21 and that interest charges for 2020/21 be waived.

Organisation	Balance Loan Schedule @ 30.6.20 (anticipated)
75's Soccer Club	\$40,897.03
Carillon Theatrical Society	\$66,805.50
AFL Bushrangers	\$83,644.29
Pistol Club	\$955.69
Eglinton District Tennis	\$12,108.93
Bathurst Clay Target Club	\$6,566.68
Bathurst Harness Racing Club	\$16,416.66
Bathurst Bike Park Inc	\$91,761.89
Bathurst Hockey	\$62,651.84
TOTAL	\$381,808.49

7. Waive Community Group Licence fees for 2020/21 for the following community groups, at an estimated value of \$4,320.

	Comments	Property
W189	Bathurst Stamp, Coin, Collectables & Lapidary	Park Street, Eglinton
W199	Bathurst Miniature Railway	261 Durham Street, Bathurst
W204	Evans Art Council	7 Lee Street, Kelso
W220	Bathurst District Historical Society (The Annex)	47 Mitre Street, West Bathurst

W224	Bathurst District Historical Society	16 Stanley Street, Bathurst
W238	Licence – Machattie Park Cottage	William Street, Bathurst
W284	St Johns Ambulance Volunteers	58 Christie Street, Raglan
W6877	Macquarie Lions Club of Bathurst	8 Stanley Street, Bathurst
W212	Meals on Wheels	4 Watt Drive, Robin Hill
W2921	The Junction	357 College Road, Orton Park
W1709	Lions Club of Bathurst	6 Short Street, West Bathurst
GL1233	Central Tablelands Woodcraft Inc.	Lot 5 Sydney Road, Kelso
GL1233	Bathurst City & RSL Band Association.	Lot 2 Bradwardine Road, Windradyne

8. Waive Sporting Group/ Club Licences for 2020/21 for the following sporting/club groups at an estimated value of \$10,320.

	Comments	Property
W196	Eglinton Tennis Club	Park Street, Eglinton
W231	Bathurst Light Car Club (Quarry Site)	Lot 2 College Road, Mt Panorama
W1708	Bathurst Greyhounds	Lot 23 Upfold Street, Gorman's Hill
W2775	Bathurst Triathlon Club	8 Stanley Street, Bathurst
W2776	Bathurst Amateur Swimming Club	8 Stanley Street, Bathurst
W3767	Bathurst Bushrangers ARFC	189A Browning Street, Bathurst
W4458	Bathurst Touch Football Association	Lot 5 Sydney Road, Kelso
W4459	Bathurst Rugby Club Inc	67 Hereford Street, Kelso
W4574	Bathurst Netball Association	261 Durham Street, Bathurst
W5046	Bathurst Harness Racing Club	169 College Road, South Bathurst
W5071	Bathurst Hockey Association	Lot 5 Sydney Road, Kelso
W5099	Rugby Union Cricket Club	Lot 7013 Vittoria Street, West Bathurst
W5572	Bathurst City Croquet Club	32 William Street, Bathurst
W5573	Macquarie View Tennis Club	Lot 108 Esrom Street, West Bathurst
W5574	Bathurst & District Bridge Club	47 Mitre Street, West Bathurst
W6055	Bathurst Archers Inc	Lot 283 Boundary Road, Mitchell
W6389	Bathurst Pigeon Club	Lot 7310 Mid Western highway, Robin Hill
W6391	Bathurst Clay Target Club	Lot 40 Boundary Road, Mt Panorama
W6392	Bathurst Rifle Club	Lot 40 Boundary Road, Mt Panorama

W7544	St Patricks Rugby League Club	19 Hereford Street, Kelso
GL1233	Bathurst Panthers RLFC	48 Durham Street, Bathurst

9. Waive Library fines from 1 July to 31 December 2020, at an estimated value of \$5,200.

BACKGROUND:

Council received a Mayoral Minute at the Ordinary Meeting held on 15 April 2020 which provided an initial review of the impacts of COVID-19 on Council's operations. The Minute also provided some proposed actions by Council to ease the burden on local businesses to help sustain the local economy.

This Minute progresses Council's response and provides updated advice on Council services to the community. The measures are developed, having regard to not putting the Council into an unsustainable situation. This will become harder as the impact of COVID-19 becomes more extended.

A further Mayoral Minute will be provided at the June 2020 meeting, which will include additional proposals for the Recovery Phase of the Covid-19 Pandemic.

The format of the report is as follows:

1.0 Council Services

2.0 Economic Stimulus Options

2.1 Payment of Council Rates – Cases of Hardship

2.2 Bathurst Business Chamber

2.3 Local Media Support

2.4 Free Water Verified Primary Producers

2.5 Community Organisations – Long Term Loans

2.6 Village Event Development Fund

2.7 Hospitality Business (Outside Dining) – Access to Council footpaths

3.0 Federal/ State Stimulus Packages

4.0 Rent/ Lease Income

5.0 Childcare Services: Scallywags & FDC

6. Creative Arts

7.0 Other Stimulus Projects being implemented: Economic Development/ Communications/ Tourism/ Events

8.0 Impacts on Council Budgets Due to Covid-19 Pandemic

Why does Council get involved in economic development and assisting local jobs and businesses?

Council's Community Strategic Plan – Bathurst 2040 includes a number of objectives and strategies, which were developed through community consultation. These include;

Objective 2: A Smart and Vibrant Economy
 Strategy 2.1: Support local business and industry

Objective 6: Community Leadership and Collaboration
 Strategy 6.1: Communicate and engage with the community, government and business groups on important matters affecting the Bathurst region.

Council's Community research survey 2018 listed a number of service areas and their importance for Council including;

Service Area 4: A Prosperous and Vibrant Region

When residents were asked to rate the importance of the relevant criteria, the following results were obtained,

Importance – overall

<i>Extremely High</i>	<i>Supporting local jobs and businesses</i>
<i>Very High</i>	<i>Economic development</i>
<i>High</i>	<i>Industrial development</i>

Importance Mean Scores by Key Demographics

	Overall	Male	Female	18 - 34	35 - 49	59 - 64	65+
Industrial development	4.09	4.17	4.02	3.78 ↓	4.14	4.30 ↑	4.26
Economic development	4.36	4.43	4.29	4.27	4.39	4.44	4.36
Supporting local jobs and businesses	4.77	4.70 ↓	4.85 ↑	4.74	4.80	4.82	4.74

	Ratepayer	Non-ratepayer	Rural	Urban	< 20 years	>20 years
Industrial development	4.11	3.99	4.17	4.07	4.01	4.13
Economic development	4.37	4.33	4.38	4.35	4.36	4.36
Supporting local jobs and businesses	4.80	4.66	4.75	4.78	4.70	4.81

Scale: 1 = not at all important, 5 = very important

↑↓ = A significantly higher/ lower level of importance (by group)

Detailed Overall Response for Importance

	Not at all important	Not very important	Somewhat important	Important	Very important	Base
Industrial development	3%	7%	17%	23%	50%	402
Economic development	1%	2%	14%	28%	56%	402
Supporting local jobs and businesses	0%	1%	3%	15%	82%	402

Economic impacts COVID-19 Pandemic

Council has limited access to LGA level economic impacts. Initial data gives some indication of the severity of the COVID-19 pandemic.

- 43% drop in visitation at the Visitor Information Centre in March.
- From February to March 2019, 1,293 people used the Bathurst bullet train to travel to/from Sydney. In February to March 2020, the number was 561.

The most impacted sectors of the Australian economy are;

1. Food and Beverage Services
2. Professional, Scientific and Technical Services
3. Retail
4. Education
5. Air Transport

Council has been working with id Consulting, Bathurst Regional Council's economic/demographic provider, to develop a COVID-19, Economic Outlook Tool. The tool draws on the economic forecast model developed by the National Institute of Economic and Industry Research (NIEIR) and currently focuses on the impacts to June 2020. Further development is in hand. The preliminary analysis based only on partial data suggests:

- Gross Regional Product is forecast to fall 9.4% in the June Quarter 2020.
- Local Jobs are forecast to fall by 6.5% in the June Quarter 2020.
- If JobKeeper recipients' impacts are included, the employment fall is estimated at 10.3% (2,086 jobs).

The main sectors impacted in the Bathurst Regional Council area, at this time, are;

1. Accommodation and Food Services,
2. Education and Training, and
3. Professional, Scientific and Technical Services

The model continues to be developed and is subject to a high degree of uncertainty and will continue to be improved and updated as more information is released.

In November 2019 the Economic Development section of Council undertook a CBD count

of businesses, to determine the retail makeup of the CBD. The purpose of the count was to provide a benchmark for future analysis of the business mix in the CBD. The benchmark has also been useful in assessing the impact of the COVID-19 pandemic on businesses in Bathurst, by utilising CBD results as a template.

Comparing the data obtained from last November's count, each CBD property was revisited and classified as follows;

1. Business open
2. Business temporarily closed due to COVID-19, until Government regulations permit or the owners deem it profitable to reopen
3. Business has permanently closed (i.e; has not relocated – whether due to COVID-19 or another reason)
4. The original business has closed but a new business has opened
5. Business has relocated out of the CBD
6. A once empty shop has had a new business move in
7. The shop was empty pre COVID-19 and remains empty

The shop count identified 509 retail CBD shops. The break-up is as follows:

1. Business open	276
2. Business temporary closed	168
3. Business permanently closed	9
4. Original Business closed but new store	1
5. Store has relocated out of the CBD	3
6. New business in formerly empty shop	2
7. Empty stores (Pre COVID-19)	50
Total	509

The CBD occupancy rate remains above 90% if temporary closures due to COVID-19 are included. It is expected that with restrictions to be slowly relaxed, many of the fashion stores that have temporarily closed will reopen in the near term. Chain stores such as the Accent Group, Lovisa and Brand Collective have announced that they will reopen stores. This will assist the two major shopping centres (Armada and Bathurst City Centre) as chain stores are heavily represented in their tenancy. Some stores that were closed as a result of COVID-19, have already re opened since the latest survey was conducted.

The cancellation of Events continues and will impact on Gross Regional Product for example;

ICOMOS General Assembly Sydney 2020 has been cancelled, on advice from ICOMOS 22. Approximately 60 delegates had booked two separate tours to Bathurst and surrounds, including two mayoral receptions and visits to local cultural and heritage sites. Estimated economic loss to the region \$32,000.

Council's Events, Economic Development and Tourism teams are working on various COVID-19 responses to help provide support to stimulate economic activity.

April 2020 Mayoral Minute Report – Summary

Council at the meeting held 15 April 2020, resolved as follows to put in place the following measures to respond to the Covid-19 pandemic:

That Council:

1. Notes the actions taken to date, and
2. In accordance with Section 356 of the Local Government Act 1993, place on public notice for a period of at least 28 days, Council's proposal to pass a resolution at the May Ordinary Meeting granting the following financial assistance:
 - (a) The waiving of User Fees and Charges Outdoor dining fees (General Fund 0440) from 1 March 2020 to 31 December 2020;
 - (b) The waiving of Health Inspection Fees Food/ General (General Fund 0431) from 1 March 2020 to 31 December 2020;
 - (c) The waiving of Health Inspection Fees Skin/ Hairdressing (General Fund 1787) from 1 March 2020 to 31 December 2020;
 - (d) The waiving of Health Inspection Fees Bed and Breakfast (General Fund 1788) from 1 March 2020 to 31 December 2020;
 - (e) The waiving of Health Inspection Fees Temporarily/ Mobile food outlets (General Fund 8319) from 1 March 2020 to 31 December 2020;
 - (f) The waiving of Health Inspection Food Act Administration Fee - annual (General Fund 0435) from 1 July 2020 to 31 December 2020;
 - (g) The Waiving of Parks and Gardens Active Spaces Community Groups User Fees for 2020 as follows:

Group/Club	Fees
Bathurst Rugby Club	\$7,507
Bathurst Panthers RLFC	\$10,334
Bathurst netball Association	\$3,837
Bathurst Bushrangers ARFC	\$1,057
Bathurst Giants ARFC	\$1,057
Bathurst District Football	\$14,198
Bathurst Hockey Association	\$5,495
St Pats RLFC	\$10,334
TOTAL	\$53,819

- (h) The waiving of Trade Waste inspection charges (Sewer Fund 0100) for the period 1 March 2020 to 31 December 2020.
- (i) The waiving of Annual Membership Fees for the Tourism Partnership Program (General Fund 0314) for the 2020/2021 financial year.
- (j) The increase to 10% preference for Bathurst Region suppliers as detailed in Council's Local Procurement policy, with the increase remaining up to 30 June 2021.
- (k) The deferral of Section 7:11 (Environmental Planning & Assessment Act 1979) contributions until the completion of the development including the waiving of the Administration Fee, but prior to the issue of an Occupation Certificate in the case of building work, or twelve months from the issue of the notice of determination, whichever occurs first. Being for applications lodged between 1 July 2020 and 30 June 2021.
- (l) A 50% reduction in development Application fees being applied for the 2020/2021 financial year.

- (m) A 50% reduction in Development Application Modification Fees (0414), Subdivision Application Fees (0415), development Application Sub Division release fees (0416), Development Advertising Fees (0423), Section 68 Approvals fees (0549), and Section 68 Approval to Operate Fees (0550), being applied for the 2020/2021 financial year.

3. Adopt the funding sources for the stimulus measures as proposed and contained in the report at Section 5 (Recovery Saving)

Since the April 2020 Mayoral Minute, the State Government has made Regulations under Section 747B of the Local Government Act 1993 to temporarily modify the application of the Act in response to the COVID-19 pandemic, including the ability to immediately waive or reduce fees under a new "COVID-19" category. The advice from the OLG (Circular 20-12) includes;

Extension of the ability to councils to waive or reduce fees

- The application of section 610E of the Act has been broadened to allow councils to waive or reduce fees under a newly established "COVID-19" category, which has been added to the Regulation.*
- This means that councils can immediately apply the waiver or reduction without establishing a new category or going through the normal public notice requirements of section 610E(2) for adding new categories.*
- Councils may choose to apply such waiver or reduction, for example, in cases where a business has seen significantly reduced income as a result of COVID-19. The application of any such waiver or reduction of fees is voluntary and is decision for each council based on local circumstances.*
- Councils do not need to resolve to waive or reduce fees under the "COVID-19" category if the existing powers delegated to the General Manager include the power to determine a new category in which a council may waive or reduce fees.*

REPORT:

1. Council Services

Council is working to maintain as many services as practicable, with a number of these being provided in altered formats. The BVIC is an example of this, where campaigns such as "Take a Moment" and expansion of e-commerce are occurring.

The work locations of staff continue to be reviewed and as a risk management approach, offices have been established at the following sites to allow for separation of staff and to best ensure continuity of service provision. Note, the Civic Centre remains open to public access, other sites are staff only.

Location	Services
Civic Centre/Administration Building	All services
Mount Panorama (Pits)	Engineering/Finance/Motor Vehicle Workshop
Mount Panorama (Harris Park)	Human Resources and Communications
Lee Street (Old Evans Shire)	Planning/Health and Building/Regulatory Services
Various Cultural sites	Library/Art Gallery/Museums/BMEC/BVIC/Cultural &

	Community Services
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Currently Council has 35 staff working from home.

The current status of Bathurst Regional Council facilities is as follows;

Location/ Facility	Status
Art Gallery	Closed from 23 March.
Library	Closed from 23 March. Call and Collect service put in place 4 May 2020.
Bathurst Memorial Entertainment Centre	Closed from 23 March.
Visitor Information Centre	Closed from 24 March.
Manning Aquatic Centre Bathurst	Closed from 23 March.
Chifley Home	Closed from 23 March.
Dog Pound	Remains open by appointment only.
Parks	Remain open, with appropriate social distancing.
Crematorium/Cemetery	Remains open, with appropriate social distancing and with restricted numbers of attendees.
Community Halls	Those managed by Council are closed.
Scallywags Child Care Centre	Remains open, with appropriate social distancing.
Kelso Community Hub	NSW Health continuing to use for their clinics. Other BRC and third-party services suspended.
Family Day Care	Remains open, with appropriate social distancing. Administration is operating out of Bathurst Regional Council's Children's Services Building.
Bathurst Rail Museum	Closed from 23 March.
National Motor Racing Museum	Closed from 23 March.
Fossil and Mineral Museum	Closed from 23 March.
Aerodrome	Remains open, with appropriate social distancing. Regional Express airlines (REX) has significantly reduced operations from early April 2020.
Depot	Remains open, with appropriate social distancing.
Civic Centre	Remains open, with appropriate social distancing. Some staff relocated to other Council facilities for risk mitigation, no public access.
Mount Panorama	Remains open, with appropriate social distancing. A proportion of BRC staff from other work areas have relocated to the Pit Complex for risk mitigation, no public access.
Wastewater Treatment Works	Remains open, with appropriate social distancing.
Water Filtration Plant	Remains open, with appropriate social distancing.
Workshop	Remains open, with appropriate social distancing.
Waste Management Centre	Remains open, with appropriate social distancing. Residents have been asked to only use the Waste Management Centre for essential purposes. Kerbside waste, recycling, and food and waste services continue as per normal operations.
Begonia House and Fernery	Closed from 31 March.

2. Economic Stimulus Options

The last Mayoral minute detailed a number of actions to be implemented by Council, including economic stimulus measures, this section of the Minute details further proposals for Council consideration. These measures have regard to Council's limited fiscal policy role in the economy and an inability to impact on monetary policy.

2.1 Payment of Council Rates – Cases of Hardship

Council rates and charges have continued to be levied by the Council; these are required to be levied under the Local Government Act (1993). Council is currently dealing with cases of hardship due to the COVID-19 pandemic on an individual case by case basis, with Council working with ratepayers and businesses to establish repayment plans.

Overdue rates and charges currently attract an interest rate charge of 7.5% p.a. With the greater provision of information on the pandemic and the expected timelines before a re-opening of the economy occurs, it is proposed that a general position be adopted with respect to interest charges on overdue accounts.

By way of background the first-rate instalment paid for this calendar year was due 28 February 2020, with the next instalment due 31 May 2020. It is recommended that Council set the rate of interest that accrues on rates and charges that remain unpaid after they become due and payable at 0% for the period 1 June 2020 to 31 December 2020. Thereafter, the rate of interest set will accrue at the rate specified by the Minister on any rates and charges that remain unpaid after they become due and payable, refer to Section 566 of the Local Government Act (1993).

It is intended that where rates and charges were already overdue as at 28 February 2020, prior to the COVID-19 pandemic, and debt recovery action/ proceedings had commenced, that these will generally continue.

The setting of the interest charge at 0% will impact Council cash flows and will be closely monitored. Council's outstanding rates, annual charges, interest and extra charges outstanding ratio, as a percentage of total collectables was 6.3% as at 30/6/2019. If this rate were to continue (noting it is more likely to go up due to COVID-19) it is anticipated based on last years (2018/19) interest charges of \$194,000, that foregone revenue for the period 1/6/2020 – 31/12/ 2020 would be \$113,000 at a minimum (2019/20 - \$16,150).

2.2 Bathurst Business Chamber

Small businesses in Bathurst have their own representative body, the Bathurst Business Chamber. The objective of the Chamber is described by the Chamber as;

"The primary role of the Bathurst Business Chamber is to promote a vibrant business community by connecting, representing, supporting and educating businesses."

The Chamber also provides its members with direct access to all Business NSW entitlements through the Local Chamber Alliance Program. Benefits to members include;

- Monthly networking events
- Membership to the NSW Business Chamber Alliance Program
- Membership page listing
- Weekly newsletters

As the community works to survive the pandemic and then reopen the area for business, support networks (particularly for small business), will be critical. The Bathurst Business Chamber is an incorporated non-profit Association that provides support to the Bathurst business community.

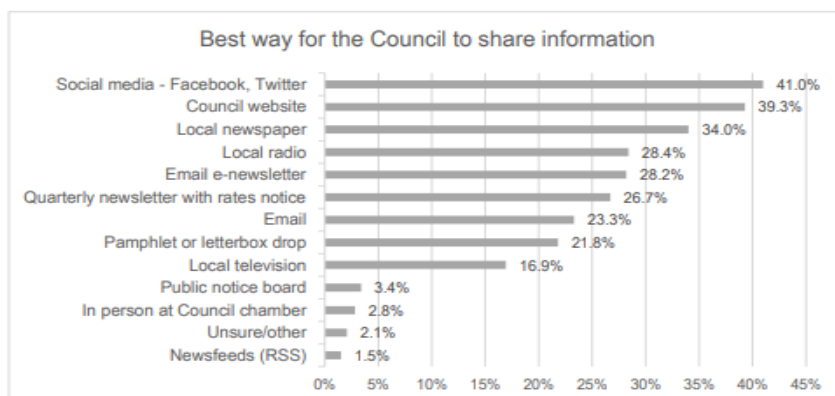
There are currently over 100 members of the Chamber who pay \$175 p.a. membership fee. Many of these members are heavily impacted by the Pandemic and will struggle to pay any regulatory or membership fees. Relief was provided in tranche #1 of Council's response for businesses, however to facilitate connectedness as the industry reopens, it is recommended that Council provides \$18,000 to the Chamber of Commerce to assist in their operations for 2020/21. The Chamber can use this funding to subsidise fees where they see fit for some of their members (noting not all will seek nor need subsidy) or for other purposes to assist in achieving their objectives. The funding will be provided in June 2020.

2.3 Local Media Support

Councillors will be aware of recent cutbacks in the Media industry. This includes the advice by Australia Community Media (ACM) on 14 April 2020, where they were closing down four press facilities, and the production of the printed version number of non-daily newspapers will be suspended. ACM have maintained the printing of their daily papers such as the Western Advocate at this time.

The Federal Government has recently announced the \$5 million Regional and Small Publishers Innovation Fund 2020, will be fast-tracked to assist regional news publishers with the significant challenges being faced during the crisis.

Local media is an important 'glue' for the fabric of any community, without it, disconnects occur. For many the local press is their primary source of information. Council's 2016 Community survey results show the importance of local newspapers and radio.



The OLG has recently provided circular "20 – 12 – Modification of statutory requirements in response to the COVID-19 pandemic." The circular provides details of Regulations made under section 747B of the Local Government Act 1993 to temporarily modify the application of the Act in response to the COVID-19 pandemic. The advice includes;

- *"In addition to these temporary measures, in response to the closure of some local newspapers and to assist Council's to reduce their costs, the Local Government (General) Regulation 2005 (the Regulation) has been amended to remove requirements for newspaper advertising. This amendment is not temporary and will continue to apply after the COVID-19 pandemic passes."*

The advice from the OLG goes on further to state;

“Removal of newspaper advertising requirements under the Regulation

- To alleviate the red tape burden on Councils to reduce their costs, amendments have also been made to the Regulation to remove remaining requirements for notices to be published in newspapers.*
- Council’s are now instead required to publish notices on their websites and in such other manner that they consider necessary to bring it to the notice of the local community or other interested persons.”*

With local print media, Council’s current annual spend is around;

	2019	YTD 2020
Western Advocate	\$139,601	\$89,129
Bathurst City Life	\$49,300	\$45,046

The amended legislation provides Council with the opportunity to secure budget savings of around \$140,000 p.a., noting that some print media such as promotions will continue to occur. This opportunity needs to be considered having regard to;

- Desire to ensure the community has a ‘local media’ presence.
- Maintaining local businesses and jobs.
- Role local press plays in the fabric of our community.
- Role local press plays in promoting Council’s events program and other initiatives.

With the current COVID-19 situation, the maintaining of Council’s current media practices, can be seen as an economic stimulus package of around \$140,000 for 2020/21 (May/June 2020 – estimate \$23,333). A review of Council’s media usage will be presented to Council in 2021 for further consideration.

It is recommended that Council continue with its annual media usage profile with the Western Advocate and Bathurst City Life for the period to 30 June 2021.

2.4 Free Water Verified Primary Producers

Council most recently resolved on the 5 February 2020, to extend the scheme of providing free water for verified primary producers on the following basis.

“That Council provides free water for verified primary producers under the existing conditions until:

- (a) Ben Chifley Dam reaches a capacity of 22% or lower;*
- (b) The drought declaration for the Bathurst Local Government Area has been removed; or*
- (c) 30 June 2020.*

This matter is listed for further consideration at the Council Ordinary meeting 20 May 2020 – DCSF Report #5. It is recommended that the current pricing regime of a 50% reduction be maintained to 31 December 2020.

It should also be noted the Standpipe Water sales are also still at the reduced rate of \$2.50 per kilolitre as per Council’s decision of 6 June 2018, whilst part of the area is drought declared. The consumption difference between years is:

Financial Year	Price per Kilolitre	Kilolitres Sold	Sales \$	Forgone \$
2019/2020 – To April 2020.	\$2.50	26,645	66,613	66,613
2018/2019	\$2.50	15,970	39,925	39,925
2017/2018 – Price reduction to \$2.50 on 6 June 2018.	\$5.00	14,975	71,557	3,320
2016/2017	\$5.00	7,991	39,956	

The free water scheme for verified primary producers and the 50% subsidised scheme are stimulus measures for the region and form part of a suite of measures that Council is implementing. The estimated value of the reduced water pricing will be around \$40,000 for the 6 months to 31 December 2020. It is recommended that Council maintain the reduced price for standpipe water at \$2.50 kilolitre, for the period to 31 December 2020.

2.5 Community Organisations – Long Term Loans

As part of working with community groups in developing facilities for the Bathurst Region, Council's Donations Policy: Section 356, contains provisions for Council to be able to make: Loans to Service Clubs, Sporting Clubs and Non-Profit Organisations. The guidelines include inter alia;

1. *The council may lend money to any Service Club, Sporting Club or Non-Profit Organisation, which is not conducted for private profit, which has its purpose, the provision of one or more of the following:*
 - *community services and facilities*
 - *public health services and facilities*
 - *cultural, educational and information services and facilities*
 - *sporting, recreational and entertainment services and facilities*
 - *environment conservation, protection and improvement services and facilities*
 - *waste removal, treatment and disposal services and facilities*
 - *pest eradication and control services and facilities*
 - *public transport services and facilities*
 - *storm water drainage and flood prevention, protection and mitigation services and facilities*
 - *fire prevention, protection and mitigation services and facilities*
 - *land and property development*
 - *housing*
 - *industry development and assistance*
 - *tourism development and assistance*

Currently the following Long-Term Debtors are in place.

Organisation	Balance Loan Schedule @ 30.6.20 (anticipated)
75's Soccer Club	\$40,897.03
Carillon Theatrical Society	\$66,805.50
AFL Bushrangers	\$83,644.27
Pistol Club	\$955.69
Eglinton District Tennis	\$12,108.93
Bathurst Clay Target Club	\$6,566.68

Bathurst Harness Racing Club	\$16,416.66
Bathurst Bike Park Inc	\$91,761.89
Bathurst Hockey	\$62,651.84
TOTAL	\$381,808.49

Given the current economic impact of the COVID-19 pandemic it is recommended that repayments on these loans, be deferred for the year 2020/21 and any interest charges for the year 2020/21 be waived. The effect of such a proposal is to add basically a year onto the loan schedules without penalty to assist in cash flows. The Organisations if they so wish, can make the 2020/21 instalments but no interest will be charged for 2020/21. Interest charges will recommence 1 July 2021, the estimated value of the interest charges to be waived (with no repayments made) is \$24,827 – 2020/21.

2.6 Village Event Development Fund (VEDF)

The Village Event Development Fund (VEDF) was introduced by Council in 2019/2020 and provided financial support to events in Rockley, Sofala and Wattle Flat while successful applications for funding from Hill End and Peel were unfortunately unable to proceed due to imposition of COVID-19 restrictions. This program will be maintained for 2020/21.

Given the uncertainty surrounding the hosting of large gatherings and events, this \$40,000 Fund can be reallocated, if needed, in 2020/21 to provide additional economic stimulus to the villages of the Bathurst region in the form of activities and expenditures that will benefit small businesses and local communities. Activities may include advertising, online capacity building and training, public relations activity and marketing, the VEDF will be reviewed later in the year.

2.7 Hospitality Businesses (Outside Dining) – Access to Council footpaths

The option to use Council footpaths to facilitate outdoor dining, has been flagged as a way to help businesses increase turnover by allowing increased patronage to occur, given the COVID-19 social distancing protocols.

Council has already agreed to waive the Outdoor Dining Fees chargeable up to December 2020, refer April 2020 Mayoral Minute, as well as health inspection fees, thus removing financial impediments.

The expanded use of Council's footpaths can be catered for subject to compliance with factors such as; adequate insurance, adherence to health guidelines and ensuring appropriate access ways are implemented.

Any requests will be dealt with on a case by case basis, in the spirit of encouraging outdoor dining, and where appropriate adjoining business owners will be consulted.

3 Federal/State Stimulus Packages

The Federal and State Governments have announced extensive stimulus packages to assist the country during the COVID-19 pandemic. The main ones relevant to local Government include;

- Relief for Commercial Tenants – Code of Conduct (Federal)
- Childcare Funding (Federal)
- Childcare Support (State)
- Cleaning of Public Buildings (State - \$250 million)
- Showground maintenance and improvement (State - \$25 million)
- Job Retention Allowance (State - \$112.5 million)
- Emergency Services Levy Relief (State - \$32.76 million)
- Access to T-Corp Loans (State - \$250 million)
- Residential Tenancies Support (State)
- Pound Grants (State - \$500,000)

These initiatives are generally dealt with individually in this minute, (where appropriate). A number of the schemes that have been announced are still awaiting detailed implementation protocols, and accordingly their impact on Council is yet to be determined.

It is noted in respect of showground grants, Council has made a funding application for Sofala and Trunk Creek showgrounds, which are owned by the Crown. The showground in Bathurst is not owned or managed by Council and accordingly the Showground Trust will make any applications as appropriate.

Council has received \$4,000 under the NSW Government's Boost for Pounds funding program. The funds can be used for operations or minor works.

The State Emergency Services Levy Relief package is anticipated to save Council \$26,228 in 2020/21. The Levy has seen a significant increase in recent years, mainly to fund better workers compensation for volunteer emergency service workers. When preparing the 2020/21 budget Council allowed for an amount of \$1,015,500, being a 2.65% increase on 2019/20 (\$989,272) charge, in line with rate pegging. The actual ESL advised by NSW Revenue for 2020/21 is \$1,262,954 an increase of 27.6% on the 2019/20 actual of \$989,272 and an increase of 49.8% on the 2018/19 charge. The 2019/20 actual was offset by a State Government subsidy of \$113,071. The subsidy is not expected to be maintained into the future, however due to COVID-19 the Government has provided for fee relief in 2020/21.

The Table below shows recent movements in the levy.

Levy Category	Actual 2018/19	Budget 2019/20	NSW Revenue Bill 2019/20	Budget 2020/21	NSW Revenue Bill 2020/21
RFS	381,340	405,000	479,611	492,000	684,629
SES	57,511	69,343	66,551	68,500	83,530
Fire Board Commissioner	403,895	420,000	443,110	455,000	494,795
TOTAL ESL Levy	842,746	894,343	989,272	1,015,500	1,262,954
ESL Refund/ Relief			<113,071>	<26,228> (i)	<273,682>
Nett. ESL	842,746	894,343	876,201	989,272	989,272
<i>(i) Represents variation between NSW Revenue bill 2020/21 - \$989,272 and Council budget of \$1,015,500.</i>					

4 Rent/Lease Income

The State and Federal governments have both implemented policy positions with respect to the charging of rents and leases. The following is an overview of the current situation,

Commercial Tenancies

On 7 April 2020, the Australian Government released the “National Cabinet Mandatory Code of Conduct – SME Commercial leasing Principles During COVID-19”, (the Code), with a commencement date of 3 April 2020.

The purpose of this Code “... *is to impose a set of good faith leasing principles for application to commercial tenancies (including retail, office and industrial) between landlords and tenants.*” The Code applies to all tenancies that are suffering financial stress or hardship as a result of the COVID-19 pandemic as defined by their eligibility for the Commonwealth Government’s JobKeeper program, with an annual turnover of up to \$50 million.

Hence, SME tenants who are eligible for, and in receipt of, the Federal Government’s JobKeeper payment are automatically considered to be in financial distress under this Code.

One of the overarching principles of the Code “... *is to share, in a proportionate, measured manner, the financial risk and cashflow ... whilst seeking to appropriately balance the interests of tenants and landlords.*”

For commercial tenants who are eligible for relief under this Code, landlords must:

- (i) Not terminate leases due to non-payment of rent during the COVID-19 pandemic period or a reasonable subsequent recovery period;
- (ii) Offer tenants reductions in rent payable in the form of deferrals or waivers of up to 100% of the amount ordinarily payable, on a case-by-case basis. Note that rental waivers must be no less than 50%.
- (iii) Amortise rental deferrals over the balance of the lease term and for a period of no less than 24 months, whichever is the greater, unless otherwise agreed by the parties. No repayment should commence until the earlier of the COVID-19 pandemic ending (as defined by the Australian Government) or the existing lease expiring, and taking into account a reasonable subsequent recovery period.
- (iv) Not apply any fees, charges or interest with respect to any rent deferred or waived as per above.
- (v) Agree to apply a freeze on rent increases for the duration of the COVID-19 pandemic and a subsequent recovery period.

In addition to the above, landlords are also encouraged to provide tenants with an opportunity to extend their lease for an equivalent period of the rent waiver and/or deferral as applied.

In relation to providing an off-setting relief to landlords, the NSW Government has announced that Commercial landlords will be offered a land tax concession of up to 25% if they pass on the savings to tenants through a rent reduction. However, as local government is exempt from land tax, Council is unable to access this off-setting relief. Further, Council has not been made aware of any other avenues where an off-setting relief could be accessed.

Residential Tenancies

On 15 April 2020, the NSW Government introduced new measures applicable to residential tenancies, through the "Residential Tenancies Amendment (COVID-19) Regulation 2020.

The new measures include an interim 60 day stop on landlords issuing termination notices or applying for NSW Civil and Administrative Tribunal eviction orders due to rental arrears, where tenants are financially disadvantaged by COVID-19. Landlords are also required to negotiate a rent reduction with tenants in good faith in the first instance.

Under this Regulation, a household is impacted by the COVID-19 pandemic if:

- (i) One or more rent-paying members of a household have lost employment or income (or has a reduction in work hours or income) due to the impact of the COVID-19 pandemic; or
- (ii) One or more of the rent-paying members of a household have had to stop working or reduce work hours due to illness with COVID-19, or other member of the household's illness with COVID-19 carer responsibilities for household or family members; and
- (iii) The above factors result in a household income (inclusive of any government assistance) reduced by 25% or more.

In relation to providing an off-setting relief to landlords, the NSW Government has announced that residential landlords would be eligible for a land tax waiver or rebate of up to 25% if they pass on the savings to tenants in financial distress. However, as local government is exempt from land tax, Council is unable to access this off-setting relief. Further, Council has not been made aware of any other avenues where an off-setting relief could be accessed.

At DCSF Confidential report No. 3, 20 May 2020, is a detailed listing of Council's current rent portfolio, the report is put in confidential as the report contains commercial in confidence information. An assessment of the possible impacts on Council's rental portfolio, having regard to Federal and State initiatives is detailed in the following table;

LEASE TYPE	NUMBER	CURRENT ANNUAL RENTAL CHARGE (\$)	POTENTIAL RENTAL IMPACT TO 30.6.2020 (\$)
Residential	11	103,200	4,300
Commercial Leases	43	1,140,456	142,560
Aerodrome	30	122,604	15,326
Community Group Licences	13	4,320	540
Rural Licences	24	75,048	9,384
Sporting Group/ Club Licences	21	10,320	1,292
TOTAL	142	1,455,948	173,402

At this time, it is recommended that Council generally defer (not waive) rent where the conditions specified by the Federal & State Governments apply, noting that each request for relief will be dealt with on a case by case basis.

Further it is recommended that the lease/ rent/ licence fees for the following be waived for 2020/21.

Community Group Licences

Estimated licence fee waived will be \$4,320 for 2020/21.

	Comments	Property
W189	Bathurst Stamp, Coin, Collectables & Lapidary	Park Street, Eglinton
W199	Bathurst Miniature Railway	261 Durham Street, Bathurst
W204	Evans Art Council	7 Lee Street, Kelso
W220	Bathurst District Historical Society (The Annex)	47 Mitre Street, West Bathurst
W224	Bathurst District Historical Society	16 Stanley Street, Bathurst
W238	Licence – Machattie Park Cottage	William Street, Bathurst
W284	St Johns Ambulance Volunteers	58 Christie Street, Raglan
W6877	Macquarie Lions Club of Bathurst	8 Stanley Street, Bathurst
W212	Meals on Wheels	4 Watt Drive, Robin Hill
W2921	The Junction	357 College Road, Orton Park
W1709	Lions Club of Bathurst	6 Short Street, West Bathurst
GL1233	Central Tablelands Woodcraft Inc.	Lot 5 Sydney Road, Kelso
GL1233	Bathurst City & RSL Band Association.	Lot 2 Bradwardine Road, Windradyne

Sporting Group/ Club Licences

Estimated Licence fee waived will be \$10,320 for 2020/21.

	Comments	Property
W196	Eglinton Tennis Club	Park Street, Eglinton
W231	Bathurst Light Car Club (Quarry Site)	Lot 2 College Road, Mt Panorama
W1708	Bathurst Greyhounds	Lot 23 Upfold Street, Gorman's Hill
W2775	Bathurst Triathlon Club	8 Stanley Street, Bathurst
W2776	Bathurst Amateur Swimming Club	8 Stanley Street, Bathurst
W3767	Bathurst Bushrangers ARFC	189A Browning Street, Bathurst
W4458	Bathurst Touch Football Association	Lot 5 Sydney Road, Kelso
W4459	Bathurst Rugby Club Inc	67 Hereford Street, Kelso
W4574	Bathurst Netball Association	261 Durham Street, Bathurst
W5046	Bathurst Harness Racing Club	169 College Road, South Bathurst
W5071	Bathurst Hockey Association	Lot 5 Sydney Road, Kelso
W5099	Rugby Union Cricket Club	Lot 7013 Vittoria Street, West Bathurst
W5572	Bathurst City Croquet Club	32 William Street, Bathurst
W5573	Macquarie View Tennis Club	Lot 108 Esrom Street, West Bathurst
W5574	Bathurst & District Bridge Club	47 Mitre Street, West Bathurst
W6055	Bathurst Archers Inc	Lot 283 Boundary Road, Mitchell
W6389	Bathurst Pigeon Club	Lot 7310 Mid Western highway, Robin Hill
W6391	Bathurst Clay Target Club	Lot 40 Boundary Road, Mt Panorama
W6392	Bathurst Rifle Club	Lot 40 Boundary Road, Mt Panorama
W7544	St Patricks Rugby League Club	19 Hereford Street, Kelso
GL1233	Bathurst Panthers RLFC	48 Durham Street, Bathurst

5 Childcare Services: Scallywags & FDC

Family Day Care income loss estimate from waiving Parental Levy:

Bathurst Regional Council has waived the Family Day Care Parental Levy as a result of the COVID-19 situation and Government imposed policy. By passing on this saving to local families who may be struggling during this difficult period, Council has absorbed an estimated loss of \$47,000 for the 12-week period ending 28 June 2020 that Council is unable to charge a parent levy.

Long Day Care

Continues to operate from Bathurst Children's Services building. No further updates from State or Federal Government are available at this point on their packages. Accordingly, impacts are not able to be assessed.

6 Creative Arts

Bathurst Regional Council: Supporting Artists in Times of Crisis

Bathurst Regional Council arts and cultural facilities may be closed, but they continue to play a vital role in keeping artists and their communities connected. From sneak peek artist studio tours, to live and local performances, Bathurst Regional Gallery (BRAG) and the Bathurst Memorial Entertainment Centre (BMEC) are keeping artists at the heart of their online programs. BMEC continues to foster and promote local talent through a range of programs emerging and established performers. Some examples of events and strategies being undertaken and support for the sector by Cultural and Community Service facilities are;

Bathurst Readers & Writers Festival online

While the Sydney live stream was cancelled, the 2020 Bathurst Readers & Writers Festival was run entirely online, with a strong community uptake – almost 7000 people saw the events online, with almost 1500 actively engaged in the various events offered over the weekend. 2942 people viewed the events offered, from the Great Festival Read, play-readings, creative conversations and many more events, demonstrating that the rapid pivot to online options was highly successful.

Bathurst Visitor Information Centre

- Development of creative promotional content for the Bathurst region using local production company
- Promotion of local artists and virtual events/concerts via social media channels
- Planning for a co-presentation with BMEC: a local song writing contest to create a piece to accompany BVIC's new 'Step Beyond' regional highlights video, paying local musicians
- #TakeAMoment campaign launched via digital, print and radio to encourage local community to reflect and share images/stories of celebrating ordinary moments to create community cohesion in isolation and to encourage support of local business wherever possible

Bathurst Library

- Author talks delivered online, for children and adults
- Call & Collect service created to support local readers
- Mobile library service continuing
- E-library services offering eBooks and eAudiobooks
- It is recommended that the Bathurst Library waive fines from July to December 2020, with an approximate \$5,200 income reduction further easing pressure on local households.

Bathurst Regional Art Gallery

- Our City BRAG Town, community participatory project with commissioned items from local architects, artists and designers, with financial support from BVIC
- Various online campaigns including:
 - ISO chronicles, a one-stop shop for all BRAG online programs on the BRAG website to provide access and an archive of the BRAG online program.
 - BRAG Studio set - a weekly insight into local artists' studios and their art practice. BRAG has commissioned 25 artists to contribute a video and photographic 'diary' of life in the studio during the Covid-19 lockdown period
 - BRAG Voices 30 Years: 2020 marks 30 years since the Bathurst Regional Art Gallery opened at its current site on 6 December 1990. Throughout the year, we will feature posts by a host of artists, directors, curators, volunteers, and community members who reflect on their connection with BRAG, and the vital role the Gallery has played in the cultural life of Bathurst
 - #BATHURSTTOGETHER: launches 18 May with competition to recreate artworks from BRAG collection using items from around the home.

Bathurst Memorial Entertainment Centre

- Quarantunes. Local Emerging Artists Program (LEAP) online performance event
- Online play readings
- Readers & Writers festival as outlined above

Museums Bathurst

- Keeping audiences engaged by presenting and developing online content including behind the scenes information, technical collections information and children's science activities.

For further information regarding Cultural and Community Services facilities adaptations to the COVID-19 situation, refer to Director Cultural and Community Services Report #2.

7 Other Stimulus Projects being implemented: Economic Development/ Communications/ Tourism/ Events

A number of other initiatives are being rolled out to assist the business sector and community to address the impacts of the Covid-19 pandemic. These include the following for 2019/20.

Further activities for 2020/21 will be proposed in the June Mayoral Minute.

Projects - COVID-19 Stimulus

Economic Development			
Name	Description	Status	Cost 2019/20
Business Hub Website Revamp	Revamp of the Bathurst Business Hub website to provide businesses with easier access to the latest State and Federal Government announcements, stimulus packages and resources. The website also has a section which provides advice and practical tips to help businesses survive COVID-19. The website is updated daily - www.bathurstbusinesshub.com.au	Completed	\$1,848
Facebook Campaign -	A boosted Facebook post which links businesses to support information on the	Completed	\$200

support local	Bathurst Business Hub website. The post reached an audience of more than 10,000 people and has been shared by local media and the Business Chamber.		
Evojobs boost	Extensive update and promotion of the Evojobs platform to advertise the maximum number of available jobs in Bathurst, Lithgow and Oberon to people who have recently become unemployed. Council has advertised the Evojobs platform through various channels.	Ongoing	\$6,000
eNewsletter Comms	Regular eNewsletters to Council's business database updating businesses on the most recent developments.	Ongoing	–
Gift Card Competition	A competition where ten \$200 Buy Local Gift Cards can be won by shopping at participating local shops. 10-week campaign with 1 card given away each week. Competition commenced on 1st May.	Ongoing	\$3,500
Webinars	A series of online webinars for business owners covering topics such as managing employees, leases, banking, accessing funding and new ways of operating (through a partnership with Central West BizHQ and RDA).	Ongoing	–
Support Local Video Campaign	Video campaign interviewing locals on how they are supporting local businesses during COVID-19 in practical ways.	Not yet commenced	\$500
		Sub-total	\$12,048

Additional local gift card programs will be developed over the next couple of months for further stimulus into the local economy.

The Economic Development section is working on developing a COVID-19 formal business attraction program, which will complement the other economic stimulus measures introduced which focus on local businesses. Council currently holds adequate stocks of industrial land at Kelso and will soon be expanding the estate. Residential land is readily available to meet the needs of any people moving into the area.

Communications			
Name	Description	Status	Cost 2019/20
#openforbusiness butdifferently	Promotion of Council's operations/activities/events/facilities which are continuing during COVID-19 under the social media banner #openforbusinessbutdifferently	Ongoing	–
Newspaper advertising	With changes to legislation it is no longer a requirement to advertise DAs and other legislative requirements in print advertising; however, Council remains committed to running these weekly print ads as part of our support of local media outlets. (Estimated value \$23,333 2019/20 and \$140,000 2020/21)	Ongoing <i>Refer to Section 2.3. of this report.</i>	–
		Sub-total	\$0

Council's website includes a COVID-19 page which acts as a portal to a range of information, not just the list of Council services. Information on Council's proposed financial stimulus package for the community and businesses is included, as well as the link to the submission process via the YourSay Bathurst portal.

Links to a range of information on other resources and information available from

organisations including the State and Australian governments are also provided. Information for small businesses including grant programs has been consolidated on the Bathurst Business Hub website (which can be accessed directly from the COVID page) while community members are able to find information on what local support services are continuing to operate and how these services are being delivered.

The page also includes information on how local businesses can be supported and information on helping stop the spread of COVID-19 via the relevant State and Australian governments health websites.

Tourism			
Name	Description	Status	Cost 2019/20
Destination website upgrade (bathurstregion.com.au)	Current Destination website being overhauled and updated to provide additional functionality, addition of online shop facility and increased content capacity.	Ongoing	\$12,000
E-Commerce Facility	Addition of an online shop (powered by 'Shopify') to the Destination website able to facilitate retail sales, gift certificates and Buy Local Gift Cards. Shop established, products being loaded, finance integration in progress, to be live with upgraded website.	Ongoing	\$2,600
New Industry Resource website (bathurstregiontourism.com.au)	Creation of new dedicated industry resources site with information regarding grants, opportunities, links, statistical information and updates on tourism marketing and PR activity.	Completed	\$9,000
Tourism Partnership program	Fees for 2020/21 FY have been waived. (Estimated value \$56,000)	Completed <i>Refer to Mayoral Minute – 15 April 2020.</i>	
#TakeAMoment Campaign	Campaign launched via digital, radio and print media to create community awareness and continuity through positive messaging including support of local businesses.	Ongoing	\$12,000
eDM Campaigns	Frequency of Industry and Consumer eNewsletters increased to weekly.	Ongoing	Staff time only
Local creative content - Bathurst Discovery Series	BVIC coordinating a series of promotional video pieces, part virtual tours to inspire future travel, and part mini documentaries to build the Bathurst brand and provide ongoing online content including virtual events.	Ongoing	\$12,500
CENTROC Collaborative marketing	Working with neighbouring Councils to create a phase one marketing campaign to target the VFR market as this segment the most likely to instigate travel during the first phase of easing of current C19 restrictions.	Ongoing	Funded through JO and DNCO
Sub-total			\$48,100

Events			
Name	Description	Status	Cost 2019/20
Bite Night. Commencing June	Commencing on the June Long Weekend, we will be running a Bite Night every Friday to encourage people to purchase takeaway from local businesses. May include specials, winter theme, discounts, showcase menu. Promoted on socials and website. Encourage people to share their #athomedinners	Not yet commenced	\$100
Lunch Local. Commencing June	Marketing campaign around encouraging people to buy lunch each Wednesday from local eateries, especially people who are still	Not yet commenced	\$150

	working in CBD, or with delivery options. Will commence first week of June – <i>order from our foodies serving great food and drinks every Wednesday. Have a virtual team meeting and discover a new menu.</i>		
Saturday Live Music. Commencing June	Working alongside local artist to feature their music via Facebook Live every Saturday. <i>Livestreamed from Facebook join a variety of talented musicians from Bathurst and surrounds each Saturday from 7pm. For 90 minutes, enjoy the best pop, rock, folk and more from the comfort of your own home. Visit the Council Events Facebook page to see who you can expect to entertain you this winter.</i>	Not yet commenced	\$2,000
Mother's Day - takeaways and deliveries	Created a marketing campaign which encouraged people to buy local for Mother's Day. The page reach was 15,500 individuals in 14 days. 52 businesses were promoted.	Completed	\$100
		Sub-total	\$2,350
		Total cost estimate	\$62,498

I intend to provide a further Mayoral Minute at the June 2020 meeting which will include additional proposals for the Recovery Phase of the COVID-19 Pandemic.

8 Impacts on Council Budgets Due to Covid-19 Pandemic

An initial review of direct impacts on Council's budget for 2019/20 was undertaken for the April 2020 Mayoral Minute, this has been updated and is detailed in the table below. The second column of the table below; "Recovery Saving", are areas where management has identified reductions that can be implemented in 2019/20 to try and offset the, "Direct COVID Costs", being incurred. Work will be ongoing as impacts become more apparent and Council responds to Federal and State directives and initiatives.

List of Costs / Savings arising from COVID-19 for period 2019/20					
Reference	Description	Direct COVID Saving / (Cost)	Recovery Saving		
ENG					
2822	Bathurst 6hr - Net Loss of Income	-135,000			Event cancelled.
	Aerodrome - REX - Loss of Head Tax	-66,000			
	Additional Plant / Vehicle Rentals (3months)	-105,000			Due to need to comply with social distancing requirements for outdoor staff.
	Additional Cleaning Materials (toilet paper / sanitiser etc)	-4,000			
	Outdoor Staff Special Leave (2.5 days - March 2020), offset against existing operational accounts.	-29,100	29,100		Whilst social distancing controls/actions implemented.
ENG Total – as at 15 April 2020		-339,100	29,100	-310,000	
W8017	Aerodrome Master Plan	–	50,000		Project deferred.
W7280	Kerb Replacement Mt Panorama	–	30,000		Project deferred.
W7913	Shoulder replacement Mt Panorama	–	50,000		Project deferred.
ENG Total – for 20 May 2020		0	130,000	130,000	
ENG Total - YTD		-339,100	159,100	-180,000	

CSF					
W789	Events - Proclamation Day	7,161			Event cancelled.
W8652	Events - Cancellation Savings - Establishment / Set-Up Costs etc	248,420			
W1245	Community Survey		20,000		Cancelled with Elections deferral
W8696	Sister City	8,000			
W8703	Living Legends	5,000			Event cancelled.
	Staff Training Across the Org		132,000		Due to social distancing, stopping face to face training.
Cell: A4034	IT - General Maintenance (NEW CBD Wifi Mtce)		16,000		
	IT Costs - Post Office Building Site Activation	-35,000			
	IT & Other Set Up Costs - Mt Panorama Site Activation incl Security	-12,000	10,000		
	IT & Other Set Up Costs - Lee Street Site Activation	-10,000	10,000		Offset by reduced other IT projects
	Increase Cleaning Costs (incl Air Con Mtce) - Civic / Mt Pan / Lee St - 3mths	-126,000			To meet expected health standards whilst utilising Council facilities.
W8647	Finance - New Community Loans - Debtor		40,000		
	IT Terminal Services – Extra licences	-500			To facilitate Working from Home
CSF Total – as at 15 April 2020		85,081	228,000	313,081	
	Legal fees COVID-19 advice	-2,700			Matters such as meeting protocols and COVID-19 impact.
GL4080 GL0415 GL4095	Emergency Services Levy	–	18,000		2019/20 Savings
GL0340	Civic receptions	–	10,000		Reduced levels
GL0300	Workers Compensation Insurance	–	40,000		2019/20 Savings
CSF Total – for 20 May 2020		-2,700	68,000	65,300	
CSF Total - YTD		82,381	296,000	378,381	

CCS					
	BMEC - Hire / Profit	-85,000			Facility Closed
	BMEC - Season Shows	81,000			Facility Closed
	BMEC - Staff (Casuals)	17,000			Facility Closed
	BMEC - Electricity & Gas	15,000			Facility Closed
	Museums - Loss of Tickets & Retail	-120,000			Facility Closed
	Library - Book Sales to Community of Second Hand Books	-10,000			Program cancelled
	Gallery - Retail	-10,000			Facility Closed
	Gallery - Stock Purchases deferral		17,000		Facility Closed
	BVIC - Retail	-20,000			Facility Closed
	BVIC - Japanese Students	-20,000			Facility Closed
	BVIC - Online Booking	-15,000			Facility Closed
	BVIC - Ticket Sales	-20,000			Facility Closed
	BVIC - Heritage Trades Trail / Autumn Colours	20,000			Event cancelled
	BVIC - Staff (W/End Casuals)	20,000	30,000		Facility Closed
	BVIC - Stock Purchases deferral		7,500		Facility Closed

	RAP		10,000		
	Small Business Access Grants		6,000		
	Staff Training		20,000		
	Kelso Community Hub rent	-6,000			Groups have ceased use
CCS Total – as at 15 April 2020		-153,000	90,500	-62,500	
	BMEC write off of stock	-420			Perishable stock w/off
	FDC – Parent levy	-47,000			Waiver of parent levy
W8764	The End Festival (VEDF)	–	13,000		Event cancelled
CCS Total – for 20 May 2020		-47,420	13,000	-34,420	
CCS Total - YTD		-200,420	103,500	-96,920	

EPBS					
W380	Sustainable Living Expo	10,000			Event cancelled
Cell A:7886	Parking Fines	-75,000			
W455	Community Consultations - Masterplans		10,000		Face to face sessions cancelled due to social distancing etc.
W351	Companion Animals education and events		1,500		
W379	Public swimming pools and spa pools monitoring	1,500			
W382	Community education newsletter		5,000		
W6063	Pillars of Bathurst	5,000			Event cancelled
W2210	Evocities		10,000		Evocities inactive 2019/20. \$30k for Health Precinct and \$18k for Spendmapp. \$5,000 Jobs Portal. Remaining funds will not be spent.
W3042	Entry to Bathurst Signage		35,000		Project to be moved over to the Village Planning project.
EPBS Total – as at 15 April 2020		-58,500	61,500	3,000	
W8615	Macquarie Medal		10,000		Savings for 2019/20
W7892	Building Better Bathurst		3,000		Savings for 2019/20
W405	Town Planning Sundries/ LEP expenses		10,000		Savings for 2019/20
W3860	RVMP		10,000		Savings for 2019/20
W382	Community education newsletter		3,000		Savings for 2019/20
W378	Health Fact Sheets		1,000		Savings for 2019/20
W370	Environmentors		1,000		Savings for 2019/20
EPBS Total – for 20 May 2020		0	38,000	38,000	
EPBS Total - YTD		-58,500	99,500	41,000	

Overall Total – as at 15 April 2020	-465,519	409,100	-56,419	
Overall Total – for 20 May 2020	-50,120	249,000	198,880	
Gross Total – YTD	-515,639	658,100	142,461	

List of Stimulus Measures: COVID-19 2019/20 and 2020/21			
Proposed Action		2019/20 Impact \$	2020/21 Impact \$
User Fees and Charges Outdoor Dining Fees - Gnl Fund (0440 – DEP&BS Revenues)		9,233	13,850

Health Inspection Fees Food/General -Gnl Fund (0431 – DEP&BS Revenues)	18,333	27,500
Health Inspection Fees Skin/Hairdressing Fees – Gnl Fund (1787 – DEP&BS Revenues)	1,500	2,250
Health Inspection Fees Bed and Breakfast – Gnl Fund (1788 – DEP&BS Revenues)	833	1,250
Health Inspection Fees Temporary/Mobile food outlets – Gnl Fund (8319 – DEP&BS Revenues)	333	500
Health Inspection Food Act Administration Annual Fee (0435 – DEP&BS Revenues)	-	21,500
Parks and Gardens Active Spaces community groups - User Fees – Gnl Fund	53,819	-
Trade Waste Charges – Sewer Fund (0100 – DES Revenues)	12,688	19,003
Tourism Partnership Program – Gnl Fund (0314 – DCCS Revenues)	-	56,000
Council Development Application other Fees (Gnl Fund (0105 – DEP&BS Revenues)	-	98,075
• DA fees		72,221
• Other Development Fees		
TOTAL – as at 15 April 2020	96,739	312,149
Payment Bathurst Business Chamber	18,000	-
Local Media (Print) Support	23,333	140,000
Reduced Water Scheme Standpipes	-	40,000
Community Organisations – Long Term Loans Interest Relief	-	24,827
Interest foregone on overdue rates & charges	16,150	97,000
Reduced Water Pricing (Standpipes)	-	40,000
Waiver of Community Group licences	-	4,320
Waiver of Sporting Group/Club licences	-	10,320
Waiving of Library Fines	-	5,200
Various Economic/ Communication/ Tourism/ Event Activities	62,498	-
Total – for 20 May 2020	119,981	361,667
TOTAL – Stimulus YTD	216,720	673,816

FINANCIAL IMPLICATIONS:

The financial implications have been detailed within the report. Most data relates to the 2019/20 budget year, with initial value of 2020/21 stimulus measures included, these will be further developed in subsequent reports.

The report indicates costs; direct and stimulus measures for 2019/20 as;

Gross Cost YTD 2019/20	\$ <515,639>
Stimulus Measures 2019/20	\$ <216,720>
TOTAL	<u>\$ <732,359></u>

These costs are proposed to be funded as follows;

Recovery Savings (Budget reductions)	\$658,100
Items Currently Funded in Budget	
• Local Media (Print) Support	\$23,333
• Various Eco/Comm/Tour/ Event activities	\$62,498
TOTAL	<u>\$ 743,931</u>

As we progress further through the COVID-19 pandemic, more details will be provided to Council, much of this is dependent on government directions and the easing of social distancing rules.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND

STRATEGIES:

Objective 2: A smart and vibrant economy.

Strategy 2.1 Support local business and industry.

Objective 5: Community health, safety and well being.

Strategy 5.3 Help build resilient, inclusive communities.

Objective 6: Community leadership and collaboration.

Strategy 6.1 Communicate and engage with the community, government and business groups on important matters affecting the Bathurst region.

Strategy 6.4 Meet legislative and compliance requirements.

Strategy 6.6 Manage our money and our assets to be sustainable now and into the future.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-105

MOVED: Cr B Bourke

RESOLVED:

That Council;

1. Notes the actions taken to date.
2. Set the interest rate that accrues on rates and charges that become due and payable at 0% for the period 1 June 2020 to 31 December 2020. Thereafter, the interest rate will be set at the rate specified for the time being by the Minister.
3. Provide \$18,000 to the Bathurst Business Chamber to assist it in achieving its objectives within the business community.
4. Continue with its annual media usage profile with the Western Advocate and Bathurst City Life for the period to 30 June 2021.
5. Set the price for water sold (at Council's standpipes) at an amount of \$2.50 per kilolitre for the period 1 July 2020 to 31 December 2020.
- 6 . Repayments on the following community loans be deferred for the year 2020/21 and that interest charges for 2020/21 be waived.

Organisation	Balance Loan Schedule @ 30.6.20 (anticipated)
75's Soccer Club	\$40,897.03
Carillon Theatrical Society	\$66,805.50
AFL Bushrangers	\$83,644.29
Pistol Club	\$955.69
Eglinton District Tennis	\$12,108.93
Bathurst Clay Target Club	\$6,566.68
Bathurst Harness Racing Club	\$16,416.66
Bathurst Bike Park Inc	\$91,761.89
Bathurst Hockey	\$62,651.84
TOTAL	\$381,808.49

7. Waive Community Group Licence fees for 2020/21 for the following community groups, at an estimated value of \$4,320.

	Comments	Property
W189	Bathurst Stamp, Coin, Collectables & Lapidary	Park Street, Eglinton
W199	Bathurst Miniature Railway	261 Durham Street, Bathurst
W204	Evans Art Council	7 Lee Street, Kelso
W220	Bathurst District Historical Society (The Annex)	47 Mitre Street, West Bathurst
W224	Bathurst District Historical Society	16 Stanley Street, Bathurst
W238	Licence – Machattie Park Cottage	William Street, Bathurst
W284	St Johns Ambulance Volunteers	58 Christie Street, Raglan
W6877	Macquarie Lions Club of Bathurst	8 Stanley Street, Bathurst
W212	Meals on Wheels	4 Watt Drive, Robin Hill
W2921	The Junction	357 College Road, Orton Park
W1709	Lions Club of Bathurst	6 Short Street, West Bathurst
GL1233	Central Tablelands Woodcraft Inc.	Lot 5 Sydney Road, Kelso
GL1233	Bathurst City & RSL Band Association.	Lot 2 Bradwardine Road, Windradyne

8. Waive Sporting Group/ Club Licences for 2020/21 for the following sporting/club groups at an estimated value of \$10,320.

	Comments	Property
W196	Eglinton Tennis Club	Park Street, Eglinton
W231	Bathurst Light Car Club (Quarry Site)	Lot 2 College Road, Mt Panorama
W1708	Bathurst Greyhounds	Lot 23 Upfold Street, Gorman's Hill
W2775	Bathurst Triathlon Club	8 Stanley Street, Bathurst
W2776	Bathurst Amateur Swimming Club	8 Stanley Street, Bathurst
W3767	Bathurst Bushrangers ARFC	189A Browning Street, Bathurst
W4458	Bathurst Touch Football Association	Lot 5 Sydney Road, Kelso

W4459	Bathurst Rugby Club Inc	67 Hereford Street, Kelso
W4574	Bathurst Netball Association	261 Durham Street, Bathurst
W5046	Bathurst Harness Racing Club	169 College Road, South Bathurst
W5071	Bathurst Hockey Association	Lot 5 Sydney Road, Kelso
W5099	Rugby Union Cricket Club	Lot 7013 Vittoria Street, West Bathurst
W5572	Bathurst City Croquet Club	32 William Street, Bathurst
W5573	Macquarie View Tennis Club	Lot 108 Esrom Street, West Bathurst
W5574	Bathurst & District Bridge Club	47 Mitre Street, West Bathurst
W6055	Bathurst Archers Inc	Lot 283 Boundary Road, Mitchell
W6389	Bathurst Pigeon Club	Lot 7310 Mid Western highway, Robin Hill
W6391	Bathurst Clay Target Club	Lot 40 Boundary Road, Mt Panorama
W6392	Bathurst Rifle Club	Lot 40 Boundary Road, Mt Panorama
W7544	St Patricks Rugby League Club	19 Hereford Street, Kelso
GL1233	Bathurst Panthers RLFC	48 Durham Street, Bathurst

9. Waive Library fines from 1 July to 31 December 2020, at an estimated value of \$5,200.

8 RECEIVE AND DEAL WITH GENERAL MANAGER'S AND DIRECTORS' REPORTS

DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Neil Southorn', followed by a small dot.

Neil Southorn

**DIRECTOR
ENVIRONMENTAL, PLANNING AND BUILDING SERVICES**

8.1.1 **SECTION 4.15 OF THE ENVIRONMENTAL PLANNING
AND ASSESSMENT ACT 1979**

File No: **03.00053**

RECOMMENDATION:

That the information be noted.

REPORT:

4.15 Evaluation (cf previous s 79C)

- (1) **Matters for consideration — general** In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application—
- (a) the provisions of—
 - (i) any environmental planning instrument, and
 - (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and
 - (iii) any development control plan, and
 - (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and
 - (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),
 - (v) (Repealed)that apply to the land to which the development application relates,
 - (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
 - (c) the suitability of the site for the development,
 - (d) any submissions made in accordance with this Act or the regulations,
 - (e) the public interest.
- (2) **Compliance with non-discretionary development standards—development other than complying development** If an environmental planning instrument or a regulation contains non-discretionary development standards and development, not being complying development, the subject of a development application complies with those standards, the consent authority—
- (a) is not entitled to take those standards into further consideration in determining the development application, and
 - (b) must not refuse the application on the ground that the development does not comply with those standards, and
 - (c) must not impose a condition of consent that has the same, or substantially the

same, effect as those standards but is more onerous than those standards, and the discretion of the consent authority under this section and section 4.16 is limited accordingly.

- (3) If an environmental planning instrument or a regulation contains non-discretionary development standards and development the subject of a development application does not comply with those standards—
 - (a) subsection (2) does not apply and the discretion of the consent authority under this section and section 4.16 is not limited as referred to in that subsection, and
 - (b) a provision of an environmental planning instrument that allows flexibility in the application of a development standard may be applied to the non-discretionary development standard.

Note. The application of non-discretionary development standards to complying development is dealt with in section 4.28(3) and (4).

- (3A) **Development control plans** If a development control plan contains provisions that relate to the development that is the subject of a development application, the consent authority—
 - (a) if those provisions set standards with respect to an aspect of the development and the development application complies with those standards—is not to require more onerous standards with respect to that aspect of the development, and
 - (b) if those provisions set standards with respect to an aspect of the development and the development application does not comply with those standards—is to be flexible in applying those provisions and allow reasonable alternative solutions that achieve the objects of those standards for dealing with that aspect of the development, and
 - (c) may consider those provisions only in connection with the assessment of that development application.

In this subsection, standards include performance criteria.

- (4) **Consent where an accreditation is in force** A consent authority must not refuse to grant consent to development on the ground that any building product or system relating to the development does not comply with a requirement of the Building Code of Australia if the building product or system is accredited in respect of that requirement in accordance with the regulations.
- (5) A consent authority and an employee of a consent authority do not incur any liability as a consequence of acting in accordance with subsection (4).
- (6) **Definitions** In this section—
 - (a) reference to development extends to include a reference to the building, work, use or land proposed to be erected, carried out, undertaken or subdivided, respectively, pursuant to the grant of consent to a development application, and
 - (b) non-discretionary development standards means development standards that are identified in an environmental planning instrument or a regulation as non-discretionary development standards.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-104

MOVED: Cr W Aubin SECONDED: Cr J Jennings

RESOLVED:

That the information be noted.

8.1.2 GENERAL REPORT

File No: 03.00053

RECOMMENDATION:

That the information be noted.

REPORT:

The following reports are provided for Council's information.

- (a) Applications approved using authority delegated to the Director Environmental Planning & Building Services during April 2020 (**attachment 1**).
- (b) Applications refused during April 2020 (**attachment 2**).
- (c) Applications under assessment as at the date of compilation of this report (**attachment 3**).
- (d) Applications pending determination for greater than 40 days as at the date of compilation of this report (**attachment 4**).
- (e) Applications with variations to development standards under Clause 4.6 of Bathurst Regional LEP 2014 approved in April 2020 (**attachment 5**).
- (f) No political disclosure statements have been received in relation to any "planning applications" being considered at this meeting.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Enabling sustainable growth.

Strategy 4.6 Plan for, assess and regulate development activity.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. DAs approved [8.1.2.1 - 1 page]
2. DAs refused [8.1.2.2 - 1 page]
3. DAs pending [8.1.2.3 - 2 pages]
4. Over 40 days [8.1.2.4 - 2 pages]
5. SEPP 1/Clause 4.6 Approvals [8.1.2.5 - 1 page]

MINUTE

RESOLUTION NUMBER: ORD2020-106

MOVED: Cr I North SECONDED: Cr M Morse

RESOLVED:

That the information be noted.

**8.1.3 DEVELOPMENT APPLICATION NO. 2020/115 –
TELECOMMUNICATIONS FACILITY AT 3805 SOFALA
ROAD, WATTLE FLAT. APPLICANT: BMM GROUP PTY
LTD. OWNER: THE CROWN**

File No: 2020/115

RECOMMENDATION:

That Council:

(a) as the consent authority, grant consent pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 to Development Application No. 2020/115, subject to conditions able to be imposed pursuant to Section 4.17 of the Environmental Planning and Assessment Act 1979, as amended and including conditions to the effect that:

1. The applicant is responsible for the maintenance and upgrading of infrastructure and the maintenance of the site.
2. The applicant, should any emissions other than electromagnetic radiation arise from the installation and operation of the infrastructure, is to notify Council and the relevant Government departments and to recommend a preferred strategy of amelioration.
3. Infrastructure must be removed within 6 months of decommissioning.
4. For each facility, a permanent and legible weatherproof sign must be publicly visible in the immediate proximity of the facility to identify the name and contact details of the operator or site manager.
5. The applicant is to provide Council with the measurement of EME levels at the nearest residence to the proposed site within (30) days of commissioning of the facility and provide the results to Council along with a statement that the EME emission levels from the proposed base station would not differ significantly from that measured, and will at all times comply with the standard specified in the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) 2002, 'Radiation Protection Standard: Maximum Exposure levels to Radiofrequency Fields – 3khz to 300Ghz', Radiation Protection Series No.3.

NOTE: If there is any dispute as to the accuracy of testing or the appropriateness of the methodology used, the Council will arrange for the independent testing of emissions, and the applicant shall meet the full cost of that testing.

6. The pole is to be painted or finished in a neutral colour such as grey as opposed to galvanized consistent with the NSW Telecommunications Guidelines.

(b) call a division.

REPORT:

The Site

Council has received a Development Application (DA) for a telecommunications facility at 3805 Sofala Road, Wattle Flat, described as Lot 3102, DP 1144949.

See location plan and aerial photo at **attachment 1**.

The site currently contains a three-bay Rural Fire Service shed and associated water tanks.

The property adjoins the Wattle Flat Public School to the north.

The adjoining properties to the south and the west contains a single storey dwellings and associated outbuildings.

The nearest non-associated dwellings are located the following distances from the proposed facility:

- 12 Fogharty Lane – approximately 45 metre to the west;
- 3803 Sofala Road – approximately 60 metres to the south-east; and
- 4 Fogharty Lane – approximately 70 metres to the south-east.

The boundary of Wattle Flat Public School is located approximately 15 metres to the north of the proposed facility.

The proposal

The proposal for a telecommunications facility comprises the following components:

- 20 metre monopole on pole pad footing (3m x 3m)
- Omni antenna (DIA200 mm x L998 mm) attached to the top of the pole (overall maximum height 21.3m)
- Telstra skid platform (3125mm x 2080mm)
- Small cell equipment enclosure on Telstra Skid platform
- GPS Antenna mounted on small cell equipment enclosure
- DIA1800mm Telstra Satellite Dish on mounting pole on Telstra skid
- Electricity supply and ancillary equipment necessary for the operation and proper functioning of the facility including cabling, feeders, conduit and signage. Ancillary equipment will be located within the proposed Telstra small cell enclosure on Telstra Skid.

See plans of proposed development at **attachment 2** and Statement of Environmental Effects at **attachment 3**.

It is noted in the Environmental Electromagnetic Energy (EME) report that the proposal is to utilize 4G technology (refer to **attachment 4**).

Background

The proposed facility forms part of the Australian Federal Government's Mobile Black Spot Program and will provide improved Telstra mobile voice and data coverage to the Village of Wattle Flat and immediate surrounds.

Planning Context

State Environmental Planning Policy (Infrastructure) 2007

Clause 115 of SEPP (Infrastructure) provides that:

- (1) *Development for the purposes of telecommunications facilities, other than development in clause 114 or development that is exempt development under clause 20 or 116, may be carried out by any person with consent on any land.*
- (2) *(Repealed)*
- (3) *Before determining a development application for development to which this clause applies, the consent authority must take into consideration any guidelines concerning site selection, design, construction or operating principles for telecommunications facilities that are issued by the Director-General for the purposes of this clause and published in the Gazette.*

Accordingly, the proposal is permissible with consent.

NSW Telecommunications Facilities Guideline Including Broadband (July 2010)

The NSW Department of Planning released its *Telecommunication Facilities Guideline including Broadband* in July 2010. The Guidelines aim to provide an explanation of the existing Telecommunications legislation and provided guidance for the erection of Telecommunication facilities within NSW.

The Guideline provides principles for the location of telecommunications facilities. These principles are as follows:

- Principle 1: A telecommunications facility is to be designed and sited to minimise visual impact.
- Principle 2: Telecommunications facilities should be co-located wherever practical.
- Principle 3: Health Standards for exposure to radio emissions will be met.
- Principle 4: Minimise disturbance and risk, and maximise compliance.

Principle 1: A telecommunications facility is to be designed and sited to minimise visual impact.	
Provision	Comment
(a) As far as practical, a	<i>The proposal is for a freestanding</i>

Principle 1: A telecommunications facility is to be designed and sited to minimise visual impact.

Provision	Comment
telecommunications facility that is to be mounted on an existing building or structure should be integrated with the design and appearance of the building or structure.	<i>monopole.</i>
(b) The visual impact of telecommunications facilities should be minimised, visual clutter is to be reduced particularly on tops of buildings, and their physical dimensions (including support mounts) should be sympathetic to the scale and height of the building to which it is to be attached, and sympathetic to adjacent buildings.	<i>The proposal is for a freestanding monopole.</i>
(c) Where telecommunications facilities protrude from a building or structure and are predominantly backgrounded against the sky, the facility and their support mounts should be either the same as the prevailing colour of the host building or structure, or a neutral colour such as grey should be used.	<i>The proposal is for a freestanding monopole. The applicant proposes that the pole and headframe be "galvanized finish". A condition is to be imposed that the pole should be finished in a neutral colour such as grey.</i>
(d) Ancillary facilities associated with the telecommunications facility should be screened or housed, using the same colour as the prevailing background to reduce its visibility, including the use of existing vegetation where available, or new landscaping where possible and practical.	<i>The proposal includes a small equipment enclosure and freestanding satellite dish. Given that the proposed shelter and dish will be setback over 70 metres from the nearest public roads and sit no greater than 3.5 metres above ground level, they will not be visually intrusive.</i>
(e) A telecommunications facility should be located and designed to respond appropriately to its rural landscape setting.	<i>The subject site is within a rural village setting. The design, being a slimline monopole, is considered to be visually discrete and therefore appropriate for the rural village setting.</i>
(f) A telecommunications facility located on, or adjacent to, a State or local heritage item or within a heritage conservation area, should be sited and designed with external colours, finishes and scale sympathetic to those of the	<i>The subject site does not contain nor is it adjacent to a heritage item. The subject site is however within the Wattle Flat heritage conservation area. The design, being a slimline monopole, is considered to be visually discrete.</i>

Principle 1: A telecommunications facility is to be designed and sited to minimise visual impact.

Provision	Comment
heritage item or conservation area.	
(g) A telecommunications facility should be located so as to minimise or avoid the obstruction of a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land.	<i>The design, being a slimline monopole, is considered to be visually discrete. The proposed pole will not adversely affect significant views or vistas. The pole will be highly visible from those properties within the immediate facility (notably the property at 12 Fogharty Lane). There are limited opportunities to soften this relationship but it is noted that the surrounding residents did not raise issue with the proposal.</i>
(h) The relevant local government authority must be consulted where the pruning, lopping, or removal of any tree or other vegetation would contravene a Tree Preservation Order applying to the land or where a permit or development consent is required.	<i>No removal, pruning or lopping of vegetation is required.</i>
(i) A telecommunications facility that is no longer required is to be removed and the site restored, to a condition that is similar to its condition before the facility was constructed.	<i>A condition will be imposed to ensure that the infrastructure is removed within 6 months of being decommissioned.</i>
(j) The siting and design of telecommunications facilities should be in accordance with any relevant Industry Design Guides.	<i>The proposal generally complies with the Industry Design Guidelines.</i>

Principle 2: Telecommunications facilities should be co-located wherever practical.

Provision	Comment
(a) Telecommunications lines are to be located, as far as practical, underground or within an existing underground conduit or duct.	<i>No above ground lines are proposed.</i>
(b) Overhead lines, antennas and ancillary telecommunications facilities should, where practical, be co-located or attached to existing structures such as buildings, public utility structures, poles, towers or other	<i>There are no existing buildings or structures in this locality that would offer the required height and structural stability for the infrastructure proposed. Co-location is not possible because the nearest existing telecommunications facility is</i>

Principle 2: Telecommunications facilities should be co-located wherever practical.

Provision	Comment
radiocommunications equipment to minimise the proliferation of telecommunication facilities and unnecessary clutter.	<i>approximately 2.2 kilometres away and outside the target coverage area.</i>
(c) Towers may be extended for the purposes of co-location.	<i>Co-location is not possible because the nearest existing telecommunications facility is approximately 2.2 kilometres away and outside the target coverage area.</i>
(d) The extension of an existing tower must be considered as a practical co-location solution prior to building new towers.	<i>Co-location is not possible because the nearest existing telecommunications facility is approximately 2.2 kilometres away and outside the target coverage area.</i>
(e) If a facility is proposed not to be co-located the proponent must demonstrate that co-location is not practicable.	<i>Co-location is not possible because the nearest existing telecommunications facility is approximately 2.2 kilometres away and outside the target coverage area.</i>
(f) If the development is for a co-location purpose, then any new telecommunications facility must be designed, installed and operated so that the resultant cumulative levels of radio frequency emissions of the co-located telecommunications facilities are within the maximum human exposure levels set out in the Radiation Protection Standard.	<i>Co-location is not possible because the nearest existing telecommunications facility is approximately 2.2 kilometres away and outside the target coverage area.</i>
NOTE: Co-location is 'not practicable' where there is no existing tower or other suitable telecommunications facility that can provide equivalent site technical specifications including meeting requirements for coverage objectives, radio traffic capacity demands and sufficient call quality.	

Principle 3: Health standards for exposure to radio emissions will be met.

Provision	Comment
(a) A telecommunications facility must be designed, installed and operated so that the maximum human exposure levels to radiofrequency emissions comply with Radiation Protection Standard.	<i>The EME Environmental Report states that the maximum EME level for the proposed facility is 0.021% of the public exposure limit.</i>
(b) An EME Environmental Report shall be produced by the proponent of development to which	<i>The EME Environmental Report has been prepared in the required format and contains the required information.</i>

Principle 3: Health standards for exposure to radio emissions will be met.

Provision	Comment
the Mobile Phone Network Code applies in terms of design, siting of facilities and notifications. The Report is to be in the format required by the Australian Radiation Protection Nuclear Safety Agency. It is to show the predicted levels of electromagnetic energy surrounding the development comply with the safety limits imposed by the Australian Communications and Media Authority and the Electromagnetic Radiation Standard, and demonstrate compliance with the Mobile Phone Networks Code.	

Principle 4: Minimise disturbance and risk, and maximise compliance

Provision	Comment
(a) The siting and height of any telecommunications facility must comply with any relevant site and height requirements specified by the <i>Civil Aviation Regulations 1988</i> and the <i>Airports (Protection of Airspace) Regulations 1996</i> of the Commonwealth. It must not penetrate any obstacle limitation surface shown on any relevant Obstacle Limitation Surface Plan that has been prepared by the operator of= an aerodrome or airport operating within 30 kilometres of the proposed development and reported to the Civil Aviation Safety Authority Australia.	<i>The subject site is not within the Bathurst airport environs. The highest point of the structure will be 21.3 metres. The proposed pole is less than 110 metres and therefore does not constitute a "Tall Structure" for the purposes of notification to CASA.</i>
(b) The telecommunications facility is not to cause adverse radio frequency interference with any airport, port or Commonwealth Defence navigational or communications equipment, including the Morundah Communication Facility, Riverina.	<i>The applicant advises that the facility has been designed so as not to create interference and has been designed to comply with all relevant regulations and standards.</i>

Principle 4: Minimise disturbance and risk, and maximise compliance	
Provision	Comment
(c) The telecommunications facility and ancillary facilities are to be carried out in accordance with the applicable specifications (if any) of the manufacturers for the installation of such equipment.	<i>The applicant advises that the facility will be designed and installed in accordance with the manufacturer's specifications.</i>
(d) The telecommunications facility is not to affect the structural integrity of any building on which it is erected.	<i>Not relevant to the proposal as the proposal is for a freestanding monopole.</i>
(e) The telecommunications facility is to be erected wholly within the boundaries of a property where the landowner has agreed to the facility being located on the land.	<i>The proposed monopole and associated infrastructure (including equipment enclosure) will be located wholly within Lot 3102, DP 1144949.</i>
(f) The carrying out of construction of the telecommunications facilities must be in accordance with all relevant regulations of the Blue Book – 'Managing Urban Stormwater: Soils and Construction' (Landcom 2004), or its replacement.	<i>A condition will be imposed to this effect.</i>
(g) Obstruction or risks to pedestrians or vehicles caused by the location of the facility, construction activity or materials used in construction are to be mitigated.	<i>A condition will be imposed to this effect.</i>
(h) Where practical, work is to be carried out\ during times that cause minimum disruption to adjoining properties and public access. Hours of work are to be restricted to between 7.00am and 5.00pm, Mondays to Saturdays, with no work on Sundays and public holidays.	<i>A condition will be imposed to this effect.</i>
(i) Traffic control measures are to be taken during construction in accordance with <i>Australian Standard AS1742.3-2002 Manual of uniform traffic control devices – Traffic control devices on roads.</i>	<i>A condition will be imposed to this effect.</i>
(j) Open trenching should be guarded in accordance with <i>Australian Standard Section</i>	<i>A condition will be imposed to this effect.</i>

Principle 4: Minimise disturbance and risk, and maximise compliance	
Provision	Comment
93.080 – Road Engineering AS1165 – 1982 – Traffic hazard warning lamps.	
(k) Disturbance to flora and fauna should be minimised and the land is to be restored to a condition that is similar to its condition before the work was carried out.	<i>The development site is managed grassland with no trees or shrubs.</i>
(l) The likelihood of impacting on threatened species and communities should be identified in consultation with relevant state or local government authorities and disturbance to identified species and communities avoided wherever possible.	<i>The development site is managed grassland with no trees or shrubs.</i>
(m) The likelihood of harming an Aboriginal Place and / or Aboriginal object should be identified. Approvals from the Department of Environment, Climate Change and Water (DECCW) must be obtained where impact is likely, or Aboriginal objects are found.	<i>The development site is managed grassland with no trees, shrubs or significant geographic features. The applicant has conducted a AHIMS database search and this search did not reveal any known Aboriginal sites or relics on or in the vicinity of the subject site.</i>
(n) Street furniture, paving or other existing facilities removed or damaged during construction should be reinstated (at the telecommunications carrier's expense) to at least the same condition as that which existed prior to the telecommunications facility being installed.	<i>With the exception of the RFS shed and water tanks, there is no existing infrastructure on or around the immediate development site.</i>

EME EMISSION LEVELS

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the Commonwealth body charged with the responsibility for establishing standards that protect the health and safety of the community, including the Radiation Protection Standard. The current Australian Standard is the Australian Radiation Protection Standard "Maximum Exposure Levels to Radiofrequency Fields 3kHz to 300GHz": Radiation Protection Series No. 3 (Australian Standard RPS3) formulated by the Australian Radiation Protection and Nuclear Safety Authority (ARPANSA).

ARPANSA states that the standards which protect people from EME exposures do not set any distances between mobile base station locations and areas which may be considered to be sensitive. ARPANSA similarly highlights that the Australian Communications Industry Forum (ACIF) Code does not specify arbitrary distances at which infrastructure must be sited from community sensitive locations, because arbitrary distances do not necessarily reflect a precautionary approach. In fact, infrastructure sited further from a sensitive area may need to operate at a higher power and so may result in higher EME exposures in that sensitive area.

ARPANSA states that “public concern has also been expressed regarding the possibility of adverse health effects from mobile phone base stations that are sited on or near places where children spend large amounts of time, for example, in or outside their home, kindergartens, schools, playgrounds etc. The balance of evidence does not indicate a risk to the health of people, including children, living in the vicinity of base stations where exposure levels are only small fractions of the ARPANSA standard”.

In this case the proposed telecommunications facility is located approximately 45 metres from the nearest non-associated residential dwelling (12 Fogharty Lane) and approximately 15 metres from the boundary of the Wattle Flat Public School. The Radio Frequency Electromagnetic Energy (RF EME) emission levels are significantly lower than the maximum mandated exposure limits. The proposal complies with Councils Telecommunication policy as the EME emissions are well within the Australian Standard RSP3.

The proposed telecommunications facility will emit a maximum RF EME level of 0.021% of the ARPANSA mandated exposure limits at a distance of 23 metres from the facility. The maximum RF EME level is calculated 1.5m from ground level at specific distance intervals from the proposed location of the development, in accordance with Radiation Protection Series Publication No.3 ARPANSA.

See EME Report at **attachment 4**.

Bathurst Regional Local Environmental Plan 2014

The subject site is zoned RU5 Village under the provisions of the *Bathurst Regional Local Environmental Plan 2014*. A *telecommunications facility* is permissible with consent in the RU5 Village zone. The Objectives of the RU5 Village zone are as follows:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To provide a strong and viable village system that includes housing choice, business opportunities, adequate transport systems and a concentration of community services.*
- *To protect tourism assets and encourage the provision of services within villages that support tourism activities.*
- *To protect and conserve the historical significance and scenic quality of the village settings.*
- *To protect and conserve the rural atmosphere and amenity of the village areas.*

The proposal is not inconsistent with the objectives of the zone.

Clause 4.3 Height of buildings

1. *The objectives of this clause are as follows:*
 - (a) *to establish the maximum height limit to which buildings may be erected in certain locations.*
2. *The height of a building on any land is not to exceed the maximum height shown for the land on the Height of Buildings Map.*

The definition of *building* in the Environmental Planning and Assessment Act 1979 is as follows:

“Building includes part of a building, and also includes any structure or part of a structure (including any temporary structure or part of a temporary structure), but does not include a manufactured home, moveable dwelling or associated structure within the meaning of the Local Government Act 1993.

Accordingly it would apply to the proposal.

The Height of Buildings Map for the locality identifies a maximum overall building height of 9 metres. The proposed monopole will have an overall height of 20 metres (plus 1.3 metre antenna on top of pole).

As the proposed monopole exceeds the maximum height shown on the Height of Buildings Map the application seeks a variation to the 9 metre height restriction utilizing Clause 4.6 Exceptions to development standards.

See discussion in relation to Clause 4.6 variation below.

Clause 4.6 Exceptions to development standards

- (1) *The objectives of this clause are as follows:*
 - (a) *to provide an appropriate degree of flexibility in applying certain development standards to particular development,*
 - (b) *to achieve better outcomes for and from development by allowing flexibility in particular circumstances.*
- (2) *Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.*
- (3) *Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of*

the development standard by demonstrating:

- (i) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and*
- (ii) that there are sufficient environmental planning grounds to justify contravening the development standard.*

A Clause 4.6 Variation was submitted with the Development Application. The Clause 4.6 Variation can be found at **attachment 5**. The applicant's case as to why compliance with the development standard is unreasonable or unnecessary in the circumstances of the case is summarised below:

- The proposed facility forms part of the Federal Government Mobile Black Spot Program. The need for the site was chosen from locations listed in a Federal Government database of mobile black spot sites community members reported and identified. The MBSP aims to address mobile phone coverage in regional and remote areas of Australia.*
- The proposed height is the minimum height required in order to deliver on the coverage objectives and address the community need. The assessment of height was undertaken by Telstra's radio frequency engineers and was established through a detailed radio frequency modelling process which accounts for variables in topography and distance as it relates to the targeted coverage area. This assessment resulted in the need for the minimum of a 20 metre structure to provide effective coverage. The facility is also required to be clear of any vertical obstructions to provide uninterrupted coverage and connectivity to the community of Wattle Flat.*

The applicant has made the following case as to what the environmental planning grounds are to justify contravening the standard:

- The proposed 20 metre high structure is the minimum height required in order to deliver on the coverage objectives of the black spot and address the community need.*
- The proposed facility is for the purpose of providing mobile phone coverage to the community of Wattle Flat, as part of the Federal Government's Mobile Black Spot Program ("MBSP").*
- Telstra was required to nominate regional and remote locations from the Federal Government's database of mobile black spots as reported by members of the public, local communities and councils and other interested parties.*
- Inadequate mobile phone coverage is a significant issue for many people across Australia, particularly for those living, working and travelling in regional areas.*
- One of the key purposes of the MBSP is to improve the safety for people who live, work and travel in regional and remote areas. Wattle Flat is considered a community in need of reliable coverage and connectivity to the surrounding region, as well as providing a critical transport route between towns in the region. The ability for drivers, motorcyclists and other road users to be able to call for help in the event of a breakdown, road accident or other*

emergency is critically important to the Federal Government. Currently, the only option available to people who require assistance in a mobile black spot is to flag down a passing motorist, send them to an area with adequate mobile phone coverage and trust that person to call for help.

- *Extending beyond road safety, mobile phone coverage is important for providing an additional level of safety to tradespeople and farmers who sustain injuries while working in remote areas without access to a landline, such as a paddock or job site. The facility will also provide important coverage and connectivity for the Wattle Flat RFS Depot in the event of a natural disaster and for the Wattle Flat Public School. In these circumstances, mobile phone coverage enables communication within the community, emergency services, as well as access to navigation tools and first aid information.*

The Department of Planning's "*Varying Development Standards: A Guide*" published in 2011 has provided guidance in relation to establishing that compliance with a development standard may be considered to be unreasonable or unnecessary. These justifications are summarized as follows:

- The objectives of the development standard are achieved notwithstanding non-compliance with the standard.
 - The underlying objective or purpose is not relevant to the development with the consequence that compliance is unnecessary.
 - The underlying objective or purpose would be defeated or thwarted if compliance was required.
 - Establish that the development standard has been virtually abandoned or destroyed by the Council's own actions in granting consents departing from the standard and hence compliance with the standard is unnecessary or unreasonable.
 - Establish that the zoning of particular land was unreasonable or inappropriate.
- (4) *Development consent must not be granted for development that contravenes a development standard unless:*
- (a) *the consent authority is satisfied that:*
- (i) *the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3), and*
 - (ii) *the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out, and*

The underlying zone objectives that directly apply to the development are as follows:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*

- *To provide a strong and viable village system that includes housing choice, business opportunities, adequate transport systems and a concentration of community services.*
- *To protect tourism assets and encourage the provision of services within villages that support tourism activities.*

It is considered that the proposed telecommunications facility is consistent with the objectives of the RU5 Village zone and that it is in the public interest because of the obvious public benefit of the facility.

The objective of Clause 4.3 Height of buildings is as follows:

- (a) *to establish the maximum height limit to which buildings may be erected in certain locations.*

The village of Wattle Flat is characterised by low profile buildings and structures. The objective of the height of buildings clause, as it relates to Wattle Flat, is to preserve the low profile character of village. The proposed telecommunications facility, being of a slimline monopole design, is visually discrete and will therefore not have a significant impact on the character of the village.

Despite contravention of the maximum height limit, it is considered appropriate to approve the proposed telecommunications facility for the reasons outlined above.

As the variation does not relate to minimum lot size the NSW Department of Planning, Industry and Environment Secretary's concurrence can be assumed for the Clause 4.6 variation however the application must be determined by Council.

Clause 5.10 Heritage conservation

The subject site does not contain nor is it adjacent to a heritage item. The subject site is however within a heritage conservation area. The design, being a slimline monopole, is considered to be visually discrete.

Bathurst Regional Council – Telecommunications Policy

Council has adopted its own Policy in relation to the siting of Telecommunications Facilities.

Council's Policy requires that emission levels be in accordance with the ARPANSA standard. The development will have an EME of 0.021% of the ARPANSA mandated exposure limits, at a distance of 23 metres from the facility.

The development therefore complies with Council's existing Telecommunications Policy.

Public Notification

The criteria in the Community Participation Plan 2019 was considered and a determination was made that the Development Application be notified to adjoining property owners in accordance with the Community Participation Plan 2019. The

Development Application was notified between 23 April 2020 and 4 May 2020. During the notification period no submissions were received.

CONCLUSION:

Council has received a Development Application (DA) for a 20 metre high monopole telecommunications facility at 3805 Sofala Road, Wattle Flat. Telecommunications facilities are permissible under State Environmental Planning Policy (Infrastructure) 2007. The proposed telecommunications facility is located within approximately 45 metres of the nearest non-associated residential dwelling, however the Radio Frequency Electromagnetic Energy (RF EME) emission levels are significantly lower than the maximum mandated exposure limits. Despite contravention of the maximum height limit of 9 metres, it is considered appropriate to approve the proposed telecommunications facility for the reasons outlined within this report.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: **Enabling sustainable growth.**

Strategy 4.6 Plan for, assess and regulate development activity.

COMMUNITY ENGAGEMENT:

02 **Consult** - to obtain public feedback on alternatives and/or decisions

ATTACHMENTS:

1. Location & Aerial [8.1.3.1 - 2 pages]
2. Plans [8.1.3.2 - 7 pages]
3. Statement of Environmental Effects [8.1.3.3 - 37 pages]
4. EME Report [8.1.3.4 - 2 pages]
5. Clause 4.6 Variation [8.1.3.5 - 6 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-110

MOVED: Cr J Fry SECONDED: Cr I North

RESOLVED:

That Council:

- (a) as the consent authority, grant consent pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 to Development Application No. 2020/115, subject to conditions able to be imposed pursuant to Section 4.17 of the Environmental Planning and Assessment Act 1979, as amended and including

conditions to the effect that:

1. The applicant is responsible for the maintenance and upgrading of infrastructure and the maintenance of the site.
2. The applicant, should any emissions other than electromagnetic radiation arise from the installation and operation of the infrastructure, is to notify Council and the relevant Government departments and to recommend a preferred strategy of amelioration.
3. Infrastructure must be removed within 6 months of decommissioning.
4. For each facility, a permanent and legible weatherproof sign must be publicly visible in the immediate proximity of the facility to identify the name and contact details of the operator or site manager.
5. The applicant is to provide Council with the measurement of EME levels at the nearest residence to the proposed site within (30) days of commissioning of the facility and provide the results to Council along with a statement that the EME emission levels from the proposed base station would not differ significantly from that measured, and will at all times comply with the standard specified in the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) 2002, 'Radiation Protection Standard: Maximum Exposure levels to Radiofrequency Fields – 3khz to 300Ghz', Radiation Protection Series No.3.

NOTE: If there is any dispute as to the accuracy of testing or the appropriateness of the methodology used, the Council will arrange for the independent testing of emissions, and the applicant shall meet the full cost of that testing.

6. The pole is to be painted or finished in a neutral colour such as grey as opposed to galvanized consistent with the NSW Telecommunications Guidelines.

(b) call a division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North

Against the Motion - nil

Absent - Cr J Rudge

Abstain - Nil

8.1.4 COMMUNITY ENGAGEMENT DURING COVID 19 PERIOD ON PLANNING AND DEVELOPMENT MATTERS

File No: 20.00331

RECOMMENDATION:

That Council:

- (a) endorse the interim arrangements proposed in this report for public consultation and community engagement on planning matters under the Environmental Planning and Assessment Act 1979 whilst social distancing restrictions are in place as a result of COVID-19; and
- (b) review these arrangements as Council receives new advice in relation to social distancing protocols.

REPORT:

As part of Council's overall response to COVID-19 and the need to ensure appropriate social distancing protocols, Council needs to review how it engages with the Bathurst Region community under its Community Participation Plan in relation to the strategic planning projects (visioning and public exhibition) and development applications (public exhibition).

Council's current Community Participation Plan was adopted in July 2019 and provides the overall framework for Council's engagement on planning matters under the Environmental Planning and Assessment Act 1979. As a statutory document Council is bound to follow it when dealing with planning matters.

IMPACT OF COVID 19:

During the current restrictions governing social distancing, the capacity to hold face to face engagement and discussion of development issues with the community is limited. The capacity to have "virtual" meetings is not universally available to all due to limitations in technology and software. Virtual meetings would not suit wider public meeting situations.

Council has also made a decision to cease public attendance at Council meetings for the foreseeable future. Accordingly, there is no scope to hold "public Submission Hearings" with Councillors as currently occurs under Council's Community Participation Plan. It is therefore appropriate that Council put in place interim arrangements in light of the current social distancing restrictions.

STRATEGIC PLANNING MATTERS

Consistent with Council's adopted Community Participation Plan, Council usually undertakes community engagement in the development of strategic planning projects as follows:

1. Visioning consultation – to engage with the community and stakeholders to understand their priorities and integrate their aspirations into the project early. This usually involves face to face workshops, written surveys through Council's Yoursay website, and formal correspondence to key stakeholders to identify the community's vision in relation to the issue being considered. The information gathered is used to inform preparation of the draft plan or strategy.
2. Public exhibition of a draft plan/strategy – to obtain feedback on the preferred strategy or action. This usually involves public presentation(s) of the findings of the draft plan or strategy, written surveys through Council's website, and formal notification to key stakeholders to identify the community's response to the draft plan or strategy. Where written negative submissions are received, a public Submission Hearing is held to allow those who lodged the submission to be able to reiterate their concerns and be heard in front of Councillors.

Amendments to Council's planning instruments (DCP and LEP) and developer contribution plans are usually prepared by Council staff and placed on public exhibition in accordance with the requirements of the EPA Act. Where negative submissions are received a public Submission Hearing is held with Councillors.

These practices need to be reviewed as a result of social distancing requirements. Each strategic planning project has unique community engagement requirements and so there is not a one size fits all approach that will be appropriate for all situations. Where the Council determines that it is important that it engage face to face with the community on a project as it would have done so before COVID 19 (and virtual engagement is not an option), the project (or that stage of the project) will be delayed until social distancing restrictions are eased.

Note that some projects such as the Local Strategic Planning Statement cannot be delayed as there is a legislated requirement that Council have the Statement in place by 1 July 2020.

For all other projects it is envisaged that the following would apply.

1. *Visioning Consultation*

All visioning consultation will be undertaken via Council's Yoursay website and formal notification to key stakeholders. Where small focus group feedback is appropriate, attempts will be made to undertake these focus groups virtually. All feedback received will be used to inform preparation of the relevant plan/strategy.

2. *Public Exhibition of draft plan/strategy*

Public exhibition of the draft plan/strategy will be undertaken via Council's Yoursay website and formal notification to key stakeholders. Where only positive submissions are received, the matter will proceed to a Council meeting for consideration of adoption of the plan/strategy without referral to a public Submission Hearing. This retains the usual practice prior to COVID 19.

Where negative submissions are received to a project, a public Submission Hearing will not be able to be held until social distancing restrictions are lifted. In these circumstances, it is proposed that the submissions be collated and a report, inclusive of copies of each submission, be referred to all Councillors at least 2 weeks prior to the plan/strategy referral to a Council meeting for consideration. This

report would be the same as that normally prepared for a Submission Hearing, without the submission hearing actually being held. This will provide Councillors the opportunity to consider the submissions well before the matter is referred to the Council meeting and seek additional information from staff, if needed, prior to the Council meeting.

Where submissions are received in relation to a major strategic project with significant ramifications to future land use planning (e.g. Local Strategic Planning Statement) the Submission Hearing report will be referred to a Councillor Working Party so that Councillors have an opportunity to receive public submissions before the matter is presented to a Council meeting.

DEVELOPMENT APPLICATIONS

Consistent with Council's adopted Community Participation Plan (CPP), where Council receives a submission to a Development Application the following usually occurs.

1. Copies of submissions are referred to the applicant "who will be encouraged to address the issues raised in the submissions, by way of comments or amended plans" (s 6.5 of the CPP); and
2. Where the issues may be resolved by "explanation or negotiation of an intended outcome" an internal Discussion Meeting is held with the applicant, the objectors and Council staff; or
3. Where the matters raised are "unlikely to be resolved at a Discussion Meeting, the development application will be referred to a Submission Hearing with Councillors".

In practice the "Discussion Meetings" are held where there are a small number of submissions and the issues are likely to be resolved with further information and/or amendments to the plans. The Discussion Meetings are generally held with Council staff, objectors and the applicant, minutes are taken, and where the issues are resolved, the matter is determined under delegation. Where the matters are not resolved the application is referred to Council for determination.

As a result of the decision to cease public attendance at Council meetings for the foreseeable future there is no scope to hold "Submission Hearings" with Councillors as currently occurs.

It is therefore proposed to introduce interim measures to deal with public submissions received in response to Development Applications.

For those matters which would normally be subject to a staff level "Discussion Meeting" the following protocols are proposed:

1. All submissions will be referred to the applicant for consideration.
2. The applicant will be required to provide a written response to the submissions received. The response should clearly articulate the issues, the response and any amendments to be made to the proposal.
3. Where the applicant makes a considered response to the issues raised by the objector/s, the matter will proceed to determination under delegated authority.
4. Where the applicant does not provide an adequate response, the development does not comply with Council's standards or the issues are significant, the application will be referred to Council for determination.

5. Following determination, a copy of the applicant's response to submissions and Council's determination will be provided to the objectors.

For those matters which would normally be subject to a "Submissions Hearing" before Councillors, the following protocols are proposed:

1. All submissions will be referred to the applicant for consideration.
2. The applicant will be required to provide a written response to the submissions received. The response should clearly articulate the issue, the response and any amendments to be made to the proposal.
3. All submissions, inclusive of the applicant's response, will be collated and a report, inclusive of copies of each submission, will be referred to all Councillors at least 2 weeks prior to the Council meeting for consideration. This report would be the same as that normally prepared for a Submission Hearing, without the submission hearing actually being held. This will enable Councillors the opportunity to consider the submissions well before the matter is referred to the Council meeting and seek additional information from the Director, if needed, prior to the Council meeting.
4. Objectors will be informed of Council's decision.

Note that it is not proposed to seek further comment from objectors on the applicant's response to submissions prior to determination unless any amendments to the plans result in "additional or significantly altered likely environmental impact" as noted in Part 3.10 of the Community Participation Plan.

NEED FOR REVIEW

These arrangements will need to be reviewed as the rules governing social distancing are changed in response to Government and medical advice. They are therefore to be considered as interim measures only and can be modified to suit as advice is received.

CONCLUSION:

Council's Community Participation Plan provides the overall framework for community consultation and engagement on planning and development matters under the Environmental Planning and Assessment Act 1979. Due to current protocols surrounding social distancing requirements as a result of COVID-19, these community engagement and consultation arrangements need to be reviewed and interim arrangements put in place.

The proposed interim arrangements represent a reasonable compromise between providing opportunities to the public to have issues considered as part of the planning process and meeting social distancing rules, noting that the NSW Government expects Council to perform its planning functions as best as possible.

These arrangements will need to be reconsidered as social distancing rules change into the future.

FINANCIAL IMPLICATIONS:

Nil at this stage.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND

STRATEGIES:

Objective 6: Community leadership and collaboration.

- Strategy 6.1 Communicate and engage with the community, government and business groups on important matters affecting the Bathurst region.
- Strategy 6.4 Meet legislative and compliance requirements.
- Strategy 6.5 Be open and fair in our decisions and our dealings with people.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-112

MOVED: Cr I North SECONDED: Cr J Jennings

RESOLVED:

That Council:

- (a) endorse the interim arrangements proposed in this report for public consultation and community engagement on planning matters under the Environmental Planning and Assessment Act 1979 whilst social distancing restrictions are in place as a result of COVID-19; and
- (b) review these arrangements as Council receives new advice in relation to social distancing protocols.
- (c) call a division

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North

Against the Motion - nil

Absent - Cr J Rudge

Abstain - Nil

8.1.5

STREET LIGHTING – LIGHTING UNDER AWNINGS IN THE CBD

File No: 28.00014-07

RECOMMENDATION:

That Council:

1. Endorse the disconnection of under awning lighting from the Essential Energy unmetered network (where lighting meets required standards without the under awning lighting) following appropriate notification to building owners;
 2. Contact property owners with affected awnings to advise that they have the option of connecting the under awning lighting to the metered supply of the premises; and
 3. Note additional information contained within the report regarding Council's responsibilities for Street Lighting.
-

REPORT:

At its April policy meeting, Council resolved to revoke the Policy "Lighting - White Way Lighting Under Awnings in the CBD."

The basis of that decision was that Essential Energy had communicated they would no longer accept ownership of new White Way Under Awning Lighting on the unmetered street lighting inventory, as these lights are considered 'non-standard' lights under the NSW Public Lighting code. As such, Essential Energy are not obligated to accept ownership of new or replacement luminaires of this type. As a result of this, following public consultation, Council voted to revoke the Policy "Lighting - White Way Lighting Under Awnings in the CBD."

Essential Energy have also indicated that in accordance with the Public Lighting Code, existing non-standard lighting which has reached the end of its economic life will no longer be maintained by Essential Energy. Much of the existing under awning lighting in Bathurst CBD falls under this category and Essential Energy have flagged that it wants to transition these lights out of its ownership. Many of these lights are old, they are on private buildings, the awnings are often in a state of disrepair with many awnings containing asbestos roof sheeting.

For this reason, Council has been working with Essential Energy to determine a solution for existing under-awning lighting. The proposed solution for sections of CBD streets that have both overhead street lighting and under-awning lighting, is to replace the overhead street lighting with high wattage LED lights and assess whether the lighting levels on the footpaths under the awnings complies with Australian Standards (AS/NZS 1158.3.1:2020 – PA2 Public Activity Areas) when only the overhead street lighting is in use. It is

proposed that if lighting levels comply with the relevant standard, then, following communication with property owners, the under-awning lighting will be disconnected from Essential Energy's unmetered network. Property owners will still be able to retain the under-awning lighting, but it will be required to be owned and maintained by the building owner and be connected to the metered supply of the premises.

To test this proposed solution a trial was installed in William Street (between Durham and Howick Streets) in which overhead street lights were replaced with 300w LED luminaires. Council engaged an independent lighting consultant, Next Energy, to assess whether the resulting light levels under the awnings met AS/NZS 1158.3.1:2020 - PA2 for pedestrian lighting in Public Activity Areas.

The conclusions of Next Energy are as follows:

- With the under-awning lights off, the light levels on the footpaths meet the requirements of the recently updated AS NZS 1158.3.1 for Public Activity Areas (areas primarily for pedestrian use) Category PA2. The minor exceptions are where there is interference from an obstruction (e.g. a tree or a strongly protruding section of awning);
- No excessive glare for drivers or pedestrians was noted with the 300W LEDs;
- There is excellent uniformity on carriageway and footpath with 300W LEDs (with the exception of obstructions noted above);
- Under awning lighting, while having significant outages and gaps, is contributing in the order of 20 lux near the buildings and 15 lux nearer the curb (well in excess of the PA2 standard);
- The 300W LEDs appear to contribute more than 10 lux horizontal illuminance on the opposite footpath (i.e., above PA2 minimum horizontal illuminance);
- Building owners may wish to still keep under-awning lighting for aesthetic reasons but this lighting is not needed to meet PA2 minimums;
- Lighting on footpaths may be improved further with restoration (and possible improved output levels) from heritage street light fixtures in the central median.

There are four CBD blocks which have both overhead and under awning lighting where the results of this trial can be applied:

1. William Street, between Durham and Howick Street (the trial location)
2. William Street, between Howick and Russell Streets
3. George Street between Durham and Howick Streets
4. Howick Street between William and Bentinck Streets.

These locations account for approximately 322 under awning lights (out of a total of 735).

It is therefore proposed to write to all property owners in these blocks which have Essential Energy owned under awning lighting attached to the awning of their buildings, giving six months' notice of the disconnection of the under awning lighting from the Essential Energy unmetered network. During this time if the owner's so wish they can arrange, at their cost, to rewire the under awning lighting so that it is metered through the property.

In areas of the CBD where there is under awning lighting but no, or insufficient, overhead lighting, Council and Essential Energy will continue to investigate other solutions. These locations are:

- George Street between Howick and Keppel Streets
- Howick Street between George and William Streets
- Keppel Street between William and Seymour Streets
- Russell Street between George and Rankin Streets

A further report will be prepared for Council presenting options for these locations.

Alternative solution

Council could choose to take on ownership of the under awning lighting from Essential Energy. The implications of this are:

1. Council would continue to pay for the energy and maintenance costs associated with the lights;
2. Council would need to reroute the lighting through a metered supply and be responsible for the ongoing maintenance of the lights;
3. A metered supply attracts a higher tariff than the unmetered supply, and therefore Council would incur increased charges associated with the operation of under awning lighting; and
4. Council would have to accept the risk and potential liability of owning lighting infrastructure attached to private buildings (where many awnings are in a dilapidated state).

For these reasons it is not recommended that Council take ownership of the under awning lighting.

Council responsibilities for Street Lighting

The Southern Lights group recently prepared a briefing note for councils entitled *Street Lighting Responsibilities & Dimming*. It clarifies Council's responsibilities with regard to street lighting, updates Council on recent changes to the Australian Standards to incorporate dimming for street lighting and outlines the Southern Lights councils jointly agreed approach to dimming of street lighting (noting that dimming is only possible once smart controls for street lights are deployed). A copy of the briefing note is at [attachment 1](#).

CONCLUSION:

It is recommended that Council manage the transition of under awning lighting to private ownership as detailed in the report.

FINANCIAL IMPLICATIONS:

The removal of an estimated 322 under awning lights from the unmetered inventory would save Council approximately \$33,000 per year in energy costs and other charges. This will be offset by additional energy charges of approximately \$3,300 per year for the higher wattage overhead street lights.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 5: Community health, safety and well being.

Strategy 5.4 Make our public places safe and welcoming.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

Strategy 6.6 Manage our money and our assets to be sustainable now and into the future.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Southern Lights NSW Briefing on Lighting Responsibilities April 2020 Final [8.1.5.1 - 3 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-113

MOVED: Cr I North SECONDED: Cr A Christian

RESOLVED:

That Council:

1. Endorse the disconnection of under awning lighting from the Essential Energy unmetered network (where lighting meets required standards without the under awning lighting) following appropriate notification to building owners;
2. Contact property owners with affected awnings to advise that they have the option of connecting the under awning lighting to the metered supply of the premises; and
3. Note additional information contained within the report regarding Council's responsibilities for Street Lighting.
4. Request that any transfer be held off until January 2021.

DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully

A handwritten signature in black ink, appearing to read 'A Jones', enclosed within a large, loopy oval stroke.

A Jones
**DIRECTOR
CORPORATE SERVICES AND FINANCE**

8.2.1

STATEMENT OF INVESTMENTS

File No: 16.00001

RECOMMENDATION:

That the information be noted.

REPORT:

\$65,280,000 was invested at 30/4/2020 in accordance with Council's investment policies, the Minister's Investment Order dated 12 January 2011, the Local Government Act 1993 and associated regulations. All investments have been reconciled with Council's general ledger and are listed below:

	<u>Rating</u>	<u>Balance</u>	<u>Average Return</u>
<u>Short Term 1 – 365 Days</u> (comprising Commercial Bills, Term Deposits, Debentures and Certificates of Deposits):			
National Australia Bank Limited	A1+	\$12,500,000.00	1.81%
Macquarie Bank Limited	A-1	\$1,500,000.00	1.70%
AMP	A2	\$3,000,000.00	2.16%
Bank of Queensland Limited	A2	\$4,500,000.00	1.73%
IMB	A2	\$1,500,000.00	1.85%
Auswide Bank	A2	\$4,500,000.00	1.90%
Members Equity Bank	A2	\$2,500,000.00	1.59%
Maritime, Mining &	ADI	<u>\$6,000,000.00</u>	<u>2.10%</u>
		\$36,000,000.00	1.87%
<u>Long Term > 365 Days</u> (comprising Commercial Bills, Term Deposits, Debentures and Bonds):			
<u>Floating Rate Term Deposits</u>			
CBA Deposit Plus	AA-	\$1,500,000.00	1.37%
CBA Deposit Plus 1	AA-	\$1,500,000.00	1.54%

CBA Deposit Plus 2	AA-	\$1,500,000.00	1.99%
Westpac Coupon Select	AA-	\$2,000,000.00	1.93%
Westpac Coupon Select 1	AA-	\$3,000,000.00	1.84%
Westpac Coupon Select 2	AA-	\$1,500,000.00	1.55%
Westpac Green Tailored Deposit	AA-	\$1,500,000.00	1.71%
Maritime Mining & Power Credit Union Ltd	ADI	<u>\$1,230,000.00</u>	<u>0.50%</u>
-	-	\$13,730,000.00	1.62%

**Fixed, Negotiable
& Tradeable
Certificates of
Deposits**

AMP Fixed Rate	BBB+	\$1,000,000.00	2.99%
Greater Bank Ltd	BBB	<u>\$1,000,000.00</u>	<u>1.40%</u>
-		\$2,000,000.00	2.20%

**Floating Rate
Notes**

Commonwealth Bank of Aust.	AA-	\$1,000,000.00	1.03%
CBA Climate Bond	AA-	\$1,000,000.00	1.29%
Commonwealth Bank of Australia 2	AA-	\$500,000.00	1.84%
National Australia Bank	AA-	\$700,000.00	1.57%
HSBC Sydney	AA-	\$1,500,000.00	1.26%
Suncorp Metway	A+	\$1,000,000.00	1.38%
Rabobank	A+	\$1,000,000.00	2.05%
Macquarie Bank	A+	\$1,000,000.00	2.21%
AMP	BBB+	\$1,000,000.00	1.44%
AMP	BBB+	\$1,000,000.00	2.23%
AMP	BBB+	\$1,100,000.00	1.65%
Bendigo & Adelaide Bank 3	BBB+	\$1,000,000.00	2.00%
Members Equity 3	BBB	\$750,000.00	2.16%
Newcastle	BBB	<u>\$1,000,000.00</u>	<u>1.77%</u>
Permanent 3		\$13,550,000.00	1.60%

Total Investments		<u>\$65,280,000.00</u>	<u>1.77%</u>
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***These funds were
held as follows:***

Reserves Total (includes unexpended loan funds)	\$12,993,500.00
Grants held for specific purposes	\$10,148,172.00
Section 7.11 Funds	\$41,713,723.00

held for specific
purposes
Unrestricted
Investments

\$424,605.00

Total Investments

\$65,280,000.00

Total Interest
Revenue to 31
October 2019

\$1,282,922.70

1.77%

A Jones
Responsible Accounting Officer

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Investments 2020-4-30 pre-accrual [8.2.1.1 - 2 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-114

MOVED: Cr I North SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.2.2

QUARTERLY REVIEW - 2019/2023 DELIVERY PLAN AND OPERATIONAL PLAN 2019/2020

File No: 16.00167

RECOMMENDATION:

That the information be noted.

REPORT:

Bathurst Regional Council has in place the Bathurst 2040 Community Strategic Plan which aims to inform the community about the major directions and programs Council is undertaking in shaping the future of the Bathurst Region. These directions are summarised as objectives and strategies in the Community Strategic Plan which was adopted by Council on 16 May 2018. The Plan is available for viewing at the council offices at 158 Russell Street or can be downloaded from the Public Documents section of Council's website, www.bathurst.nsw.gov.au/council/general-information/public-documents. A listing of the Objectives and Strategies from the Bathurst 2040 Community Strategic Plan can be found within the Plan commencing from page 22.

At **attachment 1** is an update of the strategies for the Bathurst 2040 Community Strategic Plan.

Clause 203(1) of the *Local Government (General) Regulation 2005* (the Regulation) requires a council's responsible accounting officer to prepare and submit a quarterly budget review statement to the governing body of council. The quarterly budget review statement must show, by reference to the estimated income and expenditure that is set out in the operational plan adopted by council for the relevant year, a revised estimate of income and expenditure for that year. It also requires the budget review statement to include a report by the responsible accounting officer as to whether or not they consider the statement indicates council to be in a satisfactory financial position (with regard to its original budget) and if not, to include recommendations for remedial action.

The Division of Local Government has set a prescribed format for the Quarterly Budget Review Statement (QBRs). The statement is in the same format as the requirements for the new Annual Operational Plan that replaced the Management Plan from 1 July 2012. The QBRs Report shown at **attachment 2** is in the format of a commercial Income and Expenditure Statement as per the Office of Local Government Guidelines.

COVID-19 Implications

Council was presented with a Mayoral Minute to the 15 April 2020 Council meeting outlining various economic impacts of the current pandemic. The financial implications section of that report is reproduced below:

The financial implications of the COVID-19 pandemic will be of significant impact to the community, including Council. The measures listed include the following;

Proposed Action	2019/20 Impact \$	2020/21 Impact \$
User Fees and Charges Outdoor Dining Fees - Gnl Fund (0440 – DEP&BS Revenues)	9,233	13,850
Health Inspection Fees Food/General -Gnl Fund (0431 – DEP&BS Revenues)	18,333	27,500
Health Inspection Fees Skin/Hairdressing Fees – Gnl Fund (1787 – DEP&BS Revenues)	1,500	2,250
Health Inspection Fees Bed and Breakfast – Gnl Fund (1788 – DEP&BS Revenues)	833	1,250
Health Inspection Fees Temporary/Mobile food outlets – Gnl Fund (8319 – DEP&BS Revenues)	333	500
Health Inspection Food Act Administration Annual Fee (0435 – DEP&BS Revenues)	-	21,500
Parks and Gardens Active Spaces community groups - User Fees – Gnl Fund	53,819	-
Trade Waste Charges – Sewer Fund (0100 – DES Revenues)	12,688	19,003
Tourism Partnership Program – Gnl Fund (0314 – DCCS Revenues)	-	56,000
Council Development Application other Fees (Gnl Fund (0105 – DEP&BS Revenues) DA fees Other Development Fees	-	98,075 72,221
TOTAL	\$96,739	\$312,149

In addition to the proposed fee changes above, which are estimated to lead to reduced revenues of \$408,888, an interim impact of \$465,519 (loss) has been identified on the budget for 2019/20. These impacts will flow into 2020/21 and are anticipated to be greater than the 2019/20 impact.

Budget reductions of \$409,100 have been identified in the report to offset the stimulus measures that have been identified.

The QBRS presented in this report is for the year to date to 31 March 2020. Because the Mayoral Minute was not presented until after 31 March 2020, this QBRS has not been amended for the impacts shown in that report.

The *Local Government (General) Regulation 2005* has been amended by inserting clause 413A to make it the duty of the General Manager to give timely information to Councillors about any fines or penalty notices from agencies such as the Australian Taxation Office, the Roads and Maritime Services or the Environment Protection Authority, or where a court or tribunal makes a costs order against a council.

Fines or penalty notices this month - Refer to attachment 1.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Operating Plan Review Apr 2020 [**8.2.2.1** - 62 pages]
2. Quarterly Budget Review Statement - 31 March 2020 [**8.2.2.2** - 17 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-115

MOVED: Cr J Jennings SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.2.3 SUNDRY SECTION 356 DONATIONS, BATHURST MEMORIAL ENTERTAINMENT CENTRE COMMUNITY USE SUBSIDY AND MOUNT PANORAMA FEE SUBSIDY

File No: 18.00004

RECOMMENDATION:

That the information be noted and any additional expenditure be voted.

REPORT:

At **attachment 1** is a list of Sundry Section 356 Donations, Bathurst Memorial Entertainment Centre Community Use Subsidies and Mount Panorama Fee Subsidies granted by Council for the period ending 30 April 2020 ncluding a report on annual Rental Subsidies granted by Council.

FINANCIAL IMPLICATIONS:

Council's Sundry Section 356 Donations and Bathurst Memorial Entertainment Centre Community Use Subsidies and Mount Panorama Fee Subsidies are included in the current budget, which currently have a balance as follows:

Section 356:	\$ 4,613.09**
BMEC Community use:	\$ Nil
Mount Panorama:	\$ Nil

** The above amount includes donations already committed but not yet paid. After allowing for the committed donations the remaining balance is nil.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 5: Community health, safety and well being.

Strategy 5.3 Help build resilient, inclusive communities.

Objective 6: Community leadership and collaboration.

Strategy 6.5 Be open and fair in our decisions and our dealings with people.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. 356 Council Report Apr 2020 [**8.2.3.1** - 3 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-116

MOVED: Cr M Morse SECONDED: Cr G Hanger

RESOLVED:

That the information be noted and any additional expenditure be voted.

8.2.4

POWER OF ATTORNEY

File No:

11.00007

RECOMMENDATION:

That the information be noted.

REPORT:

That the General Manager's action in affixing the Power of Attorney to the following be noted.

- Nil

General Items

- Nil

Linen Plan Release

- Bathurst Regional Council – 41 Lot residential subdivision including one residual and one open space – Lot 118 DP1253021 – Marsden Lane, Kelso
- Bathurst Regional Council – Subdivision (Road widening and boundary adjustment) Lot 1000 DP1256577 – Corporation Avenue, Robin Hill

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Enabling sustainable growth.

Strategy 4.6 Plan for, assess and regulate development activity.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-117

MOVED: Cr G Hanger SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.2.5 FREE WATER FOR VERIFIED PRIMARY PRODUCERS

File No: 16.00155

RECOMMENDATION:

That Council resolve to extend the scheme of providing free water for verified primary producers on the basis that the scheme will cease in the event of any of the following:

- (a) When Ben Chifley Dam reaches a capacity of 22% or lower;
 - (b) Drought declaration is removed for the Bathurst Regional Council area;
or
 - (c) 31 December 2020
-

REPORT:

Council previously resolved, on 5 February 2020, to extend the scheme of providing free water for verified primary producers on the following basis:

" The scheme will cease in the event of any of the following:

- (a) When Ben Chifley Dam reaches a capacity of 22% or lower;
- (b) Drought declaration is removed for the Bathurst Regional Council area;
or
- (c) 30 June 2020."

The scheme has been in place since 5 September 2018 and extended at the 12 December 2018, 1 May 2019, 21 August 2019, 20 November 2019 and 5 February 2020 meetings, due to the prevailing conditions.

From the map below, the Central Tablelands area is 5% in drought and 94% drought affected, with the Bathurst LGA 100% drought affected. Recent rainfall, although having a minor effect on Ben Chifley Dam storage, has brought a marked improvement from the status shown on the second map as at 19 January 2020.

As at 7 May 2020, 5830 kilolitres (kL) of free water has been accessed under this scheme representing a minimal loss of income of \$14,575. There are currently 111 people who have registered for the scheme, averaging about 47kL / \$117 worth of water each.

The scheme's guidelines are:

- An application form must be submitted (available on the website or at the Civic Centre).
- The applicant must produce proof of Bathurst LGA residency/ownership of a farmland rate parcel of land, eg drivers licence, Council staff can look up the rates record.
- The applicant must provide a Property Identification Code from Local Land Services.

- The free water allocation will be limited to 20 Kilolitres of water per week per rate notice (non-accruing), to be reviewed regularly and adjusted if necessary based on Ben Chifley Dam levels.
- The water must be used for stock and domestic purposes only, and not be on sold to a third party.
- Council is not responsible for cartage nor the quality of the water once it has been dispensed from the standpipe and users of this service are solely responsible for cleanliness of containers/tanks filled from filling stations.
- Council will monitor usage and reserves the right to cancel access to filling stations if conditions of use are not complied with.

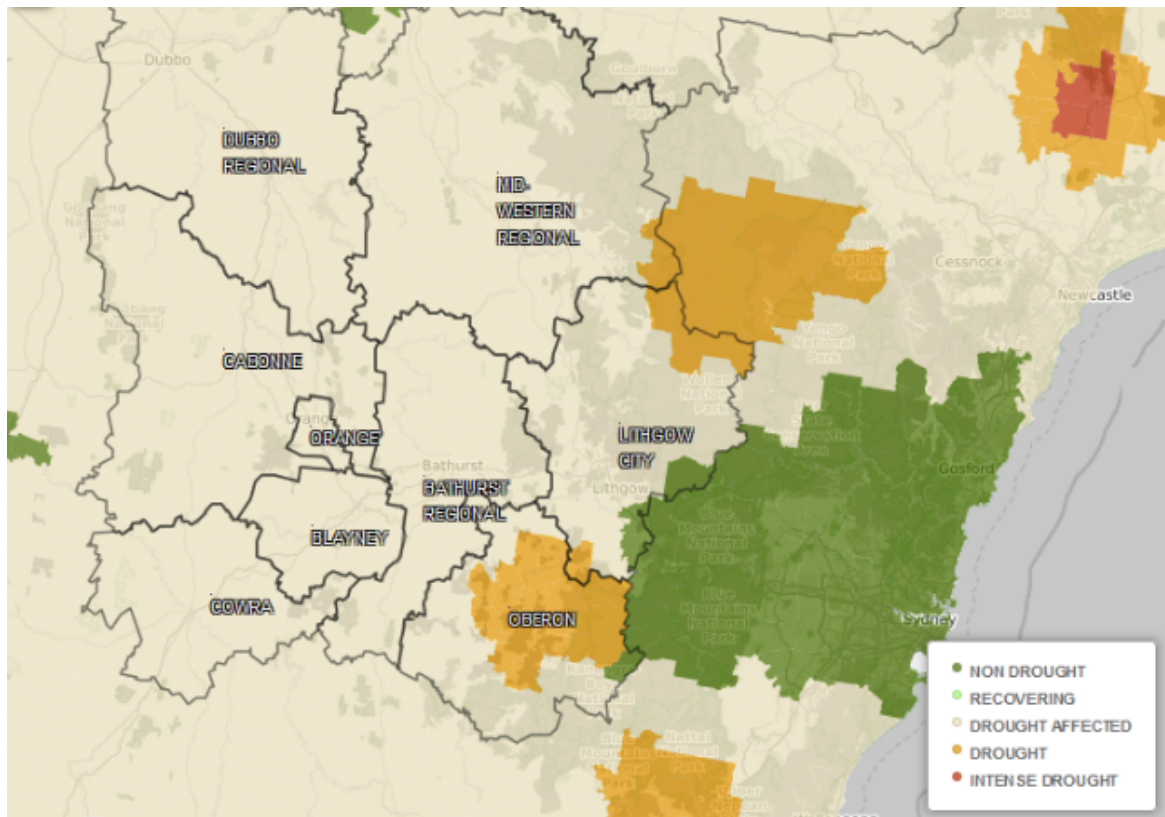
It should also be noted that Standpipe Water sales are also still at the reduced rate of \$2.50 per kilolitre as per Council's decision of 6 June 2018, whilst part of the area is drought declared. The consumption differences between years is:

Financial Year	Price per Kilolitre	Kilolitres Sold	Sales \$	Forgone \$
2019 / 2020	\$2.50	26,645	66,613	66,613
2018 / 2019	\$2.50	15,970	39,925	39,925
2017 / 2018	\$5.00*	14,975	71,557	3,320
2016 / 2017	\$5.00	7,991	39,956	

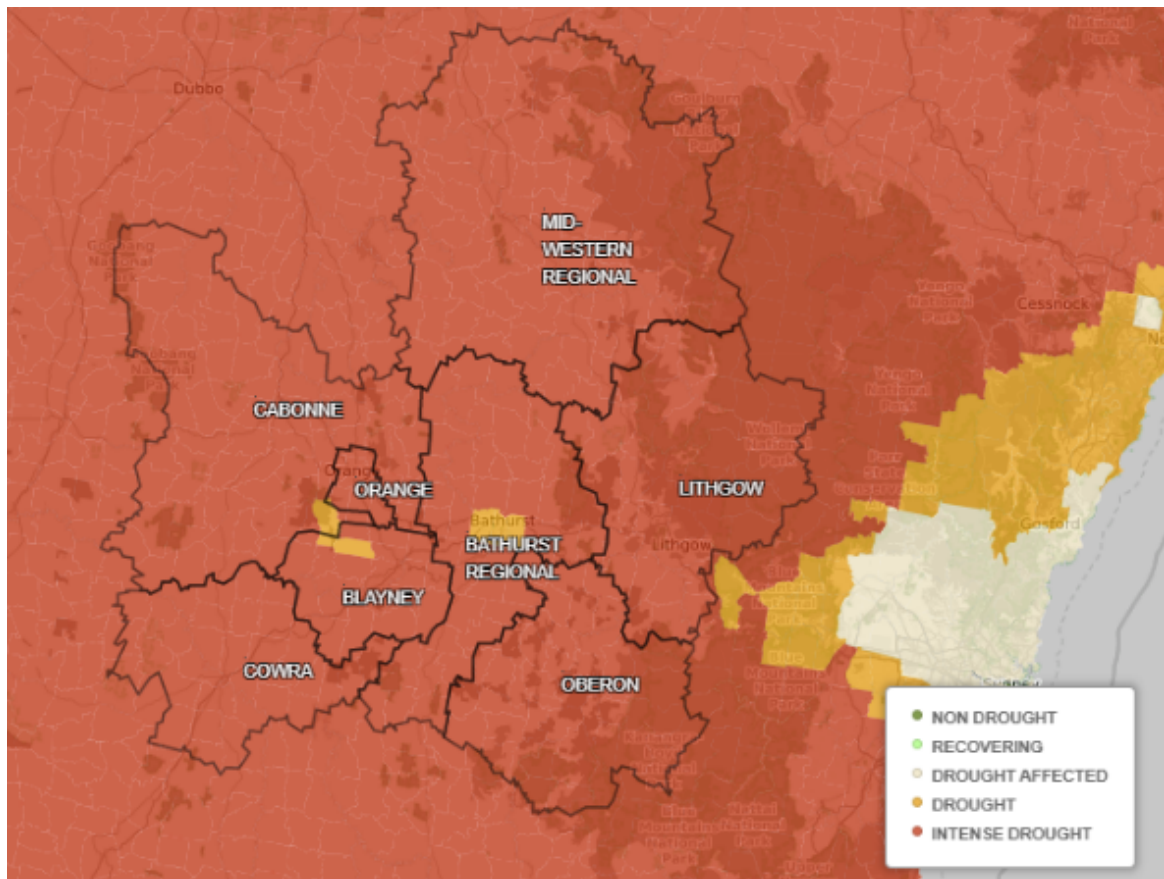
* Price reduction to \$2.50 on 6 June 2018.

The 2019/22020 budget for Standpipe Water Sales is \$33,100. The current balance of \$66,613 is above budget by \$33,513 and more than offsets the lost income from the free water scheme (\$14,575).

At 5 May 2020, Chifley Dam was at 33.5% capacity compared to 32% at 15 January 2020. Council's adopted Drought Management Plan introduces "cease to pump" access rules when the Chifley Dam capacity is equal to, or less than, 22%. Accordingly, the free water scheme will cease when the dam reaches that 22% level.



Central West Drought map 5 May 2020 (Source: DPI NSW)



Central West Drought map 19 January 2020 (Source: DPI NSW)

FINANCIAL IMPLICATIONS:

The financial implications of the free water scheme are very difficult to estimate. Council has approximately 1,450 properties rated as farmland, however, the take-up rate and length of time until the drought declaration is lifted are completely unknown factors. As noted, the current foregone income is minimal at \$14,575.

The Budget for bulk water sales 2019/2020 is \$33,100 with sales year to date at \$66,613 noting that the price per kilolitre is still at half-price (\$2.50 per kilolitre) and the cost of processing that water has not reduced. The marginal cost of each kilolitre sold is increasing as the drought continues and more treatment is required.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 2: A smart and vibrant economy.

Strategy 2.1 Support local business and industry.

Objective 5: Community health, safety and well being.

Strategy 5.3 Help build resilient, inclusive communities.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-118

MOVED: Cr J Jennings SECONDED: Cr I North

RESOLVED:

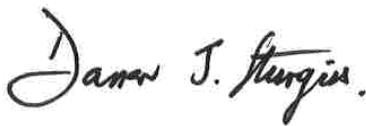
That Council resolve to extend the scheme of providing free water for verified primary producers on the basis that the scheme will cease in the event of any of the following:

- (a) When Ben Chifley Dam reaches a capacity of 22% or lower;
- (b) Drought declaration is removed for the Bathurst Regional Council area;
- or
- (c) 31 December 2020

DIRECTOR ENGINEERING SERVICE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully

A handwritten signature in black ink, reading "Darren J. Sturgiss". The signature is written in a cursive style with a large initial 'D' and a trailing flourish.

Darren Sturgiss
**DIRECTOR
ENGINEERING SERVICES**

8.3.1 WATER SECURITY UPDATE

File No: 32.00017

RECOMMENDATION:

That the information be noted.

REPORT:

The previous report to Council regarding water security was at Council's ordinary meeting of 15 April 2020. A compilation of the various water security related Council reports is available from: <https://www.bathurst.nsw.gov.au/water-restrictions-council.html#article-id-3338>

Water Demand

Water demand on the Town Water Supply continues to average 8.5ML/day or less. This is an excellent result from the Bathurst community. Residential consumption for the last month has at times been as low as 107L/person/day, which is well below the 2014 Drought Management Plan expectations of 183L/p/d for Level 4; this consumption is well below Level 5 (159) and also Level 6 (129) requirements.

Compliance

The media and information campaign continue to provide details regarding the current extreme water restrictions that apply, with full details available on the Council website. Enforcement and compliance measures remain in place, with the appointment of a full time Water Inspector supported by two administration staff who take all calls through the newly established water hotline, and the water restrictions email. To the end of April 2020, 20 new complaints were raised with Council and are being actioned, bringing the overall total to 337. A number of new cases, 65, required a courtesy letter to be sent, bringing the total to 204, and this usually resulted in changes and compliance. There were 9 caution letters sent, no further penalty infringement notices (fine) issued, bringing those totals to 15 and 3 respectively. In some cases, complaints appeared to have been vexatious, as no evidence of non-compliance could be found on inspection of the relevant property.

As at the end of April 2020, there had been 147 pool top up permits issued in total, 304 residential exemptions approved with conditions in total, and a total of 98 business exemptions approved with conditions.

Chifley Dam weekly updates

Each Tuesday afternoon Council's website is updated with the latest statistics and figures relating to Chifley Dam, and the Bathurst Water Supply. Details are available here: www.bathurst.nsw.gov.au/chifleydam

The two key graphs included at **attachment 1** show the monthly Chifley Dam volume in percent, from 11 November 2002 to 28 April 2020, and the yearly weekly comparison of Chifley Dam from 2015 to 2020. Following recent rainfall in Bathurst, the current level of Chifley Dam is 33.5%; Winburndale Dam is 99.3%, and environmental flows continue

from Winburndale and Chifley Dams. The Bathurst Town water supply for the last 11 weeks have been sourced from the Fish River.

Short Term Water Supply Improvements

Discussions are ongoing with State Government regarding remaining funding for the critical water supply projects, with no announcement yet. Council will continue to pursue this matter.

Council has received advice that the Stormwater Harvesting project has been listed by the State Government on the Schedules of the Water Supply (Critical Needs) Act 2019. Full details of the project, including demonstrated critical need, design documentation and an Environmental Assessment have been provided to the NSW State Government to justify the importance and critical position of the Bathurst Town Water Supply system, prior to the gazettal of the Water Supply (Critical Needs) Amendment (Bathurst Water Supply) Regulation 2020, on 24 April 2020.

A formal application has now been requested by the NSW State Government on 28 April 2020, seeking further detail, for assessment and approval for the project to proceed. This will be provided in the early May 2020.

Design for Stage 1a of the Stormwater Harvesting project continues to be refined, with pricing of the project being progressed. Council officers are working to form a construction contract with an appropriately experienced contractor as a matter of urgency.

Council has also applied for the Winburndale Dam Pipeline Augmentation project to be listed on the Schedules of the Water Supply (Critical Needs) Act 2019, with clear justification as to the project need. At this stage the detailed design is continuing, the environmental assessment is being completed and will be provided to the NSW State Government as soon as possible.

In addition, Council has completed work at the Water Filtration Plant which allows for use of up to 3ML/day of water sourced from Winburndale Dam into the town water supply, utilizing the existing Winburndale Pipeline. At this time, Winburndale Dam Water is not required to be used in the Bathurst Town Water system due to the current flows occurring in the Fish River.

Application to the Natural Resource Access Regulator has been made for approval for reduction in environmental flows from Winburndale Dam, to extend the remaining storage. The NSW State Government has requested further information, and is being collated for submission.

Council has sought approval from the NSW State Government to reduce environmental release from Chifley Dam, from a maximum of 4.35ML/day or part thereof of Dam inflows; to 1.0ML/day. This matter is yet to be finalized, with request by NSW State Government for further environmental assessment information to be provided, again currently being collated.

Council has also formed a contract for the test boring of up to 8 groundwater bores, with this work to commence in May 2020.

Work Completed to Date

Council has engaged a contractor to carry out strengthening works to Winburndale Dam. Cost of this project is approximately \$9.7M, with \$2.25M provided by the NSW

Government's Safe and Secure Water Program. Work on this has commenced, with to date approximately \$4.89M expended. Work will be completed in 2020.

Councillors would also be aware of the \$2M provided by the State Government to investigate short term water supply needs, including:-

- (a) Stormwater harvesting
- (b) Winburndale pipeline improvement works
- (c) Groundwater / bore investigation

As indicated above, 16 individual consultancies are being managed by Council for this investigation work, with the bulk of the \$2M committed. It is expected that this funding will be expended by mid 2020.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 3: Environmental stewardship.

Strategy 3.2 Protect the City's water supply.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. May Chifley Dam attachment 1 [8.3.1.1 - 2 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-119

MOVED: Cr I North SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.3.2 REMOVAL OF POPLAR TREES FROM HAWTHORNDEN CREEK, JQUES PARK

File No: 04.00082-02

RECOMMENDATION:

That Council continue with the proposed environmental rehabilitation activities at Hawthornden Creek, Jaques Park, as detailed within the Director Engineering Services' Report.

REPORT:

Summary

- In consultation with the community, Council adopted the *Bathurst Region Vegetation Management Plan (2019)*, the *Biodiversity Management Plan (2012)* and the *Bathurst Urban Waterways Management Plan (2010)* to guide the management and rehabilitation of natural areas within the Bathurst Region.
- Council has been undertaking progressive and staged environmental rehabilitation of the Bathurst regions waterways and reserves since 2005, including extensive community tree planting, erosion control structures, improved mowing regimes and invasive weed and pest species control.
- Ongoing assessments of waterways has seen improvement in areas where works have been conducted.
- Recent removal of invasive Poplar trees in Hawthornden Creek Jaques Park raised concerns with some members of the local community.
- The following provides rationale regarding the removal of these specific trees in this instance.

During the week of 21 April 2020, six of eight mature poplar trees were felled by Council's tree removal crew in a section of Hawthornden Creek within Jaques Park, South Bathurst. Their removal is just one part of Council's weed control program and ongoing environmental rehabilitation of Hawthornden Creek as guided by the *Bathurst Urban Waterways Management Plan (BUWMP) (2010)* and the *Bathurst Region Vegetation Management Plan (BRVMP) (2019)*.

The majority of the eight parent poplar trees, *Populus nigra*, had been identified as being in very poor condition and posing a potential safety risk for the many users of Jaques Park. Although the structural integrity of these trees was of concern and removal for safety reasons was warranted, the main reason for their removal was for the ongoing protection and environmental enhancement of the Hawthornden Creek waterway. It is uncertain as to who may have originally planted the parent trees which have been estimated to be in the vicinity of 50 - 80 years old. It is possible that they could have been planted along Hawthornden Creek as part of a general beautification program of Jaques Park.

Although not identified as a weed of national significance, or a priority weed in the Central Tablelands Regional Strategic Weed Management Plan, poplar species have been identified as a priority weed within the *Bathurst Region Vegetation Management Plan (2019)*. *Known for their invasive nature within wetlands and riverine environments, poplars have a prolific suckering habit which forms dense stands preventing native species from establishing.* Under the *Biosecurity Act NSW (2015)*, Council as land manager has an obligation to take measures to prevent, minimise or eliminate weed biosecurity risks (as far as is reasonably practicable).

For at least the last ten years, Council has undertaken significant rehabilitation works along Hawthornden Creek in Bathurst, including activities in the section of the creek transecting Jaques Park. Works have involved the removal of poplars, willow, and blackberry, which comply with those responsibilities under the *Biosecurity Act NSW (2015)* and under the *Central Tablelands Regional Strategic Weed Management Plan 2017-2022*. In addition, Council has progressively rehabilitated the riparian vegetation zone along Hawthornden Creek, Jaques Park, and achieved a major transformation from what was once a highly degraded site dominated by willow, elm and poplars, and devoid of natural vegetation and in stream channel diversity.

The environmental rehabilitation works along Hawthornden Creek Jaques Park by Council are being undertaken in a staged approach which are consistent with the objectives and strategies of the *Bathurst Urban Waterways Management Plan (2010)* including:-

- Objective 4: To improve or protect the condition, ecological value and natural hydrological functioning of the riparian zone, floodplains and associated wetlands.

This objective is to be achieved through various strategies including:

- Strategy (S12) - Improve the proportion of indigenous species, health of the native species and the condition of the native riparian vegetation:
 - A. Undertake the selective and staged removal of large exotic tree species using best management practices;
 - B. Revegetate the riparian zone with indigenous trees, shrubs and groundcover species; and,
 - C. Remove weeds that significantly degrade the vegetation communities and stage weed removal with replanting' of native species if the plants provide valuable habitat for wildlife.

In 2009, a condition assessment of this Council-owned section of Hawthornden Creek (referred to in the *UWMP* as reach 36 and 37) identified the following:-

- *Channelised creek has been rehabilitated with bed and bank reshaping to trapezoid shape, <1% grade, concrete drop structures and willow removal. More recently the riparian zone is being replanted with native tree and shrub species. Since rehabilitation works the condition of the stream reach has improved significantly. The instream vegetation is of good structure, diversity, cover and has a high proportion of native species. Instream bed and banks are mostly stable. There are areas where bank slumping and streambed erosion is evident. Small scour pools and plunge pools below drop structures have formed creating habitat features for aquatic fauna. Sediments are aggrading and relatively immobile. Water quality is good. Well-structured riparian vegetation is lacking, though improving as new plantings grow.*

A recent update to the assessment conducted by consulting ecologist Dr Barb MacTaggart in 2018, found the reaches of Hawthornden Creek within Jaques Park to be

in good condition with the condition of riparian vegetation continuing to improve over previous assessments.

Numerous staged environmental rehabilitation projects have been implemented within reach 36 and 37 as prioritised and actioned upon under the *BUWMP*. In 2014, through the assistance of the State Governments NSW Environmental Trust grant, the following action was conducted:

- *Action H17 Stabilise bed and banks with the installation of a series of rock riffles/log sills or other instream structures in existing drainage reserve between Havannah and Bant Street.*

The successful project included the installation of a series of instream rock structures as well as additional native vegetation planting and woody weed control within the riparian zone of Hawthornden Creek at Jaques Park.

In addition to environmental rehabilitation works undertaken along Hawthornden Creek Jaques Park by Council under the *BUWMP*, environmental rehabilitation works have commenced and will be ongoing along Hawthornden Creek, Jaques Park, under the objectives and strategies of the *Bathurst Region Vegetation Management Plan (2019)* including:

- Objective 3: To rehabilitate, enhance and protect waterways which flow into the Macquarie River within the urban environment.

This objective is to be achieved through various strategies including:

- Strategy (W10) - Establish native vegetation along all waterways wherever possible and where required integrate and implement environmental engineering solutions:
 - A. Continue restoration within Hawthornden Creek, Sawpit Creek and Jordan Creek and commence other creek projects.
 - B. Replace exotic vegetation, ensure good vegetation cover to reduce light levels to the creek and prevent excessive algal build up.
 - C. Revegetate only with native species and avoid the use of deciduous trees near the channel where leaf drop reduces water quality.
 - D. Upper storey to be dominated by eucalypts such as Yellow Box, Apple Box, Ribbon Gum, and Blakely's Red Gum and River Sheoak.

The most recent staged environmental rehabilitation works that have been programmed by Council for Hawthornden Creek, Jaques Park, commenced in April 2020. The trigger for this stage of environmental rehabilitation works has been the successful establishment of native plantings, in particular River She-oaks and mixed native eucalypts, that have been planted in the last decade at this site. These established native plantings have now stabilised the creek bank and provided an array of habitat values for local wildlife. Based on this, the continuing environmental rehabilitation works at this site now enables the removal of the remaining eight poplars from within the riparian vegetation zone of Hawthornden Creek. The removal of the parent poplar trees that are located within the riparian vegetation zone is necessary to ensure that this invasive plant species does not continue to produce mass seedlings via suckers or seed. If left unchecked, these poplars have the potential to re-infest the site, degrade the work that Council has achieved to date in respect to restoring natural biodiversity of the area and increase the economic costs to Council in managing this invasive weed within this section, and eventually many other areas of Hawthornden Creek.

In order to minimise potential environmental risks associated with the removal of invasive weed species such as poplars, including possible destabilisation of the creek bank and subsequent soil erosion, Council will follow best practice (as per NSW Fisheries advice and recommendation via email dated 24 February 2020), in respect to their removal. Council's tree removal crew are implementing a 'cut and paste' method which will see the trees felled, the application of an aquatic-safe and registered herbicide to the cut, and the retention of the root ball within the creek bank to ensure creek bank stability.

It is Council's intent, as per the existing environmental program, that poplar tree removal works will be followed by a series of community and school tree planting days overseen by Council's Community Environmental Engagement Officer and Environmental Programs Coordinator. Community and student volunteers have been heavily involved in this ongoing project, helping to revegetate Hawthornden Creek, Jaques Park, through scheduled community and school tree planting days whilst also learning about the benefits of riparian habitat rehabilitation.

Unlike most native vegetation, invasive tree species such as poplars and willows, spread their roots into the bed of a watercourse, slowing the flow of water and reducing aeration. They form thickets which divert water outside the main watercourse or channel, causing flooding and erosion where the creek banks are vulnerable. Poplars and willows are also responsible for reducing water quality through the deposit of large amounts of organic material in the form of leaves during autumn. The leaves of deciduous trees are often 'soft' and decompose very readily, far more quickly than aquatic macro-invertebrates can process. The large load of organic material, combined with rapid breakdown by microbes, results in an excessive release of nutrients into a waterway, leading to poor water quality and eutrophication. The consequence of eutrophication is loss of available oxygen within the waterway resulting in blue-green algal outbreaks, native fish kills and major changes in aquatic community structures favouring highly invasive species such as the European Carp (*Cyprinus carpio*).

In contrast, locally occurring native riparian species such as River-red Gum's (*Eucalyptus camaldulensis*), Ribbon Gum's (*Eucalyptus viminalis*) and River She-oak's (*Casuarina cunninghamiana*), have thick sclerophyll leaves that they drop all year round, an adaptation to regulate evaporative loss. A diverse range of native aquatic macro-invertebrates are adapted to breaking down the leaves of native vegetation, providing important inputs into the aquatic food chain. This diversity is severely restricted in waterways where only poplars, willows and other deciduous non-native tree species exist.

Works to date at Hawthornden Creek – Jaques Park

The following list is to inform Council on the environmental achievements that have been delivered within the Hawthornden Creek riparian vegetation zone at Jaques Park over the past ten years. Such works highlight's Council's achievements in implementing best practice, successful environmental restoration works within the Bathurst Region:

No Mow Zones

Council has implemented a 'No Mow Zone' policy (as per Strategy 58 of the *BUWMP*) for many of its parks, reserves and open spaces including Hawthornden Creek, Jaques Park. A 'No Mow Zone' is a designated area where vegetation is not mowed creating a buffer or in the case of Hawthornden Creek – a riparian corridor.

'No mow zones' contribute to biodiversity through increasing habitat for wildlife and encouraging the growth of native riparian vegetation.

Environmental Rehabilitation Projects

Council's Community Environmental Engagement Officer 2010 to Present

- Community environmental conservation volunteer program held every Thursday and Friday. Conducted on Council managed land, activities include tree planting, herbaceous weed control, watering and mulching of plantings, and general rubbish collection.
- Community Tree Planting Days September 2010 to present - Plantings along Hawthornden Creek, Jaques Park including river she-oak, wattle, bottlebrush, matrush and kangaroo grass. Coordinated by Council and the Friends of Jaques Park (no longer functioning)
- Major Rehabilitation Project 2014– Installation of rock sills and drop structures to stabilise creek bed, banks and stormwater inlets.
- 2014 -2016 – Establishment of new planting beds along Hawthornden Creek, Jaques Park with grant funding.
- May 2015 – Contractor engaged to control poplar saplings from along Hawthornden Creek, Jaques Park
- 2015 -2017 – Jaques Park one of Green Army project sites – Collaborative project with Skillset.
- Contractor Maintenance of Jaques Park Revegetation Beds December 2016 to March 2017

Weed control works

- Contractor Woody Weed Control Jaques Park April 2020 – Weed control works including spraying of blackberry and removal of poplar suckers along Hawthornden Creek riparian vegetation zone.
- Council Tree Removal Works Jaques Park April-May 2020 (Incomplete) – Removal of eight (8) mature poplars from Hawthornden Creek riparian vegetation zone.

Recent concerns raised by local resident

On Friday 24 April 2020, concerns were raised by a member of the local community, objecting to the removal of parent poplars in Jaques Park. Contact was made with Council's Environmental Programs Coordinator, who explained the overall project that was being implemented and the reasons for the removal of the poplars along Hawthornden Creek, Jaques Park. Council informed the resident that only unsafe diseased poplars and poplars within the riparian vegetation zone were being removed and that all works are in line with the ongoing community environmental rehabilitation works that have been in progress at this site for the past 10 years. As a result of further objections raised by the resident and the subsequent entering by the public into an active work site, Council staff suspended the completion of the parent poplar removal. Out of the eight trees to be removed, four were identified to be a safety issue. Two parent poplar trees remain standing within the riparian vegetation zone of Hawthornden Creek, Jaques Park and are marked for removal when the environmental rehabilitation project recommences.

Photo images of the various vegetation regeneration works achieved along Hawthornden Creek Jaques Park to date, together with an example of a riparian vegetation zone that has been degraded of natural vegetation due to invasive weed proliferation, is provided in **attachment 1**. This non maintained site provides a clear example that if invasive weed species are not controlled, Council's rivers and creeks would be vulnerable to losing the natural biodiversity of a healthy river system and would create an unusable public

community space.

Recommendation

Council's existing practice of environmental management that is conducted for the care, upkeep and rehabilitation of the Bathurst Region's natural resources is undertaken in accordance with best practice principals and guided by adopted sound management plans. Prepared by qualified ecologists, these management plans remain relevant, up to date and envied by many Local Governments throughout NSW. These include the *Bathurst Urban Waterways Management Plan*, *Bathurst Biodiversity Management Plan*, and the *Bathurst Region Vegetation Management Plan*, which Council has only recently revised and adopted. These Plans clearly define the methodology and processes of how to care for our natural environment, including in relation to current climate change principals. Council has been recognised in the industry for environmental excellence and has received many awards for environmental projects that have been completed over the last ten years, in accordance with its current adopted management policies and plans.

It is recommended that Council continue with its ongoing environmental rehabilitation program in accordance with the various management plans that have been adopted by Council. Specifically, it is proposed that Council continue its environmental rehabilitation programs in line with:

- *Bathurst Urban Waterways Management Plan*

Objective 4 – Improve or protect the condition, ecological value and natural hydrological functioning of the riparian zone, floodplains and associated wetlands.

- *Bathurst Region Vegetation Management Plan*

Objective 3: To rehabilitate, enhance and protect waterways which flow into the Macquarie River within the urban environment.

It is also recommended that Council resume the programmed environmental rehabilitation works at Jaques Park that will include the removal of the remaining two poplar trees from within the Hawthornden Creek riparian vegetation zone and follow up revegetation through the delivery of community and school tree planting days in Spring 2020 and Autumn 2021. The poplar removal only relates to trees within the riparian vegetation zones. There is no intention or reason to remove any poplar trees located within the park that are located away from the creek. Community participation in the ongoing environmental rehabilitation projects at Hawthornden Creek Jaques Park will continue to be a significant part of the ongoing revegetation program.

FINANCIAL IMPLICATIONS:

Environmental projects that are currently being implemented at Hawthornden Creek, Jaques Park are funded from existing Management Plan funds.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.4 Protect and improve the region's landscapes, views, vistas and open space.

Objective 3: Environmental stewardship.

- Strategy 3.1 Protect and improve our natural areas and ecosystems, including the Macquarie River and other waterways.
- Strategy 3.4 Protect and improve the region's biodiversity.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. attachment 1 [8.3.2.1 - 4 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-120

MOVED: Cr J Fry SECONDED: Cr J Jennings

RESOLVED:

That Council:

- (a) Leave the remaining poplars in Jacques Park until they become a risk to public safety.
- (b) Then, such action to remove the poplar trees be preceded by public consultation.

The MOTION was PUT and LOST

MOVED: Cr M Morse SECONDED: Cr I North

That Council:

- (a) Continue with its ongoing environmental rehabilitation program in accordance with the various management plans that have been adopted by Council, and
- (b) continue with the proposed environmental rehabilitation activities at Hawthornden Creek, Jaques Park, as detailed within the Director Engineering Services' Report.

8.3.3 PROPOSED PARTIAL ROAD CLOSURE - MARSDEN LANE, KELSO

File No: 25.00124-02

RECOMMENDATION:

That Council:

- (a) Approve the partial closure of Marsden Lane adjacent to Lot 118 in DP1253021 at Kelso.
- (b) Following closure, consolidate the road closure lot with Lot 118 in DP1253021.

REPORT:

Council would be aware of 'Sunnybright Estate', the residential development at Kelso that was undertaken by Council.

During design works for a second stage of the development it was noted that there is a bend in the Marsden Lane road corridor along the frontage of Lot 118 in DP1253021, which has resulted in the road corridor of Marsden Lane being wider than necessary for the entire length of Lot 118.

The development of Sunnybright Estate provides an opportunity to align the Marsden Lane Road corridor and underground services along the road, including electricity, rather than having them deviate to conform to the existing boundary. It is recommended that the frontage of Lot 118 DP 1253021 be adjusted which will involve closing part of the Marsden Lane road reserve as shown in **attachment 1**.

Upon closure the land will vest in Council as Operational land which can then be consolidated with Lot 118 in DP1253021.

It is therefore recommended that Council:

- (a) Approve the partial closure of Marsden Lane adjacent to Lot 118 in DP1253021 at Kelso.
- (b) Following closure, consolidate the road closure lot with Lot 118 in DP1253021.

FINANCIAL IMPLICATIONS:

Funding for this item is contained within the land development fund.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Enabling sustainable growth.

Strategy 4.1 Facilitate development in the region that considers the current and future needs of our community.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Council Report Attachment 1 [8.3.3.1 - 1 page]

MINUTE

RESOLUTION NUMBER: ORD2020-121

MOVED: Cr I North SECONDED: Cr J Jennings

RESOLVED:

That Council:

- (a) Approve the partial closure of Marsden Lane adjacent to Lot 118 in DP1253021 at Kelso.
- (b) Following closure, consolidate the road closure lot with Lot 118 in DP1253021.

DIRECTOR CULTURAL AND COMMUNITY SERVICE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully



A Cattermole

**DIRECTOR
CULTURAL AND COMMUNITY SERVICE'S**

8.4.1 CENTRAL BUSINESS DISTRICT (CBD) CLOSED CIRCUIT TELEVISION (CCTV)

File No: 20.00320

RECOMMENDATION:

That Council:

- a) Note Stage 2 of the CBD CCTV Scheme is nearing completion.
 - b) Adopt the recommended changes to the CBD CCTV Code of Practice in accordance with Stage 2 of the Scheme.
-

REPORT:

Stage 1 of Bathurst Regional Council's CBD CCTV Scheme was launched in July 2019. The following documents were adopted by Council, to guide the operation of the CBD CCTV Scheme:

- CBD CCTV Policy
- CBD CCTV Code of Practice
- CDB CCTV Standard Operating Procedure

A Memorandum of Understanding between Council and Chifley Police District was also developed and has been signed by both parties.

Council is classed as the "owner" of the CBD CCTV Scheme, and as such, has certain operational minimum standards and responsibilities. These documents fulfil Council's obligation under the *"NSW Government policy statement and guidelines for the establishment and implementation of closed circuit television (CCTV) in public places"*.

Works are currently being undertaken to finalise Stage 2 of the CBD CCTV Scheme. Additional cameras are being installed as part of Stage 2, providing new areas of coverage in the CBD.

The previously adopted CBD CCTV Code of Practice requires updating to reflect the expansion of the scheme. The following changes are required:

Section where change is required	Wording from adopted Code of Practice	Suggested updates to Code of Practice
4. System Description (page 6)	The system involves 9 cameras connected to a central location in the Bathurst Regional Council Civic Centre by a fibre network.	The system involves 19 cameras connected to a central location in the Bathurst Regional Council Civic Centre by a fibre network.
6. Camera Locations	A total of 9 cameras have been installed in the following areas:	A total of 19 cameras have been installed in the following areas:

(page 7)	a) 1 – Howick Street b) 2 – Cnr William and Russell Street c) 1 – Machattie Park d) 3 – Keppel Street e) 1 – Bentinck Street f) 1 – Court House Lane	a) 2 – Howick Street b) 2 – Cnr William and Russell Street c) 1 – Cnr Keppel and Havannah Street d) 4 – Machattie Park e) 2 – Kings Parade f) 3 – Keppel Street g) 1 – Bentinck Street h) 1 – Court House Lane i) 1 – William Street j) 1 – Cnr Piper and William Street k) 1 – Cnr George and Howick Street
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That Council adopt the changes outlined above in the 'suggested updates' column. The CBD CCTV Code of Practice is provided at **attachment 1**. Stage 2 is scheduled to be live by the end of June. A new map of areas under surveillance will be uploaded to the website.

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 5: Community health, safety and well being.

Strategy 5.2 Help make the Bathurst CBD, neighbourhoods and the region's villages attractive and full of life.

Strategy 5.4 Make our public places safe and welcoming.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

CBD CCTV Code of Practice

1. CCTV Code of Practice [8.4.1.1 - 13 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-122

MOVED: Cr I North SECONDED: Cr J Jennings

RESOLVED:

That Council:

- (a) Note Stage 2 of the CBD CCTV Scheme is nearing completion.
- (b) Adopt the recommended changes to the CBD CCTV Code of Practice in accordance with Stage 2 of the Scheme.

8.4.2 DIRECTOR OF CULTURAL & COMMUNITY SERVICES REPORT

File No: 14.00764

RECOMMENDATION:

That the information be noted.

REPORT:

Overview of Adapted CCS Services & Alternative Service Delivery to 1 May 2020

Although the physical closure of most of Council's Cultural & Community Services facilities have occurred due to COVID-19, Council staff have implemented alternative activities, some have been actioned and will continue to be reviewed and modified as appropriate. The activities/campaigns actioned to 1 May 2020 include:

Children's Services (remains open)

- Development and distribution of educational packs for 3-4 years and Preschool Children to ensure support and ongoing early childhood education continues to occur whilst children are in self isolation with their families.
- Families also received 2 separate craft packs for children to undertake at home, Weekly support calls and video calls to families occur to ensure children and families stay connected to Scallywags.
- Video story telling and songs by Educators at Scallywags have been created and shared via the Service's StoryPark App.
- Centre activities have been shared with local media outlets highlighting current Service practices and ANZAC Day celebrations.
- **Family Day Care** support and regular visit procedures have been conducted via phone or facetime.
- "Live" playgroups have been occurring through Facebook. Educators and children have been interacting through Facebook, following along with stories and completing activities.

Bathurst Regional Youth Council created two Facebook videos from their own homes.

- The first was a reminder for the community to wash their hands to help reduce the spread of COVID-19. Youth Councillors passed soap to each other virtually.
- The Youth Council also created a video for ANZAC Day 2020.

Bathurst Visitor Information Centre (BVIC) (closed doors 5:00pm Tuesday 24 March 2020)

- Centre still staffed Monday-Friday and continuing to receive phone and online enquiries.
- Information area is set up at the front of the Centre daily as well as at satellite location of Civic Centre
- New general information brochure has been produced and available 24 hours a day from newly installed custom brochure racks on exterior of Centre
- New intercom installed on site allowing live conversation with a BVIC team member 9am-5pm weekdays
- Destination website has been completed refreshed and updated to provide:
 - Up to date travel information regarding COVID 19 restrictions
 - Inspiration for future travel to the Bathurst region
 - Virtual tours & experiences
 - Community building through the #TakeAMoment campaign
- Development of new creative content at Museums and Bathurst icons/attractions including the new Carillon mini documentary
- Increased social media scheduling
- #TakeAMoment campaign launched via digital, print and radio to encourage local community to reflect and share images/stories of celebrating ordinary moments to create community cohesion in isolation and to encourage support of local business wherever possible (such as takeaway options)
- Consumer and Industry e-newsletters now increased in frequency to weekly
- Development of new Villages book has been fast tracked, due for release 30 June 2020.
- Support to local tourism industry ongoing through new industry website for tourism partner members only and regular check ins from BVIC staff calling all partners
- New online store facility under development to be located on bathurstregion.com.au website

Bathurst Library (closed doors 12 noon Monday 23 March 2020)

- A Call & Collect Service with contactless collection launched on Monday 4 May. Data on uptake in first 4 days (including soft launch) is 110 bundles collected so far. This has been very well received by the public already.
- Staff are onsite undertaking regular activities and responding to telephone and email enquiries Mon-Fri 9am to 5pm.
- The Mobile Library Service continues to operate with deliveries to individuals, nursing homes, and schools. We are offering double deliveries, extended loan period and to drop off/pick up material at door.
- The eLibrary (including new eMembership) is open 24/7 offering eBooks, eAudiobooks, eMagazines and film streaming. A new eLibrary platform "Indyreads" has been launched offering further eBooks and eAudiobooks.
- A new Kids eResources page has been created, as well as a Homework Help page. The library catalogue and management system are being upgraded, offering new features and easier navigation to members.

- Childrens programs including Storytime and Baby Rhyme are delivered live and virtually via Facebook. Author talks are moved online using Skype.
- We are capturing Bathurst response to COVID-19 for the Local Studies files (media releases, Facebook posts, articles in Western Advocate, etc).
- Developing & presenting virtual tools for all members of the community, including offering some databases online (e.g. Ancestry.com), homework page, downloadable activities, Autumn homework program, LEGO club, Code Club.
- The library catalogue has been upgraded. The new catalogue has a fresh, user-friendly look and extra features, such as a 'fuzzy' search function that accommodates word/spelling variations

Bathurst Regional Art Gallery (closed doors 12 noon Monday 23 March 2020)

BRAG has developed a suite of on-line programs focused on providing platforms for engagement with artists and the Bathurst region community including:

- Our City: BRAG Town, a community participatory project with weekly commissioned contributions from local artists, architects and designers
- BRAG Social: BRAG's online campaigns (web and social media platforms) offer a changing weekly program, including
 - Letters from FAR: profiles on French artists who have participated in the FAR/Hill End Program
 - BRAG Quiz
 - Collection Connections
 - Archival Revivals: snippets from BRAG's vast archives of exhibitions, events, and significant moments
 - BRAG Voices: 30 Years
 - BRAG Studio Set: a weekly insight into local artists' studios and their art practice
 - The Iso Chronicles: a one-stop shop for all BRAG online programs
- Public Art Program: BRAG is currently calling for Expressions of Interest for Bathurst Public Art Community Peers and public art developing concept projects for consideration by the Bathurst Public Art Projects Committee.
- Grants: BRAG is also working on grant acquittals and applications (Create NSW, M&G NSW)
- BRAG Collection: BRAG is currently developing procedures for the AR+ Move Stage 1 project to digitise, condition report and barcode collection items
- Exhibitions: BRAG staff are planning for re-opening with projects such as AR+ MOVE in development, programming for the 2019 Archibald Prize in discussion, working on forward programs, and re-scheduling BRAG curated projects and incoming touring exhibitions
- BRAG Admin: A thorough audit/review of all BRAG documents is currently being undertaken including loan agreements, artist contracts, copyright and permissions,

exhibitions and education policies, venue hire, deed of gift forms, registration forms etc.

Bathurst Memorial Entertainment Centre (closed doors 12 noon Monday 23 March 2020)
BMEC has pivoted rapidly to engage with a host of online performing arts offerings for the local community.

- Patrons are being sent a list of performing arts programs that they can access online. The list can also be accessed via the BMEC website homepage and latest news. Some of these online events are local, some regional while others are national and international.
- Quarantunes. The Local Emerging Artists Program (LEAP) held an online performance event on 23 April. 10 performers participated and there was a total of 21 people online in a zoom webinar session. Another event will be staged in mid – May
- 2 play readings have occurred online with Live Words a local writing group. 36 people have participated in the sessions.
- The Bathurst Writers' and Readers' Festival will be presented online from 1 to 3 May. During this period online events can be accessed on the BMEC facebook page and after the event they will be also be available on the BMEC website. The program is available on the BMEC what's on section of the website.
- Spot the Teddy - BMEC has joined the international project to assist young children who are bored by being kept at home. Participants put teddy bears in their windows and families drive around town to find the Teddies, observing them from the car. The project has a Bathurst facebook group.

Bathurst Museums (closed doors 12 noon Monday 23 March 2020)

Online audience engagement programs across all Museum sites have been created for social media which include:

- behind the scenes presentations,
- stories of the collections technical information,
- staff favourites,
- animations and
- children's science activities.

For preschool audiences, Dominic the Dinosaur delivers stay safe messages and at home activities for preschool children and Train Driver Ben uses the Brio in short animations.

For adult audiences staff interview have been created to tell stories of the collection and explain scientific and technical concepts.

Museums Bathurst is also developing a range of additional programs and resources for schools to be accessed via the website and online platforms.

National Dinosaur Day online events at Australian Fossil & Mineral Museum had a reach of 5,400 through various online platforms, including the launch of 20 online resources. Platforms included YouTube (144 views), website (20 resources), AFMM Facebook (3126 reach) and Instagram (2116 reach).

Work continues on cataloguing and pre-digitization work on all Museum and Gallery collections with kEmu collections software update and cataloguing of items in the AFMM, NMRM, Rail, Chifley and Civic Collections. Cataloguing and stocktake commences the week of 4 May on Gallery Collections.

FINANCIAL IMPLICATIONS:

Nil at this stage.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Enabling sustainable growth.

Strategy 4.3 Ensure services, facilities and infrastructure meet the changing needs of our region.

Objective 5: Community health, safety and well being.

Strategy 5.2 Help make the Bathurst CBD, neighbourhoods and the region's villages attractive and full of life.

Strategy 5.3 Help build resilient, inclusive communities.

Objective 6: Community leadership and collaboration.

Strategy 6.1 Communicate and engage with the community, government and business groups on important matters affecting the Bathurst region.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-123

MOVED: Cr J Jennings SECONDED: Cr M Morse

RESOLVED:

That the information be noted.

9 REPORTS OF OTHER COMMITTEES

9.1 TRAFFIC COMMITTEE REPORT - 7 APRIL 2020

File No: 07.00006

RECOMMENDATION:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 7 April 2020 be adopted.

REPORT:

The Minutes of the Traffic Committee Meeting of Bathurst Regional Council held on 7 April 2020 are attached.

Please note that due to public holidays around Easter and revised timeframes for Committee responses due to COVID-19, this could not be reported to the April Ordinary Meeting of Council.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Traffic Committee Meeting of 7 April 2020 - Minutes [9.1.1 - 5 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-124

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 7 April 2020 be adopted.

9.2 TRAFFIC COMMITTEE REPORT - 5 MAY 2020

File No: 07.00006

RECOMMENDATION:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 5 May 2020 be adopted.

REPORT:

The Minutes of the Traffic Committee Meeting of Bathurst Regional Council held on 5 May 2020 are attached.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

1. Traffic Committee Meeting of 5 May 2020 - Minutes [9.2.1 - 3 pages]

MINUTE

RESOLUTION NUMBER: ORD2020-125

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 5 May 2020 be adopted.

10NOTICES OF MOTION

11RESCISSION MOTIONS

12COUNCILLORS / DELEGATES REPORTS

12.1 Councillors Meeting with Community Groups/Representatives - 22 April 2020

File No: 04.00092

RECOMMENDATION:

That the information be noted.

REPORT:

Present: Cr B Bourke (Chair), Cr Christian, Cr John Fry, Cr Graham Hanger, Cr Jennings, Cr Ian North, Cr Monica Morse (6.15pm), Cr Warren Aubin, Cr Rudge

Apologies: Nil

1. Motorsport Australia

Representatives from Motorsport Australia attended the meeting to discuss motor racing at Mount Panorama.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 2: A smart and vibrant economy.

Strategy 2.5 Support Mount Panorama as a premier motor sport and event precinct.

Strategy 2.6 Promote our City and Villages as a tourist destination.

COMMUNITY ENGAGEMENT:

01 **Inform** - to provide the public with balanced and objective information to help them understand the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

Nil

MINUTE

RESOLUTION NUMBER: ORD2020-126

MOVED: Cr I North SECONDED: Cr M Morse

RESOLVED:

That the information be noted.

13RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE TO DEAL WITH CONFIDENTIAL REPORTS

MINUTE

RESOLUTION NUMBER:

MOVED: Cr I North SECONDED: Cr W Aubin

The Mayor invited members of the public to make submissions on whether the matter/s should or should not be dealt with in Confidential Committee.

There were no representation from the public.

RESOLVED: That:

(a) Council resolve into closed Council to consider business identified, together with any late reports tabled at the meeting.

(b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.

(c) Correspondence and reports relevant to the subject business be withheld from access.

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005:

1. In accordance with Section 9(2A) of the Local Government Act 1993, it is the opinion of the General Manager that the following business is of a kind as referred to in section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public.

2. In accordance with Section 10B(1) it is considered that discussion of the matter in open meeting, would on balance, be contrary to the public interest.

3. In accordance with Section 10A(4) members of the public are invited to make representations to the Council as to whether the matters should or should not be dealt with in Confidential Committee.

13.1 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT

13.1.1 RENEWAL OF LICENCE AGREEMENT - PART LOT 40 IN DP1056379 KNOWN AS SULMAN PARK MT PANORAMA - PANORAMA MOTOR CYCLE CLUB INC. (18.00030)

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed renewal of the Licence agreement at Sulman Park Mt Panorama - Panorama Motor Cycle Club Inc.

MINUTE

RESOLUTION NUMBER: CONF2020-27

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That Council approves entering into a new Licence agreement for part Lot 40 in DP1056379 located at Sulman Park Mt Panorama with the Panorama Motor Cycle Club for a period of ten (10) years with an option period for a further ten (10) years as detailed in the report.

13.1.2 EXPRESSIONS OF INTEREST RURAL LICENCE AGREEMENT - PART LOT 103 DP1006130, PART LOT 94 DP879007, PART LOT 92 DP865590, PART LOT 10 DP872516, PART LOT 7004 DP1002346 AND PART LOT 7005 DP1002346 KNOWN AS RANKENS BRIDGE RESERVE, EGLINTON (21.00022)

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed renewal of the Rural Licence agreement at Rankens Bridge Reserve.

MINUTE

RESOLUTION NUMBER: CONF2020-28

MOVED: Cr J Jennings SECONDED: Cr G Hanger

RESOLVED:

That Council approves entering into a rural licence agreement for part Lot 103 DP1006130, part Lot 94 DP879007, part Lot 92 DP865590, part Lot 10 DP 872516, part Lot 7004 DP1002346 and part Lot 7005 DP1002346 known as Rankens Bridge Reserve as detailed in the report.

13.1.3 COMMERCIAL AND RESIDENTIAL TENANCY RELIEF PACKAGE (COVID-19)

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to introduce relief packages for Commercial and Residential tenants during the COVID-19 period in accordance with Government requirements.

Cr Bourke declared non-pecuniary interest in item 3 of the DCSF Report - he is the Volunteer Manager at the Community Op Shop, and remained in the Chamber.

MINUTE

RESOLUTION NUMBER: CONF2020-29

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That:

- (a) For commercial tenants who are eligible for relief under the National Cabinet Mandatory Code of Conduct – SME Commercial Leasing Principles During COVID-19 (the Code):
 - (i) Council defer 50% of the rental payments for commercial tenants who are continuing to trade, or defer 100% of the rental payments for commercial tenants who have ceased trading, commencing from when the commercial tenant became eligible, for the duration of the COVID-19 pandemic as defined in the Code, or when the commercial tenant ceases to be eligible, whichever occurs first; and
 - (ii) Council apply a freeze on rent increases for the duration of the COVID-19 pandemic as defined in the Code.
- (b) For the residential tenants who are financially disadvantaged by COVID-19, as defined by the Regulation, on application by the tenant:
 - (i) Council defer a percentage of the rental payments for a period of six months or until the COVID-19 pandemic has ended (as defined by the Australian Government), whichever occurs first; and
 - (ii) The percentage deferred is equivalent to the percentage reduction in household

income of the tenant(s).

13.1.4 PURCHASE OF PART LOT 31 BOUNDARY ROAD, EVANS PLAINS

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed purchase of a portion of the property known as Part Lot 31 DP871410 Boundary Road, Evans Plains.

Cr Hangar declared a non-pecuniary interest in item 4 of the DCSF Report and left the room - Daughter is married to a family member of the vendor.

MINUTE

RESOLUTION NUMBER: CONF2020-30

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That Council:

- (a) Purchase the property known as Part Lot 31 DP871410 Boundary Road, Evans Plains as detailed within this report; and
- (b) Classify the land as Operational under the provisions of Section 31(2) of the Local Government Act 1993.

13.1.5 LAND RELEASE - LIMEKILNS ROAD, KELSO - SUNNYBRIGHT ESTATE STAGE "B" RELEASE SUBDIVISION (20.00329)

Reason: 10A (2) (d) (ii) Contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the Council.

This item relates to release for sale of land at Sunnybright Estate stage "B".

MINUTE

RESOLUTION NUMBER: CONF2020-31

MOVED: Cr I North SECONDED: Cr M Morse

RESOLVED:

That Council :

- (a) approves the release for sale of 39 Lots, namely Lot 116 to Lot 154, in the new residential subdivision to be known as Sunnybright Estate stage "B" release, located at Limekilns Road, Kelso under the ballot system.
- (b) grant approval for the General Manager to finalise lot sale prices and process once registration has occurred, as detailed in the report.

13.1.6 PURCHASE OF 36 WILLIAM STREET, BATHURST

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to purchase 36 William Street, Bathurst being the former Ambulance Station.

MINUTE

RESOLUTION NUMBER: CONF2020-32

MOVED: Cr W Aubin SECONDED: Cr M Morse

RESOLVED:

That Council purchase 36 William Street, Bathurst, being the former Ambulance Station, as detailed in the report.

13.1.7 REGIONAL EXPRESS - LANDING CHARGES

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the consideration of a request from Rex airlines for a reduction in landing charges as a result of the Covid-19 restrictions.

MINUTE

RESOLUTION NUMBER: CONF2020-33

MOVED: Cr J Jennings SECONDED: Cr A Christian

RESOLVED:

That Council act in accordance with the recommendations of this report.

13.2 DIRECTOR ENGINEERING SERVICE'S REPORT

13.2.1 PROPOSED ROAD WIDENING - LOT 2 DP808976 AND LOT A DP380082 - LIMEKILNS ROAD, LIMEKILNS

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed purchase of land for road widening affecting Lot A in DP380082 and Lot 2 in DP808976 at Limekilns Road, Limekilns.

MINUTE

RESOLUTION NUMBER: CONF2020-34

MOVED: Cr J Jennings SECONDED: Cr I North

RESOLVED:

That Council:

- (a) Approve the proposed road widening affecting Lot A in DP380082 and Lot 2 in DP808976 at Limekilns Road, Limekilns and dedicate the road to the public;
- (b) Approve the terms proposed as detailed in the Director Engineering Services' report.

13.2.2 PROPOSED ROAD WIDENING AND ROAD CLOSURE - LOT 96 DP755784 - NAPOLEON REEF ROAD, NAPOLEON REEF

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed land adjustments with an adjoining owner resulting from road widening of Napoleon Reef Road affecting Lot 96 in DP755784 at Napoleon Reef.

MINUTE

RESOLUTION NUMBER: CONF2020-35

MOVED: Cr W Aubin SECONDED: Cr J Jennings

RESOLVED:

That Council

- (a) Approve the proposed road widening of Napoleon Reef Road affecting Lot 96 in DP755784 at Napoleon Reef and dedicate the road to the public.
- (b) Approve the partial closure of Napoleon Reef Road and upon closure transfer the land to the owner of Lot 96 in DP755784.
- (c) Approve the terms proposed as detailed in the Director Engineering Services' report.

13.2.3 CARETAKER MODE OF MANNING AQUATIC CENTRE, BATHURST

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to alter the management arrangements for the Manning Aquatic Centre as a result of the current coronavirus operating conditions.

MINUTE

RESOLUTION NUMBER: CONF2020-36

MOVED: Cr I North SECONDED: Cr G Hanger

RESOLVED:

That the information be noted.

13.2.4 VARIATION TO CONTRACT FOR DESIGN AND CONSTRUCTION OF HOWARDS BRIDGE – THE BRIDLE TRACK

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to vary the contract for the design and construction of Howards Bridge replacement at The Bridle Track, Duramana.

MINUTE

RESOLUTION NUMBER: CONF2020-37

MOVED: Cr I North SECONDED: Cr A Christian

RESOLVED:

That Council accepts the variation to Contract 36.00732 in the amount of \$276,463.00 (GST incl.), subject to provisional items and variations.

13.2.5 WATER SECURITY PROJECT - WINBURNDALE DAM PIPELINE PROJECT

Reason: 10A (2) (c) Contains commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business, and Commercial information of a confidential nature that would, if disclosed, (i) prejudice the commercial position of the person who supplied it, (ii) confer a commercial advantage on a competitor of the Council.

10A (2) (g) Contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

This item relates to the consideration of legal advice regarding the easement for the Winburndale pipeline.

MINUTE

RESOLUTION NUMBER: CONF2020-38

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That Council note –

- (a) the report provided by the Director of Engineering Services in relation to the Winburndale Dam Pipeline Project.
- (c) that the Winburndale Pipeline Project is necessary and appropriate for the security of the Bathurst Town Water Supply.

14 RESOLVE INTO OPEN COUNCIL

MINUTE

RESOLUTION NUMBER: ORD2020-128

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That Council resume open Council.

15 ADOPT REPORT OF THE COMMITTEE OF THE WHOLE

MINUTE

RESOLUTION NUMBER: ORD2020-127

MOVED: Cr J Jennings SECONDED: Cr W Aubin

RESOLVED:

That the Report of the Committee of the Whole, resolution numbers Conf2020-27 to Conf2020-38 be adopted excluding item Conf2020-30.

Cr Hangar then left the room as he had declared a Non- Pecuniary interest in Report 13.1.4

MOVED: Cr I North SECONDED: Cr J Jennings

RESOLVED:

That the Report of the Committee of the whole 13.1.4, resolutions number Conf2020-30 be adopted.

16 MEETING CLOSE

MINUTE

The Meeting closed at 8.06pm

CHAIR:

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**MINUTES OF THE ORDINARY MEETING OF
BATHURST REGIONAL COUNCIL
HELD ON WEDNESDAY 15 APRIL 2020**

1 RECORDING OF MEETINGS

2 MEETING COMMENCES

MINUTE

Meeting commenced at 6.00pm.

Present: Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings,
Cr M Morse , Cr I North, Cr J Rudge

3 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

4 APOLOGIES

4.1 APOLOGIES

MINUTE

MOVED: Cr I North SECONDED: Cr J Fry

RESOLVED:

Nil

5 MINUTES

**5.1 CONFIRMATION OF MINUTES - ORDINARY
MEETING OF BATHURST REGIONAL COUNCIL
HELD 18 MARCH 2020**

File No: 11.00005

MINUTE

RESOLUTION NUMBER: ORD2020-76

MOVED: Cr W Aubin SECONDED: Cr J Jennings

RESOLVED:

That the Minutes of the Ordinary Meeting of Bathurst Regional Council held on 18 March 2020 be adopted.

**5.2 CONFIRMATION OF MINUTES - ORDINARY
MEETING OF BATHURST REGIONAL COUNCIL
HELD 1 APRIL 2020**

File No: 11.00005

MINUTE

RESOLUTION NUMBER: ORD2020-77

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That the Minutes of the Ordinary Meeting of Bathurst Regional Council held on 1 April 2020 be adopted.

6 DECLARATION OF INTEREST

Declaration of Interest

To assist the Councillors and committee members in their correct consideration of business before the meeting, please give consideration to Part 4 and Part 5 of the Council Code of Conduct, in relation to Declaration of Interest at meetings.

7 MAYORAL MINUTE

7.1 COVID-19 BUSINESS AND COMMUNITY - STIMULUS MEASURES

File No: 14.00764, 16.00179

MINUTE

RESOLUTION NUMBER: ORD2020-79

MOVED: Cr B Bourke

RESOLVED:

That Council:

1. Notes the actions taken to date, and
2. In accordance with Section 356 of the Local Government Act 1993, place on public notice for a period of at least 28 days, Council's proposal to pass a resolution at the May Ordinary Meeting granting the following financial assistance:
 - (a) The waiving of User Fees and Charges Outdoor dining fees (General Fund 0440) from 1 March 2020 to 31 December 2020;
 - (b) The waiving of Health Inspection Fees Food/General (General Fund 0431) from 1 March 2020 to 31 December 2020;
 - (c) The waiving of Health Inspection Fees Skin/Hairdressing (General Fund 1787) from 1 March 2020 to 31 December 2020;
 - (d) The waiving of Health Inspection Fees Bed and Breakfast (General Fund 1788) from 1 March 2020 to 31 December 2020;
 - (e) The waiving of Health Inspection Fees Temporary/Mobile food outlets (General Fund 8319) from 1 March 2020 to 31 December 2020;
 - (f) The waiving of Health Inspection Food Act Administration Fee - annual (General Fund 0435) for the period of 1 July 2020 to 31 December 2020;
 - (g) The waiving of Parks and Gardens Active Spaces Community Groups User Fees for 2020 as follows:

Group/Club	Fees
Bathurst Rugby Club	\$7,507
Bathurst Panthers RLFC	\$10,334

Bathurst Netball Association	\$3,837
Bathurst Bushrangers ARFC	\$1,057
Bathurst Giants ARFC	\$1,057
Bathurst District Football	\$14,198
Bathurst Hockey Association	\$5,495
St Pats RLFC	\$10,334
TOTAL	\$53,819

- (h) The waiving of Trade Waste inspection charges (Sewer Fund 0100) for the period 1 March 2020 to 31 December 2020.
 - (i) The waiving of Annual Membership Fees for the Tourism Partnership Program (General Fund 0314) for the 2020/2021 financial year.
 - (j) The increase to 10% preference for Bathurst Region suppliers as detailed in Council's Local Procurement policy, with the increase remaining up to 30 June 2021.
 - (k) The deferral of Section 7:11 (Environmental Planning & Assessment Act 1979) contributions until the completion of the development including the waiving of the Administration Fee, but prior to the issue of an Occupation Certificate in the case of building work, or twelve months from the issue of the notice of determination, whichever occurs first. Being for applications lodged between 1 July 2020 and 30 June 2021.
 - (l) A 50% reduction in Development Application fees be applied for the 2020/2021 financial year.
 - (m) A 50% reduction in Development Application Modification Fees (0414), Subdivision Application Fees (0415), Development Application Sub Division release fees (0416), Development Application Advertising Fees (0423), Section 68 Approvals Fees (0549), and Section 68 Approval to Operate Fees (0550), be applied for the 2020/2021 financial year.
3. Adopt the funding sources for the stimulus measures as proposed and contained in the report at Section 5 (Recovery Saving).
 4. Call a Division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North, Cr J Rudge

Against the Motion - nil

Absent - nil

Abstain - Nil

8 RECEIVE AND DEAL WITH GENERAL MANAGER'S AND DIRECTORS' REPORTS

**8.1.1 CENTROC/JO MEETING 27 FEBRUARY 2020
(GRENFELL)**

File No: 07.00017

MINUTE

RESOLUTION NUMBER: ORD2020-80

MOVED: Cr I North SECONDED: Cr J Rudge

RESOLVED:

That the report on the CENTROC and Central NSW Joint Organisation meetings held on 27 February 2020 at Grenfell be noted.

**8.2.1 SECTION 4.15 OF THE ENVIRONMENTAL PLANNING
AND ASSESSMENT ACT 1979**

File No: 03.00053

MINUTE

RESOLUTION NUMBER: ORD2020-81

MOVED: Cr W Aubin SECONDED: Cr J Rudge

RESOLVED:

That the information be noted.

8.2.2 GENERAL REPORT

File No: 03.00053

MINUTE

RESOLUTION NUMBER: ORD2020-82

MOVED: Cr J Rudge SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.2.3 LOCAL STRATEGIC PLANNING STATEMENT

File No: 20.00335

MINUTE

RESOLUTION NUMBER: ORD2020-83

MOVED: Cr M Morse SECONDED: Cr I North

RESOLVED:

That Council:

- (a) place the draft Local Strategic Planning Statement (Vision Bathurst 2040) on public exhibition for a period of 28 days; and
- (b) call a division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North, Cr J Rudge

Against the Motion - nil

Absent - nil

Abstain - Nil

**8.2.4 DEVELOPMENT APPLICATION NO. DA 2019/374
– MIXED USE DEVELOPMENT - 505 CONROD
STRAIGHT MOUNT PANORAMA. APPLICANT:
KEITH TUCKER OWNER: MR K.G. TUCKER
AND MRS M.E. TUCKER**

File No: 2019/374

MINUTE

RESOLUTION NUMBER: ORD2020-84

MOVED: Cr I North SECONDED: Cr J Fry

RESOLVED:

That Council:

- (a) as the consent authority, grant consent pursuant to section 4.16 of the Environmental Planning and Assessment Act 1979 to Development Application No. 2019/374, subject to conditions able to be imposed pursuant to Section 4.17 of the Environmental Planning and Assessment Act 1979, as amended and including conditions to the effect that:
- Suitable access to be constructed and finalised with decommissioning of the existing access prior to any occupation, or alternatively, the construction of the new access and decommissioning of the existing access should be scheduled as the first stage of development to ensure that the site is provided with adequate and suitable approved access from the outset.
 - The property is not to be used for commercial motor race hosting. Commercial motor race hosting means the use of land to provide viewing areas for motor racing for fee or reward for 13 or more persons.
 - The proposed tourist and visitor accommodation must not be used as a dwelling or by the same person or persons for more than 42 days (whether consecutive or not) in any calendar year.
 - The proposed machinery sheds are not to be used for residential human occupation or commercial or industrial purposes.
 - The camp sites for the primitive camping ground are to be located a minimum 10 metres off the common boundary with the unconstructed Council road reserve adjoining the northern boundary of the property.
 - The applicant is to apply for a local approval under Part F2, Section 68 of the Local Government Act 1993 for the operation of the primitive camping ground.

Note 1: Failure to obtain appropriate approvals is an offence under section 626 of the Local Government Act 1993. Failure to operate the camping ground in accordance with the approval is an offence under section 627 of the Local Government Act 1993.

Note 2: The camping ground is to be operated in accordance with the

following:

- a. No more than 12 persons to stay overnight at a campsite at any one time;
- b. No more than 8 campsites are to be located on the site at any one time;
- c. The applicant is to:
 - i. Maintain a register of occupants;
 - ii. Prepare and provide occupants with an Emergency Evacuation Plan;
 - iii. Ensure a copy of the approval for the camping ground and a copy of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 is available onsite;
 - iv. Provide adequate garbage removal systems;

in a manner consistent with the relevant clause of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

No campsites are to be located within:

- a. 20 metres of any dam;
 - b. 10 metres of any effluent disposal area;
 - c. 20 metres of any property boundary with the exception of the northern boundary, which may be 10 metres;
 - d. 40 metres of the Conrod Straight property boundary.
- vii. The applicant is to provide fire fighting facilities as required.
- The proposed fire fighting measures must be installed and demonstrated to Council prior to the use of the site as a primitive camping ground.
- viii. The site is not to be used as a primitive camping ground at any time when the Mount Panorama Racing Circuit is closed to the public

- (b) notify those that made submissions of its decision; and
- (c) call a division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse, Cr I North, Cr J Rudge

Against the Motion - nil

Absent - nil

Abstain - Nil

8.2.5 DEVELOPMENT APPLICATION NO. 2019/403 – ASPHALT PLANT AT 23 ZAGREB STREET, KELSO. APPLICANT: DOWNER GROUP LTD. OWNER: BATHURST REGIONAL COUNCIL

File No: 2019/403

MINUTE

RESOLUTION NUMBER: ORD2020-85

MOVED: Cr J Rudge SECONDED: Cr I North

RESOLVED:

That Council:

- (a) as the consent authority, grant consent pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 to Development Application No. 2019/403, subject to conditions able to be imposed pursuant to Section 4.17 of the Environmental Planning and Assessment Act 1979, as amended and including conditions to the effect that:

1. The operation must comply with the following Noise Criteria at the identified sensitive noise receivers.

Receiver	Project Noise Trigger Levels (PNTL) dB(A)		
	Day	Evening	Night
R1 - 21 White Rock Road, White Rock	40	35	35
R2 - 73 White Rock Road, White Rock	40	35	35
R3 - The Scots School	40	35	35
R4 - 62 Lee Street, Kelso	58	48	43
R5 - Eastern Active Recreation Area	55	N/A	N/A
R6 - School playground	55	N/A	N/A
R7 - 45 Ridgeview Close, White Rock	40	35	35
R8 - 68 Lee Street, Kelso	58	48	43

2. Prior to the issue of the Construction Certificate the developer is to submit to Council for approval a Noise Management Plan that includes but not limited to the following:
 - Noise monitoring for the first year of operation as stated within the assessment;

- Notification procedures for sensitive receivers, particularly during winter night time campaigns; and
- Mitigation measures to be implemented, particularly in case of an exceedance.

NOTE: A final report outlining the noise monitoring for the first year of operation is to be submitted to Council within three (3) months of completion.

3. Prior to the issue of the Construction Certificate, the developer is to submit to Council for approval a Complaints Management Plan that includes a public complaints procedure and register.
4. The paving and permanent line marking of all vehicular manoeuvring and parking areas, in accordance with Bathurst Regional Council's Guidelines for Engineering Works.
5. Prior to the issue of the Occupation Certificate, the developer is to submit to Council a final completion report on the review and upgrade of the triple interceptor pits on the site.
6. Prior to the issue of the Construction Certificate, the developer is to undertake the further investigative work identified in the *Soil And Groundwater Investigation* prepared by BlueSphere Environmental (dated 25 September 2018), prepare a Remediation Action Plan (RAP), undertake the remediation work and then upon completion of the remediation work provide Council with a final Validation Report.
7. The development is to be conducted in a manner that will not interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.
8. All exterior lighting associated with the development shall be designed and installed so that no obtrusive light will be cast onto any adjoining property or in an upward manner.

NOTE 1: Compliance with Australian Standard AS4282 "Control of the Obtrusive Effects of Outdoor Lighting" will satisfy this condition.

9. Prior to the issue of the Construction Certificate, the developer is to submit to Council a Construction Management Plan which includes (but is not limited to) the following:
 - a) Traffic management, including:
 - i) Loading, unloading and material storage areas;
 - ii) Access to adjoining properties; and
 - iii) Parking areas (for construction workers and surrounding properties).
 - b) Noise.
 - c) Soil and water management
 - d) Waste management
 - e) Stabilisation and monitoring of adjoining buildings.
 - f) Vibration.

- g) Proposed methods of communication, including:
 - i) Communication with adjoining property owners;
 - ii) Communication with the general public; and
 - iii) Complaints management.
- 10. In accordance with the *Interim Construction Noise Guideline*, construction work involving the use of electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 6.00 pm on weekdays, 8.00 am and 1.00 pm on Saturdays and no work on Sundays and public holidays.
- 11. The development is to be conducted, and the site managed, in such a manner that sediment is not tracked onto the public road or discharged to the environment via stormwater or site runoff.
- 12. Prior to the issue of the construction certificate the developer is to submit to Council for approval a staged Soil and Water Management Plan, approved for implementation by a Certified Professional in Erosion and Sediment Control and which includes (but is not limited to) the following:
 - a) Assessment including:
 - i. Constraints analysis
 - ii. Erosion Hazard Assessment
 - iii. RUSLE Calculation and Soil Loss Class identification
 - iv. Sediment Basin Test
 - v. Identification of Sediment Type
 - b) Erosion controls including:
 - i. Access limitations
 - ii. Staging and ordering of works
 - iii. Exclusion zones
 - iv. Stockpile location and management
 - v. Access and road locations
 - vi. Dust management
 - vii. Site office
 - viii. Water diversion
 - ix. Velocity dissipator including outlet velocity in m/s
 - c) Sediment controls including
 - i. Diversion drains and sediment basins, including calculations (to determine dimensions, storage zones, settling zones, flow rates etc)* and appropriate discharge points and controls. Type C sediment basins are not to be used.
 - ii. Sediment fences
 - iii. Stabilised access points
 - d) Maintenance instructions:
 - i. Record keeping, inspection regimes and checklists
 - ii. Flocculation and/or discharge treatments that meet 50mg/L total suspended solids at neutral pH.
 - iii. Cleaning and maintenance measures
 - iv. Waste management
 - e) Stabilisation instructions
 - i. C-factor^A or percentage ground cover requirements for works and post-construction
 - ii. Stabilisation for diversion drains and discharge points
 - iii. Topsoil recovery and replacement
 - iv. Staged site stabilisation

- f) Standard design drawings as per the Landcom Soils and Construction Volume 1 – “The Blue Book” OR the International Erosion Control Association requirements
- g) Site plan/s detailing the above.
- * For sites where disturbance is likely to be less than six months, the 75th percentile storm depth is to be used. For sites where disturbance is likely to be more than six months, the 80th percentile storm depth is to be used. If the discharge location is deemed to be sensitive locations (i.e. residential land, waterway, offsite water course) the 80th percentile storm depth is to be used. For land that is to be disturbed for more than six months AND discharges to sensitive locations, the 85th percentile storm depth is to be used.
- ^ As a minimum, progressive stabilisation of site is to achieve a C-factor of 0.10 or about 60% ground cover within 20 days and a C-factor of 0.05 or about 70% within 2 months/at completion of works.

NOTE 1: All erosion and sediment control measures must be in place prior to earthworks commencing and implemented for the duration of construction.

- 13. The demolition is to be carried out in accordance with the provisions of Australian Standard AS2601-2001: The Demolition of Structures and Council's Code for the Demolition of Buildings.
- 14. If any unidentified material not previously identified as part of an investigation are uncovered during the development, then all works shall stop immediately in that area and Council be contacted. Works are not to recommence until approval has been received from Council. Depending upon the nature and significance of the material, further assessment may be required before further work can continue in that area. Unexpected finds include but are not limited to:
 - a) Suspected contamination in the form of ash, staining, discolouration, odours, underground petroleum storage systems or suspected asbestos containing material; or
 - b) Suspected Aboriginal relics in the form of tools, artwork, bones etc; or
 - c) Suspected non-Aboriginal heritage relics not previously identified.
- 15. Prior to any demolition the developer is to complete and submit to Council for approval a completed Council Waste Management Plan (enclosed). The Plan shall include, but not be limited to, the following:
 - The types of waste to be handled;
 - Volume of each waste;
 - Management and storage of waste:
 - Method of waste disposal;
 - Method of waste transport; and
 - Disposal location.
- 16. Upon completion of demolition work the developer is to submit to Council a finalised Waste Management Plan and proof of appropriate waste disposal at a licensed facility.

17. Upon completion of demolition work and prior to disposal for all material to be disposed of offsite, the developer is to complete and submit to Council a Report showing that a Waste Classification has been completed in accordance with NSW EPA Waste Classification Guidelines Part 1: Classifying waste.

(b) call a division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North, Cr J Rudge

Against the Motion - nil

Absent - nil

Abstain - Nil

8.2.6 BATHURST 2040 OPEN SPACE STRATEGY

File Nos: 20.00314 & 20.00341

MINUTE

RESOLUTION NUMBER: ORD2020-86

MOVED: Cr J Jennings SECONDED: Cr J Rudge

RESOLVED:

That Council:

- (a) Adopt the Bathurst 2040 Open Space Strategy;
- (b) Prepare a Planning Proposal in accordance with the NSW Department of Planning, Industry & Environment Guidelines to amend the Bathurst Regional Local Environmental Plan 2014 to rezone those land parcels as recommended by the Bathurst 2040 Open Space Strategy outlined in this report;
- (c) Forward the Planning Proposal to the NSW Department of Planning, Industry & Environment to request a gateway determination;
- (d) Accept any delegations from the NSW Department of Planning, Industry & Environment in relation to this Planning Proposal;
- (e) Consider the financial implications of the increasing costs associated with the maintenance of additional and improved open space as part of the 2020/21

and future budget processes; and

(f) call a division.

On being **PUT** to the **VOTE** the **MOTION** was **CARRIED**

The result of the division was:

In favour of the motion - Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings, Cr M Morse , Cr I North, Cr J Rudge

Against the Motion - nil

Absent - nil

Abstain - Nil

**8.3.1 MONTHLY REVIEW - 2019/2023 DELIVERY PLAN
AND OPERATIONAL PLAN 2019/2020**

File No:

MINUTE

RESOLUTION NUMBER: ORD2020-87

MOVED: Cr J Jennings SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

8.3.2 STATEMENT OF INVESTMENTS

File No: 16.00001

MINUTE

RESOLUTION NUMBER: ORD2020-88

MOVED: Cr J Rudge SECONDED: Cr I North

RESOLVED:

That the information be noted.

**8.3.3 SUNDRY SECTION 356 DONATIONS, BATHURST
MEMORIAL ENTERTAINMENT CENTRE COMMUNITY
USE SUBSIDY AND MOUNT PANORAMA FEE SUBSIDY**

File No: 18.00004

MINUTE

RESOLUTION NUMBER: ORD2020-89

MOVED: Cr A Christian SECONDED: Cr G Hanger

RESOLVED:

That the information be noted and any additional expenditure be voted.

8.3.4 POWER OF ATTORNEY

File No: 11.00007

MINUTE

RESOLUTION NUMBER: ORD2020-90

MOVED: Cr M Morse SECONDED: Cr J Fry

RESOLVED:

That the information be noted.

**8.4.1 PROPOSED COMPULSORY ACQUISITION FOR
EASEMENT RIGHTS - LOTS 1, 2, 4 & 5 IN
DP1179068, BATHURST**

File No: 22.00270

MINUTE

RESOLUTION NUMBER: ORD2020-91

MOVED: Cr J Rudge SECONDED: Cr J Jennings

RESOLVED:

That:

- (a) Council make application to the Minister and/or Governor for the compulsory acquisition of the interest in Crown land identified as Lots 1, 2, 4 and 5 in DP1179068 Bathurst, for the creation of an Easement for Water Supply 3 wide, and
- (b) The application follows the provisions of the Local Government Act 1993 and the Land Acquisition (Just Terms Compensation) Act 1991 and does not include mineral rights

as detailed in the Director Engineering Services' report.

8.4.2 WATER SECURITY UPDATE

File No: 32.00017

MINUTE

RESOLUTION NUMBER: ORD2020-92

MOVED: Cr I North SECONDED: Cr A Christian

RESOLVED:

RECOMMENDATION:

That the information be noted.

8.4.3 PROPOSED MANAGEMENT OF THE PERTHVILLE MULTI PURPOSE SPORTS COURTS BY PERTHVILLE DEVELOPMENT GROUP INC.

File No: 18.00237

MINUTE

RESOLUTION NUMBER: ORD2020-93

MOVED: Cr I North SECONDED: Cr J Rudge

RESOLVED:

That Council proceed with discussions with the Perthville Development Group Inc to finalise an appropriate management arrangement for the ongoing care and management of the new multi sports courts at the Perthville Village Square.

**8.5.1 NSW SENIORS FESTIVAL, 12 - 23 FEBRUARY
2020 "LOVE TO CELEBRATE"**

File No: 07.00016

MINUTE

RESOLUTION NUMBER: ORD2020-94

MOVED: Cr J Rudge SECONDED: Cr M Morse

RESOLVED:

That the information be noted.

**8.5.2 BATHURST MEMORIAL ENTERTAINMENT CENTRE -
2020 LOCAL EMERGING ARTISTS PROGRAM (LEAP)**

File No: 21.00060, 21.00117

MINUTE

RESOLUTION NUMBER: ORD2020-95

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That the information be noted.

**8.5.3 2020 ASIA PACIFIC INCENTIVES AND MEETINGS EVENT
(AIME), MELBOURNE, 17-19 FEBRUARY 2020**

File No: 21.00041

MINUTE

RESOLUTION NUMBER: ORD2020-96

MOVED: Cr J Jennings SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

9 REPORTS OF OTHER COMMITTEES

9.1 POLICY COMMITTEE REPORT - 1 APRIL 2020

File No: 07.00064

MINUTE

RESOLUTION NUMBER: ORD2020-97

MOVED: Cr J Rudge SECONDED: Cr J Jennings

RESOLVED:

That the recommendations of the Policy Committee Meeting of Bathurst Regional Council held on 1 April 2020 be adopted.

9.2 TRAFFIC COMMITTEE REPORT - 3 MARCH 2020

File No: 07.00006

MINUTE

RESOLUTION NUMBER: ORD2020-98

MOVED: Cr W Aubin SECONDED: Cr A Christian

RESOLVED:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 3 March 2020 be adopted.

10 NOTICES OF MOTION

11 RESCISSION MOTIONS

12 COUNCILLORS / DELEGATES REPORTS

**12.1 COUNCILLORS MEETING WITH COMMUNITY
GROUPS/REPRESENTATIVES - 11 MARCH 2020**

File No: 11.00019

MINUTE

RESOLUTION NUMBER: ORD2020-99

MOVED: Cr I North SECONDED: Cr G Hanger

RESOLVED:

That the information be noted.

**13 RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE
TO DEAL WITH CONFIDENTIAL REPORTS**

13.0 RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE

MINUTE

RESOLUTION NUMBER:

MOVED: Cr J Rudge SECONDED: Cr I North

The Mayor invited members of the public to make submissions on whether the matter/s should or should not be dealt with in Confidential Committee.

There were no representation from the public.

RESOLVED: That:

- (a) Council resolve into closed Council to consider business identified, together with any late reports tabled at the meeting.
- (b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
- (c) Correspondence and reports relevant to the subject business be withheld from access.

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005:

- 1. In accordance with Section 9(2A) of the Local Government Act 1993, it is the opinion of the General Manager that the following business is of a kind as referred to in section 10A(2) of the Act and should be dealt with in a part of the meeting closed to the media and public.
- 2. In accordance with Section 10B(1) it is considered that discussion of the matter in open meeting, would on balance, be contrary to the public interest.
- 3. In accordance with Section 10A(4) members of the public are invited to make representations to the Council as to whether the matters should or should not be dealt with in Confidential Committee.

13.1 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT

13.1.1 RENEWAL OF COMMERCIAL LICENCE AT PART LOT 1 DP534118 KNOWN AS MOUNT PANORAMA, SIGN EVENT PTY LTD SHED

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to renew the Commercial Licence Agreement for the use of a storage shed located at Mount Panorama being Lot 1 DP534118.

MINUTE

RESOLUTION NUMBER: CONF2020-22

MOVED: Cr J Jennings SECONDED: Cr J Rudge

RESOLVED:

That Council approves the renewal of the Commercial Licence Agreement for the use of a storage shed located at Mount Panorama being part Lot 1 DP534118 by Sign Event Pty Ltd as detailed in the report.

13.1.2 RENEWAL OF RESIDENTIAL TENANCY AGREEMENT FOR THE WINBURNDALE DAM RANGER'S COTTAGE AT PART LOT 1 DP914785

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed renewal of the Residential Tenancy Agreement for the Winburndale Dam Ranger's Cottage located on part Lot 1 DP914785 at Winburndale Dam.

MINUTE

RESOLUTION NUMBER: CONF2020-23

MOVED: Cr W Aubin SECONDED: Cr J Fry

RESOLVED:

That Council approves the renewal of the Residential Tenancy Agreement with Mr T Hill for the Winburndale Dam Ranger's Cottage located on part Lot 1 DP914785 at Winburndale Dam for a period of five (5) years as detailed in the report.

13.1.3 RENEWAL OF SPORTING LICENCE AGREEMENT AT PART LOT 7310 IN DP1139638 LOCATED ON BOUNDARY ROAD, BATHURST - BATHURST PIGEON CLUB

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed renewal of a sporting licence agreement with the Bathurst Pigeon Club for part Lot 7310 in DP1139638 located on Boundary Road, Bathurst.

MINUTE

RESOLUTION NUMBER: CONF2020-24

MOVED: Cr G Hanger SECONDED: Cr J Jennings

RESOLVED:

That Council approves the renewal of a sporting licence agreement with the Bathurst Pigeon Club for part Lot 7310 in DP1139638 located on Boundary Road, Bathurst for a period of five (5) years as detailed in the report.

13.1.4 EXPRESSION OF INTEREST - PART LOT 1 DP784476 AND LOTS 134, 137, 138, 144 AND 145 DP750357 LOCATED ON VALE ROAD AND LLOYDS ROAD, BATHURST

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposal to enter into a new rural licence agreement at part Lot 1 in DP784476 and Lots 134, 137, 138, 144 and 145 in DP750357 located on Vale Road and Lloyds Road, Bathurst.

MINUTE

RESOLUTION NUMBER: CONF2020-25

MOVED: Cr J Rudge SECONDED: Cr W Aubin

RESOLVED:

That Council approves entering into a new rural licence agreement with Mr C Hotham for part Lot 1 in DP784476 and Lots 134, 137, 138, 144 and 145 in DP750357 located on Vale Road and Lloyds Road, Bathurst for a period of five (5) years as detailed in the report.

13.2 DIRECTOR ENGINEERING SERVICE'S REPORT

13.2.1 NETWASTE TENDER FOR COLLECTION AND RECYCLING OF WASTE TYRES

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the proposed tender for the Collection and Recycling of Waste Tyres.

MINUTE

RESOLUTION NUMBER: CONF2020-26

MOVED: Cr I North SECONDED: Cr J Rudge

RESOLVED:

That Council accept the tender from JLW Services for the Collection and Recycling of Waste Tyres, as detailed in the Director Engineering Services' Report.

14 RESOLVE INTO OPEN COUNCIL

MINUTE

RESOLUTION NUMBER: ORD2020-100

MOVED: Cr A Christian SECONDED: Cr I North

RESOLVED:

That Council resume open Council.

15 ADOPT REPORT OF THE COMMITTEE OF THE WHOLE

MINUTE

RESOLUTION NUMBER: ORD2020-101

MOVED: Cr I North SECONDED: Cr W Aubin

RESOLVED:

That the Report of the Committee of the Whole, resolution numbers Conf2020-22 to Conf2020-26 be adopted.

16 MEETING CLOSE

MINUTE

The Meeting closed at 7.15.

CHAIR:

**MINUTES OF THE EXTRAORDINARY MEETING OF
BATHURST REGIONAL COUNCIL
HELD ON WEDNESDAY 6 MAY 2020**

**1 RECORDING OF MEETINGS
2 MEETING COMMENCES**

MINUTE

Meeting commenced at 6.00pm.

Present: Cr W Aubin, Cr B Bourke, Cr A Christian, Cr J Fry, Cr G Hanger, Cr J Jennings,
Cr M Morse , Cr I North, Cr J Rudge

3 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

4 APOLOGIES

MINUTE

MOVED: Cr I North SECONDED: Cr J Fry

RESOLVED:

Nil

5 DECLARATION OF INTEREST

Declaration of Interest

MINUTE

RESOLUTION NUMBER: ORD2020-102

MOVED: Cr J Rudge SECONDED: Cr J Jennings

RESOLVED: That the Declaration of Interest be noted.

6 MAYORAL MINUTE

7 RECEIVE AND DEAL WITH GENERAL MANAGER'S AND DIRECTORS' REPORTS

**7.1.1 DRAFT BATHURST DELIVERY PROGRAM
2020/2024 & OPERATIONAL PLAN 2020/2021**

File No: 16.00175

MINUTE

RESOLUTION NUMBER: ORD2020-103

MOVED: Cr I North SECONDED: Cr W Aubin

RESOLVED:

That Council:

- a. place the Draft Bathurst Delivery Program 2020-2024 and Operational Plan 2020/2021, including the Revenue Policy for 2020/2021, on public exhibition and receive submissions until 4 June 2020,
- b. resolve to fix the annual fee paid to Councillors to the maximum determination made by the Remuneration Tribunal for the category Regional Rural, and
- c. note the organisation structure as detailed in the report.
- d. include for consideration in the Draft Bathurst Delivery Program 2020-2024 and Operational Plan 2020/2021 (which is to be placed on public exhibition) the construction of the Go-Kart Track on Mount Panorama at an estimated cost of \$4.5 million.

8 MEETING CLOSE

MINUTE

The Meeting closed at 6.05pm.

CHAIR:

Printed: 4/05/2020 8:00:44AM

Type	Year	No.	Value	Description	Address	Date Determine
10	2018	433	\$396,515	Single storey rural dwelling with attached garage and separate shed	291 Mount Haven Way MEADOW FLAT	24/04/2020
10	2019	383	\$190,000	Two storey additions and alterations to existing dwelling house	134 George Street BATHURST	28/04/2020
10	2019	403	\$5,600,000	Asphalt plant	23 Zagreb Street KELSO	21/04/2020
10	2020	30	\$75,000	Additions to existing dwelling including attic rooms	204 Brilliant Street BATHURST	24/04/2020
10	2020	37	\$0	Two lot subdivision - inclusive of one lot for agricultural purposes	67 Duramana Road EGLINTON	6/04/2020
10	2020	51	\$65,000	Extension to existing telecommunications facility	Davis Street SOFALA	7/04/2020
10	2020	53	\$5,000	carport extension	3 McGill Close KELSO	1/04/2020
10	2020	54	\$3,000	Removal of six elm trees (Nos 1, 2, 3, 4, 7 and 8)	22 Hill Street ROCKLEY	8/04/2020
10	2020	55	\$620,000	Dual occupancy and two lot subdivision	39 Keane Drive KELSO	9/04/2020
10	2020	56	\$19,510	Garage/Carport	115 Graham Drive KELSO	2/04/2020
10	2020	62	\$400,000	Awning, two workshops, onsite carpark and sign	19 Whyalla Circuit KELSO	24/04/2020
10	2020	64	\$436,800	Two lot residential subdivision (dual occupancy second dwelling)	21 Landseer Street RAGLAN	3/04/2020
10	2020	70	\$15,000	Change of use existing structure to storage and internal alterations	Napoleon Reef Road NAPOLEON REEF	6/04/2020
10	2020	71	\$32,705	addition to dwelling	25 Sydney Road RAGLAN	2/04/2020
10	2020	73	\$332,500	Dual Occupancy (2nd dwelling) & two lot residential subdivision	91 Morrisset Street BATHURST	29/04/2020
10	2020	75	\$29,450	Additions and alterations to existing dwelling and carport	320 Russell Street BATHURST	23/04/2020
10	2020	81	\$458,000	Demolition and construction of two rural dwellings	20 Clairvaux Lane KELSO	20/04/2020
10	2020	82	\$26,500	Demolition, additions to existing dwelling, carport and front fence	168 Rankin Street BATHURST	24/04/2020
10	2020	84	\$150,000	Additions and alterations to existing dwelling	67 Lambert Street BATHURST	21/04/2020
10	2018	405	\$0	Modification to bathroom and laundry area only	118 Howick Street BATHURST	15/04/2020
10	2020	88	\$40,000	Shed	102-104 Gilmour Street KELSO	20/04/2020
10	2020	89	\$4,500	fence	32 Country Way ABERCROMBIE	1/04/2020
10	2020	91	\$348,000	Single storey dwelling with attached garage	6 Peard Close EGLINTON	2/04/2020
10	2017	394	\$841,000	DA Modification - animal breeding facility	1557 Rockley Road FOSTERS VALLEY	8/04/2020
10	2020	94	\$456,000	Dual occupancy and two lot residential subdivision	4 Austin Place EGLINTON	6/04/2020
10	2020	96	\$20,000	1. Change of use to business premises (beautician) and 2. one flush wa	1/20 Corporation Avenue ROBIN HILL	20/04/2020
10	2020	97	\$70,000	Additions to existing workshop office	101 Peel Street BATHURST	20/04/2020
18	2020	45	\$2,500,000	Commercial shed and office	49 Hampden Park Road KELSO	14/04/2020
10	2020	100	\$360,000	Part demolish existing dwelling, dwelling / shed additions, shed	16 Fitzroy Street PEEL	17/04/2020
18	2020	47	\$273,700	Single storey dwelling and attached garage	43 Sunbright Road KELSO	1/04/2020
18	2020	48	\$415,000	Single storey dwelling with attached garage	46 Graham Drive KELSO	1/04/2020
10	2018	361	\$0	Modification- refurbishment of service station	146 William Street BATHURST	15/04/2020
18	2020	49	\$337,680	Single storey dwelling and attached garage	67 Newlands Crescent KELSO	7/04/2020
18	2020	51	\$419,000	Single storey dwelling with attached garage	18 Keystone Rise KELSO	16/04/2020
18	2020	52	\$286,205	Single storey dwelling with attached garage	11A Meagher Street LLANARTH	16/04/2020
18	2020	53	\$290,000	Single storey dwelling with attached garage	4 Meagher Street LLANARTH	21/04/2020
18	2020	56	\$472,686	Single storey dwelling and attached garage	10 Cain Drive KELSO	29/04/2020

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Type	Year	No.	Value	Description	Address	Date Determine
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NIL

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Type	Year	No.	Value	Description	Address
18	2007	249	\$30,000	Installation of an Inground Swimming Pool and Safety Fence	29 Prince Street PERTHVILLE
10	2017	214	\$75,000	Internal office addition to existing hangar	PJ Moodie Drive RAGLAN
10	2018	128	\$19,000	Use of existing habitable space	79 Bonnor Street KELSO
10	2018	227	\$8,500,000	Mixed use redevelopment	7 Keppel Street BATHURST
10	2018	380	\$0	133 lot residential subdivision & new roads	Marsden Lane KELSO
10	2018	395	\$0	204 lot residential subdivision	Colville Street WINDRADYNE
18	2019	11	\$292,000	Single storey dwelling with attached garage	31 Darling Street EGLINTON
10	2017	142	\$0	MOD Internal and external alterations to existing commercial building	205 Howick Street BATHURST
10	2019	146	\$0	10 Lot industrial subdivision	Havannah Street BATHURST
18	2019	96	\$850,909	Alterations to commercial building	39 William Street BATHURST
18	2019	137	\$329,000	Single storey dwelling and attached secondary dwelling	13 Wallace Way KELSO
10	2019	270	\$0	Five lot large lot residential subdivision - boundary adjustment	597 Mitchell Highway ROBIN HILL
18	2019	141	\$55,980	In ground swimming pool	194 Gestingthorpe Road PERTHVILLE
18	2019	149	\$46,379	Inground swimming pool with safety barrier	18 McGillan Drive KELSO
18	2019	151	\$4,260	Garage conversion to a habitable space and pergola	194 Gestingthorpe Road PERTHVILLE
18	2019	152	\$16,480	cabana	194 Gestingthorpe Road PERTHVILLE
18	2019	153	\$56,791	Inground fibreglass swimming pool and safety barrier	29 Coolabah Close KELSO
18	2019	160	\$80,000	Commercial - Fitout of shop (barber shop)	210 Howick Street BATHURST
10	2019	328	\$50,000	Additions and alterations to church	36A Bant Street BATHURST
18	2019	165	\$290,000	single storey dwelling with attached garage	14 Burlington Rise KELSO
10	2019	352	\$1,380,000	Seven(7) group homes within five(5) separate buildings, five (5) carpo	10 Collins Close KELSO
10	2019	361	\$815,000	Demolition, Subdivision & two single storey dwellings	15 Boyd Street KELSO
10	2019	367	\$0	1. Demolitin of all buildings at 105 Stewart 2. Partial demolition of	105 Stewart Street BATHURST
10	2019	373	\$0	Four lot strata subdivision of an existing strata lot	4/108 William Street BATHURST
10	2019	374	\$1,100,000	Mixed use development	505 Conrod Straight MOUNT PANORAMA
10	2019	399	\$0	13 lot commercial subdivision and new roads	Sydney Road KELSO
10	2020	3	\$45,803	Construction of two sheds with attached awnings	390 Panorama Avenue MITCHELL
10	2020	6	\$19,900	Construction of carport, patio and enclosure	16 Victoria Street GEORGES PLAINS
10	2020	9	\$0	Demolition of existing workshop and construction of new workshop	42 Durham Street BATHURST
10	2020	15	\$56,000	Additions and alterations to existing second dwelling	4 Glazebrooks Road THE LAGOON
10	2020	31	\$420,000	Bakery and cafe and two lot subdivision	369 Stewart Street MITCHELL
10	2020	32	\$1,700,000	Motel and two lot commercial subdivision	369 Stewart Street MITCHELL
10	2020	45	\$580,000	change use aged care to community facility & residential accommodation	61 Boyd Street KELSO
10	2020	47	\$175,000	Partial demolition, additions and alterations to existing dwelling hou	169 Rankin Street BATHURST
10	2020	48	\$800,000	storage units	37 Esrom Street LLANARTH
10	2020	49	\$236,883	Additions and alteration to existing dwelling	1475 Ophir Road ROCK FOREST
10	2020	50	\$0	Two lot residential subdivision	34 Busby Street SOUTH BATHURST
10	2020	60	\$8,000,000	Motel, garden centre, storage/warehouse and 3 lot subdivision	61 Sydney Road RAGLAN
10	2020	65	\$4,999	Carport	150 Seymour Street BATHURST
10	2020	67	\$15,000	removal and replacement of pylon business identification sign	51 Sydney Road RAGLAN
10	2020	74	\$345,000	Two storey dwelling	120 Evans Plains Road DUNKELD
10	2020	76	\$0	Two lot subdivision (boundary adjustment)	9 Boyd Street KELSO
10	2020	78	\$285,000	Two lot subdivision (dual occupancy) second dwelling	72 Hamilton Street EGLINTON
10	2020	83	\$0	Change of use to a training facility	227 Howick Street BATHURST
10	2020	87	\$4,900,000	Caltex highway service station and restuarant	214 Sydney Road KELSO
10	2020	90	\$40,000	change of use commercial to residential, alterations and additions	180 Stewart Street BATHURST
10	2020	92	\$2,815,000	New service station, fast food outlet and 3 lot subdivision	5350 Great Western Highway RAGLAN
10	2020	93	\$0	Two lot industrial subdivision	58 Lee Street KELSO
10	2020	95	\$1,250,000	Additions and alterations to an existing hotel	170 William Street BATHURST
10	2019	401	\$151,995	Second rural dwelling and demolition of existing shed	167 Saint Anthonys Creek Road GLANMIRE
10	2015	206	\$0	Subdivision - Rural	1 Samuel Way THE LAGOON
10	2020	98	\$0	MOD - Two lot rural subdivision	219 Peregrine Road BILLYWILLINGA

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Type	Year	No.	Value Description	Address
10	2020	99	\$30,000 Shed	115 Samuel Way THE LAGOON
10	2020	101	\$90,000 Separate habitable additions to dwelling	92 Freemantle Road EGLINTON
10	2020	102	\$0 external painting of commercial premise	56 Russell Street BATHURST
10	2020	103	\$700,000 Demolition of existing dwelling house and commercial building	113 Durham Street BATHURST
10	2020	104	\$22,000 External painting of a commercial premise	195 Russell Street BATHURST
10	2020	105	\$16,000 Carport, driveway and alterations to front fence	215 Keppel Street BATHURST
10	2020	106	\$220,000 Internal alterations to licensed club premises	114 Rankin Street BATHURST
10	2020	107	\$375,000 Rural dwelling	Tarana Road BREWONGLE
10	2020	108	\$1,395,000 Additions and alterations to existing dwelling	2021 Mid Western Highway BATHAMPTON
10	2020	109	\$464,000 Dual Occupancy and two lot subdivision	573 Eleven Mile Drive EGLINTON
10	2020	110	\$0 38 lot industrial subdivision with new roads	4040 O'Connell Road KELSO
10	2020	111	\$450,000 Multiple dwellings - three and four lot residential subdivision	121 William Street BATHURST
10	2020	112	\$750,000 Earlystart Childcare facility CSU	353 Panorama Avenue MITCHELL
10	2020	113	\$9,000 Shed	56 Godfrey Street RAGLAN
10	2020	114	\$400,000 Construction of a warehouse	4 Toronto Street KELSO
10	2020	115	\$65,000 Telstra communication pole and dish	3805 Sofala Road WATTLE FLAT
10	2020	116	\$0 MOD TO EDA2002/0097 - Two lot rural subdivision	149 Duramana Road EGLINTON
10	2020	117	\$100,000 Additions and alterations to dwelling	37 Reef Street HILL END
10	2020	118	\$386,000 Single storey dwelling with attached garage and two lot subdivision	14 Brennan Drive KELSO
10	2018	198	\$0 MOD - Alterations and additions to commercial building	7 Keppel Street BATHURST
10	2020	119	\$15,000 Retaining wall	19 Brennan Drive KELSO
10	2020	120	\$19,000 Shed	19 McLennan Close ROBIN HILL
10	2020	121	\$139,000 Additions and alterations to dwelling	297 White Rock Road WHITE ROCK
10	2020	122	\$27,000 Garage	34 Blue Ridge Drive WHITE ROCK
10	2017	111	\$0 25 Lot Subdivision	3991 O'Connell Road KELSO
10	2017	111	\$0 Subdivision - Residential	3991 O'Connell Road KELSO
10	2020	123	\$4,750 Alterations to existing dwelling	123 Rankin Street BATHURST
10	2020	124	\$390,000 Second rural dwelling	1934 Lagoon Road TANNAS MOUNT
10	2020	125	\$575,000 Construction of elevated building pad and amenities block	Hereford Street KELSO
10	2020	126	\$2,880 Alterations to dwelling - replace window	31 Havannah Street BATHURST
10	2020	127	\$1,500,000 Nine two storey units	20 Griffin Street MITCHELL
10	2020	128	\$2,500 external painting	121 William Street BATHURST
10	2020	129	\$48,000 Deck	9 Corporation Avenue ROBIN HILL
10	2020	130	\$50,297 Farm shed	165 Eleven Mile Drive EGLINTON
18	2020	57	\$333,590 Single storey dwelling with attached garage	19 Sunbright Road KELSO
10	2020	131	\$8,030 Patio cover	5 George Street BATHURST
10	2019	25	\$300,000 MOD - Single storey dwelling with attached garage	128 Saint Anthonys Creek Road GLANMIRE
18	2020	58	\$346,000 Single storey dwelling and attached garage	9 Wheatfield Drive KELSO

Applications Over 40 Days

Attachment 8.1.2.4



LIVE

App Typ	Year	No	Description	Address	Application Date	Days Open	Stop Days	Reason
10	2015	206	Subdivision - Rural	1 Samuel Way THE LAGOON	25/03/2020	41		Waiting on amended plans
10	2017	142	MOD Internal and external alterations to existing	205 Howick Street BATHURST	28/02/2019	432	412	Additional documentation requested
10	2017	214	Internal office addition to existing hangar	PJ Moodie Drive RAGLAN	16/06/2017	1,054	1,008	Additional information requested
10	2018	128	Use of existing habitable space	79 Bonnor Street KELSO	17/04/2018	749	714	Waiting on additional information
10	2018	227	Mixed use redevelopment	7 Keppel Street BATHURST	29/06/2018	676	630	Waiting on additional information
10	2018	380	133 lot residential subdivision & new roads	Marsden Lane KELSO	5/10/2018	578	543	Additional information requested
10	2018	395	204 lot residential subdivision	Colville Street WINDRADYNE	18/10/2018	565	536	Waiting on additional information
10	2019	146	10 Lot industrial subdivision	Havannah Street BATHURST	14/05/2019	357	36	Waiting on further information
10	2019	270	Five lot large lot residential subdivision - boundary	597 Mitchell Highway ROBIN HILL	6/09/2019	242	200	Additional information requested
10	2019	328	Additions and alterations to church	36A Bant Street BATHURST	18/10/2019	200	182	Waiting on further information
10	2019	352	7 group homes within 5 buildings and carports	10 Collins Close KELSO	8/11/2019	179		Waiting on further information
10	2019	361	Demolition, subdivision & two single storey dwellings	15 Boyd Street KELSO	19/11/2019	168	138	Awaiting referral response
10	2019	367	1. Demolition of all buildings at 105 Stewart 2. Partial	105 Stewart Street BATHURST	22/11/2019	165		Waiting on further information
10	2019	373	Four lot strata subdivision of an existing strata lot	4/108 William Street BATHURST	28/11/2019	159	152	Under assessment
10	2019	399	13 lot commercial subdivision and new roads	Sydney Road KELSO	18/12/2019	139	103	Under assessment
10	2019	401	Second rural dwelling and demolition of existing shed	167 Saint Anthonys Creek Road GLANMIR	23/03/2020	43		Under assessment
10	2020	3	Construction of two sheds with attached awnings	390 Panorama Avenue MITCHELL	8/01/2020	118	80	Waiting on additional information
10	2020	6	Construction of carport, patio and enclosure	16 Victoria Street GEORGES PLAINS	10/01/2020	116		Waiting on additional information
10	2020	9	Demolition of existing workshop and construction of	42 Durham Street BATHURST	15/01/2020	111		Waiting on further information
10	2020	15	Additions and alterations to existing second dwelling	4 Glazebrooks Road THE LAGOON	20/01/2020	106	98	Additional details required
10	2020	31	Bakery and cafe and two lot subdivision	369 Stewart Street MITCHELL	4/02/2020	91	47	Additional information requested
10	2020	32	Motel and two lot commercial subdivision	369 Stewart Street MITCHELL	4/02/2020	91	47	Additional information requested
10	2020	45	Change use aged care to community facility &	61 Boyd Street KELSO	12/02/2020	83	66	Awaiting revised plans and detail
10	2020	47	Partial demolition, additions and alterations to existing	169 Rankin Street BATHURST	14/02/2020	81		Waiting on further information
10	2020	48	Storage units	37 Esrom Street LLANARTH	14/02/2020	81	42	Additional information requested
10	2020	49	Additions and alteration to existing dwelling	1475 Ophir Road ROCK FOREST	14/02/2020	81		Under assessment
10	2020	50	Two lot residential subdivision	34 Busby Street SOUTH BATHURST	17/02/2020	78	36	Amended plans requested

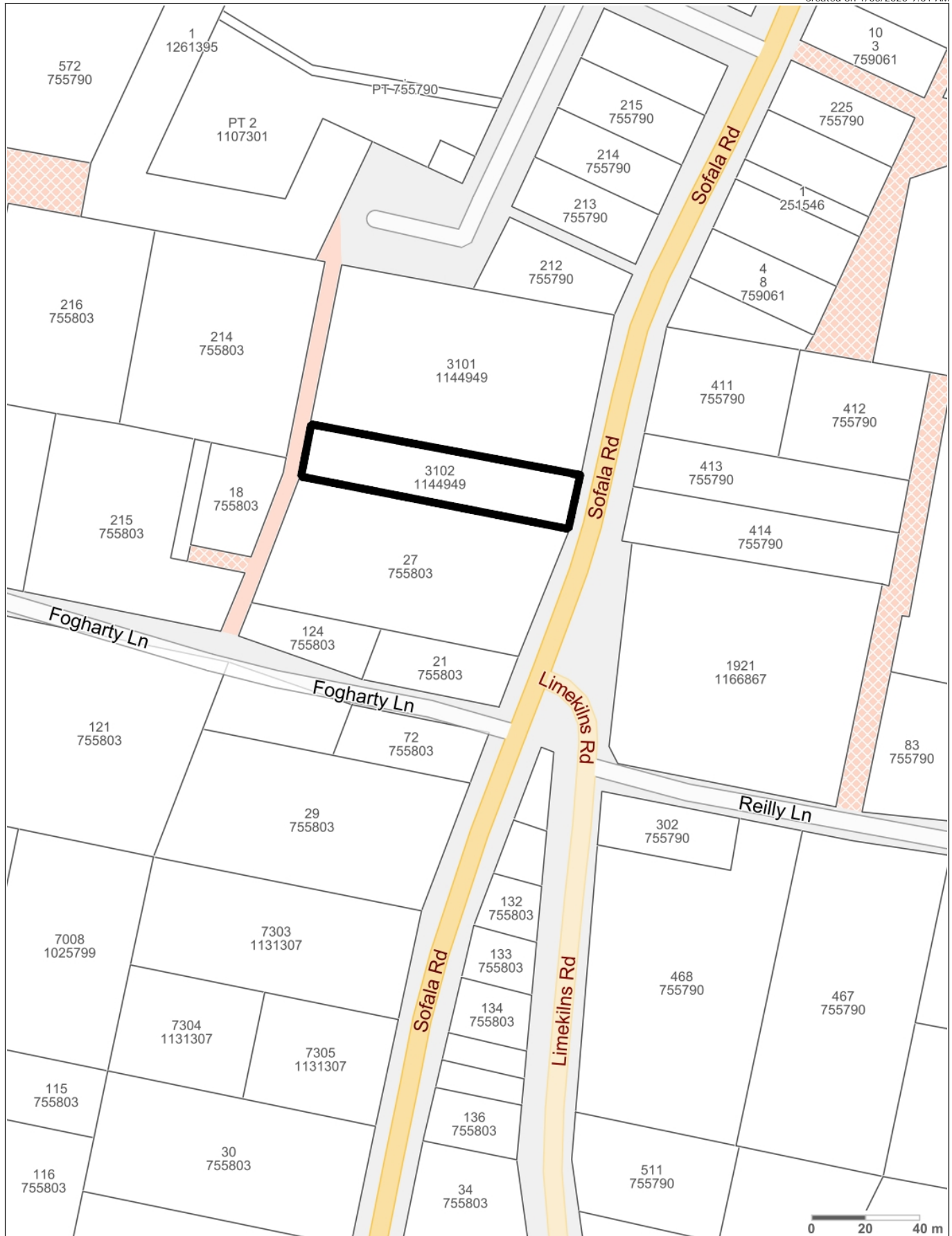
Attachment 8.1.2.4

10	2020	60	Motel, garden centre, storage/warehouse and 3 lot	61 Sydney Road RAGLAN	26/02/2020	69	28	Awaiting additional information
10	2020	67	Removal and replacement of pylon business	51 Sydney Road RAGLAN	3/03/2020	63		Awaiting further information
10	2020	74	Two storey dwelling	120 Evans Plains Road DUNKELD	6/03/2020	60		Under assessment
10	2020	78	Two lot subdivision (dual occupancy) second dwelling	72 Hamilton Street EGLINTON	9/03/2020	57		Awaiting additional information
10	2020	83	Change of use to a training facility	227 Howick Street BATHURST	12/03/2020	54		Waiting on additional information
10	2020	87	Caltex highway service station and restaurant	214 Sydney Road KELSO	17/03/2020	49		Still on Notification
10	2020	90	Change of use commercial to residential and alterations	180 Stewart Street BATHURST	18/03/2020	48		Under assessment
10	2020	92	New service station, fast food outlet and 3 lot	5350 Great Western Highway RAGLAN	18/03/2020	48	32	Clarification on subdivision requested
10	2020	93	Two lot industrial subdivision	58 Lee Street KELSO	19/03/2020	47		Under assessment
10	2020	95	Additions and alterations to existing hotel	170 William Street BATHURST	20/03/2020	46		Awaiting referral response

1/4/2020 - 30/4/2020

Council DA	Lot	DP	Street No	Street Name	Suburb	Postcode	Category	Environmental Planning Instrument	Zoning Of Land	Development Standard To Be Varied	Justification Of Variation	Extent Of Variation	Concurring Authority	Date Determined
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NIL



BATHURST REGIONAL COUNCIL

Bathurst Regional Council
PMB 17
158 Russell Street
BATHURST NSW 2795
Telephone: 02 6333 6111
Fax: 02 6331 7211
Email: council@bathurst.nsw.gov.au

Important Notice!

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Bathurst Regional Council nor the LPI makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
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Drawn By: Daniel Dwyer

Date: 1/05/2020

Projection: GDA94 / MGA zone 55

Map Scale: 1:1832 @ A4

**3805 Sofala Road, Wattle
Flat
DA 2020/115**



BATHURST REGIONAL COUNCIL

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BATHURST NSW 2795
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Drawn By: Daniel Dwyer

Date: 1/05/2020

Projection: GDA94 / MGA zone 55

Map Scale: 1:1832 @ A4

3805 Sofala Road, Wattle Flat
DA 2020/115



WATTLE FLAT

NODE MANAGER ADDRESS ID: 330173

ADDRESS: 3805 SOFALA ROAD
WATTLE FLAT
NSW 2795

ITEM	CADLINK O365 DRG NO. SHT NO. ISS NO. DATE	CADLINK O365 WORKGROUP	DRAWING CONFIRMED IN CADLINK O365
SKID	M1607-GA5, SHEET 1 & 2, ISSUE B	NATIONAL	YES
TRANSITION PIECE	GA12500, ISSUE A	NATIONAL	YES
SATELLITE MOUNT	M1607-SMP3, SHEET 1, ISSUE B	NATIONAL	YES
MONOPOLE	GA13670, SHEET 1, ISSUE C	NATIONAL	YES

**DRAFT
DESIGN IN PROGRESS**

**UNAPPROVED
DRAWING**

Downer
Relationships creating success

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS	Telstra	
NA20346.01	JM	IT	FOR CONSTRUCTION - 30082943WO061 - LTE700	IT	DP	19.02.20	01	MOBILE NETWORK SITE 330173 WATTLE FLAT DRAWING INDEX AND DOCUMENT CONTROL 3805 SOFALA ROAD, WATTLE FLAT, NSW 2795	
© Telstra Corporation Limited ABN 33 051 775 556 All rights reserved.								DWG NO.	DC
								N111010	

Cad file: N111010.dwg 10 of 206

A	DRAWING DESCRIPTION	DRAWING NUMBER	SHEET NO.	ISSUE NO.	ISSUE DATE	DRAWING STATUS				
						CANCELLED	PRELIMINARY	FOR CONSTRUCTION	AS BUILT	REFERENCE ONLY
B	SITE SPECIFIC NOTES	N111010	S0	1	19/02/20			✓		
	EQUIPMENT NOTES	N111010	S0-1	1	19/02/20			✓		
	SITE LAYOUT AND ACCESS	N111010	S1	1	19/02/20			✓		
	SITE SETOUT PLAN	N111010	S1-1	1	19/02/20			✓		
	SOUTH-WEST ELEVATION	N111010	S3	1	19/02/20			✓		
	ANTENNA CONFIGURATION TABLE	N111010	S3-1	1	19/02/20			✓		
C	ELECTRICAL SPECIFICATION	N111010	E0	1	19/02/20			✓		
	SITE EARTHING PLAN	N111010	G4	1	19/02/20			✓		
	MONOPOLE FOOTING DETAILS - SHEET 1	N111010	T2	1	19/02/20			✓		
	MONOPOLE FOOTING DETAILS - SHEET 2	N111010	T2-1	1	19/02/20			✓		
	MONOPOLE FOOTING DETAILS - SHEET 3	N111010	T2-2	1	19/02/20			✓		
	MONOPOLE FOOTING DETAILS - SHEET 4	N111010	T2-3	1	19/02/20			✓		
D	STRUCTURAL DESIGN CERTIFICATION PROJECT NO. NA20346.01	N111010	Z1	1	19/02/20			✓		
	REFERENCE DRAWINGS:									
	FIDO - SATELLITE SMALL CELL DIA 1.8m DISH REGION A & B TELSTRA SKID GENERAL ARRANGEMENT	M1607-GA5	1	B	14/11/18					✓
	FIDO - SATELLITE SMALL CELL DIA 1.8m DISH REGION A & B TELSTRA SKID GENERAL ARRANGEMENT	M1607-GA5	2	B	14/11/18					✓
	FIDO - SATELLITE SMALL CELL SATELLITE MOUNTING POLE FABRICATION DETAILS	M1607-SMP3	1	B	14/11/18					✓
	STANDARD CONSTRUCTION NOTES	017866P05	1	2	19/11/10					✓
E	STANDARD FENCING	017866P16	1	5	23/09/11					✓
	ELECTRICAL SPECIFICATION	017866P160	1	3	07/12/12					✓
	SMALL CELL TONGYU OMNI ANTENNA TRIPOD/ TOWER MOUNT ADAPTER PLATE	017866P187	39	2	22/05/19					✓
	DETAILS & CONNECTIONS GALVANISED STEEL BASED SYSTEM	017866P201	1	1	14/04/15					✓
	EARTH PLATE AND STRAP	017866P201	3	1	15/03/11					✓
	EARTH CLEATS	017866P201	10	2	22/05/11					✓
F	FEEDER EARTHING DETAILS	017866P201	11	2	13/05/15					✓
	GENERAL ARRANGEMENT OF FOUNDATION BOLT ASSEMBLY - M30 x 650 x 290 COGGED TYPE	GA7480	1	A	13/06/14					✓
	GENERAL ARRANGEMENT OF TRANSITION PIECE FOR TQJ-708006D-FTO OMNI ANTENNA	GA12500	1	B	02/05/19					✓
	GENERAL ARRANGEMENT OF 20m PARK OCTAGONAL 610 x 190 CLEAR ACCESS DOOR BASEPLATE MOUNTED	GA13670	1	C	24/04/19					✓

SITE SPECIFIC NOTES

SMALL CELL ENCLOSURE

TYPE: ICS ROADSIDE ENCLOSURE WITH BASE
 SIZE (mm): 800 x 420 x 1900mm
 SUPPORT TYPE: SKID PLATFORM (PROPOSED)
 QUANTITY: 1 OFF (PROPOSED)
 REFERENCE DRAWING: M1607-GA5

STRUCTURE

TYPE: PROPOSED 20m HIGH INGA MONOPOLE
 MODEL NO.: FPM20F2D-GA13670
 SIZE AT TOP: 96mm
 SIZE AT BASE: 370mm
 HEIGHT: 20.0m
 COLOUR: GALVANISED FINISH
 REFERENCE DRAWING: GA13670

HEADFRAME

TYPE: PROPOSED INGA ADAPTOR
 MODEL NO.: XADAPT-GA12500
 COLOUR: GALVANISED FINISH
 REFERENCE DRAWING: GA12500

ANTENNAS

TELSTRA: REFER TO THE TELSTRA
 CONFIGURATION TABLE ON S3-1 SHEET
 COLOUR: NATURAL PRODUCT COLOUR

ANTENNA ACCESS

TYPE: ELEVATED WORK PLATFORM
 OTHERS: ELEVATED WORK PLATFORM

FEEDERS

TYPE: RFS LCFS114-50JA
 QUANTITY: 2 OFF (PROPOSED)
 REFER TO CANRAD FOR FEEDER DETAILS

POWER SUPPLY

PROPOSED SUPPLY FROM EXISTING SHED.
 REFER TO FTDB REQ. No: 00082672 FOR DETAILS

SITE ACCESS

VIA SOFALA ROAD
 REFER TO SHEET S1 FOR DETAILS

SITE SIGNAGE

ALL EME SIGNAGE IS REFERENCED ON DRAWINGS S1 & S3.
 REFER TO DOCUMENTS 0105486A04, 005486A05 &
 005486A10 FOR DETAILS

PROPERTY SIGNAGE

SPECIFY PROPERTY SIGNAGE AS PER DOCUMENT
 017866A12. PROPERTY SIGN INCLUDES RFNSA SITE
 NUMBER.
 SITE NAME: BRANDED SITE IDENTIFICATION REGULAR (BSI).
 TELSTRA S/I NO: 187/00929.
 JABAC NO: TFMS929-M.

2 EME TELSTRA #2 SIGN
 PROPOSED SIGNS TO BE UV STABLE
 STICKERS AND FIXED TO BASE OF
 TELSTRA OMNI ANTENNA (1 OFF)

6 EME TELSTRA #6 SIGN
 PROPOSED SIGN SECURED 1.5m AGL TO UTILITY
 POLE USING STAINLESS STEEL STRAPS

#11 EME TELSTRA #11 SIGN
 PROPOSED SIGN ATTACHED
 TO MOUNTING POLE

#13 EME TELSTRA #13 SIGN
 PROPOSED EME SIGN TO BE SECURED
 TO TELSTRA COMPOUND GATE

GENERAL NOTES

- ALL DIMENSIONS ARE IN MILLIMETRES UNLESS SPECIFIED OTHERWISE.
- BIRD PROOFING - CABLES AND ALL ACCESS POINTS ON THE STRUCTURE MUST BE BIRD PROOFED IN ACCORDANCE WITH THE METHODS SPECIFIED IN DOCUMENT NO: 003615 EXTERNAL PLANT STANDARDS FOR MOBILE BASE STATIONS, SECTION 6.3.3.
- SERVICES, WHERE SHOWN ARE INDICATIVELY ONLY. LOCATION OF ALL RELEVANT EXISTING SERVICES SHALL BE IDENTIFIED AND CONFIRMED PRIOR TO COMMENCING WORK. THE CONTRACTOR TO LIAISE WITH RELEVANT AUTHORITIES FOR DIRECTIONS AND PERMITS REQUIRED. DIAL 1100 BEFORE YOU DIG.
- FEEDER CONNECTION DETAILS, ELECTRICAL AND MECHANICAL TILTS ARE TO BE OBTAINED FROM CANRAD REPORTS.
- CONSTRUCTORS ARE TO BE AWARE OF TELSTRA DOCUMENT 007338-C8-11 AND IN PARTICULAR CLAUSE 7.3 & 10.3 WHICH DESCRIBES REQUIREMENTS PERSONNEL MUST UNDERTAKE IN RESPECT TO ASBESTOS MANAGEMENT AT TELSTRA FACILITIES.

SITE REFERENCE DETAILS

OCCUPIER	SITE NAME	SITE CODE
TELSTRA	WATTLE FLAT	330173
RFNSA SITE NUMBER - TBC STRUCTURE OWNER - TELSTRA		

SERVICES LEGEND

— T — T — T —	OPTIC FIBRE ABOVE GROUND
— T — — — T — — — T — — —	OPTIC FIBRE BELOW GROUND
— E — — — — E — — — —	ABOVE GROUND ELECTRICAL SUPPLY
— — — — E — — — — E — — — —	BELOW GROUND ELECTRICAL SUPPLY
— — — — G — — — — G — — — —	GAS SUPPLY
— HV — — — — HV — — — —	HIGH VOLTAGE ELECTRICAL SUPPLY
— W — — — — W — — — — W — — — —	WATER SUPPLY
— S — — — — S — — — — S — — — —	SEWER LINE
— — — — SW — — — —	STORM WATER
— FE — — — — FE — — — —	ABOVE GROUND FEEDER CABLES
— — — — FE — — — — FE — — — —	BELOW GROUND FEEDER CABLES

 AX DENOTES TELSTRA ANTENNA SECTOR AS SHOWN ON SHEET S1-X

COMPLIANCE BOX

COMPLETED AS PER DESIGN ☐

ALTERATIONS IN RED ☐


NAME (PRINT) _____

SIGNATURE _____ DATE _____

FOR CONSTRUCTION



ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
NA20346.01	JM	IT	FOR CONSTRUCTION - 30082943W0061 - LTE700	IT	DP	19.02.20	01

 MOBILE NETWORK SITE 330173 WATTLE FLAT SITE SPECIFIC NOTES 3805 SOFALA ROAD WATTLE FLAT NSW 2795	
DWG NO. N111010	SHT NO. S0

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Cad file: N111010.dwg 1 of 206

**UNAPPROVED
DRAWING**

EQUIPMENT NOTES - PROJECT NO. NA20346.01

ITEM	EQUIPMENT	EQUIPMENT DETAILS	EXISTING	PROPOSED	TOTAL	REFERENCE DWG
1	ERICSSON SITE INTEGRATION UNIT (SIU)	482 x 350 x 45mm (W, D, H)	0	1	1	017866P131 SHEET 9
2	RFS LCFS114-50JA	28.0m	0	2	2	SHEET S1 & S3
3	GPS ANTENNA LTE700	KRE 101 2082/1 OMNI Ø68 x 96mm	0	1	1	SHEET S1-1 & S3

COMPLIANCE BOX
 COMPLETED AS PER DESIGN ☐
 ALTERATIONS IN RED ☐
 NAME (PRINT) _____
 SIGNATURE _____ DATE _____

FOR CONSTRUCTION

MBSP4 FY19 SOW NA20346.01 ISSUE 01 DATED 23/08/19

DO NOT
SCALE

F



**UNAPPROVED
DRAWING**

Downer
Relationships creating success

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
NA20346.01	JM	IT	FOR CONSTRUCTION - 30082943WO061 - LTE700	IT	DP	19.02.20	01

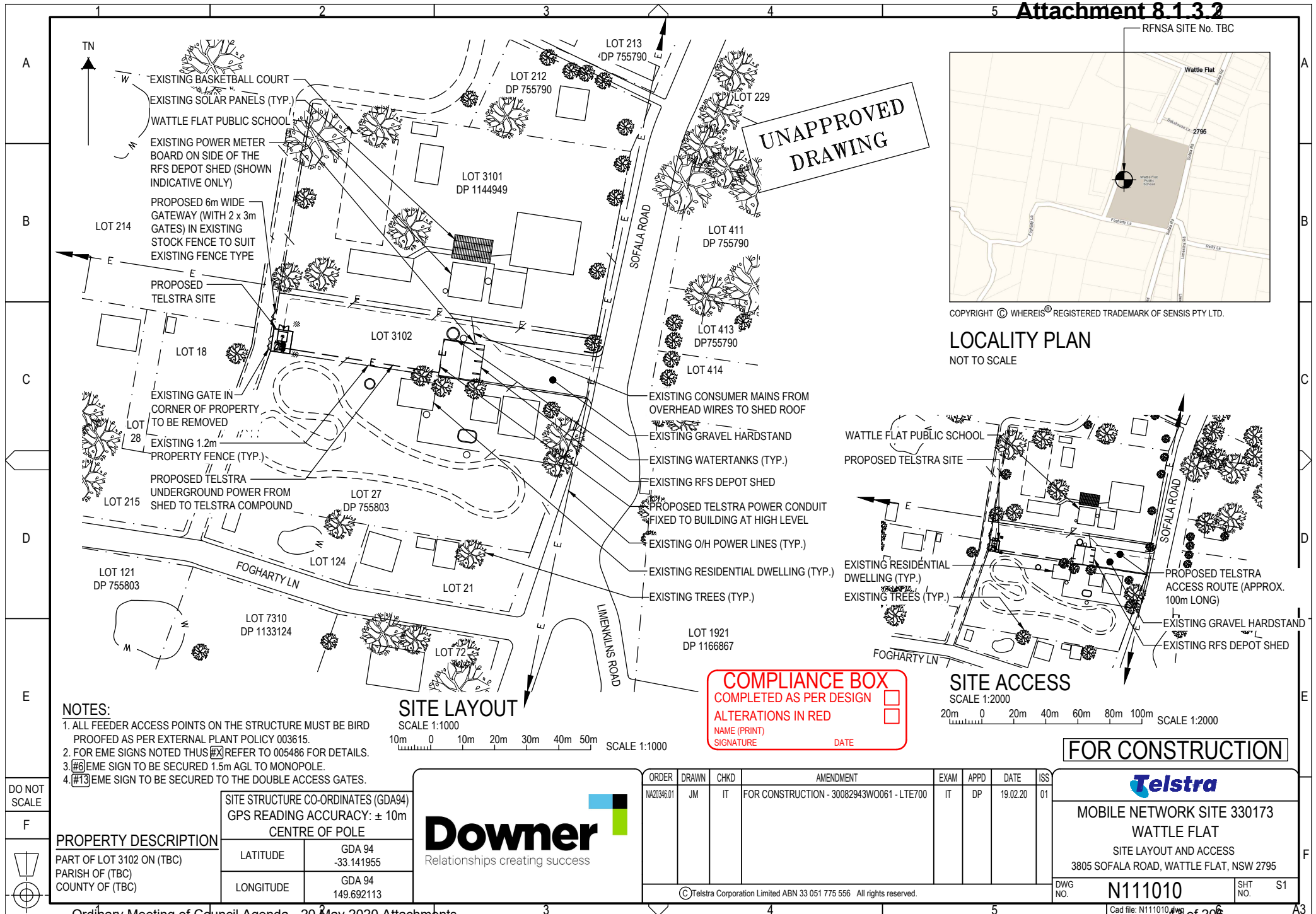
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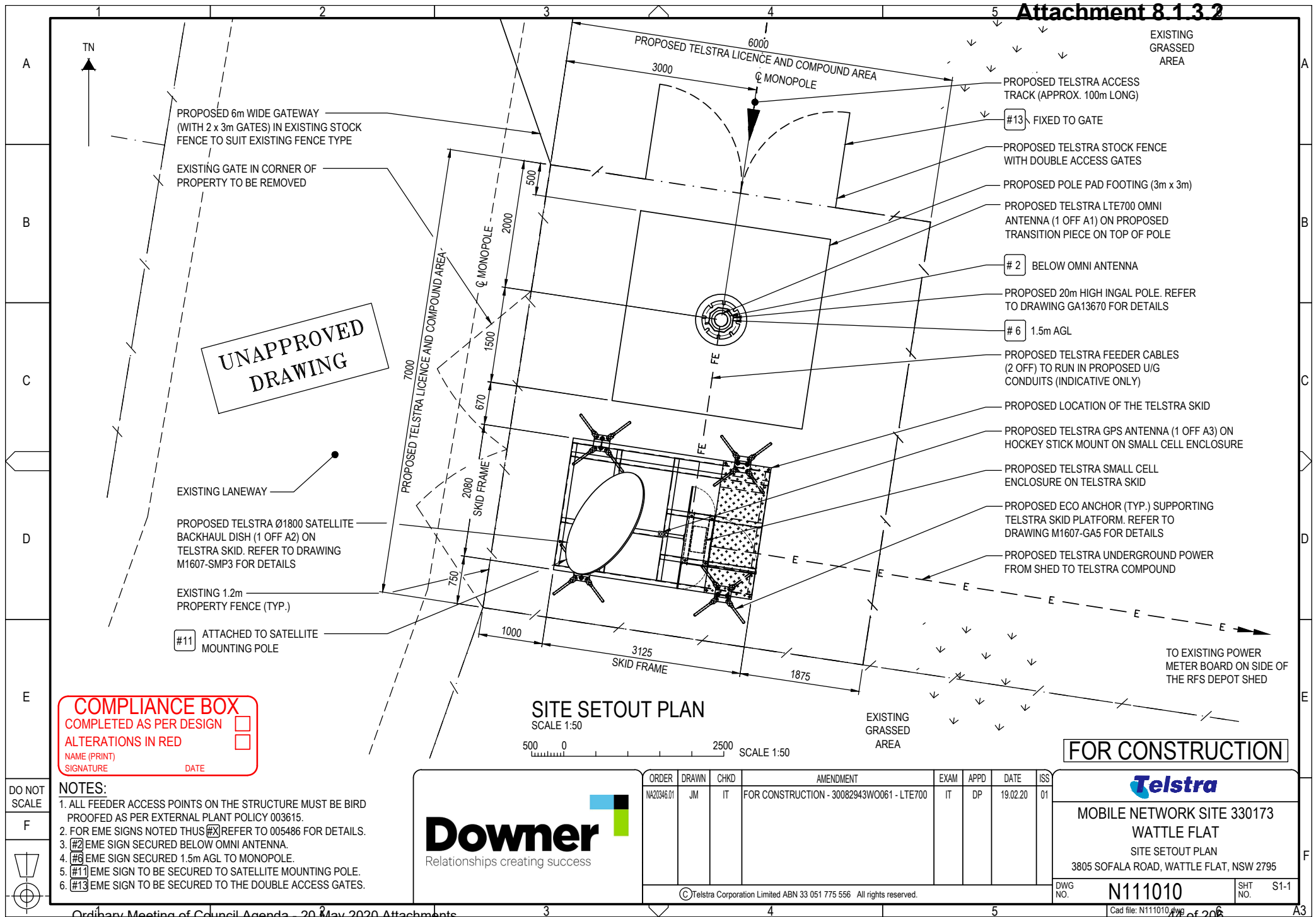
DWG
NO.

N111010

SHT
NO. S0-1

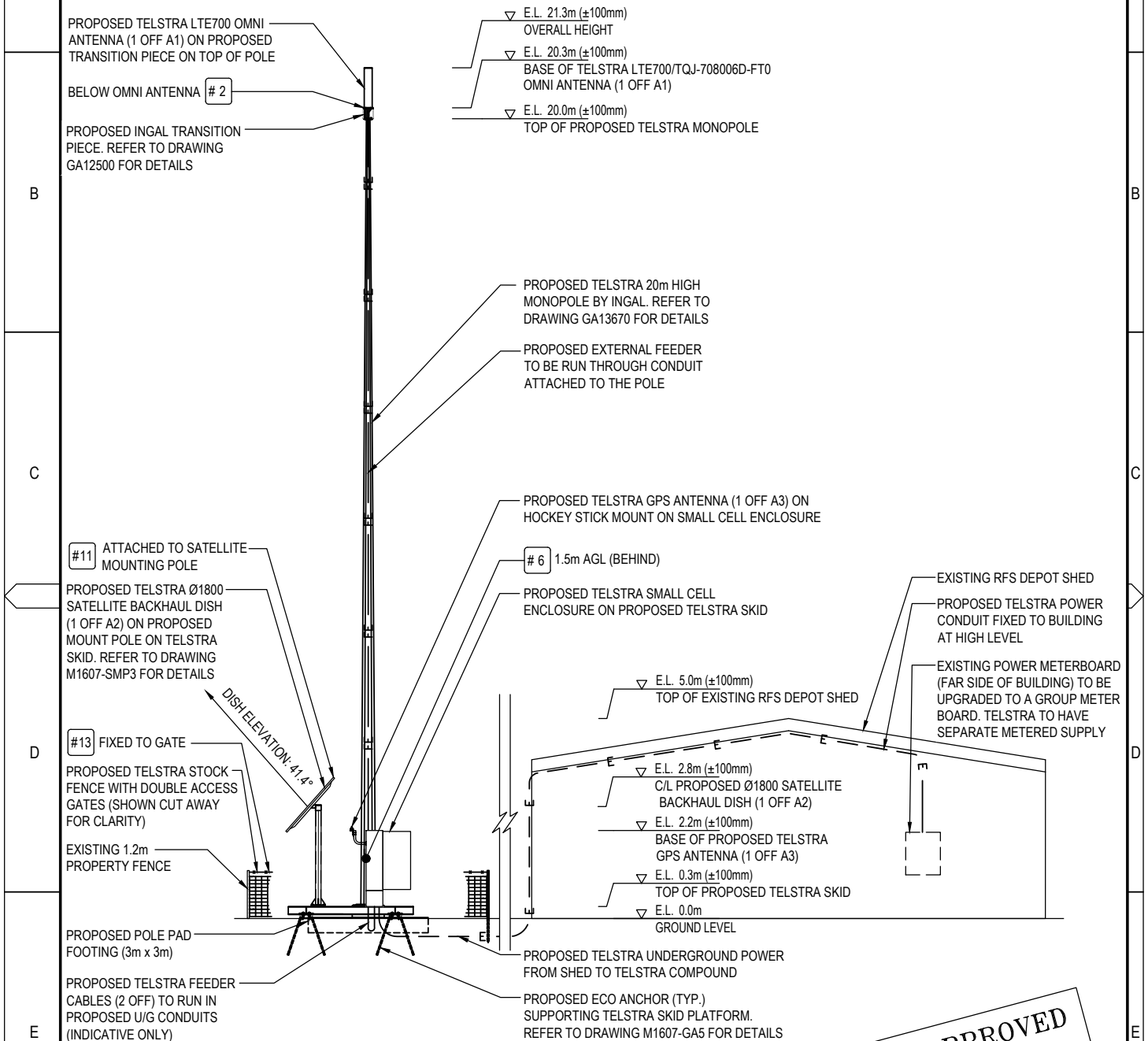
Cad file: N111010.dwg 12 of 206





NOTES:

1. ALL FEEDER ACCESS POINTS ON THE STRUCTURE MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
2. FOR EME SIGNS NOTED THUS ~~#X~~ REFER TO 005486 FOR DETAILS.
3. ~~#2~~ EME SIGN SECURED TO ANTENNAS REFER TO 005486 DOCUMENTS.
4. ~~#6~~ EME SIGN TO BE SECURED 1.5m AGL TO MONOPOLE.
5. ~~#11~~ EME SIGN TO BE SECURED TO SATELLITE MOUNTING POLE.
6. ~~#13~~ EME SIGN TO BE SECURED TO THE DOUBLE ACCESS GATES.



COMPLIANCE BOX

COMPLETED AS PER DESIGN ☐ALTERATIONS IN RED ☐

NAME (PRINT)

SIGNATURE

DATE

SOUTH-WEST ELEVATION

SCALE 1:100

1m 0 1m 2m 3m 4m 5m SCALE 1:100

UNAPPROVED
DRAWING

FOR CONSTRUCTION

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ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
NA20346.01	JM	IT	FOR CONSTRUCTION - 30082943WO061 - LTE700	IT	DP	19.02.20	01

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MOBILE NETWORK SITE 330173
WATTLE FLAT
SOUTH-WEST ELEVATION
3805 SOFALA ROAD, WATTLE FLAT, NSW 2795

DWG
NO.

N111010

SHT
NO.

S3

Cad file: N111010.dwg

A3V

TELSTRA MOBILES ANTENNA CONFIGURATION TABLE

ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	PHYSICAL ANTENNA BEARING (x°T)	SECTOR NO. & TECHNOLOGY
A1	TONGYU TQJ-708006D-FT0 OMNI DIA 200 mm x LENGTH 998 mm	INSTALL	20.3m (BASE OF OMNI)	0°	S0: LTE700
A2	Ø1800 SATELLITE BACKHAUL DISH	INSTALL	2.8m	302.4°	DISH ELEVATION: 41.4° POLARISATION: 302.4° POINTING AT SAT: 9° EAST ASIASEAT: 122.1°
A3	ERICSSON GPS ANTENNA KRE 101 2082/1 Ø68 x 96	INSTALL	2.2m	0°	-


UNAPPROVED
DRAWING

FOR CONSTRUCTION



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ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
NA20346.01	JM	IT	FOR CONSTRUCTION - 30082943W0061 - LTE700	IT	DP	19.02.20	01

	
MOBILE NETWORK SITE 330173 WATTLE FLAT	
ANTENNA CONFIGURATION TABLE 3805 SOFALA ROAD, WATTLE FLAT, NSW 2795	
DWG NO.	SHT NO.
N111010	S3-1

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Cad file: N111010.dwg 18 of 206

Statement of Environmental Effects

for A Proposed Telecommunications Facility

Address: 3805 Sofala Road, Wattle Flat NSW 2795

RPD: Lot 3102 on DP1144949

March 2020

Prepared on behalf of Downer Group and Telstra Corporation Limited

By BMM Group Pty Ltd



Document Control

Document description	Statement of Environmental Effects: Proposed Mobile Telecommunications Satellite Small Cell Facility at 3805 Sofala Road, Wattle Flat NSW 2795.			
Site No.	MBSP4-NSW-048			
Site name	Wattle Flat			
Document ID	WattleFlat_StatementofEnvironmentalEffects			
Rev	Rev Details/Status	Date	Prepared By	Approver
1	Draft	10/03/20	AI	ZC
2	Final	27/03/20	ZC	ZC/BM
Current Revision	FINAL			

Prepared for:	Prepared by:
BMM Group Pty Ltd	BMM Group Contact: Zac Coombes PO Box 430, Toowong DC, QLD, 4066 Phone: 0437 245 852 zac.coombes@bmmgroup.com.au

This report has been prepared as a supporting document to the Development Application. The report relies upon data, surveys, measurements and results taken at or under particular times and conditions specified herein. Any findings and conclusions or recommendations only apply to the aforementioned circumstances. BMM Group does not accept any responsibility for the use of this report by any parties other than the intended recipient, without its prior written permission.

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Executive Summary

Proposal	<p>Telstra propose the installation of the following infrastructure within a 7000mm x 6000mm licence area:</p> <ul style="list-style-type: none"> • 20 metre monopole on pole pad footing (3m x 3m) • Omni antenna (DIA200 mm x L998 mm) attached to the top of the pole (overall maximum height 21.3m) • Telstra skid platform (3125mm x 2080mm) • Small cell equipment enclosure on Telstra Skid platform • GPS Antenna mounted on small cell equipment enclosure • DIA1800mm Telstra Satellite Dish on mounting pole on Telstra skid • Electricity supply and ancillary equipment necessary for the operation and proper functioning of the facility including cabling, feeders, conduit and signage. Ancillary equipment will be located within the proposed Telstra small cell enclosure on Telstra Skid. <p>The proposed facility forms part of the Australian Federal Governments Mobile Black Spot Program and will provide improved mobile coverage to the local community.</p>
Site Description / Location	<p>Lot 3102 on DP 1144949</p> <p>3805 Sofala Road, Wattle Flat NSW 2795</p> <p>Total Area of Property: 1,969m²</p>
Planning Scheme	<p>Planning Scheme: Bathurst Regional Local Environmental Plan 2014</p> <p>Zoning: RU5 – Village</p> <p>Existing Use: RFS Depot</p> <p>Proposed Use: Telecommunications Facility</p>
Application Details	<p>Development Application for a Telecommunications Facility</p>

1. Introduction

Telstra propose to install a satellite small cell telecommunications facility at Wattle Flat as part of the Federal Government Mobile Black Spot Program (MBSP).

The MBSP will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors like education, agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network. The improved coverage also provides the underpinning capability to allow emergency services to operate and interoperate.

Inadequate mobile phone coverage and data speeds are a significant issue for many people across Australia, particularly for those living, working and travelling in regional areas. The need for the site was chosen from locations listed in a Federal Government database of mobile black spot sites community members reported and identified. The MBSP aims to address mobile phone coverage in regional and remote areas of Australia. More information on the program can be found at: www.communications.gov.au/what-we-do/phone/mobile-services-and-coverage/mobile-black-spot-program

In accordance with existing industry practice, Telstra is open to other carriers proposing to use space on the proposed base station to install their own equipment and offer services to their own customers. This proposal may also present an opportunity for all carriers to invest in expanding their coverage in regional Australia.

A due diligence and a site selection process has been undertaken which has identified 3805 Sofala Road, Wattle Flat to be the most appropriate location to establish this service to the local community.

Various factors were considered throughout the selection process including topography and other physical constraints such as trees and buildings, proximity to sensitive uses, the immediate network 'capacity' or number of calls expected to be made in the area, and the radio frequency at which the base station will operate. Antennas need to be located clear of obstructions like trees and topographic variation, in order to provide a clear line of uninterrupted sight and ensure good signal quality. This includes the availability of land, town planning approval, the proximity of electricity and the suitability of the location to provide the best signal to customers.

1.1 Satellite Small Cell Information

A Satellite Small Cell is essentially a radio transmitter / transceiver and an antenna (omnidirectional), which provides additional network capacity or mobile device coverage to a smaller geographic area. The small cell facilities are linked to the rest of the mobile and fixed phone network and pass the signal/call on into those networks.

A small cell typically consists of an Equipment Cabin (which houses all the electronics required to send and receive mobile phone calls), an omnidirectional antenna (which transmit and receive signals to and from the handset and a Radio Transmission (RT) Dish which links the base station to the rest of the network.

1.2 Objectives of the Report

The purpose of this report is to assess and describe:

- The site and locality (Section 2)
- the proposed mobile telecommunications facility (Section 3)
- how the proposed development meets the planning objectives of the various applicable Commonwealth, State and Local laws (Section 4,5,6)
- the environmental planning impacts associated with the proposed facility (Section 7)

2. Site Description and Surrounding Locality

2.1 Site Location and Surrounds

The telecommunications facility is proposed at 3805 Sofala Road, Wattle Flat. The allotment is formally described as Lot 3102 on DP1144949. The proposed satellite small cell facility is located centrally within the township of Wattle Flat to maximise the coverage opportunity for the community.

The subject allotment is located on Sofala Road, adjoining Wattle Flat Public School. The allotment is used as a Rural Fire Service Depot with sheds located at the front of the property. The proposed facility is located to the rear of the property on the western property boundary. The proposed facility location and surrounding area are devoid of vegetation and no clearing or trimming of trees will be required to establish the facility.

The Local Government Authority for the proposal is Bathurst Regional Council. **Figures 1, 2, 3 and 4** illustrate the proposed facility location on the subject allotment as well as adjoining and surrounding properties. **Table 1** provides a summary of the site details. A Locality Plan and access alignment are provided as part of the Proposal Plans within Appendix A.



Figure 1: Proposed facility location located at the rear of the RFS Depot.



Figure 2: Proposed facility location looking west at the rear of the RFS Depot.



Figure 3: View from Sofala Road frontage of proposed Facility behind depot shed.

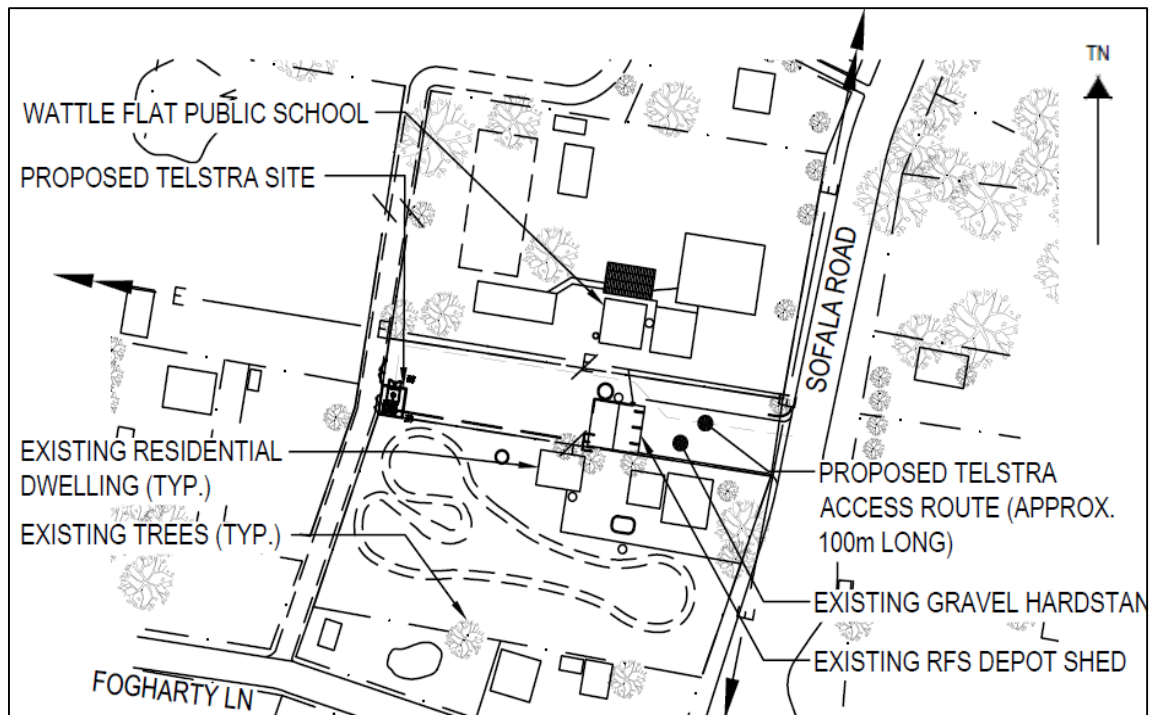


Figure 4: Proposed facility layout within allotment.

Table 1: Proposed Site Details

Details	Comment
Street Address	3805 Sofala Road, Wattle Flat NSW 2795
Legal Description	Lot 3102 on DP1144949
Owner	NSW Department of Planning, Industry and Environment - Crown Lands
Proposed Development Footprint	42m ²
Zone	RU5 – Village
Local Environmental Plan (LEP)	Bathurst Regional Local Environmental Plan 2014
Current Use	Rural Fire Service Depot
Access	Proposed access off Sofala Road

The proposed telecommunications facility is sited at an elevation of approximately 907m AHD. The Wattle Flat Public School is located immediately to the north of the subject allotment. Other

surrounding land uses comprise of general rural or general village residential. The proposed facility location will satisfy the coverage objectives for the Mobile Black Spot Program and provide an improved mobile service to the township of Wattle Flat.

3. Proposed Development

3.1 Proposal Summary

Telstra propose the installation of the following infrastructure:

- 20 metre monopole on pole pad footing (3m x 3m)
- Omni antenna (DIA200 mm x L998 mm) attached to the top of the pole (overall maximum height 21.3m)
- Telstra skid platform (3125mm x 2080mm)
- Small cell equipment enclosure on Telstra Skid platform
- GPS Antenna mounted on small cell equipment enclosure
- DIA1800mm Telstra Satellite Dish on mounting pole on Telstra skid
- Electricity supply and ancillary equipment necessary for the operation and proper functioning of the facility including cabling, feeders, conduit and signage. Ancillary equipment will be located within the proposed Telstra small cell enclosure on Telstra Skid.

Further details of the proposed facility are provided in **Appendix A – Proposal Plans**.

3.2 Traffic, access and parking

Construction and operational access to the facility is proposed directly from Sofala Road. Following the construction and installation of the proposed facility, access to the facility will be required infrequently for maintenance purposes and will not disturb the existing function of the RFS Depot. The proposed access and onsite parking arrangements are satisfactory. **Figure 4** defines the proposed access to the site.

During the installation of the small cell facility (Weeks 1-2) there will be occasional access obtained by heavy vehicles. Once operational there will be no measurable impact on the road network. The facility will be unstaffed and operated remotely. Only occasional access is required for maintenance purposes.

3.3 Construction Scheduling

The development and construction of the mobile phone base station primarily consists of the following processes:

- Pre-construction – ensuring that the land is suitable for construction. This is inclusive of site preparation, minor earthworks and the provisioning of cabling;

- Installation of new equipment – in accordance with the scope of works outlined within this Development Application; and
- Network Integration – Ensuring that the mobile phone base station can connect with both end users and other sites within the Telstra network.

Construction works are unlikely to cause any disturbance to existing traffic flows. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from Council (where applicable).

3.4 Construction and noise

There will be minimal noise and vibration emissions associated with construction of the proposed facility. Noise generated during the construction phase is anticipated to be of short duration and accord with the standards outlined in the relevant EPA guidelines. Construction works are planned only to occur between the hours of 7.00am and 6.00pm or otherwise in accordance with Council's conditions.

3.5 Utility services

Power to the proposed facility will be sourced from the existing supply and will be separately metered. No tree clearing is required to gain access to the power supply.

3.6 Maintenance

Once operational, the facility is designed to function on a continuously unstaffed basis and will typically only require maintenance works up to three times per year, for approximately one day.

3.7 Licence Agreements

BMM Group Pty Ltd will facilitate the completion of four (4) x 5-year consecutive licences with the landowner.

4. Commonwealth Regulatory Framework

The installation of certain telecommunications facilities (as defined in the *Telecommunications Act 1997*) is regulated by the Australian Communications and Media Authority (ACMA) under the *Telecommunications Act 1997*. The legislative requirements are discussed below in further detail.

4.1 Telecommunications Act 1997

The *Telecommunications Act 1997 (TA)* came into operation in July 1997. This legislation establishes the criteria for 'low impact' telecommunication facilities. If a proposed facility satisfies the requirements of a 'low impact' facility, the development is exempt from the planning approval process.

Part 1 of Schedule 3 of the *TA* authorises a carrier to enter on land and exercise any of the following powers:

- Inspect the land;
- Install a facility; and to
- Maintain a facility.

A Carrier's power to install a facility is contingent upon:

- a) the Carrier being authorised to do so by a Facility Installation Permit, or
- b) the facility being a low-impact facility (as defined by the *Telecommunications (Low-Impact Facilities) Determination 2018*, or
- c) the facility being temporary and used for a defence organisation for defence purposes, or
- d) if other conditions are satisfied in relation to the facility concerned.

As the proposal involves the installation of a 20m high pole monopole, it does not constitute a low-impact facility under the *Telecommunications (Low-Impact Facilities) Determination 2018*. (*Telecommunications Act 1997, p466*)

4.2 Telecommunications Code of Practice 2018

The Telecommunications Code of Practice 2018 (TCP) is made under Schedule 3 of the Telecommunications Act 1997. The TCP ensures good practice measures under which a Carrier must operate and outlines conditions which carrier conduct must adhere to. This proposal has taken into consideration the requirements of carriers in the best practice conditions of the TCP and thus includes

the best design, planning and location measurements to ensure the development is in accordance with sections 2.11 and 3.11 of the Act.

(Telecommunications (Low-impact Facilities) Determination 2018, p. 3)

4.3 The Australian Communications Industry Forum (ACIF) - Industry Code for the Deployment of Mobile Phone Network

The Australian Communications Industry Forum (ACIF) Industry code is a mandatory code for all Carriers and deals with concerns raised by the community. The code applies to Carriers who are installing, intending to install, operating, contracting or arranging for the installation of fixed radio communication infrastructure.

An underlying principle of the Code is that public health and safety is of paramount importance and the overarching driver of the code is the precautionary approach used to minimise the impact of telecommunications facilities. The precautionary approach must be applied to site selection, infrastructure design, installation and operation.

The precautionary approach has been adopted for the proposed development and careful consideration given to the following with respect to site selection:

- the site and surrounding land uses;
- the siting and design of the proposed facility; and
- proximity to sensitive land uses.

5. State Regulatory Framework

The following Acts, Environmental Planning Instruments (EPIs) and Local Environmental Plan are primary legislation that is most relevant to this proposal:

- Environmental Planning and Assessment Act 1979;
- State Environmental Planning Policy (Infrastructure) 2007;
- Bathurst Regional Council Local Environmental Plan 2014;
- Bathurst Regional Council Development Control Plan 2014.

5.1 Environmental Planning and Assessment Act 1979 (as amended)

Section 79C of the *Environmental Planning and Assessment Act 1979 (EP&A Act 1979)* outlines specific assessment criteria which must be addressed within the submission of a development application and the likely impacts of the development on the surrounding built and natural environs. This report seeks to demonstrate compliance with relevant legislation which pertains to the subject application and matters of consideration within the planning process to minimise adverse negative impacts of the development.

The proposal has been assessed having regard to the relevant Heads of Consideration under Section 79 C (1) of the Environmental Planning and Assessment Amendment Act, 1979. Clause 1 provides that:

‘in determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

(a) the provisions of:

(i) any environmental planning instrument, and

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

(iii) any development control plan, and

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,

(c) the suitability of the site for the development,

(d) any submissions made in accordance with this Act or the regulations,

(e) the public interest.”

The following sections within this SEE address each of the matters for consideration noted above.

5.2 State Environmental Planning Policy (Infrastructure) 2007

The State Environment Planning Policy (Infrastructure) 2007 (ISEPP) facilitates the effective delivery of infrastructure across the State improving regulatory certainty and efficiency through consistent planning and providing greater flexibility in the location of infrastructure and service facilities.

Under ISEPP the proposed use, as per Clause 113, is defined as a telecommunications facility, meaning:

- (a) any part of the infrastructure of a telecommunications network, or
- (b) any line, cable, optical fibre, fibre access node, interconnect point, equipment, apparatus, tower, mast, antenna, dish, tunnel, duct, hole, pit, pole or other structure in connection with a telecommunications network, or
- (c) any other thing used in or in connection with a telecommunications network.

Clause 115(1) provides that:

“Development for the purposes of telecommunications facilities, other than development in clause 114 or development that is exempt development under clause 20 or 116, may be carried out by any person with consent on any land.”

Telecommunications facilities are therefore permissible in all zones within Bathurst Regional Council, though only with consent (where the facility is not a low-impact facility within the meaning of *The Determination*).

Clause 116 and 116A allow for greater flexibility in installing both new towers and the alteration of existing facilities. Under these sections, new base station telecommunications towers required to deliver broadband or mobile phone access in certain rural or industrial zones would be allowed as an exempt or complying development subject to amenity and safety considerations regarding facility height limits and setbacks from residential, rural and equivalent zones. This proposal does not meet

the requirements of exempt or complying development under ISEPP, as the facility is situated within the RU5 - Village zone and therefore consent of Council is required.

Clause 115(3) of the Infrastructure SEPP also provides that:

“Before determining a development application for development to which this clause applies, the consent authority must take into consideration any guidelines concerning site selection, design, construction or operating principles for telecommunications facilities that are issued by the Director-General for the purposes of this clause and published in the Gazette.”

The relevant guideline referred to is the Telecommunications Guideline, which contains principles in relation to telecommunications facilities as follows:

- Principle 1: A Telecommunications facility is to be designed and sited to minimise visual impact
- Principle 2: Telecommunications facilities should be co-located wherever practical
- Principle 3: Health standards for exposure to radio emissions will be met
- Principle 4: Minimise disturbance and risk, and maximise compliance

An assessment of the proposed development against each principle is provided below. The Infrastructure SEPP recognises the importance of telecommunications facilities, including that planning decisions should reflect a reasonable balance between the provision of important telecommunications services and the need to protect the environment from adverse impacts arising from telecommunications infrastructure. This proposal will deliver mobile coverage to the local community who, for the first time, will be able to access fast mobile voice and data services. The improved coverage will increase access to new technologies for key regional sectors like education, agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network at a minimal impact to the surrounding built and natural environment.

The proposed telecommunications facility complies with the aims of the guidelines as it achieves satisfactory solutions in relation to each of the principles. The key characteristics of the proposed facility at this location are assessed against the relevant principles below:

- Co-location on existing structures was not possible due to the remote location with the nearest existing facility approximately 2.2 kilometres from the proposed facility location and target coverage area.
- The slimline design of the pole and compact nature of the proposed facility will ensure that the facility integrates well in the locality.

- The proposed site is located with the Wattle Flat Conservation Area. It is considered the proposed telecommunication small cell facility will not have detrimental impact on the significance of the Wattle Flat Conservation Area. An impact assessment for the proposed facility has been provided in Section Six.
- The proposed installation will comply with Australian Communications and Media Authority (ACMA) regulatory arrangements with respect to electromagnetic radiation exposure levels.
- EME Exposure Levels from this site have been calculated in accordance with the ARPANSA prediction methodology and report format. This report has been provided in **Appendix B** and demonstrates that the EME level will be many times less than the maximum exposure limit. Additionally, the EME Environmental Report is a publicly accessible document which can be retrieved from: <http://www.rfnsa.com.au/2795066>
- Adequate separation exists between the proposed facility location and the nearest residential dwelling located 60m to the east.
- The Wattle Flat Public School is located approximately 35m north of the proposed facility location. The siting of the proposed facility at the rear of the subject allotment ensures that the proposed facility integrates well in the location, while maintaining a primary objective of delivering a quality telecommunications service to the school.
- No significant habitat is located within proximity to the proposal.
- The location provides convenient access to a power supply within the allotment. No vegetation clearing will be required.
- The site provides a large already cleared area for equipment and vehicles during the construction phase.
- Construction works will be conducted between 7.00am and 6.00pm, Mondays to Saturdays or as per the recommended hours stipulated by Council. Consultation with council will be undertaken throughout the construction process.
- Any required traffic control will be conducted in accordance with the relevant Australian Standard SS1742.3-2002 Manual of uniform traffic control devices – Traffic control devices on roads;
- Open trenching for the installation of underground power will be executed in compliance with the Australian Standard Section 93.080 – Road Engineering AS1165 – 1982 – Traffic hazard warning lamps;
- All proposed works and operations will comply with relevant regulations prescribed by Council and other relevant authorities;

- The proposal is compliant with the Civil Aviation Regulations 1988 and the Airports (Protection of Airspace) Regulations 1996. The proposal does not penetrate any Obstacle Limitation Surface.
- The proposed equipment at the subject site is licensed as per ACMA regulations. As a result, there is to be no interference with other civil and military communications facilities.
- The construction of the proposal will adhere to and comply with the regulations set out within the Blue Book – ‘Managing Urban Stormwater: Soils and Construction’ (Landcom 2004).
- An EPBC Act Protected Matters Report was obtained for the subject site and the proposal will not impact on any of the threatened species.
- No items or areas of Aboriginal significance were identified on the proposed allotment. Refer to **Appendix C** for Aboriginal Heritage Information (AHIMS) report;
- The proposal is considered to be generally consistent with local and state environmental and planning requirements and is not expected to have an adverse impact on the environment during construction and operation of the facility.

5.3 NSW Telecommunications Facilities Guideline including Broadband 2010

The purpose of the NSW Telecommunications Facilities Guideline including Broadband is to:

- (a) provide a guide to the State-wide planning provisions and development controls for telecommunication facilities in NSW contained in State Environmental Planning Policy Infrastructure 2007 (SEPP Infrastructure);
- (b) provide guidance to assist the facilitation of the roll out of broadband in NSW.

The Guideline outlines the provisions of SEPP Infrastructure which incorporates the facilities contained in the Determination and provides for the development of further telecommunications facilities that do not require consent, together with complying developments. This Guideline operated in conjunction with relevant Commonwealth telecommunications legislation and SEPP Infrastructure. Where there is any inconsistency between Commonwealth laws and the laws of a State or Territory, the Commonwealth legislation prevails.

5.4 Crown Land Management Act 2016 – Principles of Crown land management

The following impact assessment of the proposal aims to address the principles of *Crown Land Management Act 2016*, section 1.4 Principles of Crown land management.

The guidelines referred to as the Principles of Crown Land Management contains principles in relation to development on Crown Lands. An assessment of these principles are as follows:

<p><i>(a) that environmental protection principles be observed in relation to the management and administration of Crown land, and</i></p>	<p>Environmental protection principles will be observed during construction and operation of the facility. The facility is not located in an environmentally significant area and contains no environmentally significant overlays.</p> <p>No trimming of surrounding trees is required as allotment is already cleared. Once the facility is established, the facility will have no measurable impact on the surrounding environment.</p>
<p><i>(b) that the natural resources of Crown land (including water, soil, flora, fauna and scenic quality) be conserved wherever possible, and</i></p>	<p>The proposed facility will have no measurable impact on natural resources. Minor ground preparation is required to establish the facility. However, this will be minor in nature and will have no significant impact on soil, flora, fauna. No overland flow or water resources will be impacted by the proposed facility.</p>
<p><i>(c) that public use and enjoyment of appropriate Crown land be encouraged, and</i></p>	<p>The Federal Government Mobile Black Spot Program will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services.</p> <p>The improved coverage will increase access to new technologies for key regional sectors. The service will also provide vital communications for emergency services and the community of Wattle Flat including the Public School.</p>
<p><i>(d) that, where appropriate, multiple use of Crown land be encouraged, and</i></p>	<p>The proposed telecommunications facility will provide an essential service to the regional community and township of Wattle Flat and deliver improved mobile phone coverage for residents, rural</p>

	<p>business and for emergency services in the event of a natural disaster.</p> <p>The proposed facility will positively impact on the connectivity of Wattle Flat with the wider regional community and benefit the local economy.</p>
<i>(e) that, where appropriate, Crown land should be used and managed in such a way that both the land and its resources are sustained in perpetuity, and</i>	<p>The proposed facility will have no measurable impact on the land or existing resources on the site. The existing use of the facility as a Rural Fire Depot will not be compromised and the proposed telecommunications service will be complementary and help to sustain and improve firefighting capability.</p>
<i>(f) that Crown land be occupied, used, sold, leased, licensed or otherwise dealt with in the best interests of the State consistent with the above principles.</i>	<p>The proposed facility will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage will increase access to new technologies for key regional sectors and provide vital communications for emergency services in the event of a natural disaster.</p>

6. Local Regulatory Framework

6.1 Bathurst Regional Local Environmental Plan 2014

The Bathurst Regional Local Environmental Plan 2014 is the primary legislation applicable to the proposal. The Bathurst Regional LEP aims to make local environmental planning provisions for land in Bathurst in accordance with the relevant standard environmental planning instrument under section 33A of the Act. The particular aims of this Plan are as follows:

- (a) to deliver growth and development in the city of Bathurst and rural localities,*
- (b) to promote development that is consistent with the principles of ecologically sustainable development and the management of climate change and water resources,*
- (c) to enhance and protect the region's unique Aboriginal and European cultural heritage as key social and economic assets,*
- (d) to identify, protect, enhance and manage areas of high biodiversity conservation value as a means to—*
 - (i) preserve and improve the ecosystem services they provide, and*
 - (ii) protect the region's significant vegetation and scenic quality, and*
 - (iii) respond to and plan for climate change by identifying and protecting habitat corridors and links through the local government area,*
- (e) to facilitate rural housing choice through sustainable rural settlement growth that includes rural village living and strategic rural lifestyle living opportunities,*
- (f) to provide greater housing choice within the city of Bathurst through sustainable urban settlement growth that includes greater opportunities for medium density housing and the minimisation of the city's environmental footprint,*
- (g) to promote the well-being of the people of the region by encouraging living, vibrant and growing rural settlement areas, urban villages and suburbs that generate a sense of community and place,*
- (h) to protect the region's key transport assets and to promote opportunities for sustainable transport, particularly public and active transport,*
- (i) to provide a secure future for the region's recreation assets, in particular, the Mount Panorama and the Macquarie River precincts,*
- (j) to minimise risk to the community in areas subject to environmental hazards, particularly flooding and bush fires and to minimise cumulative impacts on environmentally sensitive areas,*
- (k) to encourage the dynamic and innovative development and growth of the region's primary resources,*
- (l) to protect and enhance the region's landscapes, views, vistas and open spaces,*
- (m) to create a land use framework for controlling development in the region that allows detailed provisions to be made in any development control plan made for that purpose.*

The proposed facility has been appropriately sited to minimise impacts on the built and natural environment. The facility will have no adverse impact on the environment and will provide an essential service for the regional community of Wattle Flat and allow for the delivery of an equitable and accessible telecommunications services within the community.

The proposed mobile coverage will provide improved safety, economic and social benefits to residents, businesses and emergency services within this rural location.

6.1.1 Zoning and Permissibility

Under the Bathurst Regional LEP, the subject allotment is zoned RU5 - Village. **Figure 5** illustrates the site zoning:



Figure 5: Bathurst Regional Local Environmental Plan 2014 land zone, proposed facility location sited within the subject lot.

The proposed small cell facility is defined as a ‘telecommunications facility’ under the Bathurst Regional LEP 2014. Clause 115 of ISEPP states that “development for the purposes of telecommunications facilities, other than development in clause 114 or development that is exempt development under clause 20 or 116, may be carried out by any person with consent on any land”. The objectives of the RU5 zone, and the proposals summary of compliance are addressed in **Table 2**.

Table 2: LEP Objectives and Compliance – Village Zone

Objective	Compliance
<i>To provide for a range of land uses, services and facilities that are associated with a rural village.</i>	<p>Complies</p> <p>The proposed telecommunications facility will provide an essential service to the regional community and township of Wattle Flat and deliver improved mobile phone coverage for residents, rural business and for emergency services in the event of a natural disaster.</p> <p>The proposed facility will positively impact on the connectivity of Wattle Flat with the wider regional community and benefit the local economy.</p>
<i>To provide a strong and viable village system that includes housing choice, business opportunities, adequate transport systems and a concentration of community services.</i>	<p>Complies</p> <p>The proposed facility offers improved opportunity for increased diversity in primary industry and rural business. The proposal allows for enhancement of village systems, allowing for the development of local businesses, improved education and other community services.</p>
<i>To protect tourism assets and encourage the provision of services within villages that support tourism activities.</i>	<p>Complies</p> <p>The proposed telecommunication facility will provide an essential service to the regional community which will support existing services and encourage new opportunities to support tourism activities within the Wattle Flat community.</p>
<i>To protect and conserve the historical significance and scenic quality of the village settings.</i>	<p>Complies</p> <p>The facility is not expected to have a significant impact on the existing rural village character. The siting, design and scale of the proposed facility ensures that it will visually integrate and not compromise the significance of the locality.</p>

	The proposed location is satisfactory from a property, access, environmental and land use perspective and will not alienate or fragment surrounding land uses.
<i>To protect and conserve the rural atmosphere and amenity of the village area.</i>	Complies The siting and design of the proposed facility allows for its integration into the rural township and ensures the rural atmosphere and amenity of the village area is maintained while providing an essential service to the community.

6.1.2 Relevant Assessment Provisions

EPI Heritage

The subject location is mapped within the Wattle Flat Conservation Area (WFCA), a Locally Significant EPI Heritage overlay. **Figure 6** illustrates the location of proposed facility within the overlay.



Figure 6: Proposed facility withing Bathurst Regional LEP 2014 EPI Heritage Overlay.

The proposed facility will integrate well in the locality and will not impact upon the heritage significance of the area or broader area covered by the Conservation overlay, and is considered to be consistent with the objectives described in Clause 5.10(1) of the Bathurst Regional LEP 2014.

While the proposed facility brings 'modern technology' to the conservation area, the facility will be sympathetic towards the character of the heritage conservation area. The proposal has the following merits with respect to heritage:

- The facility has been sited at the rear of the subject allotment approximately 100m from the Sofala Road frontage and on the western edge of the conservation area overlay. The location ensures the predominant sight lines along Sofala Road are not compromised and the character and significance of the streetscape and view sheds are not altered.
- Ground based equipment will generally not be visible from the street frontage.
- The proposal will not alter any existing heritage item or disturb any archaeological site or significant Aboriginal place. There are no heritage items in close proximity to the proposed facility location. The Roman Catholic Cemetery is located 150m south and views to and from this location are screened by existing structures and vegetation in the foreground and as a backdrop to the proposed facility.
- The proposed slim line design is sympathetic towards the character of the WFCFA, responding to the dominant built form and setting of the area. The proposed pole and associated equipment have been designed to minimise bulk and maximise visual integration. As a result, the proposal will not impact on views or the significance of the setting. The scale and height of the proposed installation means that the proposed equipment will generally not be highly visible, and views and sightlines will not be substantially obscured due to other features including tree's, other power poles and existing railway infrastructure.

The drawings, images and assessment submitted with this report demonstrate that the site selection, siting and design for the proposed satellite small cell facility has been carefully considered to enable the installation of a modern and efficient telecommunications facility, without compromising the heritage significance of the Wattle Flat Conservation Area or any of the Heritage Items located within the township. In particular, the siting of the facility at the rear of the subject allotment and its slim line design ensures that visual integration is maximised and any visual impact is insignificant.

6.2 Bathurst Regional Development Control Plan 2014

The Bathurst Regional Development Control Plan outlines objectives for specific development. The following DCP does not include specific objectives for Telecommunications facilities. However, the proposal is considered to be consistent with the strategic objectives of Chapter 7 – Rural Village Development and Chapter 10 – Urban Design & Heritage Conservation of the DCP were deemed applicable to this proposal.

The proposal aims to provide an essential service to the regional community of Wattle Flat and has been designed in correlation with the strategic objectives to maintain the historic character of the local Wattle Flat area, whilst providing an essential service for the community. A Conservation Management Plan is not considered to be required as the proposal is not on or near a specific heritage item and will not result in any negative impact to a heritage item.

The proposed fencing and gateway of the telecommunications facility will be consistent with existing stock fencing surrounding the allotment. The proposed access alignment within the allotment will be from existing access point off Sofala Road. Existing carparking is sufficient within the property and no additions are required. The facility will be unmanned once operational and therefore only maintenance will be required rarely, approximately three times annually. No tree removal is required for the proposal.

7. Impact Assessment

7.1 Visual Amenity

The proposed facility has been located in order to minimise visual impact and avoid predominant sightlines, especially from Sofala Road, near by residences and Wattle Flat Public School. The main design initiatives employed to deliver a solution which is compatible with the setting include the following:

- The facility will be non-reflective and maintain a neutral tone.
- The facility has been proposed in a rural residential area with the intent to provide an essential service to the township, Wattle Flat Public School and the RFS Depot. Adequate separation exists between the facility, residential dwellings and Wattle Flat Public School.
- The proposed facility will not generate significant impact upon State or local heritage items, or conservation areas. The proposed works will have no impact on specific heritage items.
- The proposed facility is slimline and compact and will integrate well in the locality. This solution was chosen over the installation of a full-scale macro telecommunications facility (lattice tower or pole) for the purposes of ensuring visual integration within the Wattle Flat township.

7.2 Aboriginal Archaeology

An AHIMS Search was undertaken via the Office of Environment and Heritage database. The Search is provided in **Appendix C**. No Aboriginal Sites or Aboriginal Locations were identified on or near to the proposed facility location.

7.3 Flora and Fauna

There is no significant fauna habitat or biodiversity value at the proposed facility location, and subject to appropriate environmental controls being put in place during construction and operation of the facility, impact on flora and fauna will be negligible and can be appropriately managed.

7.4 Health and Safety, Hazards and Risk

The ACMA mandates exposure limits for continuous exposure of the general public to Radio Frequency Electro Magnetic Emissions (RF EME) from mobile base stations. These limits are specified

in the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) 2002, 'Radiation Protection Standard: Maximum Exposure Levels to radiofrequency Fields – 3 kHz to 300 GHz', Radiation Protection Series Publication No.3 ARPANSA ("RPS 3").

The applicant has prepared a report which confirms that the maximum cumulative EME level at 1.5 m above ground level is estimated to be well within the ARPANSA public exposure limits. EME Fact Sheets produced by ARPANSA and the ACMA, the Mobile Carriers Forum (MCF) on mobile phone networks and health are provided in **Appendix B**.

The key perceived and potential environmental impacts for this proposed development have been identified as: health and risk issues (perceived); visual impact (potential); and potential impacts during construction of the proposed facility. Each of these aspects have been considered individually and collectively from a cumulative impact perspective.

A common concern about base station and local wireless network antennas relates to the possible long-term health effects that whole-body exposure to the RF signals may have. To date, the only health effect from RF fields identified in scientific reviews has been related to an increase in body temperature ($> 1^{\circ}\text{C}$) from exposure at very high field intensity found only in certain industrial facilities, such as RF heaters. The levels of RF exposure from base stations and wireless networks are so low that the temperature increases are insignificant and do not affect human health.

The strength of RF fields is greatest at its source and diminishes quickly with distance. Access near base station antennas is restricted where RF signals may exceed international exposure limits. Recent surveys have indicated that RF exposures from base stations and wireless technologies in publicly accessible areas (including schools and hospitals) are normally thousands of times below international standards.

(Electromagnetic fields and public health; WHO Fact Sheet No. 304 May 2006)

The cumulative levels of EME calculated in the proposed location fall well within the standard limits set by the ACMA. Any potential environmental impacts during construction are expected to be temporary and mitigated through the implementation of appropriate work practices and management measures specified in this development application report. Consequently, the proposed development is not considered likely to have an adverse cumulative impact on the environment and the community.

7.5 Soil Erosion and Sediment Control

Given the scale of the works and location of the proposal, there are no significant impacts or increased likelihood of erosion. To ensure the prevention of potential erosion the following soil and water management measures:

- Keeping ground disturbing activities to a minimum;
- Strictly following existing access routes;
- Implementing appropriate sediment control measures as required, such as the installation of silt/sediment fences and/or sediment traps;
- Erosion and sediment controls will be checked regularly and immediately prior to and after any rain event; and
- Works/access would not occur during periods of heavy rainfall.

7.6 Waste Management and Minimisation

Due to the minimal nature of the works, the generation of waste resulting from construction of the proposed facility is expected to be low. Other waste packaging material will also be disposed of at an approved waste disposal facility. The ongoing operation of the facility will be unmanned and will not generate any waste or odour emissions.

7.7 Traffic, Access and Parking

Vehicular traffic will only be generated throughout the construction period as construction vehicles will need to access off Sofala Road. It is expected that there would be approximately four additional vehicle movements per day during construction. It is anticipated that most of the construction work will be completed in approximately two weeks. Construction utility vehicles and flatbed trucks are likely to be used for the installation.

There would be a minor increase in traffic volume on the surrounding roads during construction. However, any such impacts are expected to be minor and short term in duration. On-going maintenance of the facility will occur up to approximately three (3) times per year, or additionally when there is an emergency to restore the network, therefore traffic impacts will be minimal. There are no pedestrian impacts generated by the installation.

7.8 Utilities and Servicing

Any upgrade of power that maybe required in terms of the proposed facility will be assessed and determined by consultation with and approval from the appropriate electricity authority.

7.9 Noise, Vibration and Pollution

The proposed telecommunications facility will not result in significant noise impacts during the construction and installation. All construction will be undertaken within the relevant guidelines as defined by the EPA standards, and will occur within a two week period. Any potential noise impacts are expected to be minor and short term in duration. Works would be undertaken only during standard working hours. It is not expected that construction works would have any vibration impacts on the surrounding area.

Noise generated during the operational stage of the facility includes air-conditioning units servicing the equipment cabin. The air-conditioning units are similar to those used for cooling of residential premises and will comply with the relevant noise emission guidelines. The air-conditioning units are automatic and will shut down when not required.

7.10 Social and Economic Impacts

The Federal Government Mobile Black Spot Program will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors like education, agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network. The service will also provide vital communications for emergency services in the event of a natural disaster.

Inadequate mobile phone coverage and data speeds are a significant issue for many people across Australia, particularly for those living, working and travelling in regional areas. The need for the site was chosen from locations listed in a Federal Government database of mobile black spot sites community members reported and identified.

8. Conclusion

A detailed assessment of the proposed telecommunications facility has been undertaken with a view to ensure that the proposal complies with relevant Commonwealth, State and Local planning policies and procedures and the Precautionary Approach Principles as outlined in the Deployment Code. The proposed facility is considered appropriate given the following:

1. The siting and design of the proposed facility ensures that it will integrate well in the locality and not compromise the significance of the location;
2. The proposal will provide improved telecommunications infrastructure to the Wattle Flat community ensuring the township will be able to receive improved mobile coverage;
3. The proposed development is expected to provide socio-economic benefits to the community, businesses and emergency services in the region;
4. The proposed site is considered the most viable option for the area as it meets the required radio frequency objectives, construction, access and power requirements of the facility. The proposed siting of the facility avoids any significant environmental impact or degradation to visual amenity;
5. The proposal is consistent with the stated objectives of the *Bathurst Regional Local Environmental Plan 2014* and the *Bathurst Regional Development Control Plan 2014*.

Having regard to the above and in light of the relevant heads of consideration listed under the EP&A Act, the proposal is considered to be both reasonable and appropriate, and as such warrant's favourable consideration by Bathurst Regional Council.

Appendix A - Proposal Plans

Appendix B – EME Report and Fact Sheets

Appendix C – AHIMS Search

Appendix D – Title Search

Environmental EME Report

Location	3805 Sofala Road, WATTLE FLAT NSW 2795		
Date	05/03/2020	RFNSA No.	2795066

How does this report work?

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 3805 Sofala Road, WATTLE FLAT NSW 2795. These levels have been calculated by Downer Group using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

A document describing how to interpret this report is available at ARPANSA's website:

[A Guide to the Environmental Report.](#)

A snapshot of calculated EME levels at this site

There are currently no existing radio systems for this site.



The maximum EME level calculated for the **proposed** changes at this site is

0.021%

out of 100% of the public exposure limit, 23 m from the location.

EME levels with the proposed changes

Distance from the site	Percentage of the public exposure limit
0-50 m	0.021%
50-100 m	0.018%
100-200 m	0.016%
200-300 m	0.0066%
300-400 m	0.0032%
400-500 m	0.0019%

For additional information please refer to the EME ARPANSA Report annexure for this site which can be found at <http://www.rfnsa.com.au/2795066>.

Radio systems at the site

This base station currently has equipment for transmitting the services listed under the existing configuration. The proposal would modify the base station to include all the services listed under the proposed configuration.

	Existing		Proposed	
	Systems	Configuration	Systems	Configuration
Carrier				
Telstra			4G	LTE700 (proposed)

An in-depth look at calculated EME levels at this site

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined. All EME levels are relative to 1.5 m above ground and all distances from the site are in 360° circular bands.

Distance from the site	Existing configuration			Proposed configuration		
	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m				0.54	0.78	0.021%
50-100m				0.5	0.66	0.018%
100-200m				0.48	0.61	0.016%
200-300m				0.31	0.25	0.0066%
300-400m				0.21	0.12	0.0032%
400-500m				0.16	0.071	0.0019%

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest, identified through consultation requirements of the [Communications Alliance Ltd Deployment Code C564:2018](#) or other means. Calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Maximum cumulative EME level for the proposed configuration

Location	Height range	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
No locations identified				

REQUEST TO VARY A DEVELOPMENT STANDARD UNDER CLAUSE 4.6 OF THE BATHURST REGIONAL LOCAL ENVIRONMENTAL PLAN 2014

Application Form

Note: Clause 4.6 of the Bathurst Regional Local Environmental Plan (LEP) 2014 cannot be used to vary any complying development standard; a development standard relating to a BASIX commitment; clause 5.4 Controls relating to miscellaneous development; clause 6.1 Arrangements for designated state public infrastructure; clause 6.2 - Public Utility Infrastructure; clause 6.3 – Development Control Plan; clause 7.7 - Mount Panorama Tourist and Visitor Accommodation and Eco-tourist Facilities; clause 7.8 – Mt Panorama Commercial Motor Race Hosting or clause 7.11 – Subdivision of land in Mount Haven Estate, Meadow Flat.

Section 1 What is the zone of your property (consult Council)	
<input type="checkbox"/> RU1 Primary production	<input type="checkbox"/> R1 General residential
<input type="checkbox"/> RU2 Rural landscape	<input type="checkbox"/> R2 Low density residential
<input type="checkbox"/> RU3 Forestry	<input type="checkbox"/> R5 Large lot residential
<input type="checkbox"/> RU4 Primary production small lots	<input type="checkbox"/> E4 Environmental living
<input checked="" type="checkbox"/> RU5 Village	
<input type="checkbox"/> B1 Neighbourhood centre	<input type="checkbox"/> SP1 Special activities
<input type="checkbox"/> B3 Commercial core	<input type="checkbox"/> SP2 Infrastructure
<input type="checkbox"/> B5 Business development	<input type="checkbox"/> SP3 Tourist
<input type="checkbox"/> IN1 General industrial	<input type="checkbox"/> W2 Recreational waterways
<input type="checkbox"/> RE1 Public recreation	
<input type="checkbox"/> RE2 Private recreation	
<input type="checkbox"/> E2 Environmental conservation	
Section 2 What is the development standard you wish to vary (including its numeric value)? (Please refer to clause number in the Bathurst Regional LEP 2014)	
eg floor space ratio, height of buildings, lot size	
<p>Height of Buildings applies to the subject site under Clause 4.3 Height of buildings in the Bathurst Regional LEP. The applicable maximum height is 9 metres. The proposed structure height (monopole) of the telecommunications facility is 20 metres with an omni-antenna attached to the top of the structure.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	

Attachment 8.1.3.5

[illegible]

Attachment 8.1.3.5

Section 5	Are there sufficient environmental planning grounds to justify contravening the development standard? Give details
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The proposed 20 metre high structure is the minimum height required in order to deliver on the coverage objectives of the black spot and address the community need.

The Proposed Facility is being considered for the purpose of providing mobile phone coverage to the community of Wattle Flat, as part of the Federal Government's Mobile Black Spot Program ("MBSP").

Telstra was required to nominate regional and remote locations from the Federal Government's database of mobile black spots as reported by members of the public, local communities and councils and other interested parties.

Inadequate mobile phone coverage is a significant issue for many people across Australia, particularly for those living, working and travelling in regional areas.

One of the key purposes of the MBSP is to improve the safety for people who live, work and travel in regional and remote areas. Wattle Flat is considered a community in need of reliable coverage and connectivity to the surrounding region, as well as providing a critical transport route between towns in the region. The ability for drivers, motorcyclists and other road users to be able to call for help in the event of a breakdown, road accident or other emergency is critically important to the Federal Government. Currently, the only option available to people who require assistance in a mobile black spot is to flag down a passing motorist, send them to an area with adequate mobile phone coverage and trust that person to call for help.

Extending beyond road safety, mobile phone coverage is important for providing an additional level of safety to tradespeople and farmers who sustain injuries while working in remote areas without access to a landline, such as a paddock or job site. The facility will also provide important coverage and connectivity for the Wattle Flat RFS Depot in the event of a natural disaster and for the Wattle Flat Public School. In these circumstances, mobile phone coverage enables communication within the community, emergency services, as well as access to navigation tools and first aid information.

This image shows a full page of white paper with horizontal dotted lines. The lines are evenly spaced and run across the width of the page, providing a guide for handwriting practice. There are no margins, text, or other markings on the page.

Section 6 How is your proposal consistent with the objectives of the zone?

The proposal demonstrates compliance with the objectives of the RU5 - Village zone within Table 2, Section 6.1.1 of the Statement of Environmental Effects.

Section 7 Has any consultation taken place with Council or any relevant Government Authority in relation to the development? If so please attach any correspondence received.

Council Officer name: Daniel Dwyer, Senior Development Control Planner

Government Department name:

Section 8 How does the proposal meet the objectives of the Environmental Planning & Assessment Act?

Sections 5, 6 and 7 of the Statement of Environmental effects address the objectives of Environmental Planning and Assessment Act.....

Attachment 8.1.3.5

Section 9	Please include any further information which you feel will assist Council in considering your application.
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The information on this form is being collected to allow Council to process your application and/or carry out its statutory obligations. All information collected will be held by Council and will only be used for the purpose for which it was collected. An individual may view their personal information and may correct any errors.

GENERAL INFORMATION

What is a clause 4.6 variation?

The Local Environmental Plan contains development standards which set minimum standards for the carrying out of a specified activity. For example the maximum height of a building.

Clause 4.6 of the LEP allows Council or the Department of Planning and Environment to vary a development standard under the LEP where, under the specific circumstances relating to a development, the application of the standards are considered unreasonable or unnecessary in the circumstances of the case.

The purpose of the request for the variation is to clearly spell out why the development standard is unreasonable or unnecessary under the specific circumstances relating to your application.

Who can lodge a variation?

An application may be prepared and lodged by any person. The level of information required is sometimes quite detailed and therefore you may need to consult with an appropriate professional.

Other things which you should be aware of

- The lodgement of a request to vary a standard under clause 4.6 of the Bathurst Regional Local Environmental Plan 2014 does not guarantee that Council will support the request. The decision will be based on an assessment of all the matters relevant to the application, of which the request is one component.
- Council cannot consider a variation to a development standard unless you formally lodge a written request to vary the standard. A letter is sufficient provided that it accurately sets out your case.
- You should consult Council from the outset as to the reasoning and intent behind the standard you wish to vary. In order to know why Council should support a variation to the standard you have to know why the standard was imposed in the first place. In addition, each zone in a planning instrument will have a number of specific objectives which clearly outline Council's intent for areas of land. Your development will have to be consistent with the zone objectives if it is to be successful.
- In some cases Council will require the concurrence of the Department of Planning and Environment. In respect of rural land, Council may only assume the Department's concurrence under the following circumstances:
 - ⇒ where in the case of a dwelling or a subdivision on or of rural land only one allotment does not comply with the minimum standard in Council's planning instrument; and
 - ⇒ that allotment has an area equal to or greater than 90 percent of the minimum area specified in the development standard.



Street Lighting Responsibilities & Dimming

As large LED deployments begin and smart street lighting controls look set to become a reality for councils later in 2020, councils have been increasingly asking Southern Lights NSW about their lighting responsibilities. This short briefing paper addresses some of the key questions that have arisen.

1. Councils in NSW are the road authority for lighting purposes on almost all roads

Councils in NSW are the road authority for lighting purposes on almost all roads including traffic routes (eg State Roads, Regional Roads and some specially designated Local Roads with higher traffic volumes that are subsidised by Transport for NSW via the Traffic Route Lighting Subsidy Scheme). This is reflected in council street lighting bills where they directly pay for lighting on almost all roads in their LGA even if they are designated traffic routes.

2. Councils have exclusive power to decide how to light roads

As the road authority, councils have exclusive powers to decide whether or not to light a public road, to what level to light it and in what manner to light it. However, new and upgraded lighting installations on major traffic routes may be requested of Council by Transport for NSW, in accordance with Section 2H of the Traffic Act 1909 No. 5. An example of such installations is upgraded street lighting associated with motorway construction.

3. Having the power to light roads creates a duty of care to do it responsibly

Even if not explicit in regulation, having the exclusive power to decide whether to light a road and to what level to light it creates a duty of care on councils to exercise that power responsibly by taking reasonable steps to maintain a safe roadway for vehicles and pedestrians at night.

4. Street lighting is widely accepted as a leading accident risk counter-measure

Councils and Transport for NSW take a wide variety of measures to make roads safer at night (eg line markings, signage, speed limits). Street lighting is one of the leading accident risk counter-measures. As noted in AS/NZS 1158.1.1, part of the road lighting standard used in NSW and throughout Australia, good quality lighting on main roads can reduce night time road accident rates by some 30% based on a review of a wide range of international road safety studies. More broadly, the globally recognised [Handbook of Road Safety Measures](#) recognises improved street lighting as having amongst the highest, if not the highest, cost-benefit ratio of all available road safety measures.

5. The high quality white light in LEDs may offer even greater benefit

Research by [Clanton & Gibbons](#) in the USA and others has identified that significant reductions in driver reaction times can be achieved from deploying high quality white light as found in LEDs as compared to high pressure sodium lighting (eg the yellow light which currently dominates NSW main roads and some residential streets in regional NSW).

6. Compliance & LED lighting upgrades in regional NSW

Much of the street lighting in regional NSW, particularly on residential streets in smaller communities, would not meet the requirements of the current or any recent version of AS/NZS 1158. Where lighting is only at the corners of each block facing diagonally into the intersection (sometimes called “flag lighting”) or located on every 3rd-5th pole, it won’t be compliant with any lighting sub-category now and won’t be compliant after changing lighting to LEDs. While changing to LEDs will offer better lighting than before in such locations, it will not achieve compliance in such situations without major lighting redesign (eg adding, moving and re-

orienting lights at considerable cost to most councils). As outlined below in points 7-9 the onus is on councils to make a choice about what lighting levels they want to achieve in their communities including whether meeting the lighting standard is of relevance in all areas and whether to light at all. Where lighting is going to be replaced, the LED roll-out offers councils the opportunity to improve lighting levels by upgrading, adding, moving or re-orienting lighting as well as deciding whether to employ dimming.

7. **The onus is on councils to make an explicit choice about lighting levels and approach**

The relevant standard for public lighting is the series called AS/NZS 1158. While AS/NZS 1158 is not a legislated requirement, it would be challenging for a council to demonstrate that it had exercised a reasonable duty of care if, for any given road or public area, council didn't either:

- a) Nominate compliance to a particular lighting sub-category of the standard; or
- b) Nominate some other lighting approach as being more appropriate for the specific circumstances (eg recognition of a different legacy lighting approach as being appropriate for very lightly used residential streets in rural communities); or
- c) Deciding explicitly not to light or not to light in off-peak periods as being a more appropriate strategy for the specific circumstances.

8. **Dimming now recognised under latest update to AS/NZS 1158**

The latest update to AS/NZS 1158.3.1:2020 *Lighting for roads and public spaces - Pedestrian area (Category P) lighting - Performance and design requirements* was released in February 2020. This newly updated standard now specifically addresses the permitted use of dimming in Australia. The updated standard recognises that, as the operating characteristics of a road or public space are not always constant throughout the night due to changes in vehicle volume or pedestrian/cycle activity, it is appropriate for a lighting scheme to have more than one applicable lighting sub-category during normal operation. Similar updates in AS/NZS 1158.1.1 covering lighting on main roads are expected shortly.

Under this new regime allowing dimming, councils might reasonably adopt approaches like the following examples:

- a) a relatively busy main road may be a lighting sub-category V3 during the early evening and early morning hours but be reduced to V5 during the middle of the night reflecting greatly reduced traffic volumes; or
- b) the residential streets of a regional town may be lit to P3 during the early evening and early morning hours but be reduced to P4/P5 during the middle of the night reflecting greatly reduced traffic volumes; or
- c) the residential streets of a small rural town may be lit during the early evening and early morning hours but shut off during middle of the night (often referred to as part night lighting).

Dimming is widely accepted under a variety of international standards (eg in comparable lighting standards in the UK, Europe and North America). In the UK, for example, more than 70 councils now employ dimming (generally in urban areas) or part-night lighting (generally in rural areas). Here in Australia, Western Power in WA has offered part-night lighting for many decades.

NOTE: Dimming is only available for lights that have smart controls

9. **Not lighting a road can be acceptable**

The standard, AS/NZS 1158, does not suggest that all roads must be lit. Decisions to light need to be taken with consideration of traffic /pedestrian volumes, the risk of crime and amenity. In

many rural NSW towns, residential streets have no formed edges, no footpaths and extremely low pedestrian volumes beyond the early evening hours. It is unclear that they are a good fit with the descriptions of even the lowest lighting sub-categories in the road lighting standard which is largely designed for urban areas. There is therefore a reasonable case to be made for recognising that another approach is being taken on many such roads (see 7c above).

10. Jointly agreed approach to dimming

A smart street light is able to measure its energy usage through a metering system within the lighting controller. This is known as small load metering. Under current regulation however, small load metering of street lights is not yet approved in Australia. Consequently street lights are not billed based on their actual energy consumption but rather they are billed based on a “deemed consumption” that is determined based on testing a sample of luminaires for their total consumption and then multiplying this by the hours of darkness.

While small load metering is not yet approved, fixed dimming regimes are currently allowable. Essential Energy and Southern Lights NSW have therefore agreed on a limited number of fixed dimming options for councils where lights would be able to operate as follows:

- a) 100% dusk until dawn; or
- b) 100% from dusk until 11pm; 60% from 11pm until 5am (approximately P4/P5 equivalent if using a P3 light); 100% from 5am until dawn; or
- c) 100% from dusk until 11pm; 0% from 11pm until 5am; 100% from 5am until dawn (for likely use near observatories, environmentally sensitive areas and where rural communities in consultation with councils elect not to have all night lighting).

While the above lighting fixed dimming regimes can be accommodated under the existing metering rules but regimes rely on smart controls and therefore cannot be implemented until after the smart lighting controls have been deployed.

Fixed dimming will allow councils to take advantage of lower electricity usage until such time as small load metering is approved by the Australian Energy Market Operator (AEMO). This is because billing will be based on the fixed dimming option chosen by each council, which will create new deemed energy consumption for each light type.

NOTE: Dimming is only available for lights that have smart controls

RECOMMENDATION

The Southern Lights NSW view is that councils would be best served by drafting and publicly consulting on a public lighting policy describing where compliance with AS/NZS 1158 is required, recognising areas of divergence from the standard (and the solid reasons for this) and outlining any dimming or part-night lighting strategies being employed. If there is sufficient council demand, Southern Lights NSW will draft a model council street lighting policy that can be used as a basis for community consultation and adoption.

BATHURST REGIONAL COUNCIL INVESTMENT PERFORMANCE

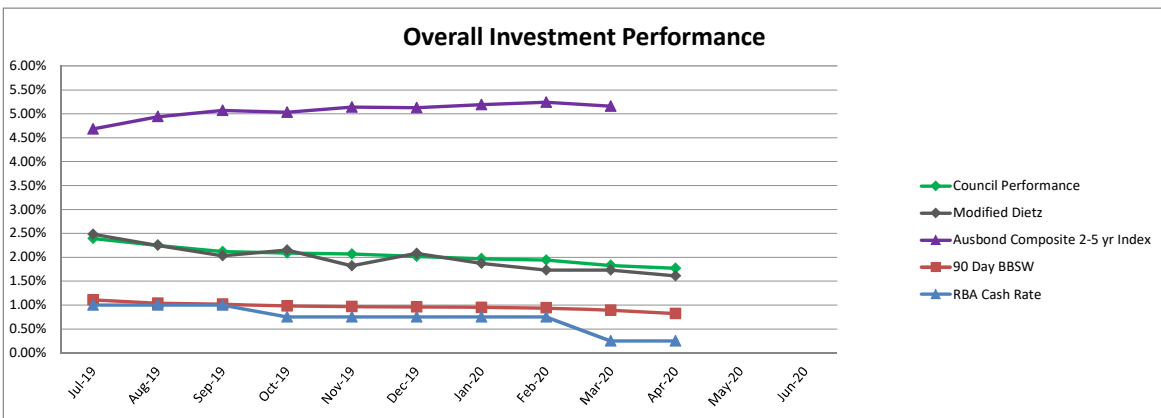
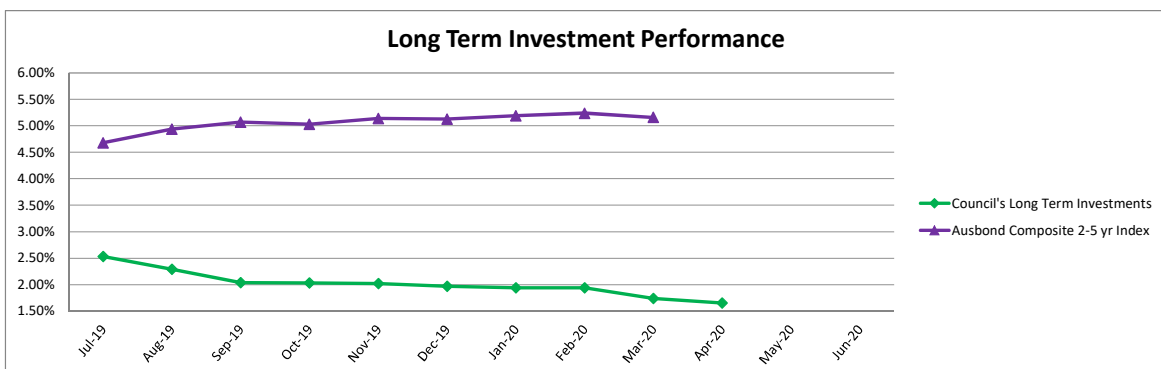
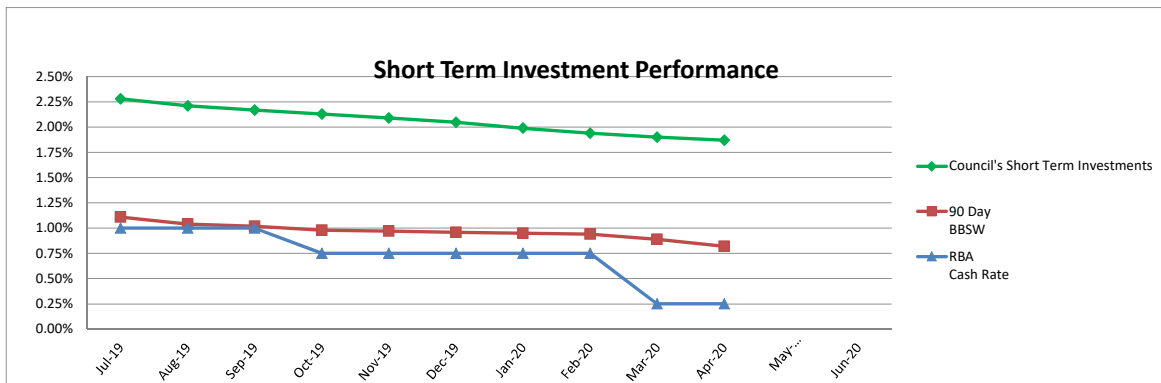
Investment Policy Benchmarks

Benchmark 1 - The performance of the portfolio shall be against the industry standard 90 Day Bank Bill Index or the official RBA Cash Rate

Council's current year to date performance compared to the two benchmarks is shown below. Council has outperformed both benchmarks.

Reserve Bank of Australia - Cash Rate	0.25%
AFMA - 90 Day Bank Bill Swap Rate (BBSW) Avg Mid	0.82%
Ausbond Composite 2-5 yr Index	4.70%
Modified Dietz Calculation	1.61%

	Short Term			Long Term		Overall Performance	
	RBA Cash Rate	90 Day BBSW	Council's Short Term Investments	Ausbond Composite 2-5 yr Index	Council's Long Term Investments	Modified Dietz Calculation	Council Performance
Jul-19	1.00%	1.11%	2.28%	4.68%	2.53%	2.48%	2.39%
Aug-19	1.00%	1.04%	2.21%	4.94%	2.29%	2.25%	2.25%
Sep-19	1.00%	1.02%	2.17%	5.07%	2.04%	2.03%	2.12%
Oct-19	0.75%	0.98%	2.13%	5.03%	2.03%	2.15%	2.09%
Nov-19	0.75%	0.97%	2.09%	5.14%	2.02%	1.82%	2.07%
Dec-19	0.75%	0.96%	2.05%	5.13%	1.97%	2.08%	2.02%
Jan-20	0.75%	0.95%	1.99%	5.19%	1.94%	1.87%	1.97%
Feb-20	0.75%	0.94%	1.94%	5.24%	1.94%	1.73%	1.94%
Mar-20	0.25%	0.89%	1.90%	5.16%	1.74%	1.73%	1.83%
Apr-20	0.25%	0.82%	1.87%		1.65%	1.61%	1.77%
May-20							
Jun-20							



**BATHURST REGIONAL COUNCIL
INVESTMENT PERFORMANCE**
2a - Overall Portfolio Credit Framework

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating. AMP was recently downgraded from A- to BBB+ on the 27 Aug 2019. Council will reinvest into a complying rated institution at the maturity of these investments.

Short Term	Ratings	Maximum Holding %	Actual Holding %	
	A-1+	100	35%	Complies
	A-1	100	4%	Complies
	A-2	40	44%	Does not comply
	A-3 or unrated	Note*	17%	Complies
			100%	
Long Term	Ratings	Maximum Holding %	Actual Holding %	
	AAA	100	0%	Complies
	AA+ AA AA- A+ A	100	69%	Complies
	A-	40	0%	Complies
	BBB+ BBB	20	27%	Does not comply
	BBB- & unrated	Note *	4%	Complies
			100%	

*Note: For reasons of practicality the number of these investments should be kept to a minimum.

2b - Institutional Credit Framework

To limit single entity exposure each individual institution will be limited by their credit rating. AMP was recently downgraded from A- to BBB+ on the 27 Aug 2019. Council will reinvest into a complying rated institution at the maturity of these investments.

	Ratings	Maximum Holding %	Actual Holding %	
CBA	AA-	40	11%	Complies
National Australia Bank Limited	AA-	40	20%	Complies
Westpac	AA-	40	12%	Complies
HSBC	AA-	30	2%	Complies
Macquarie Bank Limited	A+	30	4%	Complies
Suncorp Metway	A+	30	2%	Complies
Rabobank	A+	30	2%	Complies
AMP	BBB+	5	11%	Does not comply
Bank of Queensland Limited	BBB+	5	7%	Does not comply
Bendigo & Adelaide	BBB+	5	2%	Complies
IMB	BBB	5	2%	Complies
Newcastle Permanent	BBB	5	1%	Complies
Members Equity Bank	BBB	5	5%	Complies
Greater Building Society	BBB	5	1%	Complies
Credit Union Australia	BBB	5	0%	Complies
Auswide Bank	BBB	5	7%	Does not comply
Railways Credit Union Limited	ADI	Note*	0%	Complies
Maritime Mining & Power Credit Union	ADI	Note*	11%	Complies
			100%	

*Note: For reasons of practicality the number of these investments should be kept to a minimum.

*Credit rating to Auswide Bank issued by Fitch Ratings, equivalent Rating by S & P shown

2c - Maturity Profile

The Investment Portfolio is to be invested within the following maturity constraints, Council has successfully met this criteria.

	Short Term	FRTD	TCD	FRN	Min %	Max %	Actual %	
Within one year	34,500,000	6,500,000	2,000,000	4,750,000	40	100	73%	Complies
One to three years	1,500,000	6,000,000	0	6,100,000	0	60	21%	Complies
Three to Five Years	0	1,230,000	0	2,700,000	0	30	6%	Complies
Over Five Years	0	0	0	0	0	15	0%	Complies
	36,000,000	13,730,000	2,000,000	13,550,000			100%	

Recommendation: That the report be noted.

Responsible Accounting Officer

.....
Aaron Jones
Director Corporate Services & Finance

.....
Prepared By Lesley Guy 8-May-20

.....
Reviewed By Tony Burgoyne

2019/20 Annual Operational Plan

Bathurst 2040 Community Strategic Plan

As at 30th April 2020

Council's Vision:

Bathurst: A vibrant and innovative region that values our heritage, culture, diversity and strong economy.

As a community it is important to have a plan that outlines what we want and need as a community now and as the region grows. The NSW Government also requires all councils to have such a plan. The Bathurst 2040 Community Strategic Plan (CSP) is the highest level forward planning document of Bathurst Regional Council. It identifies the community's priorities and guides the direction for the Bathurst region over the next 20 years.

Six key objectives have been established in the CSP:

1. Our Sense of place and identity
2. A smart and vibrant economy
3. Environmental stewardship
4. Enabling sustainable growth
5. Community health, safety and well-being
6. Community leadership and collaboration

These objectives are supported by strategies, shown below, aimed at identifying the importance of each objective.

As a 20 year plan, the CSP is not able to be wholly implemented in one term of Council. The Delivery Program represents actions that the Council expects to achieve during the current term of election for the Council, typically four years. This Annual Operational Plan identifies the individual activities and projects that will be completed within the current financial year of the Delivery Program.

OBJECTIVE 1: Our sense of place and identity

- 1.1 Respect, protect and promote the region's Aboriginal heritage assets
- 1.2 Protect, enhance and promote the region's European heritage assets and character
- 1.3 Enhance the cultural vitality of the region
- 1.4 Protect and improve the region's landscapes, views, vistas and open space
- 1.5 Promote good design in the built environment

OBJECTIVE 3: Environmental stewardship

- 3.1 Protect and improve our natural areas and ecosystems, including the Macquarie River and other waterways
- 3.2 Protect the City's water supply
- 3.3 Minimise the City's environmental footprint, live more sustainably and use resources more wisely
- 3.4 Protect and improve the region's biodiversity
- 3.5 Increase resilience to natural hazards and climate change

OBJECTIVE 5: Community health, safety and well being

- 5.1 Provide opportunities for our community to be healthy and active
- 5.2 Help make the Bathurst CBD, neighbourhoods and the region's villages attractive and full of life
- 5.3 Help build resilient, inclusive communities
- 5.4 Make our public places safe and welcoming
- 5.5 Plan and respond to demographic changes in the community

Bathurst 2040 Community Strategic Plan

OBJECTIVE 2: A smart and vibrant economy

- 2.1 Support local business and industry
- 2.2 Grow local employment, investment and attract new businesses by nurturing and supporting entrepreneurs, partnerships and local skill development
- 2.3 Develop Bathurst as a Smart City
- 2.4 Support agriculture, local manufacturing, food production and education as significant contributors to the region's economy
- 2.5 Support Mount Panorama as a premier motor sport and event precinct
- 2.6 Promote our City and Villages as a tourist destination

OBJECTIVE 4: Enabling sustainable growth

- 4.1 Facilitate development in the region that considers the current and future needs of our community
- 4.2 Provide safe and efficient road, cycleway and pathway networks to improve accessibility
- 4.3 Ensure services, facilities and infrastructure meet the changing needs of our region
- 4.4 Provide parking to meet the needs of the City
- 4.5 Work with partners to improve public transport, and passenger and freight transport connections to and from the region
- 4.6 Plan for, assess and regulate development activity

OBJECTIVE 6: Community leadership and collaboration

- 6.1 Communicate and engage with the community, government and business groups on important matters affecting the Bathurst Region
- 6.2 Work with our partners and neighbouring councils to share skills, knowledge and resources and find ways to deliver services more efficiently
- 6.3 Advocate for our community
- 6.4 Meet legislative and compliance requirements
- 6.5 Be open and fair in our decisions and our dealings with people
- 6.6 Manage our money and our assets to be sustainable now and into the future
- 6.7 Invest in our people
- 6.8 Implement opportunities for organisational improvement

Attachment 8.2.2.1

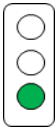
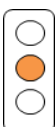
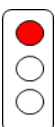
On the following pages, each of Council's principal activities is shown along with their four year Delivery Program actions and the Annual Operational Plan tasks that will be undertaken. These actions and tasks are linked back to the Bathurst 2040 CSP to show the community how its needs and wants are being delivered.

The table below is a guide to reading the Delivery Program and Annual Operational Plan.

Bathurst 2040 Objective reference	Delivery Program actions 2018-2022	Annual Operational Plan Projects / Tasks 2019/2020	Performance Measure	Responsible Officer
From the Objectives shown on Page 2	What actions will be delivered to achieve the objective	What specific projects will be undertaken this year to address the 4 year actions	Measurable KPI How we will know when we have achieved our plans	Position Title – Director, Manager, Team Leader

The Performance Measures in this Plan have been rated by the responsible Directors as to their status of completion.




Below is a summary of the Status of all Performance Measures:

<p>In progress – tracking as expected</p>  <p>150 / 165</p> <p>91 %</p>	<p>Needs Attention</p>  <p>15 / 165</p> <p>9 %</p>	<p>Urgent Attention</p>  <p>0 / 165</p> <p>0 %</p>
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Engineering Services



The key to developing a sound foundation for growth and prosperity of the Bathurst Region is by ensuring infrastructure needs are keeping pace with demand. The Engineering Services Department has the responsibility to ensure the current needs of the community are met and the capacity exists to cater for future growth. A clean and safe water supply, a quality local road network, and environmentally responsible waste management systems are all high priorities for engineering the future of the Bathurst Region.

Asset Management




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
4.1 4.2 5.1	Improve pedestrian access within the urban area.	Completion of additional concrete footpaths/cycleways in accordance with the Bathurst Regional Community Access and Cycling Plan 2011.	200 lineal metres of footpath and or cycleway completed.	Manager Works	Howick St – Bentinck to Havannah 320m Bentinck St – Howick to Durham 200m Durham St – Bentinck to Havannah 360m Durham St – Mitre to Commonwealth 175m Howick St – Mitre to Hope 200m Piper St – Mitre to Hope 200m Havannah St – Keppel to Piper 200m	
		Monitor condition of footpaths.	100% of urban footpath inspected	Manager Works	Ongoing maintenance as and when required.	
4.1 4.5	Maintain and improve the existing road infrastructure consistently throughout the network.	Improvement of road infrastructure to upgrade sub-standard sections of the sealed network.	Reconstruction and reseding works as per Council's 2019/2020 capital works and routine maintenance programs. Completion of 2019/2020 Roads to Recovery Program.	Manager Works	Turondale Rd widening – 2km completed Bathurst St Perthville – Complete Rural Reseal program – Complete Urban Reseal program – Complete Ophir Rd Reconstruction – Complete	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
4.1 4.3		Renewal of gravel road surface throughout the network.	Completion of 2019/2020 Unsealed Roads Gravel Resheeting program.	Manager Works	The Bridle Track – 8km from Hill End Houses Lane reconstruction – Complete Hen & Chicken Lane – 80% complete (to be sealed)	
		Undertake maintenance program in accordance with allocated budget.	Greater than 90% of the urban road network remains at condition index 3 or above.	Manager Works	As at 29/04/20: <ul style="list-style-type: none"> Condition 1 – 34% Condition 2 – 38% Condition 3 – 23% Next rating scheduled for 2021	
	Protection of urban areas on the Bathurst Floodplain	Completion of flood mitigation works as outlined in the Bathurst Flood Management Plan.	Complete construction of Perthville Levee.	Manager Technical Services	Tenders issued and construction well advanced.	




Mount Panorama



Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.4 6.5 6.8 2.5	Increase profile of Mount Panorama as the premier motor racing venue in Australia.	Construction of additional spectator facility - Conrod Straight	Spectator debris fencing purchased and installed. Spectator mound at Conrod Straight complete.	Director Engineering Services	Spectator fence purchased. Spectator mound earthworks complete. Grass coverage to be established.	
		Development of the second circuit	Development Consent obtained.	Director Engineering Services	Masterplan Complete. Preliminary Design Complete Aboriginal Cultural Heritages Assessment commenced. Environmental Impact Assessment commenced. Community Consultation commenced.	


Water, Sewer and Waste

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
3.2 3.3 3.5 4.3 6.2 6.6	Maintain and upgrade existing water and sewer infrastructure to meet the needs of all stakeholders into the future.	Operate, maintain, repair and upgrade Water Filtration Plant.	Achieve the Australian Drinking Water Standards 90% of the time.	Manager Water and Waste	Water Filtration Plant daily operations are ongoing, with maintenance and repairs conducted as required. The treatment processes are constantly monitored through a SCADA system and reviewed daily by staff. To the end of April, 2,299 tests were undertaken and there was 97.1% compliance with Australian Drinking Water Guidelines.	
		Operate, maintain, repair and upgrade water distribution system.	Customer complaints regarding flow and pressure are kept below 52 p.a.	Manager Water and Waste	Water distribution system operations are ongoing, with monitoring, maintenance and repairs conducted as required. Significant reservoir improvements have been completed, with further work planned, to continue to improve the integrity of the drinking water system around Bathurst. Complaints regarding flow and pressure to end of April is 0 (financial year to date 5). Work has commenced and is continuing relaying/adjusting water mains at Suttor and Mitre Street Roundabout.	
		Respond effectively to discoloured water complaints	Respond to 90% of complaints within 4 hours.	Manager Water and Waste	Complaints regarding discoloured water are actioned within the required timeframe. 90% of customer calls are responded to within 4 hours. Complaints regarding discoloured water for April is 8 (financial year to date 43).	



Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Review, update and adhere to Drinking Water Management System (DWMS).	Australian Drinking Water Guidelines & DWMS compliance.	Manager Water and Waste	A Drinking Water Management System (DWMS) document has been completed and is in effect. Details on addressing the actions to ensure continuous improvement are being documented. A weekly internal review takes place, along with an external check of our water quality results through the NSW Health laboratory. Financial year to date 97.1% compliance.	
		Winburndale Dam Flood Security Upgrade	Project is constructed and commissioned	Manager Water and Waste	Work in progress and is currently 24% complete.	
		Eglington Village expansion – provision of trunk water mains and sewer mains for new subdivisions	Project is constructed and completed	Manager Water and Waste	In order to cater for the doubling in size of Eglington, a number of new water and sewer trunk mains were required. So far, for East Eglington 70% of the required new trunk mains for water and sewer are in place. Works will be completed once land acquisition is finalised. For West Eglington, 100% of the required new trunk mains for water and sewer are in place. Upgrade to the pumps, pumping station and operational flexibility have been completed.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Review and update existing Best Practice Guidelines plans as required.	Best Practice Guidelines compliance reported quarterly.	Manager Water and Waste	There are no new Best Practice Guidelines introduced since the 2007 Best Practice Guidelines. Compliance remains at 100%.	
		Continue implementation of Trade Waste Policy.	Maintain approvals at over 90% of active businesses	Manager Water and Waste	Trade Waste Policy is current, has been approved by NSW Office of Water, and adopted by Council. As at the end of April 2020 there are 325 approvals in place, with 345 active businesses (94%).	
		Monitor and action developments from State Government regarding changes in the Best Practice Guidelines	Review Guidelines monthly, then action as required.	Manager Water and Waste	The existing level of compliance with the Best Practice Guidelines is 100% for both Water and Sewer. The review of further initiatives will be commenced, once DPI Water advises the outcomes of their proposed review of the guidelines. As at the end of January 2020 DPI Water is yet to release their issues paper and monitoring of this continues.	





Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Prepare reports and studies for Winburndale Dam and Chifley Dam to achieve compliance with NSW Dams Safety Committee regulatory requirements.	Compliance with Dam Safety NSW requirements, reported quarterly.	Manager Water and Waste	<p>For both Chifley and Winburndale, a Dam Safety Emergency Plan is in place, and has been updated.</p> <p>Chifley Dam is safe to withstand a 1 in 1,000,000 year flood event.</p> <p>A surveillance inspection of Chifley Dam was undertaken in August 2019. Winburndale Dam inspections are on hold for the next 12 months during the construction period.</p> <p>Winburndale Dam is not safe to withstand a 1 in 100,000 year flood event, however detailed design is complete, the tender has been awarded and construction has commenced to improve the dam safety.</p> <p>Grant funding was sought through the NSW Safe and Secure Water Program. Council has been successful in procuring \$2.225 million towards this project under the Program.</p> <p>A tender was awarded at the 3 July 2019 Council Meeting to EODO for Winburndale Dam Safety Upgrade. Work is currently 42% complete.</p>	
		Work with CENTROC on Water Utilities Alliance goals	Meeting attended. Relevant projects supported. Goals delivered.	Manager Water and Waste	<p>Work is continuing, through meetings and projects. Alliance Business Plan has been developed and adopted. Bi-monthly meetings attended, with other projects and correspondence dealt with as required.</p>	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Operate, maintain, repair and upgrade Waste Water Treatment Works to comply with licence conditions.	Achieve over 90 % compliance with EPA licence conditions.	Manager Water and Waste	<p>Waste Water Treatment Works operations are ongoing, with maintenance and repairs conducted as required.</p> <p>Plans for minor upgrades are underway. Daily and weekly sampling and monitoring of the plant's performance are continuing, with internal and external testing performed.</p> <p>Ongoing testing of waste water discharged to the Macquarie River as per EPA Licence 1647 for the test period commencing 1 April for the licence period to date 24 tests have been completed and 100% compliance achieved</p>	





Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Continue program of sewer main CCTV inspection, and lining if warranted	Mains where blockages or overflows occur are inspected	Manager Water and Waste	Identification of appropriate locations for CCTV is ongoing through customer issues, staff advice and development proposals. Any issues found are scheduled for repair or replacement as required. Financial year to date 920m sewer main inspected and relined.	
		Identify, plan and undertake water and sewer construction works.	Complete 2019/2020 capital works program	Manager Water and Waste	Liaison with Technical Services staff to obtain advice on road projects and / or developments is continuing. The aim is to ensure water and sewer services are relocated prior to RMS or BRC projects commencing, such as roundabouts (Mitre/Suttor Street roundabout being the current project).	
1.4 3.3 4.3 6.2 6.6	Maintain and upgrade existing waste infrastructure to meet stakeholder requirements.	Replace waste collection vehicles on a 4 yearly cycle.	One waste collection vehicle replaced in 2019/2020	Manager Water and Waste	The waste collection vehicle fleet is up to date.	
		Review Waste Management Centre filling plans to ensure the optimum long-term strategy is delivered, and to enable future planning timelines to be developed.	Survey and monitor the remaining air space of the landfill annually. Air space reduction minimised.	Manager Water and Waste	A stormwater management audit of the WMC has been conducted by EPA staff. A review has been conducted by an independent consultant. The final report has been received and recommendations are being put into effect. Planning is underway to conduct a future aerial survey, which is done annually to monitor actual fill and the final fill plan.	
2.2 3.3 6.1 6.2 6.6	Reduce waste to landfill.	Work with NetWaste on waste projects and opportunities, for greater diversion from landfill and increased efficiencies.	Meeting attended. Relevant projects supported and delivered.	Manager Water and Waste	Several ongoing projects are supported, with bi-monthly meetings attended. New projects or opportunities are assessed as they arise.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					All options available to Bathurst Regional Council through NetWaste are supported. Examples include recycling of waste tyres, mattresses, Household Chemical Cleanout, Waste 2 Art and collection and recycling of scrap metal. Recycling and organics collection service started in April 2016. The contract is proceeding well.	
		Council to continue education and promotion of appropriate wasteWise behaviours regarding green waste and recycling. Promote recycling to maximise diversion from landfill.	25 recycling promotion and education programs run. Combined diversion target is 5,000 tonnes.	Manager Water and Waste	The roll out of promotional information and education will continue throughout 2019/20. For 2019/20 to the end of March 2020, food and garden tonnage is 2291 and recycling is 1,410 giving a total of 3, tonnes. 14,384 tonnes of food and garden waste have been sent for composting in the first 47 months (April 2016 to February 2020). Combined with recycling totals show a diversion from landfill of over 24,055 tonnes, or 24.06 million kilograms over this time. WasteWise education works are continuing, and the recycling contract education strategies are also underway.	
		Identify, assess and implement appropriate diversion opportunities.	Opportunities reviewed to determine cost/benefit and reported quarterly.	Manager Water and Waste	Council participates in all 9 NetWaste Regional collection contracts being used - motor oil, scrap metal, E-waste, wood/timber processing, landfill environmental monitoring, regional waste services, tyres, household chemical cleanout, and mattress recycling new contract commencing.	

Recreation

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
1.4 5.1 5.5	Plan for increasing population and aging population in the provision of suitable recreational projects	Construct additional facilities as determined in budget.	Construction of 2 x additional rugby league fields between Ashwood Park and Jack Arrow Complex.	Manager Technical Services	Project postponed for 2019/20 due to drought conditions and introduction of level 4-5 water restrictions. Due to small window of opportunity to construct new playing fields during the spring summer period. Project now to be considered for 2020/21 Management Plan, subject to water availability and funding.	
			Amenities / club room complex installed at the Bathurst Bike Park Precinct.	Manager Technical Services	Works completed February 2020. Minor defects to be attended to under contract.	
			Carrington Park Grandstand Design	Manager Technical Services	Tender for Design closed and report sent to Council in June 2019. CI rejected all tenders due to excessive tender costs. Severe drought conditions has placed priority for Engineering resources to be directed to other projects. Quotations called 25 April 2020 for a consultancy to develop a concept plan and D&C documentation for future D&C tendering purposes. Anticipate award of consultancy by end May 2020.	
			Construction of the Bathurst Skate Park extension	Manager Recreation	September 2019. Construction works completed mid March 2020 and facility opened to the public on 13 March 2020.	
		Update sporting venues, including associated infrastructure.				

			Construction of multi-purpose sports courts within the Perthville Village Square	Manager Recreation	Tenders called and closed 5 November 2019 and contract awarded in December 2019. Works completed April 2020.	
			Redevelopment of the Bathurst Sportsground	Manager Recreation	Project postponed for 2019/20 due to drought conditions and introduction to level 4-5 water restrictions. Due to small window of opportunity to construct new playing fields during the spring summer period. Project now to be considered for 2020/21 Management Plan, subject to water availability and funding.	
			Reconstruct fields at Proctor Park	Manager Recreation	Project postponed for 2019/20 due to drought conditions and introduction to level 4-5 water restrictions. Due to small window of opportunity to construct new playing fields during the spring summer period. Project now to be considered for 2020/21 Management Plan, subject to water availability and funding.	
1.4 5.1 5.5	Continue construction of new playgrounds in expanding residential areas and upgrade existing	Plan for the construction of new playgrounds in expanding residential areas.	Install new playground at Coates Drive, Mendel Drive and Keane Drive Open Space Parks.	Manager Recreation	BRC have not been able to proceed further with works until notice of a number of grant applications had been made. Council advised in April that previously applied grant submissions were unsuccessful. Available council funds not sufficient to undertake development works to these parks. Successful Drought Assistance funding advised end April has identified additional funds to implement a reduced scope playground development project with rollover of CI funding into 20/21 financial budget, with works to commence August 2020.	
1.4 5.1 5.5	Maintain existing and future recreational areas.	Maintain existing levels of service to all parks, reserves, open space areas and other recreational facilities	Maintenance activities undertaken to all recreation Assets in accordance with adopted maintenance service	Manager Recreation	Ongoing as part of adopted maintenance service levels and funding provisions of the current Council Operational Plan. The condition of all irrigated recreational facilities in Bathurst has been affected by the current drought. Council has agreed continue irrigation (at reduced rates) to	

1.4 5.1 5.5	Continue environmental programs identified within the Bathurst Vegetation Management Plan	To ensure that appropriate Environmental Management Plans for the Bathurst Region are current, relevant and provide long term strategies for the Region	levels in the Asset Management Plan.		keep these facilities open and usable for the community. Further assessment of such water use may change if Bathurst is required to implement higher water restrictions.	
			Arrange for 10 Tree Planting and volunteer engagement activities.	Manager Recreation	Eight community planting day have been held this year. Further planting days had been programmed over the Autumn period, however significant restrictions have been required as a result of Covid-19 Pandemic, forcing the cancellation of community planting programs until further notice.	
			Complete the revegetation component of the Macquarie River Corridor Grant Project	Manager Recreation	Plants have been ordered. Contract for works has been awarded. Planting works completed October. Ongoing weed control and maintenance to be performed over the next 2 years under contract & grant requirements.	
			Complete revegetation project at Peppers Creek, Rockley	Manager Recreation	Works Completed. Planting works completed in March/April 2020. Watering and weed control maintenance to be conducted over the next 6 months.	

Corporate Services & Finance

Looking after its staff and ensuring open and transparent government is the main priority at Bathurst Regional Council. Council employs approximately 378 full time equivalent staff in 20 locations and attracting and keeping good people is our priority. For the fourth time in succession, in the bi-annual Employee Opinion Survey, Council rated above the Australian Local Government Industry Standard for employee satisfaction.

Human resources

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
4.5 6.1 6.2	Establish and build on effective networks with other councils to identify areas for operational improvements and efficiencies.	Regularly participate in cross-functional teams with NSW JO councils to identify opportunities for efficiencies.	Review minimum 2 HR functions and outline how efficiencies will be made.	Manager Human Resources	Council regularly meets with other Councils within the NSW JO area as part of quarterly HR Group meetings, to discuss current HR issues and exchange ideas for improved service delivery.	
1.1 5.3 6.4 6.7	Ensure all staff complete induction training, ongoing compliance updates and professional development.	Review staff induction program and identify opportunities to streamline into HRIS onboarding and performance areas.	Induction program undergoing review, new process to be developed and aligned with HRIS.	Manager Human Resources	As at the end of April all new staff have attended the appropriate induction training. (modified for COVID-19 from mid-March). Computer terminals being set up at the Depot training area to further improve training opportunities for our outdoor staff and maximise use of our e-learning platform.	
6.2 6.7 6.8	Provide a range of education and training opportunities for Council's workforce.	Identify areas across Council to target education and training to support the achievement of the KPI's in the Workforce Plan. Implement dedicated resource to focus on training & development.	Education and training programs align to KPI's contained in Council's Workforce Plan.	Manager Human Resources	After recent review this area requires review and further action- work has commenced for 2020/2021. The COVID-19 Performance Appraisal Process for 2019/2020 has been developed and will be rolled out from June. Improvements in relation to education & training will be implemented as part of this process, including dedicated resource to support.	
6.7 6.8	Develop and implement programs and initiatives to foster a strong leadership culture.	Review current framework that underpins leadership capability and identify areas for improvement.	Review completed and improvement areas highlighted.	Manager Human Resources	Review commenced with a trial of leadership capability assessments being undertaken. Further improvements will be implemented as part of the revised Performance strategy across all staff levels.	

Governance

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.4 6.5 6.8	Ensure Council policies reflect community needs and organisational requirements.	Regular review of Council's policies (Policy Manual).	Individual Policies reviewed for relevance and compliance with statutory requirements	Manager Corporate Governance	Manual monitored regularly and updated as required. Last update issued January 2020. Council Code of Meeting Practice and Code of Conduct updated and placed on Council website.	
6.4 6.5	Implementation of the Government Information Public Access Act (GIPA Act)	Provision of Contract Register on Council's website.	Register updated monthly.	Manager Corporate Governance	Updated to December Council meeting. New system of recording to be developed for website publishing.	
		Action requests for information under GIPA Act.	Information requests (formal and informal) actioned in accordance with statutory guidelines.	Manager Corporate Governance	One formal application received in December. 12 formal application received year to date. 11 completed 1 application completed (from 2018/2019).	
4.3 6.4	Ensure Council's continuity of operations.	Review of Disaster Recovery Plan and Business Continuity Plan.	Plan reviews completed	Manager Corporate Governance	Civic Centre Business Continuity Plan (BCP) completed. Information Services (IS) BCP in draft form being reviewed.	

Information Services

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.3 2.5 6.8	Improve long-term viability and availability of electronic data for both the current and long term.	Develop suite of IT Policies taking into account relevant information from Australian Signals Directorate and The Australian Privacy Act	Goals defined and suite of policies developed to match goals. Education program being delivered to facilitate staff understanding.	Manager Information Services	Policies have been developed. Workshops were run in September 2019 for relevant staff to ensure accuracy and relevance of policies. Policies will then be rolled out progressively with an education process for Council staff.	
		Develop strategy for the transition away from on premises file storage to use of Microsoft SharePoint cloud storage.	Strategy developed and implementation in process	Manager Information Services	Strategy is being developed. Budget has been identified in current year to facilitate a staff education and training program and to assist with the migration away from on premises file storage.	
		Renewal of Council's fleet of Desktop and Notebook computers.	Computers purchased and deployed.	Manager Information Services	The rollout of the new PC is largely complete Specialist PCs (water filtration etc.) will be deployed through first half of 2020.	
		Develop Information Services Strategic Plan	Plan Completed	Manager Information Services	Sloan & Taylor Consulting have been retained to assist in the development of the strategic plan. Workshops have been run with staff of Bathurst Regional Council to gather data, with a view to having the strategy completed and in place by June 30, 2020.	
		Develop Software Asset Management protocol including the implementation of a system to assist in software Budgeting, auditing and reporting.	Software installed staff trained and software assets being managed.	Manager Information Services	The SNOW Software Asset Management system has been procured through Data3. The implementation of this system is now complete IT staff are now using the software and training is being identified.	
2.2 2.3 2.6 5.2	Support the Smart Cities project.	Complete CCTV system for the Bathurst CBD.	System implemented staff and police trained.	Manager Information Services	The underboring company (PT&S) has almost completed the underground work with pits about to be installed. Work should be complete for this part of the project by the beginning of May. Kelso electrical was successful in winning the RFQ. They have begun ordering equipment and planning for installation by the end of June 2020.	

Finance						
Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.1 6.6	Ensure Council's long term financial sustainability.	Review need for special variation in rate income.	Long Term Financial Plan complete and adopted by Council.	Manager Financial Services	Long Term Financial Plan completed for 2019/20.	<div><div></div><div></div><div></div></div>
			Special Rate Variation considered by Council.		Council did not apply for a special rate variation for 2019/20 or 2020/21 Operating/Delivery Plan.	
		Improve Council's cash flows.	Rates and Charges Outstanding Ratio less than 10%.	Manager Financial Services	As per 2018/19 Financial Statements achieved 6.30% (2017/18 6.17%). (2016/17 5.68%). (2015/16 5.85%). (2014/15 6.63%).	<div><div></div><div></div><div></div></div>
		Ensure Council's level of debt is manageable.	Debt service ratio less than 10%.	Manager Financial Services	As per 2018/19 Financial Statements achieved 2.17% (2017/18 3.66%). (2016/17 4.12%). (2015/16 3.95%). (2014/15 4.10%).	<div><div></div><div></div><div></div></div>
		Maximise invested funds within prudential guidelines.	Outperform monthly 90 day bank bill swap rate.	Manager Financial Services	At 30 th April 2020 current year average: • Investment earnings – 1.77% (2018/19 average 2.63%) • 90 day Bank Bill Swap Rate – 0.82%	<div><div></div><div></div><div></div></div>

Property					
Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date
1.5 6.4 6.5 6.8	Manage development of new residential land releases to ensure appropriate level of supply.	Complete development of residential land in accordance with Council plans.	Release of Sunnybright Estate	Property Manager	Release of Stage A completed in April 2019. 38 lots out of 95 sold as of 30 April 2020. Stage B – 39 lots planned for completion by Mid-2020. Stage C – 19 lots due for completion by end of 2020. Stage D – 75 lots due for completion by mid-2021. Stage E – 70 lots due for completion 2022.
2.1 4.1 6.4	Manage development of new commercial and industrial land releases as required to meet the needs of new businesses.	Development in Bathurst Trade Centre and Kelso Industrial Park as required.	Provision of land to meet demands.	Property Manager	Registration in September 2019. 13 out of 15 Lots sold as at 30 April 2020.
				Status	
				<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	
				<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	

Corporate Communications					
Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date
6.1	Communicate and engage with the community	Bathurst Regional Council Community Survey.	Overall satisfaction rating > 70%	Manager Corporate Communications	Report completed and submitted to Council. 90% of residents are at least somewhat satisfied with the performance of Council. (96% are at least somewhat satisfied with the courteousness of staff; 91% are at least somewhat satisfied with the helpfulness of staff; 93% are at least somewhat satisfied with the knowledge of staff & 84% are at least somewhat satisfied with the responsiveness of staff).
		Ensure community consultation occurs	All consultation projects included on the "Your Say" platform Followers on social media > 9,000 BRC Website visits > 40,000	Manager Corporate Communications	As at 30 April 2020: 100% consultation projects on Your Say Bathurst (Mitre Sutor Lambert St roundabout, Bathurst Rail Museum, Irrigators Portal, BMEC User Survey, Bathurst Town Centre Master Plan, Bathurst Cycling Classic Participant & volunteer surveys, Inland Sea of Sound participant survey, Financial Assistance COVID-19 stimulus measures, Renewable Energy Action Plan, Vision Bathurst 2040: Bathurst Regional Local Strategic Planning Statement) Social media followers: July: 9,456 August: 9,609 September: 9,791 October: 10,079 November: 10,166 December: 10,376 January: 10,592 February: 10,872 March: 11,026 BRC Facebook Page: April: 9,549 BRC Twitter Page: April: 1,631 April Total: 11,180 (sum of FB & Twitter) Website visits July: 74,438 August: 46,713 September: 58,733
					Status
					<div><div></div><div></div><div></div></div>
					<div><div></div><div></div><div></div></div>

							<p>October: 128,538 November: 41,756 December: 41,884 January: 69,454 February: 78,237 March: 60,241</p> <p>BRC: 17,504 Mt Panorama: 6,918 Bathurst Cycling Festival: No figures available BRAG: 1003 BMEC: 705 Museums Bathurst: 870 Cobb & Co: 419 Inland Sea of Sound: 207 Winter Festival: 171 Bathurst Child Care: 110</p> <p>April total: 27,907 *These figures for some sites may not show exact numbers with issues this month with our statistical software</p>	
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Events




Bathurst 2040	Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
	1.3 2.1 2.2 2.6 5.2 5.3 6.3	Coordinate and deliver events to enhance the cultural life of residents and promote the Bathurst Region	Deliver events including New Years Eve, Australia Day, Bathurst Cycling Classic, NRL game, Bathurst 1000 off track events.	90% or more of residents attend an event.	Events Manager	<div><div></div><div></div><div></div></div> <div><ul style="list-style-type: none">- Winter Festival planned and executed in July 2019. Overall successful year. Data still being collated, approx. 55% from inside 2795 postcode and 45% from out of region attended.- Squiz events scheduled and held to encourage business engagement- New course released for Bathurst Cycling Classic, major stakeholders notified prior to public launch. Little negative feedback to date.- Bathurst 1000 off track events was successful - event in October to support the race.- Garage sale is underway for 2019, however one month earlier and so far less stalls booked for this year.- Planning underway for NYE, Australia Day, Elton, Bathurst 12 Hour and Bathurst Cycling Classic- Business planning in place for a 3 year operational plan for annual events and two key owned events – Bathurst Cycling Classic and Bathurst Winter Festival.- Finalising run of events from Elton, Australia Day and 12 Hour track to town.- Working with Mojo events for BMX event- Planning underway for Cycling Classic- Planning underway for 2020 winter festival- Successfully executed Australia Day, Elton John concert and the Bathurst 12 Hour Town to track.- New staff have started.- Events and Promotions Officer jobs being reviewed to better represent the growing needs of the events team and annual event calendar</div> <div>March</div> <div><ul style="list-style-type: none">- Implemented Bathurst Cycling Classic. Numbers were low due to the start of Covid-19.- Staff in the process of reporting on previous events; BCC, Elton John, BMX event</div>	

							<div><div>- Working on what can be implemented for the Winter Festival</div><div>- EM has completed Strategic Plan for 2020 - 2025 and will commence implementation over coming weeks</div><div>- Working on social strategies to engage the community and provide good news stories to followers.</div></div>	
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Cultural & Community Services

Bathurst Regional Council supports a vibrant culture and community. Lifestyle in the Bathurst Region is enriched by providing a diverse range of cultural facilities and programs and by promoting cultural diversity. Community well-being is promoted through social planning, community development and ensuring access to community services.


Community Services

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
5.1 5.2 5.3 5.5 6.3	Work in partnership with key stakeholders to develop administer and deliver community planning that reflects the strengths and needs of specific sectors and the community as a whole.	Undertake the actions identified in the Bathurst Community Safety Plan in partnership with the Bathurst Regional Community Safety Committee.	Provide administrative support to 4 meetings of the Bathurst Regional Community Safety Committee.	Manager Community Services	No Community Safety Committee meeting held during April 2020. Community Safety Committee meeting scheduled for 26 March 2020 cancelled due to COVID-19. YTD four (4) Community Safety Committee meetings held.	
			Relevant campaigns /projects developed and implemented as per actions identified in the Bathurst Community Safety Plan.	Manager Community Services	Red Bench project launched 26 September 2019 - Red Benches installed in Machattie Park and Kings Parade. Additional Red Bench installed at Kelso Community Hub 6 March 2020. "Avoid Being Scammed – Tips for Seniors" Campaign launched 5 March 2020. NSW Crime Prevention Grant application submitted 28 April 2020 for Break and Enter Dwelling campaign.	
		Implementation of the strategies and actions identified in the Disability Inclusion Action Plan (DIAP) that address each of the four focus areas of the plan 2017-2021.	Undertake annual review and evaluation of actions.	Manager Community Services	YTD 39 actions in progress. 50 actions exist across four areas with 3 actions complete. Review of actions and strategies listed in the Disability Inclusion Action Plan undertaken. COVID-19 has had a significant impact on the DIAP with 21 out of the 50 actions affected.	
			Ensure continuing public awareness raising and promotion of DIAP.	Manager Community Services	Public awareness raising and promotion items listed in Disability Inclusion Action Plan have continued during April.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
5.1 4.3 1.3 5.4 6.2 6.3	The provision of the Kelso Community Hub as a safe community hub and venue for outreach service provision that meet the needs of the community.	Continue to provide ongoing review of service delivery for future direction of Kelso Community Hub.	Facilitate 2 meetings with Kelso Community Hub stakeholders.	Manager Community Services	Kelso Community Hub stakeholder meeting scheduled for 1 April 2020 was cancelled due to COVID-19.	
			Provide 3 Kelso Community Hub update reports to Council.	Manager Community Services	YTD two (2) stakeholder meetings have been held. No Kelso Community Hub update reports provided to Council during April. YTD two (2) update reports provided to Council.	
		Encourage and facilitate the use of the Kelso Community Hub by outside services, organisations and businesses to meet the needs of the community.	10% increase on 2018/2019 utilisation by external services, organisations and businesses	Manager Community Services	All external services except NSW Health did not operate during April 2020 due to COVID-19. External services suspended programs from 16 March 2020. Therefore, performance measure is not expected to be achieved. NSW Health delivered two health clinics during April 2020 through a dry hire arrangement (Sexual Health and Child & Family Health). Due to grants received, major capital works were delivered during July to November effectively closing the centre for six months. Capital works were completed December, growth in use was evident January-March 2020. YTD 169 services; being an average of 18.77 per month and 48.32% decrease in utilisation based on 2018/2019 figures (up until March 2020). YTD 4,696 people serviced, both through external programs, as well as drop-ins and Council programs, which is a decrease of 25.21% based on 2018/2019 figures (up until March 2020).	
					Breakfast program did not operate during April 2020 due to COVID-19 (suspended from 19 March 2020). YTD 856 young people serviced and average of 10.19 during 84 days of operation.	
		Develop and provide programs and activities that meet the identified needs of the community	Deliver the breakfast program 3 days per week during school terms.	Manager Community Services	After school programs did not operate during April 2020 due to COVID-19 (programs suspended from 18 March 2020) YTD 406 young people serviced, being an average of 14.5 per session during 28 days of operation.	
			15 young people accessing afterschool programs per session. 10 young people accessing school holiday activities per session.	Manager Community Services Manager Community Services	No school holiday activities operated during the month of April due to COVID-19. YTD 318 young people have accessed school holiday activities, being an average of 15.14 per session during 21 sessions held.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
5.1 5.3 1.3 6.2 6.3 6.7	Value and support opportunities for young people to understand the processes of Local Government and be involved in relevant projects.	Providing support for the Bathurst Regional Youth Council and their related activities, programs and events	2 Community celebrations per year	Manager Community Services	No community celebrations were held during April 2020. YTD three (3) Community Celebrations have been held YTD. 3 July 2019 – Playground Opening 6 November 2019 – Open Day 18 December 2019 – Christmas Party Youth Council meeting to be held 31 March 2020 was cancelled due to COVID-19. No Youth Council meetings were held in April 2020. YTD four (4) meetings have been held with a total attendance of 49 Youth Councillors.	
			Facilitation of 6 Bathurst Regional Youth Council meetings, including attendance numbers.	Manager Community Services	Youth Week event Chase the Rainbow to be held in April 2020 was cancelled due to COVID-19. Youth Councillors created two Facebook videos during April 2020: <ul style="list-style-type: none"> • Good hygiene (14 Youth Councillors participated) • ANZAC Day (13 Youth Councillors participated) YTD fourteen (14) initiatives, activities, programmes and events held and/or undertaken with overall Youth Councillor attendance being 106.	
5.1 5.2 5.3 5.4 6.3 6.4 6.7	Provision of high quality child care facilities to cater for children aged 0-12 years in the Bathurst Community	Update policies and procedures to ensure alignment with: <ol style="list-style-type: none"> 1. Education and Care Services National Quality Standards. 2. Education and Care Services National Regulations and Law 3. The Early Years Learning Framework 	25% of policies reviewed.	Manager Community Services	YTD 100% of policies for Children's Services (Scullywags and Family Day Care) have been reviewed. Scullywags/Family Day Care: Current amendments to policies due to Covid-19 remain active.	
			Develop combined Quality Improvement Plan (QIP) for Council's combined Long Day Care service.	Manager Community Services	YTD three (3) review process occurred to the Services QIP – prior to and after Service amalgamations. Scullywags: Quality Area 2 and 3 updated to Service QIP during April.	
			7 National Quality areas to be reviewed.	Manager Community Services	Family Day Care: No updates to service QIP in month of April. YTD the seven quality areas have been reviewed Scullywags: Nil for the month of April. Scullywags received a \$10,000 grant to support resources within National Quality Areas.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
	The provision of Council's Children Services, setting a benchmark for education and care in the Bathurst LGA	Ongoing review of service delivery for future growth of occupancy rates of all services.	Facilitate 1 survey for Family Day Care (FDC) for review of service delivery.	Manager Community Services	Family Day Care: Changes to provision of Quality Area 1 regarding resourcing Educators through pandemic period. Review and provision of virtual play session ensures educators are engaged in learning opportunities for children.	
			Facilitate 1 survey for Long Day Care (LDC) for review of service delivery	Manager Community Services	YTD one (1) survey for review of service delivery has occurred. Survey results incorporated in final Family Day Care Review document received in April	
			Provide 2 Children's Services update reports to Council	Manager Community Services	YTD there have been no surveys distributed.	
		Open and operate newly refurbished Long Day Care Services	>75% occupancy	Manager Community Services	YTD 1 report to Council. Working Party Presentation for FDC Review developed in April to be presented at working party in May.	
	Promotion of Children's Services.	Build profile of Family Day Care (FDC) Scheme in the Bathurst Community	Facilitate 2 marketing mechanisms	Manager Community Services	YTD three (3) marketing strategies have been utilised for Family Day Care. No active promotion of Family Day Care in April.	
			Undertake 3 promotional initiatives.	Manager Community Services	YTD six (6) promotional initiatives have been used for Children's Services. Scallywags and Family Day Care: Both services featured in the Western Advocate promoting the changes to services provisions during COVID-19 period. Scallywags also featured on front page of Western Advocate in the month of April for Anzac Day Celebrations.	
			2% growth on 2018/2019 in followers on Council's Children's Services Social media platform – (Facebook)	Manager Community Services	YTD there has been a 12% growth of followers of the Children's Services Facebook page. 5 new individuals liked the Facebook page during April. The page has primarily been used to showcase the differences in service provisions, not as marketing tool.	
		Communicate and engage with the community and stakeholders.				



Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
			Review and update Council's Children's Services website	Manager Community Services	YTD two (2) Children's Services website updates have occurred. No updates to the Children Services website occurred in April.	
	Connect and collaborate with Children's Services networks locally and regionally to ensure service provision reflects strengths and needs of the sector.	Participate in existing services and networks relevant to Council's Children's Services	Attendance/participation at 2 relevant forums	Manager Community Services	YTD four (4) networking forums have been attended Scallywags: Nil for month of April due to COVID-19 Family Day Care: Nil for month of April due to COVID-19	



Bathurst Library

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
4.3	Develop a strategic approach to planning the next-practice library	Draft Strategic Plan reported to Council	Report to Council by August 2019	Manager Library Services	Draft Strategic Plan on Public Exhibition in September. Strategic Plan adopted at Council October meeting. Library Strategic Plan document completed. Complete	
		Strategic Plan adopted by Council	Strategic Plan adopted by Council by September 2019	Manager Library Services	Draft Strategic Plan on Public Exhibition in September. Strategic Plan adopted at Council October meeting. Library Strategic Plan document completed. Complete	
		Strategic Plan Implemented	September 2019 and ongoing	Manager Library Services	Implementation ongoing via Delivery and Operating Plan, reported on monthly.	
5.3	Maintain and improve community participation in the Library Services	Maintain and improve membership base	Membership is 25% or more of total population	Manager Library Services	Total active April membership is 13,053 = 30% of Bathurst population. April 2020 membership is 12,257 = 29% of Bathurst population (excludes non-2795 members). April 2020 membership for Reciprocal/Temporary (non-2795 postcode) is 826. Temporary eMemberships for April is 53 (YTD 96)	
		Maintain and improve visitations	Yearly visitations are 140,000 or more	Manager Library Services	YTD 106,797 visitations, being average < 11,666 per month 0 people visited the library in April 2020 as the library is closed under government orders due to COVID-19.	
		Maintain and improve program and event delivery	Deliver 20 or more programs / events per month	Manager Library Services	YTD 242, being average >20 per month 22 events were held April 2020. Programs and events have been delivered online due to COVID-19.	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Maintain and improve attendance at programs and events	650 attendees or more to programs / events per month	Manager Library Services	YTD 6,676, being average >650 per month 0 people attended library programs physically in April 2020. Children's programs have been delivered via Facebook. Post engagement in April was 8,315 (compared to 1,386 in February, and 6,573 in March) 34 people attended Yell, Bells, Smells talk via Skype.	
5.3	Maintain and improve access to information and life-long learning	Maintain and increase circulation of all library material	Loans exceed 20,000 per month	Manager Library Services	YTD 207,384, being average >20,000 per month 10,940 items were borrowed during April 2020. Those are mainly eLoans and Home Library Service loans.	
		Improve online information	Launch an online portal for kids and young adults on the library website	Manager Library Services	Online kids portal launched and promoted. Complete	
		Improve adult digital literacy skills	Provide at least 20 tech sessions for adults	Manager Library Services	YTD 170 participants at 51 sessions. 20 Tech sessions per year criteria has been achieved. Tech sessions suspended due to COVID-19.	
		Honour Wiradjuri History	Curate a Wiradjuri research collection	Manager Library Services	Research continues. Liaising with AIATSIS. Moving titles from Local History to Wiradjuri research collection. Next step, consultation with Wiradjuri elders, held up due to COVID-19	
6.1	Communicate and engage with the community	Growth in followers on the library social media platforms	More than 2,100 Facebook likes and more than 875 Twitter followers	Manager Library Services	Facebook: 2,878 as at April 2020 Twitter: 913 as at April 2020	
6.2	Maintain and create partnerships with local organisations and neighbouring councils	Further the partnership with the Kelso Community Hub	Deliver at least 2 activities	Manager Library Services	YTD one (1) activity held. Planning Ahead session held on Thursday 25 July 2019 with 7 people in attendance.	






Bathurst Regional Art Gallery

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
1.3	Provide a focus on the visual arts for the community by providing education and public programs that challenge thinking and stimulate creativity and promote cultural vitality in the region through the development and care of the permanent collection, temporary exhibitions and research facilities.	Develop community access and inclusion to the Gallery's exhibition program through the development education, outreach and public programs.	Staging of 6 education / public programs in conjunction with BRAG exhibitions	Art Gallery Director	<p>YTD: 98 education and public programs staged</p> <p>1. YTD: Starstruck/Solness (July) Ed Programs: 4 Public Programs: 6 Total: 10</p> <p>2. Rocolonial (Aug/Sept) Ed Programs: 11 Public Programs: 11 Total: 22</p> <p>3. Threads through Art/Lyons/Dunn (Oct/Nov) Ed Programs: 9 Public Programs: 17 Total: 26</p> <p>4. VOID / HOME/ Backyard Bila (DEC/JAN) Ed Programs: 6 Public Programs: 10 Total: 16</p> <p>5. Marion Hall Best / Paul Davies Ed Programs: 7 Public Programs: 8 Total: 15</p> <p>April: no education/public programs staged – events moved online</p>	
			At least 1,200 students from school and 15 community groups or organisations accessing BRAG education / outreach / public programs including the Art in a Suitcase program.	Art Gallery Director	<p>YTD 726 students have participated in programs YTD 72 community groups accessed programs</p> <p>1. Starstruck/Solness (July) Ed Program participation: 43 Public Program participation: 177 Community Groups: 12</p> <p>2. RocoColonial @ BRAG (Aug/Sept) Ed Program participation: 113 Public Program participation: 695 Community Groups: 18</p> <p>3. Threads Through Art (Oct)</p>	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					<p>Ed Program participation: 81 Public Program participation: 385 Community Groups: 12</p> <p>4. Threads Through Art (Nov) Ed Program participation: 32 Public Program participation: 138 Community Groups: 8</p> <p>5. VOID / HOME (Dec/Jan) Ed Program participation: 295 Public Program participation: 488 Community Groups: 11</p> <p>6. Marion Hall Best / Davies (Feb) Ed Program participation: 47 Public Program participation: 274 Community Groups: 11</p> <p>Art in a Suitcase: April no activity</p>	
		Provide opportunities for the professional development of regionally based artists through exhibition.	Staging of 2 local artist projects with at least 3,250 attendees.	Art Gallery Director	<p>YTD six (6) local artist projects undertaken YTD 11,410 attendees.</p> <p>1. Bathurst Art Fair: 1,722 (163 local artists participated) 2. Heather Dunn: Palette of Place (Oct): 2,483 attended 3. Heather Dunn: Palette of Place: 2,850 attended 4. Sarah O'Sullivan: Resilience: 2,323 5. Louise Kerr: Canis Lupus Familiaris: 2,906 6. Harrie Fasher: Weighted (foyer – installed 23.3: no visitor stats)</p>	
			Production of 2 exhibition catalogues.	Art Gallery Director	<p>YTD: four (4) catalogues produced</p> <p>1. Threads Through Art: Australian Tapestries 2. Camie Lyons: A Physical Response 3. Heather Dunn: Palette of Place 4. Paul Davies: The Golden Days</p>	



Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Develop community access to and understanding of contemporary indigenous art through exhibition and tour development.	Staging of 2 exhibitions of contemporary indigenous art including the development of 1 touring exhibition.	Art Gallery Director	1. VOID – Curated by Emily McDaniel 2. HOME: GUNHIGAL NGUAMBANG WIRADYURI MAYINY (Plains Country Wiradyuri People) TOURING: 1. VOID – TOURING to 8 venues in 2020/2021 Canberra Museum & Gallery: 15 Feb – 2 May 2020 2. Rococolonial: Lismore Regional Gallery 15 Feb – 19 April 2020.	
			Staging of 2 permanent collection exhibitions.	Art Gallery Director	YTD: one (1) permanent collection exhibition staged 1. Jonathan Jones: From the Collection (DEC)	
		Develop community access to the permanent collection through exhibition, research, loans and touring exhibitions on an as needs basis.	Improve database access through updating fields (20% p.a.) ready for transferring information to KEmU by 2022.	Art Gallery Director	At 30 April 10% NB: this project is on hold while Collections Team implement transition to KeEmu CMS	
			At least 5 works loaned to other galleries, and visitation of more than 2,500 per venue.	Art Gallery Director	YTD four (4) galleries have received seven (10) works from BRAG. Total visitation: 269,970 Virginia Cuppaidge Dusk on Grand St 1989: NRG 11 May – 21 July Total Visitation: 17,287 Margaret Olley St Pauls Terrace: QAGOMA 15 June – 20 October 2019 Visitation @ 31 August: 231,036 (2,962 per day) Penrith Regional Gallery, Gifting (7 Sept – 17 Nov) Fred Williams, Bachus Marsh, Fred Williams, Red & Blue Landscape, William Robinson, Morning Light Total visitation: 18,905 Orange Regional Art Gallery: Ros Auld: Adventures in Ceramics (14 Dec - 27 Jan 2020) Ros Auld, Platter II, Ros Auld, Figure in Landscape	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					<p>Total visitation: 2742</p> <p>VOID: Canberra Museum & Gallery 15 Feb – 2 May Thancouple pot. Visitation TBC</p> <p>Rococolonial: Lismore Regional Gallery 15 Feb – 19 April 2020; Danie Mellor <i>Fragments of anthology I & II</i> 2016 Visitation TBC</p>	
		Increase community engagement on social media platforms.	Instagram followers to 1,200	Art Gallery Director	<p>YTD: 2,108 Instagram followers</p> <p>Insta followers @ 31 July: 1,248 Insta followers @ 30 April: 1,875 Hill End AIR Insta launched 14.2.2020 Hill End AIR Insta followers @ 29 Feb: 88 Hill End AIR Insta followers @ 30 April: 233 YTD: average 65.3% total bookings online</p>	
			Engagement with online booking platforms by 5% of total bookings per event.	Art Gallery Director	<p>@ 31 July: Deborah Kelly workshop: 50% Eventbrite @ 31 August: Deborah Kelly workshop: 44.4% Eventbrite @ 30 September: NAVA 'Valuing Your Work' 100% Eventbrite @ 31 October: Zimmi Forrest Workshop - 100% Facebook @ 26 November: Sciberas BRAGS Brunch 3% Eventbrite @ 31 December: VOID Ed Symposium 80% Eventbrite @ 31 January 2020 (Tom Ross event): 59.3% Eventbrite @ 29 February 2020 Tim Ross event: 51% Eventbrite</p> <p>April: no activity</p>	
5.2	Promote cultural activity in the Bathurst CBD, neighbourhoods and the region's villages through the development of inclusive and accessible satellite programs and events, and the promotion of Hill End as a significant	Develop community understanding of the achievements of the Hill End Artists in Residency Program through exhibition and international participation.	Staging of 3 Hill End Artists in Residency exhibitions with at least 3,250 attendees.	Art Gallery Director	<p>YTD: four (4) Hill End AIR exhibitions YTD: 8,478 attendees</p> <ol style="list-style-type: none"> 1. Peter Solness: Lamplight Total Visitation: 4,337 2. Heather Dunn: Palette of Place October Visitation (to 25 Nov): 1,346 3. Camie Lyons: A Physical Response November Visitation (to 25 Nov): 1,346 4. Paul Davies: The Golden Days Feb visitation: 2,323 	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
	site of contemporary and historic Australian art and culture.		Increase international exposure. Increase in international applications by 5%.	Art Gallery Director	YTD: 20% increase on 2018 international applications July: Res Artist Hill End AIR page updated September: AGD met with French Cultural Attaché to discuss FAR 2020 November: 114 Hill End AIR applications (33% increase on 2018 applications) International Applications: 5 (20% increase on 2018) December: Laura Clauzel announced as 2020 FAR artist. March: FAR cancelled April: 'Letters from FAR' artists posts featured on BRAG social media	
		Broaden access and inclusion to the Gallery's exhibition program through the development of a program of off-site and/or satellite programs.	Development of 2 off- site programs / events.	Art Gallery Director	YTD: four (4) off-site programs YTD: 8,390 participation, average >2,000 per program YTD: three (3) partnerships developed 1. July: Ways of Seeing BRC Events and ESEM 2. August: RocoColonial @ Abercrombie 3. September: RocoColonial @ Abercrombie 4. November: BRAG @ Cementa 19: Amala Groom 5. March: A Hill End Soiree cancelled	
			At least 1,000 participants per program / event.	Art Gallery Director	YTD: 8,390 1. Ways of Seeing: c. 2550 2. RocoColonial @ Abercrombie visitation: 3,340 3. November: BRAG @ Cementa 19: 2,500 April: no activity	
			Develop 2 new partnerships in the region to promote contemporary visual art.	Art Gallery Director	YTD: three (3) partnerships developed in the region 1. July: BRC Events Team / ESEM collaboration 2. August/September: Abercrombie House RocoColonial partnership developed (satellite BRAG exhibition) 3. November: Cementa19: BRAG sponsored Wiradjuri artist Amala Groom to present work April: no activity	
		Implement relevant activities within the Public Art Policy as resources permit	Develop Terms of Reference for Public Art Policy Advisory Panels (Review and Technical)	Art Gallery Director	completed	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
			Develop a Public Art Policy Asset Register	Art Gallery Director	April: in development	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>




Bathurst Memorial Entertainment Centre

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
4.1 1.1 1.2 5.3 6.2	Implement a strategic approach to planning the next-practice Performing Arts Centre	Consultant to develop framework, provide timeline, and produce interim solution	Timeline & interim solution provided by April 2020.	Manager BMEC	A triumvirate of consultants, Virginia Ross, Craig Gamble and Rob Gebert have been appointed to deliver the second stage of the NPPAF, a framework of required facilities. The consultants made their initial visit to Bathurst on 22, 23 & 24 October 2019. The second visit to Bathurst planned for March was cancelled due to COVID-19. On Monday 27 April an online meeting was held between the NPPAF consultants, Duncan Carrigall consultant for the Town Centre Masterplan and NPPAF Steering Committee members Travis Holland and Stephen Champion. This was to ensure NPPAF were included in Town Centre deliberations and that the NPPAF consultants were aware of the direction being taken by the Town Centre Masterplan consultants and available options for the location of facilities. The second draft of the NPPAF Needs Analysis is due in the first week of May. Timelines and arrangements are currently being reviewed due to COVID-19 and budget considerations.	
			Framework provided by June 2020.	Manager BMEC	YTD average Tickets Purchased by Member: 9.7 however actual purchases for the financial year will decrease as refunds are required due to COVID-19 cancellations or postponements. YTD 148 current members The BMEC Annual Season is a calendar year program. The BMEC 2020 Annual Season went on sale to members mid-November 2019. YTD 45,079 people have attended BMEC in the 2019/20 financial year compared to 44,431 at this point in 2018/19. 954 people attended BMEC events in March 2020 compared to 3,726 in March 2019. 77 people attended BMEC events in April 2020 compared to 2,954 in April 2019. All of the April 2020 events were online.	
5.2 5.3	Maintain and improve community participation in BMEC services and activities	Maintain and improve average number of tickets purchased per Member	Average of at least 5 tickets per Member	Manager BMEC		
		Maintain and improve venue attendance	Attendances exceed 55,000	Manager BMEC		

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Maintain and improve program and event delivery	Deliver approximately 17 Season and other events, 9 associated workshops and a Local Stages Program including LEAP program, local writers and other performing arts development	Manager BMEC	YTD 11 season events have been presented YTD 44 workshops and extensive community engagement have been held. 5 online sessions have been held. (Not including pre-records for Bathurst Writers' & Readers' Festival) The BMEC Annual Season is a calendar year program. Within the 2019 Annual Season there are 18 productions programmed with five associated workshops. Additional workshops are offered within the Local Stages program In 2020 Season there will be 17 productions programmed and one installation. Drama Classes for Term 2 have gone online for the older children. 16 young people participated in week 1 (27 & 28 April) The Local Emerging Artists Program (LEAP) held an online event on 23 April. 10 performers participated and there was a total of 21 people online in a zoom webinar session. Another event will be staged in mid-May 2 Play readings have occurred online with Live Words a local writing group. 36 people have participated in the sessions.	
		Maintain and improve attendance at programs and events	5,200 attendees or more to Season shows and 5,600 at associated and Local Stages projects per year	Manager BMEC	YTD 3,948 people have attended Season shows. This figure indicated that attendances were on track to meet the financial year target. However, now that performances have been cancelled due to Covid 19 the target will not be achieved. YTD 2,985 people have attended associated and Local Stages projects. (including 65 since Covid 19 Restrictions in place and online activities began)	
1.1 1.2 5.3	Communicate and engage with the community	Growth in community engagement	At least one intrinsic impact study per year.	Manager BMEC	The intrinsic impact study for 2019 has been undertaken in association with Wolfe Brown marketing consultants and performing arts centres nationally. Dashboard access and results are available on request. 263 patrons responded to the survey. BMEC has been invited to participate in a national Australia Council Survey to gauge the impact on	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					<p>audiences of Covid-19. BMEC will receive detailed anonymous results of local survey participants responses and aggregated national results.</p> <p>YTD 18% growth from 1 July 2019 BMEC currently has:</p> <ul style="list-style-type: none"> • 3,524 Facebook followers BMEC • 512 Twitter followers • 951 Instagram followers <p>This does not include IsoS (see below), Catapult Festival. Catapult Festival will be unpublished first week May.</p> <p>Inland Sea of Sound facebook likes have increased by 36% since 1 July 2019. Inland Sea of Sound Instagram followers have increased by 40.1% over the same period.</p>	
			2% growth in social media followers over 2018/2019	Manager BMEC		

Museums

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.6 1.1 1.2 1.3 6.6	An increase in total visitor numbers to the Bathurst Regional Council managed museums of 8% over 4 years	An increase on 2018/19 total visitor numbers to: <ul style="list-style-type: none"> Australian Fossil and Mineral Museum National Motor Racing Museum Chifley Home and Education Centre Bathurst Rail Museum 	Total 4% increase in visitor numbers	Manager Museums	The Museums were closed to visitors on Monday 23 March 2020 at 1.00 pm. Year to date (YTD) total visitors to Council Museums was 46,686 as of 23 March 2020 which is a decrease from 50,198 YTD April 2018. Total number of visitors across the Museums in April 2020 was 0 which is a decrease on April 2018 numbers of 6081.	
2.6 1.1 1.2 1.3 6.6	An increase in the total educational/schools engagement with the Bathurst Regional Council managed museums of 8% over 4 years	An increase on 2018/19 total education / schools engagement at: <ul style="list-style-type: none"> Australian Fossil and Mineral Museum National Motor Racing Museum Chifley Home and Education Centre Bathurst Rail Museum 	Total 4% increase in education/ schools engagement	Manager Museums	The Museums were closed to visitors on Monday 23 March 2020 at 1.00 pm. Year to date (YTD) total education/school visitors to Council Museums was 4,238 as of 23 March 2020 which is an increase from 3,443 YTD April 2018. The number of education/school engagement across the Museums in April 2020 was 0 which is a decrease on April 2018 numbers of 328.	
2.6 1.1 1.2 1.3 6.6	The provision of a range of public programs, exhibitions and community events at the Bathurst Regional Council managed museums	Undertake exhibitions, public programs and community events across the Bathurst Regional Council managed museums	Minimum six exhibitions, five public programs and two community events		Year to date (YTD) the following exhibitions, public programs and community events were held across the Museums: <ul style="list-style-type: none"> (6) Exhibitions The Albert Chapman Collection – AFMM Chifley Album – CHIFLEY Gathering Thread – CHIFLEY 'Under the Tree: Peter Williamson and 40 years of Racecam – NMRM 'Around the Clock' - NMRM Local Stories – The Cole family - RAIL (5) Community Event Father's Day Sept 2019 – NMRM Grandparents Day Oct 2019 – AFMM All Aboard Art Project No. 1 – RAIL All Aboard Art Project No. 2 – RAIL Selfie Day – Jan 2020 – AFMM, NMRM, CHIFLEY (2) Public program Somerville Lecture Oct 2019 – AFMM 	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.6 1.1 1.2 1.3 6.6	An overall increase in revenue generated from museum retail outlets and venue hire across the Bathurst Regional Council managed museums	An increase on 2018/19 total revenue generated from museum retail outlets and venue hire across the Bathurst Regional Council managed museums	Total 4% increase in retail and venue hire revenue	Manager Museums	Explore Minerals Day, after the Chapman Collection opening – AFMM. The Museums were closed to visitors on Monday 23 March 2020 at 1.00 pm. Year to date (YTD) total gross revenue for Council Museums was \$326,489 as of 23 March which is an increase from \$316,013 YTD April 2018. Total retail and venue hire gross income across the Museums in April 2020 was \$Nil which is a decrease on April 2018 income of \$32,257.	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>
2.6 1.1 1.2 1.3 6.6	Bathurst Rail Museum	Complete construction and begin operations of the Bathurst Rail Museum	Complete construction and begin operations of the Bathurst Rail Museum, December 2019.	Manager Museums	The Bathurst Rail Museum opened on 21 February 2020. Completed.	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>
1.1 1.2 1.3 6.6	Central Tablelands Collection Facility	Commence and complete design stage of facility including input from a range of stakeholders	Design completed May 2020	Manager Museums	In April 2020 the following occurred: • Negotiating a contract with preferred contractor.	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>

Tourism

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.1 6.1	Grow the number and engagement of businesses associated with the Visitor Economy	Work with local operators in the provision of visitor services	Experience packages and new product developed	Manager BVIC	New videos produced for AFMM, BDHS Museum and a behind the scenes mini documentary of the Bathurst War Memorial Carillon.	
		Grow Regional Tourism Partnership program	Number of tourism partners increased by 10%	Manager BVIC	YTD 1% increase, 139 Tourism Partners reviewed to end April 2020. Growth has been below performance measure due to key tourism marketing coordinator position not filled until 2nd Qtr. of FY and closure or sale of several previous partner businesses. COVID 19 has stopped all new partner renewals for current FY.	
		Increase stakeholder advertising in Destination Planner	Advertising revenue increased 20%	Manager BVIC	COMPLETED: YTD 40.7% increase in revenue and 38.2% increase in total number of all ad types.	
		Increased optimisation of tourism website	SEO rating increases from 83-88%	Manager BVIC	YTD 83% SEO rating No SEO review in April. YTD 29.95% increase in total pageviews. All recommendations of SEO audit were implemented by Tourism Manager. Subsequent review by Wisdom commissioned following completion of site upgrade. New 'Bathurst region corporate' (industry site) now live	
2.6	Provide visitors and prospective visitors to the area with quality information and services.	Develop new engaging content for Bathurst Step Beyond App	2 new tour products added	Manager BVIC	YTD preliminary discussion regarding additional tour(s) to provide interpretation for the new Mount Panorama boardwalk. Second interpretation concept meeting held 21 April. YTD Bathurst Step Beyond App has had 5,337 uses.	
		Increase online booking capability	Increase of 20% bookings through online portal	Manager BVIC	YTD decrease of 19% in total overall bookings including events/tours. YTD decrease 60.7% decrease in overall revenue. \$949 bookings April 2020 through Bookeasy. Figure impacted negatively by an 88% reduction in Chifley Dam Cabin Bookings compared to 2018/19 and COVID19 shutdown. During 2019/2020 the region has experienced the effects of national fires, drought and COVID-19 outbreak that have impacted upon the delivery of this performance measure.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.6	Effectively promote and market the Bathurst Region as a key destination	Develop annual Destination Planner	2020 Destination Planner published	Manager BVIC	COMPLETED. Destination Planners printed and distributed locally and via AVIC Network. Planner also available online as flipbook or download	
		Develop new Bathurst Region Villages Guidebook	Village committees engaged; guidebook published	Manager BVIC	Draft Design complete and content being added April 2020.	
		Create focused local range of retail products at BVIC	Retail sales at BVIC increase by 10% over previous year	Manager BVIC	YTD 7% sales below 2018/19 result YTD \$728.50 sales from 'The Cotswolds Store' launched in October. February retail of \$42 was 99.5% below 2019 period result of \$7,814. BVIC Closed to all visitors on 25 March due to COVID 19	
		Implement 2019-2021 marketing plan	75% of Plan outcomes achieved	Manager BVIC	YTD 91.2% outcomes achieved. 31 of 34 action items in plan either completed, commenced or ongoing as at 30 April 2020.	
2.6	Increase total number of visitors and overnight stays in the Bathurst region	Implement online content strategy	Destination website page views increase 15%	Manager BVIC	YTD increase of 29.95% 7,734 pageviews in April 2020	
			Total social media following increase 20%	Destination website page views increase 15% Manager BVIC	YTD 23.9% increase Total of 15,063 followers across all platforms	
		Develop Bathurst region conferencing guide and planner	Planner published	Manager BVIC	COMPLETED. Bathurst Region conferencing and business event planner completed and published February 2020. Bathurst attended AIME 18-19 February 2020. 39 meetings with PCOs and buyers.	
		Promote Bathurst region to niche and specialist markets as identified in Destination Management Plan and Brand strategy	Overnight visitors increase by 8%	Manager BVIC	Bathurst LGA profile report issued in August (most recent) by Tourism Research Australia shows: • 5.9% rise in total visitors 2017-2018 • During 2019/2020 the region has experienced the effects of national fires and drought that may	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					impact upon the delivery of this performance measure. Closures and restrictions due to COVID19 will significantly negatively affect the next reporting period. Promotions during April featured on future aspirational travel rather than any measures to immediately boost overnight stays	
			Average length of stay increases by 10%	Manager BVIC	Bathurst LGA profile report issued in August (most recent) by Tourism Research Australia shows; <ul style="list-style-type: none"> 26.5% increase in total visitor nights 2017-2018 	
			Annual visitation to BVIC increases 5%	Manager BVIC	YTD 20.1% decrease in visitation. Visitor numbers affected YTD by bushfire situation in NSW and Centre closure on 24 March 2020 due to COVID-19 outbreak. 0 visitors to BVIC in April 2020. During 2019/2020 the region has experienced the effects of national fires, drought and COVID-19 that impact upon the delivery of this performance measure.	





Destination Management

Destination Management		Destination Management				Destination Management	
Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status	
2.6	Utilise the Destination Management Plan as a basis for marketing, promotion and tourism development	Develop new Bathurst region Destination Management Plan	DMP adopted by Council	Manager BVIC	Destination Management Plan was adopted by Council at December meeting. Complete.	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	
		Implement 3 Year Marketing Plan	75% of Plan outcomes achieved	Manager BVIC	YTD 91.2% of Plan outcomes achieved 31 of 34 action items in plan either completed, commenced or ongoing as at March 2020.		
2.6	Support the Tourism Reference Group, which consists of a cross section of the industry	Improved collaboration between industry groups and Council.	4 meetings held annually	Manager BVIC	YTD three (3) meetings held	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	
			>75% attendance at Tourism Reference Group	Manager BVIC	YTD 88% attendance at two (2) meetings. Five (5) responses to EOI for new membership. New group not yet constituted. Statistics sent on monthly basis to TRG via online portal.		
2.6	Connect with industry	Commence monthly industry eDM	Minimum of 12 eDMs issued.	Manager BVIC	YTD ten (14) industry eDMs. Average open rate 35.4%. Industry eDMs provided 4 industry eDMs in April 2020.	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	
		Host minimum of 4 industry gatherings	Minimum of 4 events held.	Manager BVIC	YTD three (3) industry gatherings held. No meetings held in April.		
2.6	Set and measure benchmarks	Publish annual market intelligence report to strengthen knowledge and guide investment.	Report produced	Manager BVIC	WRI commissioned to undertake LGA specific research. Bathurst most numerous response rate of all participating LGAs. Working with specialist agency on developing brand health tracking metrics	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	

Environmental, Planning & Building Services




Council will manage growth and development in alignment with Council's and the NSW Government's planning instruments and controls, and continue forward planning through reviews of the Housing Strategy, Open Space Strategy and Transport and Parking Strategy. Adoption of a new Economic Development Strategy will identify opportunities for continued growth, mindful of Council's obligations to environmental stewardship, heritage conservation and good urban design.


Environmental



Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.4 5.2 5.4	Meet Council's responsibilities under the Companion Animals Act 1998 by continuing to provide community programs relating to responsible pet ownership	Complete Responsible Pet Ownership community programs Maintain and enhance areas for off-leash recreation for dogs	Two Community desexing programs conducted Pet Education event held Educational radio interviews conducted weekly Educational social media posts conducted monthly Maintain Kefford Street Off Leash areas fortnightly	Team Leader Regulatory Services	The first desexing program commenced on 18 November 2019 with 110 dogs and cats desexed. The next program is scheduled for June 2020. The pet education event was scheduled for 21 April 2020, but was cancelled due to social distancing regulations. Educational radio interviews held weekly with Senior Ranger between July and December 2019. Interviews re-commenced in March 2020 on a weekly basis. One educational post uploaded in April 2020 (Reach 4,300, clicks 325, engagement 70). Maintenance undertaken during April 2020. The solar LED light was also replaced as the original lamp (which was 10 years old) had failed in March 2020.	
6.4 5.4	Meet Council's responsibilities under the Companion Animals Act 1998 and Impounding Act 1993 by promptly responding to customer requests and implementing enforcement action for breaches	Investigate animal related complaints, including matters reported after hours Underfate regulatory action consistent with Council's Enforcement Policy for identified breaches	95% of customer requests responded to within adopted corporate standards 100% response to customer requests reported out of hours	Team Leader Regulatory Services	98.49% of customer requests responded to within the service standard between 1 July 2019 and 30 April 2020. 100% of customer requests responded to out of hours between 1 July 2019 and 30 April 2020.	


Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.4	Meet Council's responsibilities under the Prevention of Cruelty to Animals Act 1979 and the Impounding Act 1993 in the operation of the Small and Large Animal Impounding Facilities	Operate Small Animal Pound at Vale Road site	<p>Implement electronic impounding register by December 2019</p> <p>Implement social media program to promote rehoming of impounded dogs and cats</p> <p>Increase the % of impounded dogs returned to owner or sold or released to welfare organisation</p> <p>Increase the % of impounded cats returned to owner or sold or released to welfare organisation</p>	Manager Environment	<p>Discussions ongoing with IT regarding an electronic impounding register. No solution provided to date.</p> <p>Five adoption posts uploaded in April 2020, with a reach of 8,360, clicks of 1,297 and engagement of 190. Four Feel Good Friday (stories of successful adoption posts) were uploaded in April 2020, with an average reach of 3025, average clicks of 279 and average engagement of 129.</p> <p>Monitoring ongoing</p>	
		<p>New Small Animal Impounding Facility designed and construction commenced</p> <p>Large Animal Impounding Facility relocated to Hampden Park Road site</p>	<p>Design 100% complete by December 2019</p> <p>Construction 50% completed by 1 April 2020</p>		<p>Grant applications submitted to both Commonwealth and State government to provide funding assistance to the proposed facility. The architect is continuing works to finalise the design. This additional funding will be needed for budget to meet design standards.</p> <p>Liaison with Council's Architect continued in April 2020, with modifications underway to the design to ensure it meets the recommendations contained within the acoustic assessment.</p>	
6.4 4.4 5.2 5.4	Meet Council's responsibilities under the Road Rules 2014 and Fines Act 1996	<p>Monitor and enforce parking regulations on public roads</p> <p>Implement a community education program regarding the Australian Road Rules</p>	<p>Daily monitoring undertaken</p> <p>Educational social media posts conducted monthly</p>	Team Leader Regulatory Services	<p>Daily monitoring undertaken. Regulatory activities have been modified to reflect community needs during COVID-19.</p> <p>Two educational posts uploaded in April 2020 relating to street vending and unregistered motor vehicles. YTD monthly updates have been provided as a minimum.</p>	
6.4 5.2	Meet Council's contractual obligations under the Local Government Act 1993 in monitoring and enforcing	Monitor and enforce parking regulations in off street car parks in accordance with contractual obligations	100% compliance with contractual obligations	Team Leader Regulatory Services	Car parks regularly monitored in accordance with contractual requirements.	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
	parking regulations in off street car parks					
3.1 3.2 3.3 3.4 6.4 1.4	Meet Council's responsibilities under the Protection of the Environment Operations Act	Investigate customer requests and pollution incidents Underfate regulatory action consistent with Council's Enforcement Policy for identified breaches	95% of customer requests responded to within adopted corporate standards	Manager Environment	99.00% of customer requests responded to within the service standard during 1 July 2019 and 30 April 2020. Regulatory actions initiated as and when required in accordance with Council's Enforcement Policy. Six PINs issued for POEO Act offences between 1 July 2019 and 30 April 2020.	
		Underfate educational programs to enhance community knowledge	Monthly posts on the @sustainablebathurst Facebook page	Manager Environment	Sustainable Schools program projects were all finalised during October, with some schools opting to receive site visits from an experienced horticulturalist to assist in managing their gardens during extreme water restrictions. The final newsletter was issued in November 2019. The 2020 program is being modified to adjust to the needs of schools during the COVID-19 restrictions.	
3.3 3.5 6.1	Continue to improve the community's awareness and capacity regarding environmental sustainability	Communicate sustainability messages via a range of on-line and traditional media sources Conduct sustainability education programs	Weekly posts on the @sustainablebathurst Facebook page Conduct Sustainable Living Expo in March 2020 Conduct a sustainability education program targeting primary school aged students by December 2019	Manager Environment	@sustainablebathurst page had a reach of 1105, post engagement of 297, and the top post was "Watch out for Bunya Pines" regarding trees and their pine cones in Macchaffie Park. Likes at end of January 2020 was 1157. The Sustainable Living Expo and Friday evening event "An Evening with Fast Ed" were cancelled due to social distancing regulations. Resources developed for the 2020 event will be rebranded for a great event in 2021. Enviromentors program was delivered in October and November 2019 with a focus on Water conservation and catchments. Positive feedback has been received regarding the presentations.	
3.1 3.2 6.4	Implement Council's Onsite Sewage Management Strategy and meet Council's obligations under the Local Government Act 1993	Conduct inspections and issue approvals for existing onsite sewage management systems without approvals or requiring renewal	Increase the number of onsite sewage management systems with a current approval to operate	Manager Environment	288 approvals to operate were issued between 1 July 2019 and 29 February 2020. This is compared with a total of 198 approvals to operate issued in 2018/19. Liaison with the community is ongoing. An article appeared in Council's community newsletter in October 2019 encouraging residents to ensure their system had an approval to operate and was regularly maintained.	


Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
3.1 3.4 3.5 1.4	Meet Council's obligations under the Local Government Act 1993 and community expectations to manage, restore, enhance and conserve the natural environment	Implement the Urban Waterways Management Plan Implement the Biodiversity Management Plan Implement the Pest Bird Management Plan Implement the Roadside Vegetation Management Plan	Implement a priority project identified in the Urban Waterways Management Plan. Implement a priority project identified in the Biodiversity Management Plan. Implement a priority project identified in the Pest Bird Management Plan Implement a priority project in the Roadside Vegetation Management Plan	Manager Environment	Maintenance and weed control on the Sawpit Creek catchment will be the main Urban Waterways Management Plan project in 2020 and will commence in May 2020. The project identified at the Brick Pitt wetlands has been put on hold until assessments can be conducted to determine if an Aboriginal Cultural Heritage Report is required. Pigeon surveys undertaken in July 2019. Control activities during February 2020 resulted in the removal of 185 birds. Trapping of Indian Myna birds undertaken at one site in November and December 2019 with limited success. Construction of 30 nest boxes completed in March 2020. Project planning underway for a priority project from the Roadside Vegetation Management Plan. Council has received a grant of \$8000 from Local Land Services in January 2020 for a project on parts of Duramana Road and the Bridle Track road reserves. Quotations sought for weed contractors to complete the works in March 2020 and works commenced in April 2020.	
3.5 3.3 6.6	Implement energy efficiency and renewable energy projects at Council facilities	Identify and prioritise energy efficiency projects at Council facilities Identify and prioritise renewable energy projects at Council facilities	Implement an energy efficiency upgrade at a Council facility Implement a renewable energy project through the Revolving Energy fund	Manager Environment	The installation of a 100kWh solar array at the Bathurst Manning Aquatic Centre was completed on 11 July 2019 and is fully operational. Since the installation was completed 16.0% of electricity use has been supplied by the solar array. The installation of a 25.7kW solar system at the National Motor Racing Museum was completed in late November 2019. To date the system has produced 59% of the site's electricity requirements and fed more than 8.6MWh to the grid.	
3.1 3.4 6.4 1.4 4.6	Meet Council's obligations under the Biodiversity Conservation Act 2016, Fisheries Management Act 1994 and Water Management Act 2000	Ensure the assessment of development applications meets all of the requirements of the Biodiversity Conservation Act 2016, Fisheries Management Act 1994 and other relevant planning policies	Number of development applications assessed and professional advice provided. Council policies and plans are reviewed and updated	Manager Environment	Council has now adopted changes to its Development Control Plan (DCP) which provide protection to native vegetation through the Vegetation SEPP.	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
	Meet Council's obligations under SEPP55 and related planning policies	Ensure that Council activities are compliant with the requirements of the Biodiversity Conservation Act 2016 Ensure the assessment of development applications meets all of the requirements of SEPP55 and Council's Contaminated Land Policy	where required to ensure consistency with current legislation Assess vegetation removal applications in urban zones in accordance with the vegetation SEPP in Council's DCP. Professional advice provided including pre-DA advice on contaminated land matters		Environmental Staff were assigned 13 DAs for assessment in April 2020 and provided specialist advice on a range of current and proposed development matters. Liaison with other departments is ongoing to ensure that activities are compliant with relevant legislation. Training with rural works crews was completed in September 2019. Environmental Staff have continued investigations into alleged illegal clearing of vegetation and managed applications for tree removal and roadside grazing permits. Environmental Staff provided specialist advice and updated Council's land use information system to ensure ongoing compliance with the Contaminated Land Policy during the reporting period.	
2.3 3.3 5.2	Contribute to the development of Bathurst as a Smart City	Identify the optimum efficiency LED luminaires for the street lighting upgrade Identify the optimum technology for smart controls to be incorporated into LED street lighting upgrade Establish the Bathurst Region as an EV charging destination	Complete upgrade of all standard P3, P4 and P5 street lights to LED luminaires Complete upgrade of all V category lights to LED luminaires Identify and install universal EV charge stations at two rural villages	Manager Environment	The bulk lamp replacement for P & V category lighting commenced in late November 2019 with luminaires replaced in Raglan, Kelso, Eglinton and West Bathurst on residential streets. Approximately 2900 luminaires were replaced by 30 April 2020. Essential Energy stood down all of its contractors in March 2020 in accordance with it's Pandemic Emergency response plan. This has resulted in some delay to the BLR, however negotiations are ongoing. List of luminaires to be quarantined from BLR until Zhaga enabled luminaires are available was provided to Essential Energy in September 2019. A total of 210 luminaires will be quarantined until Zhaga is available. Grant application made for placement of EV charge stations in three rural villages in mid 2019. Outcome not	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
					<p>yet known; Council has made repeated requests for an update on the progress of the application.</p> <p>Installation of a Telsa and a universal charger at the Bathurst Rail Museum commenced in April 2020.</p>	
3.3 3.5 6.4 3.1	Meet Council's statutory reporting obligations under the Local Government Act 1993	Monitor the operational footprint of Council's operations and report on trends identified. Measure and collate the trends in environmental condition across the Local Government Area	Collate data to allow for preparation of the State of Environment report as required by the Local Government Act 1993	Manager Environment	<p>The Regional SOE and Bathurst SOE were presented to Council at it's ordinary meeting in November 2019 and are now available on Council's website.</p> <p>Data collection for the 2020 report is ongoing.</p>	
6.4 5.4	Meet Council's obligations in the Food Regulation Partnership and the Food Act 2003	Conduct a program of inspections of food premises including home-based food premises and Bed & Breakfast establishments to ensure compliance with regulations	<p>Conduct an inspection of all high and medium risk food premises by June 2020</p> <p>Implement a risk based inspection program for B&B and home-based food premises</p> <p>Prepare and distribute educational material on food safety three times annually</p> <p>95% of customer requests responded to within adopted corporate standards</p>	Manager Environment	<p>3 inspections of food premises and 0 inspections of temporary food premises undertaken in April 2020. Many food businesses have been required to close due to Public Health orders relating to COVID-19. 686 inspections were undertaken between 1 July 2019 and 30 April 2020.</p> <p>Five improvement notices, one prohibition order and no PINs were issued between 1 July 2019 and 30 April 2020.</p> <p>B & B premises a low priority at present as many are low risk premises. Further most B&B premises are not operating due to COVID-19 restrictions on travel.</p> <p>Food safety newsletter was distributed to all food businesses in October 2019 and in December 2019. The December 2019 edition included a food safety calendar.</p> <p>100% of customer requests responded to within the service standard between 1 July 2019 and 30 April 2020.</p>	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
6.4 5.4	Meet Council's obligations under the Public Health Act 2010 and associated regulations	Conduct a program of inspections of skin penetration premises, public swimming and spa pools and cooling towers	<p>Conduct an inspection of all skin penetration premises</p> <p>Conduct an inspection of all public swimming pools and spa pools</p> <p>Implement the activities identified as Council's role in Legionella management and the inspection of cooling towers</p> <p>95% of customer requests responded to within adopted corporate standards</p>	Manager Environment	<p>Four inspections of skin penetration premises conducted between 1 July 2019 and 30 April 2020.</p> <p>All public swimming pools and spa pools in operation were inspected between 1 September 2019 and 31 December 2019. Re-inspections were undertaken where necessary. No further inspections will be scheduled until Public Health orders are lifted.</p> <p>Liaison with the owners and operators of cooling towers ongoing. Register is up to date with requests made to owners to provide certificates of compliance where they have not already been provided.</p> <p>94.74% of customer requests responded to within the service standard 1 July 2019 and 30 April 2020.</p>	

Planning

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
1.5 2.1 3.3 4.6 5.5 6.4	Prepare relevant planning proposals to ensure Council's planning controls remain relevant and up to date.	Prepare draft LEP and DCP amendments.	Planning proposals referred to NSW Department of Planning & Environment for gazettal	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Moveable and Monumental Heritage LEP Amendment – Planning Proposal finalised and referred to the Department of Planning for a Gateway Determination. 2. Health Services LEP Amendment to the RE2 Private Recreation Zone. Adopted by Council. Gazetted. 3. Housekeep LEP Amendment. Adopted by Council. Awaiting gazettal. 4. Laffing Waters Master Plan LEP and DCP Amendment – design guidelines for the new R3 zone prepared. Public exhibition of Master Plan completed to inform the LEP amendment. Draft Planning Proposal and DCP controls being prepared. 5. Bathurst DCP Amendment – repeal chapter 2 and refer to the Community Participation Plan. DCP amendment adopted by Council. 6. Community Participation Plan is in force. Heritage Conservation Area Review LEP Amendment – Planning Proposal being prepared. 7. Eglinton (West) DCP Amendment – Reduce amount of land reserved for school purposes – adopted by Council. 8. Open Space LEP Amendment – recommendations of Bathurst 2040 Open Space Strategy being integrated to determine planning proposal requirements. Draft planning proposal finalised and referred to Department of Planning for Gateway Determination. 9. Heritage Item update LEP Amendment – research being undertaken on 75 items being considered for heritage listing under the LEP. 	

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
1.5 2.1 3.3 4.6 5.5 6.4	Investigate relevant land use and planning issues of the Bathurst Region.	Prepare studies and plans. 1. Local Strategic Planning Statement 2. Bathurst Integrated Transport Plan.	Draft studies/plans are well underway by 30 June 2020	Manager Strategic Planning	1. Draft Local Strategic Planning Statement on public exhibition until 20 May 2020. 2. Bathurst 2040 Open Space Strategy – adopted by Council. 3. Bathurst City Traffic Model and Traffic Options Report. Final reports completed. 4. Aboriginal Cultural Heritage Assessment – 2 nd circuit lands. Draft final ACHA referred to Registered Aboriginal Parties for final comment. 5. Duramana Master Plan – adopted by Council. 6. Bathurst Town Centre Master Plan – Preparation of masterplan underway. Visioning consultation completed. 7. Review of Rainwater tank policy to reference latest exemption criteria – new draft policy being prepared. 8. Health and Knowledge Precinct Plan (being led by Department of Planning) - Preparation of masterplan underway. Consultation delayed due to COVID-19. 9. Bathurst Region Heritage Plan 2020-2024 – Bathurst Region Heritage Reference Group asked for feedback on the current plan. 10. Village Plans – investigations and background research underway. 11. Rainwater Tank Discussion Paper and Policy Review – Discussion paper being prepared.	
4.1 4.6 6.4	Review and update Council's section 7.11 plans.	Review existing or prepare new s7.11 Plans.	Draft plans considered and adopted by Council	Manager Strategic Planning	Stormwater drainage – draft plan being prepared. Peer review of draft plan completed. Consultants completing additional work with agreed timeframe of approximately 16 weeks.	
1.1 1.2 1.5 4.6 5.5	Implement the Bathurst Regional Heritage Strategy.	Provide a Heritage Advisory Service.	Number of site visits undertaken by the heritage advisory service.	Manager Strategic Planning	Site visits to date: 102 Site visits postponed from 9 March due to COVID-19 – referrals to heritage advisor occurring on-line. On-line referrals to date since COVID-19: 21.	




Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
		Provide heritage incentive funding programs to protect, maintain, enhance and promote the regions heritage assets.	Value of works generated from Council's incentive funds.	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Bathurst Region Local Heritage Fund – 67 applications received. 59 projects offered funding. Projects being finalised. Applications called for funding under the 2020/21 program. 2. Bathurst Region Conservation and Interpretation Fund – 17 applications received. 15 projects offered funding. Projects being finalised. Applications called for funding under the 2020/21 program. 3. Bathurst CBD Main Street improvement program – 19 applications received. 17 projects offered funding. Projects being finalised. Applications called for funding under the 2020/21 program. 4. Bathurst Macquarie Medal Heritage Project/Scholarship 2018 – the Church Block Eglinton. Project underway. Applications for the 2020 Medal closed. One application received for 2020 Medal and assessed. 	
		Prepare and implement projects for the interpretation and display of cultural heritage and history information.	New interpretative / promotional information made available.	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Interpretation sign installed at Alan Morse Park 2. Interpretation sign designed for Centennial Park. Sign manufactured and delivered. Awaiting installation. 3. Interpretation sign prepared for the Wambul Ceremonial Ground. Sign manufactured and delivered. Awaiting installation. 4. Aboriginal Heritage Interpretation Strategy referred to the Wiradyuri Elders and the BLALC for consideration and ongoing discussions. 5. Plaques for 2020 Pillars of Bathurst completed. Proclamation Day event for 2020 cancelled due to COVID-19. 2020 Pillars to be announced virtually at the beginning of May. 6. Mount Panorama Boardwalk Interpretation – strategy for Aboriginal Interpretation completed. 	
		Prepare research/studies into the region's heritage values	Studies/plans considered and adopted by Council.	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Bathurst Heritage Conservation Area Review – referred adopted by Council. 2. Archaeological Assessment 128 Bentinck Street – awaiting advice from engineering. 	





Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
			Number of local heritage items included in the Local Environmental Plan.			

Development Assessment

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date				Status
1.5 4.1 4.6 6.4	Ensure the assessment of development and other applications, in accordance with planning instruments, development control plans and policies, occurs within appropriate timeframes.	Process all development applications within statutory time frames set out in the Environmental Planning and Assessment Act 1979.	To be at or below the state average for determination times of development applications	Manager Development Assessment	NSW State Average 2015-2016	Bathurst Regional Council April 2020	Bathurst Regional Council year to date average	<div><div></div><div></div><div></div></div>	
					75	61.97	50.78		
					Average gross days taken to determine a DA				
					Average nett days taken to determine a DA	52.52	43.01		
			To be at or below the state average of determination times for complying development	Manager Development Assessment	NSW State Average 2014-2015	Bathurst Regional Council April 2020	Bathurst Regional Council year to date average	<div><div></div><div></div><div></div></div>	
					22	4.75	3.66		
					Average days taken to determine a CDC				

Economic Development

Bathurst 2040 Objective reference	Delivery Program Actions 2018-2022	Annual Operational Plan 2019/2020	Performance Measure	Responsible Officer	Action Year to Date	Status
2.1 2.2 2.3 2.4 2.6 4.1 4.5 5.5 6.3	Implementation of the Economic Development Strategy 2018-2022 and associated actions.	Nurture economic infrastructure development by supporting the development of the aerodrome, industrial precincts and telecommunications.	Seek funding for economic infrastructure projects.	Manager Economic Development	\$4.9M GLE/Drought Stimulus Package application successful for expansion of Kelso Industrial Estate Airport application for Growing Local Economies/Drought Stimulus Fund still under assessment – additional information supplied Submission for Round 5 of the Federal Mobile Black Spots Program (MBSP)	
		Market-leading promotional campaigns and events through continued participation in Evocities, destination marketing, and maintenance of promotional assets.	Representation at all Evocities meetings. All 4 entrance billboards updated/maintained, and entrance signs erected in selected villages. New Bathurst Lifestyle promotional prospectus developed.	Manager Economic Development	Evocities participation extended to June 2020. Alternative relocation campaigns under investigation with NSW Regional Cities Group. Discussions underway with selected villages for the installation of new entrance signs. Existing entrance signs updated to include "European" New lifestyle promotional "post card" under development. AIME Trade Show attended (Melbourne) to sell Bathurst as a business events/conference location.	
		Support local business growth, partnerships and skill development through management of Councils business database (eNewsletters), business cluster	12 eNewsletters issued. Cluster Strategy developed and cluster groups activated.	Manager Economic Development	All monthly eNewsletters sent out to date. Consultants for Cluster Strategy selected; Bremer & Co. Initial industry consultation workshops held.	

		groups, business management programs, business events and the ID platform.	Run BizMonth, Buy Local Gift Cards and Business Leaders Lunch programs.		BizMonth 2019 successful, 240 attended BizMonth Lunch with Ita Buttrose. 9 programs/events held during the month. 129 local shops participating in the Buy Local Gift Card and \$500k milestone achieved for dollars loaded on cards. Business Hub website fully updated with new content/events.		
	Support local start-up hubs and manage Council's relationship with the Business Chamber.	Bathurst Business Hub website updated/maintained.	Attendance at 75% of Business Chamber After-Hours events. Representation at all "Upstairs Start-up Hub" board meetings and implementation of a marketing campaign for "Upstairs".	Manager Economic Development	Business Chamber "Business on Toast" and After-hours events attended. 75% attended to date (either MED or BDO). Chamber Christmas Party held 10/12/19 at BRAG, 70 attendees All Upstairs board meetings attended. New marketing campaign for Upstairs start-up hub completed.		
	Grow local employment, investment and attract new businesses	Organise the Bathurst Jobs Expo with minimum 40 stalls and minimum 1,500 attendees. Minimum of 60 new jobs loaded on Evojobs each month. Develop relocation proposals, relocation materials and support the relocation of new businesses.	Monthly Project Group meetings held. Seek funding and roll out Smart Community priority projects.	Manager Economic Development	Jobs Expo held 30 th July, approx. 2,000 attendees and 64 stalls. 1,129 jobs loaded on Evojobs to date. Ongoing discussions with various new business ventures inclusive of solar farms, petrol stations, medical and education/innovation precincts.		
	Develop Bathurst into a Smart Community of national significance. Support innovative practices from industry.			Manager Economic Development	Grant application submitted under Community Building Partnerships Fund to roll out smart benches in selected CBD locations.		

			Promote Bathurst as a Smart Community through marketing campaigns and speaking at events.		Smart Community Plan adopted by Council. Ooh! Media Smart Community marketing campaign completed with digital billboards at Mascot and Eastlakes. Presentation at the KPMG/Public Sector Network Smart Cities Workshop in Sydney on 3 rd September.	
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Bathurst Regional Council**Budget review for the quarter ended - 31 March 2020**

The Quarterly Budget Review Statement (QBRs) is the mechanism whereby councillors and the community are informed of Council's financial position at the end of each quarter, allowing Council's progress and performance against the annual budget to be monitored.

Council's Responsible Accounting Officer is required to prepare and submit a Quarterly Budget Review Statement (QBRs) to the governing body of council in accordance with clause 203(1) of The Local Government (General) Regulation 2005.

The Local Government Code of Accounting Practice and Financial Reporting requires the QBRs to contain the following components:

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In accordance with Council's charter at section 8 of the Act, Councillors need to have regard for long term and cumulative effects of their decisions, so it is therefore important to understand the impacts of any significant changes that are proposed, including anything that will impact Council's ability to achieve our objectives and goals.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

1. Statement by Responsible Accounting Officer on Council's Financial Position

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Bathurst Regional Council for the quarter ended 31/03/2020 indicates that Council's projected financial position at 30/06/2020 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____
Aaron Jones
Responsible Accounting Officer

Date: ____/____/____

2. Recommended Budget Variations

Council has the opportunity to review and approve variances to the original budget for the year in the QBRs. Any changes to the budget must be approved by Council and councillors need to be aware by resolving to accept this QBRs they are approving the proposed changes.

The following budget variations are recommended:

Income	\$
Decrease Income - Grant - Mt Panorama - 2nd Track	(45,789,075)
Decrease Income - Grant - Parks - Hereford St Sports Complex	(2,550,000)
Increase Income - Transfer from Grant Reserve - FAG paid in advance in June 2019	2,234,099
Decrease Income - Grant - Financial Assistance Grant (FAG) - paid in advance in June 2019	(2,234,099)
Decrease Income - S7.11 contribution - Central Tablelands Collections Facility	(2,233,010)
Increase Income - Grant - Water - NSW Critical Drought Initiative	2,000,000
Decrease Income - Grant - Central Tablelands Collections Facility	(1,200,000)
Decrease Income - Grant - Aerodrome - NSRF	(800,000)
Decrease Income - Transfer from Loan Reserve - Parks - Hereford St Sports Complex	(700,000)
Increase Income - Grant - Roads to Recovery	624,280
Decrease Income - Transfer from Reserve - Sewer	(600,000)
Decrease Income - Transfer from Loan Reserve - Aerodrome	(509,054)
Decrease Income - Transfer from Reserve - vehicle purchases	(507,195)
Decrease Income - Proceeds on Sale Assets - vehicles	(453,000)
Decrease Income - Transfer from Loan Reserve - FAG Roads	(300,972)
Increase Income - Transfer from Loan Reserve - Strategic Action Plan	250,000
Increase Income - Grant - Land & Buildings - CCTV Stage 2	213,274
Decrease Income - Grant - Howards Bridge replacement	(206,000)
Increase Income - Transfer from Loan Reserve - Cycleways	156,813
Increase Income - User Charges - Events - Elton John Concert	150,000
Increase Income - S7.11 contribution - Parks - John Mathews Tennis Centre clubhouse	104,000
Increase Income - S7.11 contribution - Parks - BMX track modifications	93,000
Increase Income - S7.11 contribution - Parks - Carrington Park demolish old amenities building	90,000
Increase Income - Transfer from Reserve - Works Depot	80,000
Decrease Income - Transfer from Loan Reserve - Stormwater Drainage	(75,058)
Increase Income - Transfer from Reserve - Workshop	70,000
Increase Income - Land & Buildings - Insurance Recovery	50,168
Decrease Income - Grant - Environment - Drought Communities Program	(50,000)
Decrease Income - Transfer from Loan Reserve - Urban Roads	(48,783)
Increase Income - Other Income - Events - Elton John Concert	46,000
Increase Income - S7.11 contribution - Strategic Planning	44,738
Increase Income - Grant - Parks - Queen Charlotte Vale Creek rehabilitation	41,380
Increase Income - Internal Contribution - Scallywags - REF	28,000
Increase Income - Transfer from Reserve - Environment - REF	28,000
Increase Income - Various < \$5,000	16,500
	(51,935,994)

Expenditure	\$
Decrease Expenditure - Roads - Mt Panorama - 2nd Track	(45,789,075)
Decrease Expenditure - Building - Central Tablelands Collections Facility	(3,433,010)
Decrease Expenditure - Structure - Parks - Hereford St roundabout	(2,150,000)
Decrease Expenditure - Roads - Aerodrome - Taxiways	(1,309,054)
Increase Expenditure - Water - Drought Management - consultants	1,050,000
Decrease Expenditure - Plant & Equipment - vehicle purchases	(960,195)
Decrease Expenditure - Real Estate - Land Development	(925,000)
Decrease Expenditure - Buildings - Sewer - Hereford St Amenities	(600,000)
Decrease Expenditure - Roads - Parks - Hereford St roundabout	(600,000)
Increase Expenditure - Land Development - demolish 2BS radio towers	505,000
Increase Expenditure - Rural Roads - Sealed maintenance	500,000
Increase Expenditure - Water - Drought Management - contractors	500,000
Decrease Expenditure - Car Parks - Parks - Hereford St Sports Complex	(500,000)
Increase Expenditure - Roads to Recovery - Limekilns Rd 2.4-4.4km from Paling Yards Rd	400,000
Increase Expenditure - Roads - Land Development	350,000
Increase Expenditure - Urban Roads - Ophir Road	325,058
Increase Expenditure - Land Improvements - Land & Buildings - CCTV Stage 2	269,942
Increase Expenditure - Roads to Recovery - Hen & Chicken Lane	265,679
Decrease Expenditure - Urban Roads - Eleven Mile Dr 0.0 to 1.0km	(250,000)
Decrease Expenditure - FAG Roads - Beyers Ave Hill End	(250,000)
Decrease Expenditure - FAG Roads - Bridle Track	(250,000)
Decrease Expenditure - FAG Roads - Wambool Rd	(250,000)

Attachment 8.2.2.2

Increase Expenditure - Strategic Action Plan - Footpath Keppel St Laneway	250,000
Increase Expenditure - Roads to Recovery - Eleven Mile Dr 1.3-2.3km from Hamilton St	224,280
Increase Expenditure - Regional Roads - Regional Roads maintenance	200,000
Decrease Expenditure - Regional Roads - Regional Roads capital unallocated	(200,000)
Decrease Expenditure - Roads to Recovery - Freemantle Rd	(200,000)
Decrease Expenditure - Roads to Recovery - Brewongle Lane	(200,000)
Increase Expenditure - Water - Chifley Pipeline Studies	200,000
Decrease Expenditure - Water - Robin Hill Reservoir Study	(200,000)
Increase Expenditure - Water - Drought Management - legal fees	200,000
Increase Expenditure - Events - Elton John Concert	196,000
Decrease Expenditure - Bridges - Howards Bridge replacement	(177,000)
Decrease Expenditure - Urban Roads - George/Howick St roundabout	(174,813)
Increase Expenditure - Footpaths & Cycleways - paved maintenance	156,813
Increase Expenditure - Urban Roads - Eglinton Road AC	150,000
Decrease Expenditure - Urban Roads - Evernden Rd (Colville to Darwin)	(150,000)
Decrease Expenditure - K & G - Elizabeth St (George to William)	(150,000)
Decrease Expenditure - Rural Roads - Rural Sector minor improvements	(120,000)
Increase Expenditure - Roads to Recovery - Bathurst St Perthville St 11	106,610
Increase Expenditure - Buildings - Parks - John Mathews Tennis Centre clubhouse	104,000
Increase Expenditure - Structures - Parks - BMX track modifications	93,000
Increase Expenditure - Parks - Carrington Park demolition of old amenities building	90,000
Decrease Expenditure - Stormwater Drainage - drainage maintenance	(87,000)
Increase Expenditure - Buildings - Works Depot - security upgrade	80,000
Decrease Expenditure - Stormwater Drainage - College Rd detention basin	(75,058)
Increase Expenditure - Rural Roads - Turondale Road widening	75,000
Increase Expenditure - Land Development - Internal Contribution	70,000
Increase Expenditure - Buildings - Workshop - office extension	70,000
Increase Expenditure - FAG Roads - Rural Roads major heavy patching	66,000
Decrease Expenditure - Footpaths & Cycleways - unpaved maintenance	(59,000)
Increase Expenditure - FAG Roads - O'Connell Plains Rd (Lagoon Rd to bridge)	54,000
Increase Expenditure - Urban Roads - Limekilns Rd tree trimming	50,972
Decrease Expenditure - FAG Roads - Triangle Flat Road trees	(50,972)
Increase Expenditure - Land Improvements - Aerodrome - Hangar site improvements	50,000
Decrease Expenditure - Structures - Aerodrome - Aircraft Tie-downs	(50,000)
Increase Expenditure - Water - Drought Management - wages	50,000
Increase Expenditure - Water - River Flow gauging	50,000
Increase Expenditure - Water - update Drought Management Plan	50,000
Increase Expenditure - Water - Groundwater supply Feasibility Study	50,000
Increase Expenditure - Water - water security option identification	50,000
Decrease Expenditure - Land Improvement - Environment - Drought Communities Program	(50,000)
Increase Expenditure - Parks - Queen Charlotte Vale Creek rehabilitation	41,380
Increase Expenditure - Strategic Action Plan - Footpath Howick St (Mitre to Hope)	39,000
Decrease Expenditure - Urban Roads sealed maintenance	(38,000)
Increase Expenditure - Strategic Planning - consultant - Update Stormwater Management Plan	36,654
Increase Expenditure - Strategic Action Plan - Footpath Bentinck St (Durham to Howick)	34,000
Increase Expenditure - Strategic Action Plan - Footpath Eglinton School	33,000
Increase Expenditure - Strategic Action Plan - Footpath in Piper St (Hope to Mitre)	30,000
Increase Expenditure - Strategic Action Plan - Footpath Bant St (Busby/Lewin)	30,000
Decrease Expenditure - Bridges - RR Sealed bridge maintenance	(29,000)
Increase Expenditure - Structure - Scallywags - solar expansion with battery	28,000
Increase Expenditure - Environment - Internal Contribution (REF)	28,000
Increase Expenditure - Roads to Recovery - Houses Lane	27,711
Increase Expenditure - BMEC - BMEC Master Plan consultants	22,857
Decrease Expenditure - BMEC - contractors	(22,857)
Increase Expenditure - Strategic Action Plan - Footpath Havannah St (Rail Museum)	20,000
Increase Expenditure - Urban Roads - AC reconstruction	18,000
Increase Expenditure - Strategic Action Plan - Footpath Durham St (Havannah to Bentinck)	18,000
Increase Expenditure - Economic Development - Consultants	15,500
Decrease Expenditure - Economic Development - contractors	(15,500)
Increase Expenditure - Urban Roads - Lagoon Rd	15,000
Increase Expenditure - Stormwater Drainage - O'Connell Plains Rd (Lagoon Rd to bridge)	12,000
Increase Expenditure - HR - building maintenance	10,000
Increase Expenditure - Strategic Planning - Bathurst CBD Integrated Transport Plan	8,084
Decrease Expenditure - HR - employee costs	(7,800)
Decrease Expenditure - CBD CCTV funding program	(6,500)
Increase Expenditure - Urban Roads - Footpath renewals	5,000
Increase Expenditure - Footpaths & Cycleways - Clyde St Trunkey Creek	5,000
Increase Expenditure - Various < \$5,000	32,720

Decrease Expenditure - Various < \$5,000

(18,420)

(51,935,994)**Total**0

NOTE - new Accounting Standards 'AASB 15 - Revenue from Contracts with Customers' and 'AASB 1058 - Income of Not-for-Profit Entities' apply to Council from 1st July 2019. These new Accounting Standards determine when income, such as Grants, are recorded or deferred. The effect of these Standards results in \$7.5m in Grants previously recognised as Income in 2019 (and currently sitting in Grant Reserves) being recognised as Income again in 2020. To avoid confusion for operational staff and users of this report with the apparent "doubling-up" of income, these amounts are still currently shown as Transfer from Grant Reserves rather than Income - this will be adjusted at the end of June 2020.

The \$7.5m of Grants to be included as income again in 2020 include \$2m for Bridle Track, \$3.2m Financial Assistant Grant (FAG), \$358k of Stronger Country Community Funds and various other unspent Grant funds received in prior years.

The above variations are referred to in the 'Budget Review Income & Expenditure Statement (Consolidated)', 'Budget Review Capital Budget' and 'Budget Review Cash and Investment Position' as recommended changes for Council. The anticipated effect of these variations is displayed in the projected year end results.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

3. Budget Review Income & Expenditure Statement (Consolidated)

	Original Budget 2019/2020	Approved Changes			Revised Budget 2019/2020	Recommended Changes for Council	Projected Year End Result	Actual YTD
		Carry Forwards	September Review	December Review				
\$'000								
Income from Continuing Operations								
Revenue:								
Rates & Annual Charges	46,920				46,920		46,920	35,493
User Charges & Fees	29,285				29,285	157	29,441	18,686
Interest & Investments Revenue	2,880				2,880		2,880	1,760
Other Revenue	4,616		21		4,637	102	4,739	3,312
Grants & Contributions provided for Operating Purposes	12,486	278	485	5	13,255	(2,193)	11,062	8,088
Grants & Contributions provided for Capital Purposes	63,588	12,507	1,628	40	77,763	(47,758)	30,006	5,621
Other Income:								
Net gains from the disposal of assets	20,715				20,715	(453)	20,262	6,931
Total Income from Continuing Operations	180,491	12,785	2,134	45	195,455	(50,145)	145,310	79,891
Expenses from Continuing Operations								
Employee Benefits & On-Costs	30,362	5	(15)	52	30,404	50	30,454	27,653
Borrowing Costs	1,404	26			1,430		1,430	974
Materials & Contractors	36,333	1,883	404	5	38,625	3,427	42,052	29,387
Depreciation & Amortisation	25,810				25,810		25,810	19,373
Other Expenses	11,023			17	11,040	(70)	10,970	8,859
Total Expenses from Continuing Operations	104,930	1,913	389	75	107,308	3,407	110,715	86,246
Net Operating Result from Continuing Operations								
	75,560	10,872	1,745	(30)	88,147	(53,552)	34,596	(6,354)
Net Operating Result Before Grants & Contributions Provided for Capital Purposes								
	11,972	(1,635)	117	(70)	10,384	(5,794)	4,590	(11,975)

NOTE - new Accounting Standards 'AASB 15 - Revenue from Contracts with Customers' and 'AASB 1058 - Income of Not-for-Profit Entities' apply to Council from 1st July 2019. These new Accounting Standards determine when income, such as Grants, are recorded or deferred. The effect of these Standards results in \$7.5m in Grants previously recognised as Income in 2019 (and currently sitting in Grant Reserves) being recognised as Income again in 2020. To avoid confusion for operational staff and users of this report with the apparent "doubling-up" of income, these amounts are still currently shown as Transfer from Grant Reserves rather than Income - this will be adjusted at the end of June 2020.

The \$7.5m of Grants to be included as income again in 2020 include \$2m for Bridle Track, \$3.2m Financial Assistant Grant (FAG), \$358k of Stronger Country Community Funds and various other unspent Grant funds received in prior years.

Notes:

Original budget +/- approved budget changes in previous quarters = Revised Budget

Revised Budget +/- recommended changes this quarter = Projected Year End Result

Interest on unexpended loans is not calculated until the end of financial year, as it is assumed that all loan funds will be used in the period in which they are taken out.

Salaries and wages capital oncost is not calculated until the end of financial year.

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS. Recommended changes in this section are listed in section 2. Recommended Budget Variations.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

4. Budget Review Capital Budget

\$'000	Original Budget 2019/2020	Approved Changes			Revised Budget 2019/2020	Recommended Changes for Council	Projected Year End Result	Actual YTD
		Carry Forwards	September Review	December Review				
Capital Expenditure								
Plant & Equipment	4,719				4,719	(985)	3,735	1,118
Office Equipment	330		156		486		486	253
Furniture & Fittings	-	8			8		8	7
Land	150	634	1		785		785	639
Land Under Roads	-				-		-	-
Land Improvements	1,000	83	185		1,268	274	1,542	742
Buildings	6,950	6,788	291	(35)	13,993	(3,859)	10,134	4,714
Structures	6,087	3,490	403	36	10,016	(2,079)	7,937	3,054
Roads, Bridges, Footpaths	56,112	6,840	513	707	64,172	(47,909)	16,264	5,126
Bulk Earthworks	85	115			200		200	174
Stormwater	2,655	1,575			4,230	(63)	4,167	989
Water Supply	5,452	11,789	1,489		18,730		18,730	3,827
Sewerage Network	1,981	425	426		2,832		2,832	1,028
Other Assets	286				286		286	220
Investment Property	-	596			596		596	-
Real Estate	8,942			(3,895)	5,047	(925)	4,122	249
Total Capital Expenditure	94,748	32,344	3,464	(3,187)	127,370	(55,546)	71,824	22,139
Funded by								
Loans	4,260				4,260		4,260	-
Asset Sales	1,480				1,480	(453)	1,027	565
Reserves - Internal	11,946	2,121	1,699	(3,252)	12,514	(590)	11,924	3,947
Reserves - External	6,577	15,103	213		21,894	(1,942)	19,952	5,992
Reserves - Loans	-	10,920			10,920	(1,384)	9,536	2,734
Grants & Contributions	59,951	3,943	1,338	65	65,297	(48,354)	16,943	2,572
Recurrent revenue	10,533	258	214	-	11,005	(2,822)	8,183	6,330
Other	-			-	-	-	-	-
Total	94,748	32,344	3,464	(3,187)	127,370	(55,546)	71,824	22,139

Note:

Loans are not drawn down until close to the end of the financial year, in anticipation that interest rates will fall.

Salaries and wages capital oncost is not calculated until the end of financial year.

Original budget +/- approved budget changes in previous quarters = Revised Budget

Revised Budget +/- recommended changes this quarter = Projected Year End Result

NOTE - new Accounting Standards 'AASB 15 - Revenue from Contracts with Customers' and 'AASB 1058 - Income of Not-for-Profit Entities' apply to Council from 1st July 2019. These new Accounting Standards determine when income, such as Grants, are recorded or deferred. The effect of these Standards results in \$7.5m in Grants previously recognised as Income in 2019 (and currently sitting in Grant Reserves) being recognised as Income again in 2020. To avoid confusion for operational staff and users of this report with the apparent "doubling-up" of income, these amounts are still currently shown as Transfer from Grant Reserves rather than Income - this will be adjusted at the end of June 2020.

The \$7.5m of Grants to be included as income again in 2020 include \$2m for Bridle Track, \$3.2m Financial Assistant Grant (FAG), \$358k of Stronger Country Community Funds and various other unspent Grant funds received in prior years.

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS. Recommended changes in this section are listed in section 2 of the QBRS Recommended Budget Variations.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

5. Budget Review Cash and Investments Position

	Original Budget 2019/2020	Carry Forwards	Approved Changes September Review	December Review	Revised Budget 2019/2020	Recommended Changes for Council	Projected Year End Result	Actual YTD
\$'000								
External Restrictions - Included in Liabilities								
Specific Purpose Unexpended Loans - General Fund (1)	-				-	1,227	1,227	1,571
Specific Purpose Unexpended Loans - Water Fund (1)	-				-		-	4,934
External Restrictions - Included in Liabilities	-	-	-	-	-	1,227	1,227	6,505
External Restrictions								
<u>General Fund</u>								
Developer Contributions - General (2)	19,813		49	3,188	23,050	1,897	24,947	21,280
Specific Purpose Unexpended Grants (3)	1,902	-	(10)		1,893	(1,893)	-	1,705
<u>Water Fund</u>								
Developer Contributions - Water (2)	8,413				8,413		8,413	8,215
Specific Purpose Unexpended Grants - Water (3)	7				7		7	7
Water Supplies - Reserves (4)	10,813		(1,264)	(94)	9,455		9,455	8,991
<u>Sewer Funds</u>								
Developer Contributions - Sewer (2)	18,760				18,760		18,760	14,773
Specific Purpose Unexpended Grants - Sewer (3)	-				-		-	33
Sewerage Services - Reserves (4)	11,671		(426)		11,244	600	11,844	8,695
<u>Domestic Waste Management</u>								
Specific Purpose Unexpended Grants - Waste (3)	3				3		3	3
Domestic Waste Management - Reserves (4)	1,398				1,398		1,398	1,740
External Restrictions	72,780	-	(1,650)	3,094	74,224	604	74,828	65,443
Total Externally Restricted	72,780	-	(1,650)	3,094	74,224	1,832	76,055	71,948
Internal Restrictions - Waste Services								
Waste Services - Reserves	9,259				9,259	-	9,259	3,246
Waste Services - Internal Restrictions	2,050				2,050	-	2,050	2,921
Internal Restrictions - Waste Services	11,309	-	-	-	11,309	-	11,309	6,167
Internal Restrictions - Ordinary Services								
Corporate Services & Finance	1,416				1,416	70	1,486	235
Cultural & Community Services	1,123			(30)	1,093		1,093	253
Engineering Services	3,903			-	3,903	357	4,260	450
Environmental, Planning & Building Services	58		(20)	25	63	(28)	35	-
Internal Restrictions - Ordinary Services	6,500	-	(20)	(5)	6,475	399	6,874	938
Total Internally Restricted	17,809	-	(20)	(5)	17,784	399	18,183	7,105
Total Restricted	90,589	-	(1,670)	3,089	92,008	2,231	94,239	79,054
Total Cash and Investments	90,965	-	(1,670)	3,089	92,384	2,231	94,615	79,232
Available Cash	376	-	-	-	376	-	376	179

Investments

All funds have been invested in accordance with Council's investment policies, the Minister's Order dated 12th January 2011, the Local Government Act 1993, and associated regulations.

Cash

This Cash at Bank amount has been reconciled to Council's physical Bank Statements. The date of completion of this bank reconciliation is 31/03/2020.

"Cash" includes cash and funds held in Cash on Call accounts.

Reconciliation of Cash & Investments

The below reconciliation displays how the above mentioned funds are held and invested:

Cash	6,952
Short Term -Term Deposits	42,000
Long Term -Term Deposits	13,730
Tradeable Certificates of Deposits	2,000
Floating Rate Notes	14,550
Total Cash and Investments	79,232

Notes:

The **Available Cash** position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by council for general operations. Internal restrictions are funds that council has determined will be used for a specific future purpose.

- (1) Loans money must be applied for the purpose for which the loans were raised.
- (2) Development contributions which are not yet expended for the provision of services and amenities in accordance with contribution plans.
- (3) Grants which are not yet expended for the purpose for which the grants were obtained.
- (4) Water, Sewer & Domestic Waste Management are externally restricted assets and must be applied for the purpose for which they were raised.

Original budget +/- approved budget changes in previous quarters = Revised Budget

Revised Budget +/- recommended changes this quarter = Projected Year End Result

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS. Recommended changes in this section are listed in section 2 of the QBRS Recommended Budget Variations.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

6. Budget Review Key Performance Indicators

	September		December		March		June		Prior Years		
	Amounts	Indicator	Amounts	Indicator	Amounts	Indicator	Amounts	Indicator	2019	2018	2017
1. Building & Infrastructure Renewal Ratio											
Asset Renewal (Building & Infrastructure)	3,052	47.28%	4,168	32.30%	4,907	25.33%			56.70%	44.18%	60.16%
Depreciation, Amortisation & Impairment (Building & Infrastructure Assets)	6,455		12,905		19,373						

This section is still under development, with more KPI ratio's to be added.

Notes:

Capitalisation of Interest on unexpended loans is not calculated until the end of financial year, as it is assumed that all loan funds will be used in the period in which they are taken out.

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS. Recommended changes in this section are listed in section 2 of the QBRS Recommended Budget Variations.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

7. Budget Review Contractors and Other Expenses

Part A - Contractors Listing

Date	Order Number	Company	Contract details	Amount \$	Total Amount \$	Explanation (If not Budgeted)
7/01/2020	140752	Xylem Water Solutions Australia Limited	Supply Xylem Reference J19110561620 Fine Bubble Di	105,678.00	105,678.00	
9/01/2020	140914	Colas NSW Pty Ltd	Seal Limekilns Rd 2.8 To 3.8 Km	50,710.41	50,710.41	
15/01/2020	141131	Iveco Sydney	Supply & Fit Rear Counter Weight To Suit 5000Mm Wheel	2,034.49		
15/01/2020	141131	Iveco Sydney	Supply One Iveco Euro 5 Cab Chassis , 5000Mm Wheel	408,446.01	410,480.50	
16/01/2020	141150	Omega Chemicals	Supply Liquid Alum 450 Tonnes As Per Contract Rate	94,050.00	94,050.00	
16/01/2020	141178	Charles Sturt University	2019 Bathurst 1000 Distribution Of 1600 Bins	16,218.40		
			2019 Bathurst 1000 - Additional Pre-Event Cleaning	14,520.00		
			2019 Bathurst 1000 Pre-Event Cleaning As Per Contract	28,630.00	59,368.40	
23/01/2020	141389	Avesco - Bathurst 12 Hour	Marketing Contribution - 2020 Bathurst 12 Hour	110,000.00	110,000.00	
29/01/2020	141651	ESEM Projects	Illumination Tender Contract For Winter Festival 2020	73,333.33	73,333.33	
7/02/2020	142102	Allen Jack & Cottier Architects Pty Ltd	Preparation Of The Bathurst Town Centre Master Plan	193,000.00	193,000.00	
7/02/2020	142118	James Nagy Pty Ltd	Upgrade Of Laneway Between Keppel Street And The Neighbourhood	153,000.00	153,000.00	
10/02/2020	142157	Ice Rinks Australia	Ice Rinks Australia Tender Payment	190,905.00	190,905.00	
13/02/2020	142425	StateCover Mutual Limited	Statecover Worker'S Compensation 3rd Instalment 2020	330,186.98	330,186.98	
13/02/2020	142433	Downer EDI Works Pty Ltd	Patching On Trunkey Road	75,233.47		
			Patching On O'Connell Rd	75,233.47	150,466.94	
17/02/2020	142571	Redox Chemicals Pty Ltd	Redox Chemicals: Supply Liquid Caustic Soda 25% Bu	105,000.00	105,000.00	
20/02/2020	142766	Tracserv Pty Ltd	F3455, Supply One Isuzu Fxy240/350 Mwb Auto Fitted	277,908.00	277,908.00	
20/02/2020	142767	Tracserv Pty Ltd	F2345, Supply One Isuzu Fxy 240/350 6X4 Mwb Auto	277,908.00	277,908.00	
27/02/2020	143094	ID Consulting Pty Ltd	Annual Subscription Fee Id Websites	57,200.00	57,200.00	
4/03/2020	143360	Civica Pty Ltd	License, Support And Maintenance	207,436.26	207,436.26	
11/03/2020	143695	Audit Office of NSW	Audit Services For BRC For Year Ending 30 June 2020	83,600.00	83,600.00	
11/03/2020	143709	Kelso Electrical	Provision Of Cameras, Cable, Server And Network CBD CCTV	157,633.02	157,633.02	
12/03/2020	143755	MAIA Financial Pty Limited	E2L0558173 (Mylaps) Payout Rental Equipment	58,210.75	58,210.75	
13/03/2020	143828	Omega Chemicals	Supply Liquid Alum 450 Tonnes As Per Contract Rate	94,050.00	94,050.00	
24/03/2020	144228	Oberon Quarries Pty Ltd	2000 Tonne Of Dgb20	61,600.00	61,600.00	
25/03/2020	144291	GEO9 Pty Ltd	Stage 3 Groundwater Drilling Project Management	54,120.00	54,120.00	
25/03/2020	144303	Leed Engineering and Construction Pty Ltd	Storm Water Harvesting	62,646.94	62,646.94	
27/03/2020	144387	Avesco - Bathurst 12 Hour	2020 Bathurst 12 Hour Camping Sales Revenue	202,644.00	202,644.00	
27/03/2020	144420	The Trustee for Numac Drilling Trust	Groundwater Exploration Drilling Maximum 8X100Mm	251,896.10	251,896.10	
31/03/2020	144601	MAIA Financial Pty Limited	Payout Remaining Equipment Rentals	175,662.20	175,662.20	
					4,048,695	

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000, whichever is the lesser.
2. Contractors to be listed are those entered into during the quarter.
3. Contracts for employment are not required to be included.
4. Where a contract for a service etc. was not included in the budget, an explanation is to be given.
5. Above amounts are GST inclusive (where applicable).

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

7. Budget Review Contractors and Other Expenses

Part B - Consultancy and Legal Expenses

Expense	Budgeted \$	Expenditure YTD \$
Consultancies	3,348,178	2,160,644
Engineering	2,500,442	1,567,908
Mt Panorama Second Track Design		444,128
Water Drought Management		394,818
Alec Lamberton Field Masterplan		131,097
Aerodrome PFAS Investigation		109,785
Aboriginal Heritage Study Mt Panorama		92,511
Drinking Water Management System		89,430
Chifley Pipeline Studies		80,203
Go Kart Track		45,779
Groundwater Supply Feasibility Study		29,120
Works Depot PFAS Investigation		24,747
Chifley Dam Maintenance		23,263
Hereford St Fields 5 & 6		21,768
Winburndale Dam Break/Emergency Plans		17,900
Perthville Land Concept Study		17,370
Water Best Practice Guidelines Maintenance		10,015
Winburndale Dam operating		9,212
BMX Track modifications		7,308
Design of Centennial Park Upgrade		6,247
Water - IWCM Implementation		6,179
Other minor consultancies costs (Pool of cost under \$5,000)		7,030
Corporate Services and Finance	215,836	80,987
IT Consultants		20,619
HR Recruitment		18,663
Former Headmasters Residence		16,040
Events business case and reviews		12,182
B2B		10,000
HR Employee Assistance Program		3,483
Cultural & Community Services	99,762	89,061
BMEC Masterplan		30,297
Railway Museum		28,583
AFMM Strategic Plan		21,890
Other minor consultancies costs (Pool of cost under \$5,000)		8,291
Development and Environmental Services	532,138	422,688
Town Centre Master Plan		140,900
Stormwater Mgt Sec 7.11 Plans		57,039
Telstra Location Insights		49,326
Brick Pits Wetlands Enhancement		45,044
Heritage Advisory Grant		30,732
Master Plan for Laffing Waters Lane		14,400
Industry Cluster Activation Program		12,795

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

7. Budget Review Contractors and Other Expenses

Part B - Consultancy and Legal Expenses

Expense	Budgeted \$	Expenditure YTD \$
EvoCities		12,000
State of Environment Reports		10,825
NSW Regional Cities Group		10,000
Town Planning LEP Amendments		8,250
Environmental Energy Audits		7,750
BizMonth		5,000
Smart Communities Projects		5,000
Other minor consultancies costs (Pool of cost under \$5,000)		13,628

Explanation - Actual YTD expenditure for the year is in line with Budget. Budget to be reviewed with expected increase in Drought Management consultancies funded by Grants.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

7. Budget Review Contractors and Other Expenses

Part B - Consultancy and Legal Expenses

Expense	Budgeted \$	Expenditure YTD \$
External Legal Fees	443,639	361,272
Engineering	203,609	152,057
Drought Management		103,280
Property Acquisition for Roads		32,027
Aerodrome Leases		8,984
Other minor legal costs (Pool of cost under \$5,000)		7,766
Corporate Services and Finance	207,030	182,507
Legal costs - personal injury		67,796
Debt collection services		57,332
Corporate Services - General Legal Expenses		18,431
Land Development		14,166
Legal costs - public liability claim		7,252
Trademarks		6,185
Other minor legal costs (Pool of cost under \$5,000)		11,344
Cultural & Community Services	2,000	-
Development and Environmental Services	31,000	26,708
Legal costs - DA		20,624
Other minor legal costs (Pool of cost under \$5,000)		6,083

Explanation - Actual expenditure for the year is in line with Budget.

Notes:

Definition of consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

This section forms part of Bathurst Regional Council's Quarterly Budget Review Statement for the quarter ending 31/03/2020 and should be read in conjunction with the other sections in the QBRS.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

8. Budget Review by Department in Funding Format

	2019/20 Original Budget	2019/20 Revised Budget	Mar YTD Actuals
Engineering			
Engineering Works			
Income	(19,495,533)	(27,349,327)	(9,724,213)
Expenditure	24,748,751	32,602,545	16,263,731
Engineering Works	5,253,218	5,253,218	6,539,519
Recreation			
Income	(10,965,403)	(10,773,705)	(2,685,920)
Expenditure	18,291,333	18,099,635	8,624,569
Recreation	7,325,930	7,325,930	5,938,648
Technical Services			
Income	(4,853,487)	(3,544,433)	(434,619)
Expenditure	5,758,159	4,449,105	2,206,169
Technical Services	904,672	904,672	1,771,550
Water			
Income	(23,066,099)	(38,454,135)	(16,904,848)
Expenditure	22,590,799	37,978,835	16,429,548
Water	(475,300)	(475,300)	(475,300)
Wastewater			
Income	(16,034,744)	(17,028,319)	(12,235,387)
Expenditure	15,566,545	16,560,120	11,767,188
Wastewater	(468,199)	(468,199)	(468,199)
Waste Management			
Income	(14,595,179)	(14,595,179)	(11,134,764)
Expenditure	14,595,179	14,595,179	11,134,764
Waste Management	0	0	0
Engineering Office			
Income	(3,365,955)	(3,079,414)	(1,898,830)
Expenditure	5,118,537	4,831,996	3,718,708
Engineering Office	1,752,582	1,752,582	1,819,878
Mount Panorama			
Income	(49,917,661)	(9,041,967)	(4,420,760)
Expenditure	50,671,342	9,795,648	5,029,174
Mount Panorama	753,681	753,681	608,413
Total Engineering	15,046,584	15,046,584	15,734,509

Notes:

1. Section 8 is in funding format, which includes capital expenditure & all sources of funds.
2. Section 8 does not include depreciation expense.
3. Section 8 includes internal transactions.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

8. Budget Review by Department in Funding Format

	2019/20 Original Budget	2019/20 Revised Budget	Mar YTD Actuals
Corporate Services and Finance			
Governance			
Income	(66,080)	(3,500)	(450)
Expenditure	1,026,798	957,718	789,576
Governance	960,718	954,218	789,126
Administration			
Income	(13,043,625)	(13,111,339)	(8,305,069)
Expenditure	17,910,136	17,977,850	13,548,846
Administration	4,866,511	4,866,511	5,243,777
Contribution to Other Organisations			
Income	(491,058)	(491,058)	(416,197)
Expenditure	1,612,298	1,612,298	1,277,067
Contribution to Other Organisations	1,121,240	1,121,240	860,870
Land & Buildings			
Income	(38,398,342)	(40,450,181)	(9,124,225)
Expenditure	38,039,806	40,098,145	4,037,585
Land & Buildings	(358,536)	(352,036)	(5,086,640)
Funding Operations			
Income	(39,228,798)	(39,228,798)	(24,615,728)
Expenditure	7,259,115	7,259,115	399,863
Funding Operations	(31,969,683)	(31,969,683)	(24,215,865)
Total Corporate Services and Finance	(25,379,750)	(25,379,750)	(22,408,732)

Notes:

1. Section 8 is in funding format, which includes capital expenditure & all sources of funds.
2. Section 8 does not include depreciation expense.
3. Section 8 includes internal transactions.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

8. Budget Review by Department in Funding Format

	2019/20 Original Budget	2019/20 Revised Budget	Mar YTD Actuals
Cultural & Community Services			
Community & Children Services			
Income	(3,421,148)	(3,753,422)	(2,923,233)
Expenditure	3,469,070	3,801,344	3,166,357
Community & Children Services	47,922	47,922	243,124
Cultural & Community Services Office			
Income	(162,228)	(128,983)	(93,264)
Expenditure	1,012,600	959,355	696,539
Cultural & Community Services Office	850,372	830,372	603,275
Library Services			
Income	(202,637)	(284,782)	(221,188)
Expenditure	1,793,636	1,875,781	1,361,280
Library Services	1,590,999	1,590,999	1,140,092
Tourism			
Income	(312,064)	(362,064)	(193,832)
Expenditure	1,269,477	1,319,477	960,099
Tourism	957,413	957,413	766,267
Art Galleries			
Income	(238,325)	(277,608)	(198,208)
Expenditure	1,140,582	1,179,865	947,863
Art Galleries	902,257	902,257	749,655
Entertainment Centres			
Income	(1,222,410)	(1,312,410)	(663,177)
Expenditure	2,380,713	2,465,713	1,900,396
Entertainment Centres	1,158,303	1,153,303	1,237,220
Museums			
Income	(5,269,073)	(4,951,807)	(3,436,708)
Expenditure	6,707,320	6,390,054	5,257,117
Museums	1,438,247	1,438,247	1,820,409
Total Cultural & Community Services	6,945,513	6,920,513	6,560,041

Notes:

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2. Section 8 does not include depreciation expense.
3. Section 8 includes internal transactions.

Bathurst Regional Council

Budget review for the quarter ended - 31 March 2020

8. Budget Review by Department in Funding Format

	2019/20 Original Budget	2019/20 Revised Budget	Mar YTD Actuals
Development and Environmental Services			
Environmental Services			
Income	(1,953,453)	(4,708,068)	(1,311,161)
Expenditure	2,819,150	5,575,585	1,639,241
Environmental Services	865,697	867,517	328,080
Planning Services			
Income	(176,845)	(340,059)	(77,132)
Expenditure	1,799,792	1,988,186	1,137,597
Planning Services	1,622,947	1,648,127	1,060,466
Building Services			
Income	(1,485,204)	(1,364,050)	(857,469)
Expenditure	1,746,865	1,623,711	1,259,893
Building Services	261,661	259,661	402,424
Economic Development			
Income	(68,562)	(116,726)	(69,829)
Expenditure	696,534	744,698	547,642
Economic Development	627,972	627,972	477,813
Total Development and Environmental Services	3,378,277	3,403,277	2,268,783
Grand Total	(9,376)	(9,376)	2,154,601

Notes:

1. Section 8 is in funding format, which includes capital expenditure & all sources of funds.
2. Section 8 does not include depreciation expense.
3. Section 8 includes internal transactions.

Attachment 8.2.3.1

2019-2020 Section 356 Donations Report as at 30 April 2020

Details	Reference	Date	Standard Annual Donations	Specific Donations	Mt Pan Fee Waived	BMEC Donations	Sundry Donations	TOTAL
			\$	\$	\$	\$	\$	\$
Annual Budget			64,780.00	53,070.00	50,000.00	60,000.00	20,000.00	247,850.00
Spent to date:								
WRAS Annual Subscription/donation	Operation Plan	10/07/2019	-2,409.99					-2,409.99
BMEC - CPSA July Meeting	Operation Plan	25/07/2019				-708.18		-708.18
Bathurst Public School Mid-year concert	S356 Policy	31/07/2019				-1,396.36		-1,396.36
2019 Australian International Luthiers Congress	DCS&F 20/06/18 Item 13	31/07/2019		-5,000.00				-5,000.00
City Colts Water Account	Operation Plan	7/08/2019	-2,713.82					-2,713.82
Monkey Hill UHF Repeater	Operation Plan	15/08/2019	-800.00					-800.00
Sofala Progress Association	Operation Plan	15/08/2019	-2,500.00					-2,500.00
Evans Arts Council	Operation Plan	15/08/2019	-3,000.00					-3,000.00
Bathurst Edgell Jog	Operation Plan	15/08/2019		-7,500.00				-7,500.00
Greening Bathurst Inc	Operation Plan	15/08/2019		-3,000.00				-3,000.00
Central Tablelands Woodcraft	Operation Plan	15/08/2019		-500.00				-500.00
Bathurst Gardener's Club Inc	Operation Plan	15/08/2019		-500.00				-500.00
Bathurst Filipino-Australian Community Inc (BFAC)	Operation Plan	15/08/2019		-600.00				-600.00
Bathurst Refugee Support Group Inc (BRSG)	Operation Plan	15/08/2019		-2,000.00				-2,000.00
Quota International of Bathurst - QuoCKa reading	Operation Plan	15/08/2019		-1,000.00				-1,000.00
Bathurst Remembers / AVAMS / Communications and Resources Project	Operation Plan	15/08/2019		-5,000.00				-5,000.00
Macquarie Philharmonia - Platinum Donation	Operation Plan	16/08/2019	-2,000.00					-2,000.00
The Neighbourhood Centre (formerly BINC)	Operation Plan	16/08/2019	-800.00					-800.00
Bathurst City & RSL Band Association Inc	Operation Plan	16/08/2019	-5,000.00					-5,000.00
Bathurst Seymour Centre Inc	Operation Plan	16/08/2019		-2,500.00				-2,500.00
Bathurst City Mens Bowling Club - Carillon Fours	Operation Plan	16/08/2019		-1,000.00				-1,000.00
Bathurst Arts Council - Annual Youth Arts Awards	Operation Plan	16/08/2019		-2,000.00				-2,000.00
Miss Trail's House & Garden	Operation Plan	16/08/2019		-1,500.00				-1,500.00
3rd Bathurst (All Saints Cathedral) Scout Group	Operation Plan	16/08/2019		-500.00				-500.00
Neroli Colvin Storytelling Competition	Operation Plan	16/08/2019		-1,000.00				-1,000.00
Eglinton Public School P & C Country Fair Committee	Operation Plan	16/08/2019		-500.00				-500.00
Mitchell Conservatorium	Operation Plan	16/08/2019		-3,000.00				-3,000.00
Bathurst Panthers RLFC	Operation Plan	20/08/2019		-2,000.00				-2,000.00
Sofala & District AH&P Association	Operation Plan	20/08/2019	-350.00					-350.00
Bathurst AH&P Association	Operation Plan	28/08/2019	-6,363.64					-6,363.64
Mitchell Conservatorium - Grigoryan Brothers Concerts	Operation Plan	3/09/2019				-1,843.75		-1,843.75
CSU Presentation	Operation Plan	12/09/2019				-137.93		-137.93
Denison College Kelso - Future Directions Forum	Operation Plan	12/09/2019				-508.36		-508.36
BMEC - CPSA Aug Meeting	Operation Plan	12/09/2019				-961.36		-961.36
International All Veteran Auto Rally 2019	DCS&F 15/06/16 Item 7	30/09/2019			-24,000.00			-24,000.00
Mitchell Conservatorium - Winter Showcase	Operation Plan	1/10/2019				-1,141.59		-1,141.59
BMEC - Bathurst Eisteddfod Sep 2019	Operation Plan	1/10/2019				-30,000.00		-30,000.00
BMEC - Bathurst Eisteddfod 2019 20% Community	S356 Policy	1/10/2019				-8,270.18		-8,270.18
Scots All Saints - Music Showcase	S356 Policy	1/10/2019				-676.55		-676.55
NSW Police - White Ribbon Event	DCS&F 17/04/19 Item 6	28/11/2019			-2,000.00			-2,000.00
BMEC - CPSA Sep Meeting	Operation Plan	23/12/2019				-1,073.18		-1,073.18
BMEC - CPSA Oct Meeting	Operation Plan	23/12/2019				-1,111.82		-1,111.82
BMEC - CPSA Nov Meeting	Operation Plan	23/12/2019				-1,061.36		-1,061.36
Scots All Saints - Presentation Day 4 Dec	S356 Policy	23/12/2019				-301.45		-301.45
Meadow Flat Public School - presentation day	S356 Policy	31/12/2019					-60.00	-60.00
2BS Bathurst Lions Christmas Miracle Appeal	DCS&F 20/11/19 Item 8	31/12/2019			-8,111.82			-8,111.82
Eglinton Public School EOY Concert	S356 Policy	31/01/2020				-1,093.09		-1,093.09
Meadow Flat Public School - presentation day	S356 Policy	29/01/2020					-60.00	-60.00
Bathurst Light Car Club - 2019 Australian Hill Climb	DCS&F 21/08/19 Item 8	1/02/2020			-5,000.00			-5,000.00
City Colts Water Account	Operation Plan	19/02/2020	-986.47					-986.47
Australian Air Force Cadets	DCS&F 18/09/19 Item 8	28/02/2020					-1,000.00	-1,000.00
BDRSC grant - Bathurst Bushrangers ARFC Inc	Operation Plan	4/03/2020	-4,141.50					-4,141.50
BDRSC grant - Bathurst Carillon City Tennis Club	Operation Plan	4/03/2020	-1,830.00					-1,830.00
BDRSC grant - Panorama Motorcycle Club	Operation Plan	4/03/2020	-2,500.00					-2,500.00
BDRSC grant - Central Tablelands Working Equitation Club	Operation Plan	4/03/2020	-4,250.00					-4,250.00
CSU Foundation Trust (Gordon Bullock Scholarship)	Operation Plan	10/03/2020	-3,000.00					-3,000.00
CSU Foundation Trust	Operation Plan	10/03/2020	-5,000.00					-5,000.00
BMEC - CPSA Mar Meeting	Operation Plan	31/03/2020				-996.36		-996.36
City Colts Water Account	Operation Plan	22/04/2020	-2,975.71					-2,975.71
CPSA activity for Seniors Week	DCS&F 20/11/19 Item 10	23/04/2020				-938.18		-938.18
Bathurst Street & Custom Motorcycle Show	Operation Plan	30/04/2020		-2,710.28				-2,710.28
Amount Spent			-50,621.13	-41,810.28	-39,111.82	-52,219.70	-1,120.00	-184,882.93

Attachment 8.2.3.1

2019-2020 Section 356 Donations
Report as at 30 April 2020

Details	Reference	Date	Standard Annual Donations \$	Specific Donations \$	Mt Pan Fee Waived \$	BMEC Donations \$	Sundry Donations \$	TOTAL \$
Available Balance before commitments			14,158.87	11,259.72	10,888.18	7,780.30	18,880.00	62,967.07
Committed:								
Bathurst AH&P Association	Operation Plan		-1,880.36					-1,880.36
Bathurst Junior Sports Awards (2BS)	Operation Plan		-5,000.00					-5,000.00
Bathurst District Sport & Rec (BDRSC) grants	Operation Plan		-7,278.50					-7,278.50
Bathurst Street & Custom Motorcycle Show	Operation Plan			-11,259.72				-11,259.72
Mitchell Conservatorium - BMEC Concerts	Operation Plan					-4,014.66		-4,014.66
BMEC - Bathurst Youth Council	Operation Plan					-2,000.00		-2,000.00
BMEC - CPSA Monthly Meetings	Operation Plan					-5,087.74		-5,087.74
Rotary Club of East Bathurst - RYDA	Operation Plan				-4,333.00			-4,333.00
ASRA - Newtons Nation IDF World Cup	Operation Plan				-15,000.00			-15,000.00
Western Sydney University Medical Scholarship	GM 18/09/19 Item 4						-2,500.00	-2,500.00
Amount Committed			-14,158.86	-11,259.72	-19,333.00	-11,102.40	-2,500.00	-58,353.98
Adjustment between Funds			-0.01		8,444.82	3,322.10	-11,766.91	
Available Balance			0.00	0.00	0.00	0.00	4,613.09	4,613.09

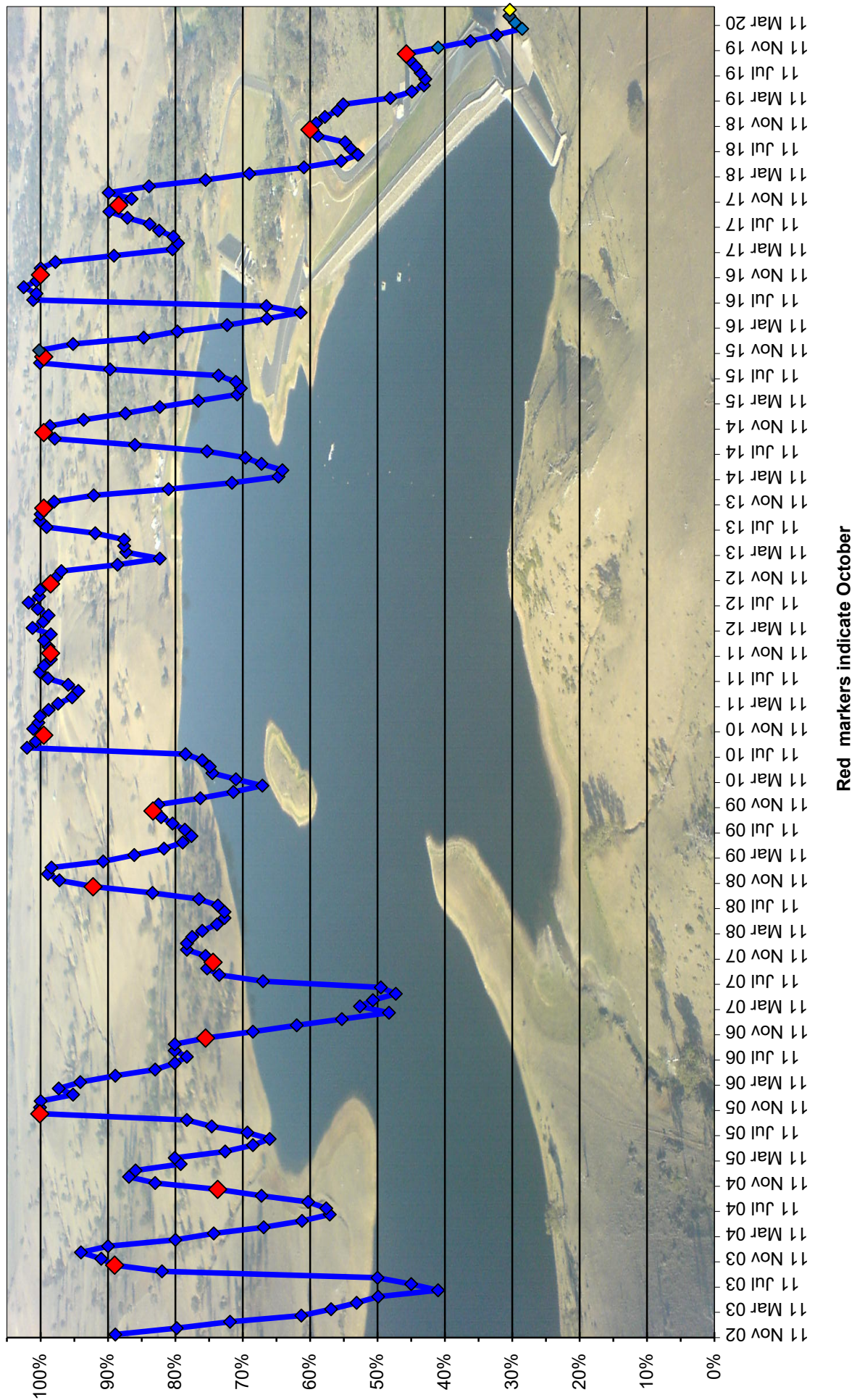
Summary Remaining Budget	\$
Standard Annual Donations	0.00
Specified Donations	0.00
Mt Pan Fee Waived	0.00
BMEC Donations	0.00
Sundry Donations	4,613.09
Total Remaining	4,613.09

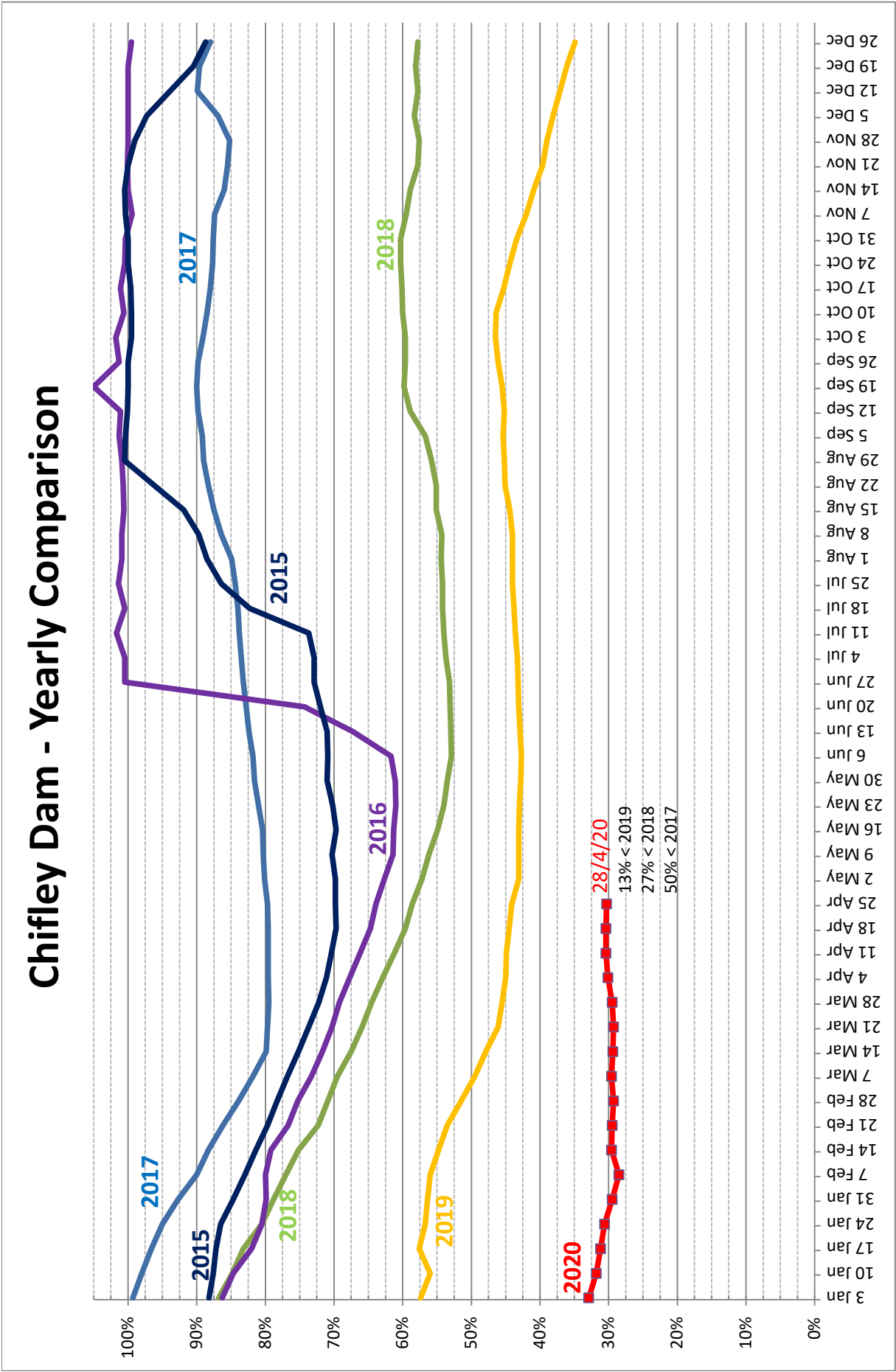
Summary	\$
Total Budget	247,850.00
Less: Amount Spent	-184,882.93
Less: Amount Committed	-58,353.98
Total Remaining	4,613.09

Market Rental Subsidies for 2019/20

NAME OF TENANT	LOCATION	Current Rent PA	Estimated Market Rent	BRC Rental Subsidy
Mitchell Conservatorium	Machattie Park Cottage	446.68	16,378.00	15,931.32
Central Tablelands Woodcraft Inc.	Learmonth Park	576.07	15,240.00	14,663.93
Community Opportunity Shop Inc	8 Lions Club Drive	1,100.00	20,320.00	19,220.00
Community Opportunity Shop Inc	Veggie Patch Church Lane	1.00	15,240.00	15,239.00
Air Services Australia	Aerodrome - Communicatic	1.10	18,288.00	18,286.90
Taxi Cabs of Bathurst Co-operative Society Ltd	Communication tower	1,262.96	18,288.00	17,025.04
Master Communications & Electronics Pty Ltd	Communication tower	4,458.10	18,288.00	13,829.90
Bathurst City & RSL Band Association	Walmer Park	228.20	20,320.00	20,091.80
Bathurst Lions Club Inc.	Short St	1.10	15,240.00	15,238.90
Evans Arts Council Inc.	Lee Street	510.29	5,080.00	4,569.71
Bathurst District Historical Society Inc.	Mitre Street	1.00	10,160.00	10,159.00
Bathurst District Historical Society Inc.	Stanley Street	1.00	10,160.00	10,159.00
Bathurst Meals on Wheels Inc	4 Watt Drive	1.10	50,800.00	50,798.90
				225,213.40

Bathurst Regional Council: Monthly Chifley Dam Volume (%)





ATTACHMENT 1 – Images of Pre & Post Restoration works to Hawthornden Creek – Jaques Park



Image 1 (2005) - Pre environmental works at Jaques Park. Note eroded and unstable banks, poor vegetation cover and poplar infestation encroaching into the water stream.



Image 2 (2011) - One of many Community Planting Days at Jaques Park



Image 3 (2014) – Soil erosion control works Jaques Park. Note works involved the creation of chain of pond structures to improve on the health of Hawthornden Creek.



Image 4 (2020) – Example of progress achieved to date on environmental vegetation works at Jaques Park, with community participation. Note the improvements to bank stability, increase in understory vegetation as well as upper story canopy cover and overall improved biodiversity to the creek system.



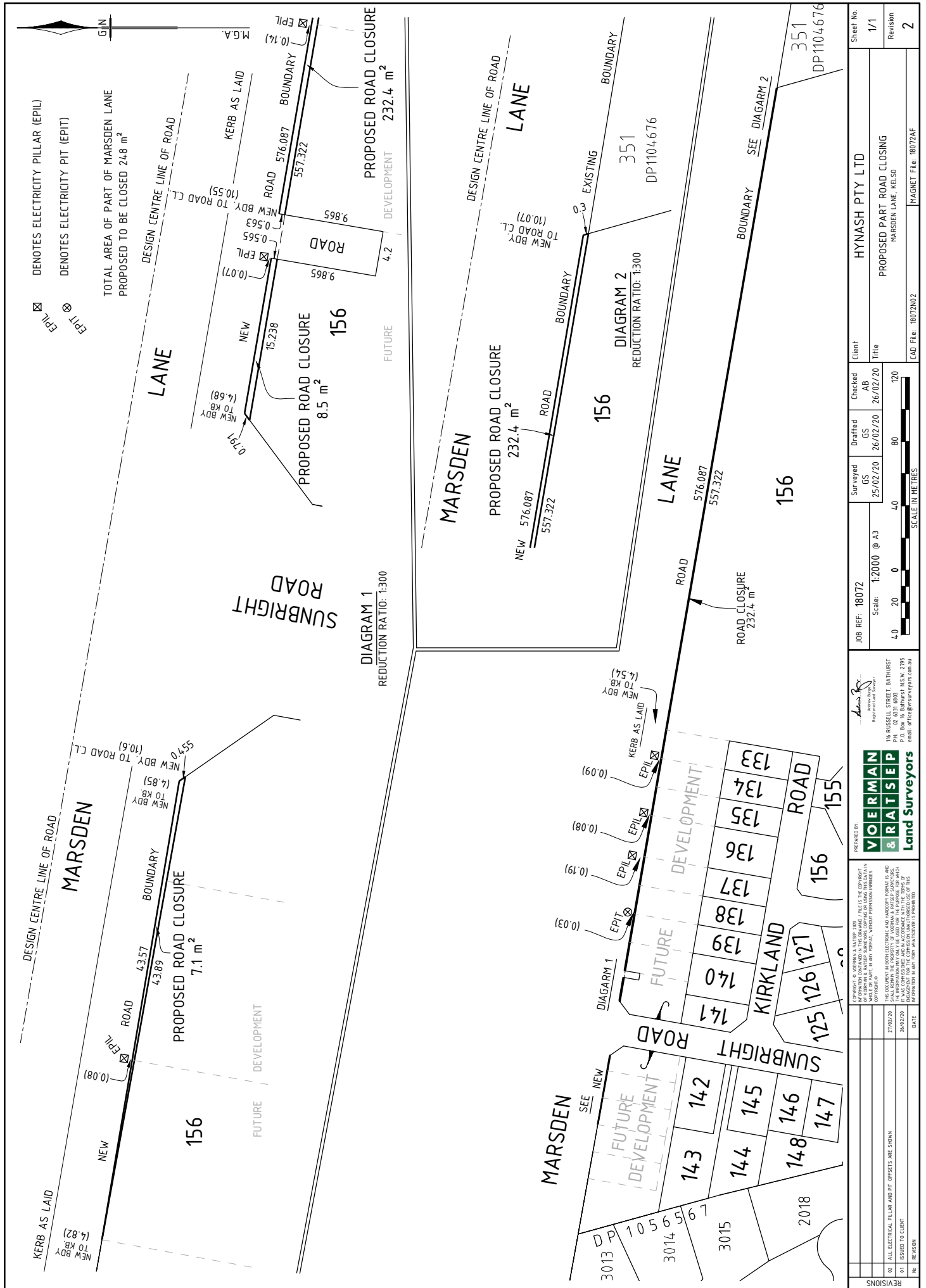
Image 5 (2020) – Infestation of poplar and willow suckers re- establishing in Jaques Park from parent trees. If not controlled, these suckers will choke out the creek and takeover the beneficial vegetation works that has been established by Council’s revegetation works over the past several years



Image 6 (2020) – Example of the poor condition of most of the poplars that have been removed at Jaques Park.



Image 7 (2020) – Example of an unhealthy section of Hawthornden Creek riparian corridor located within private property where invasive weed control works have not been controlled. Note that the weed trees have taken over the whole site, restricted any chance of natural vegetation from establishing in the area, has significantly reduced the biodiversity of the site and fosters the establishment of additional invasive noxious weed species such as blackberry.



Bathurst Regional Council

Central Business District (CBD) Closed Circuit Television (CCTV) Scheme

Code of Practice

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1. CENTRAL BUSINESS DISTRICT (CBD) CLOSED CIRCUIT TELEVISION (CCTV) CODE OF PRACTICE

1.1 Introduction

1.1.1. The CBD CCTV Code of Practice (the Code) contains the minimum standards of compliance under which the CBD CCTV scheme will be operated.

1.1.2. The Code will be supplemented by the Standard Operating Procedure, giving instructions on all aspects of the operation of the system. This document will be based on the CBD CCTV Policy and ensure that the principles and purposes on which the CBD CCTV scheme is based are realised.

1.1.3. The CBD CCTV Policy will guide the successful implementation and management of the CBD CCTV Scheme.

1.2. The Code is based on the following key principles:

Principle 1

The CBD CCTV scheme will be operated fairly, within acceptable law, and only for the purposes for which it is established or which are subsequently agreed in accordance with this Code.

Principle 2

The CBD CCTV scheme will not limit the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.

Principle 3

Council has primary responsibility for the maintenance, management and security of the CBD CCTV scheme, and the protection of the interests of the public in relation to the CBD CCTV scheme.

Principle 4

The Police are a partner to the CBD CCTV scheme and agree to act in accordance with the Code.

Principle 5

The public will be provided with clear and easily accessible information in relation to the operation of the CBD CCTV scheme.

Principle 6

Regular review and evaluation of the CBD CCTV scheme will be undertaken to identify whether the purposes and objectives of the CBD CCTV scheme are being achieved.

Principle 7

Information recorded will be accurate, relevant and not exceed that necessary to fulfil the purposes of the CBD CCTV scheme.

Principle 8

Recorded material will be retained for 30 days.

Principle 9

Access to recorded material will only be provided in accordance with the purposes provided

by the Code.

Principle 10

All contact between Council and the Police in relation to the CBD CCTV scheme will be conducted strictly in accordance with the Code.

1.3. Glossary of Terms

A glossary of terms used in the Code is provided below:

TERM	DEFINITION
Bathurst Central Business District (CBD)	That area of the CBD that will be monitored by CCTV cameras as identified in Section 2 of the Code
Closed Circuit Television (CCTV)	A surveillance system in which a number of cameras are connected through a closed circuit. The footage taken by the cameras is sent to a television monitor or recorder. CCTV systems consist of cameras, monitors, recorders, interconnecting hardware and support infrastructure.
CBD CCTV scheme	Council's CCTV system operating in the Bathurst Central Business District
Code	The Code of Practice developed by Council
Confidentiality Agreement	The Confidentiality Agreement attached to the SOP as APPENDIX 2
Council	Bathurst Regional Council
Evaluation Group	Council and Police representatives who will undertake ongoing review of the CBD CCTV scheme
Image Recording Equipment	The computer that records and stores all footage recorded by the CCTV cameras
Image Recording Point	That area of Council where the Image Recording Equipment is located and secured, which is under Council control
Monitoring Equipment	The monitor and computer that live footage and Recorded Material may be viewed
Monitoring Point	That area of the Bathurst Police Station where the Monitoring Equipment is located and which is under Police control
MOU	The Memorandum of Understanding between Council and the Police in accordance with the Code
PTZ camera	A camera that can be panned, tilted, zoomed
Police	Chifley Police District, which is part of the NSW Police Force
CBD CCTV Scheme Policy	Policy developed by Council to ensure the effective, appropriate and lawful use of CBD CCTV scheme
Recorded Material	The footage recorded by the CCTV cameras
SOP	The Standard Operating Procedure, which give instructions on all aspects of the operation of the CBD CCTV scheme

1.4. Legislative Context

- Privacy and Personal Information Protection Act 1998
- Privacy and Personal Information Regulation 2005
- Surveillance Devices Act 2007
- Government Information (Public Access) Act 2009
- Workplace Surveillance Act 2005
- Police Act 1990 (NSW)

1.5. Related Documents

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places
- Central Business District (CBD) Closed Circuit Television (CCTV) Policy
- Central Business District (CBD) Closed Circuit Television (CCTV) Standard Operating Procedure
- Central Business District (CBD) Closed Circuit Television (CCTV) Memorandum of Understanding

2. CBD CCTV SCHEME PRELIMINARY INFORMATION

2.1. The area of the Bathurst region in which the CBD CCTV scheme operates can be described as the area bound by:

- a. Stewart Street
- b. Havannah Street
- c. Lambert Street
- d. Durham Street

2.2. The CBD CCTV scheme is only one of several initiatives designed to assist in preventing crimes against the person and malicious damage to property in the Bathurst CBD. It is recognised, however, that such crime will never totally be prevented.

2.3. Council retains ownership of the CBD CCTV scheme and has copyright on all Intellectual Property, equipment, recorded material and documentation pertaining to all footage captured by the system

2.4. The responsibilities of Council in relation to the system are outlined in Section 9.

2.5. The Police are a partner in Council's CBD CCTV scheme. The responsibilities of the Police in relation to the scheme are outlined in Section 10.

3. OPERATION OF THE CBD CCTV SCHEME

3.1. The CBD CCTV scheme will be operated fairly, within applicable law and only for the purposes for which it is established, or which are subsequently agreed in accordance with the Code.

3.2. The CBD CCTV scheme will be operated with due regard to the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.

3.3. The public interest in the operation of the CBD CCTV scheme will be recognised by ensuring the security and integrity of operational procedures.

3.4. Council has primary responsibility for compliance with the purposes and objectives of the CBD CCTV scheme, for the maintenance, management and security of the system, and the protection of the interests of the public in relation to the scheme.

3.5. As a partner to Council's CBD CCTV scheme, the Police will act in accordance with the Code and the MOU.

3.6. Council will be accountable to the public for the effective operation and management of the CBD CCTV scheme.

3.7. The public will be provided with clear and easily accessible information in relation to the operation of Council's CBD CCTV scheme.

3.8. Regular monitoring and evaluation of the CBD CCTV scheme will be undertaken to identify whether the purposes are being complied with and objectives are being achieved.

3.9. Council staff who have delegated authority to provide footage to the Police for evidentiary purposes, whether they be operators or managers, will meet the highest standards of probity.

3.10. Access to recorded material will only be permitted by authorised Council staff.

3.11. Information recorded will be accurate, relevant and not exceed that necessary to fulfil the purposes of the CBD CCTV scheme.

3.12. Information will be obtained fairly and in accordance with the privacy provisions of the CBD CCTV Policy and the Code.

3.13. The retention of and access to recorded material will be only for the purposes provided for by this Code of Practice. Recorded material will be retained for 30 days. It will then be erased, recorded over, or destroyed.

3.14. Contact related to the CBD CCTV scheme between Council staff and the Police will be conducted strictly in accordance with the Code.

3.15. The CBD CCTV scheme will be confined to address the interests of the Bathurst region and the needs of the NSW Police and judicial system.

4. SYSTEM DESCRIPTION

4.1. The System involves 9 cameras connected to a central location in the Bathurst Regional Council Civic Centre by a fibre network.

4.2. The cameras will operate on a 24 hour basis.

4.3. Pictures are transmitted live to observation screens at the Monitoring Point which is able to be monitored by the Police.

4.4. The Monitoring Equipment also provides the Police with the ability to review Recorded Material.

4.5. The system is directly linked with the Police to ensure instant communication and enable direct monitoring in certain circumstances such as an emergency. Monitoring will only be undertaken on an as needed basis by the Police.

4.6. All images are recorded and retained for 30 days.

5. CAMERA DESIGN

5.1. A mix of fixed and PTZ cameras will be utilised to enable effective monitoring.

5.2. Each camera is to be housed in a tinted environmental dome for protection.

5.3. The camera technology used is to ensure maximum resolution and picture quality. The camera and system technology used will be regularly reviewed.

6. CAMERA LOCATIONS

6.1. Cameras are installed in areas of the Bathurst CBD, identified by the Police as areas in need. These locations are determined partially on the basis of crime statistics provided by the Chifley Police District. Environmental considerations are also taken into account.

A total of 9 cameras have been installed in the following areas:

- a. 1 – Howick Street
- b. 2 – Cnr William and Russell Street
- c. 1 – Machattie Park
- d. 3 – Keppel Street
- e. 1 – Bentinck Street
- f. 1 – Court House Lane

7. CHANGES TO THE CBD CCTV SCHEME AND/OR THE CODE

7.1. A minor change to the CBD CCTV Policy or Code may be made with the agreement of Council's General Manager. A minor change is a change which may be required for the purposes of adjustment of the scheme or clarification of the Code. An example may be the replacement of one brand of video recorder with another.

7.2. A major change to the CBD CCTV Policy or to the Code will take place only after consultation with relevant interest groups (Police, Business Owners, Public) and upon the agreement of Council. A major change is such as will have a significant impact upon the operation of the scheme or the Code. An example may be a change to the purpose of the scheme or a proposal to install further permanent cameras.

8. PURPOSE

8.1. The objectives of the CBD CCTV scheme are:

To reduce the fear of crime as measured by:

- Increased community perception of safety within the CBD

To assist in the apprehension and prosecution of offenders as measured by:

- Increase in the number of offenders identified
- Increase in the number of offenders apprehended

8.2. The CBD CCTV scheme will only be used to identify crimes occurring within the area covered by the scheme.

8.3. The CBD CCTV scheme will be operated fairly, within applicable law, and only for the purposes for which it is established or which are subsequently agreed in accordance with the Code.

8.4. The CBD CCTV scheme will be operated with due regard to the privacy and civil liberties of individual members of the public, including the rights to freedom of religious and political expression and assembly.

8.5. The public interest in the operation of the CBD CCTV scheme will be recognised by ensuring the highest levels of security and integrity in relation to recording and retention of material.

9. RESPONSIBILITIES OF COUNCIL – OWNER OF THE SCHEME

9.1. Council will be responsible for the introduction and implementation of the Policy and SOP and for ensuring the compliance with the details contained within the Code.

9.2. Council will comply with the requirements for accountability set out in the Code.

9.3. Council will consult with and provide information to the public about the operation of the CBD CCTV scheme.

9.4. Council has the primary responsibility for compliance with the purposes and objectives of the CBD CCTV scheme, for the maintenance, management and security of the program and the protection of the interests of the public in relation to the scheme.

10. RESPONSIBILITIES OF THE POLICE – PARTNER TO THE SCHEME

10.1. It is the responsibility of the Police to respond to incidents identified on monitoring screens to the extent that its resources and priorities allow.

10.2. The Police will develop its own operational procedures in relation to the CBD CCTV scheme to complement those developed by Council.

10.3. An MOU in relation to the CBD CCTV scheme will be entered into both by Council and the Police outlining the respective roles of both parties. The MOU and any variations to it are to be approved by Council's General Manager and the Police, and then circulated to Councillors.

10.4. As a partner to Council's CBD CCTV scheme, the Police agree to act in accordance with the CBD CCTV Policy, SOP, the Code and the agreed final form of the MOU.

11. ACCOUNTABILITY

11.1. Council will be responsible for regular review of the CBD CCTV scheme, including the CBD CCTV Policy and the Code and performance of surveillance equipment:

- a. to identify and report on any deviations from the Code that come to notice during audit; and
- b. to recommend action that will safeguard the scheme from abuse.

11.2. A report on the operation and functioning of Council's CBD CCTV scheme will be presented to Council and the Police every 6 months in the first year of operation, then annually thereafter.

11.3. Council will nominate authorised Council staff, who are the contact and first point of call, for all applications, technical and operational matters and evaluation of information or requests received.

12. PUBLIC INFORMATION ABOUT THE OPERATION OF THE CBD CCTV SCHEME

12.1. Clearly visible signs that CCTV cameras are operating will be displayed within the area covered by the CBD CCTV scheme. These signs will:

- a. inform the public that cameras are in operation and recording
- b. allow people entering the area to make a reasonable approximation of the area covered by the system
- c. identify Council as the owner of the system
- d. identify the footage may be monitored by the Police
- e. confirm the footage is being recorded

12.2. Copies of the CBD CCTV Policy, SOP and Code are available to the public.

12.3. Enquiries in relation to Council's CBD CCTV scheme and its operation can be made in writing to:

The General Manager
Bathurst Regional Council
Private Mail Bag 17
BATHURST NSW 2795

or, alternatively, can be made by telephone on (02) 6333 6111 or, e-mail
council@bathurst.nsw.gov.au

12.4. The public will be provided with clear and easily accessible information in relation to the operation of Council's CBD CCTV scheme.

12.5. Upon the request by a member of the public or through a GIPA (Government Information and Public Access) file request for information related to video footage recorded through the CBD CCTV scheme, that the request be assessed by the General Manager of Council or their delegate, to its validity and requirement by law to supply such footage.

13. ASSESSMENT OF THE SYSTEM AND CODE OF PRACTICE

13.1. In consultation with the Police, Council will regularly monitor the operation of the CBD CCTV scheme and implementation of the Code.

13.2. Council is responsible for ensuring that the CBD CCTV scheme is regularly subject to evaluation to identify whether its purposes are being complied with and whether objectives are being achieved. Resources committed to the system annually will include the cost of evaluation.

13.3. Evaluation will be carried out according to established criteria.

13.4. Evaluation of the CBD CCTV scheme will include as a minimum:

- a. the assessment of its impact upon crime;
- b. the views of the public on the operation of the scheme;
- c. whether the purposes for which the scheme was established still exist

13.5. The results of evaluation will be taken into account in the future functioning, management and operation of the System.

13.6. Regular monitoring and evaluation of the CBD CCTV scheme will be undertaken to identify whether the purposes of the scheme are being complied with and objectives are being achieved.

13.7. Continued involvement of an Evaluation Group throughout the use of the CBD CCTV scheme.

13.8. The functions of the CBD CCTV scheme Evaluation Group are:

- i) to ensure the scheme objectives are being met.
- ii) to provide information regarding public perceptions crime

13.9 The Evaluation Group is made up of relevant Council staff and Police representatives.

14. MANAGEMENT OF RECORDED FOOTAGE

14.1. Council staff employed to work on the CBD CCTV scheme will be subject to Council's Code of Conduct and other Council policies.

14.2. A breach of the CBD CCTV Policy, Code and the Council's own Code of Conduct may lead to disciplinary proceedings for staff members.

14.3. Procedures will be put in place to ensure that access to recorded footage is restricted to operating staff and their managers and that the communications room and recorded footage are protected from unauthorised access.

14.4. Access to the recording equipment will be limited to Council staff with that responsibility.

14.5. All authorised staff who have access to recorded footage shall be required to obtain a National Police Certificate.

14.6. Access to recorded footage will be restricted to qualified operating staff. Footage will be protected from unauthorised access.

14.7. All authorised staff will be required to undergo approved induction/familiarisation training and are to be provided with a copy of the CBD CCTV Policy, Code and SOP.

14.8. Each new authorised staff member on completion of their training is to be proficient in:

- a. use and control of camera management systems;
- b. use and control of recording systems;
- c. policy and procedures relating to recording of information;
- d. emergency response and procedures;
- e. accountability and confidentiality issues; and
- f. privacy issues.

14.9. All authorised staff involved in the operation of the CBD CCTV scheme are required to sign a Confidentiality Agreement (attached to the SOP).

14.10. It is the responsibility of Council management to ensure that these agreements are signed prior to any person being involved in and/or having access to the operation of the CBD CCTV scheme.

15. CONTROL AND OPERATION OF CAMERAS

15.1. The locations of cameras will be apparent to the public.

15.2. All use of cameras will accord with the purposes of the CBD CCTV scheme.

15.3. Cameras will not be used to look into adjacent or nearby premises or buildings, unless it is explicitly for the purpose of following (in real time) participants in a crime.

15.4. No sound will be recorded in public places.

15.5. Operators of camera equipment will act in accordance with the highest standards of probity. This will include:

- a. National Police Certificate
- b. Routine audit of the system including adherence to the Code and SOP

15.6. Only authorised staff with responsibility for using the equipment will have access to operating controls.

15.7. Information recorded should be accurate, relevant and not exceed that which is necessary to fulfil the purposes of the Program.

15.8. Information shall be obtained in accordance with the privacy provisions and meet all legislative requirements.

16. RECORDED MATERIAL

16.1. Access to and use of recorded material will only take place:

- a. in connection with the investigation of crime by the Police; or
- b. if necessary for the purposes of legal proceedings; or
- c. in compliance with the Government Information (Public Access) Act 2009.

16.2. Recorded material will not be sold, transferred, copied or used for any commercial purposes or for the provision of entertainment.

16.3. The showing of recorded material to the public will be permitted only in accordance with the needs of the Police in connection with the investigation of crime or in any other circumstances provided by another law.

16.4. The use of recorded material by the media shall only occur to gain public information with respect to the identity of a person/s wanted in connection with a criminal investigation into a serious crime. Subject to the concurrence of the Police, the General Manager may approve such releases. In such cases the recognisable characteristics of all other people and vehicles in the footage must be obscured.

16.5. All images from recorded material shall not, under any circumstances, be used to publicise the existence or success of Council's CBD CCTV scheme.

16.6. Appropriate security measures will be taken against unauthorised access to, alteration, disclosure, accidental loss or destruction of recorded material.

16.7. The retention of, and access to, recorded material will be only for the purposes provided for by the Code. Recorded material will be retained for 30 days. Images will then be erased, taped over, or destroyed as per recording room procedures.

16.8. Recorded material will be treated according to defined procedures to ensure continuity of evidence.

13.9. The Police may reproduce recorded footage or photographs for Court purposes or for the purposes of review by the NSW Ombudsman in the oversight or investigation of complaints under Part 8A of the Police Act, 1990 (NSW).

17. CONTACT WITH POLICE

17.1. Police officers will not be permitted to remove any recorded material or operate video equipment at any time unless under the terms of the Code or subject to the execution of a search warrant or other relevant legal process.

17.2. Any change in existing arrangements for Police contact with and the use of the CBD CCTV scheme will amount to a major change to the Code and must be agreed to in accordance with the Code before being implemented.

17.3. Contact related to the CBD CCTV scheme between Council staff and the Police will be conducted strictly in accordance with the Code.

18. BREACHES OF THE CODE

18.1. Prime responsibility for ensuring the Code is adhered to rests with Council. This responsibility includes ensuring that breaches of the Code which Council is made aware of and which are within the ambit of Council's power to remedy and investigate, are investigated and remedied.

18.2. Complaints in relation to any aspect of the management or the operation of the CBD CCTV scheme or the behaviour or conduct of Council staff may be made in writing to:

The General Manager
Bathurst Regional Council
Private Mail Bag 17
BATHURST NSW 2795
or e-mail council@bathurst.nsw.gov.au

18.3. General Complaints

- a. All complaints are to be in writing and to be addressed to the General Manager, Bathurst Regional Council.
 - i. First level – Manager Corporate Governance will review and provide a report to the complainant
 - ii. Second level – where the complainant is still dissatisfied, the complaint will be investigated by the Director Corporate Services and Finance, and results of the investigation reported to the complainant

- iii. Where the complaint cannot be resolved within Council, the complainant is referred to an outside agency to seek resolution.

18.4. Privacy Complaints

- i. A complaint regarding the conduct of a Police Officer/s in relation to the operation of the CBD CCTV system or footage shall be referred for investigation in the first instance to the appropriate Section of the NSW Police Force or authority charged with the responsibility for investigating complaints against Police Officers.
(http://www.police.nsw.gov.au/services/complain_about_a_police_officer)
- ii. The Privacy and Personal Information Protection Act 1998 authorises the Information and Privacy Commission to receive and investigate complaints about alleged violation of, or interference with, the privacy of an individual. Any member of the public is entitled to lodge a complaint with the Information and Privacy Commission at:

Information and Privacy Commission
GPO Box 7011
SYDNEY NSW 2001
Tel: 1800 472 679
Email: ipcinfo@ipc.nsw.gov.au

18.5. The CBD CCTV scheme must address the interests of all who may be affected by it. The scheme is to reflect the interests of Council, the Police and the needs of the criminal justice system.

18.6. Council will cooperate with the investigation of any complaint by the Information and Privacy Commission.

**MINUTES OF THE TRAFFIC COMMITTEE MEETING
HELD ON 7 APRIL 2020**

1. MEETING COMMENCES

MINUTE

Meeting commenced at 2.00pm. HELD ELECTRONICALLY

Members: Cllr Warren Aubin (Chair - BRC), Ms Jackie Barry (Transport for NSW), Acting Sergeant Jason Marks (Police), Mr David Veness (MP Representative)

Present: Mr Bernard Drum (Manager Technical Services)

2. APOLOGIES

MINUTE

RESOLVED:

Nil

3. REPORT OF PREVIOUS MEETING

3.1. Report of Previous Meeting

File No: 07.00006

MINUTE

RESOLVED:

That the Minutes of the Traffic Committee held on 3 March 2020 be adopted.

4. DECLARATION OF INTEREST

Declaration of Interest

MINUTE

RESOLVED:

Nil

5. RECEIVE AND DEAL WITH DIRECTOR'S REPORTS

5.1.1. MINUTES OF THE TRAFFIC COMMITTEE MEETING

HELD 3 MARCH 2020

File No: 07.00006

MINUTE

RESOLVED:

That the information be noted and necessary actions be taken.

5.1.2. MONTHLY REPORT FOR LOCAL GOVERNMENT ROAD SAFETY PROGRAM

File No: 28.00002

MINUTE

RESOLVED:

That the information be noted.

5.1.3. 2020 PANTHERS VS THE CRONULLA SHARKS NRL TELSTRA PREMIERSHIP GAME

File No: 18.00296

MINUTE

RESOLVED:

That the 2020 NRL Telstra Premiership Panthers vs Sharks Game to be held at Carrington Park Bathurst on Sunday 10 May, 2020 be classified as a Class 2 event, and the traffic management for this event be endorsed subject to conditions as detailed in the Director of Engineering Services' report.

5.1.4. EXTENSION OF NO PARKING IN RANKIN STREET - BATHURST POLICE STATION

File No: 25.00009

MINUTE

RESOLVED:

That the existing 'No Stopping' zone on Rankin Street outside Bathurst Police Station be extended by 14m toward Russell Street.

5.1.5. BARINA PARKWAY “NO STOPPING”

File No: 25.00192

MINUTE

RESOLVED:

That Council approve the installation of ‘No Stopping’ signage to be located along the traffic island at the end of Barina Parkway outside the rear entry to Kelso Public School.

5.1.6. INSTALLATION OF DISABLED PARKING – EGLINTON PUBLIC SCHOOL, ALEXANDER ST EGLINTON

File No: 04.00005-05/179

MINUTE

RESOLVED:

That Council approve the installation of a single disabled parking space opposite Eglinton Public School on Alexander Street, subject to conditions noted in the Director Engineering Services' report.

5.1.7. KEEP LEFT - KEPPEL STREET NEAR ESROM STREET

File No: 25.00039-05

MINUTE

RESOLVED:

That Council approve the installation of a ‘Keep Left’ sign at the eastbound entrance to Keppel Street for traffic turning right from Esrom Street.

5.1.8. EGLINTON PUBLIC SCHOOL BUS ZONE

File No: 04.00005-05/179

MINUTE

RESOLVED:

That Council approve modification to the times of the bus zone on Alexander Street outside Eglinton Public School, subject to conditions as detailed in the Director Engineering Services' report.

5.1.9. THE 2020 ROYAL BATHURST SHOW

File No: 18.00108

MINUTE

RESOLVED:

That the 2020 Royal Bathurst Show to be held Friday 24 October to Sunday 26 October 2020, be classified as a Class 1 event and the traffic management for this event be endorsed, subject to conditions as detailed in the Director Engineering Services' report.

5.1.10. INSTALLATION OF 'NO STOPPING' SIGNAGE AT THE INTERSECTION OF KEPPEL STREET AND MANILLA LANE

File No: 28.00006

MINUTE

RESOLVED:

That Council install 'No Stopping' signage at the intersection of Keppel Street and Manilla Lane.

5.1.11. 'P5 MINUTE' ZONE - 199 RUSSELL STREET, BATHURST

File No: 28.00006-14/106

MINUTE

RESOLVED:

That Council approve the installation of "P5 Minute" signs to replace the loading zone for the property at 199 Russell Street.

5.1.12. PROPOSED DIRECTIONAL SIGNAGE TO THE SKATE PARK AND COOKE HOCKEY COMPLEX

File No: 25.00120

MINUTE

RESOLVED:

That Council approve the installation of directional signage to the Cooke Hockey Complex and the skate park, subject to the conditions as noted in the Director Engineering Services' report.

Transport for NSW stated the following:

I concur with the minutes with the exception of the signage for the skate park and hockey complex. Please clearly note in the minutes that Transport does not support this recommendation.

5.1.13. "1/2P PHARMACY CUSTOMERS ONLY" SPACES – RSL CAR PARK

File No: 22.03560/013

MINUTE

RESOLVED:

That Council approve the temporary installation and 3-month trial of "1/2P Pharmacy Customers Only" in the RSL Car Park for the 8 marked parking spaces nearest the John Matthews Pharmacy premises.

6. TRAFFIC REGISTER

6.1. Traffic Register

File No: 07.00006

MINUTE

RESOLVED:

That the information be noted.

8. MEETING CLOSE

MINUTE

The Meeting closed at 2.45pm

**MINUTES OF THE TRAFFIC COMMITTEE MEETING
HELD ON TUESDAY 5 MAY 2020**

1. MEETING COMMENCES

MINUTE

Meeting commenced ELECTRONICALLY.

Members: Cllr Warren Aubin (Chair - BRC), Ms Jackie Barry (Transport for NSW), Acting Sergeant Jason Marks (Police), Mr David Veness (MP Representative)

Present: Mr Bernard Drum (Manager Technical Services), Mr Myles Lawrence (Civil Design & Projects Engineer), Mr Paul Kendrick (Traffic & Design Engineer), Mr Andrew Cutts (Road Safety Officer)

2. APOLOGIES

MINUTE

Nil

3. REPORT OF PREVIOUS MEETING

3.1. Report of Previous Meeting 7 April 2020

File No: 07.00006

MINUTE

RESOLVED:

That the Minutes of the Traffic Committee held on 7 April 2020 be adopted.

4. DECLARATION OF INTEREST

Declaration of Interest

MINUTE

Nil

5. RECEIVE AND DEAL WITH DIRECTOR'S REPORTS

**5.1.1. MINUTES OF THE TRAFFIC COMMITTEE
MEETING HELD 7 APRIL 2020**

File No: 07.00006

MINUTE

RESOLVED:

That the information be noted and necessary actions be taken.

**5.1.2. MONTHLY REPORT FOR LOCAL GOVERNMENT
ROAD SAFETY PROGRAM**

File No: 28.00002

MINUTE

RESOLVED:

That the information be noted.

**5.1.3. 2P PARKING RESTRICTIONS - BANT STREET
CAR PARK**

File No: 25.00048

MINUTE

RESOLVED:

That Council retain the 2P Limit in Council's Bant Street Parking Area.

5.1.4. P15 MINUTE PARKING - BATHURST RSL CLUB

File No: 25.00006

MINUTE

RESOLVED:

That Council approve the installation of a "P15 Minute 8am – 5pm" zone to replace 17m of unrestricted parking at the front of Bathurst RSL Club.

**5.1.5. CUMMINGS STREET "NO STOPPING 8AM -
9.30AM & 2.30PM - 4.00PM MONDAY TO FRIDAY"**

File No: 25.00169

RECOMMENDATION:

That Council approve the installation of "No Stopping 8am - 9.30am & 2.30pm - 4.00pm Monday to Friday" signage to be located along the town side of Cummings Street.

MINUTE

MOVED: Transport for NSW - Jackie Barry SECONDED: Mr David Veness

RESOLVED:

That Council approve the installation of "No Stopping 8am - 9.30am & 2.30pm - 4.00pm School Days" signage to be located along the town side of Cummings Street.

5.1.6. POLLIE PEDAL 2020

File No: 23.00026-21/228

MINUTE

RESOLVED:

That Council classify the Pollie Pedal 2020 section within Bathurst, to be held on 19 October 2020, as a Class 2 event, and approve the traffic management subject to conditions as detailed in the Director Engineering Services' report.

6. TRAFFIC REGISTER

6.1. Traffic Register

File No: 07.0006

MINUTE

RESOLVED:

That the information be noted.

8. MEETING CLOSE

MINUTE

The Meeting closed