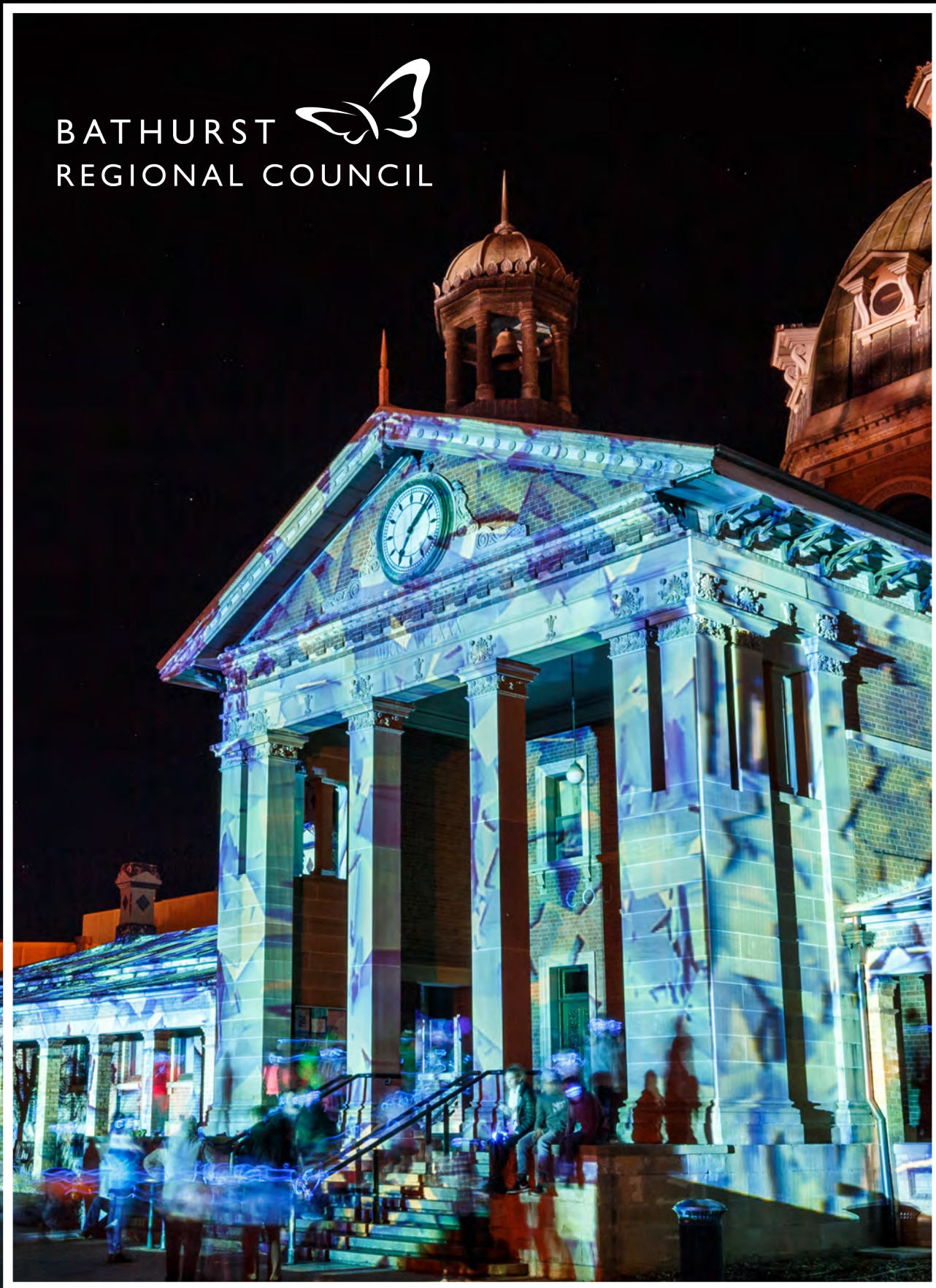


BATHURST
REGIONAL COUNCIL



2016/2017 ANNUAL REPORT

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FROM THE MAYOR



Council has certainly achieved some milestones over the last year. We have strived to deliver the very best initiatives, services and projects to our community to make Bathurst and the surrounding region an even better place to live, work and visit.

While we faced some uncertain times, I was honoured to be elected as Mayor in March and took the position with a clear intention to deliver stability to the organisation. My aim was to work together with the councillors and staff to continue to deliver the high standards of services that our community deserves.

Over the last year, we have made great progress with a variety of projects to bolster community facilities, services and amenities.

The continuing progress of the Roads to Recovery Program has resulted in important upgrades of roads in Bathurst and the surrounding villages making them more accessible and safe. The works included road widening, sealing, new kerb and gutter systems, and stormwater drainage.

Council has delivered on a strategy to develop and improve local sports fields and recreational spaces throughout the region. The lights at Carrington Park were upgraded and a state-of-the-art score board was installed. Lights were also installed at two fields in Proctor Park and construction commenced of the rugby league fields on Hereford Street.

The Library and Art Gallery complex received upgrades to the heating and cooling system and a solar panel system was installed to maximise energy savings.

The planned second track at Mount Panorama and the associated infrastructure moved a step closer with a funding boost of \$10 million from the State Government.

Our events over the past year were a success including the Autumn Colours program and the two-week Winter Festival that both drew record crowds to the region. Council again joined forces with Supercars for the Bathurst 12 Hour and the renowned Bathurst 1000.

I am proud of what we have achieved over the last year and I would like to extend a big thank you to our community for your passion and dedication to making our region great.

Cr Graeme Hanger OAM
Mayor of Bathurst

30 June 2017



FROM THE GENERAL MANAGER

It was a busy year for our organisation, with the State Government's proposed amalgamations of Councils across NSW offering both opportunities and challenges. During this period of uncertainty Council staff remained focused and continued to plan, manage and deliver initiatives, services and projects to the city of Bathurst and surrounding villages.

Council's strong operational focus and financial position detailed in this report is the result of careful planning, strong leadership and firm commitment that the Council has shown over the last year.

We have continued to advance major infrastructure projects around the region and rolled out strategies that will enable the Council to continue to meet the service requirements of a region that is increasing in population.

The construction of a new 10 million litre reservoir on Limekilns Road made significant progress. This large-scale project included one of the largest concrete pours to ever occur in the area with 58 truckloads of concrete to form the base. The reservoir will service up to 4,000 new residential lots in Kelso. The project is the outcome of a long term strategy to cater for the city's growth over the next 25-30 years.

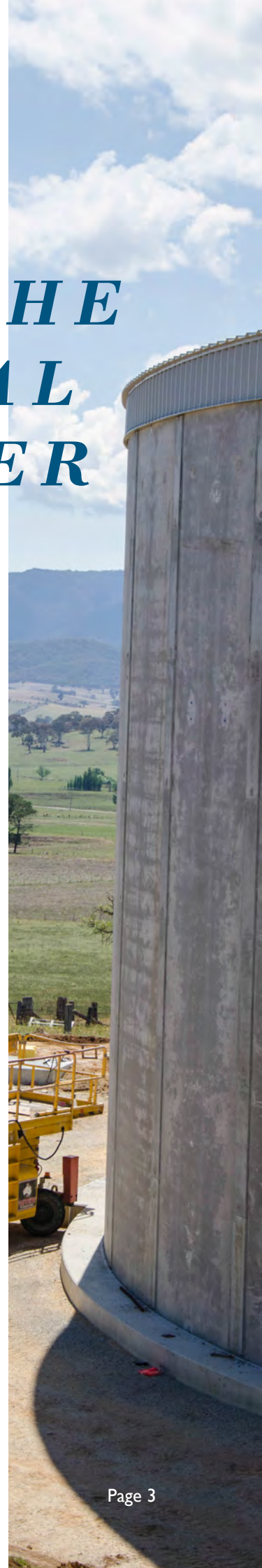
More than \$2.5 million of additional Roads to Recovery funding from the Commonwealth Government has and will continue to improve local road networks in and around the region. Some of the roads that have benefited from the boost in funding include Eleven Mile Drive, Dunkeld Road, Gormans Hill Road, Lagoon Road, Lachlan Road and Rockley Road. Over the next few years Council will receive more than \$8 million from the program, compared to \$4.2 million in the previous five year funding period.

Council's plan for the development of the Bathurst Rail Museum has progressed. Expressions of interest were sought for concept suggestions from architects for the design of the \$2.5 million site. The museum will house a mix of permanent and temporary exhibitions that tell the story of the development of rail in Bathurst and inland NSW.

I would like to thank our dedicated staff members for their commitment and I am proud of what we have accomplished. Council will continue to build on this success over the coming years.

David Sherley
General Manager

30 June 2017





THE BATHURST 2036 COMMUNITY STRATEGIC PLAN

In 2009, new guidelines were legislated by the NSW Government to help improve the way Local Government strategically plans for the future. The Bathurst 2036 Community Strategic Plan (CSP) is a new document under the NSW Government's Integrated Planning and Reporting (IP&R) Reforms.

Its specific aim is:

To inform the community about the major directions and programs Council is undertaking in shaping the future of the Bathurst Region.

The CSP represents the “blueprint” for the future by describing the focus of Council's activities. It also recognises that others in the community (individuals, businesses, governments and agencies) can also contribute to future outcomes.

The CSP will be revised at the commencement of each term of Council (councils are elected for 4 year terms) in consultation with the community.

The CSP's four key themes to provide for sustainability and community well-being are:

- economic prosperity;
- liveable communities;
- environmental sustainability; and
- sound leadership;

The six key principles that underpin the plan are:

- good custodianship;
- enhancing prosperity;
- conserving our place;
- valuing diversity;
- empowering people; and
- shared responsibility.

DELIVERING THE PLAN

The 4 year Delivery Program links the “planning” in the Bathurst 2036 Community Strategy Plan (CSP) with its implementation via the annual Operational Plan. The Delivery Program guides the Council's work program over each 4 year Council term. It sets out clear priorities, ongoing activities and specific actions Council will undertake towards achieving the community's outcomes.

The report on Council's achievements during the last 4 years in implementing the CSP is provided as a separate document.

The key objectives under the four themes are:

Economic Prosperity

1. To attract employment, generate investment and attract new economic development opportunities.
2. To encourage the dynamic and innovative development and growth of the region's primary resources.
3. To protect a vibrant CBD and support and grow retail diversity.
4. To market Bathurst as a great place to live, work, study, invest, play and visit.
5. To facilitate and foster partnerships, networks and infrastructure to support and attract knowledge, innovation and research.
6. To support infrastructure development necessary to enhance Bathurst's lifestyle and industry development.
7. To support integrated transport infrastructure development.

Environmental Sustainability

8. To promote sustainable and energy efficient growth.
9. To protect and enhance the region's landscapes, views, vistas, open spaces and the Macquarie River.
10. To protect and enhance the region's biodiversity.
11. To protect the region's unique heritage and history. To protect a unique identity.
12. To protect and enhance water quality and riparian ecology.
13. To minimise the City's environmental footprint.
14. To encourage less car dependency.
15. To secure a sustainable water supply and raise awareness on water issues.
16. To encourage sustainable waste management practises, including opportunities for energy generation.

Liveable Communities

17. To encourage living, vibrant and growing villages and rural settlements.
18. To encourage sustainable housing choice and quality design that engenders a sense of place.
19. To improve equity of access to all members of the community in public and private domains.
20. To provide a range of cultural facilities, programs, activities and events and to support and enhance cultural sectors and the community.
21. To support the provision of community services and facilities to meet the needs of specific community sectors and the community as a whole.
22. To improve community safety.
23. To encourage a supportive and inclusive community.
24. To provide and support the provision of accessible, affordable and well planned transport systems.
25. To support the provision of high quality medical care that meets the needs of the Bathurst community.
26. To encourage and support the provision of a range of opportunities for life long education across the Bathurst community.
27. To encourage youth engagement, participation and achievement across all areas of the Bathurst community,

Sound Leadership

28. To plan for the growth of the region and the protection of the region's environmental, economic, social and cultural assets.
29. To guide the construction of new infrastructure, facilities and services and the management and upgrading of existing assets and service levels.
30. To identify the needs of the community and encourage and support communication, interaction and support within the community.
31. To maintain local public ownership of water and sewer assets.
32. To ensure Council is supported by an adequate workforce and appropriate governance procedures.

33. To be and develop good leaders.

The Bathurst 2036 Plan proposes a list of strategies or actions that Council will implement to realise the community's vision.

The key outcomes of the proposed strategies/actions are to:

- make Bathurst a great place to live, work, study, invest and play;
- create a vibrant regional city that has all the benefits of a rural lifestyle; and
- encourage sustainable growth and the protection of the region's economic, social and environmental assets.

COUNCIL'S VISION

A vibrant regional centre that enjoys a rural lifestyle, the Bathurst Region achieves health and well-being through strengthening economic opportunities, planning for sustainable growth, protecting and enhancing our assets and encouraging a supportive and inclusive community. A Region full of community spirit and shared prosperity.

COUNCIL'S MISSION

The equitable development and maintenance of services provided for the general health and wellbeing of the citizens of the Bathurst Region and the adjustment of these services to meet the changing needs.

Implementation of the Bathurst 2036 Community Strategic Plan

2012/2013 financial year was the first full year that Council operated under the Bathurst 2036 Community Strategic Plan (CSP). The aim of the Plan is to inform the community about the major directions and programs Council is undertaking in shaping the future of the Bathurst Region. The CSP provides the long term "blueprint" for the future.

To implement the CSP, Council also developed two other plans; The Delivery Plan and the Annual Operational Plan.

The Delivery Plan links the 'planning' in the CSP with its implementation via the Annual Operational Plan. The Delivery Plan guides the Council's work program over each 4 year council term. It sets out clear priorities, ongoing activities and specific actions Council will undertake towards achieving the CSP objectives.

The Annual Operational Plan spells out the details of the Delivery Plan, i.e., the individual projects and activities that will be undertaken for the year to achieve the targets set in the Delivery Plan. Council annually updates the Delivery Plan and adopts a new Annual Operational Plan.

BATHURST SNAPSHOT

Bathurst is Australia's oldest inland settlement located just over 200 kilometres west of Sydney on the Macquarie River. As the hub of central west New South Wales, Bathurst provides access to a market of more than 8 million people with Sydney just two and a half hours drive away. An idyllic lifestyle is supported by quality infrastructure and essential services that contribute to an annual growth rate of 1.4%.

Latitude 33° 24.6' S

Longitude 149° 39.1' E

POPULATION

42,389 (30 June 2017)

AREA BATHURST REGION

3,815 sq. km

DISTANCE FROM SYDNEY



By Road

207 km
approx. 2.5 hours



By Rail

239 km
approx. 3.5 hours



By Air

144 km
approx. 40 mins

AVERAGE TEMPERATURES



Summer minimum 11.2°C

Summer maximum 27.8°C



Winter minimum 0.5°C

Winter maximum 13.4°C



RAINFALL

631mm per annum (Bathurst Area)

ELEVATION

Bathurst 670m



METRES ABOVE SEA LEVEL

Mount Panorama 874 m

Mount Ovens (Yetholme) 1,276 m

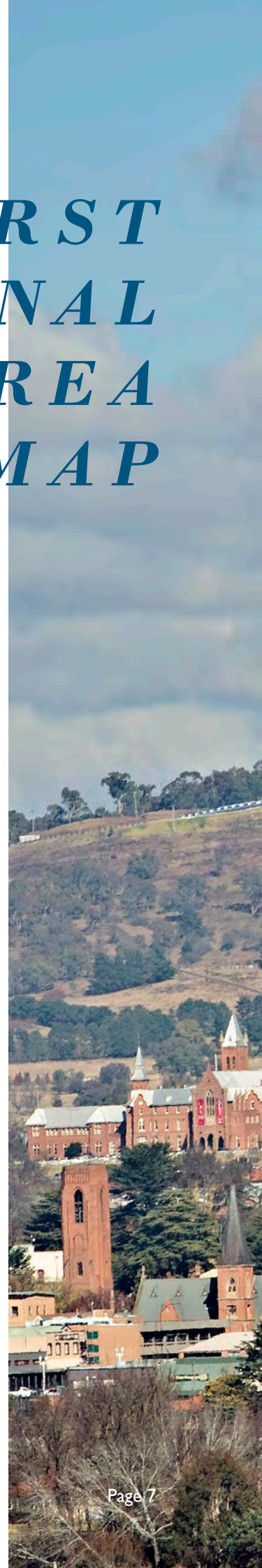
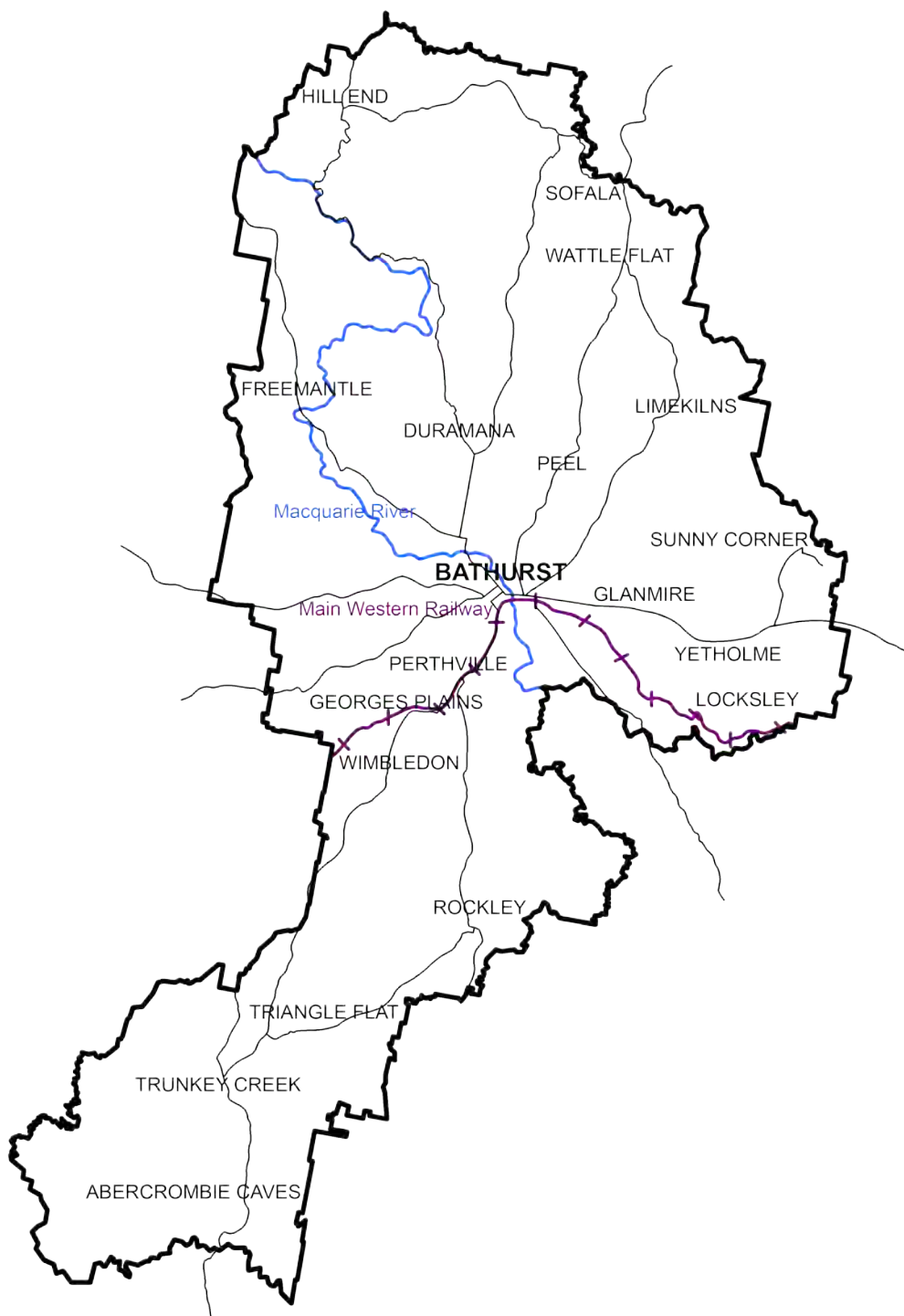
Mount Tennyson (Yetholme) 1,152 m

Mount Horrible 1,204 m

MAJOR INDUSTRIES

Education, food manufacturing, health care, public administration

BATHURST REGIONAL COUNCIL AREA MAP



BATHURST REGIONAL COUNCIL 2016/2017

**Mayor, Deputy Mayor and Councillors as at
30 June 2017**



**Cr Graeme Hanger OAM
Mayor**



**Cr Michael Coote
Deputy Mayor**



Cr Warren Aubin



Cr Bobby Bourke



Cr Monica Morse



Cr Ian North



**Cr Gary Rush
(Resigned
27 February 2017)**



Cr Greg Westman



COUNCIL STRUCTURE

Senior Staff as at 30 June 2017

General Manager
David Sherley

Mayor/Council

Council Committees



Director
Corporate Services & Finance
Bob Roach

Payroll, Administration, Governance, Stores/Purchasing, Information Services, Geographic Information System, Records, Human Resources, Risk Management/Insurance, Rates, Creditors/debtors, Business Papers, Government Information (Public Access), Public Interest Disclosures, Work, Health & Safety, Internal Audit, Annual Report, Delivery & Operational Plan, Financial Management, Committee Secretariat, Switchboard, Customer Request Management System, Customer Service, State Emergency Service, Rural Fire Service, Emergency Management, Corporate Communications, Marketing, Events, Property Development & Management, Mount Panorama Business, Sister City



Director
Engineering Services
Doug Patterson

Water, Sewer, Waste & Recycling Collection, Waste Management Centre, Parks & Gardens, Aquatic Centre, Depot, Plant (Workshop), Floodplain Management, Mount Panorama Operations, Maintenance (roads, bridges, kerb & guttering), Construction (roads, bridges), Contract Management, Design Works, Disaster Planning, Aerodrome, Asset Management, Project Management, Forward Planning (Environment, Recreation, Infrastructure), Rural Works, Indoor Sports Stadium, Tennis Courts, Traffic Management, Buildings Maintenance, Subdivision Design & Construction, Vegetation Management Plan, Cemeteries, Drainage/Stormwater, Private Works



Director
Environmental, Planning & Building Services

Janet Bingham / Richard Denyer (currently sharing role pending a permanent appointment)

Land Use Planning, Corporate Planning, Environmental Planning, Building Control, Health, Pollution Control, Development & Applications, Traffic Inspectors, Rangers, Stock Impounding, Heritage & Conservation, Regulatory Functions, Animal Control, Companion Animals, Food/Health Inspections, Immunisation, State of Environment, Tree Preservation Order, Septic Tanks, Strategic Planning, Land Use Planning, Subdivision Planning, Ordinance Control, Licence Monitoring, Section 94 Contributions, Plumbing & Drainage, Environmental Management, Contamination, Economic Development



Director
Cultural & Community Services
Alan Cattermole

Art Gallery, Library, Chifley Cottage, Somerville Collection, Bathurst Memorial Entertainment Centre, Scallywags Childcare, Family Day Care, Vacation Care, Community Services, Cultural Planning, Community Social Planning, Community Development, Destination Management, Historical Society, Youth Council, Crime Prevention, Community Facilities, Community Halls/Groups, (Eglington, Raglan, Perthville), Community Organisations (Rockley, Hill End, Sofala, Eglington, Wattle Flat, Trunkey Creek, Bathurst Information & Neighbourhood Centre, Home & Community Care Centre, Kelso Community Hub), Club Grants, Community Interagencies, Senior Citizen Centre, National Motor Racing Museum, Rail Museum, Tourism



Photo by Nick Day

CORPORATE SERVICES & FINANCE

Looking after its staff and ensuring open and transparent government is the main priority at Bathurst Regional Council. Council employs around 430 staff in 20 locations and attracting and keeping good people is our priority.

Indicates that objectives relate to Key Direction:

Environmental Sustainability
 Environmental Sustainability
 Liveable Communities
 Sound Leadership

HUMAN RESOURCES & RISK MANAGEMENT

Manage Council's Health and Safety and support ageing workforce initiatives.				
CSP 2036 Objective Reference			25	32, 33
Manage random drug and alcohol testing across Council's operations.	5% of permanent staff tested quarterly.	Quarterly testing occurred throughout the year with a total of 5% of Council's workforce tested on each occasion. Overall, 14% of Council's full time equivalent staff were tested.		
Maintain and service effective Consultative and WHS Committees.	Collect feedback from Committee members annually.	Consultative and Health and Safety Committees meet bi-monthly and are serviced by the HR Section. Information about the committees is explained during new staff induction to encourage staff participation.		

Provision of a range of education and training opportunities for Council's workforce.				
CSP 2036 Objective Reference	5		26	
Monitor State and Federal Government resources to assist with resourcing the educational and training needs of the workforce.	Staff training plans developed annually. Government funding accessed where eligible.	The HR Section has sourced funded training for existing workers – various courses have been either fully or partially funded to-date. During the annual staff performance reviews, training plans are developed and collated to formulate the organisational training plan. The Staff Education & Assistance Scheme continues to provide financial assistance for staff who have been approved in a course of study.		

Develop opportunities for apprentices, trainees and work experience within all areas of Council's workforce.				
CSP 2036 Objective Reference	5		26	
Actively promote trainee/apprenticeship and work experience opportunities to the youth of the region.	Deliver and/or distribute information a minimum of 4 occasions per year.	The HR Section hosts a stall at the Jobs Expo to make contact with high school students and other job seekers to promote Council's apprentice, trainee and general job opportunities. New flyers and documents have been created for use at Expos and promotional days. Council's website has a portal promoting work experience opportunities and allowing online applications.		

INFORMATION SERVICES

Improve long-term viability and availability of electronic data for both the current and long term.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Upgrade archive/backup solution and DR Site battery life.	Reduction in physical size of data stores.	Disaster Recovery Site UPS Upgrade completed. Continuing review of backup strategy scheduled for 2017/2018. Reviewed systems that are archived regularly.		

Improve Communication between staff and between staff and residents independent of their physical location.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Implementation of 'chat' software and recording of social media posts.	Compliance with NSW Records Act.	Rollout to staff commenced to test group being Information Services and Human Resources. Pilot has been extended to Events team. Continuing research to archive all chat sessions in a system vault.		



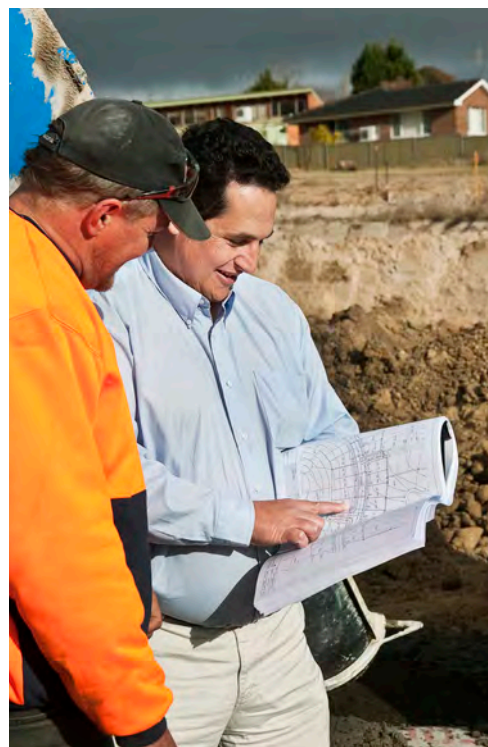
Provide secure mobile device access to network.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Enable secure access to the network by mobile devices.	Safe, secure network availability.	Project completed. Mobile Devices now access the network via Secure Sockets Layer.		

Provide network/internet access via WiFi to all locations and between Council locations.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Install WiFi points throughout the remote buildings.	Improved network and internet access for staff and contractors.	Program completed. All Council facilities now have WiFi points installed.		

Ensure network security from both internal and external locations.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Upgrade/replace infrastructure that represents an external risk as identified in the penetration test results.	Ensure network is secure from both internal and external threats.	<p>Ongoing. Windows 2003 server replacement commenced. Only 1 server remains with Windows server 2003 but is soon to be replaced with iFerret software.</p> <p>Began evaluation of software to more thoroughly protect data assets from Crypto style attacks.</p>		

FINANCIAL SERVICES

Ensure Council's long term financial sustainability.				
CSP 2036 Objective Reference				28, 29, 33
Review need for special variation in rate income.	Long Term Financial Plan complete and adopted by Council.	Long Term Financial Plan completed for 2016/2017. Due to possible amalgamation and associated legal actions Council was unable to consider applying for a special variation for 2017/2018 Operational/Delivery Plan.		
Improve Council's cash flows.	Rates and Charges Outstanding Ratio less than 10%.	As per 2016/2017 Financial Statements achieved 5.68% (2015/2016 5.85%) (2014/2015 6.63%)		
Ensure Council's level of debt is manageable.	Debt service ratio less than 10%.	As per 2016/2017 Financial Statements achieved 4.12% (2015/2016 3.95%) (2014/2015 4.10%)		
Maximise invested funds within prudential guidelines.	Outperform monthly 90 day bank bill swap rate.	At 30 June 2017: • 90 day bank bill swap rate – 1.77% (2015/2016 average 2.20%) • Current earnings (2016/2017 average) – 2.77%		
Improve internal financial reporting to managers for sound cost control.	Review monthly and quarterly reporting process for internal customer satisfaction.	Cost centre reports issued monthly. Quarterly Budget Review Statements (QBRs) for September quarter was reported to Council at November meeting. QBRs for December quarter was reported to February meeting. QBRs for March quarter was reported to May meeting.		



PROPERTY DEVELOPMENT

Manage the development of new residential land releases to ensure appropriate level of supply available.			
CSP 2036 Objective Reference	1, 6		28
Complete development of residential land in accordance with Council plans.	Aim to have land stock for residential needs.	Currently developing residential land stocks: Windradyne 1100 and Sunny Bright of 455 blocks. Design commencing Laffing Waters Estate.	
	Eglinton 100	All 59 lots have been sold.	
	Windradyne 1000	124 lots have been sold.	
	Windradyne 1100	Design, layout & construction by mid 2018 for 180 residential lot development.	
	Sunny Bright	Design, layout & construction by mid 2018 for 275 residential lot development.	
	Laffing Waters	Master Plan for overall 158 ha site. Tendered in 2017/2018. Construction by 2020.	

Manage the development of new commercial and industrial land releases as required to meet the needs of new businesses.			
CSP 2036 Objective Reference	1, 6		28
Development in Bathurst Trade Centre and Kelso Industrial Park as required.	Provision of available land to meet demands.	Bathurst Trade – all current lots sold. Additional 17 lots being developed.	
	Council has a stock of developed land and undeveloped land for trade & industrial use.	Bathurst Trade - Watt Drive - 17 lot development now due end of 2017. Pre sales have 17 lots sold. Will need to look at next stage of planning.	
		Kelso Industrial land – 2 lots sold in June 2017. 9 lots still available.	

GOVERNANCE

Provide Councillors, staff and the community with timely and accurate information to facilitate open and accountable government.				
CSP 2036 Objective Reference			23	32, 33
Provide Council Business Papers on a timely basis.	Three days before each meeting.	Business Papers provided one week prior to Council/ Committee meetings.		
Provide access to Council documents on website.	Review of documents on website.	Documents are available on web-site and are regularly updated.		
Complete Annual Report to the community.	Completion by statutory deadline (30 November).	Annual Report sent to Office of Local Government 25 November 2016. Available on website.		

Ensure Council policies reflect community needs and organisational requirements.				
CSP 2036 Objective Reference				30, 32, 33
Monitor Policy Manual.	Individual Policies reviewed for relevance and compliance with statutory requirements.	Policy Manual monitored regularly and updated as required.		
Community satisfaction with Council service levels.	Conduct Community Surveys.	Online and hard copy survey completed. Final report received.		

Implementation of the Government Information (Public Access) Act (GIPA Act).				
CSP 2036 Objective Reference				32
Provision of Contract Register on Council's website.	Register updated monthly.	Register is updated after each Council meeting.		
Respond to requests for information under GIPA Act in timely manner.	Information requests (formal and informal) responded to in accordance with statutory guidelines.	12 applications received to date. 10 completed.		

Compliance with Local Government (General) Regulation 2005.				
CSP 2036 Objective Reference				28
Reporting of fines and penalties issued against Council.	Fines or Penalty Notices issued each month.	Year to Date - 2 fines of \$500 each - Department of Fisheries.		



REVIEW OF FINANCIAL ACCOUNTS

[Local Government Act 1993 - Section 428]

The following information on Council's financial statements for the year ended 30 June 2017 has been provided by Council's Auditor, Audit Office of New South Wales.

Operating Result	2017 \$M	2016 \$M	Variance %
Rates & annual charges	39.8	36.8	8.2
Grants & contributions	43.6	21.9	99.1
Operating results for the year	35.5	14.4	146.5
Net operating result before capital amounts	7.7	6.8	13.2

The growth in rates and annual charges is partly attributable to the rate pegging of 1.8 per cent, combined with continued growth in the number of rateable properties within the region. However, the main contributor was an increase in Domestic Waste Management charges as a result of the introduction of Council's Food and Garden (Green) Waste collection service in July 2016. There is a corresponding increase in materials and contracts expenditure as a result of this new service.

Operating grants and contributions were higher at \$15.9 million (\$14.2 million in 2015/2016), mainly due to advanced receipt of 2017-2018 financial assistance grant instalments from the Commonwealth Government in 2016/2017.

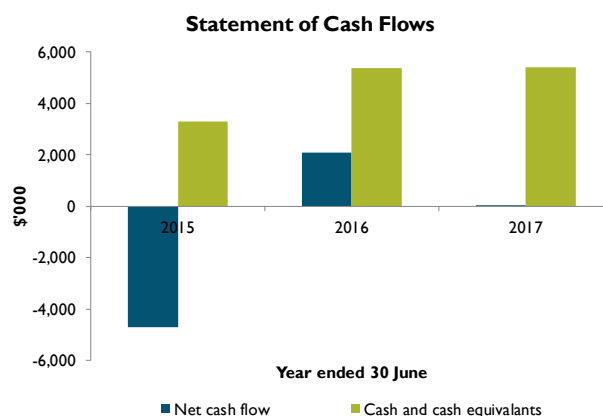
Council received \$17.7 million in non-cash dedications during the year, increasing capital grants and contributions from \$7.7 million in 2015/2016 to \$27.8 million in 2016/2017. Whilst it is not uncommon for Council to receive contributions of this nature, the current year has been impacted by the recognition of \$10.8 million in assets (primarily stormwater drainage) relating to works conducted by the Roads & Maritime Services (RMS) on the Great Western Highway at Kelso.

The General, Water and Sewer Funds all contributed positively to the operating result.

STATEMENT OF CASH FLOWS

The net cash inflow for the year ended 30 June 2017 was \$14,000 (inflow of \$2.1 million for the year ended 30 June 2016).

During the year, Council transferred a net total of \$16.9 million into investments which attract a higher rate of return (2015/2016: \$3.7 million transferred out of investments).



FINANCIAL POSITION

Cash & Investments

Restricted Cash & Investments	2017 \$M	2016 \$M	Commentary
External restrictions	71.5	59.8	Externally restricted balances include unexpended developer contributions, water, sewer and domestic waste management charges.
Internal restrictions	20.3	15.1	Balances are internally restricted due to Council policy or decisions for forward plans including works program.
Unrestricted	0.1	0.1	Unrestricted balances provide liquidity for day-to-day operations.
Cash and investments	91.9	75.0	

Debt

At 30 June 2017, Council recognised \$27.0 million in loans (30 June 2016: \$21.5 million). The increase includes \$9.3 million new loans related to Council's capital works program, including \$5 million for works commencing on Winburndale Dam. Council's loans are secured over the general rating income of Council.

At 30 June 2017, Council also had access to a \$650,000 (30 June 2016: \$650,000) bank overdraft facility. This facility was unused at year end.

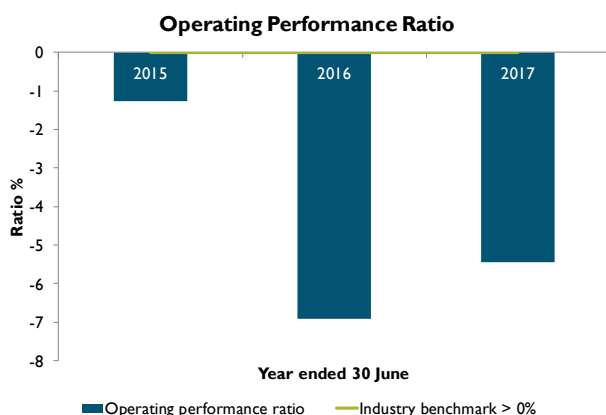
PERFORMANCE RATIOS

The definition of each ratio analysed below (except for the 'building and infrastructure renewals ratio') is included in Note 13 of the Council's audited General Purpose Financial Statements. The 'building and infrastructure renewals ratio' is defined in Council's unaudited Special Schedule 7.

Operating Performance Ratio

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than zero per cent.

Council considers its net profit on the sale of real estate assets as a key source of operating revenue, however this figure is excluded from the calculation of this indicator. In 2016/2017, Council recognised \$12.0 million of net profit on the sale of real estate assets (2015/2016: \$12.7 million).

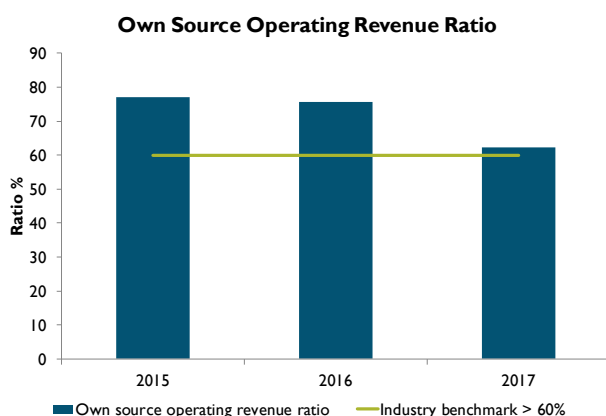


Own Source Operating Revenue Ratio

Council's own source operating revenue ratio exceeded the industry benchmark over the past three years.

The increased level of operating and capital grants and contributions impacts Council's own source revenue ratio.

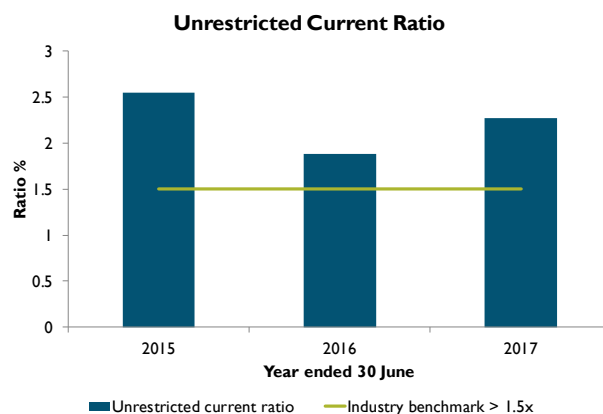
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted Current Ratio

Council's unrestricted current ratio exceeded the industry benchmark over the past three years. This indicates Council has sufficient liquidity to meet its current liabilities as and when they fall due.

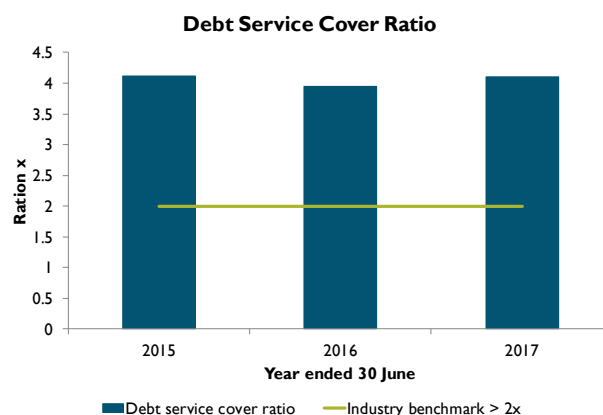
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt Service Cover Ratio

Council's debt service cover ratio exceeded the industry benchmark over the past three years. The ratio indicates Council has adequate revenue to cover the principal repayments and borrowing costs of its debt.

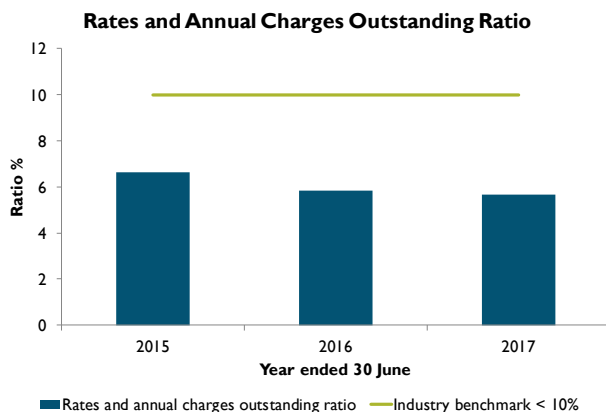
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and Annual Charges Outstanding Ratio

Council's rates and annual charges outstanding ratio is better than the benchmark for rural councils over the past three years. Council attributes this to a sustained effort to effectively manage recovery of rates and annual charges.

The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is greater than 10 per cent for rural councils.

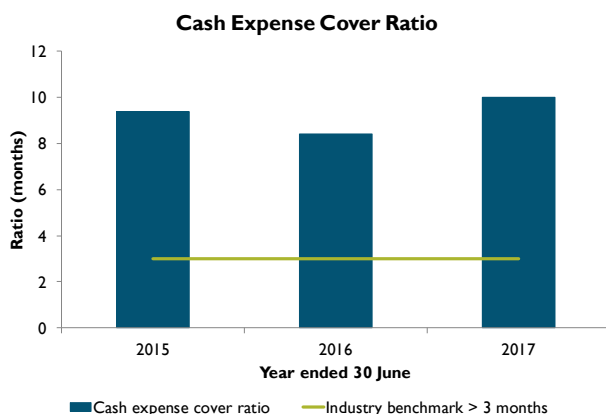


Cash Expense Cover Ratio

As at 30 June 2017, Council had the capacity to cover 10 months of cash expenditure without additional cash inflows.

Council's high levels of liquidity means its cash expense cover ratio far exceeded the industry benchmark over the past three years.

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

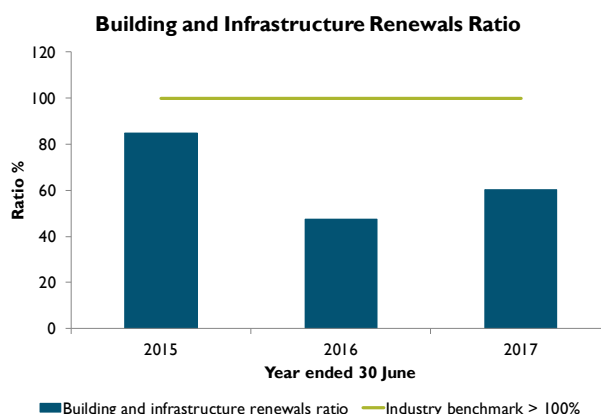


Building and Infrastructure Renewals Ratio

The 'building and infrastructure renewals ratio' can fluctuate from year to year, depending on the nature of the projects being undertaken by Council. The continued growth in the Bathurst region has meant that a significant number of projects relate to new services. Similarly, the non-cash dedications received by Council relate to new services, rather than renewals.

The 'building and infrastructure renewals ratio' assesses the rate at which these assets are being renewed against the rate at which they are depreciating. The benchmark set by OLG is greater than 100 per cent.

This ratio is sourced from council's Special Schedule 7 which has not been audited.



OTHER MATTERS

Valuation of Water and Sewerage Assets

Council revalued its water and sewer infrastructure assets in 2016/2017 resulting in a \$94.9 million increment. Council's Auditors assessed:

- the effectiveness and reliability of processes to determine the fair value of assets
- the reasonableness of useful lives and depreciation assumptions
- the qualifications and experience of experts used.

New accounting standards implemented

AASB 124 'Related Party Disclosures'

Effective for annual reporting periods beginning on 1 July 2016

AASB 2015-6 extended the scope of AASB 124 to not-forprofit public sector entities. As a result, Council's financial statements disclosed the:

- compensation paid to their key management personnel
- nature of related party relationships
- amount and nature of related party transactions, outstanding balances and commitments and outstanding balances (including commitments).

Council Entities

Council's interest in 'council entities' include:

- The Somerville Collection Limited
- Upper Macquarie County Council
- Statewide Limited
- StateCover Limited

Alternate external audit arrangements are in place for the above 'council entities'. Council's auditors have obtained sufficient audit evidence to be satisfied Council's general purpose financial statements materially reflect Council's interest in the entities.

Legislative compliance

The Audit Office did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial reports. The Council's:

- accounting records were maintained in a manner and form to allow the general purpose financial statements to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

LEGAL EXPENSES

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a3)]

Area	Matter	Cost	Status
Environmental, Planning and Building Services	Manning	1,085	Finalised
	PS & BJ Gittany - Development Application	4,999	Finalised
	Costello - Development Application	26,521	Finalised
	Stewart Street - Land use investigation	28,964	Finalised
	Rossmore Park – Development Application	4,900	Finalised
	Concrete Crushing Facility	3,844	Ongoing
	Russell Street - Land use investigation	1,400	Finalised
	Sundry Matters	3,676	Finalised
	Total Planning Legal Costs	75,389	
Engineering Services	Minor Road Adjustments	6,516	Finalised
	General Advice	3,600	Finalised
	Total Engineering Legal Costs	10,116	
Cultural & Community Services	General Advice	816	Finalised
	Total Cultural & Community Legal Costs	816	
Corporate Services & Finance	Carter – Water & Sewer	66,915	Finalised
	Crisp – Water & Sewer	9,471	Finalised
	BMX	2,525	Finalised
	Public Liability Claim – George Street	8,214	Ongoing
	Code of Conduct / Governance	6,265	Finalised
	Land Matters - Search Fees	4,793	Finalised
	Land Matters - Lease Preparation	12,596	Finalised
	Land Matters - Contract Preparation	21,090	Finalised
	Trademarks	12,289	Finalised
	Breach of Road Transport Act	2,300	Finalised
	Mount Panorama	12,733	Finalised
	B2B	3,262	Finalised
	General Advice	18,234	Finalised
	Debt Recovery	131,334	Ongoing
	Total Administrative Legal Costs	312,021	
Total Legal Expenses		398,342	

COUNCILLORS' FEES AND EXPENSES

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a1)]

Money Expended during the 2016/2017 Financial Year on:

Mayoral fees	\$41,090
Councillors' fees	\$144,369
Councillors' expenses	\$40,179
Total	\$225,638

Councillor's expenses listed above include the following items which must be separately reported:

Provision of dedicated office equipment allocated to Councillors	\$2,940
Telephone calls made by Councillors	\$6,023
Attendance of Councillors at conferences and seminars	\$22,220
Training of Councillors and provision of skill development	Nil
Interstate visits by Councillors, including transport, accommodation and other out of pocket travelling expenses	Nil
Overseas visits by Councillors, including transport, accommodation and other out of pocket travelling expenses	Nil
Expenses of any spouse, partner or other person who accompanied a Councillor	Nil
Expenses involved in the provision of care for a child or an immediate family member of a Councillor	Nil

POLICY: GOVERNANCE – PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR COUNCILLORS

Objective: Provide guidelines for payment of expenses and provision of facilities for Councillors in accordance with the Local Government Act.

1. Purpose

Section 252 of the Local Government Act 1993, requires Councils to adopt a policy for the payment of expenses and provision of facilities to the Mayor, Deputy Mayor and Councillors.

The policy identifies expenses that will be paid and facilities that will be provided to the Mayor, Deputy Mayor and Councillors in relation to discharging the functions of civic office.

In the event that an Administrator is appointed for Bathurst Regional Council, this policy will apply to the Administrator in the same manner as the Mayor.

2. Objective

- To ensure that no Councillors suffer hardship by reason of meeting their civic responsibilities as an elected person.
- To adequately reimburse Councillors for expenses incurred in the performance of their duties, including expenses incurred in becoming adequately informed on subjects relevant to their civic duties.

3. Statement of Principles

The Councillors are the elected governing body of Bathurst. To assist them to discharge their civic, statutory and policy making functions, they are entitled to be provided with the range of necessary facilities and to be reimbursed the expenses specified in this policy.

Recognising the special role of the Mayor this policy allows for the payment of some additional expenses and the provision of some additional facilities.

Claims for facilities and expenses not included in the policy will not be approved.

Where replacement equipment or facilities is required, Council's policy on plant and asset replacement will be followed. Equipment and facilities will be compatible with and of the same standard as other Council equipment and facilities.

Council's facilities and services, as detailed in this Policy, are available to Councillors while carrying out the functions of civic office. These facilities and services are not available for use by members of a Councillor's family, unless the use is directly related to attendance at a civic function or to another aspect of the Councillor's civic duties.



4. Legislative & Legal Requirements

The Local Government Act 1993 states:

248 Fixing and payment of annual fees for Councillors

1. A Council must pay each Councillor an annual fee.
2. A Council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.
3. The annual fee so fixed must be the same for each Councillor.
4. A Council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.

249 Fixing and payment of annual fees for the Mayor

1. A Council must pay the Mayor an annual fee.
2. The annual fee must be paid in addition to the fee paid to the Mayor as a Councillor.
3. A Council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.
4. A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal..
5. A Council may pay the Deputy Mayor (if there is one) a fee determined by the Council for such time as the Deputy Mayor acts in the office of the Mayor. The amount of the fee so paid must be deducted from the Mayor's annual fee.

250 At what intervals are fees to be paid?

Fees payable under this Division by a Council are payable monthly in arrears for each month (or part of a month) for which the Councillor holds office.

251 What is the consequence of paying fees?

1. A person is not, for the purposes of any Act, taken to be an employee of a Council and is not disqualified from holding civic office merely because the person is paid a fee under this Division.
2. A fee paid under this Division does not constitute salary for the purposes of any Act.

252 Payment of expenses and provision of facilities

1. A Council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office.
2. The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the Mayor or a Councillor of a facility provided by the Council to the Mayor or Councillor.

253 Public notice of proposed policy concerning expenses and facilities

Before adopting a policy for the payment of expenses or provision of facilities, the Council must give at least 28 days public notice of the proposal.

254 Decision to be made in open meeting – Section 254

The Council or a Council committee all the members of which are Councillors must not close to the public that part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or at which any proposal concerning those matters is discussed or considered.

The Local Government (General) Regulation 2005 states:

404 Circumstances in which Councillors' annual fees may be reduced or not paid.

For the purposes of Section 254(A) of the Act, the prescribed circumstance for the non-payment or reduction of a Councillor's annual fee is the circumstance where both of the following conditions are satisfied:

- a. The payment of the annual fee adversely affects the Councillor's entitlement to a pension, benefit or allowance under any legislation of the Commonwealth, a Territory or a State (including NSW),
- b. The Councillor agrees to a non-payment or reduction.

5. Reporting Requirements

The Local Government Act, 1993 imposes reporting requirements on Councils. Council's Annual Report satisfies the reporting requirements imposed under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

6. Other Government Policy Provisions

This policy has been developed in accordance with the following policies and documents provided by various government departments.

- Department of Local Government Guidelines for Payment of Expenses and Provision of Facilities to Mayors and Councillors - **October 2009**.
- **Division** of Local Government Circulars (issued from time to time) including but not limited to:
 - * 04/04 Appropriate Controls on the use of Council Credit Cards
 - * 05/08 Legal Assistance for Councillors and Council Employees
 - * **08/24 Misuse of Council Resources**
 - * **08/37 Council decision making prior to ordinary elections**
- Department of Local Government Model Code of Conduct – **June 2008**
- Council's Adopted Code of Conduct
- Various ICAC Publications.

7. Annual Fee

Pursuant to Section 248 of the Local Government Act, 1993, an annual fee will be paid to each Councillor in twelve instalments (monthly in arrears). In addition to this, the Mayor will be paid an annual fee in accordance with Section 249 of the Act, to be paid in twelve instalments (monthly in arrears). The amount to be paid will be as determined by the Local Government Remuneration Tribunal and adopted in Council's Management Plan for that year.

8. Access and Use of Facilities/ Equipment

Councillors are to be provided with access and use of the following:

- a. A room suitably furnished for use by all Councillors;
- b. Access to a motor vehicle if available, or alternative arrangement (e.g. hire car), for the purposes of attending official functions or meetings outside the Council area; (see also Clause 15);
- c. Use of Council photocopiers, telephones, computers, (& associated equipment) and fax machine in the course of the Councillor undertaking official business.
- d. **Access to Council Operated Facilities**

To assist Councillors to understand the operations of and to promote the various facilities to the community, Council will provide each Councillor with

- i. annual admission (for the use of the Councillor only) to the following Council operated facilities:
 - Australian Fossil and Mineral Museum
 - National Motor Racing Museum
 - Chifley Home and Education Centre
- ii. two adult tickets (for the use of the Councillor and their spouse/partner) to each of the Theatre Season performances at the Bathurst Memorial Entertainment Centre.

e. Access to Motor Sport Events

To assist Councillors to promote Bathurst and network with dignitaries, Council will provide four (4) tickets per Councillor to attend all days of each motor racing event (including attendance at Mayoral functions) that requires full track closure at Mount Panorama.

At some events, Councillors may be provided with access to a reserved parking allocation for one vehicle per Councillor.

In addition to those facilities/equipment listed above, the Mayor will be provided with the use of:

- a. An office suitably furnished;
- b. Mayoral robes and chains;
- c. A corporate credit card to meet expenses connected with the entertainment of guests of the city;
- d. A "Rex" card to allow the Mayor access to the Rex lounge at the airport for the conduct of meetings and whilst waiting between meetings and flights (a card will also be provided to the Deputy Mayor for official use).

9. Provision of Equipment

Each Councillor will be provided with the following:

- a. Business cards
- b. Councillor letterhead
- c. A name badge
- d. Stationery, office supplies and other consumables
- e. Provision of car parking sticker for parking in designated/authorised parking areas
- f. Each Councillor will be provided with the following for Council use:
 - A computer, e.g. i-Pad or Laptop and associated equipment (printer etc.)
 - Access to the internet
 - Facsimile transmission device (Fax) (including installation at the principal place of residence)
 - A document shredder.

NB: All rental, call and stationery costs incurred in the course of Council activities will be met by Council.

- g. Effective following the Local Government Election to be held on 13 September 2008, Councillors will have the following options in relation to telephone calls made in the course of Council business:
 - i. Council will reimburse Councillors for the cost of official mobile and landline calls made in the course of Council business up to a limit of \$80 per month. Claims for reimbursement of calls must be made on the appropriate expenditure claim form.
 - or
 - ii. Council will provide Councillors with a mobile phone for Council business, limited to an amount of \$80 per month.

In addition to the equipment listed above the Mayor will be provided with the following:

- a. A mobile phone with rental and all charges to be met by Council;
- b. A motor vehicle (including private use) on the basis that all costs are met by the Council. NOTE – that during periods of “leave of absence” of the Mayor the vehicle will be made available to the Deputy Mayor under the same terms and conditions.
- c. A permanently allocated parking space.

Note: A person’s re-election to the Council is considered a personal interest. Official Council material such as letterhead, publications, websites, email, as well as council services and forms must not be used for any such personal interests.

9.1. Acquisition and Return of Council Equipment and Facilities by Councillors

All equipment provided to the Mayor, Deputy Mayor or a Councillor to assist them to carry out their official duties remains the property of Council and is to be returned to Council upon the Mayor or the Councillor ceasing to hold office.

A Councillor may at the cessation of their duties request to purchase the equipment provided to them for their official duties or part thereof. Any items offered for sale to a Councillor under this clause will be offered on the basis that they are valued at a fair market price or the current written down value, whichever is the greater.

9.2. Private Benefit

Councillors should not generally use Council equipment for their own personal benefit. However, it is acknowledged that incidental use of Council equipment for private benefit may occur. Such incidental use will not be subject to repayment.

Where more substantial use of Council equipment occurs Council will seek reimbursement at a rate determined by the

- a. Mayor/Deputy Mayor and the General Manager or
- b. the Council,

depending upon the circumstances.

10. Administrative Support

Councillors will be provided with secretarial support in relation to official correspondence.

11. Training

Councillors will be provided with training to enhance their ability to carry out their civic responsibilities. An allowance is made in the annual budget for provision of training to Councillors. The type of training attended would normally be approved by the Council but may, in some circumstances, be approved by the Mayor.

12. Insurance

Council will provide appropriate insurance for Councillors including insurance against personal injury whether fatal or not, arising out of, or in the course of carrying out duties, or the performance by such Councillor at functions in his/her capacity as a member of Council.

Council will provide the following Insurance cover for Councillors undertaking official Council business:

- Public Liability.
- Councillors and Officers.
- Personal Accident.
- Travel Insurance (where approved) for interstate and overseas travel on Council business.

13. Sustenance/Meals

Councillors are entitled to the provision of a meal and/or refreshments in conjunction with the Committee/Council meeting or at any official ceremony authorised by Council or the Mayor, or in carrying out their Councillor’s responsibilities including meetings with residents, ratepayers or guests of the city.

14. Legal

In the event that indemnity is not granted under the existing Councillors and Officers liability policy in relation to:

- a. any enquiry, investigation or hearing into the conduct of a Councillor:
 - i. by the Independent Commission Against Corruption;
 - ii. by the Office of the Ombudsman;
 - iii. by the Administrative Decisions Tribunal;
 - iv. by the Division of Local Government, Department of Premier and Cabinet;
 - v. by the NSW Police Force;
 - vi. by the Director of Public Prosecutions;
 - vii. by Council’s Conduct Review Committee/Reviewer;
 - viii. by the Local Government Pecuniary Interest Tribunal; or
 - ix. pursuant to FOI legislation;
 - x. pursuant to Privacy and Personal Information Protection legislation
- b. legal proceedings against a Councillor:

Council shall reimburse such Councillor on a solicitor/client basis for all legal and associated expenses properly and reasonably incurred having regard to the nature of the enquiry, investigation, hearing or proceedings, provided that:

 - i. the enquiry, investigation, hearing or proceedings relate to conduct arising out of or in connection with a Councillor’s performance of his or her civic duty or the exercise of his or her functions as a Councillor;

- ii. the enquiry, investigation, hearing or proceedings have been finalised and have resulted in a finding, in the opinion of the Council, substantially favourable to the Councillor;
- iii. the amount of any such reimbursement shall be limited to the amount of moneys that are not otherwise recoverable by a Councillor on any other basis;
- iv. the Council authorises the reimbursement by resolution.

Note: Council cannot pay any legal expenses for

- a. legal proceedings initiated by a councillor
- b. a councillor seeking legal advice in respect of possible defamation.

15. Expenses

- a. Council will reimburse claims for expenses for actual costs incurred by Councillors in relation to discharging the functions of civic office.

The fundraising activities of political parties, including political fundraising events, are considered to be personal interests. Council will not pay expenses or provide facilities to councillors in relation to supporting and/or attending such activities and events.

- b. In relation to discharging the functions of civic office, the following facilities will be provided:
 - Mayoral Office.
 - Councillors' meeting room.
 - Provision of a meal/refreshments in conjunction with the Committee/Council meeting.
- c. Where a Councillor provides his/her own motor vehicle for transport in relation to discharging the functions of civic office, reimbursement of costs will be made on either:
 - i. a per kilometre basis at the rates specified under Clause 4 of the Local Government (State) Award (NAPSA), or
 - ii. based on the presentation of a fuel docket/ receipt.
- d. Where travel is by air, Council will pay the cost of an economy class ticket.
- e. Costs of vehicle hire, taxi fares and/or public transport which are reasonably incurred while attending conferences will be reimbursed by the Council.
- f. Council will reimburse the cost of parking fees (upon the provision of an appropriate receipt) and the cost of any road tolls paid while on Council business.

In regard to "functions of Civic Office", the following guide is provided:

Travel expenses relate to travel that is on Council business (this can be within NSW or interstate, where approved), including:

- to and from Council meetings;
- to and from Committee meetings, Working Parties etc of which the Councillor is a member;
- to and from meetings of external bodies to which the Councillor is an approved delegate;
- inspections within the area of the Council where such inspections have been arranged by a resolution of Council, or by Mayoral approval;
- to and from the periodical conferences, training courses and seminars of Local Government related organisations at which attendance has been approved by a resolution of Council or by Mayoral approval;
- to and from public meetings where such meetings have been arranged by a resolution of Council or by Mayoral approval.

NB: For the purposes of this Policy, travel within the ACT is regarded as travel within NSW.

Payment is subject to:

- the travel being undertaken expediently and by the shortest practicable route;
- claims must be made within three (3) months of incurring the expense;
- wherever possible and appropriate, a Council vehicle will be made available for use by a Councillor travelling outside the Bathurst Regional Council boundary on Council approved business.

N.B. The driver of the vehicle (whether a Council vehicle or private vehicle) will be personally responsible for all traffic or parking fines incurred while travelling on Council business. Under no circumstances will Council reimburse costs associated with traffic or parking infringement fines.

A copy of the "Claim for Reimbursement of Expenses" form is at Appendix A.

15.1. Payment of expenses for spouses, partners and accompanying persons

Council will pay the cost of attendance of a spouse, partner or accompanying person at an official function of the Council (which includes BMEC Theatre Season performances) or other official functions that are of a formal and ceremonial nature. Examples would include Citizenship ceremonies, civic receptions/functions and charitable functions for charities supported by the Council.

Council will also pay for any reasonable expenses incurred for a spouse, partner or accompanying person of the Mayor, or of a Councillor when they are representing the Mayor, when they are called upon to attend an official function of Council or, carry out an official ceremonial duty while accompanying the Mayor (or the Mayor's representative) outside the Council's area, but within the State of New South Wales. Reasonable expenses would include the cost of the ticket and meal etc.

In all other instances any costs incurred as a result of the attendance by a spouse, partner or accompanying person shall be met by the respective Councillor.

15.2. Payment in Advance:

The Council will normally pay all costs associated with attendance by a Councillor on official Council business at a conference, seminar or function in advance. Where this is not appropriate or possible:

- a cash allowance or cheque equivalent thereto will be paid to the attendee in advance;
- an allowance for estimated “out-of-pocket” expenses may be paid to an attendee in advance upon request.

Payment via either of these methods will require the provision of a reconciliation statement, verification of expenses and the refund of any unexpended amount being submitted within ten (10) days of the close of the conference, seminar or function.

N.B. Councillors are provided with a credit card to minimise the requirement for payments in advance.

15.3. Childcare

Council will reimburse Councillors for the cost of child care services incurred while on authorised Council business. The amount of reimbursement will be the actual cost incurred, with a maximum of \$25 per hour applying.

15.4. Dependant Care Related Expenses

Council will reimburse Councillors for the reasonable cost of child/dependant care services (including care of elderly, disabled and/or sick immediate family members of Councillors) incurred while attending Council meetings, Committee meetings, workshops, briefing sessions and other meetings relating to Council's operations.

Councillors will be reimbursed for expenses associated with child/dependent care paid to providers other than immediate family, spouse or partner up to 1 hour before and after such meetings (based on advertised commencement time) subject to the prescribed form being completed and/or the production of appropriate documentation/receipts.

15.5. Councillor Care Related Expenses

Council will give consideration to the payment of other related expenses associated with the special requirements of Councillors such as disability and access needs, including reasonable transportation provisions for those unable or unwilling to drive a vehicle, to allow them to perform their normal civic duties and responsibilities. Costs could include accommodation, meals and travel expenses for carers, accompanying a Councillor where required.

16. Corporate Credit Card

Councillors will, upon request, be given a Corporate Credit Card with a limit of \$1,000.

17. Provision of Council Uniform

Councillors are to be provided with a Council uniform. The initial purchase will be subsidised to a maximum of \$800.00 and thereafter an annual allowance for maintenance of a maximum \$200.00 per annum.

A councillor who is re-elected for a new term of office shall, during the first year of that term, be entitled to an allowance of up to a maximum of \$400 and thereafter the annual maintenance amount will apply.

Where Councillors are required to wear personal protective equipment (PPE), this will be provided up to a maximum of \$500 in any one term of Council.

18. Code of Conduct

Councillors should be aware that where actions are taken in Breach of the Code of Conduct, the failure to comply with the Code of Conduct may be evidence of a lack of good faith which may lead to a denial of payment under the Policy.

Further, Chapter 13, Part 5 of the Local Government Act allows the Department to surcharge Councillors to recover any deficiency or loss to Council arising from actions involving misconduct. Councillors should be aware that where actions are taken in breach of the Code of Conduct, the failure to comply with the Code of Conduct may be evidence of misconduct which may lead to personal liability pursuant to the surcharge provision of the Local Government Act in connection with such actions.

19. Conferences

In this part Conference means conferences, seminars, congresses, forums, workshops, courses, meetings, deputations, information and training sessions, events, etc. held within Australia, related to the industry of local government.

19.1. Who May Attend Conferences

Councillors may be nominated to attend conferences by:

- the Council, by resolution duly taken;
- the Mayor, acting within his/her delegated authority.

In addition the Mayor may nominate a substitute Councillor in his or her absence to attend functions within and outside the Council area on those occasions where the Mayor is unable to be in attendance.

19.2. What Conferences May be Attended

The conferences to which this policy applies shall generally be confined to:

- Local Government NSW and Australian Local Government Association (ALGA) Conferences.
- Special “one-off” conferences called or sponsored by the LGA and/or ALGA on important issues.
- Annual conferences of the major Professions in Local Government.
- Australian Sister Cities Conferences.
- Regional Organisation of Councils Conferences.
- Conferences, which further training and development efforts of the Council and of Councillors, or which relate to or impact upon the Council’s functions.
- Any Meetings or Conferences of organisations or bodies on which a Councillor of the Council may be elected, or appointed to be, a delegate or member of the Council or the L.G.A.

Other conferences that may be attended would include those listed in the report provided to Council (from time to time) adopting the delegates/duty delegates.

19.3. Registration

The Council will pay all normal registration costs which are charged by organisers, including the costs of related official luncheons, dinners and tours which are relevant to the interests of the Council or assist Councillors to discharge the functions of their civic office.

19.4. Expenses Incurred

Payment or reimbursement of expenses incurred or to be incurred shall be subject to the requirements that:

- a. travel expenses relate to travel that is on Council business;
- b. the travel being undertaken with all due expedition, and by the shortest practicable route;
- c. only reasonable amounts are claimed or accepted towards necessary out-of-pocket expenses;
- d. out-of-pocket expenses for which amounts are claimed relate only to the verified costs of refreshments, meals, travel, registration fees, accommodation, stationery and the like;
- e. any time occupied or travel incurred in other than Council business is not included in the calculation of expenses to be paid; and
- f. the claim is made not later than three (3) months after the expenses were incurred, and upon copies of all relevant dockets, receipts and the like being attached to a written claim for payment/reimbursement.

19.5. Categories of Payment or Reimbursement

The categories of payment or reimbursement are as follows:

a. Travel

See Clause 15 of this policy

b. Accommodation

Reasonable accommodation costs (including meals), including the night before and/or after the conference where this is necessary, will be met by the Council.

c. Out-of-Pocket Expenses

Reasonable out-of-pocket or incidental expenses will be reimbursed for costs associated with attending the conference, including entertainment, but excluding expenses of a normal private nature. Incidental expenses are taken to include items such as:

- i. hotel/motel charges other than accommodation;
- ii. telephone, facsimile and wi-fi costs;
- iii. refreshments/meals not included in the Registration fee;
- iv. any optional activity in a Conference program;
- v. taxi fares;
- vi. parking fees.

19.6. Payment of Conference expenses

Councillors, from time to time, may find it necessary to pay day-to-day expenses out of their own pocket. Councillors must then submit a claim (on the claim form attached to this policy) for reimbursement of those expenses in accordance with this policy. Payment of incidental expenses will be limited to a maximum of \$100 per day.

The General Manager reserves the right to decline the reimbursement of any expenses he/she considers to be inappropriate or unreasonable and refer them for further consideration in accordance with the dispute procedures listed in this policy.

19.7. Spouse/Partner

Where the attendee is accompanied by his or her spouse/partner the attendee will pay for any cost supplement involved in the accommodation. All costs for the spouse/partner (including travel and meals) are to be borne by the attendee.

Council will pay for the attendance by a spouse or partner of an attendee at the Local Government Association Conference and the Shires Association Conference. Payment of expenses in these instances will be limited to the cost of registration at the conference and the cost of the official conference dinner.

19.8. Reimbursement of Expenses

All claims for reimbursement of actual expenses incurred by a Councillor in the course of their official duties are to be made under the following conditions:

- provision of appropriate tax invoices, receipts;
- submission of claim on the Council claim form provided at Annexure A;
- all claims being submitted within 3 months of the expenditure being incurred (except as otherwise specified in this policy);
- completion of a statutory declaration.

20. Overseas Travel

Council will pay the same expenses as detailed above (for conferences) for Councillors travelling overseas on Council business provided Council resolves that such travel be undertaken. Any proposal for overseas travel must be considered at an Open Council Meeting through a report from the General Manager or other appropriate staff member.

Reports are to indicate:

- Who is to take part in the travel;
- The objectives for undertaking the trip, including an explanation of the benefits that will accrue to the community/Council from taking the trip;
- The duration of the trip and general details of travel arrangements;
- The approximate cost of the trip, including accommodation and other expenses payable.

If the trip is to be sponsored by private enterprise, ICAC guidelines and reporting structures shall be followed.

For overseas travel, a daily meal and an incidental expenses allowance will be paid to each authorised attendee in accordance with the Australian Fringe Benefits Taxation guidelines, provided that such expenses are subject to a period of stay not exceeding the period for the conference or authorised business plus one day each way for travelling. Any such payment will be considered as a Payment in Advance and dealt with in accordance with the requirements of clause 15.2 Payment in Advance of this policy.

Where possible proposals for overseas travel by Councillors and staff on Council business should be included in the annual management plan to ensure community awareness.

21. Dispute Resolution - Payment of Expense Claims

Approval for expenses claimed as a result of attendance at a conference, seminar or function for which there is no formal Council resolution to attend will normally be made jointly by the General Manager and the Mayor (or if the claim is made by the Mayor, the General Manager and the Deputy Mayor or another Councillor). In the event of a dispute as to the payment of expenses claimed by a Councillor the General Manager will prepare a report for consideration at the ordinary monthly Council meeting and the report will be provided as part of the business paper for the meeting. The Council's decision will be final.

OVERSEAS VISITS

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a1)]

Council did not undertake any overseas trips during 2016/2017.



SENIOR STAFF REMUNERATION

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (b)]

Four senior staff were employed by Council during 2016/2017:

- the General Manager;
- Director Corporate Services & Finance;
- Director Engineering Services; and
- Director Cultural & Community Services.

The position of Director Environmental, Planning & Building Services was vacant for the financial year.

The total expenditure for 2016/2017 in respect of employment of these senior staff, including salary, motor vehicle expenses, package benefits, fringe benefits tax, superannuation and provision for leave entitlements was \$1,052,994.

The annual remuneration paid to senior staff for year ended 30 June 2017 was as follows.

General Manager	\$328,156
Directors	\$724,838

CONTRACTS FOR GOODS AND SERVICES

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a2)]

During the year Council awarded numerous contracts and tenders. The list of payments below shows all payments in excess of \$150,000 to a supplier. This will include all contracts and tenders but will also include a number of quotations, e.g. for car purchases.

A OK Metal Fabrication	Metal fabrication works	222,020
Alleasing Pty Limited	Leasing of computer and office equipment	328,862
Alto Valves & Fittings	Water pipes, valves & fittings	1,669,251
Aussie Digger Bobcat Pty Ltd	Hire of plant and excavation, profiling & patching works	564,077
Australian Native Landscapes	Purchase of top soil, sand, topdressing for 2 fields at Proctor Park and food & garden waste processing	396,048
Barlow Property Services	Ground maintenance and litter collection services	171,628
Bathurst Electrical Pty Ltd	Design and construction of field floodlighting at Carrington Park	421,351
Be Productions Australasia	Illumination for Bathurst Winter Festival	187,935
Belgravia Health & Leisure Group	Management of Bathurst Aquatic Centre	612,528
Boral Construction Materials Group Limited	Supply of bitumen products	179,010
Boulus Constructions Pty Ltd	Construction of Rural Fire Service Fire Control Centre	1,809,334
Caltex Australia Petroleum P/L	Petrol products	235,644
Central West Civil Pty Limited	Construction of Hereford Street Rugby League Fields, construction of subdivision at Bathurst Aerodrome and hire of plant	1,340,886
Central West Electrical Contractors Pty Ltd	Upgrade to field lighting at Proctor Park	154,891
Civica Pty Ltd	Computer program licence fees	270,173
Civilbuild Pty Ltd	Design & construction of Winburndale Rivulet Bridge	496,961
Coates Hire	Hire of plant and barriers	167,310
Colas NSW Pty Ltd (SRS Roads)	Road sealing at various sites	1,932,187
Downer EDI Works Pty Ltd	Bituminous surfacing and road stabilising works	2,837,350
Eodo Pty Ltd	New water reservoir and associated infrastructure for Kelso residential area	5,587,532
Essential Energy	Electricity & street lighting charges	630,508
Ethan Group Pty Ltd	Computer program licensing and hardware	397,755
Ever-Ready Concrete	Ready-mix concrete	191,407
Fitt Resources Pty Ltd	Sewer Pump Station No 2 remedial works and repairs to other Sewer Pump Stations	354,293
Glenray Industries Ltd	Mowing maintenance - 3 year contract	231,491
Hibbo Hire Pty Ltd	Hire of plant	468,464
Hines Constructions Pty Ltd	Construction of service elevator at Pit Complex, Mount Panorama and refurbishment of second floor at Post Office building	703,259
Hothams Sand, Soil & Gravel Supplies Pty Ltd	Hire of plant, and supply of sand, soil etc.	185,369
Hynash Constructions Pty Ltd	Supply and delivery of roadbase, construction of civil works at Eglinton residential estate Stage 100 and hire of plant	767,529
IXOM Operations Pty Ltd	Water treatment chemicals	517,464
J R Richards & Sons	Household recycling and food and garden waste collection	2,484,416

Kelso Electrical	Electrical works	202,869
L Don Sporting Areas Pty Ltd	Restoration of netball courts, resurfacing of tennis courts and relocation of cricket practice nets	211,732
Laser Electrical Orange	Track lighting at BMX track	153,292
LED Screens Australia	Design, supply and construction of LED display screen at Carrington Park	203,643
Lowes Petroleum Service	Diesel products	332,613
Meek Design & Construction	Hire of plant	817,811
Mott Macdonald Australia Pty Ltd	Monitoring of reservoirs, sewer master plan and recalibration of sewer gauges	457,734
MRG Electrical Services	Electrical works	565,803
Nick Harvey Constructions	Design and construction of Rugby League clubhouse	489,836
Nimdor Cleaning Services Pty Ltd	Cleaning of public buildings	172,183
Northern Contract Cleaning Pty Ltd	Cleaning of public buildings	224,077
NSW Public Works - Riverina-Western Region	Project management for Kelso reservoir and Winburndale Dam upgrade	323,585
Oberon Quarries Pty Ltd	Supply and delivery of roadbase	170,683
Oilsplus	Petrol and oil products	389,516
Oliver Shoemark Tree Services Pty Ltd	Tree removal and maintenance services	202,406
Olympic Fencing Pty Ltd	Construction of security fencing at Bathurst Aerodrome	408,405
Omega Chemicals	Water treatment chemicals	452,259
On-Trac Ag Pty Limited	Purchase of plant	233,112
Origin Energy Electricity Limited	Electricity	2,565,547
P C Brunton Electrical	Electrical services	427,973
PR Davis Refrigeration	Installation of air conditioning system at Bathurst Regional Art Gallery and Bathurst Library	300,258
Rollers Australia Pty Ltd	Supply of smooth drum rollers	189,696
Shumack Engineering (NSW) Pty Ltd	Bridge replacement at Limekilns Road, BMEC roof repairs and hire of plant	201,468
Smith & Co Security	Security of Council buildings	263,858
Soul Pattinson Telecommunications Pty Ltd	Provision of Wide Area Network and data services	249,925
Suez Recycling & Recovery Pty Ltd	Waste collection from rural waste transfer stations	454,080
Superior Pak	Purchase of new transfer station bins	189,297
Tablelands Builders Pty Ltd	Refurbishment of toilet and shower blocks at Mount Panorama and construction of amenities building at Ralph Cameron Oval, Raglan and Carrington Park	1,454,404
Telstra	Telephone services	157,573
Terra Farma	Acceptance, reprocessing and reuse of biosolids - 4 year contract	320,046
Tinbilla Pty Ltd	Hire of plant	245,321
Tracserv Pty Ltd	Purchase of trucks and servicing	507,048
Upper Macquarie County Council	Contribution for control of noxious weeds	239,720
Viadux Pty Ltd	Water pipes & fittings	478,104
Volvo Truck & Bus Sydney	Purchase of tipper truck	279,327
Webber Concrete Constructions	Hire of plant, and drainage and excavation works	376,299
WesTrac Equipment Pty Ltd	Purchase of grader	434,938
Work Control Pty Ltd	Provision of traffic control services	1,220,110

DONATIONS UNDER SECTION 356

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a5)]

During the year 2016/2017 Council donated a total of \$169,135 under Section 356 to a range of community groups.

General	\$92,850
BMEC Fee Waivers	\$69,159
Mount Panorama Fee Waivers	\$7,126

HUMAN RESOURCES

[Local Government Act 1993 - Section 428]

Council undertook the following human resource activities during 2016/2017:

- Continuation of financial and study leave support for a number of staff under Council's Staff Education Assistance Scheme.
- Commenced review and development of strategies for the 2018 Workforce Plan.
- Entered into a Memorandum of Understanding with Charles Sturt University to offer paid industry placements for engineering students commencing 1 July 2017 to 30 June 2021.
- Investigation into corporate health and wellbeing programs with preferred provider to be engaged during 2017/2018.
- Participated in two regional tender evaluation and selection panels for a new E-learning platform and pre-employment medical services.
- The induction program for new staff was reviewed and changes implemented which resulted in a shorter but more concentrated program being delivered.
- Review of staff policies including Social Media and Emergency Services Leave.
- Recognition and presentation of service awards to long serving staff members at the quarterly staff afternoon teas.

WORK HEALTH AND SAFETY

[Local Government Act 1993 - Section 428]

Major Work Health and Safety achievements include the following:

- In association with the Asset and Technical Services Sections, 153 structures / buildings across all areas of Council were inspected for asbestos using funds from the Statewide/Statecover incentive bonus.
- The building inspection program now includes inspection for lead paint to future proof the program against foreseeable reporting trends.
- A score of 100% for the StateWide Risk Management Action Plan (RMAP) Submission Assessment and 100% for the RMAP Achievement Assessment.
- The StateCover 2016/2017 WHS audit reported good improvements in all areas reflecting well on the policy of steady and continuous improvement of the audited risk categories.
- The 2016/2017 StateCover assessment continues to put Council in front of the Office of Local Government all Councils average and regional average score by at least 5 points across all areas.
- As part of the Centroc Safety Induction Program 45 employees and 82 contractors were inducted in the 2016/2017 financial year.
- 53 random drug and alcohol tests were conducted in the 2016/2017 financial year. The lower drug and alcohol testing numbers reflect the first full year of 5% of the workforce being tested instead of 10%.
- Extensive time and resources were committed to sourcing and funding base line noise assessments of plant and workplaces to position in the last financial year which has provided Council with the necessary data to commit to individual testing in 2018.
- An Emergency Management Committee was established for Council's Civic Centre building and training conducted for 15 emergency staff as well as resuscitation training for a further 8 Civic Centre staff.
- A total of 43 incidents were reported during the year. Of these, 11 resulted in workers compensation claims being lodged of which 5 resulted in lost time to the Council.





EQUAL EMPLOYMENT OPPORTUNITY

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a9)]

Activities undertaken to implement Council's EEO Management Plan include:

- Continuation of online training modules in bullying and harassment, Cultural Awareness and Equal Employment Opportunity (EEO).
- Inclusion of information at new staff inductions on harassment and grievance procedures, and EEO practices relating to recruitment, promotions and training opportunities.
- Staff exit surveys analysed to collect data on EEO comments or input.
- Inclusion of key strategies and actions in Council's Disability Inclusion Action Plan.

During the year, a total of 2,182 job applications were received. Diversity statistics are provided below.

Male	1,382
Female	778
Did not complete gender question	22
Aboriginal or Torres Strait Islander	201
Non-English speaking background	98
Disability	58

EMPLOYEE ASSISTANCE PROGRAM

Council continued to provide access to free, confidential professional counselling services for staff and their family members during the year through the provision of the Employee Assistance Program. During the period 1 July 2016 to 30 June 2017, 13 initial assessment sessions were conducted. A total of 45.25 hours of service activities took place during this period which resulted in an overall utilisation rate of 3.68% when family members are taken into account.

EXTERNAL BODIES EXERCISING FUNCTIONS DELEGATED BY COUNCIL

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a6)]

During the 2016/2017 financial year the following external bodies exercised functions delegated by Council.

- **Eglinton Hall and Park Committee**
Management of Eglinton Hall and Park
- **Perthville Development Group Inc.**
Management of Perthville Hall
- **Raglan Hall & Park Committee**
Management of Raglan Hall & Park
- **Rockley Mill Museum Management Committee**
- **Sofala Showground Hall Committee**
Management of Showground facilities
- **Trunk Creek Recreation Reserve Management Committee**
- **Upper Macquarie County Council**
(noxious weeds) Operating with delegates from Bathurst Regional Council
- **Wattle Flat Bronze Thong Committee**
Management of Racecourse
- **Wattle Flat Recreation Ground Trust**
Management of Recreation Ground

CONTROLLING INTEREST IN COMPANIES

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a7)]

Council had no controlling interest in any companies during the year.

PARTNERSHIPS, COOPERATIVES AND JOINT VENTURES

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (a8)]

- Bathurst, Orange and Dubbo Alliance – alliance between the three Councils to undertake environmental programs and internal audit program.
- Central Region Organisation of Councils (CENTROC) – joint purchasing arrangements, joint training procurement, joint environmental programs
- Evocities
- NetWaste – regional collection of waste materials
- The Somerville Collection Ltd – Council is a member of this company limited by guarantee with the Australian Museum, Charles Sturt University, Mr Warren Somerville and the Australasian Institute of Mining and Metallurgy. The Australian Fossil and Mineral Museum housing the Somerville Collection opened in June 2004
- Upper Macquarie County Council

RATES AND CHARGES WRITTEN OFF

[Local Government Act 1993 - Section 428], Local Government (General) Regulation 2005 - Clause 132]

During the year Council abandoned \$1,494,630 in rates and charges (including postponed rates).

Pensioner rebate	\$1,242,452
Postponed rates	\$66,609
Other rates & charges	\$185,569

ACCESS TO INFORMATION

[Local Government Act 1993 - Section 428, Government Information (Public Access) Act 2009 - Section 125(1), Government Information (Public Access) Regulation 2009 - Clause 13]

The Government Information (Public Access) Act 2009 was introduced on 1 July 2010. As a result of the introduction of the Government Information (Public Access) Act 2009 Section 12 of the Local Government Act 1993 was repealed and also the Freedom of Information Act. The Government Information (Public Access) Act 2009 provided a general “Right to Information” presumption that was not evident in previous legislation.

METHODS OF ACCESSING COUNCIL INFORMATION

The Council can make information available to the public in 4 different ways:

1. Mandatory Release – where Council is required under legislation to make information available free of charge to the public
2. Proactive Release – Councils are encouraged to release as much other information as possible in an appropriate manner (though this may sometimes result in a cost)
3. Informal Release – Councils are encouraged to release information in response to an informal request subject to reasonable conditions (e.g. may be copying charge involved)
4. Formal Release – Councils may release information in response to a formal request. This is the last resort, if the information is not available in any other way. There is a fee associated with a formal application (currently \$30) and an application form is available on Council's website. Other processing charges may also apply in accordance with the Act.

Review of proactive release program – clause 7(a)

Section 7 of the Government Information (Public Access) Act 2009 (GIPA Act) requires Council to undertake a review of the manner in which it releases government information to identify the kinds of information held by Council that should in the public interest be made publicly available and that can be made publicly available without imposing unreasonable cost on the agency.

Council has a website which is able to be accessed by members of the public at any time. Many of the Council's publicly available documents are listed on this website and the majority are available for download.

During 2016/2017 financial year Council undertook a review of the documents that it makes publicly available and the methods by which it makes those documents available. In completing this review Council undertook a number of steps including:

1. Council reviewed the requirements under the GIPA Act.
2. Examined other documents that were publicly available and how they were made available to the public.
3. Investigated whether there were any new reporting requirements.
4. Identified training needs of staff members.
5. Following the review and as a result of ongoing monitoring new documents were added to the website during the year.

The review resulted in Council updating its website to facilitate the provision of information to the public. Council has a Public Documents section on its website that lists the documents that are available and in many instances makes them available for download at no cost. Should any document listed on the website be required they can be requested by contacting council. Depending upon the document required there may be some copying charges involved but all documents listed are available for viewing free of charge.

Proactive Release of Documents throughout the year

As part of its requirements under separate Integrated Planning and Reporting legislation Council has developed a Community Strategic Plan. There were a significant number of plans that informed the development of this document as well as significant public consultation. As part of its review under the GIPA Act Council decided in early 2014 to proactively release the majority of the strategic plans that were used to facilitate the development of the Community Strategic Plan. The documents are available for public access in the Public Documents section of the website.

Other documents developed throughout 2016/2017 have also been added to Council's public document section on the website.

Mandatory Release of Documents

The Council also developed a Publication Guide in accordance with the statutory requirements and this is also publicly available on the website. This document lists in detail the many methods by which residents and other interested parties are able to access council information. It provides a detailed schedule of publicly available documents and the means by which they can be accessed.

Council also has its contracts register available for viewing on the council website.

There are many other documents that Council must make available and these are listed on the website or in the Publication Guide together with methods by which they can be accessed.

Number of access applications received - Clause 7(b)

Council during the 2016/2017 financial year received 11 formal access applications under the Government Information (Public Access) Act. All 11 applications were accepted as valid applications and the information requested was either provided in full or part. A summary of the applications received is detailed in the table below which is in the format required under Schedule 2 of the Government Information (Public Access) Regulation 2009.

Number of refused applications for Schedule 1 information - Clause 7(c)

During the reporting period, our agency refused one formal access application because the information requested was information referred to in Schedule 1 to the GIPA Act.



Statistical information about access applications - Clause 7(d) and Schedule 2

Table A: Number of applications by type of applicant and outcome*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total
Media	0	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0	0
Private sector business	0	0	0	1	0	0	0	0	1
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	2	2	0	0	0	0	0	0	4
Members of the public (other)	4	1	0	1	0	0	0	0	6
Total	6	3	0	2	0	0	0	0	11

* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn	Total
Personal information applications*	1	0	0	0	0	0	0	0	1
Access applications (other than personal information applications)	5	3	0	2	0	0	0	0	10
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0
Total	6	3	0	2	0	0	0	0	11

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications	
Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act	
	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
Total	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act	
	Number of times consideration used*
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	3
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0
Total	3

Table F: Timeliness	
	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	11
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
Total	11

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)			
	Decision varied	Decision upheld	Total
Internal review	0	0	0
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	0	0	0

*The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made.

Table H: Applications for review under Part 5 of the Act (by type of applicant)	
	Number of applications for review
Applications by access applicants	1
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0
Total	1

Table I: Applications transferred to other agencies	
	Number of applications for review
Agency-Initiated Transfers	0
Applicant-Initiated Transfers	0
Total	0

PRIVACY ACT

[Local Government Act 1993 - Section 428, NSW Privacy and Personal Information Protection Act 1998 - Section 33 (3)]

In complying with the requirements of the PPIP Act, Council has adopted the Model Privacy Management Plan developed by the Department of Local Government. Additionally, Council is subject to the Privacy Code of Practice for Local Government. Council's investigative functions are subject to further policies and procedures imposed by various government bodies.

Council was not required to undertake any review under Part 5 of the Privacy and Personal Information Protection Act, 1998 during 2016/2017.

ACCESS TO COUNCIL

COUNCIL MEETINGS/ DISCUSSION FORUMS

Council meets on the third Wednesday of the month at 6.00 pm in the Council Chamber (except that the December meeting is held on the second Wednesday in December, and the January meeting is held on the first Wednesday in February). There is a 15 minute question time for the public from 6.00 pm to 6.15 pm.

On the first Wednesday of each month, Council holds a Policy Committee Meeting and, when required, discussion forums on matters of interest to the community. This provides a platform where the community can readily access the decision-makers of Council. Two Discussion Forums were held during the year.

Council continued to hold monthly sessions whereby community groups and organisations met with Council to discuss issues of relevance.

The following groups attended sessions throughout the year:

- Bathurst City Community Club
- Bathurst Golf Club
- White Rock Progress Association (Alec Lamberton Field)
- Western Region Academy of Sport
- RYDA Road Safety Program – Bathurst East Rotary
- Bathurst Arts Trail
- Bathurst Community Alliance
- Department of Justice (Bathurst Correctional Centre)
- Bathurst AH&P Association – 2018 Royal Bathurst Show
- Bathurst Thoroughbred Racing
- Bathurst Health Service
- Regis Resources Ltd

In addition to the regular program, Council held community meetings at the following villages: Hill End, Sofala, Rockley, Yetholme, Trunkey Creek, Wattle Flat, Peel, Eglinton, Raglan, Perthville and Sunny Corner.

COUNCIL BUSINESS PAPERS

Council Business Papers are available on Council's website (www.bathurst.nsw.gov.au) for viewing or printing prior to each Council meeting. Council business papers can also be viewed at the Council foyer and the Library. Copies may be obtained from the Corporate Services Department, 1st Floor, Civic Centre, or at the Council or Committee meetings.

DELIVERY AND OPERATIONAL PLAN

Council has a four year financial plan which establishes the framework for expenditure and services for the future. The plan is reviewed and updated every financial year. Before the plan is adopted each June, it is placed on public exhibition for a period of 28 days. Comments are encouraged and considered prior to the final adoption of the Delivery Plan. Council's Delivery and Operational Plan is available on Council's website (www.bathurst.nsw.gov.au) in the public documents section.

COMMITTEE MEMBERSHIP

Council operates several committees that involve active representation from members of the community. Council representatives also participate in many community committees. This assists groups to access resources provided by Council and promotes close involvement in the decision-making processes of local government.

Council continued to nominate delegates to community organisations to assist in meeting community needs.

The following groups have delegates/duty delegates appointed:

- Accessible Living Options
- All Saints Cathedral Chapter
- Arts OutWest
- Australian Airport Owners Assoc.
- Bathurst Airport Users' Group

- Bathurst AH&P Association Inc.
- Bathurst & District Bicycle User Group
- Bathurst Arts Council
- Bathurst Business Chamber
- Bathurst City & RSL Concert Band
- Bathurst Community Climate Action Network Inc
- Bathurst Community Interagency Group
- Bathurst Correctional Complex Community Consultative Committee
- Bathurst District Historical Society
- Bathurst District Sport and Recreation Council
- Bathurst Domestic Violence Liaison Committee
- Bathurst Education Advancement Group
- Bathurst Health Council
- Bathurst Neighbourhood Centre
- Bathurst Liquor Accord
- Bathurst Meals on Wheels Service
- Bathurst Refugee Support Group
- Bathurst Regional Access Committee
- Bathurst Regional Art Gallery Society (BRAGS)
- Bathurst Regional Community Safety Committee
- Bathurst Regional Youth Council
- Bathurst Senior Citizens Management Committee
- Bathurst Seymour Centre
- Bathurst Town Square Working Party
- Boundary Road Nature Reserve Landcare Group
- Carillon Working Party
- Central West Heritage Network
- Central West Women's Health Centre
- CENTROC
- Chifley Dam Catchment Steering Committee
- Chifley Local Area Command – Community Safety Precinct Committee
- Combined Pensioners & Superannuants Association
- ClubGRANTS Committee
- Country Mayors Association
- Eglinton Hall & Park Committee
- Evans Arts Council
- Floodplain Management Authority
- Greening Bathurst
- Hill End & District Volunteer Bush Fire Brigade
- Joint Regional Planning Panel - Western
- Local Emergency Management Committee – Bathurst Regional
- National Trust of Australia – Bathurst Branch
- NSW Inland Forum
- NSW Rural Fire Service - Chifley Zone Bushfire Liaison Committee
- NSW Rural Fire Service - Bathurst Senior Management Team
- NSW State Emergency Services – Bathurst Unit
- Perthville Development Group Inc.
- Public Libraries Association
- Rail Action Group
- Skillset
- Somerville Collection Board of Directors
- Upper Macquarie County Council
- Wattle Flat (Bronze Thong) Racecourse Committee
- Wattle Flat Heritage Lands Trust
- Western Regional Access Committee
- White Rock Progress Association

MEDIA ANNOUNCEMENTS

Bathurst Regional Council actively promotes its facilities, services and activities to residents and other users across the Bathurst Region across a range of media.

Events and a range of Council activities, projects and decisions are publicised to all sections of the local media through regular media releases, which are also made available on Council's website. Information about Council and upcoming events is also advertised regularly through a program of community service announcements on the Bathurst Region's main radio stations, Radio 2BS, B-Rock FM and 2MCE FM. Council also supports this with a range of paid radio ads to promote specific projects and activities.

Each week the local daily newspaper, the Western Advocate, carries a Mayor's Column which the Mayor uses to discuss issues, activities and events relating to Council. Regular weekly advertisements are also published in the Western Advocate promoting matters of relevance to the community. Council's weekly advertising is also included in a free local newspaper, Bathurst City Life, to extend the reach of this messaging in the local community. These public notices are also made available via Council's website, and promoted through Council's Facebook and Twitter pages.

In addition to these channels of communication, Council produces a Community Newsletter four times a year which is direct mailed to ratepayers and is made available at a number of Council facilities and on Council's website.

Council is increasing its use of social media channels, Facebook, Twitter and Instagram to reach the community and provides links to media announcements, Council activities, events and projects via these channels. The increasing use of social media to connect with the community and support traditional media activity is in response to community feedback from the 2016 Community Survey saying it was a preferred mechanism for hearing from Council.

PUBLIC INTEREST DISCLOSURES ACT

[Local Government Act 1993 – Section 428, NSW Public Interest Disclosures Act Section 31 and Public Interest Disclosures Regulation 2011 Clause 4]

Council must report annually on its obligations under the Public Interest Disclosures Act 1994. The report for the year ended 30 June 2017 is detailed below.

No of public officials who made public interest disclosures to your public authority	0
No of public interest disclosures received by your public authority	0
Of public interest disclosures received, how many were primarily about:	0
Corrupt conduct	0
Maladministration	0
Serious and substantial waste	0
Government information contravention	0
Local government pecuniary interest contravention	0
No of public interest disclosures (received since 1 Jan 2012) that have been finalised in this reporting period	0
Have you established an internal reporting policy?	Yes
Has the head of your public authority taken action to meet their staff awareness obligations?	Yes
If so, please select how staff have been made aware	
Policy briefing from senior managers, Staff undertaking that they have read and understood your Organisation's internal reporting policy, Training provided by the Ombudsman, Training provided by your organisation, Email message to all staff, Messages in staff newsletters, Messages in payslips	
Training provided to new staff during induction	



Bathurst Winter Festival, July 2016



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. With a budget in excess of \$90 million Council's 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.

Indicates that objectives relate to Key Direction:

Environmental Sustainability
 Environmental Sustainability
 Liveable Communities
 Sound Leadership

ASSET MANAGEMENT

Improve pedestrian access within the urban area.				
CSP 2036 Objective Reference	3, 6	13, 14	19	28
Completion of additional concrete footpaths/cycleways in accordance with the Strategic Access Plan.	500 lineal metres of footpath completed.	Durham (Tennis to Netball): complete, 100m Elizabeth Street (William to McDonald's): complete, 85m Laneway: Endurance Court to reserve: complete, 40m Rocket Street: Seymour to Bentinck Street: complete, 200m Durham Street: Stewart to Rankin Street: complete, 200m Osborne Avenue: Dunrossil to Edgell Street: complete, 100m Jarrah Court to Coolabah Close: complete, 30m		
Monitor condition of footpaths.	Less than 60 public requests regarding trip defects on paved footpaths.	53 requests received to 30 June 2017. Community survey provided a satisfaction rating of 6.8/10 – local footpaths and cycleways.		

Maintain and improve the existing road infrastructure consistently throughout the network.				
CSP 2036 Objective Reference	6, 7	8	22, 24	29
Improvement of road infrastructure to further link the sealed network.	Reconstruction and reseal works as per Council's rolling works program. Completion of Roads to Recovery Plan.	Limekilns Road at Wattle Flat completed, sealed 23 March 2017. 2016/2017 reseal program complete. Gormans Hill Road reconstruction underway, 75% complete. Freemantle Road reconstruction, 100% complete. Hobbys Yards Road, 100% complete O'Regans Road, 100% sealing complete. Rivulet Road Bridge approaches, complete. Some works delayed due to inclement weather conditions in the middle of 2016.		
Progressive renewal of gravel road surface throughout the network.	Rural Road gravel resheeting program.	Trunkay Cemetery Road (900m) - completed Grove Creek Road (1.2km) - completed Redbank Road (2km) - completed Fitzgeralds Valley Road (1.02km) - completed Back Swamp Road (2.36km) - completed Root Hog Road (2.4kms) - completed Paling Yards Road (1.35km) - completed Red Hill Road (770m) - completed Limekilns Road (980m) - completed Mount Homer Road (760m) - completed Molybdonite Road (1.67km) - completed Eusdale Road (980m) - completed McManus Road (800m) - completed		
Greater than 90% of the urban road network remain in condition index 1, 2 or 3.	Undertake maintenance program in accordance with allocated budget.	Latest ratings in July 2017, 97.1% rated either 1, 2 or 3. Community survey provided a satisfaction rating of: <ul style="list-style-type: none"> • 4.8/10 – rural roads • 4.9/10 – urban roads Survey taken just after major rains and flood events in 2016.		

Protection of urban areas on the Bathurst Floodplain.				
CSP 2036 Objective Reference				
Continue the planning for construction of flood mitigation works as outlined in the Bathurst Flood Management Plan.	Construction of Perthville Levee.	Tenders called and received. Tender awarded. Construction to start imminently. Delays occurred in timelines to obtain approvals.		

PRIVATE WORKS

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005-Clause 217(1) (a4)]

In accordance with Section 67 of the Local Government Act, 1993 Council from time to time carries out work on privately owned land in accordance with the fee structure adopted as part of the management plan at the beginning of the year. There were no works carried out during the year that required a resolution from Council (in accordance with Section 67 2(b) of the Local Government Act, 1993) to waive or reduce the fees charged under this section.



STORMWATER MANAGEMENT

[Local Government (General) Regulation 2005 - Clause 217(1) (e)]

Council does not levy a stormwater management charge, however, Council undertook the following stormwater management works as part of its 2016/2017 Management Plan

Stormwater Drainage Construction	Cost
New subdivisions	\$ 6,169,809
Rural drainage improvements	\$ 49,699
Urban drainage improvements	\$ 18,021
Vale Road	\$ 19,414
Freemantle Road	\$ 5,560
Hawthornden Creek	\$11,034
Molybdonite Road	\$14,291
Limekilns Road - Batterham Lane	\$189,944
Eleven Mile Drive	\$16,517
Gormans Hill Road	\$113,790

WATER, SEWER & WASTE

Maintain and upgrade existing water and sewer infrastructure to meet the needs of all stakeholders into the future.				
CSP 2036 Objective Reference	6	8, 12, 15	22	28, 29, 31
Operate, maintain, repair and upgrade Water Filtration Plant.	Meet the Australian Drinking Water Standards 99% of the time.		Water Filtration Plant daily operations are ongoing, with maintenance and repairs conducted as required. The chemical dosing infrastructure for the Manganese Removal Project is complete and has been commissioned. 2 of the 3 lagoons have been drained and cleared.	
Provide compliance reports to NSW Health as required.				
Operate, maintain, repair and upgrade water distribution system.				
Respond effectively to discoloured water complaints within four hours.				
			<p>Samples taken, testing completed and reports provided. Results are compliant with ADWG and licences and are posted on Council's website.</p> <p>Council is 100% compliant.</p> <p>A 2017 Annual Report on the Drinking Water Management System has been submitted to NSW Health and EPA Annual Returns are lodged as required.</p> <p>Water distribution system operations are ongoing, with monitoring, maintenance and repairs conducted as required.</p> <p>Complaints regarding discoloured water are actioned within the required timeframe.</p> <p>The year to date total calls for discoloured water is 41.</p> <p>(2015/2016 – 142) (2014/2015 – 534)</p>	

Review, update and adhere to Drinking Water Management System.	Australian Drinking Water Guidelines compliance.	<p>Consultants have been engaged and an inception meeting has been held. Inspections and supply of data have commenced. Workshops have occurred. A Drinking Water Management System (DWMS) document has been completed and sent to NSW Health in late August 2014. A report to Council has provided further details.</p> <p>The Chifley Dam water supply system risk assessment workshop has been conducted and written up. This is being incorporated into the DWMS.</p> <p>A review and update of the Drinking Water Management System documentation is underway following a risk management workshop that occurred in late November 2015. This has been submitted to NSW Health. Work on the action list is ongoing.</p> <p>The annual report for 2016 has been reviewed and submitted to NSW Health.</p>
Kelso Water Infrastructure Project.	Project is underway.	<p>Tenders have been called, assessed and reported to Council. Contractors (EODO) are well advanced, with work over 80% complete. Work on the reservoir pump station and rising and delivery mains are all part of the project. In December, 34 wall panels were placed and in May the final two panels were installed. Post tensioning of the walls is complete. So far over 40,000 hours of contract work has taken place on the project and over 1400m3 concrete has been poured.</p>
Eglinton Village expansion.	Project advances.	<p>East Eglinton Stage III sewer extension completed in October 2016.</p> <p>Eglinton West sewer has been released for tender. A contractor has been appointed and has commenced work and is 35% complete. Estimated completion August 2017.</p> <p>Water for West Eglinton has been tendered and will go to Council for approval in July 2017.</p>
Review and update plans as required.	Best Practice Guidelines compliance.	<p>Project scoping was undertaken to identify what updating is required, and what approach should be taken to complete the work. Have selected the Drought Contingency and Water Supply Emergency Management Plan and the Demand Management Plan. A Consultant was appointed and work is complete. Reports have been presented to Council on the revised documents, which are on Council's website.</p>
Continue implementation of Trade Waste Policy.		<p>Trade Waste Policy is current, has been approved by NSW Office of Water and adopted by Council. There are 335 approvals in place, with 355 active businesses (95%).</p>
Investigate, review and undertake further initiatives in the Best Practice Guidelines.		<p>This will be commenced, once DPI Water advises the outcomes of their proposed review of the guidelines.</p> <p>To date DPI Water is yet to release their issues paper.</p> <p>Council is currently 100% compliant with Best Practice Guidelines.</p>

Prepare plans and estimates for works highlighted in the computer models.	Review outcomes and opportunities from the water and sewer models and reports.	<p>The water model has previously been reviewed, with several projects put into effect. The sewer model has been updated to include the expansion of Eglinton and Kelso.</p> <p>Work on comparing options to service the growth is well underway. Flow gauging is complete. The final report is due in September 2017.</p> <p>Water modelling is underway with gauges at 6 main reservoirs installed to allow for calibration during and after summer 2017/2018.</p>
Prepare reports and studies for Winburndale Dam and Chifley Dam.	NSW Dam Safety Committee requirements addressed.	<p>The Winburndale Dam, Dam Safety Emergency Plan has been completed. Geological investigations, including core sampling and testing have been completed and a report on the assessment of foundation strength has been received by Council and NSW Public Works. This will enable upgrade designs to be progressed. Consultants have been engaged to complete the detailed design, which has been reviewed and forwarded to the Dam Safety Committee for comment.</p> <p>Winburndale Dam Safety Upgrade Expressions of Interest closed on 6 December 2016. A review and assessment has been conducted. Approval to move to the tender phase has been received. This is being progressed with Public Works.</p> <p>A Review of Environmental Factors (REF) is being updated and expanded to cover all work areas. Subsequent to this, tenders will be called.</p> <p>The annual surveillance report has been completed and recommendations are being actioned.</p> <p>The Chifley Dam Secure Yield Study (base case) has been completed, with the Climate Change (future scenario) study also now complete. This report is being reviewed.</p> <p>The Chifley Dam Dambreak Study has been completed and forwarded to the NSW Dam Safety Committee.</p> <p>The Chifley Dam Safety Emergency Plan is complete and in effect.</p> <p>The annual surveillance report has been completed and recommendations are being actioned.</p>
Work with Centroc on Water Utilities Alliance goals	Collaboration conducted.	<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>
Operate, maintain, repair and upgrade Waste Water Treatment Works to comply with licence conditions.	Operation of Waste Water Treatment Works in accordance with licence.	<p>Waste Water Treatment Works operations are ongoing, with maintenance and repairs conducted as required. Plans for minor upgrades are underway. Daily and weekly sampling and monitoring of the plant's performance are continuing.</p> <p>100% compliance achieved in 2016/2017.</p>

Continue program of sewer main CCTV and lining.	Maintain sewer mains.	<p>Identification of appropriate locations for CCTV is ongoing.</p> <p>3km inspected in 2016/2017 via CCTV.</p> <p>No ice pigging was completed in 2016/2017, but more is scheduled 2017/2018.</p> <p>Any issues found are scheduled for repair or replacement as required.</p>
Identify, plan and undertake construction works.	Renew water and sewer mains adjacent to road works or large developments.	<p>Liaison with Technical Services staff to obtain advice on road projects and/or developments is continuing.</p> <p>Liaison with Roads and Maritime Services and Burtons Contractors regarding water and sewer mains affected by the Kelso highway upgrade has been ongoing. Significant cut-ins and new water mains have been installed, along with replacement sewer mains. Final work as executed plans are outstanding.</p>



Maintain and upgrade existing waste infrastructure to meet stakeholder requirements.				
CSP 2036 Objective Reference	6	13, 16	22	29
Replace waste collection vehicles on a 4 yearly cycle.	Vehicle fleet is up to date and able to adequately cater for city's needs.	The waste collection vehicle fleet is up to date.		
Review Waste Management Centre fill plans & take necessary steps to ensure the optimum long term strategy is determined and enacted.	Monitor the existing air space and identify future land requirements.	<p>This project recommenced in 2014/2015, after previously being completed in 2011/2012. An audit 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.</p> <p>There are approximately 40-60 years left in the landfill based on current disposal rates.</p>		

Reduce waste to landfill.				
CSP 2036 Objective Reference	6	13, 16	22	29
Work with NetWaste on waste projects and opportunities.	Collaboration conducted.	<p>Projects include the new Community Recycling Centre at the Waste Management Centre, a Love Food Hate Waste Cooking Demonstration and Organics Collection System – all of which have been EPA grant funded.</p> <p>The new recycling and organics collection tender was presented to Council in October 2014. The new service started in April 2016, with 4,187 tonnes diverted from landfill to June 2017.</p>		
Food and Garden Waste Contractor to undertake collection and reprocessing as per Contract. Council to continue education and promotion of appropriate behaviours.	Promote recycling to maximise collection volumes.	<p>The roll out of information and education has commenced and will continue throughout 2017.</p> <p>Close to 30,000 new recycling and food and garden waste bins have been delivered.</p> <p>4,187 tonnes of food and garden waste have been sent for composting in the first 13 months (April 2016 to May 2017). The new service has been well received.</p>		
Recycling Contractor to undertake collection and reprocessing as per Contract. Council to continue education and promotion of appropriate behaviours.	Promote recycling to maximise collection volumes.	<p>Recycling contract is continuing, with the contractor JR Richards providing the recycling collection service and transporting to the Orange MRF for sorting and further processing. Over 2,856 tonnes has been sent in the first 13 months of the new contract (April 2016 to May 2017).</p> <p>Wastewise education works are continuing, and the recycling contract education strategies are also underway.</p>		
Identify, assess and implement appropriate diversion opportunities.	Opportunities considered.	<p>Numerous diversions are already in place and working well. Further opportunities will be identified and assessed and implemented if appropriate to do so. New organics collection introduced.</p>		
Work with Central West Care.	Monitor the operations of the Reuse and Recovery Centre.	<p>Monitoring of the operations throughout the year is continuing as required.</p>		

NATIONAL COMPETITION POLICY

[Local Government Act 1993 - Section 428]

Council has identified its water, sewer and waste activities as Category 1 business activities. Council has not identified any Category 2 businesses. A summary has been prepared in accordance with the NSW Government Policy Statement 'Application of National Competition Policy to Local Government' and the Office of Local Government guidelines 'Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality'.

The summary is provided in the 'Notes 1, 2 & 3 Forming Part of the Special Purpose Financial Reports' and 'Income Statements' shown in the attached Special Purpose Financial Statement.

The following progress has been made on the implementation of competitive neutrality principles:

Category 1 businesses have:

- been identified
- had strategic Business Plans prepared
- been separated within Council's reporting system
- had competitive neutrality pricing requirements applied, including calculation of tax equivalents, debt guarantee fees and appropriate rates of return on capital.

The complaints handling system caters for recording competitive neutrality complaints. Council's system caters for the publication of complaints via the annual report. Complaints received are publicised through Council documents such as the Annual Report. During the 2016/2017 year, no such complaints were received.

Council has adopted a policy of actual cost when calculating Trade Waste Charges.

RECREATION SERVICES

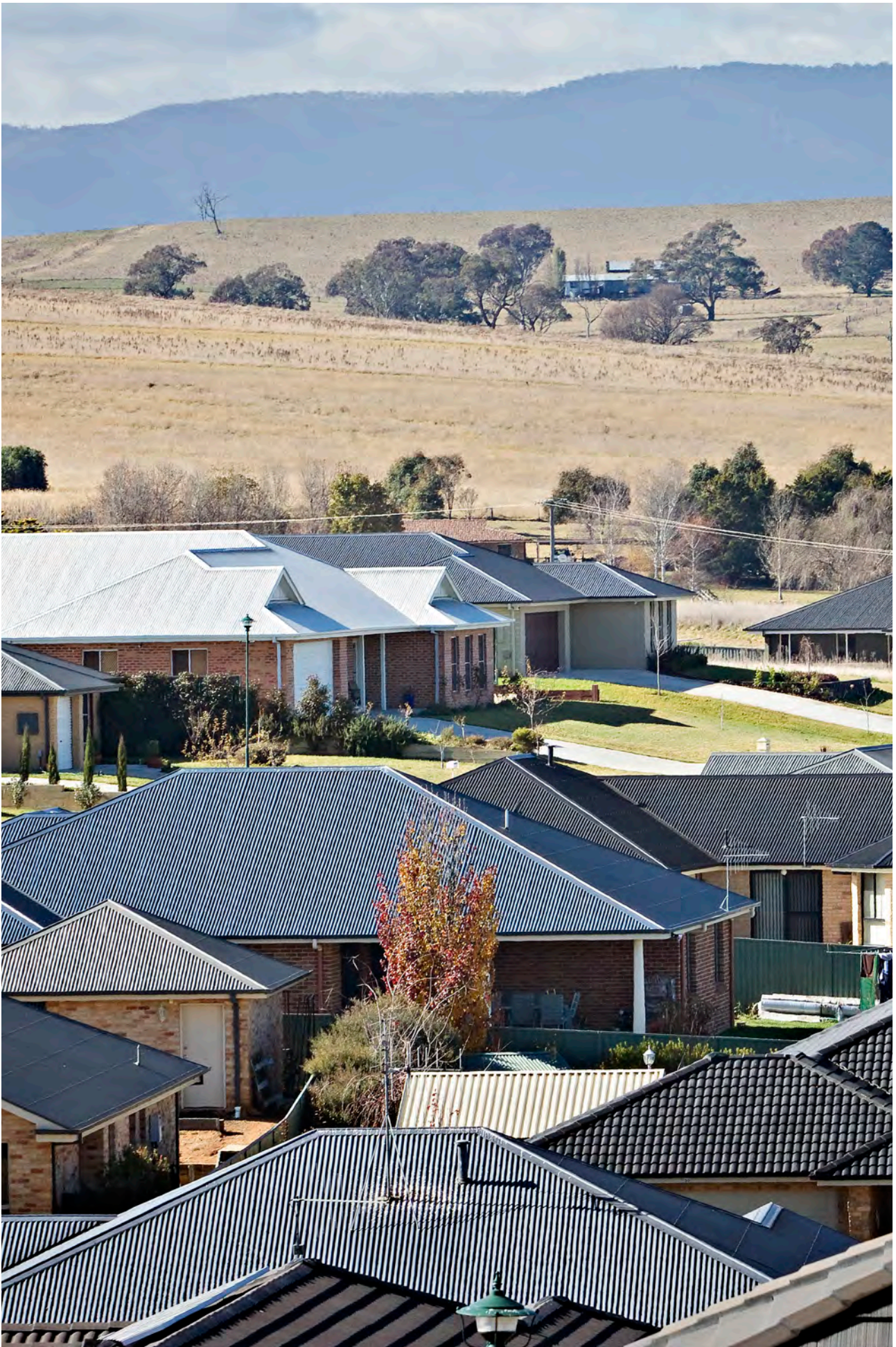
Plan for increasing population and ageing population in the provision of suitable recreational projects.				
CSP 2036 Objective Reference	4, 6	8, 9, 10	17, 20, 21	28, 29
Construct additional facilities as per budgets.	Construction of new rugby league fields at Hereford Street in conjunction with a new clubhouse facility.	Contract for construction of 2 x rugby league fields awarded to Central West Civil. Weather and technical issues with field infill material resulted in delay of works. Anticipate that finalisation of works will be delayed until spring due to the onset of winter. Tender awarded to Nick Harvey Constructions for the building of the Rugby League Clubhouse. Council was required to re-compact the building footprint site before building works commenced. Building works commenced in March 2017. Anticipate completion of building by September 2017.		
Update sporting venues, including associated infrastructure as per budgets adopted in Annual Operating Plan.	Staged upgrade of Carrington Park sporting facility incorporating field lighting and toilet amenities.	Tender for field lighting awarded to Bathurst Electrical. Works commenced October 2016. Works completed January 2017. New Toilet Block contract awarded to Tableland Builders. Works completed October 2016. Contract for design & installation of LED Screen/ Scoreboard awarded to LED Screens Australia. Works commenced October 2016 and were completed in March 2017. Works included an upgrade of the PA system.		
	Restoration of additional netball courts, John Matthews Netball Complex.	Tender for restoration of 3 netball courts awarded to L-Don Sporting Areas in November 2016. Works Completed.		
	Replacement of synthetic grass surface of two tennis courts, John Matthews Tennis Centre.	Quotation for upgrade to Courts 8 & 9 at John Matthews Tennis Centre advertised in March 2017. Contract awarded to Tuff Turf in March 2017. Works completed in May 2017.		
	Design and construction of synthetic field and car park upgrade at Proctor Park Football Precinct.	Tenders closed September 2016. Council at its meeting held 21 September 2016 resolved not to accept any tenders. Council further resolved to accept the Bathurst District Football request to alter the masterplan document and commence field drainage and electrical upgrades to the Proctor Park facility. Tender for lighting works to field No.2 awarded to Central West Electrical. Lights installed, finalising transformer upgrade with Essential Energy. Contract for field upgrade works (3 fields) advertised June 2017. Anticipate on-ground construction to commence October 2017.		

Continue environmental programs identified within the Bathurst Vegetation Management Plan.				
CSP 2036 Objective Reference	4	8, 9, 10, 13	23	
Continue ongoing environmental and maintenance works as identified in the Bathurst Vegetation Management Plan to the Macquarie River and other areas, upon availability of resources.	Completion of specific projects as determined by contracts with Central West Local Land Service (LLS) and other environmental bodies.	<p>Council completed an LLS grant funded project to rehabilitate an 800m section of the Fish River at O'Connell. The works included weed control and revegetation with 300 native riparian species. Works completed in April 2017. Final Report to LLS submitted in May 2017.</p> <p>Council completed an LLS grant funded project for the Conservation of Koalas in the Bathurst region. The project involved:</p> <ul style="list-style-type: none"> Planting of 400 trees at the Bathurst Bike Park site Installation of koala road signs Education awareness including a media release, prime news interview, 2 radio interviews, 6 newspaper articles, 7 Facebook updates, and a presentation at the LLS Koala Information Day. <p>Council successfully received funding from the LLS to contribute towards the larger "Restoring the Mac" project. The works will involve willow control, revegetation, installation of rock for fish habitat and the alteration of weirs to allow fish passage. Appropriate Government approvals & REF sign-off completed. On-ground works anticipated to commence in October 2017.</p> <p>Council has completed 4 native revegetation enhancement projects along the Macquarie River. Projects have involved approx. 800m of weed control and planting of approx. 2500 native riparian species. The maintenance of these plantings is ongoing.</p>		
	Environmental Trust funding obligations for Regent Honeyeater Habitat Project.	Revegetation maintenance is ongoing. Works have involved willow removal, revegetation of the river with native species, planting of seed production areas, installation of vehicle control barriers and community education. The third and final interim report for the project is due in August 2017. This is a 3 year grant funded project.		
	Tree planting and volunteer engagement as part of monthly community planting days including National Tree Day.	<p>Council's Community Engagement Officer continues to hold community planting days 1-2 days a month, where around 100-200 tubestock are planted in various parks and reserves around Bathurst. Maintenance days are held during weekdays to water plantings and control weeds within these revegetation areas. 3-4 Local school groups per term (consisting of around 10-20 students) attend the maintenance days through the ASPIRE program.</p> <p>Outcomes for 2016/2017 include:</p> <ul style="list-style-type: none"> 14 community tree planting days approximately 5-70 volunteers per event School planting days were also held with 7 school groups (approx 10-60 students at each event). Total approximately 5,500 native plants have been planted by volunteers within 10 reserve sites. <p>Maintenance days are held during weekdays to water plantings and control weeds within these revegetation areas.</p>		

Continue construction of new playgrounds in expanding residential areas and upgrade existing playgrounds and passive recreation areas.				
CSP 2036 Objective Reference	4		21, 23	28, 29, 30
Plan for the construction of new playgrounds in expanding residential areas in conjunction with Annual Operating Plans.	Completion of new playgrounds as resources allow.	Nil funding in 2016/2017.		
Continue to upgrade existing playgrounds as funding resources become available.	Replacement of old and deteriorated playground equipment as resources permit.	Review of existing playgrounds being undertaken in house. <ul style="list-style-type: none"> Booth Street Reserve Playground – relocation & replacement of entire playground completed in May 2017 Upgrade of selected play items to playground at National Motor Racing Museum Upgrade of selected play items to playground at College Road Park. 		
Plan for and construct passive recreation areas as resources become available.	Consideration and implementation of passive recreation areas as resources allow.	Consultancy for the development of a landscape design for Freeman Park awarded to DSB Landscape Architects in April 2017. Community Consultation phase of contract to be completed end of June 2017. Final design to be completed by September 2017. Anticipate calling for construction tender in October 2017. Consultancy for Scoping Study of Centennial Park anticipated to be completed in September 2017. Consultancy for Scoping Study for an entrance statement on Council land adjacent to Evans Bridge – Sydney Road awarded in May 2017. Anticipated consultancy works to be completed in October 2017. Consultancy for development of “Perthville Village Square” Perthville anticipated to be awarded by end of June 2017. Anticipate design to be presented to Council by December 2017.		

Maintain existing and future recreational areas.				
CSP 2036 Objective Reference	4	8, 11, 12	17, 20, 22, 26	30, 33
Maintain existing levels of service to all parks, reserves, open space areas and other recreational facilities.	Customer satisfaction levels are maintained.	Ongoing as part of adopted maintenance service levels and funding provisions. Community survey provided a satisfaction rating of: <ul style="list-style-type: none"> 8.4/10 Parks & Gardens 7.8/10 Macquarie River Recreation areas 7.6/10 Sporting fields and amenities 		
Consider extending maintenance services to recreation areas within villages, subject to funding and other resources becoming available.	Customer satisfaction levels are maintained.	Nil funding in 2016/2017. Council where possible connected village groups with State Correctional Centre programs.		





ENVIRONMENTAL, PLANNING & BUILDING SERVICES

Indicates that objectives relate to Key Direction:

 Environmental Sustainability  Environmental Sustainability  Liveable Communities  Sound Leadership

MAJOR STUDIES AND STRATEGIES 2016/2017

Council's Strategic Planning Section continued work on the Bathurst City Housing Strategy 2036. A draft actions plan has been developed which will be exhibited to the community in November 2017. It is envisaged that Council will consider adoption of the Strategy in early 2018.

A survey of public on and off street carparking was completed in 2016. The survey will inform future transport studies in the CBD.

A new Cycleway map was prepared and will be released in early 2017/18.

PLANNING CONTROL AMENDMENTS

Amendments to Bathurst Regional Local Environmental Plan (LEP) 2014 that were completed in 2016/2017 included:

- Blueridge Estate extension.
- Heritage Planning Proposal – updated to include colonial building stock, natural environment features, and agricultural research station.

Local Environmental Plan Amendments underway (but yet to be finalised) in 2016/2017 included:

- Open Space Housekeeping amendment – various minor updates to open space locations across the City.

Amendments to Bathurst Regional Development Control Plan (DCP) 2014 completed in 2016/2017 included:

- Blueridge Estate extension.
- Dual Occupancies and garages – design criteria in suburban locations.
- Review and update of Crime Prevention through Environmental Design (CPTED) referrals to NSW Police.
- Amendments in relation to CBD Main Street Review requirements and Early Settlement Archaeology.
- Adjust western boundary of Eglinton.

Development Control Plan Amendments underway (but not yet finalised) in 2016/2017 included:

- Westbourne Drive – delete open reservation for future school.
- Hill End – update Archaeological sensitivity map.
- Eglinton West - remove the land reserved for the expansion of the Eglinton school.

Section 94 Plans amended or reviewed in 2016/2017 included:

- All section 94 plans were updated to include administrative provisions to enable Council to utilise funding for administrative purposes (e.g. preparation of strategic studies).

HERITAGE MANAGEMENT

Council's Strategic Planning Section continued to implement the Bathurst Region Heritage Strategy 2014-2017.

Council prepared and adopted the new Bathurst Region Heritage Plan 2017-2020.

Key projects and programs included:

- Interpretation Signage – Learmonth Park sign. Eglinton Hall Sign. Completion of the Surveyors Trail – a new interpretation trail linking surveyors history in Bathurst including the Town Square meridian and the 1815 town plan markers.
- The addition of 10 new “Pillars” to the Pillars of Bathurst Cultural Heritage Garden during Proclamation Week including an update to the Pillars brochure.
- The Bathurst Region Local Heritage Fund – a small grants program to encourage the maintenance and conservation of the built heritage of the Bathurst Region. Fifty one projects were completed in 2016/2017 with works valued at \$410,800.
- The Bathurst Region Conservation and Interpretation Fund – a small grants program to encourage the interpretation and promotion of the region's heritage. Ten projects were completed with projects valued at \$36,472.
- Council offered for the first time the Bathurst CBD Main Street Improvement Fund – a small grants program to encourage maintenance and improvements to buildings in the Bathurst CBD. Eleven projects were completed with works valued at \$162,031.
- Heritage Advisory service – free advice to property owners to encourage the maintenance and conservation of the region's heritage – 137 site visits undertaken in the year.
- Council's funding application submitted under the NSW Government's Heritage Near Me Program for interpretation of Kings Parade was successful. The project will be completed in November 2017.
- Completion of an Archaeological Management Plan for Wattle Flat Mining Areas.
- Commencement of Bathurst CBD Main Street Review – reviews building maintenance and improvement opportunities for CBD buildings. William, George, Keppel and Howick Streets completed. The residual CBD will be completed in 2017/2018.

ABORIGINAL CULTURAL HERITAGE

Council has commenced a number of Aboriginal Cultural Heritage Assessments at Mount Panorama Wahluu. These studies will continue into 2017/2018.

Council has also engaged consultants to develop an Aboriginal Heritage Interpretation Strategy for the Bathurst Region. A draft Strategy has been prepared and is awaiting final feedback from local Aboriginal groups.



STRATEGIC PLANNING

Prepare relevant planning proposals to ensure Council's planning controls remain relevant and up to date.				
CSP 2036 Objective Reference	1, 2, 3	8, 9, 10, 11, 12, 13	17, 18, 21, 24	28
Prepare draft LEP and DCP amendments.	Planning proposals referred to NSW Planning & Environment for gazettal.	<ol style="list-style-type: none"> 1. Bluebridge Estate extension. Gazetted. 2. Alec Lamberton Park Rezoning and Reclassification. Council resolved to proceed to a part reclassification only. Gazetted. 3. Eglinton Residential/Recreation interface rezoning – Gazetted. 4. Sydney Road rezoning – Planning Proposal lodged. Refused. 5. Heritage item update –Gazetted. 6. Kelso Urban Release Area – State Contributions – Planning Proposal discontinued. 7. Housekeeping – various matters, planning proposal being prepared. 8. Open Space Amendment – rezone various parcels of land to open space – awaiting gateway approval. 9. DCP – Reservation of land adjacent to Eglinton School – School expansion to open space, public exhibition completed. Discussion forum 5 to be held 5 July 2017. 10. DCP – Implement recommendations of the Hill End Archaeological Management Plan – draft amendment prepared. Public exhibition to commence in July. 		

Investigate relevant land use and planning issues of the Bathurst Region.				
CSP 2036 Objective Reference	1, 3	8, 9, 10, 12, 13	18, 21, 24	28
Prepare studies and plans.	Studies/plans considered and adopted by Council.	<ol style="list-style-type: none"> 1. City of Bathurst Housing Strategy 2036 – Stage I Consultation completed. Draft Strategy being prepared. 2. Cultural heritage assessments of Mount Panorama Wahluu – Consultants appointed. Phase I assessments for Go Kart Track and Campground. An anthropological investigation is underway. 3. Durham/Stewart Street Intersection Treatment Option Study – Investigate options to upgrade the intersection medium-long term. Expressions of Interest sent. 4. Bathurst 2040 Open Space Strategy – Provision of open space within the Bathurst Urban Area – Expressions of Interest sent. 		

Review and update Council's section 94 plans.				
CSP 2036 Objective Reference	6			28, 29
Revise existing or prepare new s94 Plans.	Draft plan considered and adopted by Council.	<ol style="list-style-type: none"> 1. Stormwater Management Plans – Expressions of interest being sought from consultants to review and update plans June 2017. 2. Administrative provisions updated for all plans to enable 1% of funds to be allocated for administrative purposes. Adopted by Council. 3. Eglinton Open Space & Drainage – include land adjoining Eglinton School – public exhibition completed. 4. Bathurst Region Open Space – Review land values and contribution rates. Valuation report received. 		

Implement the Bathurst Regional Heritage Strategy 2014-2017.				
CSP 2036 Objective Reference		11		
Provide a Heritage Advisory Service.	Ongoing. Heritage Advisor available for on-site visits once a fortnight.	Statistics collated for 2016/2017 to date: 1. Total site visits – 153 2. Heritage/Urban Design advice – 94 3. Pre DA advice – 35 4. DA assessment advice – 81		
Provide funding to private property owners under the Bathurst Regional Heritage Fund.	Adequate funding is provided to approved projects and projects completed.	<ul style="list-style-type: none"> 68 projects offered funding with a value of works of just over \$500,000. Projects underway. 2016/2017 fund being finalised. Applications for 2017/2018 being assessed – 79 received. 		
Provide funding to private property owners and community groups under the Bathurst Region Interpretation Fund.		<ul style="list-style-type: none"> 10 projects offered funding, projects underway. Applications for 2017/2018 fund called. 2016/2017 fund being finalised. 		
Prepare and implement projects for the interpretation and display of cultural heritage and history information.	New interpretative information made available.	Current projects: 1. Surveyors Heritage Trail – Town Square Meridian launched November 2016. 1815 marker posts being manufactured. Draft brochure being prepared. 2. Pillars of Bathurst Plaques – 2017 nominations and plaques finalised. 3. Kings Parade Interpretation – interpretation material being prepared.		
Provide funding to owners and tenants under the Bathurst CBD Main Street Improvement Fund.	New interpretative information made available.	<ul style="list-style-type: none"> 17 projects offered funding, value over \$240,000 Projects underway 2016/2017 fund being finalised Application for 2017/2018 being assessed – 19 received. 		
Prepare research/studies into the regions heritage.	Studies/plans considered and adopted by Council.	4. Aboriginal Heritage Study – adopted by Council. 5. Hill End (Private Lands) Archaeological Management Plan. Adopted by Council. 6. Aboriginal Interpretation Strategy – consultants appointed. Strategy underway. 7. Archaeological Management Plan – Wattle Flat Mining Areas – Report adopted. 8. Review, update and prepare a new 3 year heritage management strategy – consultation being undertaken. Draft plan prepared.		

DEVELOPMENT ASSESSMENT

Ensure the assessment of development and other applications, in accordance with planning instruments, development control plans and policies, occurs within appropriate timeframes.				
CSP 2036 Objective Reference	1, 2, 3, 6, 7	8,9,10,11,12,13,14,15,16	17, 18, 19, 22	28, 29
Process all development applications within statutory time frames set out in the Environmental Planning and Assessment Act 1979.	Reduce number of Development Applications exceeding 40 days.	Figures for June 2017, totals for the year 738 No of applications (DA/CDC/MOD) received 691 No of applications determined 191 No of determinations (gross) over 40 days (27.64%) 37.62 Average approval net time 44.57 Average approval total time		

ANIMAL RANGERS

Meet Council's Responsibilities under the Companion Animals Act (1998) by continuing to provide education and community opportunities with regards to responsible pet ownership.				
CSP 2036 Objective Reference			21, 22, 23	30
Complete Responsible Pet Ownership education programs.	Community Pet Desexing program conducted twice annually.	First program completed in November 2016 with 110 animals desexed. Second program completed in June 2017 with 110 animals desexed.		
	Dog Expo completed by June 2017.	Completed in December 2016.		
	Responsible pet ownership education campaign completed by June 2017.	Ongoing through radio ads and interviews with Senior Ranger.		
Maintain and enhance areas for off-leash recreation of dogs.	Maintain the Kefford Street Off-leash area to current standards.	Contract in place, monitored weekly by Rangers.		

Meet Council's Responsibilities under the Companion Animals Act (1998) and the Impounding Act (1993) by reducing the occurrence of stray companion animals and livestock; the holding of impounded animals including livestock; holding and disposal of abandoned vehicles; and, continuing to upgrade the Small Animal Pound to meet current and upcoming standards.				
CSP 2036 Objective Reference			22	30
Investigate animal related complaints, including after-hours matters and operate the animal pound.	No of complaints and enquiries responded to within service standard.	1,375 – Total number of animal complaints received for year.		
Maintenance of Small Animal Pound Facilities and improve security of impounding facilities.	Continue maintenance and progressive upgrade of security during 2016/2017	<ul style="list-style-type: none"> Boundary fence improvement to make more stock proof. New hand wash basin has been installed to improve staff amenities. 		
Maintenance of Stock Impounding Facilities.	Maintain the stock impounding facilities and meet requirements of stock handling, transport and disposal.	Ongoing.		

PARKING CONTROL

Meet Council's responsibilities under Road Rules (2008) and the Fines Act (1996) and reduce the amount of contestable penalty notices being issued.				
CSP 2036 Objective Reference	3		22	29, 30
Continue to monitor and enforce parking regulations and educate the community in relation to Parking Control.	Adequate turnover in CBD parking.	<ul style="list-style-type: none"> Monitoring undertaken annually Survey completed December 2016. 		

ENVIRONMENTAL MANAGEMENT

Meet Council's responsibilities under the Protection of the Environment Operations Act and Local Government Act in relation to environmental protection.

CSP 2036 Objective Reference	6	8, 9, 10, 12, 13, 16	18, 22, 27	28, 29, 30, 33
Respond to enquiries and complaints.	Respond to enquiries and complaints within the defined service standard.	247 complaints received for year. 96.7% closed within standard.		

Continue to improve the community's awareness and capacity with regards to environmental sustainability through the delivery of targeted education programs.

CSP 2036 Objective Reference	5, 6	8, 9, 10, 11, 12, 13, 14, 15, 16	18, 22, 23, 27, 29	28, 29, 30, 33
Conduct community environmental education programs.	Complete ongoing community education programs including 'Enviro Mentors' by June 2017.	Enviro Mentors program conducted October 2016. 1053 children involved.		
Conduct the annual Sustainable Living Expo.	Conduct the annual Sustainable Living Expo in March 2017.	Sustainable Living Expo held 25 March 2017 with Celebrity foodies Matthew Evans and Colin Fassnidge as the keynote speakers. Event was a great success with 6000 people attending. Largest expo ever.		
Conduct the annual Bathurst Region schools 'Sustainable Schools' program.	Complete the annual 'Sustainable Schools' by June 2017.	<ul style="list-style-type: none"> • Program launched in February 2016. Applications closed 8 April 2016. • Sixteen grants awarded in May 2016. • Newsletters distributed July 2016. • Project inspections in August/September 2016. • All projects have been completed. 		
Communicate environmental messages via a range of on-line and traditional media sources.	Regular communications with residents during the 2016/2017 year.	Currently revising E - Newsletter option, education program under review.		
Coordinate a targeted education program for builders and Council Staff.	Conduct a targeted education program by June 2017.	<ul style="list-style-type: none"> • Advisory letters were sent to all builders in September reminding them of their obligations. • Erosion and sediment control training completed August 2016, builders and staff attended. • Disposal of waste training workshops planned for later in 2017. 		

Meet Council's statutory reporting requirements under the Local Government Act (1993).

CSP 2036 Objective Reference		8, 9, 10, 12, 13, 16		30
Conduct appropriate research and data collection to complete State of the Environment Reports.	Complete the Bathurst 2017 State of the Environment Report.	Report adopted to Council and made available to the public on Council's website.		
	Complete the 2017 Regional State of the Environment by 30 November 2017.	Report adopted by Council and made available to the public on Council's website at 30 November 2016.		



Meet Council's obligations under the Local Government Act (1993) and community expectations to manage, develop, restore, enhance and conserve the environment.				
CSP 2036 Objective Reference		9, 10, 12, 13, 14, 15	22	30
Implement the Urban Waterways Management Plan.	Implement priority project/s identified in the Urban Waterways Management Plan by June 2017.	<ul style="list-style-type: none"> Sawpit Creek project is on hold as NSW Fisheries has advised that a completely new design is required. Revegetation works are complete. Stage III rehabilitation of Hawthornden Creek is complete. 		
Support the Central West Environment and Waterways Alliance Project.	Support the Central West Environment and Waterways Alliance Project Support Officer in 2016/2017.	All meetings attended and funding support provided.		
Improve the management of Bathurst Region road reserves by preparing a Roadside Vegetation Management Plan and updating Council's Roadside Vegetation Management Guidelines.	Roadside Vegetation Management Plan completed by June 2017. Council's Roadside Vegetation Management Guidelines updated by June 2017.	<ul style="list-style-type: none"> Consultant completed field work for Stage III works in November 2015. Results submitted to Council in February 2016. Map included on IntraMaps. Consultant has been engaged to prepare the new Roadside Vegetation Management Guidelines. 		
Implement the Pest Bird Management Plan.	Implement priority project/s identified in the Pest Bird Management Plan by June 2017.	<ul style="list-style-type: none"> Pigeon control occurred in CBD March and June 2017. Trapping program completed in April and May 2017 at Council sites. Pigeon control occurred in Kelso in June 2017. 		
Implement the Biodiversity Management Plan.	Implement priority project/s identified in the Biodiversity Management Plan by June 2017.	<ul style="list-style-type: none"> Green Army has been undertaking approved project activities ranging from weed removal to tree planting on various sites. Plan of Management for Jubilee Park, Ophir Road Reserve has been adopted. 		
Conduct the annual Land Improvement Awards Grant Program.	Conduct Land Improvement Awards Grant Program and monitor implementation of grant projects by June 2017.	Applications closed in March 2017. No applications were received. Program to be concluded. Funding allocated to wetlands project, on the flood plain for Edgells Lane.		

Continue to evaluate, report and reduce energy demand and greenhouse gas emissions in Council operated facilities.				
CSP 2036 Objective Reference		8, 13		
Support the continuation of the Revolving Energy Fund.	Implement Revolving Energy Fund projects in 2016/2017.	<ul style="list-style-type: none"> Solar panels at Library/Art Gallery. Awarded to Epho in March 2017. Installation was successfully completed in May 2017 and system is fully operational. 		
	Council Energy Consumption per resident reduced.	2016/2017 - 355 kWh/resident 2015/2016 - 350 kWh/resident Increased over 2015/2016 due to increased electricity consumption associated with hot and dry conditions.		
Support the continuation of Energy Audits of Council facilities and implement simple and cost effective energy efficiency measures.	Conduct energy audits at priority Council facilities and implement identified energy efficiency measures in 2016/2017.	<ul style="list-style-type: none"> Lighting retrofit was completed at the Waste Management Centre in February 2017 which will save in the order of 48000 kW or \$8,000 per annum. Lighting up grade to the Post Office carpark - Cost \$8,700 ex GST and has a simple payback of just under 4 years (less if energy prices go up as expected). Will save 15,768 kWh per year. If tenants agree to installation of motion sensors the savings will be significantly more. 		

ENVIRONMENTAL HEALTH MANAGEMENT

Meet Council's obligations as part of the Food Regulation Partnership, the Food Standards and the Public Health (Swimming Pools and Spa Pools) Regulation (2000).				
CSP 2036 Objective Reference			22, 25, 26	30, 31
Continue to improve Council and community knowledge with regards to food health, public bathing areas and domestic wastewater disposal.	Develop and distribute Environmental Health Fact Sheets. Attend Environmental Health Seminars.	<ul style="list-style-type: none"> Conducted on-site waste water training workshop in October 2016. Fact sheets sent to food premises November 2016 and April 2017. 		
	Conduct monitoring of all Bathurst Region public swimming pools and spa pools by June 2017.	Completed November 2016. Testing conducted in February 2017.		
Ensure Council's ability to meet the obligations as required under NSW Legislation.	Implement an Environmental Health Secondment program by June 2017.	Currently under review.		
Continue to conduct a program of inspections of Food premises, B&B's, Home-based food premises, domestic waste water disposal units, and skin penetration premises to ensure compliance with regulations and educate the community about relevant regulations.	Conduct a program of inspections of food premises etc. during 2016/2017.	Food 796 Inspections July - June Skin penetration 53 Inspections July - June Septic 129 Inspections July - June		

BUSHFIRE CONTROL

[Local Government Act 1993 - Section 428]

- Bushfire services within the Bathurst Regional Council area are now carried out in conjunction with NSW Rural Fire Service. Bathurst Regional Council is responsible for maintaining and housing bush fire equipment including trucks, pumps etc., and operations are carried out by the NSW Rural Fire Service, Chifley Zone. Council contributes to the Fire Fighting Fund for the provision of equipment and Rural Fire Service staff, planning and insurances. Financial contributions are also made to some brigades within Council's area through rent and service payments on premises. Council called tenders for the construction of a new Fire Control Centre valued at approximately \$3 million. Construction commenced in April 2016 and the building was completed in early 2017.
- Council regularly slashes/sprays reserves, parks, roadside verges and other vacant Council land as resources permit. Council notifies the Chifley Zone Office of any complaints received in relation to bush fire hazards, as they have been delegated the authority by Council to issue hazard reduction notices in the Council area. Notices were issued by NSW Rural Fire Service, Chifley Zone Office to occupiers and land owners where appropriate to reduce fire hazards. Council is a member of the local Chifley Bushfire Management Committee which coordinates the management of hazard reduction throughout the Bathurst Regional Council area and the Oberon Council area.

ENVIRONMENTAL AND HEALTH PROGRAMS

Council actively engaged with the community in 2016/2017 through a range of environmental and health education programs. Council assists local food businesses through access to free online food handling training, advice on premises fit outs and the provision of quarterly educational newsletters. These activities are supported by routine inspections of food and skin penetration premises, and implementation of Council's Onsite Sewage Management Strategy. High risk septic systems within the water supply catchment area were also identified and assessed to reduce the risk on drinking water quality.

Environmental Projects cover a broad range of issues from sustainability initiatives in the home to land rehabilitation works with local farmers. Key activities include the annual Sustainable Living Expo held on 25 March 2017 which was attended by nearly 6000 people, the establishment of the @sustainable Bathurst Facebook page to communicate, educate and promote sustainability in the Bathurst Region and the Bathurst Backyard Bird Count - an interactive survey of local bird species held in October 2016.

Council implemented a number of projects to address high priority actions which have been identified in Council's Pest Bird Management Plan, Urban Waterways Management Plan and Biodiversity Management Plan. In 2016/2017, natural environment activities focused on the catchment of Hawthornden Creek, Blayney Road Common and more recently the Brick Pit Wetlands.

STATE OF THE ENVIRONMENT REPORT

[Local Government Act 1993 - Section 428A]

The 2016/2017 State of the Environment report provides Council and the community with a snapshot of the condition of the environment in the Bathurst Regional Local Government Area. The Integrated Planning and Reporting system requires that a State of the Environment report is produced every four years, rather than annually as previously required. The annual snapshot provides an update on trends under the themes of land, biodiversity, water and waterways, people and community, and towards sustainability. Data will continue to be collated on an annual basis.

Council will participate in the Regional State of the Environment Report with 15 other Councils from the Greater Central West Region of NSW. This will report on regional trends in the above mentioned themes on a four yearly basis.

The 2016/2017 Bathurst State of the Environment Report is provided as a separate document.

PLANNING AGREEMENTS

[Environmental Planning & Assessment Act 1979 - Section 93g (5)]

Council agreed to enter into the following Voluntary Planning Agreements (VPA):

Development	Parties	Status
Seniors Living Development	Crighton Bathurst Pty Ltd	Development consent acted upon however agreement has not been formally entered into.
Crudine Ridge Wind Farm	Wind Prospects CWP Pty Ltd	Development consent granted by Department of Planning conditional upon a VPA. Council at its meeting held 16 August 2017 resolved to endorse the VPA and take the necessary steps to execute the VPA. The VPA has since been executed by both parties.

COMPANION ANIMALS

[Local Government Act 1993 - Section 428, Local Government (General) Regulation 2005 - Clause 217(1) (f)]

Lodgement of Pound Data Collection Return

Council lodged its 2016/2017 Survey of Council seizure of cats and dogs with the Office of Local Government in July 2017.

Dog Attacks

Council, during 2016/2017 financial year, notified the Office of Local Government of 28 dog attacks.

Companion Animals Management and Activities

Council's budgeted expenditure on Companion Animal management and activities for 2016/2017 was \$516,304. This includes all activities related to Companion Animals, impounding and regulatory control, necessary upgrades, maintenance and running of the animal pound, desexing programs and the provision of off leash areas.



Community Education - Companion Animals

Council's Senior Ranger presented educational programs to a range of audiences including senior citizens and many childcare and primary school students across the Local Government Area. Council assisted the RSPCA with the Million Paws walk in Bathurst and conducted the Dog Expo in 2016.

Strategies to Promote and Assist the Desexing of Dogs and Cats

Council conducts a desexing program in conjunction with the RSPCA and local veterinary clinics which allows pensioners and health care card holders to have their dogs and cats desexed at a subsidised rate. Council contributed \$21,000 this year towards this program and encourages eligible residents with pets to take advantage of this opportunity. Council has allocated a further \$22,000 in the 2017/2018 Budget to continue this program.

Strategies as an Alternative to Euthanasia

Council has in place the following strategies to reduce the need for euthanasia of impounded animals

- Two weekly radio segments which are utilised to advise the public of animals that are currently available at the pound.
- Desexing program
- Community Education Program
- Rehoming program with the RSPCA
- Partnerships with other rescue organisations

Off-Leash Areas

Council currently has twelve off-leash dog exercise areas which are located throughout the City of Bathurst and the surrounding villages of Eglinton, Perthville and Raglan. A full list of off-leash areas is provided below:

- Centennial Park (Subject to exclusion of playground area and operating hours before 8am and after 5pm).
- Kefford Street (Fully fenced and with solar lighting to improve accessibility).
- Kefford Street "small dogs" area
- The River Walk between the Evans and George Street Bridges subject to operating hours before 8am and after 5pm.
- Russell Street next to old dog pound, bounded by Vale Creek, Russell Street and 35 Russell Street
- Eglinton Showground, at the rear of Cottonwood Drive
- Kelso Reserve between McMenamin, Rivett and Bell Places
- Perthville, Brian Booth Oval, Vale Creek side
- Raglan, Lavis Park and the reserve between Napoleon Street and Adrienne Street
- South Bathurst Jaques Park, bounded by Alma and Violet Streets
- Hector Park and Rocket Street Reserve, adjacent to the Basketball Stadium
- Windradyne Drainage reserve, corner of Bradwardine and Evernden Roads

Companion Animals Fund Monies

Council received \$42,774 from the Companion Animals Fund. Activities where these funds were expended include:

Dog registration clerk salary	\$44,103
Dog Pound expenses	\$23,167
Dog Microchipping expenses	\$2,420
Dog Community Desexing program	\$19,302
Cat Impounding expenses	\$829

ECONOMIC DEVELOPMENT

Implementation of the Economic Development Strategy 2017-2020 and associated programs and actions.			
CSP 2036 Objective Reference	1, 2, 3, 4, 5, 6, 7	8, 11, 13, 16	28, 29, 30
Ensure appropriate training is identified, developed where necessary and information disseminated to relevant industry sectors.	Continued development of Business Management Workshops. Promote training through Bathurst Business Hub website, Business eNewsletters etc.	<ul style="list-style-type: none"> • “Brand Awareness in a Heritage City” workshop, Bizweek. • Cert III Micro Business Operations for local businesses in partnership with the Business Enterprise Centre. 	
Facilitate contact between industry, developers, government, new business, relocators, training bodies and community groups where appropriate.	Continued support and partnerships with the Business Chamber, AusIndustry, BEC, CSU, RDA and NSW Trade & Investment.	<ul style="list-style-type: none"> • Partnership with the Business Chamber and AusIndustry for BizWeek campaign. • BizWeek sponsored by NSW Business Chamber and NSW Department of Industry. • Council hosted the Business Chamber After Hours event at the Australian Fossil & Mineral Museum on 13 December 2016. • ‘Back to Business Week’ Dr Keith Suter morning tea. • Council presentation on the ID website on 28 March in the Chamber “Before Hours Event”. 	
Actively foster and support small, micro and home based business.	Work with employment agencies and business groups to grow Evojobs and the Jobs Expo. Grow BizWeek & Bathurst Buy Local Campaign.	<ul style="list-style-type: none"> • 771 jobs updated year to date. • Jobs Expo held on 23 August 2016 - 2,148 attendees. • BizWeek held 15-22 September 2016. • 131 businesses participating in Buy Local campaign. 	
Host regular Mayoral functions.	Host Business Leaders Lunch, Welcome Wagons, Business Chamber and other Mayoral business events.	<ul style="list-style-type: none"> • Welcome Wagon Mayoral Receptions held 7 December 2016 and 24 May 2017. • Chamber Business After Hours event – 70 attendees. • 2017 Business Leaders Lunch held 22 June 2017 with 70 attendees. 	
Promote new and innovative practices within industry sectors.	Foster local business growth through campaigns and education to get businesses online including website development and social media engagement.	<ul style="list-style-type: none"> • “Get online” campaign launched July 2016. 	
Facilitate the development of infrastructure to support and attract knowledge, innovation and research.	Facilitate the roll-out of the NBN and mobile telecommunications infrastructure.	<ul style="list-style-type: none"> • Mobile black spots priority audit completed and provided to telcos (mobile black spots program funding). • Review of RDA Telecommunications Infrastructure support guide. • Commencement of NBN fibre construction. • Bathurst received 2 funded base stations in Round 1 and 1 funded base station in Round 2, mobile black spots program. 	

Encourage business start-up, investment, business relocation and respond to all enquiries.	Prepare Relocation Prospectus' where necessary. Development of a Business Incubator to launch business start-ups.	<ul style="list-style-type: none"> Start-up hub discussions ongoing with Reliance, CSU and Department of Industry. Support with funding applications. Agreement from Council to participate in the "Upstairs" Start-up Hub, including financial support. MOU completed and signed.
Leverage key marketing programs that have the potential to attract investment.	Evocities meetings attended and all enquiries responded to. Bathurst Region website updated on a monthly basis.	<ul style="list-style-type: none"> 141 enquiries responded to year to date. Steering Committee meetings attended 25 August, 24 November, 9 February and 1 June. Operations meetings attended 24 August, 23 November, 8 February and 31 May.

ECONOMIC DEVELOPMENT

Projects/Strategies and outcomes are listed below.

Economic Infrastructure

- NBN Fixed Wireless deployment completed in consultation with Council
- NBN FTTN (Fibre to the Node) rollout facilitated with appropriate planning and engineering agreements in place
- Mobile Black Spots Program Round 2 – funding received for mobile tower at Napoleon Reef.
- Commencement of construction of mobile towers at both Rockley and Trunkey through funding received in Mobile Black Spot Program Round 2.
- Telecommunications conduits installed at the Aerodrome (as part of current works) to accept NBN fibre for potential future rollout
- Conceptual design of CBD Free WiFi Network and funding sought from Federal Government
- Confirmation of Council's support as a Foundation Partner for the development of the Upstairs Business Start-up Hub

Sponsorship and Funding

- \$148,230 received in sponsorship, grants and competitions for Council in 2016/2017
- \$100,000 won in the Ooh! Media Smart Cities Competition for Council to use in metro digital advertising
- \$25,000 received through Energise Enterprise Fund for the Upstairs Start-up Hub
- 2016/2017 sponsors include Reliance Bank, TAFE, VERTO, Westfund, Central West Careers Advisers, NSW Department of Industry, Department of Industry, Innovation & Science

Bathurst Buy Local Gift Card

- 130 businesses in the program
- 11 load-up stores
- Over \$192,000 loaded in the program to June 2017
- 3,130 cards purchased
- Continual marketing campaign across TV, radio, print media, business database, social media, digital advertising, cinema, flyers & ratepayers newsletter

Business Database & eNewsletter

- Approximately 1,000 local businesses on the database
- 12 eNewsletters sent out (one for each month) and numerous business alerts to promote Council projects
- Database maintenance

BizWeek

- Held 15 – 21 September 2016.
- Part of the Bathurst Buy Local Campaign brand
- Partnership with the Western Advocate, 2BS and the Business Chamber.
- 4 major events (plus Launch event at Fifty8George); Crazy Day, Mark Bouris Business Lunch (220 attendees), Marketing Workshop, (60 attendees) and the Carillon Business Awards

Evocities

- 34 household relocations resulting from Evocities across 2016/2017, ROI of \$3.2M in local consumption spending
- 145 relocation enquiries responded to
- 1,016 jobs loaded on Evojobs
- All Operations Group meetings and Steering Committee meetings attended (Sydney)

Bathurst Region Website

- Regularly updated and refreshed with new information



Bathurst Jobs Expo

- Jobs Expo held 23 August 2016, 2,100 attendees (compared to 1,400 in 2015) and 50 exhibitors (compared to 41 in 2015).
- Partnership with Central Western Careers Advisors.
- Sponsorship secured with TAFE.
- Large scale marketing campaign across radio, television, social media, print media, flyers, posters & Evojobs

Filming

- Approval/permits for 14 filming and photography projects
- Coordination and approval of major filming projects and photography in the Bathurst Region including TV commercials (Prime) and documentaries (SBS)

New Business Attraction and Business Assistance

- Responded to 14 new business enquiries in 2016/2017
- 8 new businesses attracted/started due to Economic Development support

New Economic Development Strategy 2018-2022

- WRI appointed as consultants to lead community consultation process
- 4 community consultation sessions held
- Draft strategy developed
- Discussions with Department of Premier & Cabinet regarding a Regional Economic Development Strategy with Oberon Council

Smart City Development

- 2016 audit of regional mobile black spots completed and uploaded on the national mobile black spots database
- Grant application submitted under the Smart Cities Plan to fund CBD WiFi network
- Ongoing discussions regarding smart lighting controls installation in CBD street lights
- Foundation Partner for the Upstairs Start-up Hub
- Discussions with Tesla for the installation of electric vehicle superchargers at selected sites

Council Representation

- 4 submissions completed for NSW Parliamentary and Federal Senate enquiries
- Representation at public hearings for parliamentary and senate enquiries
- Numerous presentations to groups of visiting Western Sydney University and University NSW students
- Representation of Council at numerous events including Bathurst Business Chamber After Hours, CSU functions and other industry events

Community Partnerships and Mayoral Events

- Welcome Wagon Mayoral Receptions held 7 December 2016 (35 attendees) and 24 May 2017 (45 attendees)
- Hosted Business Chamber After Hours Event, Australian Fossil & Mineral Museum 4 November 2016
- Business Leaders Lunch organised and held 22 June 2017 at Rydges, 70 attendees.
- Continued partnerships with NSW Government to support and promote the Small Biz Bus

Bathurst 'Upstairs' Start-Up Hub

- \$25,000 funding received from NSW Government to support the Hub
- Additional \$30,000 funding from Council to support the project
- Foundation Partner with an MOU in place with Upstairs Foundation
- Marketing and promotional support to attract entrepreneurs



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.

Indicates that objectives relate to Key Direction:

Environmental Sustainability
 Environmental Sustainability
 Liveable Communities
 Sound Leadership

CULTURAL SERVICES

COLLECTIONS, DISPLAYS & CULTURAL FACILITY MANAGEMENT

To provide professional management, advice and quality facilities to ensure Council's collections are effectively managed.				
CSP 2036 Objective Reference	6	11	20	
Continue to progress the proposal for an archival and collection facility for the Bathurst Region.	Draft business plan developed.	Western Research Institute submitted draft and final versions of Regional Museums Collections Facility Business case which has been accepted by Council.		
	Continue liaison with the Reference Group and other identified partners.	Groups liaised with include Powerhouse Discovery Centre, Albury Museum Collections, Robert Webb, Hunter records group and Central Western collections groups.		
	Visit other relevant locations where successful facilities have been built in regional areas to understand lessons learned.	No physical site visits have occurred, liaison through email and phone calls.		

Removal and installation of exhibitions	Exhibits installed and removed.	There were 59 major activities around the transport, installation, take down and transport of display material in Council's Cultural facilities in the 2016/2017 financial year.
Responding to requests for professional advice.	Advice provided in a timely manner.	There were 48 requests for advice or assistance with Collection, display or heritage issues, collections processed in the 2016/2017 financial year including: NMRM 2 donations NMRM 11 loans BRAG 8 Cultural gift submissions BRAG 7 purchases BRAG 11 donations Chifley 1 donation Rail 2 purchases

Ensure the efficient and effective management of Council's cultural facilities.

CSP 2036 Objective Reference		20, 26, 27
Finalise development of Bathurst Regional Council Cultural Plan.	Draft Cultural Plan presented to Council for public exhibition purposes.	<p>The draft Bathurst Region: A Cultural Vision 2036 was placed on public display during April and May 2017.</p> <p>The draft Bathurst Region: A Cultural Vision 2036, including details of submissions received, was presented at Council's meeting on 21 June 2017, when the Plan was adopted.</p>



Develop strategies to fund Bathurst Regional Council cultural facilities.	Source and apply for external funding.	<p>In the 2016/2017 financial year the following external funding for the Bathurst Regional Council cultural facilities was successful:</p> <p>Bathurst Regional Art Gallery</p> <ul style="list-style-type: none"> • MGNSW for \$40,000 Dobell Exhibition Grant for The Unflinching Gaze was successful. BRAG received \$20,000 towards the exhibition. • June 2017 Australia Council grant round (Arts Projects – Organisations) for funding of \$50,000 for The Unflinching Gaze will be advised in September 2017. • Create NSW (formerly Arts NSW) Multiyear Program 2016 – Program – was acquitted in April. 2016 constitutes Year 1 of BRAG's Create NSW triennial funding. • Education & Public Programs Officer received a bursary (\$620) to attend the Museums & Galleries Australia Conference in Brisbane in May 2017. • Art Gallery Director received a grant of \$3,000 from the Gordon Darling Foundation for a professional development program. Grant will be matched by Council. <p>Bathurst Memorial Entertainment Centre</p> <ul style="list-style-type: none"> • \$25,000 Australia Council - Presenting Partners Program. Final year of three year funding of \$50,000 per year. • \$80,000 Create NSW (formerly Arts NSW) first year of triennial Annual Program Funding • \$45,000 Arts NSW Regional Partnership BMEC / ATYP Funding was obtained and acquittal completed 30 June 2017 • \$22,497 Regional Arts Fund - for BMEC / ATYP Youth Theatre Collaboration. Acquittal completed in June 2017. • \$18,195 Australia Council - Project funding for BMEC/ATYP collaboration - The Climbing Tree, Funding is for 2017 Calendar year. <p>The appointment of the Philanthropy and Partnerships Coordinator took place in March 2017. The software program ThankQ was also purchased to assist in the establishment and ongoing management of the Bathurst Regional Council Cultural Fund.</p>
	Review operations for cost effectiveness.	<p>Draft Cultural & Community Services Education Audit developed by BRAG Education & Public Programs. This Audit will inform the Cultural & Community Services Education Reference Group.</p> <p>Council also undertook a retail review at the National Motor Racing Museum, Australian Fossil and Mineral Museum, Bathurst Regional Art Gallery and the Bathurst Visitor Information Centre to develop strategies to increase income.</p>



BATHURST REGIONAL ART GALLERY (BRAG)

Total attendance for Bathurst Regional Art Gallery (BRAG) exhibitions and programs including the main gallery (26,226), the Jean Bellette Gallery, Hill End (8,727), and BRAG touring exhibitions (57,735).

Strategic programming is the key to engagement. In 2016 BRAG developed a strong program of exhibitions, education and public programs. A total of 15 artists were represented in the 2016 BRAG-curated exhibitions program, including 10 regional artists and 1 international artist. A further 41 Australian artists and designers were represented in incoming touring exhibitions, providing valuable professional development opportunities and widespread exposure to over 50 artists. Additionally, 22 artists were exhibited by BRAG in Hill End at the Jean Bellette Gallery (before it closed in April) and The End Festival.

A key strategy in BRAG's 2016 program has been on outreach: developing tours for its in-house generated programs as a way of engaging larger audiences; generating digital material to assist with promoting BRAG exhibitions; and loaning works from the collection.

BRAG touring exhibitions reached an audience of 57,735 nationally, and represented the work of 2 artists from NSW, Mandy Martin and Robert Brain, and 33 international artists (Stars and Stripes: American art from the 21st Century from the Goldberg Collection).

The audience for BRAG's digital platforms (www.bathurstart.com, www.hillendart.com, BRAG Facebook and BRAG YouTube subscribers) reached 38,132.

External loans from the permanent collection reached audiences of 9,156: Coffs Harbour Regional Gallery (Helen Young Survey: 1,245) and Orange Regional Gallery (Best in Show: 7,911). In addition, 14 aged care residents at the Jemmalong Retirement Village, Forbes, participated in an Arts & Alzheimers outreach project using the BRAG collection.

As well as showcasing the practices of artists based in the region, BRAG used leverage of Brett Whiteley: West of the Divide to develop a 'blockbuster' summer program to attract a focus audience – families – to the gallery. BRAG commissioned a LEGO model of Mount Panorama – Wahluu, creating a hands-on educational resource (and hours of fun) for kids. In the first 5 weeks 4,322 visitors attended the exhibitions. A total of 5 events (2 Author talks and book signings, an educators floor talk, an in-conversation event and the exhibition opening) were held over the opening weekend, capitalising on the popularity and availability of Wendy Whiteley OAM. A total of 268 visitors attended these events. The Education week for the Brett Whiteley: West of the Divide / LEGO Mount Panorama - Wahluu Model exhibition was attended by 187 students from 10 local schools, a healthy attendance considering the education week was scheduled for the second last week of school term.

In addition to traditional education programs such as education weeks, school holiday programs, workshops and Art in a Suitcase, BRAG continued its ground-breaking program of developing education programs aimed at encouraging, researching and evaluating youth participation in the visual arts such as Generation Art. Although engaging less participation in terms of numbers, these programs provide a deeper level of engagement and outcomes.

Provide a focus on the visual arts for the community by providing education and public programs that challenge thinking and stimulate creativity, and to promote cultural enrichment through the development and care of the permanent collection, temporary exhibitions and research facilities.			
CSP 2036 Objective Reference		17	20, 23, 26, 27
Develop community access and inclusion in the Gallery's exhibition program through the development of a series of community focused exhibitions: <ul style="list-style-type: none"> • <i>Karen Golland: This is for You</i> • <i>Mount Panorama/ Wahluu –as told in Lego</i> 	Staging of two (2) exhibitions	In 2016/2017 both exhibitions occurred: <ul style="list-style-type: none"> • <i>Karen Golland: This is for You</i> • <i>Mount Panorama/ Wahluu –as told in Lego</i> 	
	Number of visitations.	Attendance: <ul style="list-style-type: none"> • <i>Karen Golland</i> was 3,897 • <i>The Mount Panorama/ Wahluu</i> was 8,293 including 1,955 children. 	
Provide opportunities for the professional development of the locally based and locally connected artists through an exhibition: <ul style="list-style-type: none"> • <i>Mandy Martin: Homeground</i> • <i>Ruth Stone: The Space Between</i> • <i>Anne Graham: Whispering and Rustling, the Susserus of People, Places and Things</i> • <i>Two Worlds: Lesley O'Shea and Joe Penn</i> • <i>Angela Malone</i> 	Production of five (5) exhibition catalogues.	In 2016/2017 three (3) catalogues were produced for: <ul style="list-style-type: none"> • <i>Mandy Martin: Homeground</i> • <i>Ruth Stone: The Space Between</i> • <i>Anne Graham: Whispering and Rustling, the Susserus of People, Places and Things</i> <p>As Joe Penn and Lesley O'Shea had published their own catalogue, BRAG only produced a room sheet for:</p> <ul style="list-style-type: none"> • <i>Two Worlds: Lesley O'Shea and Joe Penn</i> <p>The Angela Malone exhibition has been postponed to 2018.</p>	
	Number of visitations.	Attendance: <ul style="list-style-type: none"> • <i>Mandy Martin and Ruth Stone</i> was 3,059 • <i>Anne Graham</i> was 3,041 • <i>Two Worlds</i> was 8,293 including 1,955 children. 	
Develop community understanding of the achievements of the Hill End Artists in Residency Program through exhibitions by artists who have participated: <ul style="list-style-type: none"> • <i>Ruth Stone: The Space Between</i> • <i>Andrew Burton (UK) – Iron and Bark</i> • <i>Ham Darroch</i> • <i>Matt Bromhead</i> 	Staging of four (4) Hill End Artists in Residency exhibitions.	In 2016/2017 four Hill End Artists in Residency exhibitions occurred: <ul style="list-style-type: none"> • <i>Ruth Stone: The Space Between</i> • <i>Andrew Burton (UK): Iron and Bark</i> • <i>Ham Darroch: Cubit</i> • <i>Matt Bromhead: Lapis Leisurely</i> <p>Additionally, BRAG received sponsorship from Council for Sally Kidall, a 2017 Hill End Artist in Resident, to present her installation <i>A Fortunate Life</i> as part of <i>The End Festival</i>, Hill End. 7,000 people attended the Festival.</p>	
	Number of visitations.	Attendance: <ul style="list-style-type: none"> • <i>Ruth Stone</i> was 3,059 • <i>Andrew Burton (UK)</i> was 3,041 • <i>The End Festival</i> was 7,000. 	
Provide community access to exhibitions of contemporary art that have a wide community appeal: <ul style="list-style-type: none"> • <i>Just Draw</i> • <i>Brett Whiteley: West of the Divide</i> • <i>Hill End: Art, Food, Landscape</i> • <i>Beyond Belief: the Sublime in Contemporary Art</i> 	Staging of four (4) community access exhibitions.	In 2016/2017 four (4) exhibitions of contemporary art with a wide community appeal occurred: <ul style="list-style-type: none"> • <i>Just Draw</i> • <i>Brett Whiteley: West of the Divide</i> • <i>Hill End: Art, Food, Landscape</i> • <i>Beyond Belief: The Sublime in Contemporary Art</i> 	
	Number of visitations.	Attendance: <ul style="list-style-type: none"> • <i>Just Draw</i> was 3,215 • <i>Brett Whiteley</i> was 8,293 including 1,955 children • <i>Hill End</i> was 3,386 • <i>Beyond Belief</i> was 3,951. 	

<p>Develop community access to the permanent collection by the development of three (3) exhibitions:</p> <ul style="list-style-type: none"> • <i>Bathurst Art Prize: A History of the BRAG Studio Ceramics Collection. Curated by the BRAG Volunteer Guides</i> • <i>BRAG Collection Exhibition 2</i> • <i>BRAG Collection Exhibition 3</i> 	<p>Staging of three (3) permanent collection exhibition.</p>	<p>In 2016/2017 four (4) exhibitions based on the permanent collection occurred:</p> <ul style="list-style-type: none"> • <i>Mandy Martin: political posters from the permanent collection</i> • <i>Brett Whiteley: works from the permanent collection</i> • <i>Bathurst Art Prize: A History of the BRAG Studio Ceramics Collection. Curated by the BRAG Volunteer Guides.</i> • <i>Lloyd Rees: in the Regions.</i> <p>Additionally two ceramic exhibitions based on the permanent collection were held in the Art Gallery/ Library Foyer:</p> <ul style="list-style-type: none"> • <i>Winterware: ceramics from the permanent collection</i> • <i>Back to Black: ceramics from the permanent collection</i>
	<p>Number of visitations.</p>	<p>Attendance:</p> <ul style="list-style-type: none"> • <i>Mandy Martin</i> was 3,059 • <i>Brett Whiteley</i> was 8,293 including 1,955 children • <i>Bathurst Art Prize</i> was 3,386 • <i>Lloyd Rees</i> was 3,386.
<p>Develop touring exhibitions of significant local artists:</p> <ul style="list-style-type: none"> • <i>Robert Brain: an autobiographical tapestry</i> to Maitland Regional Art Gallery • <i>Mandy Martin Homeground</i> to Penrith Regional Art Gallery, Cowra Regional Gallery, Orange Regional Art Gallery and Muswellbrook Regional Art Gallery • <i>Anne Graham: Whispering and Rustling, the Susserus of People, Places and Things</i> to Glasshouse Gallery at Port Macquarie 	<p>Staging three (3) touring exhibitions.</p>	<p>In 2016/2017 three tours of significant local artists occurred:</p> <ul style="list-style-type: none"> • <i>Robert Brain: an autobiographical tapestry</i> to Maitland Regional Art Gallery. • <i>Mandy Martin Homeground</i> to Penrith Regional Art Gallery. • <i>Anne Graham Whispering and Rustling, the Susserus of People, Places and Things</i> exhibition toured to the Glass House Gallery and Port Macquarie. <p><i>Mandy Martin: Homeground</i> will tour to Cowra Regional Art Gallery in 2018 and Orange Regional Art Gallery in 2018 and 2019. The exhibition will not tour to Muswellbrook Regional Art Gallery.</p> <p>Additionally, BRAG toured <i>Hill End: Seven Decades</i> featuring 45 works from BRAG's permanent collection to Penrith Regional Gallery Total Visitation: 19,994</p> <p>Works loaned to other galleries:</p> <p>BRAG loaned three works from the permanent collection (Martin Coyte's <i>White dog, warm snow</i> 2008, Keely Fielding's <i>Wild dog</i> 1997 and Jon Cattapan's <i>Immigrant song: Dog trick No. 2</i> 1994) to the Orange Regional Gallery's <i>Best in Show</i> exhibition.</p> <p>BRAG loaned Helen Young's <i>Portrait of Warren Somerville</i> to Coffs Harbour Regional Gallery for its <i>Helen Young Survey</i> (visitation: 1246).</p>
	<p>Number of visitations.</p>	<p>Attendance:</p> <ul style="list-style-type: none"> • <i>Robert Brain</i> was 21,684 • <i>Mandy Martin</i> was 13,400 • <i>Anne Graham</i> was 5,529 • <i>Hill End</i> touring exhibition was 19,994 • Orange Regional Gallery's <i>Best in Show</i> was 7,911 • Coffs Harbour Regional Gallery's <i>Helen Young</i> was 1,246.

Commitment to the ongoing maintenance of the Bathurst Regional Gallery facility.				
CSP 2036 Objective Reference	6		20, 22	29
Bathurst Regional Art Gallery general maintenance and facility upgrades.	The identification of general maintenance and facility upgrade requirements.	<p>In 2016/2017 the following works were completed:</p> <ul style="list-style-type: none"> • 80KW solar system installed on Gallery/Library roof – \$95,000 Council initiative • LED lights replaced halogen lights in Gallery/Library foyer • Doors from gallery into dock area have been repaired • Bird spikes in exterior dock area installed and ceiling repaired • Security monitors at front desk repaired • Panic button on front desk repaired and panic button installed in office • Security key pad installed on entry door into office • Safety issue regarding Library/Gallery entry doors rectified • Leaking internal down-pipe in back galleries repaired <p>At the end of June 2017 the following works were outstanding:</p> <ul style="list-style-type: none"> • Lining and insulating Art Gallery Walls - \$250,000 included in the 2017/2018 Management Plan. 		
	The completion of identified general maintenance and facility upgrade requirements.	General maintenance has been identified and occurred during the year.		



BATHURST MEMORIAL ENTERTAINMENT CENTRE (BMEC)

Attendance at BMEC events from 1 July 2016 to 30 June 2017 was 54,033 compared to 49,080 in 2015/2016 and 47,791 in 2014/2015

BMEC Annual Season

14 professional events were presented between July 2016 and June 2017. Genres represented included classical and contemporary drama, classical and contemporary dance and physical theatre, classical and contemporary music, theatre for young people and families and cabaret.

The Season was accompanied by numerous community engagement activities including workshops and forums.

Local Stages

The Local Stages program supports the development of local performing arts practice and the collaboration and engagement of local artists with leading practitioners outside the region.

In 2016/2017 Local Stages projects included:

- Support for the Regional Theatre Project with Australian Theatre for Young People
- Three Made in Bathurst commissioned projects
- Workshops in: taiko drumming, opera, directing, writing, stagecraft, Shakespeare, classical music, choral music, dance, circus and acting.
- Support of two new local productions including *Unsustainable Behaviour* by Lingua Franca which was featured at Artlands Dubbo.

Creative Learning Project

In August 2016 three local schools were involved in creative development with Patch Theatre as part of the creation process for the new work *Yo Diddle Diddle*, based on *The Cow Tripped Over the Moon*. Online connections were then made between Patch in Adelaide and the local schools during rehearsals. *Yo Diddle Diddle* will form part of the BMEC 2018 Annual Season.

Aboriginal Performing Arts Program (APAP)

In 2016/2017 the focus of the Aboriginal Performing Arts Program included the development of the new Australian play *The Climbing Tree*, attendance by the BMEC Manager and a local Aboriginal community member at the *Yirramboi* First Nations Festival in Melbourne and the involvement of the local community in the opening ceremony for the Inland Sea of Sound in November 2016. Over the year BMEC also presented the Ilbijerri Theatre production of *Coranderrk* and presented three screenings of *Zach's Ceremony*.



Provide access to high quality performing arts activities and events for the community as audiences and/or active participants through BMEC Programs.

Utilise these programs to: challenge thinking; stimulate creativity; develop skills; strengthen networks; encourage engagement with the performing arts by young people and encourage their retained engagement into adulthood and old age; encourage familiarity with and fluency in performing arts genres; and to generally encourage a clear sense of community cultural identity.

CSP 2036 Objective Reference	1, 3, 4	20, 23, 26, 27	30, 33
The presentation of a diverse and high quality Annual Season including connections to the development of local engagement and participation.	Successful staging of programmed shows including attendance numbers, engagement activities and support for the development of local performing arts practice.	16 Annual Season productions were successfully presented in the 2016/2017 financial year and attended by 4,640 patrons. There were 7 workshop/engagement programs with over 400 participants. The Annual Season included cabaret, multicultural dance/music, opera, contemporary dance, classical and contemporary drama, Aboriginal performance, Theatre for Young People & Families, choral music, contemporary music, orchestral music, melodrama and physical theatre and verbatim theatre.	
Support of the <i>Local Stages Program</i> that assists and develops local artists across the performing arts.	Provision of Council support to the program to assist in the costs associated with the employment of the Local Stages Creative Producer, venue hire and technical labour.	Council support continued for the Local Stages Program as did financial support from Create NSW, the Australia Council for the Arts, CSU and other funding sources. Public Forum held in June to discuss Local Stages program – past and future. Positive feedback received. Assisting two emerging artists (Jojo Williams and Ben Rodwell) to write Young Regional Artist Scholarship applications. Submitted Expression of Interest for Create NSW Regional Partnerships project with Critical Path.	
	Development of local and regional programs which offer participatory opportunities for local and regional performing artists.	In the 2016/2017 financial year Local Stages supported 15 events and 10 performances involving 134 Artists, 2340 audience members and over 400 workshop participants.	
The provision of other programs including: <ul style="list-style-type: none"> Program for Young People & Families and the Creative Learning Project Inland Sea of Sound Festival Aboriginal Performing Arts Program 	Type and number of programs, performances, workshops and associated activities including attendance numbers.	Two productions specifically targeted young people and families, <i>Mr Stink</i> and <i>Emily Loves to Bounce</i> . Total audience 1,440. The Inland Sea of Sound Festival was held 4-5 November with 1,151 people attending. Workshops and four performances of <i>Odyssey</i> by Sensorium Theatre from Perth were presented for children with acute special needs. Planning continues for the Local Emerging Artists Program to coincide with the Inland Sea of Sound Festival including workshops in September holidays. The program has also been extended to include drama and Aboriginal dance.	

	<p>Development of relationship with local Primary and High Schools and the Tertiary sector.</p>	<p>Patch Theatre conducted creative development workshops with three local primary schools and 300 students in August 2016 and then maintained online connection with local Primary schools with the development of <i>Yo Diddle Diddle</i> based on <i>The Cow Tripped Over the Moon</i>.</p> <p>The production <i>Odyssey</i> and associated workshops were presented in June for regional young people with acute special needs.</p> <p>High School students were involved in the Regional Theatre Project and the presentation of <i>17 Things the Government Doesn't Want You To Know About the Internet</i>. There was a mentored high school writing project associated with the Bathurst Writers' & Readers' Festival and 20 regional teenage musicians were involved in the Local Emerging Artists program.</p> <p>Regional primary and high school students were involved in the Children's Chorus for <i>The Marriage of Figaro</i>.</p> <p>10 CSU students undertook technical placements at BMEC over the year. 15 were involved as interns on the Inland Sea of Sound Festival and an additional 4 students undertook general internships at BMEC. Tertiary students attended numerous performances and participated in workshops for: <i>The Spooky Mens Choral</i>, <i>Chi Udaka</i>, <i>Dracula</i> and <i>Hello Goodbye & Happy Birthday</i>.</p> <p>The Creative Producer is negotiating with Kelso secondary Aboriginal dance students and teachers for a workshop in term 3.</p> <p>Debrief meeting held with secondary schools re Writers Festival Secondary Schools program– positive response and all teachers looking forward to 2018 program.</p>
	<p>Development of relationship with the local, regional and national Aboriginal and Torres Strait Islander communities as it relates to local community identity and performing arts development.</p>	<p>BMEC continues to collaborate with the local Aboriginal community in the lead up to the <i>Jimmy Little Gathering</i> in September 2017.</p> <p>The community was involved with smoking, welcome and dances at the opening of the Inland Sea of Sound Festival.</p> <p>BMEC collaborated with Council's Community Services section and the Bathurst Wiradyuri and Aboriginal Elders Group to present three screenings of the award winning documentary film <i>Zach's Ceremony</i>.</p> <p>In this financial year the BMEC Manager arranged for local Wiradyuri representative to accompany him to the Yirramboi First Nations Festival in Melbourne, supported by the Australia Council for the Arts.</p>

	Sustained relationships with regional partners such as CSU, Mitchell Conservatorium, and others.	<p>The relationship with CSU continues to be regular, in depth and sustained. Contact points exist across all BMEC programs particularly with internships, technical placements and workshops.</p> <p>Planning continues with the Mitchell Conservatorium about a joint production for the 2018 Season. The Conservatorium students were involved in Sydney Symphony activities, undertook Song Company engagement activities and the Mitchell Young Voices formed the Children's Chorus for <i>The Marriage of Figaro</i> presented by Opera Australia.</p>
	Key state, national and international connections.	<p>The BMEC Manager has been appointed Chair of Regional Arts NSW, is the Deputy Chair of the NSW and ACT Performing Arts Centres Association and a Committee Member of Theatre Network NSW.</p> <p>In this financial year the BMEC Manager has attended the Mount Gambier (SA) fringe; Showbroker (Adelaide), the national performing arts market; Dance Massive (Melbourne). The BMEC Manager was on the national selection panel for the New Work Platform which formed part of the Yirramboi festival in Melbourne in May.</p> <p>The BMEC Manager is on the national, regional selection panel for the Helpmann Awards and has sat on grant assessment panels for Create NSW, the Australia Council for the Arts and Ausdance NSW.</p> <p>BMEC is in negotiation with Performing Lines about a potential artistic exchange program with China. In the 2016/2017 financial year BMEC supported the visit to Bathurst by Canadian and Japanese dancer/choreographers in association with Critical Path.</p>

Utilise the BMEC 5/10/20 Year Masterplan as a basis to plan for building maintenance, upgrades and the integration of BMEC into the broader Bathurst Regional Council Cultural Plan.

CSP 2036 Objective Reference	6	19, 20, 21, 22	28, 29
BMEC general maintenance and facility upgrades.	The identification of general maintenance and facility upgrade requirements.	<p>The following general maintenance for the facility upgrade were identified and completed in the 2016/2017 financial year:</p> <ul style="list-style-type: none"> The annual maintenance program was successfully completed in January 2017. The BMEC lift repairs. Two new data projectors and screens in the conference rooms. Installation of a mezzanine in the Theatre dock has been completed providing more storage space. Upgrades to fire protection services, theatre external roofing, sound equipment storage, theatre drapes and flying system. Repairs to the sewer main and installation of a new inspection point. Ten trestle tables have been purchased for use in the conference rooms. One of the large window panes was replaced in the City Hall. Repair to automatic entrance door. Investigation into maintenance of the building's sprinkler valves has begun. 	
	The completion of identified general maintenance and facility upgrade requirements.		

Commence reviewing of the long term options of BMEC.	Position paper developed.	The Bathurst Region: A Cultural Vision 2036 has been formally adopted. It includes recommendations, which are a prerequisite for a review of long term options for BMEC.
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BATHURST LIBRARY

Provision of a public library space and related services that meets the needs of the community.			
CSP 2036 Objective Reference		20, 21, 23, 27	30
Continuing to promote and operate the Bathurst Library as a free and accessible space that services the community.	Number of visitations.	In the 2016/2017 financial year 152,102 people visited the Library with 281,215 items borrowed.	
	Special events held.	In the 2016/2017 financial year 178 special programs were held in the Library with 7,160 individuals in attendance.	
	Promotional activities.	In the 2016/2017 financial year the Bathurst Library utilised a range of promotional activities through print media, radio and social media, as follows: <ul style="list-style-type: none"> • Radio Interviews – 36 • Print Media – multiple references • Facebook Likes – 16,227 • Facebook Posts – 185 • Twitter Followers – 7,770 • Tweets Made – 42 	
	Number of interest groups using the Library.	In the 2016/2017 financial year the Bathurst Library provided space for 12 interest groups to meet as follows: <ul style="list-style-type: none"> • U3A group; Knitters Group; Crochet Group; Family History Society; Bathurst Writers Group; 2xBook Clubs; School Tutors; International Women's Group; Mothers Group; Board Games Group; Card Games Group. 	
Investigating and developing plans for a refurbishment of the internal library public space.	Plan development for refurbishment.	In the 2016/2017 financial year work commenced on the planning for the library refurbishment. Colour scheme and specification brief has been developed. Proposed works to be undertaken during December 2017-January 2018 for 3-5 weeks.	



Improve access to Local History resources.				
CSP 2036 Objective Reference		11	26	
Providing training to staff in relation to location and access to Local History.	Number of staff and type of training undertaken.	In the 2016/2017 financial year an audit of Local Studies Collection has been underway with local history files created. 1 staff member attended local history related training.		

Provide outreach Library Service to the broader community.				
CSP 2036 Objective Reference		17	20, 26	
Provision of a range of outreach services that target the rural villages, isolated individuals and educational facilities.	Number of visits to rural villages.	Mobile Library made 36 village visits.		
	Number of visits to isolated individuals.	The Library conducted 1,484 visits to isolated individuals.		
	Number of visits to schools and other educational facilities.	The Library conducted 50 school visits.		

MUSEUMS UNIT

The 2016/2017 financial year saw the appointment of an Acting Museums Manager with the aim to bring the Bathurst Regional Council's museums under one management structure. This position has facilitated cooperation between the museums in areas such as advertising and public programs including the very successful Museum Selfie Day, 18 January 2017 with 1,000 visits to the museums on the day.

Work continued on the development of the Bathurst Rail Museum. Freeman Ryan Design were appointed to develop the historical content for the museum. The process to select an architect to design the museum commenced at the end of the financial year.

A Retail Review was also undertaken during this financial year focusing on the National Motor Racing Museum (NMRM), Australian Fossil and Mineral Museum (AFMM), the Bathurst Visitor Information Centre (BVIC) and the Bathurst Regional Art Gallery.

Recommendations regarding the layout of the retail spaces have been implemented at both NMRM and AFMM.



AUSTRALIAN FOSSIL & MINERAL MUSEUM (AFMM)

Home of the Somerville Collection

In the 2016/2017 financial year a total of 26,519 individuals visited the Australian Fossil and Mineral Museum with a turnover of \$217,435 through shop sales and admission.

A total of 9,044 school students viewed the museum displays which were made up of 6,209 on site visits and 2,835 students participating in the video conferencing programs offered by the museum. Other highlights of the year included the Bathurst Winter Festival Torchlight Tours, National Science Week activities, annual Somerville Lecture 'The Collector's Collection' with Warren Somerville, Bug Day, Museum Selfie Day, holiday activities, Bathurst Youth Council Y-Jam and Bathurst Business Chamber events.

Exhibitions held in the temporary gallery included Supercroc and Beauty from Nature: art of the Scott Sisters travelling exhibitions from the Australian Museum and LEGO Mount Panorama - Wahluu Model from the Bathurst Regional Art Gallery,

Support the operation of the Australian Fossil and Mineral Museum.				
CSP 2036 Objective Reference	4, 5		20, 23, 26	30
Provision of operational support through the allocation of resources as well as actively initiating programs and projects that encourage increase in visitor numbers.	Number of visitations.	Total number of visitation for 2016/2017 was 26,355.		
	Number and type of projects and programs undertaken including user numbers.	Total group visits for the 2016/2017 financial year : 9,687 which was made up of: <ul style="list-style-type: none"> Public Programs, Somerville Lecture, Torchlight Tours, Bug Day, Museum Selfie Day, Adult Tours and Functions 2,493 Friends of AFMM Functions 119 Education, Prehistoric Preschool and School groups and Video Conferences 7,075 		
	Number of board meetings and related activities/meetings.	In the 2016/2017 financial year meetings of the Somerville Collection Board were held on: <ul style="list-style-type: none"> Friday 11 November 2016, including AGM Friday 26 May 2017 		

Commitment to the ongoing maintenance of the facility.				
CSP 2036 Objective Reference	3		20, 22	29
AFMM general maintenance and facility upgrades.	The identification of general maintenance and facility upgrade requirements.	Identification and completion of general maintenance and facility upgrades have been carried out throughout the year as required, such as lighting, shop furniture and building works. Maintenance and facility upgrade undertaken in June included: <ul style="list-style-type: none"> Installation of computer cable to the data projector in the Mineral Gallery Sensor on the automatic door repaired Installation of coloured outside lights Installation of outside power point Installation of shop cabinet lights Installation of glass sliding doors for the shop specimen cabinet Perspex top for the Amethyst showcase Extra cleaning of outdoor spaces was carried out Site visit by Fire and Rescue NSW New Shop furniture ordered Flashing on the verandah cleaned. 		
	The completion of identified general maintenance and facility upgrade requirements			

NATIONAL MOTOR RACING MUSEUM (NMRM)

In the 2016/2017 financial year a total of 28,740 individuals visited the National Motor Racing Museum with a turnover of \$566,705 through shop sales and admission.

Functions continued to provide a strong source of income, as well as a positive tool to promote the museums profile. Twenty-eight functions were hosted with 933 people in attendance. These included receptions for the Porsche Club, Panthers Football Team and Ohkuma Welcome. Total visitation also included 62 booked tours including 2,117 individuals.

Promotion of the museum was enhanced during this period with the introduction of the first Father's Day event. Over four hundred people attended the museum on the day with free entry for Fathers with a sausage sizzle and coffee van.



Development of broader visitor market to the National Motor Racing Museum.				
CSP 2036 Objective Reference	4		20, 23, 26	
Investigate and undertake a range of promotional mechanisms for National Motor Racing Museum.	The identification of a range of promotional options for the NMRM.	<p>In the 2016/2017 financial year a range of promotional options have been identified and undertaken including:</p> <ul style="list-style-type: none"> • Print media, Caravanning Australia, Old Bike Australasia, V8 Bathurst Magazine, Discovery Magazine • Race programs • RSL coasters • Western Advocate advertising • Billboard on Great Western Highway • Father's Day and International Selfie Day public programs • NMRM e-newsletter. 		
	The actual promotional mechanisms undertaken for NMRM.			
	Develop and undertake methods to gauge the effectiveness of the promotions undertaken.	A visitor survey was undertaken from March to September 2016 across NMRM, AFMM and Chifley Home and Education Centre to gain a greater understanding of target markets and best practise in regards to targeted advertising		

Promote use of museum by wider range of visitor groups.				
CSP 2036 Objective Reference	4, 5	11	20, 26	
Develop temporary exhibition program for 2016/2017 to draw wider audience to the National Motor Racing Museum.	Temporary exhibitions developed and opened 2016 - 2017.	In the 2016/2017 financial year a total of 12 cars, bikes and racing items were borrowed from or loaned to the Museum.		

Commitment to the ongoing maintenance of the facility.				
CSP 2036 Objective Reference	6		20, 22	29
NMRM general maintenance and facility upgrades	The identification of general maintenance and facility upgrades.	Identification and completion of general maintenance and facility upgrades have been carried out throughout the year as required, such as display furniture and building infrastructure.		
	The completion of the identified general maintenance and facility upgrades.	Maintenance and facility upgrade undertaken in June: <ul style="list-style-type: none"> • Installation of five new TVs in museum halls. • Installed new retail display furniture. • New Museum logo commissioned and installed on entry door. Identified general maintenance and facility upgrades have been carried out throughout the year as required.		



CHIFLEY HOME & EDUCATION CENTRE

In the 2016/2017 financial year a total of 693 individuals visited Chifley Home and Education Centre with a turnover of \$95,811 through shop sales and admissions. This figure included a total of 17 booked tours with 489 individuals.

Temporary exhibitions held included the Chifley Album photo exhibition and soft trades displays during the Artisans Trades Trail event. Held during May the two-day event attracted around 200 to view the display and the home.

Other noted visits included a class of twenty-one CSU students with their teacher, Sam Malloy. Noted author Troy Bramston (a senior writer and columnist with The Australian and a contributor to Sky News) also paid Chifley Home a visit during this period.

Implement recommendations in Chifley Home & Education Centre Strategic Management Plan.				
CSP 2036 Objective Reference	6	11	20, 23	
Strategic Management Plan developed, actions prioritised, costed and timelines provided.	The development of an action plan.	Work undertaken to develop conservation strategy for the floor coverings of Chifley Home. This strategy is being developed in partnership with a student from the Grimwade Centre for Cultural Materials Conservation – The University of Melbourne		
	Work completed in line with action plan and related timelines.	Inclusion of Chifley Home in the Bathurst Region: A Cultural Vision 2036. A review of the action plan will take place in line with the Bathurst Region: A Cultural Vision 2036 priorities.		

Maintain heritage significance of Chifley Home.				
CSP 2036 Objective Reference	6		20, 22	29
Identify and Implement preventative conservation activities.	Preservation and conservation activities, general maintenance and upgrades undertaken.	Work undertaken to develop conservation strategy for the floor coverings of Chifley Home. This strategy is being developed in partnership with a student from the Grimwade Centre for Cultural Materials Conservation – The University of Melbourne.		

Continue public engagement activities to encourage new and returning visitors.				
CSP 2036 Objective Reference	4, 5	11	20	
Temporary exhibitions program developed for 2016/2017.	Confirmation, development and installation of temporary exhibitions 2016/2017.	In the 2016/2017 financial year exhibitions in the Education Centre included: <ul style="list-style-type: none"> • Photographs from the Chifley Album. • “Line of Bonnets” as part of Heritage Week, May 2017. 		

COMMUNITY SERVICES

Community Service achievements included:

- Kelso Community Hub supported community service organisations to provide key services for the Kelso Community.
- ClubGRANTS Scheme 2016: The provision of administrative assistance for the implementation of funding to local community groups and organisations;
- Community Safety Plan 2015 – 2019: Strategies and actions continue to be implemented.
- The provision of administrative support to the Bathurst Regional Community Safety Committee, Seniors Festival Organising Committee, and Bathurst Youth Network.
- The provision of support to the Bathurst Regional Youth Council and related youth activities.
- The coordination of public events, including Youth Week, Seniors Festival, Harmony Day and International Women’s Day.

Bathurst Regional Youth Council, 2017



Provision of a range of Children/s Services that include: 1. Long Day Care (Sallywags and Little Sallywags Child Care services) 2. Family Day Care 3. Vacation Care				
CSP 2036 Objective Reference				
Provide ongoing opportunities for professional development of children's services staff.	Types of professional development offered.	In the 2016/2017 financial year Children's Services staff participated in 30 Professional Development training events. Training attended covered legislative and staff development requirements. Training included the new Education and Care First Aid, and 'Change Concepts' which all Children's Service staff attended in December. The Coordinator of Family Day Care commenced a Diploma in Community Services during the year. Sallywags and Little Sallywags received Long Day Care Professional Development funding. All staff had the opportunity to attend centre specific training relating to meeting the National Quality Standards. All Children Services staff completed the required Council online training during the reporting period.		
	Number of staff completing training.			
Update policies and procedures to ensure alignment with: 1. National Quality Standards for Early Childhood Education and Care and School Aged Children. 2. Education and Care Services National Regulations. 3. Early Years Learning Framework Continue to review Quality Improvement Plans.	Number of reviewed policies, updates undertaken and adopted.	Policies and Procedures: As required by legislation all Child Care services actively reviewed, consulted and developed policies as required reflecting legislative requirements and industry trends. Quality Improvement Plans (QIP): All services reviewed and updated QIP's. Areas for continuous improvement included policies and procedures, and collaboration with families and community.		
	Work undertaken on Quality Improvement Plans. Identified goals and areas for development.			
Provision of appropriate resources and learning environments that reflect the National Quality Standards.	Types of improvements undertaken to improve physical learning environments and learning opportunities.	All Child Care Services have purchased a range of educational resources and equipment to enhance the physical learning environments that are reflective of the recommendations outlined in the National Quality Framework. Items included: <ul style="list-style-type: none"> • Craft supplies; • Outdoor equipment e.g. sporting equipment; • Multicultural resources including dolls and puppet and craft supplies e.g. NAIDOC sand art. Staff continue to review service provision at all child care service and update resourcing, where appropriate.		
	Resources obtained to reflect the requirements of the National Quality Standards.			

Promotion of Children's Services.	The identification of a range of promotional options for Children's Services.	<p>Children's Services actively promoted their services throughout the Bathurst community. Promotion included:</p> <p>Family Day Care:</p> <ul style="list-style-type: none"> FDC packages to be distributed through Council's Welcome Wagon initiative; Articles in Council's ratepayers newsletter and the NSW Family Day Care Educator Connections magazine; Promotional flyers developed and distributed throughout community; Children's craft activities at 'Christmas on Keppel' and 'Harmony Day'; Presentations to TAFE Certificate III students by the Service Coordinator. <p>Vacation Care: Promotion through local school newsletters, local radio and Council's telephone 'on hold' announcements. Children's craft activities at 'Christmas on Keppel'.</p> <p>Sallywags: Articles placed in the Western Advocate promoting community events. Children and staff also attended outings to community venues including the library.</p> <p>Little Sallywags: Promotional flyers developed, editorial designed for ratepayers newsletter along with articles and advertisement in the Western Advocate.</p>
	Promotional mechanisms undertaken for Children's Services.	
	Develop and implement methods to gauge the effectiveness of the promotions undertaken.	

Commitment to the ongoing maintenance of Children Services facilities.				
CSP 2036 Objective Reference	6		20, 22	29
Children Services general maintenance and upgrading of facilities.	The identification of general maintenance and facility upgrades.	<p>Family Day Care/Vacation Care:</p> <ul style="list-style-type: none"> General WHS Audit highlights including cleaning of internal kitchen fan. <p>Sallywags:</p> <ul style="list-style-type: none"> Repolishing of kitchen floors to prevent falls. Ongoing garden maintenance. Replacement of a window due to vandalism. Placement of new pots at front entrance. Fire equipment and annual pest inspection undertaken. <p>Little Sallywags:</p> <ul style="list-style-type: none"> Annual pest control carried out. Replacement of Laundry and staff bathroom doors. 		
	The completion of general maintenance and upgrading of facilities.			

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.				
CSP 2036 Objective Reference			22	30
Undertake the actions identified in the Bathurst Community Safety Plan in partnership with the Bathurst Community Safety Committee.	Regular meetings with administration support provided to the Bathurst Regional Community Safety Committee.	<p>The Bathurst Community Safety Committee held the following meetings throughout 2016/2017:</p> <ul style="list-style-type: none"> • August, November, February and May with an average of 8 members in attendance. • The Domestic Violence Sub Committee met three times, with an average of 5 members in attendance • The Break & Enter Sub Committee met three times, with an average of 5 members in attendance. <p>The Domestic Violence sub-committee campaign “Bathurst Says No to Domestic Violence” held pledge booths as follows:</p> <ul style="list-style-type: none"> • Paddy’s Hotel (Village’s United football game) July 2016 • Stockland Shopping Centre as part of Local Government Week- August 2016 • Saturday Street Fair as part of Race Week- October 2016 • Bathurst City Centre as part of White Ribbon Day- November 2016 <p>154 people participated by taking the pledge during these events.</p> <p>The Domestic Violence Sub Committee supported events/activities taking place during 2016/2017 including; Bathurst Women’s Business Network White Ribbon Day morning tea, Family Violence Awareness Group Inc. shopping centre stand, headspace YOUth MATTERs Forum and the Reclaim the Night March.</p> <p>The Break & Enter Sub Committee launched the “Don’t Invite Crime” campaign in April 2016. The campaign is directly linked to the key areas of crime identified in the Community Safety Plan (2015-2019): Break and Enter Dwelling, Steal from Motor Vehicle and Steal from a Dwelling.</p>		
	Support and resources provided for targeted actions identified in the Bathurst Community Safety Plan 2015-2019.			
Undertake the development of the Bathurst Social and Community Plan 2017-2019	The development of the plan in partnership with key stakeholders.	Consultation took place in 2016 with relevant stakeholders to gather data for the reviewed Social and Community Plan.		
	Presentation of plan to Bathurst Regional Council for adoption.	Internal decision for the plan to become an internal Council document. Internal document completed in 2016/2017.		

Undertake the development of the Bathurst Disability Inclusion Action Plan 2017-2021	Undertake community consultation and data collection for the inclusion of the plan for 2017-2021.	<p>Consultation took place from December 2016 through to February 2017 with key stakeholders to undertake the development of the Bathurst Regional Council Disability Inclusion Action Plan 2017-2021.</p> <p>Consultation took place with key stakeholders including:</p> <ul style="list-style-type: none"> • Bathurst Regional Access Committee • Bathurst Community Alliance and • Consultation in the wider community including People with Disability. <p>Consultation tools included:</p> <ul style="list-style-type: none"> • Your Say Bathurst – online survey • Community out-and-about consultation – Bathurst Library and shopping centres • Attendance at community meetings
	Develop the plan in partnership with key stakeholders.	<p>Key strategies and actions within the plan were developed from key findings from community consultation with key stakeholders.</p> <p>The plan went on public exhibition in May 2017. Bathurst Regional Access Committee provided a detailed submission. Submission accepted and endorsed by Council in June 2017.</p>
	Promotion of the plan to Bathurst Regional Council for adoption.	<p>The Bathurst Regional Council Disability Inclusion Action Plan was endorsed by Council in June 2017.</p> <p>The plan was submitted to the Disability Council NSW on 29 June 2017.</p>

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.

CSP 2036 Objective Reference		21, 23, 25, 26	33
Undertake a review of the operations of Kelso Community Hub.	The development of a report that clarifies the current operations of the Kelso Community Hub including recommendations in relation to future management and service provision models.	<p>The following tasks were undertaken in developing a report on the current operations of the Kelso Community Hub in 2016/ 2017:</p> <ul style="list-style-type: none"> • Community Services Staff meetings held at Kelso Community Hub. • 3 Stakeholders meetings with a total of 64 in attendance. • A total of 11,014 people serviced through Kelso Community Hub throughout 2016/2017. 	

<p>Encourage and facilitate the use of the Kelso Community Hub by outside service providers to meet the needs of the community.</p>	<p>Number of external service providers using the facility including target audiences for the services provided.</p>	<p>Summary of external service providers in 2016/2017:</p> <ul style="list-style-type: none"> • The Kelso Community Hub held a Bathurst Youth Resilience and Diversion discussion meeting. • Galloping Gumnuts provided a play group from the Hub. The group held 40 sessions in total. • Relationships Australia provided a women's group that gave women an opportunity to meet, support each other and undertake activities. The group met 40 sessions in total. • Bathurst Young Mob delivered various activities and workshops throughout this period totalling 11 sessions. • Young Life, mentoring for teenagers and young adults, facilitated 37 sessions in total. • Building Strong Foundations (Child and Family Health) held 45 sessions in total. • Birrang operated living skills workshops for community members affiliated with Wattle Tree House at the centre and delivered 36 workshops. • Marathon Health provided the Indigenous Chronic Disease clinic for 46 sessions in total. • C3 Church hired the Centre for a total of 22 sessions. <p>The following external service providers hired the Kelso Community Hub on a casual basis:</p> <ul style="list-style-type: none"> • FACS, Police, Barnardos and Centacare held two youth initiative meetings with eight attendees each time. Year to date: 2 • Centacare Wilcannia Forbes held four "rent it keep it" workshops. • Kelso Public School held three parent interview sessions. • Headspace held three Hi light homework sessions. • Barnardos assisted with 16 Walk in Wednesday programs. • Centacare Bathurst along with multiple other services held two team meetings regarding the Aboriginal Children's Day celebrations and one celebration of Aboriginal children's day with 120 people attending. • Liquor Accord meeting held at the Hub with 22 attending. • Orange Aboriginal Medical Service (OAMS) Optometry Clinic held six clinics. • Gowrie NSW held one Yarnin circle. • Country Rugby league and Sport and Recreation held 2 building stronger home teams sessions. • Skillset held one driving skills workshop. • Sydney University held one workshop.
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Develop and provide programs and activities that meet the identified needs of the community.	Provision and numbers utilising: <ul style="list-style-type: none"> • Kelso Breakfast Program • Afterschool Program targeting Young People • Holiday Activities • Community Celebrations 	The following programs, activities, and celebrations were held at Kelso Community Hub throughout 2016/2017: <ul style="list-style-type: none"> • The School Kids Breakfast Program operated for 130 days with an average attendance of 21.2 students each day • Kelso Community Hub serviced 2,690 young people for breakfast • School Holiday Activities were held during all school holidays catering to children, young people and families. There were 23 school holiday activities held with an average attendance of 640 community members • Kelso Community Hub held a Services day having 250 people attend • Kelso Hub had 358 instances of services and/or programs operating from the Hub.
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Commitment to the ongoing maintenance of Kelso Community Hub.				
CSP 2036 Objective Reference	6		20, 22	29
Kelso Community Hub general maintenance and upgrading of facilities.	The identification of general maintenance and facility upgrades.	The following general maintenance and facility upgrades were identified and occurred in 2016/ 2017: <ul style="list-style-type: none"> • Graffiti was cleaned by staff; back wall painted; replace needle bin; painting of office walls; vinyl laid in clinic rooms; drains blocked in buildings and toilets repaired; toilet gate fixed; playground burnt down; new signs put up at the Hub with name change to Hub; pavers under awning were partially removed then refitted and cleaned. 		

Value and support opportunities for young people to participate in local government decision making.				
CSP 2036 Objective Reference			27	30, 33
Providing support for the Bathurst Regional Youth Council and their related activities, programs and events.	Facilitation of Bathurst Regional Youth Council Meetings, including attendance numbers.	During 2016/2017 five (5) Youth Council meetings were held with an average attendance of 14.		
	Undertaking of youth initiatives, activities, programs and events including attendance numbers.	Youth initiatives, activities, programs and events which the Youth Council undertook during 2016/2017 include: <p>YJAM Winter, YJAM Summer, National Youth Week events including Youth Week YJAM, Youth Week Fun Run, Youth Week Trivia, Youth Week Walk In Wednesday at Kelso Community Hub, Skate Workshop & Jam and Adventure to the Movies and the commencement of planning of a series of "How to Adult" workshops.</p> <p>16 Youth Council working party meetings held with an average attendance of 12.</p> <p>There were five Bathurst Youth Network meetings held during 2016/2017.</p>		

ACTIVITIES FOR CHILDREN

[Local Government Act 1993 - Section 428]

Council facilitated several programs specifically for children during the year. This included:

- Provision of Child Care Centres for children, birth to five years of age. Council has 61 Long Day Care places and 3 Occasional Care places. An average utilisation of 93% for both child care centres throughout the year.
- Bathurst Family Day Care Scheme provided an average utilisation of 113 occupied places per week. Approximately 240 children are registered on a weekly basis with an average of 37 Educators.
- Bathurst Regional Council Vacation Care is licenced to provide care for 34 children from five to twelve years of age per day during school holidays. The average utilisation for the year was 27 children per day.
- Early Start Preschool provided an early education program from the Lee Street Kelso building to children who may be vulnerable or disadvantaged.
- Kelso Community Hub provided a range of activities for all children in the Kelso Community. Activities provided by Council Staff or engagement with services such as Bathurst Young Mob, Sport and Recreation, Country Rugby League, Galloping Gumnuts playgroup, Centacare Bathurst.
- Various school holiday programs were held at the Australian Fossil & Mineral Museum, Art Gallery and Bathurst Library.
- The Bathurst Library continues to provide rhyme time program "New Kids on the Book" for babies aged six months to two years, this program remains popular with attendance growing, averaging around 50 parents and children per session. The regular storytime sessions and Booklink program were also a great success complementing and completing a very vibrant children's program.

ACTIVITIES FOR YOUNG PEOPLE

[Local Government Act 1993 - Section 428]

Council facilitated the Youth Council who's aim is to:

- Voice the opinions and concerns of young people in Bathurst to the Bathurst Regional Council, State and Commonwealth Governments and the wider community;
- To work with other youth agencies to develop and promote activities for and social interaction between the young people of Bathurst;
- To raise awareness of health, well-being and safety issues that affect the young people of Bathurst;
- To work with other youth agencies to improve co-ordination and consultation between youth services;

- To develop a sense of citizenship in the young people of Bathurst by developing an appreciation of Local, State and Commonwealth Government processes and through involvement in community projects.

Projects undertaken during this period included; Youth Week events, including YJAM in the Forecourt of the Australian Fossil and Mineral Museum, trivia in the park, fun run, skate workshop, outdoor movie at the Adventure Playground, launch of YJAM youth music project at the Bathurst Winter Festival, YJAM Spring.

CULTURAL AND LINGUISTIC PROGRAMS

[Local Government Act 1993 - Section 428]

Council operates the Kelso Community Hub and facilitates programs in partnership with a range of government and non-government agencies to support people from Aboriginal and Torres Strait Islander (ATSI) and Culturally and Linguistically Diverse (CALD) backgrounds.

Council continues to support and consult with the broader Wiradjuri community, the Bathurst Wiradjuri and Aboriginal Community Elders group and other Aboriginal organisations operating within Bathurst. NAIDOC week was marked by a flag raising ceremony and Mayoral reception in July 2016 and community celebrations in September 2016.

Council maintains linkages and continues to support the CALD community through membership on the Bathurst Multicultural Reference Group. Celebrations around Harmony Day occurred in March 2017 with an event featuring multicultural food and entertainment in the forecourt of Bathurst Library.

The Bathurst Regional Council Reconciliation Action Plan 2015 - 2017 (RAP) was adopted by Council 20 May 2015. The plan continues to provide opportunities and direction to build relationships, understanding and respect between local Aboriginal and Torres Strait Islander peoples and the broader community. The working group has worked through this period to develop a draft of Council's second Innovate RAP for 2017 - 2019. A report was presented to Council in February 2017.

Council provides, through its Library, a free service providing books in languages other than English. This service operates from the State Library and covers most languages.

SISTER CITY RELATIONSHIP

Bathurst has had a sister city relationship with Ohkuma (Japan) since March 1991. Unfortunately in March 2011, Ohkuma was affected by the Japan earthquake and Tsunami. While the city itself was not damaged the nuclear power plant nearby was damaged and there was radioactive fallout resulting in the creation of an exclusion zone around the power plant. Ohkuma fell within the exclusion area and consequently the whole town was relocated to other parts of Japan. Many of the residents of Ohkuma were relocated to Aizu Wakamatsu, where schools have been set up for Ohkuma children and a housing area for residents.

The Tsunami has had a severe impact on the relationship between Bathurst and Ohkuma though mainly only in a physical way. The friendship between the two towns has not altered which is evidenced by the fundraising effort of the Bathurst community in the months after the tsunami.

Since March 2011, Ohkuma and Bathurst residents have continued their friendship via delegations of residents and officials travelling between Australia and Japan.

Representatives from Ohkuma are scheduled to visit Bathurst in July 2017 as part of the "Wings of Hope" program.

The relationship provides an opportunity for both Bathurst and Ohkuma residents to learn about each other's culture and language. As part of the relationship Council coordinates the Sister City Working Party. This group is made up of different community members who have an interest in Japan and further developing the strong relationship that already exists between Bathurst and Ohkuma.

Activities that have occurred throughout previous years have included:

- Scholarship program - for 2 Bathurst students to visit Japan
- Exchange students - from Ohkuma stay in Bathurst for approximately 4 weeks
- 'Wings of Hope' - annual visit by students and teachers from Ohkuma.

Council has also initiated discussions with Cirencester in the UK to establish a relationship between the two communities. Cirencester is the home of 9th Earl and Countess Bathurst. Bathurst was named after the 3rd Earl Bathurst.

ACCESS AND EQUITY

[Local Government Act 1993 - Section 428]

Implementation of the actions identified in the Bathurst Social and Community Plan 2011 - 2016 is ongoing.

Council provides premises and ongoing maintenance at low cost rental for The Neighbourhood Centre, the Home and Community Care (HACC) Centre, the Senior Citizens Centre, the Bathurst Seymour Centre, West Bathurst Community House, Old Raglan School Hall and Kelso Community Hub. Council provides free or low cost fees for the usage of its facilities by various community groups.

Council makes places available within all of its Children's Services programs for children with disabilities and vulnerable children at risk of harm. Referrals are made through the local Support Agencies and the Department of Family and Community Services (FACS). Council also provides for children with disabilities within its Long Day Care Centre Scallywags, Little Scallywags, Vacation Care Program and the Bathurst Family Day Care Scheme.

Council provides direct financial and/or infrastructure support to many community groups and non-profit organisations to assist the provision of community services. These groups include women's health groups, pre-schools, community transport groups, senior citizens groups, nursing homes and long day care centres, youth groups and church groups.

Council also administers the ClubGRANTS Local Committee, which distributes gaming revenue tax from local service clubs to community groups and non-profit organisations to improve access to a broad range of community services.

Council developed its first Disability Inclusion Action Plan 2017-2021 (DIAP). Actions identified in the plan will assist Council in making Bathurst a more welcoming and accessible region, provide a framework for the four year delivery program, to progress aims, objectives and support for People with Disability.



OTHER ACCESS ACTIVITIES

CYCLEWAYS

Council throughout the year has continued works on its cycleways to assist with access to the Central business district and other key areas of town. Construction works undertaken in 2016/2017 include approximately 4.4km:

- Abercrombie Walkways – Country Way to Gell Place – 150.70m
- Abercrombie Walkways – Parer Road to Ophir Road – 55.91m
- Abercrombie Walkways – Gell Place Drainage Reserve – 75.39m
- Boyd Street – Sydney Road to end – 64.97m
- Charlotte Street – Governor Macquarie Motor Inn to Charlotte Street Apartments – 101.80m
- Durham Street – Stewart Street to Rankin Street (river side of street) – 228.00m
- Durham Street – Durham Street Tennis Complex to Netball Club – 95.41m
- Elizabeth Street – George Street to William Street (adjacent to Bowling Club Greens) – 81.43m
- Havannah Street – No. 94 Havannah Street (units), south eastern corner of Howick and Havannah Intersection – 67.91m
- Llanarth Walkways – Riverside Retreat to Gell Place – 92.27m
- Rankin Street – Durham Street to Morrisset Street – 210.50m
- Rocket Street – Seymour Street to Havannah Street (river side) – 189.10m
- Russell Street – William Street to Bentinck Street (river side) – 206.00m
- Stewart Street – Durham Street to Morrisset Street – 212.80m
- Sydney Road – No. 107 Sydney Road to No. 1 Littlebourne Street – 353.20m
- Sydney Road – Boyd Street to Ashworth Drive – 1,260.00m
- Sydney Road – Pat O’Leary Drive to Ashworth Drive (southern path) – 584.80m
- Sydney Road – Littlebourne Street to Pat O’Leary Drive (southern path) – 364.20m

LIBRARY FACILITIES

Bathurst Library is open seven days a week and offers an extensive collection of books, DVDs, magazines as well as a suite of electronic collections and online resources to the Bathurst community.

In 2016/2017, Bathurst Library was visited by 152,102 people and 281,215 physical items were borrowed. In June 2017, there were 1,051 registered users of the library electronic collections (eBooks, eAudiobooks and eMagazines).

The Library hosts and runs educational and recreational programs for all ages and offers a meeting place for various community groups. Groups meeting in the library include U3A group, a knitters group, the Bathurst Family History Group, Bathurst writers group, and book club meetings. In 2016/2017 178 events or programmes were held with an attendance of 7,160.

Programs and services offered in 2016/2017 were:

- Storytime: for children 3 to 5 years old
- New Kids on the Book: rhyme time for babies and toddlers (6 months to 3 years old)
- After School Club: for children 5 to 12 years old
- School holiday activities
- Children Book Week: colourful, lively, annual event held in August. 1,533 children attended special story time sessions featuring Peter Rabbit in August 2016.
- National Simultaneous Storytime: held annually in May.
- Book Link: the library literacy and reading program. In 2016/2017, Book Link attracted 152 participants who read 28,000 books.
- Regular author talks for adults
- 2 monthly Book Clubs

International Games Day held in November 2017 saw 60 people (family, children, young and older adults) playing tabletop games in the library.

The library offers access to technology to enable the community to participate fully in the world around them. It provides free Wi-Fi, free access to computer via a booking system, printing, scanning and photocopying facilities. The Library’s PCs and Wi-Fi was accessed 40,192 times in 2016/2017. Statistics show that the PC usage is constant and Wi-Fi usage is steadily rising.

Digital Literacy classes were held during Seniors Week with 34 people attending library staff led hands-on sessions using tablets and smart phones.

The Library Outreach service visits isolated individuals and schools in the villages. In 2016/2017, library staff made 1,484 visits to isolated individuals with 50 visits to schools and 36 to villages.

Bathurst Library provides a reference service to the community, including Family History and Local History. The Bathurst Inter Library Loan service requests titles from other libraries for Bathurst residents and lends Bathurst Library items to other libraries for their residents. In 2016/2017, 243 items from other libraries were supplied to Bathurst users and 307 items were provided to other libraries. 475 multicultural books were requested and provided by the State Library of NSW.

BATHURST REGIONAL ACCESS COMMITTEE

Council continued to support the activities of the Bathurst Regional Access Committee. The Committee meets monthly to promote awareness of the challenges faced by those with a disability in accessing local services and businesses. It participates in Council's development, planning and policy processes and also provides information on access issues and lobbies for improvement.

Council provides:

- A venue for the Committee to hold its meetings;
- Bathurst Small Business Access Improvement Grants totalling \$10,000 on an annual basis and administrative support for the grant;
- Assists the Committee with the provision of a Councillor delegate.

SENIORS WEEK ORGANISING COMMITTEE

The Seniors Festival Organising Committee presented a full range of entertainment, social activities and educational opportunities during Seniors Week Festival 2017. They included:

- A Seniors Festival concert, Tech Savvy workshop at the Library, morning melodies, Open Day at Seymour Centre, Morning Tea and Gardening at Miss Traill's House and Flexit for Seniors at Bathurst RSL Club.
- Young Meets Old at Scallywags Child Care Centre was enjoyed by those who attended. The children engaged with the seniors exploring various concepts relating to past activities and what the children want to do when they grow up.



KELSO COMMUNITY HUB

Kelso Community Hub, located in Bonnor Street continued to provide a community hub of services and activities for the Kelso community in 2016/2017. Specialist activities provided at the hub included:

- Indigenous Chronic Disease Clinic run by Marathon Health
- Building Strong Foundations run by Child and Family Health

- Women's group hosted by Relationship Australia, Bathurst
- Living skills workshops provided by Birrang on behalf of Wattle Tree House
- Activities for young people provided by Young Life Central West
- Galloping Gumnuts supported playgroup
- Indigenous eye clinic supported by Orange Aboriginal Medical Clinic
- Bathurst Seymour Centre
- C3 Church providing outreach to the community
- Barnados providing support of a youth worker to the Walk in Wednesday program.

The Kelso Community Hub partnered with Bathurst Young Mob and hosted a range of activities to engage the youth of the community and beyond in both afterschool and school holiday programs.

There has been an increase in service delivery and outreach services at the hub during this period, resulting in a higher number of individuals utilising programs and or presenting at the hub.

COMMUNITY SAFETY

The Bathurst Community Safety Plan 2015 – 2019 is still current and the Bathurst Regional Safety Committee is working on actions related to the identified crimes. The committee membership covers key stakeholders in relation to community safety including the Police, Liquor Accord, Bathurst Business Chamber, Charles Sturt University, Bathurst TAFE, and the Neighbourhood Centre.

Community safety initiatives undertaken in this period include;

- The Domestic Violence Subcommittee continued to provide the Bathurst Says No to Domestic Violence pledge booth at relevant events, which encourages community members to take the pledge against domestic violence. To date there has been 350 pledges from a wide cross section of the community.
- The Break and Enter Subcommittee developed a new campaign called 'Don't Invite Crime'; this was launched in April 2017. The campaign focuses on encouraging the community to be more vigilant in-home safety, vehicle safety, property safety, personal safety and holiday safety.



Bathurst Winter Festival, July 2016

TOURISM

Effectively promote and market the Bathurst Region as a key destination.				
CSP 2036 Objective Reference	4		20	
Advertising and publicity of the Bathurst Region through a number of resources.	Type and number of advertisements promoting the Bathurst Region including digital and print.	Advertising and editorial undertaken in the following media during 2016/2017: Discover Magazine; Caravanning Australia; Go 55s Magazine; Fishing monthly (Chifley Dam Cabins 6 month campaign), Western Magazine (tourism and events section ¼ page editorial + ¼ page advert, Nov 2016, Dec 2016, Jan 2017 and June 2017); Blue Mountains Life (Autumn Colours); Caravanning Australia; Blue Mountains iMag; Bathurst Broadcasters (weekly event advertising and participation in 'Talk of the Town' every Thursday). Extensive media presence on Facebook, Western Advocate, 2BS/B-Rock, various e platforms.		
Provide marketing and promotional opportunities through attendance at consumer and trade shows.	Consumer show attendance.	Attended the following marketing and promotional opportunities during 2016/2017: <ul style="list-style-type: none"> • Primary School Principals' conference, August. • NSW Local Government Tourism Conference, March. • B2B 'Village' event in April to provide 'Bathurst Region' information. • Regional industry familiarisation, Mayfield Garden in June. 		

<p>Development of combined marketing and promotional opportunities</p> <p>Includes but not limited to working with other Council facilities and departments, other councils, other Bathurst businesses and Regional organisations.</p>	<p>Participation in regional and local campaigns.</p>	<p>Advertising and editorial undertaken by Central NSW Tourism during 2016/2017 as follows:</p> <ul style="list-style-type: none"> • AU Review – A perfect weekend in Bathurst • Accommodation review – La Maison • Sarah Han – blog winter weekend in Bathurst • Life along the waterways of Central NSW – Sailing at Chifley Dam and trout fishing on the Turon • Hill End feature: Sunshine Coast Sunday • Hill End feature: Qantas Link • Bathurst feature: Australian Traveller October edition • Concrete Playground website – A road trippers guide to central west NSW from Bathurst to Parkes • Open Road – December issue. Strike it rich in the west feature covers gold rush towns throughout the region including Hill End and Sofala. • RM Williams Outback magazine, December/January 2016. <p>Advertising and editorial undertaken with Council's Events Team</p> <ul style="list-style-type: none"> • Provided events team with 200 promotional items for Local Government Week. • Bathurst NRL • Winter Festival <p>Visitor Information Centre staff attended Packaging Tourism Product Workshop, February 2017.</p> <p>Sponsorship – Bathurst Business Awards 2017, Tourism, Events & Promotion category</p> <p>Advertising undertaken with Central NSW Tourism, SMH Traveller website ("20 reasons to visit Central NSW").</p> <p>In June 2017 the establishment of collaborative promotion of educational programs across Council facilities commenced. 'Holiday at Home/Staycation' campaign developed for July holiday period.</p>
<p>Promotion of the Bathurst Region to niche and specialist markets.</p>	<p>Number of tours booked.</p>	<p>In the 2016/2017 financial year eight tours were booked for Chifley Home with a total of 254 individuals.</p> <p>The inaugural Bathurst Artisan Trades Trail held 13-14 May 2017. 3,000+ visitors to participating attractions including 282 to Chifley Home.</p>
	<p>Number of step on guides.</p>	<p>In the 2016/2017 financial year, six step on guided tours took place for 173 individuals.</p>

Provide visitors and prospective visitors to the area with quality information and services.				
CSP 2036 Objective Reference	4		20	
Provide a diverse range of current and relevant publications and information that highlights and promotes the facilities, events and activities of the region.	Presentation of diverse and high quality information.	In the 2016/2017 financial year the following information was presented: <ul style="list-style-type: none"> The Autumn Colours website operated from 24 February to 31 May 2017. A total of 25,693 total page views occurred during this time. "What's On" booklets were made available online, emailed to partner database and in hard copy. VisitBathurst website had 111,313 page views, 37,404 sessions, 31,036 users. 		
	Visitation numbers.	In the 2016/2017 financial year the following visitor numbers occurred: <ul style="list-style-type: none"> Through the door visitors at Bathurst Visitor Information Centre - 49,586. Facebook – 3,822 followers, increase of 31% from previous year. Instagram – 1,337, increase of 27.3% from previous year. Phone enquiries – 5,910. 		
	Review of information sheets and booklets.	<p>Ongoing review of information sheets.</p> <p>Produced 'A Brief History of Bathurst', printed in house for distribution to Primary School Principals conference.</p> <p>Review and update of attractions and accommodation sheets as tourism partnerships are renewed.</p> <p>Complete revision and redesign of partner prospectus and application form undertaken in June 2017.</p>		
Support local event organisers through the access and inclusion of event information.	Number of monthly events.	In the 2016/2017 financial year a total of 494 events were listed in the "What's On" booklets.		
	Event programs.	In the 2016/2017 financial year: <ul style="list-style-type: none"> Hard copies of the "What's On" booklets were sent to subscribers. Email versions were sent via MailChimp. 		
Develop the number and quality of services and facilities provided through the Visitor Information Centre.	Presentation of high quality services.	In the 2016/2017 financial year the following was provided: <ul style="list-style-type: none"> Online booking system for Carrington Park & Sportsground went live on 1 August 2016. Provided 215 promotional items for Australian Dental Association Conference held in Bathurst from 17-19 November. Visitor Information Centre attained Trip Advisor Certificate of Excellence June 17. General satisfaction with service as evidenced in visitor numbers and feedback in visitors book. The biannual community survey provided a satisfaction rating of 8.2/10. 		
	Visitation numbers.	In the 2016/2017 financial year the following visitor numbers occurred: <ul style="list-style-type: none"> Through the door visitors at Bathurst Visitors Information Centre - 49,586 Facebook – 3,822 followers Instagram – 1,337 Phone enquiries – 5,910. 		

Working with local operators in the provision of visitor services.	Number of tourism partners.	<p>Total tourism partners for 2016/2017 was 121 including:</p> <ul style="list-style-type: none"> • 19 Associate • 73 Individual • 28 Multiple (more than one establishment) • 1 Corporate <p>4 new partners confirmed for 2017/2018, 4 prospective. Prospectus and application forms sent June.</p>
	Provision of support to local operators.	<p>In the 2016/2017 financial year the following support was provided:</p> <ul style="list-style-type: none"> • 157 tickets sold for the Cool Climate Wine Show tasting night. • Visitor Information Centre staff visited Heritage Park, regarding their tourism partnership and plans for Wiradyuri Museum and Caravan Park • Assisted Loloma's with information on V3 online booking system. • Met with marketing manager – Bathurst Motor Inn/ Charlotte Apartments • Parkview restaurant, Encore and William Cottages were provided with Tourism Partnership and Prospectus information. • Conference program assistance offered to FineView Group for July conference at Rydges Mount Panorama. • Met with President Bathurst District Historical Society to discuss future collaboration. Follow up meeting to discuss involvement in new strategic plan Meeting with Rydges. • Meeting with Mayfield Gardens. • Meeting with Renzaglia and Mount Panorama Estate wines regarding 2017 Cool Climate Wine Festival.

VISITOR INFORMATION CENTRE

Bathurst Visitor Information Centre offers a wide range of services and products to visitors from all over the country as well as many from overseas.

- In 2016/2017 49,586 visitors came through the doors averaging 4,132 per month.
- 31,036 users visited the visitbathurst website, 111,313 page views, 37,404 sessions.
- 5,910 phone enquiries were received.
- Social Media: 3,822 Facebook Page likes, 1,337 Instagram followers.
- \$95,113 worth of sales generated.
- Tourism partners for 2016/2017 totalled 121, 19 Associate, 73 Individual, 28 Multiple and 1 Corporate.
- Participated in October 2016 Merchandise / Info stall at Race Week Street Parade, B2B Merchandise / Info stall, Assisted in Proclamation Day Activities
- Created 'Staycation' campaign targeting locals to holiday at home, June 2017.
- Staff attended LGNSW tourism conference, March 2017.
- Autumn Colours program online, with website collated by BVIC, with 25,693 page views. Total attendance at tours of 487 in 2017. Six new guided tours were offered attracting 216 attendees on 16 tours. Seven previously offered tours were also operated, attracting 242 attendees on 20 total tours.
- Hosted international visits from Toyo High School group (272 students, 22 adults), and Seiritsu High School (57 students, 5 adults).
- Provided 328 information and promotional packs for conferences and events held in Bathurst.
- What's On Newsletters: 165 hardcopy newsletters and 260 eNewsletters, circulated weekly.
- Step on Guides: 16 buses, with 328 people attending venues in Bathurst.

DESTINATION MANAGEMENT

The Bathurst Region Destination Management Plan (DMP) was prepared for Council in response to Bathurst Regional Council's commitment to developing a focused and driven approach to increasing tourism investment in the Bathurst Region.

The Bathurst Region Destination Management Plan (DMP) was endorsed at the 15 July 2015 meeting of Council. Council's Delivery Program action is to: 'utilise the Destination Management Plan as a basis for marketing, promotion and tourism development'.

Recommendations within the DMP have been implemented according to priority listing.

Tourism Reference Group meetings are held monthly. 11 meetings held in the 2016/2017 financial year.

The DMP includes a range of recommendations to develop Bathurst as a destination over an extended period of time, including development of a recognised destination brand. The development of the new destination brand involved three key steps:

Research was conducted for Council to inform its destination development and branding strategies. Full report received November 2016. Research, workshops and interviews including four workshops over two days in May 2017; involving stakeholders and industry partners. The objective was to provide a strong evidence base for decisions.

One thousand people were surveyed to test awareness and interest in key experience themes to determine perceptions of the Bathurst region and to measure their intention to travel to Bathurst.

Key outcomes achieved during 2016/2017 include:

- Development of Brand Strategy and Creative complete
- Review of Terms of Reference of Tourism Reference Group complete
- Sponsorship of 2017 The End Festival, Hill End in partnership with National Parks & Wildlife
- Media visits – Bicycling Australia magazine – 10 page destination feature on Bathurst Region; Ella's List – family-focused story online and in print; group visit in collaboration with Mayfield and Destination NSW – lifestyle magazines
- CSU student placement undertaken and completed
- Review of Destination Management Plan completed
- Update of DMP to incorporate Disability Inclusion Action Plan initiatives and objectives
- Preparation of draft 18 month – 3 year marketing plan
- Successful application for \$20,000 to promote Bathurst Winter Festival received from Destination NSW
- 60 new images commissioned for promotional use across multiple channels complete
- Product development – inaugural Bathurst Artisan Trades Trail developed May 2017
- Attendance LGNSW Tourism Conference, Taree
- Attendance Regional Events Conference, Wagga

Bathurst Winter Festival, July 2016



Utilise the Destination Management Plan as a basis for marketing, promotion and tourism development.			
CSP 2036 Objective Reference	4, 5	20	
Develop, adopt and implement a recognised destination brand.	Brand workshop. Adoption by Council. Brand launch. Brand activation.	In the 2016/2017 financial year the following took place: <ul style="list-style-type: none"> • Brand Development workshops held with Tourism Reference Group and industry April 2016. • Customised research to inform new brand commissioned following Expression of Interest process July 2016. • Report complete November 2016. • Report used to develop a brief for creative agencies to develop strategy, creation and implementation of brand. • Brief prepared and distributed to range of relevant agencies in November 2016. • Refreshed brief distributed February 2017 • Three agencies appointed to : develop brand strategy and creative expression; building of assets; campaign delivery. 	
Develop and implement 18 month-three year marketing plan.	Adoption by Council.	In the 2016/2017 financial year the following took place: <ul style="list-style-type: none"> • Marketing blueprint template complete. • Template to implement an integrated marketing plan complete end June 2017. • Membership and participation to market the region in collaboration with Central NSW Tourism (CNSWT) “Unearth” campaign achieved many positive results including: 	
		KPI	Results to Date
		Achieve an additional 1169 visitor nights attributable to campaign activities.	Additional 1,344 room nights booked in region.
		Increase visitation to the campaign website by 10%, achieving a total of 40,088 visits during the program period.	53,326 visits during campaign period (ended May 15 2017).
		Generate an estimated Equivalent Advertising Value (EAV) of \$700,000 through PR/media outreach activities.	The program achieved \$1,178,874 EAV.
		A comprehensive report to be prepared and provided to CNSWT members.	Complete.
Develop digital marketing strategy.	Incorporated into an adopted integrated marketing plan.	Digital marketing strategy is part of integrated marketing matrix. Template is complete.	

Establish a Tourism Reference Group, which consists of a cross section of the industry.				
CSP 2036 Objective Reference	4		20	
Improved collaboration between industry groups and Council.	<p>Conduct monthly Tourism Reference Group meetings.</p> <p>Attendance at meetings.</p> <p>Positive feedback from stakeholders (Council, media, industry).</p> <p>Encourage greater industry buy-in to tactical marketing activities.</p>	<p>In the 2016/2017 financial year the following took place:</p> <p>Tourism Reference Group has met 15 times since its inception and continues to meet monthly.</p> <ul style="list-style-type: none"> • Attendance at meetings averages 85%. • Attended Australian Regional Tourism Network board meetings on quarterly basis to June 2017. • Tourism presentation to Chinese delegation Yuanguan 12 May regarding tourism assets. • Tourism presentation to Hon Paul Green MLA 18 May with Centroc delegates. • Attendance at Local Government NSW Tourism Conference March 2017. • Attendance at Regional Events Conference Wagga May 2016 and May 2017. • Collaboration with Local Government NSW to focus on and participate in state-wide pilot to inform State Plan. • Bathurst Winter Festival a case study of new initiatives for Accessible Tourism. • Creation of inaugural Bathurst Artisan Trades Trail to increase visitation 13 -14 May 2017. The event attracted 3,000 visitors to the venues and involved collaboration between 10 venues and 10 organisations. 		

Connect with industry.				
CSP 2036 Objective Reference	4, 5		20	
Encourage greater industry buy-in to tactical marketing activities.	<p>Delivery of campaign.</p> <p>Industry cash investment.</p>	<p>Successful application for funds for Bathurst Winter Festival \$20,000 through the Regional Flagship Funding Program. Final report due end July 2017.</p>		

Set and measure benchmarks.				
CSP 2036 Objective Reference	4, 5		20	
Publish annual market intelligence report to strengthen knowledge and guide investment.	<p>Number of surveys conducted (four annually) with Economic Development Officer and Bathurst Business Chamber.</p>	<p>A comprehensive customised market intelligence report was undertaken, which replaced the need for four annual surveys.</p>		

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