

BATHURST REGIONAL COUNCIL ANNUAL REPORT 2017/2018



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FROM THE MAYOR & GENERAL MANAGER



Cr Graeme Hanger OAM
Mayor of Bathurst

A new Council was elected in September 2017. A mix of returning and new councillors was installed for the next three years. The new term of council also meant consultation for an updated Community Strategic Plan (CSP) commenced. The Bathurst 2040 CSP was adopted in May 2018 and will come into effect from 1 July 2018. This document is the blueprint for a vibrant and innovative region that values its heritage, environment, culture, diversity and a strong economy. It will guide our planning and decision making for years to come.

In August, Council reported on the implementation of the Bathurst 2036 Strategic Plan with the presentation of the End of Term Report. It is pleasing to see what has been achieved in the previous four years of this Council including investment in infrastructure and planning for the future growth of the region.

Council prides itself on the pro-active nature of its asset development, ensuring vital infrastructure is in place before it is needed. A number of major infrastructure projects have been undertaken this year that contribute to the liveability of this city and region.

This year work on the \$10 million Kelso water reservoir was completed, with the reservoir tested and commissioned in the first half of 2018. The reservoir will service new residential subdivisions in Kelso which will ultimately be home to more than 10,000 people over the next 20 to 30 years.



The major re-development of fields at Proctor Park was also undertaken. The refurbishment of Bathurst Library created a state-of-the art facility for our region which is used by locals and visitors alike for reading, catching up and more.

Stage 1 of the Perthville flood mitigation works was undertaken. The works included the deepening and widening of Queen Charlottes Vale Creek for approximately 1.5km and the installation of box culverts to the east of Bridge Street.

Council continues to lobby for funding for Stage 2 of the works which will see more than one kilometre of levee constructed to protect properties on the eastern side of Queen Charlottes Vale Creek. The work at Perthville adds to the network of more than 10km of levees that have been constructed in recent years.

The adoption of a tourism brand for Bathurst has given a renewed focus to promoting our city and region as a premium regional destination, not just a tourism destination. The branding strategy is a key component of the Destination Management Plan, which Council is continuing to implement.

These major projects sit alongside the work that is undertaken by Council and its dedicated staff each and every day delivering services and facilities to the community. Council will continue to build on the achievements of the last year in the coming year and beyond.



David Sherley
General Manager

30 June 2018



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 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 report on Council's achievements during the last 4 years in implementing the CSP is provided in the End of Term Report.



The Great Race Festival, Saturday Street Fair, 7 October 2017

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.

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.



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.

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 European 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%.

42,900

Population

3,815 sq. km

Area Bathurst Region

Average Temperatures

27.8°C

Summer maximum

11.2°C

Summer minimum

13.4°C

Winter maximum

0.5°C

Winter minimum

Weather



Rainfall

631mm

per annum
(Bathurst area)

Transport

Distance from Sydney

207 km 

By road approx. 2.5 hours

239 km 

By rail approx. 3.5 hours

144 km 

By air approx. 40 mins

149°

39.1' E

Longitude

33°

24.6' S

Latitude

Major Industries

Education, Food Manufacturing,
Health Care, Public Administration

Elevation

Bathurst

670 m

Metres above Sea Level

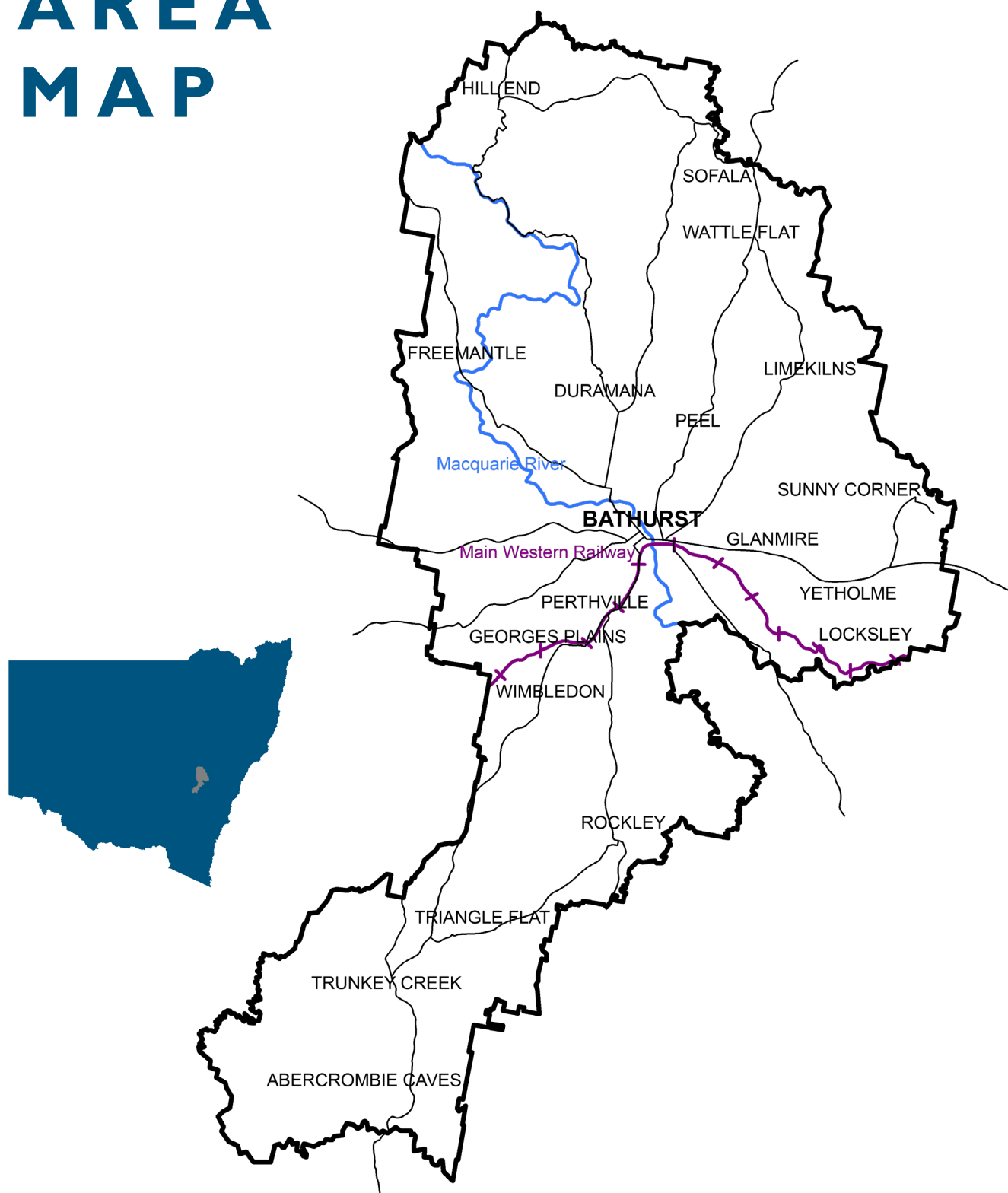
Mount Panorama **874 m**

Mount Ovens (Yetholme) **1276 m**

Mount Tennyson (Yetholme) **1152 m**

Mount Horrible **1204 m**

BATHURST REGIONAL COUNCIL AREA MAP



BATHURST REGIONAL COUNCIL 2017/2018

Mayor, Deputy Mayor and Councillors as at 30 June 2018



Cr Graeme Hanger OAM
Mayor



Cr Warren Aubin



Cr Bobby Bourke
Deputy Mayor



Cr Alex Christian



Cr John Fry



Cr Jess Jennings



Cr Monica Morse



Cr Ian North



Cr Jacqui Rudge

COUNCIL STRUCTURE

Senior Staff as at 30 June 2018



**Director
Corporate Services
& Finance**

Aaron Jones



Mayor/Council



**General Manager
David Sherley**



**Council
Committees**

Marketing and Communications

- Corporate Communications
- Marketing

- 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
- Events
- Property Development & Management
- Mount Panorama Business



**Director
Engineering
Services**

Darren Sturgiss



**Director
Environmental,
Planning & Building
Services**

Neil Southorn



**Director
Cultural &
Community
Services**

Alan Cattermole

- 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

- Land Use Planning
- Corporate Planning
- Environmental Planning Control
- Building Control
- Health
- Pollution Control
- Development Control & Applications
- Traffic Inspectors (parking control)
- 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

- 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
 - Eglinton
 - Raglan
 - Perthville
- Community Organisations
 - Rockley
 - Hill End
 - Sofala
 - Eglinton
 - Wattle Flat
 - Trunkey Creek
 - The Neighbourhood Centre
 - Home & Community Care Centre
 - Kelso Community Centre
- Club Grants
- Community Interagencies
- Senior Citizen Centre
- National Motor Racing Museum
- Rail Museum
- Tourism
- Sister City



CORPORATE SERVICES & FINANCE

Bathurst Regional Council recognises the importance of attracting and retaining a capable, efficient and skilled workforce who can deliver the key outcomes contained in its Community Strategic Plan. Employing around 430 staff across 20 locations, considerable focus has been placed on the development and wellbeing of our people as this is integral in ensuring we retain talented staff to drive a productive working culture and achieve outcomes for the Bathurst community.

Indicates that objectives relate to Key Direction:

■ Economic Prosperity
 ■ 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

Manage random drug and alcohol testing across Council's operations.

5% of permanent staff tested quarterly.

Random Drug and Alcohol testing occurred throughout the year with the following number of staff being tested:

September quarter	5.09% of staff tested.
December quarter	5.21% of staff tested.
March quarter	5.13% of staff tested.
June quarter	5.00% of staff tested.

25

32, 33



Review and update Workforce Plan to reflect current workforce profile and priorities.	Collect workforce data quarterly and employee opinion surveys bi-annually to monitor trends.	The 2018 – 2022 Workforce Plan is currently being drafted.
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Provision of a range of education and training opportunities for Council's workforce.				
CSP 2036 Objective Reference	5		26	
Develop partnerships with key education providers to assist with resourcing the educational and training needs of the workforce	Staff training plans developed annually. Government funding accessed where eligible. Staff Education Assistance Scheme utilised.	Staff training plans developed for 2017 - 2018. Staff from OLG and Training Services NSW met with HR staff to discuss training funding specifically for local government staff. This funding is designed to develop existing staff's skills, increasing apprentice and trainee numbers and developing work ready skills. Discussions held with TAFE regarding potential training and funding opportunities.		

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.	Regular meetings with Skillset, including a morning tea with Skillset staff and Council's apprentices, to further enhance the relationship between the two organisations. Recruitment for two apprenticeships, Greenkeeper and Heavy Vehicle Mechanic, were undertaken and commenced with Council in early 2018. A new traineeship was established and recruited through Skillset for a Water Industry Operations trainee. Currently reviewing opportunities for the creation of a further water trainee. Review of current trainee and apprentice positions on the organisational structure to determine recruitment opportunities for 2018.		

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.	Provision of land stock for residential needs.	Council is currently developing residential land stock at Sunny Bright estate and Windradyne 1100 estate, being a total of 455 lots.	
	Windradyne 1100	Design, layout & construction by mid-2019 for 180 residential lot development.	
	Sunny Bright	Design, layout & construction by end-2018 for 275 residential lot development. First stage of 150 lots due December 2018.	
	Laffing Waters	Master Plan for overall 158 ha site. Tendered in 2018/2019. Construction by 2022.	

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.	Kelso Industrial land – YTD 2017/2018 sale of 5 lots. 9 lots still available.	
	Council has a stock of developed land and undeveloped land for trade & industrial use.	Bathurst Trade Centre - Watt Drive - 17 lot development now due end of 2018. Exchanged on 5 lots as of June 2018.	

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 2017/2018. Council did not apply for a special rate variation for 2018/2019 Operating/Delivery Plan.	
Improve Council's cash flows.	Rates and Charges Outstanding Ratio less than 10%.	As per 2017/2018 Financial Statements achieved 6.17% (2016/2017 5.68%) (2015/2016 5.85%)	
Ensure Council's level of debt is manageable.	Debt service ratio less than 10%.	As per 2017/2018 Financial Statements achieved 3.66% (2016/2017 4.12%) (2015/2016 3.95%)	
Maximise invested funds within prudential guidelines.	Outperform monthly 90 day bank bill swap rate.	At 30 June 2018: • Current year average earnings – 2.80% • 90 day Bank Bill Swap Rate – 1.82% (2017/2018 average 1.77%)	

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 meetings.		
Provide access to Council documents on website.	Review of documents on website.	Documents are available on website and are regularly updated.		
Complete Annual Report to the community.	Completion by statutory deadline (30 November).	Compilation of 2016/2017 Annual Report has been completed. Annual Report submitted 28 November 2017.		

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.	Manual monitored regularly and updated as required. Last update issued 11 January 2018. No changes required up to 30 June 2018.		

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.	21 applications received. 17 applications completed. 4 applications pending.		

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
Data Storage Upgrade	Ability to store additional GIS data	Complete. New GIS server installed with additional space and increased processing capacity.		
UPS Backup Power Supply	Less down time	Planning for replacement unit.		

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
Upgrade links to smaller sites	Reduced complaints from users	Links to Scallywags and Australian Fossil & Mineral Museum were upgraded during the year.		
Spare Laptops	Improved training	7 spare Laptops in place and being utilised. Human Resources utilising 10 dedicated training Laptops. Training ongoing.		
Improved ability to log requests	Reduced telephone calls	Software identified, Purchase Order raised. System is being installed during June/July.		
Improved network data sharing	Less requests to IT for assistance	Pilot for Office 365 being planned.		

Provide secure mobile device access to network.				
CSP 2036 Objective Reference	4, 5, 6		17, 19, 20, 21, 23, 26, 27	28, 30
Ongoing WiFi improvement	More sites accessible	Improvements have been made at Scallywags, Little Scallywags and former Evans Shire building to improve WiFi.		

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
Ongoing WiFi installations	Better WiFi access	3 new links installed during the year.		

REVIEW OF FINANCIAL ACCOUNTS

[Local Government Act 1993 - Section 428]

The following information on Council's financial statements for the year ended 30 June 2018 has been provided by Council's Auditor, Audit Office of New South Wales.

Operating Result	2018 \$M	2017 \$M	Variance %
Rates and annual charges revenue	41.7	39.8	+4.8
User charges and fees	29.1	26.0	+11.9
Grants and contributions revenue	34.9	43.6	-20.0
Net gains from the disposal of assets	3.9	12.3	-68.3
Fair value increment on investment property	2.7	0.2	+100.0
Materials and contracts	30.2	29.6	+2.0
Operating result for the year	21.5	35.5	-39.4
Net operating result before capital amounts	0.2	7.7	-74.0

Council's operating result (\$21.5 million including the effect of depreciation and amortisation expense of \$24.5 million) was \$14.0 million lower than the 2016–2017 result.

The net operating result before capital grants and contributions (\$0.2 million) was \$7.5 million lower than the 2016–2017 result.

Rates and annual charges revenue (\$41.7 million) increased by \$1.9 million (4.8 per cent) in 2017–2018. Whilst the rate pegging for 2017–18 was set at 1.5 per cent, continued strong development in the council area has seen more rateable properties created.

User charges and fees have increased by \$3.1 million to \$29.1 million. Approximately \$1.5 million of this increase is in relation to user charges for water supply services, with higher levels of consumption due to the prolonged dry conditions.

Council is an active participant in property development within the Council area. Revenue from the sale of these developments can vary from year to year depending on the amount of land held by Council which is complete and ready for sale. 2017-2018 saw council generate \$4.0 million from this revenue source, compared to \$13.1 million in the previous year.

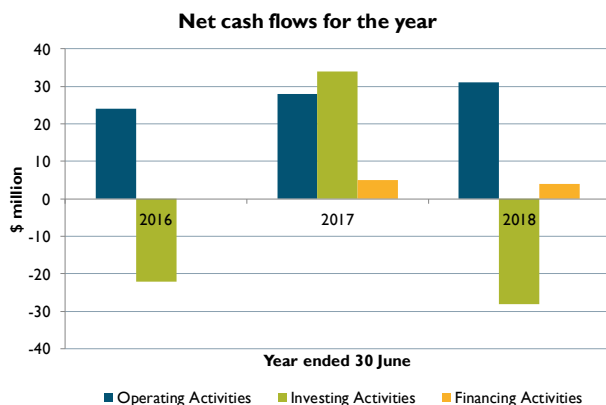
Council owns an investment property in Bathurst, in the form of a commercial office building. During the 2017-2018 financial year, the land and buildings which form this property were revalued in conjunction with the revaluation of Council's buildings and operational land which are classified as infrastructure, property, plant and equipment. The result of this revaluation was a net increase in the market value of this property by \$2.7 million.

Total grants and contributions revenue (\$34.9 million) fell by \$8.7 million in 2017–2018. Key movements include:

- Financial Assistance Grants received in 2017-2018 were \$6.4 million compared to \$9.0 million in 2016-2017 due to the timing of payments by the Commonwealth
- During 2016-2017, Council received non-cash contributions of \$12.6 million compared to just \$6.5 million for 2017-2018. Whilst Council typically receives significant non-cash contributions in the form of infrastructure assets associated with subdivision development, 2016-2017 also included major contributions from the RMS in relation to the works conducted on the Great Western Highway.

STATEMENT OF CASH FLOWS

The net cash inflow for 2017-2018 was \$6.7 million (2017 net cash inflow of \$0.01 million). Council received a loan draw down of \$8.5 million just prior year end, which was not moved to investments until after year end. This resulted in a higher than usual level of cash and cash equivalents at year end.



FINANCIAL POSITION

Cash & Investments

Cash & Investments	2018 \$M	2017 \$M	Commentary
External restrictions	89.7	71.5	Externally restricted balances include unexpended developer contributions water, sewer and domestic waste management charges.
Internal restrictions	6.2	20.3	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	96.0	91.9	

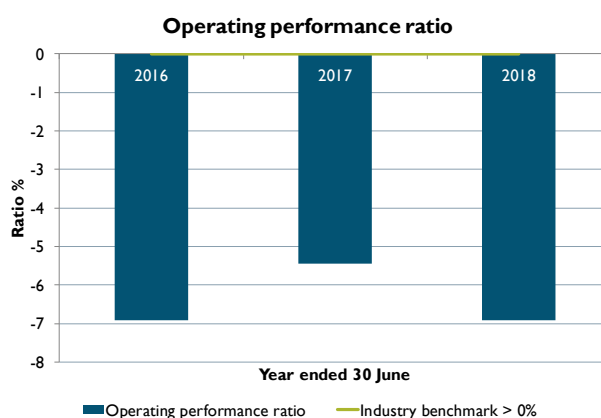
PERFORMANCE RATIOS

The definition of each ratio analysed below (except for the 'building and infrastructure renewals ratio') is included in Note 24 of the Council's audited general purpose financial statements. The 'building and infrastructure renewals ratio' is defined in Council's Special Schedule 7 which has not been audited.

Operating Performance Ratio

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 2017-2018, Council recognised \$3.6 million of net profit on the sale of real estate assets (2016-2017: \$12.0 million).

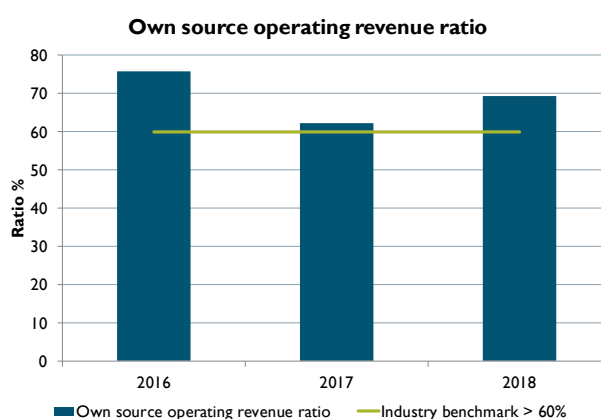
The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than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



Own Source Operating Revenue Ratio

Council has maintained this ratio at above the benchmark for a number of years.

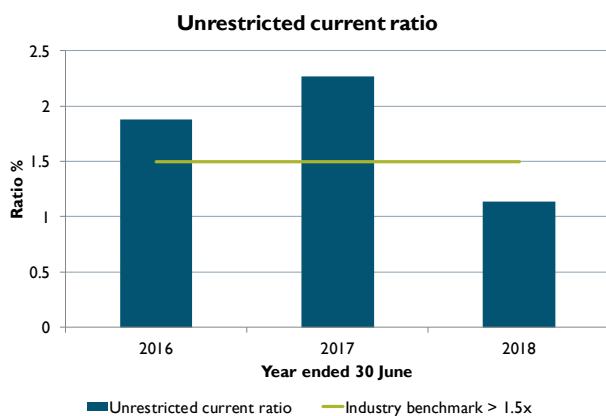
The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted Current Ratio

Council has fallen just below the benchmark of 1.5 times for the first time in a number of years

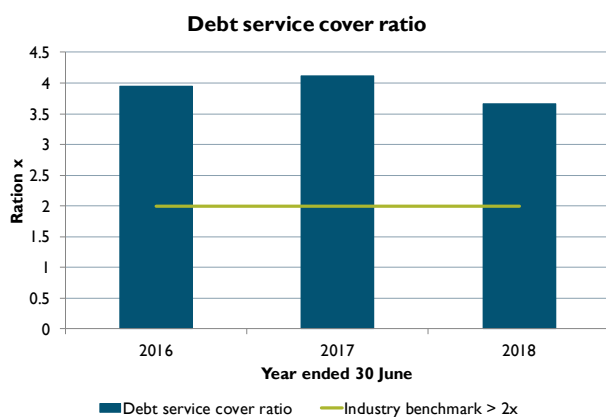
The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt Service Cover Ratio

This ratio has remained relatively consistent for the last few years, reflecting Council's planned program of repaying old debt and drawing down new.

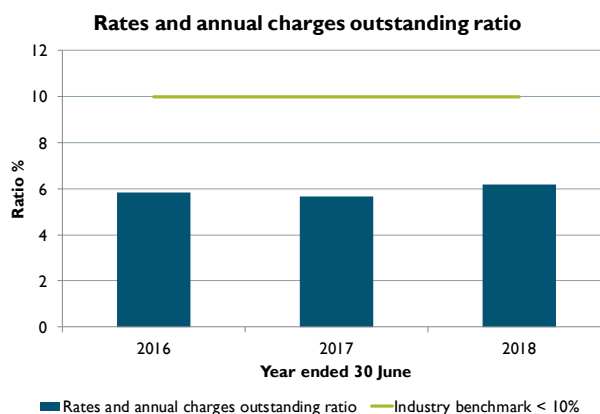
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and Annual Charges Outstanding Ratio

A sustained effort to effectively manage recovery has seen Council consistently outperform the benchmark for regional councils.

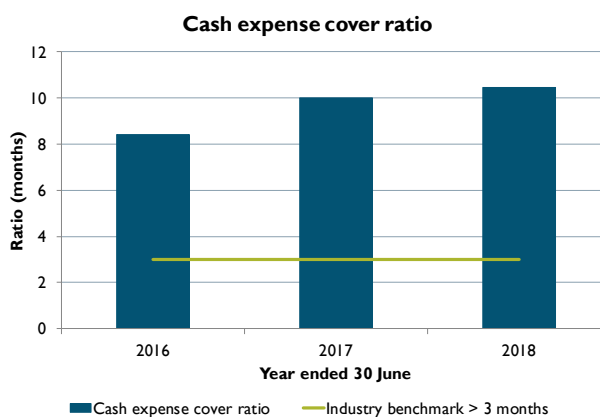
The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional councils.



Cash Expense Cover Ratio

Council's strong liquidity is reflected by this measure. Council comfortably exceeded the benchmark, as it has done for a number of 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.

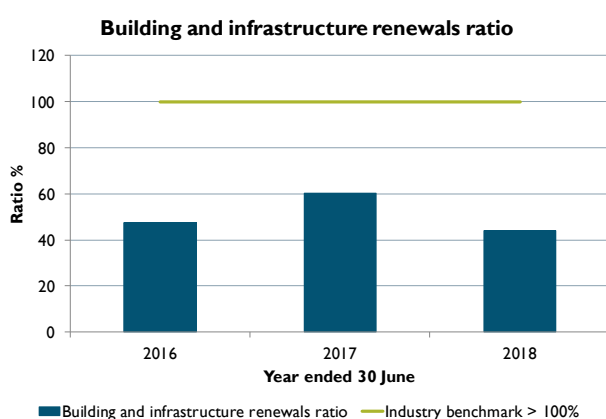


Building and Infrastructure Renewals Ratio

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.



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
Corporate Services & Finance	Prefabricated buildings matter	7,329	Finalised
	SAI copyright fees for standards	45,800	Finalised
	Trademark fees	26,547	Finalised
	Boundary adjustments	4,420	Ongoing
	Leasing agreements	13,990	Finalised
	Property sales & purchases - conveyancing	17,149	Finalised
	Rural Fire Service	2,407	Finalised
	Debt recovery	107,404	Ongoing
	Other general matters - small amounts	53,464	Finalised
	Total Administrative Legal Costs	278,510	
Environmental, Planning and Building Services	Lavis DA	1,890	Finalised
	Costello DA	4,460	Finalised
	Baxter DA	13,747	Finalised
	General DA expenses	12,278	Finalised
	Environmental - various small matters	6,870	Finalised
	Economic development MOU with Upstairs Foundation Ltd	725	Finalised
	Total Planning Legal Costs	39,970	
Engineering Services	Minor road adjustments	27,707	Ongoing
	Leasing matters	6,819	Finalised
	Mount Panorama operations	3,537	Finalised
	Trackcorp matter	30,134	Finalised
	Easement acquisitions	4,248	Ongoing
	Total Engineering Legal Costs	72,445	
Cultural & Community Services	Leasing agreements	1,135	Finalised
	Other general matters	2,800	Finalised
	Total Cultural & Community Legal Costs	3,935	
Total Legal Expenses		394,860	

COUNCILLORS' FEES AND EXPENSES

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

Money Expended during the 2017/2018 Financial Year on:

Mayoral fees	\$42,120
Councillors' fees	\$163,920
Councillors' expenses	\$40,136
Total	\$246,176

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

Provision of dedicated office equipment allocated to Councillors	\$8,745
Telephone calls made by Councillors	\$12,501
Attendance of Councillors at conferences and seminars	\$13,574
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

Council's Policy on Payment of Expenses and Provision of Facilities for Councillors can be viewed on the Public Documents section on Council's website www.bathurst.nsw.gov.au

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 2017/2018.

SENIOR STAFF REMUNERATION

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

Five senior staff were employed by Council during 2017/2018:

- the General Manager;
- Director Corporate Services & Finance;
- Director Engineering Services;
- Director Cultural & Community Services; and
- Director Environmental, Planning & Building Services.

The total expenditure for 2017/2018 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 \$1,266,282.

The annual senior staff remuneration package for the year ended 30 June 2018 was as follows.

General Manager	\$341,282
Directors	\$925,000

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 services	373,295
Abax Systems Pty Ltd	Library refurbishment	462,441
Alto Valves & Fittings	Water pipes, valves and fittings	1,292,790
Anittel Pty Ltd	Supply of computers and computer software	191,910
Aussie Digger Bobcat Pty Ltd	Hire of plant	593,015
Australia Post	Postage, envelopes	172,171
Australian Native Landscapes	Top soil, sand, processing of food and garden waste	311,455
Barlow Property Services	Ground maintenance, Ben Chifley, Mt Panorama precinct litter cleaning	186,541
Bathurst Automotive Group Pty Ltd	Purchase vehicles, spare parts	350,829
Bathurst Broadcasters Pty Ltd	Advertising	151,800
Bathurst Mazda	Purchase of vehicles and spare parts	188,344
Bathurst Toyota & Bathurst Volkswagen	Purchase of vehicles and spare parts	233,819
Belgravia Health & Leisure Group	Management of Bathurst Aquatic centre	689,842
Cadia Group Pty Ltd	Water fittings	183,137
Caltex Australia Petroleum P/L	Petroleum Products	244,960
Central West Civil Pty Limited	Construction gabion wall, Rugby league fields, Perthville drainage	808,315
Central West Electrical Contractors Pty Ltd	Various electrical works	211,254
Civica Pty Ltd	Authority fees, computer software	326,430
Colas NSW Pty Ltd	Road sealing works	2,733,212
Connor Earthmoving Orange Pty Ltd	Demolition of Hargraves House	237,893
Data#3 Limited	Computer licensing and software	390,510
Downer EDI Works Pty Ltd	Cold mix, hot mix, stabilise and pave various locations,	3,802,422
Electoral Commission NSW	Election costs	259,076
Energy Australia Pty Ltd	Electricity charges	1,596,505
Eodo Pty Ltd	Construction of water reservoir Limekilns Road	2,748,234
ESEM Projects	Winter festival design and installation	317,075
Essential Energy	Electricity & Street lighting charges	815,325
Ethan Group Pty Ltd	Supply of computers and computer software/online storage	254,127
Ever-Ready Concrete	Ready mixed Concrete	423,980
Extent Heritage P/L	Aboriginal cultural heritage assessments - Mount Panorama	315,150
GB Bathurst Pty Ltd	Supply of truck and spare parts	434,916
Glenray Industries Ltd	Mowing maintenance- 3 year contract	238,775
Hibbo Hire Pty Ltd	Hire of plant, supply of sands and soil	597,570
Hines Constructions Pty Ltd	Design and construction of Pit Complex elevator, Mount Panorama	286,581
Hothams Sand, Soil & Gravel Supplies Pty Ltd	Truck hire, sands and soils, biosoil services/ transport	333,904

Hynash Constructions Pty Ltd	Levee construction - Perthville, subdivision works - Limekilns Rd	3,926,339
Ice Rinks Australia Pty Ltd	Winter festival - Ice rink	172,167
Integrated Design Group	Consultancy - design of Rail Museum and Centennial Park	162,377
Interflow Pty Ltd	Reline sewer main at Devro, CCTV of various sewer mains	895,725
Iveco Sydney	Purchase of garbage compactor	415,463
IXOM Operations Pty Ltd	Water treatment chemicals	488,749
J R Richards & Sons	Household recycling and food and garden waste	2,399,862
JD Events Pty Ltd	Equipment hire for events, hire of mircophones/ PA systems	158,083
Kelso Electrical	Installation of CCTV cameras, various electrical works	394,608
Kennards Hire Pty Ltd	Hire of plant and equipment	156,254
L Don Sporting Areas Pty Ltd	Upgrade of Netball courts	245,881
Local Land Services	Sawpit creek soil conservation, bank stabilisation Jordon Creek	156,727
Lowes Petroleum Service	Diesel and fuel products	377,190
MAIA Financial Pty Limited	Lease payments for telephone system, supply of computers and printers	400,433
McIntosh McPhillamy & Co	Legal services and conveyancing services	195,509
Meek Design & Construction	Plant hire various, hire vacuum excavator and vacuum truck	709,070
Mojo Events and Promotions	Event fees - 2018 Bathurst NRL, Winter Festival, Inland sea of Sound	254,364
Mott Macdonald Australia Pty Ltd	Water supply pressure monitoring	322,922
MRG Electrical Services	Tennis centre upgrade, various electrical works	387,142
Nick Harvey Constructions	Construction rugby league clubhouse, panorama motor cycle club, op shop repairs	818,312
Nimdor Cleaning Services Pty Ltd	Cleaning council and public buildings	284,677
NSE Group Pty Ltd	Supply and install walkway on reservoir	183,277
Office of State Revenue	Contributions to emergency services, State Emergency Service, Fire & Rescue NSW, Rural Fire Service	865,975
Oilsplus	Petroleum Products	342,381
Oliver Shoemark Tree Services Pty Ltd	Tree lopping services	193,411
Omega Chemicals	Water treatment chemicals	508,553
Origin Energy Electricity Limited	Electricity & Street lighting charges	1,764,932
P C Brunton Electrical	Electrical works and equipment	471,842
PR Davis Refrigeration	Installation of air conditioning in Post Office Building	863,635
Renworx Pty Ltd	Construction of soccer field, silt drainage to fields, upgrade George Park Cricket Wicket	2,614,567
Rocla Pipeline Products	Concrete pipe, Culverts	156,185
Rollers Australia Pty Ltd	Roller hire, supply pad foot roller	196,564
S & S Electrical	Electrical works	187,746
Simmonds & Bristow	Water filtration and treatment services	191,601
Skillset	Macquarie river revegetation, control of noxious weeds, land works	349,924
Smith & Co Security	Security for events and Council buildings	243,801
Soul Pattinson Telecommunications Pty Ltd	Provision of wide area network and data services	278,591
Suez Recycling & Recovery Pty Ltd	Monthly collection rural transfer stations, liquid waste removal from pound, rubbish skip - Rural Fire Service	518,844
Sumac Engineering (NSW) Pty Ltd	Construct barrier wall Mt Panorama, stabilisation works Solitary Creek	274,990
Telstra	Telephone services	165,540

Terra Farma	Acceptance, reprocessing and reuse of biosolids - 4 yr contract	320,952
TFH Hire Services Pty Ltd	Hire of temporary fencing	179,991
Tinbilla Pty Ltd	Hire of plant	320,762
Tracserv Pty Ltd	Supply 2 trucks, supply of spare parts	476,578
Tuff Turf 'n' Co Pty Ltd	Replacement of synthetic tennis court surfaces, resurface hockey field	576,987
Upper Macquarie County Council	Contribution for control of noxious weeds	240,143
Viadux Pty Ltd	Water fittings	445,618
Volvo Group Australia Pty Ltd	Supply 2 trucks	512,215
WesTrac Equipment Pty Ltd	Supply backhoe, grader and spare parts	748,085
Work Control Pty Ltd	Traffic control services	1,514,709
Workology Strategic Services Pty Ltd	Upgrade post office building	275,000

DONATIONS UNDER SECTION 356

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

During the year 2017/2018 Council donated a total of \$245,086 under Section 356 to a range of community groups.

General	\$164,050
BMEC Fee Waivers	\$74,051
Mount Panorama Fee Waivers	\$6,985

HUMAN RESOURCES

[Local Government Act 1993 - Section 428]

Council undertook the following human resource activities during 2017/2018:

- Increased commitment to financial support and study leave for eligible staff under Council's Staff Education Assistance Scheme.
- Reviewed and developed strategies for the 2018 Workforce Plan with a focus on health and wellbeing, attraction and retention, ageing workforce, and skills and capabilities.
- Entered second year commitment under Memorandum of Understanding with Charles Sturt University by hosting two paid industry placements for engineering students.
- Conducted bi-annual employee opinion survey using an external provider. Strategies and action plans are being developed to address opportunities for improvement. The overall result remains steady when compared with historical data.
- Participated in a regional tender evaluation and selection panel for a new E-recruitment platform and possible additional Human Resources Information System modules.

- Continuation of review and updating of staff policies.
- Delivered transition to retirement workshop for interested staff to assist with their forward planning and decisions for balancing work and transitioning to a life beyond Council.
- 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, 15 sites including 17 buildings across all areas of Council were inspected for asbestos and lead paint using funds from the Statewide/Statecover incentive bonus.
- A score of 100% for the Statewide Risk Management Action Plan (RMAP) Submission Assessment and 100% for the RMAP Achievement Assessment.
- The StateCover 2017/2018 WHS audit reported good results with only five elements out of 35 being assessed as "fair", zero "Poor" and the remaining 30 being rated as "Good".
- The 2017/2018 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 55 employees and 106 contractors were inducted in the 2017/2018 financial year.
- 40 random drug and alcohol tests were conducted in the 2017/2018 financial year in accordance with Council's Alcohol & Other Drugs testing procedure. One session was not conducted due to unforeseen circumstances with the testing contractor. Testing is rostered on the calendar year not financial year.

- Time and resources were committed to planning and organising the inaugural BRC Health and Wellbeing Survey which will be conducted over three weeks in September. This survey will be used to determine suitable health and wellbeing initiatives to be delivered during the 2018/2019 year.
- Training during this period was provided for staff members, volunteers and contractors in areas such as warden responsibilities, emergency management, evacuation, basic risk management, volunteer induction, Mount Panorama General Induction, armed holdup and loss prevention, and resuscitation and defibrillation use. It is worth noting that these training programs were researched, designed and delivered by Council staff resulting in a significant saving in the training budget.

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, Aboriginal 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 2,280 job applications were received. Diversity statistics are provided below.

Male	803
Female	913
Did not complete gender question	564
Aboriginal or Torres Strait Islander	139
Non-English speaking background	77
Disability	75

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 2017 to 30 June 2018, 11 initial assessment sessions were conducted. A total of 35.25 hours of service activities took place during this period which resulted in an overall utilisation rate of 3.12% 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 2017/2018 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
- **Trunkey 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.
- 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.
- NetWaste – regional collection of waste materials
- Evocities
- 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 \$1,352,565 in rates and charges (including postponed rates).

Pensioner rebate	\$1,222,402
Postponed rates	\$47,638
Other rates & charges	\$82,525

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 2017/2018 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 2017/2018 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 2017/2018 financial year received 20 formal access applications under the Government Information (Public Access) Act. All 20 applications were accepted as valid applications and the information requested was either provided in full or part. Two applications have been the subject of an appeal to the NSW Civil and Administrative Tribunal and at the 30 June the appeals had not been determined. 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 did not refuse any formal access applications 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	3	0	0	0	0	0	0	0	3
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	7	4	0	1	0	0	0	0	12
Members of the public (other)	3	2	0	0	0	0	0	0	5
Total	13	6	0	1	0	0	0	0	20

* 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*	0	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	13	6	0	1	0	0	0	0	20
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0
Total	13	6	0	1	0	0	0	0	20

*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	5
Business interests of agencies and other persons	3
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0
Total	8

Table F: Timeliness

	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	18
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	1
Total	19

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	1	1
Total	0	1	1

*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.

Note: of the two applications subject to appeal at NCAT, one application was determined by NCAT (the statistic in the above table) and then was subject to a further appeal to NCAT and this second appeal had not been determined at 30 June 2018.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review
Applications by access applicants	2
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0
Total	2

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 2017/2018.

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 2018 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	

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. Nine 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:

- John Matthews Tennis Centre
- Bathurst Seymour Centre
- Bathurst Golf Club
- Mount Panorama Residents Committee
- AH&P Association – 2018 Royal Bathurst Show
- Bathurst Eisteddfod Committee
- Environment & Waterways Alliance
- Bathurst Regional Art Gallery Society
- Fire & Rescue NSW
- Bathurst Edgell Jog Committee
- Bathurst Child & Family Network
- Meals on Wheels Bathurst
- The Great Western Walk Committee
- Bathurst Business Chamber
- Regis Resources
- Corrective Services NSW – Bathurst Correctional Centre
- TAFE Motor Sport Repair Team

In addition to the regular program, Council held community meetings at the following villages: Hill End, Sofala, Rockley, Yetholme, Trunk 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 Family History Group
- Bathurst Liquor Accord
- Bathurst Meals on Wheels Service
- Bathurst Neighbourhood Centre
- 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 Region
- National Trust of Australia – Bathurst Branch
- NSW Inland Forum
- NSW Rural Fire Service - Chifley Zone Bushfire Liaison Committee
- NSW State Emergency Services – Bathurst Unit
- Perthville Development Group Inc.
- Public Libraries Association
- Rail Action Bathurst
- Skillset
- Somerville Collection Board of Directors
- The Australian Milling Museum (Bathurst)
- Upper Macquarie County Council
- Wattle Flat (Bronze Thong) Racecourse Committee
- Wattle Flat Heritage Lands Trust
- Western Regional Access Committee
- Western Sydney University Advisory Group
- 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 online News Centre on the Your Say Bathurst 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 Mayoral 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 Social Media channels.

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 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.

In 2017/2018 Council's digital audience has continued to grow with increased numbers of followers on all our social media platforms.

Month	Facebook	Twitter
June 2018	5738	1469
July 2017	4739	1276

COMMUNITY EVENTS

Council as part of its community engagement programs runs several large community events to encourage physical activity, public participation and general entertainment for members of the community.

Some of the main events include:

BATHURST CYCLING CLASSIC

Held in April, the Bathurst Cycling Classic involved more than 2,500 participants of all ages in the cycling weekend.

BATHURST NRL

On 4 May 2018, The Penrith Panthers and North Queensland Cowboys played at Carrington Park in Bathurst in front of a record crowd of over 10,000 people.

BATHURST WINTER FESTIVAL

Held in the July school holidays, in excess of 55,000 people passed through Kings Parade during the two weeks of the festival. Activities included an Ice Skating Rink, Ferris Wheel and House of Mirrors. Specifically themed events during the Festival included Ignite the Night, LiveBetter Accessibility Day, Brew & Bite and Groove & Grill.

PARTY IN THE PARK

Held on 31 December, Council's New Year's celebration event attracts around 10,000 people annually. It is a family oriented event which culminates in a fireworks display.

COMMUNITY GARAGE SALE

Held in December, the Community Garage Sale is a community event organised by Council where community members can establish a stall to sell unwanted or second hand items.

HARMONY DAY

Held on 17 March 2018, a free community event at the Bathurst Library/Art Gallery forecourt to celebrate Harmony Day. The event featured food, coffee, live acts and entertainment, with a key theme that "Everyone Belongs". Over 500 people, from a range of cultural backgrounds, came to celebrate the rich diversity of cultures in the Bathurst Region and the importance of inclusiveness, respect and acceptance.

SUSTAINABLE LIVING 2018

Held on 24 March 2018, this year's Expo had the theme of Sustainable Design and explored the ideas around making homes more comfortable and cheaper to run. Over 3,600 people attended the event which was held in conjunction with the local Farmer's Markets.



Sustainable Living Expo, 24 March 2018



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 \$90m 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:

Economic Prosperity
 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 Bathurst Regional Community Access and Cycling Plan 2011.	600 lineal metres of footpath and/or cycleway completed.	200m Rankin Street (Durham to Morrisset) 200m Stewart Street (Durham to Morrisset) 200m Seymour Street (Bentinck to Lambert) 200m Morrisset Street (Rankin to George) 600m Bradwardine Road (Suttor to Highway)		
Monitor condition of footpaths.	Less than 50 public requests regarding trip defects on paved footpaths.	43 requests received for 2017/2018.		



Proctor Park redevelopment, February 2018

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 upgrade sub-standard sections of the sealed network.	Reconstruction and resealing works as per major capital works and routine maintenance programs. Completion of Roads to Recovery Program.	Tarana Road Shoulders – complete. Hen & Chicken Lane Underway – 80% complete. Minor gravel and seal remaining. 2km Freemantle Road widen, stabilise and seal – 100% complete. 800m Wambool Road reconstruct and seal – 100% complete. Dunkeld Road reconstruction complete. Widen and seal Colleen Hagney Lane 2km 100% complete. Widen and Seal 1km section of Lachlan Road (complete).		
Progressive renewal of gravel road surface throughout the network.	Unsealed Roads Gravel Resheeting program complete.	Ridge Road, Wambool Road		
Undertake maintenance program in accordance with allocated budget.	Greater than 90% of the urban road network remains in condition index 1, 2 or 3.	Latest ratings in June 2018 were 90% rated either 1, 2 or 3. Final figures not available until financial report completed.		

Protection of urban areas on the Bathurst Floodplain.				
CSP 2036 Objective Reference	6, 7	9	19	28
Continue the planning for construction of flood mitigation works as outlined in the Bathurst Flood Management Plan.	Construction of Perthville Levee, Stage 1.	At practical completion.		

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 additional 2 rugby league / union fields Hereford Street.	Contract for construction of 2 x rugby league fields awarded to Central West Civil. Due to contractual issues with timing, Council has taken works out of contractor's hands to complete the construction of the 2 sports fields to a usable condition by end of March 2018. Turf grass has been installed to the 2 fields. Fields were ready for season use by St Pats, however a full remediation to field No. 2 will not be able to proceed until after the Rugby League season in October 2018. Tender awarded to Nick Harvey Constructions for the building of the Rugby League Clubhouse. Building works completed.		
Update sporting venues, including associated infrastructure as per budgets adopted in Annual Operating Plan.	Carrington Park Grandstand redevelopment / extension.	Funding not provided for in 2017/2018. Council to commence preparation of design brief document in preparation of 2019/2020 financial year funding.		
	Reconstruction of 3 turf football fields – Proctor Park.	Tender for reconstruction of 3 fields closed in July 2017. Contract awarded to Renworx Pty Ltd. Works have reached practical completion. The first games on the finished fields were held on 15 June 2018. Rectification of defects and final stages of the sand infill drainage system is to be implemented after the football season.		
	Restoration of Cricket Wicket Table George Park No 2.	Works have been completed on the reconstruction of the George Park No. 2 turf cricket wicket. The wicket table area was increased from a 3 pitch table to a 4 pitch table. Works were completed in time for the 2018 AFL season use of George Park.		
	Replacement 2 x synthetic tennis court surfaces – John Matthews Tennis Centre.	Contract for court resurface works awarded to Tuff Turf. On site works commenced in December. Delays in completing the synthetic court resurfacing experienced as a result of additional sub surface stabilisation being required. Works completed on 23 February 2018.		
	Field drainage installation to field No1 Ashwood Park.	Sand silt drainage has been installed to the No.1 rugby union field, inclusive of sub surface drainage collection lines and sand filled trenching. This work will provide a better all-weather playing surface and improve grass health. Works completed December 2017.		
	Restoration of 4 netball courts – John Matthews netball complex.	Contract awarded to L-Don Sporting Areas Pty Ltd. Work completed end March 2018.		

Continue environmental programs identified within the Bathurst Vegetation Management Plan.				
CSP 2036 Objective Reference	4	8, 9, 10, 13	23	
To ensure that appropriate Environmental Management Plans for the Bathurst Region are current, relevant and provide long term strategies for the Region.	Review and update the Bathurst Vegetation Management Plan.	Ecological field assessments completed in November 2017. Community consultation completed in January 2018, included Councillor workshop, online survey, and community workshop. Anticipate completion of works in August 2018, as programmed.		
Meet the obligations to contain and control noxious weeds within Council controlled land.	Develop 2017/2018 spraying program by December 2017 & complete by April 2018.	Works completed. Noxious weeds were controlled across 40 Council managed properties from December 2017 - May 2018.		
Continue ongoing environmental and maintenance works as identified in the Bathurst Vegetation Management Plan (VMP) to the Macquarie River and other areas, upon availability of resources.	Arrange for 16 Tree Planting and volunteer engagement activities.	Works completed for 2017/2018 financial year. 11 x community tree planting events and 6 x school planting events have been held since the commencement of the financial year.		
	Revegetation of a section of the Macquarie River adjacent to Kefford Street.	The contract to revegetate a section of the Macquarie River awarded to New Era. Works Complete. Planting works completed Nov 2017 and summer maintenance program completed in May 2018.		
	Apply for grants to assist completion of Vegetation Management Plan program.	Council has been awarded a grant of \$27,142.50 from the Local Land Services for an environmental project at the Inner Track Reserve, Mount Panorama. Planting and weed control completed. Follow up weed control programmed for Spring 2018. Council applied for a NSW Environmental Trust grant of \$77,370 for revegetation and weed control along the Macquarie River. Grant is still in assessment stage. Council applied for a Public Reserves Management Fund Grant of \$4,800 for weed control at Trunkey Sportsground and Mulgunnia Recreational Reserve. Grant is still in assessment stage.		
	Undertake maintenance of previously completed vegetation projects.	Ongoing. Maintenance contracts have been awarded to water and weed recently completed vegetation projects, including Apex Jubilee Park and various sites along the Macquarie River.		

Continue construction of new playgrounds in expanding residential areas and upgrade existing playgrounds and passive recreation areas.				
CSP 2036 Objective Reference	4	8, 9, 10, 13	17, 21, 23	28, 29, 30
Plan for the construction of new playgrounds in expanding residential areas in conjunction with Annual Operational Plan.	Installation of new playground at Jarrah Park.	Playground installation completed in September 2017. Works including the installation of general playground equipment, such as swings, rockets and climbing equipment in addition to tree planting, path installation and vehicle control fencing to the property boundary.		
Continue to upgrade existing playgrounds as funding resources become available.	Upgrade existing play equipment at National Motor Racing Museum Playspace	Works completed. Works included replacement of selected worn out equipment and installation of fresh soft fall material.		

Plan for and construct passive recreation areas as resources become available.	Construction of Freeman Circuit Park in accordance with landscape design. Park completed by June 2018.	<p>Consultancy for the design of Freeman Park awarded to dsb Landscape Architects. Final design completed and adopted by Council in December 2017. Full design drawings and Specification documents being prepared.</p> <p>Anticipated costs for works have come in higher than the allocated budget. Council is applying for a grant to assist in the construction costs of the Park. Funding approved in the 2018/2019 Operational Plan to provide sufficient funds to construct the park.</p> <p>Anticipate tenders to be called in July 2018 for the construction of the Park.</p>
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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.	Maintenance activities undertaken to all recreation Assets in accordance with adopted maintenance service levels.	Ongoing as part of adopted maintenance service levels and funding provisions.		

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 treatment processes are constantly monitored through a SCADA system and reviewed daily by staff.	<p>Samples taken, testing completed and reports provided. Results are compliant with Australian Drinking Water Guidelines (ADWG). Council's Drinking Water Management System (DWMS) and licence and are posted on Council's website.</p> <p>This financial year, 735 samples have been tested against the ADWG chemical requirements, with 2 minor exceptions (over 99% compliance). For microbiology 1267 samples have been tested, with 67 minor exceptions (95% compliance).</p> <p>A 2017 Annual Report on the Drinking Water Management System has been submitted to NSW Health and an EPA Annual Return lodged as required.</p> <p>A complete review of the Drinking Water Management System risk management has been conducted with internal and external stakeholders.</p> <p>A sanitary survey was recently completed of the drinking water catchment within Bathurst Regional Council Local Government area. A report has been reviewed.</p>
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.				
Review, update and adhere to Drinking Water Management System.	Australian Drinking Water Guidelines compliance.		<p>A Drinking Water Management System (DWMS) document has been completed and is in effect. Details on addressing the actions to ensure continuous improvement are being documented. A weekly internal review takes place, along with an external check of our water quality results through the NSW Health laboratory.</p> <p>No breaches of the DWMS critical limits have occurred in 2017/18.</p>	



Ben Chifley Dam

Kelso Water Infrastructure Project.	Project is underway.	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 2017, 34 wall panels were placed and in May 2018 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 1400m ³ concrete has been poured.
Eglinton Village expansion.	Project advances.	In order to cater for the doubling in size of Eglinton, a number of new water and sewer trunk mains were required. So far, for East Eglinton 70% of the required new trunk mains for water and sewer are in place. For West Eglinton, 100% of the required new trunk mains for water and sewer are in place, with commissioning yet to take place.
Review and update plans as required.	Best Practice Guidelines compliance.	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.
Continue implementation of Trade Waste Policy.		Trade Waste Policy is current, has been approved by NSW Office of Water, and adopted by Council. As at the end of June 2018 there are 325 approvals in place, with 349 active businesses (93%).
Investigate, review and undertake further initiatives in the Best Practice Guidelines.		The existing level of compliance with the Best Practice Guidelines is 100% for both Water and Sewer. The review of further initiatives will be commenced, once DPI Water advises the outcomes of their proposed review of the guidelines. To date at the end of June 2018 DPI Water is yet to release their issues paper, and monitoring of this continues.

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 some years ago, 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. Temporary (hired) flow gauging was installed during late 2016, to enable data to be collected for various weather events. Gauges have recently been removed, and a draft report has been received. Recommendations are being developed.</p> <p>Water modelling improvements have been completed with gauges at 6 main reservoirs installed to allow for calibration during and after summer 2017/2018. The network has been monitored and logged during peak flows in February and March 2018. Calibration has taken place and the water model has been updated and reports provided.</p>
Work with Centroc on Water Utilities Alliance goals	Collaboration conducted.	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.
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 plant performance are continuing, with internal and external testing performed.</p> <p>An Annual Return is completed following the end of the licence year (1 April). Over 95% of samples tested met the licence requirements, with only 3 minor breaches of the licence conditions in 2017/18 licence year.</p> <p>Next report is due end of May 2019.</p>
Continue program of sewer main CCTV and lining.	Maintain sewer mains.	<p>Identification of appropriate locations for CCTV is ongoing through customer issues, staff advice and development proposals.</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>The aim is to ensure services are relocated prior to RMS or Bathurst Regional Council projects commencing, such as roundabouts.</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>Aerial surveys flown and reports produced each May, identify remaining air space.</p> <p>Fill plan is being followed in accordance with consultant report and contrasted with net weighbridge tonnages.</p> <p>Future land opportunity has been identified and is being progressed internally through Senior Management.</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>Several ongoing projects are supported, with bi-monthly meetings attended. New projects or opportunities are assessed as they arise. All options available to Bathurst Regional Council through NetWaste are supported.</p> <p>Examples include recycling of waste tyres, mattresses, Household Chemical Cleanout, Waste 2 Art and collection and recycling of scrap metal.</p> <p>The current recycling and organics collection tender was presented to Council in October 2014. The current service started in April 2016, with delivery of bins in March 2016. The contract is proceeding smoothly.</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 2018/2019. 7,668 tonnes of food and garden waste have been sent for composting in the first 25 months (April 2016 to April 2018). 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 collection is continuing, with the contractor JR Richards providing the recycling collection service and transporting to the Orange MRF for sorting and further processing at Visy in Sydney. Over 5,445 tonnes has been sent in the first 25 months of the new contract (April 2016 to April 2018).</p> <p>Combined totals show a diversion from landfill of over 13,114 tonnes, or 13.1 million kilograms.</p> <p>Wastewise education works are continuing, and the recycling contract education strategies are also underway.</p> <p>In February 2018 a cost increase was incurred for recycling due to overseas recyclers increasing prices. Since then Council in conjunction with NetWaste is in the process of developing a Recycling Strategy and is applying for an assistance package from NSW EPA.</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> <p>Discussions occur with staff from Central West Care to assist with ideas for improving diversion and re-use of items before they are brought to the WMC for landfill.</p>		

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 Operational 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 2017/2018 Annual Operational Plan.

Stormwater Drainage Construction	Cost
New subdivisions	\$2,700,859
Urban drainage improvements	\$127,469
Eglington drainage improvements	\$115,093
Perthville Drainage Improvements	\$192,996
Rural Roads Drainage Improvements	\$121,169
Levee Bank Construction	\$259,010
Hawthornden Creek works	\$64,609
Stormwater Creek outlets, Proctor Park	\$190,455
Stormwater Drainage - Road Construction	
Various capital upgrades	\$210,239
Napoleon Reef Road	\$6,399
Dunkeld Road	\$23,010
Tarana Road (17.4 - 19km)	\$20,857
Triangle Flat Road (8 - 10 km)	\$653
Lachlan Road (6 - 15.4 km)	\$13,420
Molybdonite Road	\$665
Gormans Hill Road	\$2,960
Hollis Lane (1.8 km)	\$61,809
Wambool Road (extend seal)	\$7,852
Lachlan Road	\$658
Total	\$4,120,182

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 Special Purpose Financial Statement. (Part of the Financial Statements document which forms part of this Annual Report.)

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 2017/2018 year, no such complaints were received.

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



ENVIRONMENTAL, PLANNING & BUILDING SERVICES

MAJOR STUDIES AND STRATEGIES 2017/2018

Council's Strategic Planning Section coordinated the completion of the new Bathurst 2040 Community Strategic Plan (CSP). The CSP is the highest level forward planning document of Bathurst Regional Council and comes into effect from 1 July 2018. It identifies the community's priorities and guides the direction for the Bathurst Region over the next 20 years. The Bathurst 2040 Plan identifies six key objectives to achieving our desired future:

1. Our sense of place and identity
2. A smart and vibrant economy
3. Environmental stewardship
4. Enabling sustainable growth
5. Community health, safety and well being
6. Community leadership and collaboration

In 2018 Council adopted the Bathurst 2036 Housing Strategy. The Housing Strategy guides how residential development in Bathurst will be planned and managed until 2036 and identifies the demand and likely supply of residential land to and beyond 2036.

The development of a new Open Space Strategy for the Bathurst region has commenced. It is envisaged that Council will consider adoption of the Strategy in early 2019.

A survey of public on and off street carparking was completed in 2017. The survey will inform future transport studies in the CBD.

PLANNING CONTROL AMENDMENTS

Council amended the Bathurst Regional Local Environmental Plan (LEP) 2014 to update the zoning of various parcels of open space across the city.

Amendments to the Bathurst Regional Development Control Plan (DCP) 2014 completed in 2017/2018 included:

- Open Space – to reflect the updated zoning of parcels of open space across the City.



- Westbourne Drive – delete reservation for future school.
- Hill End – update the Archaeological sensitivity map.
- Gateway Enterprise Park and Adrienne Street – include connections between the Adrienne Street industrial area and the Gateway Enterprise Park.

Council also considered an amendment to the Development Control Plan at the west of Eglinton to remove the land reserved for the expansion of the Eglinton school. Council did not adopt this amendment.

DEVELOPER CONTRIBUTION PLANS

Council is nearing completion of two major projects to inform an update of its developer contributions plans:

- Durham/Stewart St intersection investigations
- Stormwater management – major review and consolidation of contribution plans

HERITAGE MANAGEMENT

Council's Strategic Planning Section continued to implement the Bathurst Region Heritage Plan 2017-2020.

Key projects and programs included:

- Heritage Advisory service – free advice to property owners to encourage the maintenance and conservation of the region's heritage – 129 site visits undertaken in the year.
- The Bathurst Region Local Heritage Fund – a small grants program to encourage the maintenance and conservation of the built heritage of the Bathurst Region by property owners. Forty nine projects were completed in 2017/2018 with works valued at \$398,441.
- The Bathurst Region Conservation and Interpretation Fund – a small grants program to encourage the interpretation and promotion of the region's heritage. Nine projects were completed with projects valued at \$80,626.
- The Bathurst CBD Main Street Improvement Fund – a small grants program to encourage maintenance and improvements to buildings in the Bathurst CBD. Ten projects were completed with works valued at \$290,077.
- Council completed the King's Parade Interpretation Project which included the installation of 4 interpretative signs, historic images included in the Russell St bus shelter, a King's Parade brochure and a Carillon brochure. This project was supported by funding from the NSW Office of Environment and Heritage under the NSW Heritage Near Me Program.
- Council developed a brochure to promote its heritage services and is developing a video on building maintenance.
- The Bathurst CBD Main Street Review which reviews building maintenance and improvement opportunities for CBD buildings was completed.
- Council has commenced a review of the boundaries of the Bathurst Heritage Conservation Area and an examination of the significance of housing in inner suburban areas that might be suitable for urban renewal into the longer term (as identified by the Bathurst 2036 Housing Strategy). It is expected that this project will be completed in 2018/2019.
- Interpretation Signage – Machattie Park Sign.
- The addition of 9 new "Pillars" to the Pillars of Bathurst Cultural Heritage Garden during Proclamation Week including an update to the Pillars brochure.

ABORIGINAL CULTURAL HERITAGE

Council completed a number of Aboriginal Cultural Heritage Assessments at Mount Panorama Wahlen including:

- Aboriginal Cultural Heritage Assessment – Campground development
- Aboriginal Cultural Heritage Assessment – Go Kart Track Modification
- Aboriginal Anthropological Investigations – Mount Panorama

Council has commenced an Aboriginal Cultural Heritage Assessment for the lands associated with the proposed second motor racing circuit at Mount Panorama.

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.



Indicates that objectives relate to Key Direction:

■ Economic Prosperity
 ■ Environmental Sustainability
 ■ Liveable Communities
 ■ Sound Leadership

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.	LEP/DCP – Housekeeping – various matters, planning proposal being prepared.		
		LEP/DCP – Open Space Housekeeping Amendment – rezone various parcels of land to open space. Adopted by Council. Gazetted.		
		LEP – Moveable and Monumental heritage – planning proposal being prepared.		
		LEP/DCP – Limekilns Road – Adjust R1, RE1 and RUI zone boundaries – planning proposal prepared. Gateway determination received. On public exhibition.		
		DCP – Reservation of land adjacent to Eglinton School – School expansion to open space. Council resolved not to amend the DCP.		
		DCP – Implement recommendations of the Hill End Archaeological Management Plan. Adopted by Council.		
		DCP – Gateway Enterprise Park and Adrienne Street Industrial area – Amend Map No.8 to provide for connectivity between the Gateway Enterprise Park and Adrienne Street. Adopted by Council.		

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.	<p>Bathurst Housing Strategy 2036 – adopted by Council.</p> <p>Cultural heritage assessments of Mount Panorama Wahluu. Go Kart Track and anthropological draft reports received. Campground completed. Second circuit – investigations underway. Field work completed.</p> <p>Durham/Stewart Street Intersection Treatment Option Study – Investigate options to upgrade the intersection medium-long term. Consultants appointed. Study underway. Draft report received. Comments from RMS received. Awaiting further draft report.</p> <p>Bathurst 2040 Open Space Strategy – Provision of open space within the Bathurst Urban Area – Consultants appointed. Study underway. Visioning consultation completed. Preliminary draft report received.</p>		

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.	<p>Stormwater Management Plans – Underway. Consultants appointed.</p> <p>Eglinton Open Space & Drainage – include land adjoining Eglinton School – Council resolved not to amend plan.</p> <p>Bathurst Region Open Space – Review land values and contribution rates. Valuation report received.</p>		

Implement the Bathurst Regional Heritage Strategy 2014-2017.				
CSP 2036 Objective Reference		11		
Provide a Heritage Advisory Service.	Heritage Advisor available for on-site visits once a fortnight.	<p>Statistics collated:</p> <ol style="list-style-type: none"> 1. Total site visits – 133 2. Heritage/Urban Design advice – 51 3. Pre DA advice – 47 4. DA assessment advice – 35 		
Provide heritage incentive funding programs to protect, maintain, enhance and promote the regions heritage assets.	Adequate funding is provided to approved projects and projects completed.	<p>Local Heritage Fund – 49 projects completed.</p> <p>Interpretation Fund – 9 projects completed.</p> <p>Main Street Fund – 10 projects completed.</p>		
Prepare and implement projects for the interpretation and display of cultural heritage and history information.	New interpretative information made available.	<p>Kings Parade Interpretation – brochure on Kings Parade and the Carillon produced.</p> <p>Pillars of Bathurst 2018 – nominations finalised. Nine new “Pillars” launched 6 May 2018.</p> <p>Aboriginal Interpretation Strategy – awaiting finalisation of Mt Panorama investigation.</p>		
Prepare research/studies into the regions heritage.	Studies/plans considered and adopted by Council.	<p>Bathurst Main Street Review – William, George, Howick & Keppel Streets completed. Residual CBD drafted. Awaiting photography and collation.</p> <p>Funding application for signage strategy lodged with NSW OEH.</p>		

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.	740 656 185 30.62 38.19	No of applications (DA/CDC/MOD) received No of applications determined No of determinations (gross) over 40 days (26.62%) Average approval time 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.	Programs completed 20 November 2017 to 1 December 2017 and 4 to 15 June 2018 with a total of 230 animals desexed.	
	Dog Expo completed by June 2018.	Event held on Saturday 14 April 2018. Dr Joanne Righetti, a respected animal behaviourist, was the keynote speaker. Eight local businesses were also in attendance; free sausage sizzle was very popular as was the face painting for children.	
	Responsible pet ownership education campaign completed by June 2018.	Weekly radio interviews conducted by Senior Ranger.	
Maintain and enhance areas for off-leash recreation of dogs.	Maintain the Kefford Street Off-leash area to current standards.	Contractor engaged to complete the works for the financial year. An irrigation system was installed in June 2018 in the small dog off leash area.	

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.	Number of complaints and enquiries responded to within adopted corporate standard (95%).	97% responded to within corporate standards.		
Maintenance of Small Animal Pound Facilities and improve security of impounding facilities.	Continue maintenance and progressive upgrade of security during 2017/2018.	Modifications to existing building completed in July including new staff hand washing facilities. A new transportable office was installed to provide improved staff amenities and additional work space.		
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.	Monitoring undertaken daily. One Parking Ranger position was vacant for approximately nine months until March 2018 which impacted the frequency of monitoring.		

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 adopted corporate standard (95%).	97% responded to within corporate standards.		

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
Identify and conduct minor environmental projects.	Minor environmental projects completed by June 2018.	Variety of small projects completed during the year such as water quality analysis and management of evidence for compliance matters.		

Conduct community environmental education programs.	Complete ongoing community education programs including 'Enviro Mentors' by June 2018.	EnviroMentors program completed over a two week period in August 2017 with presentations at 10 schools.
Conduct the annual Sustainable Living Expo.	Conduct the annual Sustainable Living Expo in March 2017.	2018 event held on 24 March featuring "Sticks and Wombat" to highlight a sustainable theme building. 3600 people attended, with performances by Shoalhaven "Zoo to You" and "Junkyard Beats" also very popular 2 awards received for 2017 event.
Conduct the annual Bathurst Region schools 'Sustainable Schools' program.	Complete the annual 'Sustainable Schools' by June 2018.	2017 program was completed in August 2017 and newsletter was distributed in early December 2017. Projects awarded in May 2018 to 14 schools for the 2018 program.
Communicate environmental messages via a range of on-line and traditional media sources.	Regular communications with residents during the 2017/2018 year.	Regular communication through the @Sustainable Bathurst page. Features in Bathurst City Life to promote events and educational programs have also been printed. Articles on programs have been included in Council's quarterly newsletters.
Coordinate a targeted education program for builders and Council Staff.	Conduct a targeted education program by June 2018.	Negotiations to utilise a very successful program developed by City of Wollongong have not been finalised. An educational event for builders was planned in March 2018, but unfortunately was cancelled due to a lack of attendees.

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 is complete and was presented to Council at its Ordinary Meeting in November 2017. Report is available on Council's website.	
	Complete the 2017 Regional State of the Environment by 30 November 2017.	Report is complete and was presented to Council at its 13 December 2017 Ordinary Meeting. Report is available on Council's website.	

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 2018.	Investigative works for a project in Sawpit Creek completed in August 2017. Report received in December 2017. Maintenance works undertaken at Sawpit Creek site and Hawthornden Creek and Blayney Road Common in February, March and May 2018.		
Support the Central West Environment and Waterways Alliance Project.	Support the Central West Environment and Waterways Alliance Project Support Officer in 2017/2018.	Financial support granted for 2017/2018, meetings attended by staff. Various activities completed throughout the year.		

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 2018.	Final draft was presented to Council at its 13 December 2017 Ordinary Meeting. Four submissions were received during the public exhibition period. The final report was adopted by Council at its Ordinary Meeting in April 2018. The updated maps are now available on Council's website.
Implement the Pest Bird Management Plan.	Implement priority project/s identified in the Pest Bird Management Plan by June 2018.	Ongoing CBD pigeon control program occurring. Estimated 575 pigeons removed in 2017/2018.
Implement the Biodiversity Management Plan.	Implement priority project/s identified in the Biodiversity Management Plan by June 2018.	Biodiversity Community document has been graphically designed, awaiting images to be finalised. Activities in 2017/2018 included: <ul style="list-style-type: none"> • Weed control Sawpit Creek • Roadside Vegetation Management Plan adopted April 2018 • Brick Pits study. Implementation of overall plan ongoing.
Support the continuation of the Revolving Energy Fund.	Implement Revolving Energy Fund projects in 2017/2018. Council Energy Consumption per resident reduced.	Request for quotation sent to five companies for the installation of a 35kW solar array with battery storage at the Bathurst Visitor Information Centre. Project awarded to Epho in April 2018. Design approved in June 2018, installation scheduled for July 2018. Council Energy Consumption for 2016/17 was 1.77GJ per resident. 2017/2018 figures were not available at the time of collation of this report.

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 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 2017/2018.	New ceiling and roof have been installed at Bathurst Airport terminal, which will result in a considerable reduction in energy consumption. Lighting upgrades have occurred in Post Office building, Council Chambers and bathrooms on 1st floor of Civic Centre.		

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.	Regional Food Group meetings attended throughout 2017/2018. Food newsletter sent in October 2017.
	Conduct monitoring of all Bathurst Region public swimming pools and spa pools by June 2018.	3 of 16 public swimming pools and spas inspected in 2017/2018. One EHO position was vacant for 7 months, with a new EHO commencing in January 2018.
Respond to enquiries and complaints.	Respond to enquiries and complaints within adopted corporate standard (95%).	97% responded to within corporate standards.
Ensure Council's ability to meet the obligations as required under NSW Legislation.	Implement an Environmental Health Secondment program by June 2018.	Not currently funded.
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 2017/2018.	Food inspections conducted daily. 1033 inspections were completed in 2017/2018 (including temporary events and reinspection of permanent outlets). Skin penetration inspections undertaken in January, February, March and May 2018. 39 of 73 premises were inspected. On site sewerage management systems inspections conducted weekly.

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 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 2017/2018 through a range of environmental health compliance and education programs. Council assists local food businesses through access to free online food handling training, advice on premises fit outs and the provision of regular 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 the drinking water quality.

Environmental Projects cover a broad range of issues from sustainability initiatives in the home to land rehabilitation works in our local waterways. Key activities include the annual Sustainable Living Expo held on 24 March 2018 which was attended by 3600 people and the Bathurst Backyard Bird Count - an interactive survey of local bird species held in October 2017. Throughout the year the @sustainablebathurst Facebook page was used to communicate, educate and promote sustainability in the Bathurst Region

Council implemented a number of projects to address high priority actions which have been identified in Council's Pest Bird Management Plan and Biodiversity Management Plan. Two key projects completed in 2017/2018 included the Roadside Vegetation Management Plan, which was adopted in April 2018 and the hydrogeological study of the Brick Pit Wetlands. Natural environment activities focused on maintenance works in the catchment of Hawthornden Creek and Blayney Road Common. Council also led a regional project to enhance the capacity of central west Councils to meet their obligations under the Contaminated Land Management Act 1997.

STATE OF THE ENVIRONMENT REPORT

[Local Government Act 1993 - Section 428A]

The 2017/2018 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 (SOE Report) was available on Council's website from 30 November 2017. The new SOE Report will be available on Council's website from 30 November 2018.

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 2017/2018 Survey of Council seizure of cats and dogs with the Office of Local Government in July 2018.

DOG ATTACKS

Council, during 2017/2018 financial year, notified the Office of Local Government of 40 dog attacks.

COMPANION ANIMALS MANAGEMENT AND ACTIVITIES

Council's budgeted expenditure on Companion Animal management and activities for 2017/2018 was \$564,432. 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 Pet Expo in April 2018

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 2018/2019 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
- Regular posts on Council's Facebook page promoting 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 (fully fenced)
- The River Walk between the Evans and George Street Bridges subject to operating hours before 8am and after 5pm.

- Russell Street opposite Police paddock, bounded by Vale Creek and 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 \$42,373 from the Companion Animals Fund. Activities where these funds were expended include:

Dog registration clerk salary	\$45,338
Dog Pound expenses	\$23,482
Dog Microchipping expenses	\$5,626
Dog Community Desexing program	\$20,600
Cat Impounding expenses	\$155

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"> • Business eNewsletters sent. • Business Hub website regularly updated. 		
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 Department of Industry.	<ul style="list-style-type: none"> • Partnership with the Business Chamber, BEC and CSU for BizMonth campaign. • BizMonth sponsored by Commonwealth Bank, Verto and Rydges Mt Panorama. • Jobs Expo sponsored by TAFE NSW and CSU. 		
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"> • 989 jobs uploaded year to date. • Jobs Expo held 9 August 2017 with 2,000 attendees. • 4,972 Buy Local Gift Cards purchased - \$312,399 loaded. • BizMonth held in September 2017. 		

Host regular Mayoral functions.	Host Business Lunches, Welcome Wagons, Business Chamber and other Mayoral business events.	<ul style="list-style-type: none"> Bizmonth Business Lunch held 15 September 2017 – 200 attendees. Business Chamber Christmas party hosted at BVIC, 12 December 2017. Welcome Wagons held 8 November 2017 and 11 April 2018. Business Leaders lunch held 21 June 2018 – 70 attended.
Promote new and innovative practices within industry sectors.	Foster local business growth through the online promotion of relevant opportunities, growth of Councils business database and social media engagement.	<ul style="list-style-type: none"> 934 businesses on Council's database. Online promotion of Jobs Expo and BizMonth. 1,548 followers on the Business Hub Facebook page.
Facilitate the development of infrastructure to support and attract knowledge, innovation and research.	Facilitate the availability of high speed internet and mobile telecommunications infrastructure. Support the development of economic precincts.	<ul style="list-style-type: none"> Bathurst received 2 funded base stations in Round 1 and 1 funded base station in Round 2, mobile black spots program. CBD Wi-Fi grant application successful, Federal Smart Cities Fund. Formation of Council's Smart City Project Group
Encourage business start-up, investment, business relocation and respond to all enquiries.	Prepare Relocation Prospectus' where necessary.	<ul style="list-style-type: none"> Agreement from Council to participate in the "Upstairs" Start-up Hub, including financial support. MOU in place.
	Development of a Business Incubator to launch business start-ups.	<ul style="list-style-type: none"> Prospectus prepared for the Qantas Pilot Training Academy. Prospectus prepared for Protected Cropping project
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"> 226 enquiries responded year to date. Ops meetings attended 23 August, 22 November 2017 and 21 March 2018. Steering Committee meetings attended 24 August, 23 November 2017 and 22 March 2018.

ECONOMIC DEVELOPMENT PROJECTS/STRATEGIES

Smart City Development

- Funding received from the Federal Government's "Smart Cities & Suburbs Program" Round 1 for a Free CBD Wi-Fi network
- Commencement of the construction of the CBD Wi-Fi Network
- Upstairs Start-up Hub launched April 2018 with Council as a Foundation Partner
- Tesla supercharger installed at the old TAFE site (Bathurst CBD)
- Joined the Australian Smart Communities Association
- Internal Council Smart City Project Group established (cross-departmental)

- Smart Cities & Suburbs Program Round 2 application submitted for Smart Street Lighting
- Scoping for numerous Smart City projects inclusive of Smart Water Meter Readers, Smart Controllers for Street Lights, Location Analytics and Drone Monitoring
- Discussions with Evocity Councils to purchase the Telstra Location Insights package.

Sponsorship, Funding and Grants

- 50,000 received through the "Regional Growth – Marketing & Promotions Fund" for Evocities.
- \$153,500 received from the Federal Government for the development of CBD Free Wi-Fi network

- Sponsorship secured from Commonwealth Bank, CSU, VERTO, Rydges, TAFE NSW, Central West Careers Advisers Association across the numerous 2017/2018 economic events/programs
- Grant applications submitted for Smart Cities, Growing Local Economies Fund (Aerodrome and Kelso Industrial Precinct).

Bathurst Buy Local Gift Card

- 130 businesses in the program
- 11 load-up stores
- Over \$312,000 loaded in the program to June 2018
- 4,972 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

Bizmonth

- Held September 2017
- Part of the Bathurst Buy Local Campaign brand
- Partnership with the Western Advocate, 2BS B-Rock, Bathurst City Life, CenWest Innovate, Business HQ and the Business Chamber
- Major events/promotions included; Crazy Day, Kia Picanto Car giveaway (shop local incentive), Corporate Duck Race, Naomi Simson Business Lunch (200+ attendees), numerous business workshops and the Business Chamber Awards Finalist Night, Carillon Business Awards.

Evocities

- 44 household relocations resulting from Evocities across 2017/2018, ROI of \$3.96M in local consumption spending
- 236 relocation enquiries responded to
- 989 jobs loaded on Evojobs
- All Operations Group meetings and Steering Committee meetings attended (Sydney).

Bathurst Region Website and Bathurst Business Hub website

- Regularly updated and refreshed with new information.

Bathurst Jobs Expo

- Jobs Expo held 9 August 2017, 2,000 attendees and 50 exhibitors
- Partnership with Central Western Careers Advisors
- Sponsorship secured with TAFE NSW
- Large scale marketing campaign across radio, television, social media, print media, flyers, posters & Evojobs.

Filming

- Approval/permits for 12 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 13 new business enquiries in 2017/2018
- 7 new businesses attracted/started due to Economic Development support.

Economic Development Strategies

- New Economic Development Strategy 2018-2022 adopted June 2018
- Draft Regional Economic Development Strategy developed with Oberon Council.

Council Representation

- 3 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 8 November 2017 (35 attendees) and 5 April 2018 (50 attendees)
- Hosted Business Chamber After Hours Event, Bathurst Visitor Information Centre 12 December 2017
- Business Leaders Lunch organised and held 21 June 2018 at Rydges, 70 attendees
- Continued partnerships with NSW Government to support and promote the Small Biz Bus.



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.



National Motor Racing Museum

Indicates that objectives relate to Key Direction:

■ Economic Prosperity
 ■ 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.	Continued liaison with identified partners.	The following liaison occurred during 2017/2018: <ul style="list-style-type: none"> Letters of support from partners and stakeholders received. Meeting held with Alex Bowen, Director Statewide Strategy and Planning, Department of Planning and Environment. Meeting held to commence engagement with Indigenous groups with letter of support from Bathurst Land Council. 		
	Visit other relevant locations where successful facilities have been built in regional areas to understand lessons learned.	The following visits occurred during 2017/2018: <ul style="list-style-type: none"> Visit to Museum Discovery Centre, Castle Hill. Collection Manager visit to Grimwade Centre, Melbourne University – looking at conservation workshop needs for new facility. 		
	Seek funding sources and partners.	Application submitted to the NSW Regional Fund submitted on 1 September 2017 for the construction of a Central Tablelands Collection Facility. Notification received in December that application had progressed to next stage. Final preparation and submission of application to NSW Regional Fund submitted 28 March 2018. Advice received 22 June 2018 that application was declined. Plan to submit in Round 2.		

Removal and installation of exhibitions.	Assist in preparation, installation and removal of exhibitions.	There were 51 major activities around the preparation, installation, take down and transport of collections and display material in Council's Cultural facilities during 2017/2018.
Responding to external requests for professional advice and assistance in development of Bathurst Railway Museum.	Advice and assistance provided in a timely manner.	There were 17 significant external requests for advice or assistance with collection, display or heritage issues processed in 2017/2018 specifically related to the development of the Bathurst Rail Museum including: <ul style="list-style-type: none"> Working with Freeman Ryan Design (content developers) and local groups, including Bathurst District Historical Society, to provide information and images. Assist in developing oral histories. Providing information to the Office of Environment and Heritage regarding the Railway Institute Building for approvals.

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

CSP 2036 Objective Reference		20, 26, 27
Further develop object conservation partnership with Grimwade Centre, University of Melbourne.	Undertake and complete identified collections conservation projects.	There were eight significant collections conservation projects undertaken in 2017/2018 working with the Grimwade Centre, Melbourne University students on conservation workshops, student placements at Chifley Home, display at the Bathurst Sustainability Expo and object assessments for the Carillon and Tremain's Mill.
Develop strategies to fund Bathurst Regional Council cultural facilities.	Source and apply for external funding.	The following funding has been sourced in 2017/2018: <p>Museums</p> <ul style="list-style-type: none"> Charles Sturt University Community-University Partnerships Rural and Regional Arts and Culture Grants Program. (\$15,000) for AFMM. <p>Art Gallery</p> <ul style="list-style-type: none"> Bursary for Julian Woods from RPGNSW to attend 2018 Regional and Public Galleries summit, Sydney (\$500) Dobell Grant acquittal completed for The Unflinching Gaze (\$20,000). Museums & Galleries NSW Engaging Art Program acquittal completed (\$5,000). Multiyear Program Funding for Bathurst Regional Art Gallery (2016-2018) Year 3 (\$88,000)





AUSTRALIAN FOSSIL & MINERAL MUSEUM (AFMM) HOME OF THE SOMERVILLE COLLECTION

Support the operation of the Australian Fossil and Mineral Museum.				
CSP 2036 Objective Reference	4, 5		20, 23, 26	30
The development of the AFMM Strategic Plan to guide the operations of the museum into the future.	Appoint external consultant.	The following actions have been undertaken during 2017/2018 to develop the final Strategic Plan: <ul style="list-style-type: none">The AFMM Strategic Plan 2018-2028 Discussion Paper has been written, printed and tabled at the Somerville Board meeting held on 3 November 2017.Working Party presentation to Councillors in February looking at the Discussion Paper and update on timetable.Museum Coordinator has been appointed to lead the project.		
	Undertake research and consultation with key stakeholders and community.			
	Develop final Strategic Plan.			
Undertake actions identified in the Retail Review.	Undertake modifications to the physical retail space.	The following has been undertaken during 2017/2018 in relation to modification to the physical retail space: <ul style="list-style-type: none">Removal of shop furniture and replacement with large table in line with retail review recommendations.Work has continued on shop displays including cleaning and rearranging with a “mammoth” feature table to coincide with the Mini Mammoth exhibition.The new POS system has been purchased to align with other Museums.Reporting formats have been developed. Museum Coordinators have been appointed to implement reporting.		
	Transfer POS system to standardise across museums.			
	Develop and implement new reporting format across all museums.			
Commitment to the ongoing maintenance of the facility.				
CSP 2036 Objective Reference	6		20, 22	29
AFMM general maintenance and facility upgrades.	The completion of identified general maintenance and facility upgrade requirements.	The following maintenance and facility upgrade has been undertaken during 2017/2018: <ul style="list-style-type: none">Replacement of failing lightsRegular building maintenanceFire alarm maintenance		

NATIONAL MOTOR RACING MUSEUM (NMRM)

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.	Undertake a range of promotional mechanisms to promote the NMRM including but not limited to: <ul style="list-style-type: none"> Quarterly e-newsletter Advertisement in race programs and industry publications Joint advertising with other museums including Lithgow/Bathurst billboard and at least 3 other joint advertising in targeted tourism publications 	<p>The following promotional mechanisms have been undertaken during 2017/2018:</p> <ul style="list-style-type: none"> Quarterly e-newsletter. Advertising in Bathurst 1000 and Liqui Moly 12 Hour programs. Ongoing joint advertising with AFMM billboard on Great Western Highway Lithgow to Bathurst. <p>Other promotion included:</p> <ul style="list-style-type: none"> Joint advertising in Discovery magazine. Ongoing Facebook posting. Joint advertising in Bathurst Community Directory. Advertising in Old Bike Australasia. Participation in Historic Winton 2018 event with the George Reed Special, editorial coverage in event program and on-track commentary. New NMRM flyer had been designed and distributed to BVIC as well as Cootamundra, Young and Cowra Visitor Centres. 		
	Undertake annual snapshot survey of 100 visitors to gauge the effectiveness of the promotion undertaken.	Surveys completed as part of International Museums Selfie Day event on Wednesday 17 January 2018.		

Promote use of museum by wider range of visitor groups.				
CSP 2036 Objective Reference	4, 5	11	20, 26	
Provide a range of public programs/activities and exhibits that encourage increased visitation to the museum.	Undertake specific public programs at NMRM including Father's Day and International Museum Selfie Day to encourage local visitation and engagement.	<p>The following public programs have been undertaken during 2017/2018:</p> <ul style="list-style-type: none"> Father's Day event took place on Sunday 3 September 2017. 500 people attended the event with rides in the replica cars offered on the day. Museum Self Day took place on Wednesday 17 January 2018. Over 600 people attended the National Motor Racing Museum on the day. <p>The following loans have taken place during 2017/2018:</p> <ul style="list-style-type: none"> 1977 XC Falcon #2 driven by Colin Bond and Alan Hamilton. 1998 EL Falcon #4 driven to victory at Bathurst in 1998 by Jason Bright and Steven Richards for Stone Brothers racing. 2001 AU Falcon (Marcus Ambrose). 2000 VT Holden Commodore driven by Russell Ingall, Perkins Engineering No. "PE-036". Gregg Hansford 5 Kawasaki motorbikes and trophies. 1972 Kawasaki H2 Superbike. George Reed Special attended Historic Winton (Vic) on 26-27 May. Targa Tasmania 1999 Alfa-Romeo. 1977 BMW 2002 Turbo DRM Touring Car. 		
	Work with external partners to loan 8 significant objects to the museum annually to change the museums content and encourage visitation.			

Commitment to the ongoing maintenance of the facility.				
CSP 2036 Objective Reference	6		20, 22	29
NMRM general maintenance and facility upgrades.	The completion of the identified general maintenance and facility upgrades.	Identification and completion of general maintenance and facility upgrades have been carried out throughout 2017/2018 including: <ul style="list-style-type: none"> • Installation of windows in conference room. • Removal of wall in office space. • General ongoing maintenance for water damage, painting, etc. 		

CHIFLEY HOME AND EDUCATION CENTRE

Implement recommendations in Chifley Home & Education Centre Strategic Management Plan.				
CSP 2036 Objective Reference	6	11	20, 23	
Strategic Management Plan reviewed, actions prioritised and costed.	The development of an action plan.	Continue to review and develop new action plan.		
	Work completed in line with action plan and related timelines.	Actions identified and work completed.		

Maintain heritage significance of Chifley Home.				
CSP 2036 Objective Reference	6		20, 22	29
Identify and Implement preventative conservation activities.	Undertake preservation and conservation planning in partnership with the Grimwade Centre for Cultural Materials Conservation, University of Melbourne.	<p>The following conservation activities have occurred during 2017/2018:</p> <ul style="list-style-type: none"> • Collections Manager visited Grimwade Centre, Melbourne University in October 2017 to deliver objects for student conservation including objects from Chifley Home • Grimwade Centre Post Graduate students were hosted at Chifley Home where they worked on Textiles Collection treatment, storage and conditioning reporting on the house fabric. • Plan and undertake joint Council and Grimwade Centre display at Bathurst Sustainability Expo. Staff provided Conservation Assistance alongside the Collections Manager. Objects from Chifley Home were used as examples for conservation. • Two students commenced their three week placement with Council Museum Collections. At Chifley Home they have researched, condition reported on and repaired the Yuan Chinese scroll, repaired a timber dining chair and treated and rehoused corroded cutlery. Further activities will include Bathurst District Historical Society, Rockley Mill and the Carillon Collection. 		

Continue public engagement activities to encourage new and returning visitors.				
CSP 2036 Objective Reference	4, 5	11	20	
Provide a range of temporary exhibitions and public programs	To undertake specific public programs at Chifley Home including International Museum Selfie Day and Heritage Week activities to encourage local visitation and engagement.	The following public programs have occurred during 2017/2018:		
	Develop and undertake 2 temporary exhibitions in the Education Centre.	Two temporary exhibitions were displayed in the Education Centre during 2017/2018:		

MUSEUMS UNIT

The 2017/2018 financial year saw the consolidation of the Bathurst Regional Council Museums Unit with the appointment of the Manager Museums, Museum Coordinators and permanent part/time Front of House Staff at both the National Motor Racing Museum and the Australian Fossil and Mineral Museum.

A total of 84,664 individuals visited the museums throughout the year.

AUSTRALIAN FOSSIL & MINERAL MUSEUM (AFMM) – HOME OF THE SOMERVILLE COLLECTION

In the 2017/2018 financial year a total of 25,298 individuals visited the Australian Fossil and Mineral Museum with a turnover of \$233,569 through shop sales and admission.

A total of 4760 school students viewed the museum displays. Other highlights of the year included the Bathurst Winter Festival Torchlight Tours, Somerville Lecture *The Molong Meteorite*, Fossil Flicks, Ice Age Day, Museum Selfie Day, holiday activities, BBC broadcast live to Gloucestershire.

Exhibitions held in the temporary gallery included *Mini Mammoth*, *Space Rocks* and the Bathurst Regional Library pop up library.

NATIONAL MOTOR RACING MUSEUM

In the 2017/2018 financial year a total of 32,411 individuals visited the National Motor Racing Museum with a turnover of \$561,067 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. Thirty-four functions were hosted with 1915 people in attendance. These included receptions for the International Broadcasting Association, Panthers Football Team and the Austin-Healey Club. Total visitation also included 84 booked tours including 2,722 individuals.

Promotion of the museum was enhanced during this period with the continuation of the second Father's Day event. Over five hundred people attended the event with free entry for Fathers to the museum. Rides in the museum's vintage cars proved very popular on the day.

CHIFLEY HOME AND EDUCATION CENTRE

In the 2017/2018 financial year a total of 1657 individuals visited Chifley Home and Education Centre with a turnover of \$11,250 through shop sales and admission. This figure included a total of 25 booked tours with 578 individuals.

Temporary exhibitions held included the Great Strike exhibition and domestic food displays during the Bathurst Heritage Trades Trail event. Held during May the two-day event attracted around 225 visitors to view the display and the home. The Home also took part in International Museum Selfie Day and was visited by 130 people on the day.

BATHURST RAIL MUSEUM

The Bathurst Rail Museum project progressed with the appointment of an architect and content development consultant. An updated design for the museum was completed which has projected the historical significance of the building as well as providing space for the large-scale layout and dedicated children's/learning area. Approvals from the Office of Environment and Heritage were granted for the new design with work commenced on putting a building tender together for advertising in 2018/2019.



Red Jar, Red Bottle, Art/Library Forecourt

BATHURST REGIONAL ART GALLERY (BRAG)

Attendance at Bathurst Regional Art Gallery (BRAG) exhibitions and programs from 1 July 2017 to 30 June 2018 was 21,039 (this figure includes 5,000 visitors to BRAG touring programs). Visitation figures for this period are slightly down, reflecting the closure of the gallery for a period of 8 weeks from 4 August – 24 September 2017.

Strategic programming is the key to engagement. In 2017/2018 BRAG developed a strong program of exhibitions, education and public programs. A total of 377 artists were represented in the 2017/2018 BRAG-curated exhibitions program, including 136 regional artists and 48 international artists. A further 48 Australian artists and designers were represented in incoming touring exhibitions. Additionally, 100 artists were exhibited by BRAG in Hill End at The End Festival (total visitation for both venues was 5,000).

BRAG touring exhibitions reached an audience of 7,653 nationally, and represented the work of 1 artist from the region (Mandy Martin), and 100 artists who have participated in the Hill End Artists in Residence Program.

The audience for BRAG's digital platforms (www.bathurstart.com, www.hillendart.com, BRAG Facebook and BRAG YouTube) reached 208,421 people.

External loans from the permanent collection reached audiences of 11,738: Casula Powerhouse Cultural Landscapes (10 February 2018 - 18 March 2018) and Orange Regional Gallery Interiors (April 7 – 24 June 2018).

In addition, 4,624 people participated in BRAG education and community outreach programs, with an additional 605 students accessing the Art in a Suitcase Program regionally.

BRAG's major exhibition during this period was the critically acclaimed exhibition *The Unflinching Gaze: photo media and the male figure*. This exhibition was Bathurst's first international partnership project, and delivered a ground-breaking exhibition focussing on the LGBTIQ+ community. A survey conducted during the exhibition showed that the targeted marketing campaign was highly effective in attracting LGBTIQ+ audiences to Bathurst, with 49% of respondents identifying as LGBTIQ+, and 52.7% coming from outside the 2795 postcode. Additionally, 48.9% came to Bathurst specifically to see the exhibition, 38.2% had never been to BRAG before, and 20.33% had heard about the exhibition through the metropolitan media (including *Star Observer* & *City Hub*).

BRAG underwent significant staff changes during this period, with the retirement of Director Richard Perram OAM. New appointments have been made in the positions of Director, Curator, Audience Engagement Officer and Assistant Curator.

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	4	17	20, 23, 26, 27
Develop education and outreach programs at the gallery.	Staging of six (6) exhibitions with education and/or outreach programs At least 150 attendees to each of the six (6) education and outreach programs. At least 4 schools, community groups and organisations accessing the Art in a Suitcase program.	<p>The following exhibitions with education / outreach programs occurred during 2017/2018:</p> <ol style="list-style-type: none"> 1. <i>Soft Core</i> 9 June – 30 July 2017 Ed program attendance: 154 2. <i>The Unflinching Gaze</i> 14 October – 3 December 2017 Ed program attendance: 767 3. <i>Montages: Tracey Moffatt & Gary Hillberg</i> 6 October – 3 December 2017 Ed program attendance: 242 4. <i>Harrie Fasher: the Last Charge</i> 2 February – 2 April 2018 Ed program attendance: 139 5. <i>David Serisier: White Dogs, Hoarfrost, Silver & Gold</i> 6 April – 3 June 2018 Ed program attendance: 204 6. <i>Postcards to the End</i> Sacred Heart Church, Hill End 21 & 22 April 2018 Outreach program participants: 2,100 <p>The following <i>Art in a Suitcase</i> outreach occurred during 2017/2018:</p> <ol style="list-style-type: none"> 1. Perthville Public School: 60 students 2. Hampton Public School: 5 students 3. Zig-Zag Public School: 90 students 	
Develop community access and inclusion in the Gallery's exhibition program through the development of a series of community focused exhibition.	Staging of three (3) exhibitions At least 3,000 attendees.	<p>The following exhibitions occurred during 2017/2018:</p> <ol style="list-style-type: none"> 1. BRAGS Art Fair 28 September – 2 October 2017 Visitation: 2,213 2. <i>Postcards to the End</i> Sacred Heart Church, Hill End 21 & 22 April 2018 Visitation: 2,100 3. Martin Shaw: 3 Well Known Australians 6 April – 3 June 2018 Visitation: 3,112 	
Provide opportunities for the professional development of locally based and locally connected artists through an exhibition.	Production of one (1) exhibition catalogues. At least 3,000 attendees.	<p>The following occurred during 2017/2018:</p> <ol style="list-style-type: none"> 1. <i>Bathurst Art Fair</i> 28 September – 2 October 2017 Visitation: 2,213 2. <i>Harrie Fasher: The Last Charge</i> 9 February – 2 April 2018 Visitation: 3,510 Catalogue production: 1 3. <i>David Serisier: White Dogs, Hoarfrost, Silver + Gold</i> 6 April – 3 June 2018 Visitation: 3,112 Catalogue production: 1 4. <i>Rachel Ellis: Sustaining Light</i> 8 June – 5 August 2018 Total: 1,840 Catalogue production: 1 	

Develop community understanding of the achievements of the Hill End Artists in Residency Program through exhibitions by artists who have participated.	Staging of four (4) Hill End Artists in Residency exhibitions At least 3,000 attendees.	The following exhibitions occurred during 2017/2018: 1. <i>Mark Dober & Elizabeth Nelson: Edge of the Studio</i> 6 April – 3 June 2018 Visitation: 3112 2. <i>Noelene Lucas: Gracious Adaptation</i> 6 April – 3 June 2018 Visitation: 3112 3. <i>Cathe Stack: Landscape as the shaping force</i> 6 April – 3 June 2018 Visitation: 3112 4. <i>Postcards to the End</i> 21 & 22 April 2018 Visitation: 3,500
Provide community access to exhibitions of contemporary art that have a wide community appeal.	Staging of four (4) community access exhibitions. At least 3,000 attendees.	The following exhibitions occurred during 2017/2018: 1. <i>Soft Core</i> 9 June – 30 July 2017 Visitation: 3,175 2. <i>The Unflinching Gaze: photo media and the male figure</i> 14 October – 3 December 2017 Visitation: 3,643 3. <i>Montages: The Full Cut, 1999-2015 Tracey Moffatt & Gary Hillberg</i> 8 December 2017 – 28 January 2018 Visitation: 2,533 4. <i>Derek Kreckler: Accident & Process</i> 9 February – 2 April 2018 Attendance: 3,510
Develop community access to the permanent collection by the development of two (2) exhibitions.	Staging of two (2) permanent collection exhibitions. At least 3,000 attendees.	The following exhibitions occurred during 2017/2018: 1. <i>Foyer: Ceramics from the permanent collection</i> Attendance: 12,812 (library/foyer figures) 2. <i>Foyer: Silver & Gold from the permanent collection</i> Attendance: 23,300 (library/foyer figures) 3. <i>Postcards to the End</i> (featuring works from the permanent collection) curated for The End Festival, Hill End 21 & 22 April 2018 Attendance: 3,500
Develop touring exhibitions of significant local artists on an as needs basis and/or based on the permanent collection. Works from the permanent collection loaned to other galleries on an as needs basis	Staging four (4) touring exhibitions Number of visitations.	The following occurred during 2017/2018: 1. <i>Mandy Martin: Homeground</i> tour Orange Regional Gallery 17 September to 12 November 2017 Total Visitation: 3,453 2. <i>Mandy Martin: Homeground</i> tour Cowra Regional Art Gallery 10 February to 18 March 2018 Total attendance: 700 3. <i>Postcards to the End</i> (featuring works from the permanent collection) curated for The End Festival, Hill End 21 & 22 April 2018 Total visitation: 3,500

	<p>Number of works loaned to other galleries.</p> <p>Number of visitations.</p>	<p>The following occurred during 2017/2018:</p> <ol style="list-style-type: none"> 1. ANNE ZAHALKA, <i>Scenic Skyway</i> on loan to Casula Powerhouse for inclusion in Cultural Landscapes 10 February - 18 March 2018 Total attendance: 7,046 2. WENDY SHARPE, <i>Dinner at Hill End 1997</i> Orange Regional Gallery Interiors 7 April – 24 June 2018 Total visitation: 4,692 3. GRACE COSSINGTON SMITH, <i>Open Doorway</i> 1960, Orange Regional Gallery Interiors 7 April – 24 June 2018) Total visitation: 4,692 4. GRACE COSSINGTON SMITH, <i>The Dressing Table</i> 1972, Orange Regional Gallery Interiors 7 April – 24 June 2018 Total visitation: 4,692 5. ROSEMARY VALADON, <i>The Open Door</i> 2004 Orange Regional Gallery Interiors 7 April – 24 June 2018 Total visitation: 4,692
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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 completion of identified general maintenance and facility upgrade requirements.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> • Capital works at gallery to reline, insulate gallery walls and ceiling and repolish the gallery floors completed. • Identification of capital works to be completed: <ul style="list-style-type: none"> * Ceiling capping and replacement of fire doors due to warping. * Identification of need to upgrade kitchen to meet basic Council food safety compliance. 		



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.

From 1 July 2017 until 30 June 2018, 136,924 people visited Bathurst Library and 240,235 physical items were borrowed. In June 2018, there were 1,928 registered users of the library electronic collections (eBooks, eAudiobooks and eMagazines). Library staff and the Mobile Library Van reach out to the community in villages (Hill End, Rockley, Sofala, Trunk Creek, and Wattle Flat). In 2017/2018, 46 visits to villages and 47 visits to schools took place.

LIBRARY REFURBISHMENT

Bathurst Library was closed for refurbishment from 18 December 2017 to 28 January 2018, and reopened on Monday 29 January 2018. The Library operated a pop-up library at the Australian Fossil and Mineral Museum and in Keppel Street during the closure. The total cost of the project was \$600,000, consisting of \$200,000 Public Library Infrastructure Grant from the State Library of NSW, \$250,000 contribution from Council with a further \$150,000 Section 94 contribution from Council.

The refurbishment included new carpet, updated electrical and data connections and fixtures, LED lighting, new shelving, new furniture, new service desk, new floor layout creating spaces conducive to foster research and connection, new technology to encourage technology use, education and exploration: new PCs, touch screen technology, laptop bars with charging stations. Bathurst history is showcased in a dedicated Local History space featuring recognition of C.E.W. Bean.

LIBRARY PROGRAMS AND SERVICES

The library provides programs for all age groups including storytelling and activities for babies and children, school holiday activities, technology sessions for seniors and author talks. In 2017/2018, 212 programs were delivered attracting 8,683 attendees.

Programs and services offered in 2017-2018 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
- Lego Club: an all ability club
- School holiday activities
- Children Book Week: colourful, lively, annual event held in August. In August 2017 1,350 children, parents and teachers attended 11 special story time sessions featuring The Gruffalo.
- National Simultaneous Storytime: held annually in May.
- Booklink: the library literacy and reading program. In 2017/2018, two Booklink programs were held attracting 224 participants who read 35,410 books.
- Regular author talks for adults: 11 talks were held in 2017-2018.
- Two monthly Book Clubs
- Technology sessions
- HSC Study seminars
- Library tours to Culturally and Linguistically Diverse TAFE students

TECHNOLOGY AND LIFELONG LEARNING

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 37,037 times in 2017-2018. Statistics show that both PC and Wi-Fi usage is constant.

Tech Savvy Seniors sessions were held in collaboration with Telstra Bathurst with 45 people attending. Bathurst Library held two HSC Study Seminars in November 2017 with 134 students and teachers in attendance. 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 2017/2018, 595 items from other libraries were supplied to Bathurst users and 440 items were provided to other libraries.

BATHURST LIBRARY

Provision of a public library space and related services that meets the needs of the community.				
CSP 2036 Objective Reference			20, 23, 26, 27	30
Continuing to promote and operate the Bathurst Library as a free and accessible space that services the community.	Number of visitations: > 15,000 per month > 180,000 per year	The following occurred during 2017/2018: <ul style="list-style-type: none">A total of 136,924 visitations, with 240,235 items borrowed.A total of 212 programs and events held, with 8,683 attendees.A total of 497 promotional activities occurred.A number of groups utilised the Library regularly including:<ul style="list-style-type: none">* Bathurst Knitting Group* Two book clubs* Bathurst Family History Society* U3A. <p>Note: Library was closed for refurbishment from Monday 18 December 2017 to Sunday 28 January 2018. Pop-up libraries operated during the library closure.</p>		
	Programs and events held: > 12 per month > 144 per year			
	Promotional activities: > 20 per month > 240 per year			
	Number of interest groups using the Library.			
Implement refurbishment of the internal library public space.	Refurbishment complete.	Refurbishment completed in 2017/2018. The Library reopened on 29 January 2018. An official launch was held on 14 February 2018 with State Library of NSW and Library Council representatives in attendance. The new library features a CEW Bean Memorial Wall.		

Improve access to Local History resources.				
CSP 2036 Objective Reference		11	26	
Provision of relevant Local Studies resources. Provide training to staff in relation to location and access to Local History resources.	Audit of Local Studies resources undertaken. Number of staff and type of training undertaken. (numbers will vary depending on training availability)	<p>The Library information team undertook audit of Local Studies resources during 2017/2018 and continue to curate and grow the local studies vertical files collection and conduct local history research. Planning for the future of the library Local Studies direction is underway.</p> <p>During 2017/2018, 26 training sessions relating to Local History and Research were attended by 14 Bathurst Library Staff.</p> <p>In June 2018, 1 staff member attended training in Collection Management and Significance for Local Studies.</p>		

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: 7 villages visited over a 6 week period.	<p>The following visits were undertaken during the 2017/2018:</p> <ul style="list-style-type: none"> 48 visits to Villages and 40 visits to schools. 146 visits to isolated individuals. 40 schools and educational facilities. 		
	Number of visits to isolated individuals: 10 visits per month 120 visits per year.			
	Number of visits to schools and other educational facilities: 6 schools visited over a 6 week period.			

BATHURST MEMORIAL ENTERTAINMENT CENTRE (BMEC)

Attendance at BMEC events from 1 July 2017 to 30 June 2018 was 53,620 compared to 54,033 in 2016/2017 and 49,080 in 2015/2016

BMEC ANNUAL SEASON

16 professional events were presented between July 2017 and June 2018. 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 2017/2018 Local Stages projects included:

- Support for The Climbing Tree Project with Australian Theatre for young People
- Presentation of the Bathurst Writers & Readers Festival
- Support for the presentation of the Catapult festival
- Management of the Local Emerging Artists Program
- Support for a diverse range of performing arts and writing workshops for the local community

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 <i>Annual Season</i> 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 presented in 2017/2018 attended by 7,184 patrons. In line with the BMEC programming policy the Season included drama, music, dance, circus & physical theatre and theatre for young people and families. Workshops were conducted in association with seven productions: four workshops were in schools, three coincided with the Catapult Festival, one was a master class with Mitchell Conservatorium students, two were dance workshops (one contemporary and one classical).	
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 assisted with the costs associated with the employment of the Local Stages Creative Producer. This amounted to a contribution to on costs with the salary covered by Multi-year Annual Program funding from Create NSW. Council also supported the Local Stages program with \$15,000 for venue hire and \$15,000 for technical labour.	
	Development of local and regional programs which offer participatory opportunities for local and regional performing artists.	Over 2017/2018 the Local Stages Program assisted over 25 projects and 266 regional artists in the development of local performing arts practice. Activities covered dance, drama, music, playwriting, stage and production management, Aboriginal arts and theatre for young people.	

<p>The provision of other programs including:</p> <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 	<p>Type and number of programs, performances, workshops and associated activities including attendance numbers.</p>	<p>In 2017/2018 there were:</p> <ul style="list-style-type: none"> • Four performances for Young People and families attended by a total of 3,072 people. There were five workshops/associated activities. • The Inland Sea of Sound festival included 68 regional musicians and 39 musicians from outside the region. The event was attended by 2,200 people • There were three Aboriginal productions presented covering storytelling, dance and drama attended by 798 people • The local Wiradyuri people presented the Welcome performance at the Inland sea of Sound with 12 performers.
	<p>Development of relationship with local Primary and High Schools and the Tertiary sector.</p>	<p>In 2017/2018 there were:</p> <ul style="list-style-type: none"> • Four performances for Primary schools attended by a total of 2,086 students and teachers. There were five workshops/associated activities • One production specifically targeted High School students with 153 students attending and one associated workshop. • There was a creative writing workshop for Secondary students associated with the Bathurst Writers' & Readers' Festival. 8 schools and 52 students were involved. • CSU students continued strong engagement with BMEC through technical and other placements, attending performances and with internships for the Inland Sea of Sound and Catapult festivals.
	<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 a strong relationship with the local Aboriginal Community. This was particularly evidenced this year through the Aboriginal involvement in the Inland Sea of Sound festival.</p> <p>Three touring Aboriginal performances were presented.</p>
	<p>Sustained relationships with regional partners such as CSU, Mitchell Conservatorium, and others.</p>	<p>The relationship with CSU continues and contact points exist across all BMEC programs.</p> <p>\$500 grant received from Head of Campus Grants programs for Bathurst Writers' & Readers' Festival which was held at CSU 4-6 May 2018. CSU also donated the use of venues for the festival.</p> <p>Planning continues with the Mitchell Conservatorium about a joint production programmed and confirmed for the 2018 Season.</p>

	Key state, national and international connections.	<p>In 2017/2018 the Manager BMEC participated as:</p> <ul style="list-style-type: none"> • The Chair of Regional Arts NSW • The Deputy Chair of the NSW & ACT Performing Arts Centres Association • A Committee Member of Theatre Network NSW • A Regional Touring Panel member for the Helpmann Awards <p>BMEC is also:</p> <ul style="list-style-type: none"> • A member of Performing Arts Connections Australia. • A Satellite partner with Patch Theatre in Adelaide • Pursuing connections with China and Australian Aboriginal artists in association with Performing Lines • Developing connections with international agents in the USA
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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.	The following maintenance and facility upgrades have occurred during 2017/2018:	
	The completion of identified general maintenance and facility upgrade requirements.	All maintenance issues identified were successfully addressed over the year.	
Commence reviewing of the long term options of BMEC.	Position paper developed.	Review of framework commenced with funds being allocated in the 2018/2019 budget to employ a consultant to map the path to the Next Stage Performing Arts Centre and a brief for the consultancy is being developed with external assistance.	

COMMUNITY SERVICES

Community Service achievements included:

- Kelso Community Hub supported community service organisations to provide key services for the Kelso Community.
- ClubGRANTS Scheme 2017: 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.



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	6	21, 23, 26	28, 30, 32
Provide ongoing opportunities for professional development of children's services staff.	Number of staff completing training. 50% of training opportunities attended, to be related to the National Quality Standards.	In 2017/2018, Children Services' Staff participated in 48 professional development opportunities. 50% of professional development completed relative to National Quality Standards including Quality Area 1, 2, 6, 7.	
Update policies and procedures to ensure alignment with: 1. Education and Care Services National Quality Standards. 2. Education and Care Services National Regulations and Law 3. The Early Years Learning Framework Continue to develop and review Service Quality Improvement Plans (QIP).	50% of policies reviewed. 4 National Quality areas to be reviewed.	In 2017/2018, 50% of service policies have been reviewed reflective of changes to the National Regulations and Law. Six National Quality areas reviewed through the year.	
Provision of appropriate resources and learning environments that reflect the National Quality Standards.	75% of resources obtained to reflect the requirements of the National Quality Standards.	In 2017/2018, staff continue to review service provision at all child care services and update resourcing, where appropriate. 60% of resources purchased related to Quality Area 1 of the National Quality Standards to enhance the learning environments. 15% related to Quality Area 2 and 7.	

Promotion of Children's Services.	3 promotional mechanisms developed and implemented for each child care service.	In 2017/2018, 12 promotional strategies have been used for Children's Services including; Facebook, fundraising events, radio and newspaper advertising, community engagement, promotion day and advertising through local schools.
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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.	4 meetings with administration support provided to the Bathurst Regional Community Safety Committee.	In 2017/2018, seven Bathurst Regional Safety Committee meetings were held. In 2017/2018, the Don't Invite Crime initiative launched two campaigns including the development of information brochures and direct information stalls at local shopping centres. Planning for the development of Bathurst Community Safety Plan 2019-2023 commenced in December 2017 and continued through to June 2018.	
	2 campaigns developed and implemented as per actions identified in the Bathurst Community Safety Plan 2015-2019.		
Implementation of the strategies and actions identified in the Disability Inclusion Action Plan (DIAP) that address each of the four focus areas of the plan 2017-2021.	Undertake annual review and evaluation of actions.	In 2017/2018 the annual review and evaluation of actions was completed and circulated to all Council Departments for reporting. DIAP is available on Council's website with an E-reader facility. Also, an Easy Read version for individuals with limited literacy was developed. Regular updates requested from Council Departments in regards to the progress of relevant actions within the plan, for example, inclusion of accessibility at Winter Festival.	
	Ensure continuing public awareness raising and promotion of DIAP.		
	Identification of relevance and effectiveness of actions.		

The provision of the Kelso Community Centre 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
Continue to provide ongoing review of service delivery for future direction of Kelso Community Hub.	Facilitate 2 meetings with Kelso Community Hub stakeholders.	In 2017/2018, three stakeholder meetings occurred.	
	3 Kelso Community Hub update reports to Council.	In 2017/2018, four reports were presented to Council.	

<p>Encourage and facilitate the use of the Kelso Community Hub by outside service providers to meet the needs of the community.</p>	<p>10% increase on 2016/2017 utilisation by external services providing target services and programs.</p>	<p>In 2017/2018, a 29% increase in utilisation by external services occurred providing targeted programs as follows:</p> <ul style="list-style-type: none"> • A total of 539 individual users of the Hub by one off, repeat services and programs. • Galloping Gumnuts provided a play group from the Hub. The group held 40 sessions. • Relationships Australia provided a woman's group that gave women an opportunity to meet, support each other and undertake activities. The group held 40 sessions. • Challenge Disability provided a service where people with disabilities had a place they can participate in activities and just relax in a comfortable and safe environment. The group met eight times. • Young Life mentoring for teenagers and young adults facilitated 38 sessions. • Building Strong Foundations (Child and Family Health) held 45 sessions. • Birrang/Wattle Tree House operated living skills workshops for community members at the Hub and delivered 10 workshops. • Marathon Health provided the Indigenous Chronic Disease Clinic for 46 sessions. • C3 Church hired the Hub for a total of 40 sessions. • OAMS Medical services operated from the Hub a total of 16 sessions. <p>The following external providers hired the Kelso Community Hub on a casual basis:</p> <ul style="list-style-type: none"> • Brothers for Recovery with FACS • Kelso Public School • Police assisted with our Walk in Wednesday programs • Police assisted with one breakfast a week • Centacare Bathurst • Creative Community Concepts and Country Rugby League • Bushrangers AFL • TAFE attended Monday Women's group • Centrelink • Aboriginal Education Officer from St Stanislaus College • Legal Aid and Marathon Health • FACS
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Develop and provide programs and activities that meet the identified needs of the community.	20 children per day accessing the breakfast program	<p>The following programs, activities and celebrations were held at Kelso Community Hub throughout 2017/2018:</p> <ul style="list-style-type: none"> • School kids breakfast program operated for 130 days year to date with an average attendance of 22 students each day. • 2,556 young people accessed breakfast program. • 1,405 young people attended after school programs. • Young people accessing afterschool programs has increased by 4% per session • School holiday activities were held during all school holidays catering to young people and families. There were 25 school holiday activities held in total. An average of 897 young people attended school holiday programs. • Young people accessing holiday activities have increased by 4.1% per session. • Six community events with 758 community members attending have been held at the Hub. • A total of 9,788 people were serviced through the Hub.
	5% increase of young people accessing afterschool programs per session.	
	5% increase of young people accessing holiday activities.	
	4 Community celebrations per year.	

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 6 Bathurst Regional Youth Council meetings, including attendance numbers.	<p>Five Youth Council meetings have been held during 2017/2018 with the following attendance numbers:</p> <p>July 2017: 19 September 2017: 18 November 2017: 12 December 2017: 15 March 2018: 8</p> <p>Due to recruitment for the new Youth Council for 2018/2019 a regular meeting was not held in May 2018.</p> <p>The Youth Council partnered with TAFE to deliver "How to Adult" workshops in November 2017. The Youth Council also held a Christmas Raffle to raise money for Veritas House, with \$977.35 being donated to this organisation.</p>		
	Undertaking of 2 youth initiatives, activities, programs and events including attendance numbers.			

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 58 Long Day Care places and 3 Occasional Care places. An average utilisation of 91.7% for both child care centres throughout the year.
- Bathurst Family Day Care Scheme provided an average utilisation of 106 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 20 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. Many service providers and community organisations have assisted with the service delivery to the Kelso community, outlined in detail in the Kelso Community Hub section of this report.
- Various school holiday programs were held at the Australian Fossil & Mineral Museum, Bathurst Regional 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, whose aim is to:

- Develop an understanding of Local Government planning and operational processes, and the role of the Youth Council within this framework.
- Develop and promote activities that encourage social interaction and inclusion within the Bathurst community.
- Seek and communicate the opinions and concerns of young people.
- Work with a range of local youth services to raise awareness of health, well-being and safety issues facing young people in Bathurst.
- Provide opportunities for young people to experience positive personal growth and develop leadership skills.

Projects undertaken during this period included; Youth Week events, including YJAM at the Bathurst City Community Club, Ninja Warrior, Escape Room, Walk In Wednesday, Disco Tenpin Bowling. Other projects included How to Adult Workshops at TAFE, Veritas House Christmas Raffle and YJAM youth music project as part of the Bathurst Winter Festival.

KELSO COMMUNITY HUB

The Kelso Community Hub, located in Bonnor Street continued to provide a community hub of services and activities for the Kelso community in 2017/2018. Specialist activities provided at the hub included:

- 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



Bathurst Regional Youth Council 2017-2018

- Activities for young people provided by Young Life Central West
- Galloping Gumnuts supported playgroup
- Walk in Wednesday program provided by the Hub
- Cognitive music therapy provided by Generosity Church
- C3 Church providing outreach to the community
- Hope Care providing outreach to the community
- Breakfast program continuing three days per week during school terms.
- Aboriginal Community Liaison Officer from Bathurst Police assisting with Breakfast Program and Walk in Wednesday
- Indigenous Chronic Disease Clinic run by Marathon Health
- Centrelink continued to offer one-on-one support on a needs/referral basis.
- Networking with Department of Education, Department of Juvenile Justice, Department of Corrections, Skillset, High Schools and other government and non-government agencies.

The Kelso Community Hub partnered with Creative Community Concepts and Bathurst Young Mob to host a range of activities to engage the young people in the community and beyond in both after school and school holiday programs. Community clean up days occurred hosted by many service partners using the Hub as a central location meeting point. Assistance was provided to contribute to celebrations, such as Aboriginal Children's Day.

An increase in service delivery and outreach services at the Hub occurred during this period, resulting in a higher number of individuals utilising programs and or presenting at the Hub.

SENIORS FESTIVAL ORGANISING COMMITTEE

The Seniors Festival Organising Committee presented a full range of entertainment, social activities and educational opportunities during Seniors Festival 2018. They included:

- Senior Citizens Centre Concert
- Heritage Railway Tour
- exercise classes
- Begonia House presentation and morning tea
- Open Day at Seymour Centre
- Morning Tea and Exhibition at Miss Traill's House
- Peter Horan Show at Bathurst RSL Club
- Bingo Afternoon at Kelso Community Hub
- Cheek to Cheek performance at BMEC
- music classes
- Greyhound Club race meeting.

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 campaign 'Don't Invite Crime' which was launched in April 2017 continued through until December 2017. The campaign focused on encouraging the community to be more vigilant in: home safety, vehicle safety, property safety, personal safety and holiday safety.
- The Community Safety Committee commenced the development of the replacement of the Community Safety Plan 2015 – 2019. This included community consultation, involving surveys and focus groups.

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 Wiradyuri community, the Bathurst Wiradyuri 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 2017 and community celebrations in December 2017.

Celebrations around Harmony Day occurred in March 2018 with an event featuring multicultural food and entertainment in the forecourt of Bathurst Library/Art Gallery.

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.

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.

Since March 2011, Ohkuma and Bathurst residents have continued their friendship via delegations of residents and officials travelling between Australia and Japan. In 2017/18 four groups visited Bathurst bringing a total of 346 Japanese students and teachers. Council has also organised the recruitment and appointment of a new assistant language teacher from Bathurst to take up a position at Aizu.

Representatives from Ohkuma are scheduled to visit Bathurst in July 2018 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.

Council has also developed a relationship with Cirencester in the UK. Cirencester is the home of 9th Earl and Countess Bathurst. Bathurst was named after the 3rd Earl Bathurst. Over the past 12 months activities have included the exchange of gifts and information, a four month visit from Simon King of the Cirencester Business Chamber, a three hour Radio Gloucester broadcast from the Australian Fossil and Mineral Museum and preliminary discussion regarding developing a retail product range to sell through BVIC.

ACCESS AND EQUITY

[Local Government Act 1993 - Section 428]

Council provides premises and ongoing maintenance at low cost rental for The Neighbourhood Centre (formerly Bathurst Information and Neighbourhood Centre BINC), 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 disability 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 provides administrative support to 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.

DISABILITY INCLUSION ACTION PLAN (2017-2021)

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

The Disability Inclusion Action Plan 2017-2021 (DIAP) was adopted by Council at its Ordinary Meeting held Wednesday 21 June 2017 and endorsed actions contained in the Plan, to provide meaningful outcomes for People with Disability in the Bathurst Regional Council Local Government Area.

Disability Inclusion initiatives undertaken in this period include;

- The Disability Inclusion Action Plan (2017-2021) has been produced in an easy-read version to assist People with Disability to understand the plan. A copy of this version is provided on Council’s website, as well as the full version of the document.
- The Library hosts regular “All Ability Lego Club” sessions during school terms; 38 participants attended 2 sessions during April 2018 and 125 participants attended 5 sessions in May 2018.
- Bathurst Regional Art Gallery held a Teacher Networking Event to promote education programs for all students in the region. Eight Teachers attended the event.
- Council’s Staff Induction process includes a discussion regarding each staff member’s role in relation to actions contained within the Disability Inclusion Action Plan.

- Participation at Council's Jobs Expo in 2017 by organisations with a focus of Disability employment. Organisations who attended included: Accessible Living Options, Glenray Industries and OCTEC. Employment opportunities provided in the NDIS rollout promoted via Council's Business Hub facebook page and the \$2million Disability Sector Scale-Up (DSSU) Program. Disability provider organisations have been included in Council's business database.
- Council has continued to implement strategies in the Bathurst Regional Council Access and Cycling Plan 2011, which has a focus on the width of footpaths, access in and around playgrounds and parks, maintenance of existing pathways and development of further pathways.
- Accessible parking spaces in the CBD area was included in the brief for the Bathurst Integrated Transport Plan. This process involved a car parking survey to obtain community input.
- The investigation to develop a sensory garden and water play areas was identified as part of the Bathurst 2040 Open Space Strategy.
- Council continues to advocate for improved access to business premises for both customers and employees with the benefit of access improvement for all. Bathurst Access Improvement for Small Business Grants continues to assist businesses to improve access to their premises.
- Bathurst Winter Festival provided accessible ramps to assist access to the skating rink as well as additional ramps throughout the festival area to provide access for mobility aids. An "All Abilities" day was held providing sessions for People with Disability to enjoy the skating rink.
- Council's website includes a "readspeaker" facility for people with low vision or low literacy. The website pages can be read aloud to the person accessing the page.
- Council's recruitment process is accessible for all applicants on Council's website. When applying for a position applicants with a disability can advise Council of what support or assistance is required to help them through the recruitment process.

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 Access Improvement for Small Business Grants totalling \$15,000 on an annual basis and administrative support for the grant;

- Assists the Committee with the provision of a Councillor delegate.

Community Service achievements included:

- Kelso Community Hub supported community service organisations to provide key services for the Kelso Community.
- ClubGRANTS Scheme 2017: 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.

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 2017/2018 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
- Bradwardine Road – Suttor Street to Larkin Street – 120.74m
- Bradwardine Road – Larkin Street to Mitchell Highway Intersection-513.2m
- Bridge Street – Pedestrian Bridge to Perth Street – 77.73m
- Church Street (B) – Parrish Ln to William Street – 175m
- Durham Street – 185 Durham Street – 31.25m
- Durham Street – Stewart Street to Rankin Street (river side of street) – 228.00m
- Gilmour Street - Adjacent to Daycare Centre to Jacks Close Intersection – 63.42m
- Gilmour Street – Jacks Close Intersection to Pram Ramp (Opposite Gilmour Street Cycleway) 76.29m
- Ingersole Drive – Muldoon Avenue to Ingersole Drive (Northern Path) – 349.2m
- Ingersole Drive - Muldoon Avenue Intersection to Ingersole Drive (Southern Path) – 289.2m
- Jacks Close – Gilmour Street Intersection Cul-de-sac-176.5m
- Kelso Walkways – Hughes Street to Kelso High School – 43m

- Llanarth Walkways – Riverside Retreat to Gell Place – 92.27m
- Morrisset Street – Rankin Street to George Street – 208.7m
- Osborne Avenue – Osborne Avenue Open Space Reserve – 114.29m
- Peel Street – 185 Durham Street - 18.13m
- Proctor Park – Proctor Park- Clubhouse (Southern Path) – 217.5m
- Proctor Park – Proctor Park –Clubhouse (Northern Path) – 113.43m
- Rankin Street –Durham Street to Morrisset Street – 210.5m
- Seymour Street- Rocket St to Lambert St, hill side of Street – 217.8m
- Stewart Street- Durham Street to Morrisset Street 201.3m



The Great Race Festival, Wednesday 4 October 2017

TOURISM

Effectively promote and market the Bathurst Region as a key destination.			
CSP 2036 Objective Reference	4	20	
Promotion of the Bathurst Region via channels as outlined in the 18month-three year marketing plan (refer Destination Management Plan).	Type and number of placements promoting Bathurst Region including digital, social, print and relations.	Advertising and editorial undertaken in the following media in 2017/2018: <ul style="list-style-type: none"> • Blue Mountains iMag • Fishing Monthly Magazine • Caravanning Australia • Discover Central West magazine • Go55 • NSW AVIC Visitors Guide • Central West Lifestyle magazine • Blue Mountains Life • 2BS and B Rock FM • Weekly 'What's On' every Thursday afternoon, 2BS Gold. • "What's On" distributed electronically to 650 subscribers. Average of 500 additional monthly copies distributed • 817 posts promoting Bathurst events/tourism partners posted on Facebook • 106 images posted on Instagram • Twitter account. 127 Tweets sent • ABC Sydney 	
	Minimum of one ad placement each month across at least one media channel.		

Includes but not limited to working with other Council facilities and departments, other councils, other Bathurst businesses and regional organisations.	Cash Investment by industry.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> • \$38,181.32 in tourism partnership fees received. • Commitment from National Trust and Mayfield Garden to invest in new Regional App. (\$20K+) • Consumer eDM database 64 new subscribers plus 808 gained through Leonards Advertising • Visitor Guide commissioned from agency (Wisdom) • Member of CENTROC Tourism Managers' group and 'Unearth' marketing campaigns • Completed and submitted Tourism Awards submission, category 9, Regional Tourism Awards.
	One co-operative marketing campaign per annum has industry buy-in.	
	Council facilities promoted in visitor guide, online and in monthly eDMs.	
	State-wide distribution strategy of guides is developed & evidence of guides being sent is recorded.	
Promotion of the Bathurst Region to niche and specialist markets (eg education market – Japanese students) or as identified in the Destination Management Plan (DMP).	Number of groups hosted.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> • Recruitment of Assistant Language Teacher – Ohkuma. • Hosted and coordinated Japanese student visits – 4 tours totalling 346 students. • A total of \$9,125 revenue from Japanese group bookings was received. • Working with Bookeasy and Bedigital on implementation of online booking engine for BVIC and Visitbathurst site took place. • Coordinated Bathurst Heritage Trades Trail, 12-13 May. 1145 tickets sold, 91% increase over 2017. • BVIC prepared 1200 packs for 8 specialist groups with events in Bathurst
	In 2017, 4 Japanese groups were hosted. (129 host families / 327 students) 2018 target is 142/ 359.	
	Repeat bookings taken.	
	Bookings are recorded and estimated economic benefit is calculated.	

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.	Development of and distribution of combined and promotional collateral (visitor guide) consistent with destination brand.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> • Monthly "What's On" fully reviewed and rebranded for 2017/2018 editions. • Facebook Page Likes increased 81.7% to 6,910. • Instagram followers increased 31.3% to 1,707. • Twitter feed achieved 17,500 impressions and 320 engagements • Review and updated 32 different Information sheets. • Review and updated 'Attractions and Activities' booklet. • Review and updated 'Event Planner' booklet. 		
	Review of promotional collateral to ensure brand consistency.			

Support local event organisers through the access and inclusion of annual online calendar of events.	Currency of information.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> Events calendar had 552 events at average of 46 per month. Autumn Colour tours average tour attendance increased by 86.3%. Weekly 'What's On' every Thursday afternoon, 2BS Gold. Bathurst Heritage Trades Trail 91% increase over 2017. Total number of events increased by 34%. Coordinate final construction of new Bathurst tourism website.
	Calendar is updated weekly.	
	Number of events increases.	
	Increase number of events listed by 10%.	
Develop the number and quality of services and facilities provided through the Visitor Information Centre.	Presentation of high quality services.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> 51,320 visitors to BVIC being an increase of 1.07%. 7,058 phone enquiries being an increase of 23.2%. 9,803 VisitBathurst page views being an increase of over 16%. \$79,919 retail revenue for 2017/18, 14% decrease on 2017. 2017/2018 events calendar had 552 events at average of 46 per month. Staff attendance at seven courses, seminars and conferences.
	Retail sales increase by 10% annually. In 2017, \$ 186,529 sales were recorded (YTD April). 2018 target is \$188,394.	
	Monthly 'What's On' published online and print.	
	Staff development program.	
	All staff attend 3 professional development including relevant conferences annually.	
Working with local operators in the provision of visitor services.	Number of tourism partners.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> 140 tourism partners, consisting of 19 Associate, 96 individual, 23 multiple and 2 Platinum. Includes 19 new partners. 76 meetings between BVIC Manager and current/prospective partners. Assisted partners regarding Tourism Awards submissions Partner networking meetings introduced and held in February and April 2018. 44 famils of partners' establishments by BVIC staff. Meeting with Rockley historical Society on cross promotion during Artstate - November.
	Partners increase by 10% annually. In 2017, 130 partners. 2018 target is 143.	
	Provision of support is provided to local operators.	
	Quarterly partner meetings are held.	
	Staff conduct quarterly familiarisation programme.	

VISITOR INFORMATION CENTRE AND TOURISM SERVICES

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 2017/2018 51,320 visitors came through the doors averaging 4,277 per month
- 29,055 users visited the visitbathurst website, 109,700 page views, 37,800 sessions.
- 7,058 phone enquiries were received.
- Social Media: 6,912 Facebook Page likes, 1,712 Instagram followers
- \$80,546 worth of sales generated.
- Tourism partners for 2017/2018 totalled 140, 19 Associate, 96 Individual, 23 Multiple and 2 Platinum.
- Creation of collateral to support new destination branding
- Coordination of Bathurst Heritage Trades Trail and Autumn Colours events
- New three year Marketing Plan completed May 2018.
- 3 Staff attended AVIC Summit March 2018, 1 Staff member attended ART Conference October 2017, 2 Staff members attended MASANZ Conference September 2017, 1 Staff member attended LGNSW Tourism Conference March 2018
- 2018 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 total tours. Seven previously offered tours were also operated, attracting 242 attendees on 20 total tours.
- Four Japanese educational group visits coordinated by BVIC, Ohkuma July/August 2017 (19 attendees). Iiyama November 2017 (25 attendees). Toyo High March 2018 (187 attendees) and Seritsu March/April 2018 40 attendees.
- Provided 1200 information and promotional packs for conferences and events held in Bathurst.
- What's On Newsletters: 650 hardcopy newsletters and eNewsletters, circulated weekly.
- Step on Guides: 10 buses, with 246 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. Eleven meetings were held in the 2017/2018 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 has involved the establishment of a range of assets and tools to market the region.

Key outcomes achieved during 2017/2018 include:

- Development and adoption of a Destination Brand Strategy & brand guidelines
- Series of public workshops to present brand strategy to industry & staff
- Staff development workshops held to educate on correct use of brand
- Appointment of specialist Public Relations agency to promote Bathurst
- Appointment of specialist agency to provide curated content for website
- Media visits – Ella's List, Bound Round, WHIMIN.com.au
- Development and completion of new destination website
- Incorporation of online booking facility into website to generate sales
- Refurbishment of Bathurst Visitor Information Centre to reflect new brand
- Retail review of Visitor Information Centre products to increase sales
- Sponsorship of The End Festival 2018, Hill End in partnership with National Parks & Wildlife
- Development of 3 year marketing plan
- Successful application for \$20,000 to promote the 2018 Bathurst Winter Festival received from Destination NSW
- Successful application for \$20,000 to promote the 2018 Bathurst Heritage Trades Trail from Destination NSW
- Successful application for \$25,000 to enhance the infrastructure of venues at the 2018 Bathurst Heritage Trades Trail from Office of Environment and Heritage
- Participation and collaboration with Bathurst Region Heritage Reference Group
- 375 new commissioned images are now available for promotional use
- Attendance NSW Local Government Tourism Conference, Parkes
- Attendance Australian Regional Tourism Network, Canberra
- Attendance at Destination Network Country & Outback development workshops
- Participation in Destination Network Country & Outback Destination Management Plan

DESTINATION MANAGEMENT

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.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> Brand Workshops: <ul style="list-style-type: none"> Mayor, General Manager, DCCS, Manager Economic Development – July. Councillor Working Party – September and October. Four industry presentations – November. Final Brand adopted by Council – December. Final Brand launched – December. Final Brand activated – January/February. Development of Public Relations, Photographic and Signage brief. Appointment Public Relations agency – April. 		
	Adoption by Council.			
	Brand launch.			
	Brand activation.			
Develop and implement 18 month-three year marketing plan.	Adoption by Council.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> Matrix of proposed marketing and communications activities prepared. Draft three-year marketing plan drafted including priorities, activities and timelines. 		
Publish image library for industry to access.	Incorporated in refreshed consumer focused website.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> 60 new images commissioned from promotional use and incorporation into new website. Social media competition during 2017 Winter Festival for quality images. Images commissioned using brand strategy prepared. Photo Shoot for specific images, locations and talent – April. 		

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.	Conduct monthly Tourism Reference Group meetings.	<p>The following occurred during 2017/2018:</p> <ul style="list-style-type: none"> Tourism Reference Group met 17 times with an average of 80% attendance. Tactical marketing activities were undertaken in collaboration with Central NSW Tourism via the Unearth marketing campaign including 3 media visits to Bathurst which involved support and buy-in by industry. Support for 2018 Heritage Trades Trail was provided at a marketing level and assisted by funds from a successful funding application (\$20,000) from Destination NSW. A further \$25,000 was received for the Heritage Trades Trail from an application with Office of Environment and Heritage. 		
	Attendance at meetings averages 80%.			
	Positive feedback from stakeholders (Council, media, industry).			
	Comments, print and online stories are registered.			
	Greater industry buy-in to tactical marketing activities (current benchmark is 0).			

Connect with industry.				
CSP 2036 Objective Reference	4, 5		20	
Provide training and professional development for industry.	Delivery of workshops. 4 workshops annually. Minimum 10 attendees + positive feedback in surveys.	The following occurred during 2017/2018: <ul style="list-style-type: none"> • Attendance at My Travel Research Marketing – September. • BVIC workshops/networking event – February. • Regional Tourism Awards – capacity building workshop – February/March. • BVIC workshop/ network event – April. 		
Host ongoing tourism forums annually.				

Set and measure benchmarks.				
CSP 2036 Objective Reference	4, 5		20	
Publish annual market intelligence report to strengthen knowledge and guide investment.	Number of surveys conducted. 4 per year with Economic Development Officer and Bathurst Business Chamber.	The following occurred during 2017/2018: <ul style="list-style-type: none"> • No funds provided in 2017/2018. • An allocation to include a relevant industry report has been included in the 2018/2019 budget and marketing plan. • Collaborative project with WRI and CENTROC has been discussed. Development of methodology and collection is being developed for use in business planning, submissions and funding applications. • Meeting held with CSU staff with experience in research and tourism to further the project and its scope and the potential of a customised research piece for Bathurst. 		



