

ORDINARY MEETING OF BATHURST REGIONAL COUNCIL

13 March 2024

His Worship the Mayor & Councillors

Notice of Ordinary Meeting of Bathurst Regional Council – Wednesday 20 March 2024

I have to advise that an Ordinary Meeting of Bathurst Regional Council will be held in the Council Chambers on Wednesday 20 March 2024 commencing at 6:00 PM or immediately following the conclusion of the Public Forum session.

Public Forum will be held from 6.00 pm where there will be an opportunity for members of the public to raise matters relating to the agenda with Council.



D J Sherley

GENERAL MANAGER

BUSINESS AGENDA
ORDINARY MEETING OF BATHURST REGIONAL COUNCIL
TO BE HELD ON Wednesday 20 March 2024

Table of Contents

1 PUBLIC FORUM	5
1.1 RECORDING OF COUNCIL MEETING - PUBLIC FORUM BANNER	5
2 RECORDING OF MEETINGS	5
2.1 RECORDING OF MEETING - GENERAL MANAGER TO READ	5
3 MEETING COMMENCES	5
4 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY	5
5 APOLOGIES OR ATTENDANCE BY AUDIO-VISUAL LINK.....	5
6 MINUTES	6
6.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING 21 FEBRUARY 2024	6
7 DECLARATION OF INTEREST	33
8 MAYORAL MINUTE.....	34
8.1 MAYOR OF BATHURST CHARITABLE FUND (MBCF)	34
9 RECEIVE AND DEAL WITH GENERAL MANAGER'S AND DIRECTORS' REPORTS	40
9.1 DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICES REPORT	41
9.1.1 GENERAL REPORT.....	42
9.1.2 NAMING OF PUBLIC ROAD – EVISTON DRIVE	50
9.1.3 NAMING OF PATHWAY – NEVILLE & JOHANNA DAWSON PATHWAY	56
9.1.4 BATHURST INTEGRATED MEDICAL CENTRE AND GEORGE STREET CAR PARK – UPDATE	59
9.2 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT	66
9.2.1 STATEMENT OF INVESTMENTS	67
9.2.2 MONTHLY REVIEW - 2022/2026 DELIVERY PLAN AND OPERATIONAL PLAN 2022/2023	71

9.2.3	SUNDRY SECTION 356 DONATIONS, BATHURST MEMORIAL ENTERTAINMENT CENTRE COMMUNITY USE SUBSIDY AND MOUNT PANORAMA FEE SUBSIDY	151
9.2.4	POWER OF ATTORNEY	155
9.2.5	REQUEST FOR FINANCIAL ASSISTANCE - CAN ASSIST BATHURST ...	157
9.2.6	BATHURST REGIONAL COUNCIL - AGENCY INFORMATION GUIDE	160
9.2.7	REQUEST FOR FINANCIAL ASSISTANCE - GRIP LEADERSHIP	181
9.3	DIRECTOR ENGINEERING SERVICES' REPORT	184
9.3.1	WATER SUPPLY UPDATE	185
9.3.2	REQUEST FOR TRANSFER OF CROWN ROAD SECTION OF GARTHOWEN ROAD TO COUNCIL	189
9.4	DIRECTOR CULTURAL AND COMMUNITY SERVICES' REPORT	197
9.4.1	2023/2024 RURAL VILLAGE IMPROVEMENT PROGRAM - UPDATE	198
9.4.2	BATHURST VISITOR INFORMATION CENTRE - 2024 TOYO HIGH SCHOOL VISIT	200
10	REPORTS OF OTHER COMMITTEES	202
10.1	TRAFFIC COMMITTEE REPORT - 5 MARCH 2024	202
10.2	POLICY COMMITTEE REPORT - 6 MARCH 2024	207
11	NOTICES OF MOTION	217
11.1	CR AUBIN - CARPARKING BATHURST HEALTH SERVICE (PUBLIC HOSPITAL)/PANORAMA CLINIC	217
11.2	CR NORTH - PROJECT ELEVATE	218
11.3	CR NORTH - SUSTAINABILITY REVIEW - STAFF STRUCTURE	219
11.4	CR NORTH - DA PROCESS OF ROAD MAINTENANCE AND REPAIR	220
12	COUNCILLORS / DELEGATES REPORTS	221
12.1	MINUTES - BATHURST REGIONAL YOUTH COUNCIL - 5 FEBRUARY 2024	221
12.2	MINUTES - COUNCILLORS MEETING WITH COMMUNITY GROUPS/REPRESENTATIVES - 14 FEBRUARY 2024	226
12.3	MINUTES- BATHURST REGIONAL COMMUNITY SAFETY COMMITTEE - 22 FEBRUARY 2024	228
12.4	MINUTES - COUNCILLORS MEETING WITH COMMUNITY GROUPS/REPRESENTATIVES - 28 FEBRUARY 2024	234
13	RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE TO DEAL WITH CONFIDENTIAL REPORTS	236
13.0.1	Resolve into Confidential Committee of the Whole	236

13.0.2 Cease Recording of Council Meeting	236
13.1 DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICE'S REPORT	236
13.1.1 BATHURST INTEGRATED MEDICAL CENTRE AND GEORGE STREET CAR PARK – UPDATE	236
13.2 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT	237
13.2.1 LAND SALES - WINDY 1100 (STAGE 1)	237
13.3 DIRECTOR ENGINEERING SERVICES' REPORT	237
13.3.1 INSTALLATION OF TYRE WALL, TURN 2, MOUNT PANORAMA	237
13.3.2 FINALISATION OF BATHURST ANIMAL REHOMING CENTRE CONSTRUCTION CONTRACT	237
14 RESOLVE INTO OPEN COUNCIL	238
15 ADOPT REPORT OF THE COMMITTEE OF THE WHOLE	238
15.0.1 RESUME NORMAL RECORDING OF COUNCIL MEETING	238
16 MEETING CLOSE	238

1 PUBLIC FORUM

1.1 RECORDING OF COUNCIL MEETING - PUBLIC FORUM BANNER

Commence livestreaming of Council Meeting with Public Forum Banner.

N.B. Ensure microphones are muted on recording during Public Forum session.

2 RECORDING OF MEETINGS

2.1 RECORDING OF MEETING - GENERAL MANAGER TO READ

Commence normal recording of Council Meeting.

N.B. Ensure microphones are not muted on laptop.

This Council meeting is being recorded in accordance with Council's webcasting of Council meetings policy. The recording will be archived and made available for viewing at any time on Council's YouTube channel for a minimum period of 12 months. All care is taken to maintain your privacy however if you are in attendance in the public gallery you should be aware that your presence may be recorded. Your continued attendance means that you agree to being recorded and also that you will abide by the Council's adopted Code of Meeting Practice.

The Chairperson or General Manager have the discretion to interrupt the recording of any meeting at any time should it be deemed necessary. This may occur in circumstances where commentary is considered to be misleading, defamatory or inappropriate to be published or where behaviour breaches Council's adopted Code of Meeting Practice.

Councillors and Senior Staff are reminded that this meeting is being livestreamed and for the benefit of those viewing online, please ensure you use the microphone when speaking and turn it off when you are finished.

3 MEETING COMMENCES

4 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

Could all those who are able, please stand for the prayer and the acknowledgement.

4.01 Almighty God, give wisdom to those in authority and guide all peoples in the way of righteousness and peace, so that we may share with justice the resources of the earth, work together in trust and seek the common good. Amen

4.02 I would like to acknowledge that this meeting is being held on the traditional lands of the Wiradjuri people and recognise the strength, resilience and capacity of Aboriginal people in this land.

5 APOLOGIES OR ATTENDANCE BY AUDIO-VISUAL LINK

6 MINUTES

6.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING 21 FEBRUARY 2024

File No: 11.00005

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting of Bathurst Regional Council held on 21 February 2024 be adopted.

REPORT:

The Minutes of the Ordinary Council Meeting of Bathurst Regional Council held on 21 February 2024 are attached.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. 210224 Ordinary Minutes Only [6.1.1 - 26 pages]

**MINUTES OF THE ORDINARY MEETING OF
BATHURST REGIONAL COUNCIL
HELD ON Wednesday 21 February 2024**

1 PUBLIC FORUM

MINUTE

Rowan Bracken – Budget and Barn Project – Mr Bracken provided comments relating to BARN project. Asked a series of questions relating to BARN budget. Spoke to the transfer of funds from the Carrington Park to Hereford Street projects. Detailed Diesel Fuel rebate and whether this is an ongoing oversight. Asked about overtime budget vs actual budget. Spoke to asset management and the actuals vs budgeted. Spoke to asset sale information. Alleges a deficit of \$63k per day. Spoke to the forecasted losses continued.

Gavin Press - Depot Meal Room and Budget – Spoke to concerns with the Depot Meal Room and the increased accepted cost over the budget. Spoke to the previous discussions by Councillors at June 2023 Council Meeting. Asked whether consideration was given to pre-fab buildings and concerned about project over-runs for projects in the past. Spoke to the General Managers contract extension and advised that it should be delayed until new Council.

Anne Balcomb - Budget relating to BARN and Art Gallery - Spoke to being a supporter of the arts. Spoke to the economic position of Council. Urged Councillors to own the financial situation and make hard decisions. Spoke to the previous quarterly budget review and the expenses on items such as BARN (over \$250k) and the Art Gallery toilet block. Spoke to the BARN project – funding, design, timing of the development. Noted federal grant funding proposal. Noted this is a luxury item. Noted BMEC condition and works that are needed, it is sub-optimal. What is Council doing about BMEC?

Marilyn Osborne – General Manager's Appraisal – Spoke to work culture at Council. Feels micro-management occurs, constraint monitoring, staff feel disconnected, bullying and harassment, inequity, favouritism. The work culture needs to be addressed. Support resources need to be provided. This required commitment of leadership and employees. Councillors are allowing senior management team to introduce toxic culture.

Stuart Driver – General Manager's Appraisal – Spoke to the role of the Mayor and the instability of the continued changes to the Mayoralty. Noted there have been 6 Mayors in 7 years. Noted that the General Manager has continued to advise the Councillors for the need for additional income. Suggested that the Councillors ignore the advice. Spoke to the need for current Councillors to operate Council using existing income. Spoke to the length of service of the General Manager and senior staff. Spoke to the need not to extend the contract of General Manager before new Council elected.

Vanessa Comisky – **General Manager's Appraisal** – Spoke to the General Manager's appraisal, believes that the General Manager's contract should not be extended. Spoke to previous salary increase. Believes that the decision will be a test of character of the Councillors. Spoke to her previous questions at the 7 February 2024 Ordinary Council meeting regarding New Years Eve, requested that she is still waiting on figures.

GENERAL MANAGER requested Ms Comisky forward her request in writing.

Ms Comisky spoke to the development of the Smart Cities Program and the ongoing cost.

Asked how much it was costing Bathurst?

DEPBS took the questions on notice and will prepare a response.

Ms Comisky spoke to grants received by Council and requested details of each grant received for Smart Cities.

DEPBS noted he will prepare a response.

Ms Comisky spoke to the disappointing consultation about Smart Cities and the early implementation prior to any consultation. Requested Council re-open discussion on Smart Cities.

Ashley Bland - **Rockley Mount** - Thanked Council for the work it does. Commended Council on Aboriginal Engagement piece. Then spoke to working on wellness budgets and the benefits of these mechanisms. Will Council investigate wellness budgets? Commended Council on the Renewable Energy Action Plan. Asked how Council is tracking these.

DEPBS provided advice on Energy efficiency targets from the report to Council.

Ms Bland spoke to large scale renewable energy projects, Council should look at being involved will help the budget. Please look at taking a more active participation, this will save money. Invited Councillors to Green Drinks symposium.

Sophie Wright – **General Manager's Appraisal** - Spoke to the General Managers appraisal. Spoke to the emails sent out to the Councillors about tonight's decision. Asked that the length of the proposed extension be made public.

MAYOR advised this is a confidential report and the data will not be released.

Ms Wright spoke to the General Manager having overseen the Council and has been there while financial mismanagement has occurred. Noted that his contract should not be renewed. Believes that any extension of contract will create greater financial liability for the Council and that the General Manager can apply for the position when advertised. Believes there is sufficient time post-election to determine whether there is another suitable candidate. Discussed that Figure It Out BRC spoke to the need for change.

Natalie Cranston – **General Manager's Appraisal** - Thanked Councillors who responded to her email. Spoke against the need for the General Manager's contract to be extended. Noted that the new Council should get to decide. This is a lack of transparency and there are ethical considerations. Councillors need to be transparent. There is a lack of trust. Concerned the decision has already been made, need to build community trust. The matter should be made in open Council. Council votes need to be recorded individually. Queried the process to adopt.

MAYOR and **GENERAL MANAGER** advised on process to occur in tonight's meeting and the adoption of it.

Charlene Bingham - General Manager's Appraisal – Spoke to the General Manager's Appraisal and her concerns that the matter is being considered in an election year. Advised that her research has discovered by-laws that exclude the ability for General Manager's contract to be extended. Provided clarification that the contract is still valid beyond next Council election.

MAYOR provided a response noting that the caretaker period is for 4 weeks prior to the election. Also noted that he is happy to look at any draft policies that are available.

Monique Constable – Website errors and Council By-laws – Asked where are Council By-laws? **GENERAL MANAGER** provided a response that Council policies are available on the website. Ms Constable noted that she has been experiencing lots of error messages on the website and is unable to access anything.

GENERAL MANAGER asked that she please identify the problems she is experiencing so they can be rectified.

Ms Constable also spoke to the Mayor's poor demeanour and behaviour.

Russell James – Car Races – Spoke to the recent 12-hour event and inability to access Council's Corporate Suites. Seeking permission to access to the Suites.

MAYOR advised Mr James to please contact him directly to discuss.

Bob Trimming – Disability Access Advocate – Spoke to the previously mentioned toilet upgrades and the library toilets. Spoke to the balance of funds for access grants and the improvements to the building. Spoke to the excessive force required to open the accessible toilets on the ground floor of the Civic centre. Asked whether Council is installing reserved parking in Mitre Street for the hospital. Concern at the footpath access being blocked and costs.

DES advised that Department of Health are looking at various options, but no final decision has been made.

Public Forum closed 7.08pm

2 RECORDING OF MEETINGS

3 MEETING COMMENCES

MINUTE

Meeting commenced at 7.10pm.

Present: Cr W Aubin, Cr K Burke (TEAMS), Cr B Fry, Cr J Jennings, Cr G Hanger, Cr M Hogan, Cr I North, Cr A Smith, Cr R Taylor

4 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

5 APOLOGIES OR ATTENDANCE BY AUDIO-VISUAL LINK

MINUTE

MOVED: Cr W Aubin SECONDED: Cr I North

RESOLVED:

That the attendance via audio-visual link of Cr K Burke be accepted.

6 MINUTES

6.1 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING 7 FEBRUARY 2024

File No: 11.00005

MINUTE

RESOLUTION NUMBER: ORD2024-23

MOVED: Cr R Taylor SECONDED: Cr G Hanger

RESOLVED:

That the Minutes of the Ordinary Council Meeting of Bathurst Regional Council held on 7 February 2024 be adopted.

7 DECLARATION OF INTEREST

MINUTE

RESOLUTION NUMBER: ORD2024-24

MOVED: Cr B Fry SECONDED: Cr A Smith

RESOLVED: That the Declaration of Interest be noted.

David Sherley (General Manager) declared a pecuniary interest in item 11.1.1 of the Mayor's Confidential Report.

REASON: Concerns the General Manager's employment contract.

8 MAYORAL MINUTE

NIL

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

9.1 GENERAL MANAGER'S REPORT

9.1.1 PATHWAY TO SUSTAINABILITY DECISION MAKING PROCESS AND UPDATE

File No: 16.00197

MINUTE

RESOLUTION NUMBER: ORD2024-25

MOVED: Cr R Taylor SECONDED: Cr B Fry

RESOLVED:
That Council:

- (a) note the report;
- (b) adopt the update on the Morrison Low Organisational Sustainability Review;
and
- (c) note the review of the 2023/24 Budget.

9.2 DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICES REPORT

9.2.1 SECTION 4.15 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

File No: 03.00053

MINUTE

RESOLUTION NUMBER: ORD2024-26

MOVED: Cr I North SECONDED: Cr M Hogan

RESOLVED:

That the information be noted.

9.2.2 GENERAL REPORT

File No: 03.00053

MINUTE

RESOLUTION NUMBER: ORD2024-27

MOVED: Cr B Fry SECONDED: Cr I North

RESOLVED:

That the information be noted.

**9.2.3 DEVELOPMENT APPLICATION NO. 2017/396. WORKS IN KIND
ARRANGEMENT – 221 LOT SUBDIVISION AT FREEMANTLE ROAD,
EGLINTON. APPLICANT: HYNASH PTY LTD. OWNER: HYNASH PTY
LTD**

File No: 2017/396

MINUTE

RESOLUTION NUMBER: ORD2024-28

MOVED: Cr R Taylor SECONDED: Cr A Smith

RESOLVED:

That Council:

- a) enter into a works in kind arrangement with Hynash Pty Ltd, being the developer for the subdivision development at Lot 11, DP 872964, Freemantle Road, Eglinton, for construction of part of a cycleway along the northern side of Logan Street adjacent to the approved subdivision;
- b) allocate \$85,000.00 towards the construction cost from Council's Section 7.11 Development Contributions Plan "Bathurst Regional Community Facilities";
- c) notify the developer of its decision; and
- d) call a division.

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

The result of the division was:

In favour of the motion - Cr W Aubin, Cr K Burke, Cr B Fry, Cr J Jennings, Cr G Hanger, Cr M Hogan, Cr I North, Cr A Smith and Cr R Taylor

Against the Motion - Nil

Absent - Nil

Abstain - Nil

**9.2.4 MODIFICATION TO DEVELOPMENT APPLICATION 2015/106 -
EXTRACTIVE INDUSTRY AT NAPOLEON REEF ROAD, NAPOLEON
REEF. APPLICANT: HOTHAMS SAND SOIL & GRAVEL SUPPLIES
PTY LTD. OWNER: HOTHAMS SAND SOIL & GRAVEL SUPPLIES
PTY LTD**

File No: 2015/106

MINUTE

RESOLUTION NUMBER: ORD2024-29

MOVED: Cr R Taylor SECONDED: Cr B Fry

RESOLVED:

That Council:

- (a) as the consent authority, grant consent pursuant to Section 4.16 of the Environmental Planning and Assessment Act 1979 to the modification to Development Application No. 2015/106, subject to conditions able to be imposed pursuant to Section 4.17 of the Environmental Planning and Assessment Act 1979, as amended and including conditions to the effect that:

1. The proponent must ensure that blasting on the site does not cause exceedances of the criteria in the following table at any time:

Location	Airblast overpressure (dB(Lin Peak))	Ground vibration (mm/s)
Dwelling on privately owned land	115	5
All other public infrastructure		50

2. Prior to the commencement of the first blast the proponent must arrange for monitoring devices to be placed at the nearest non-associated dwelling (134 Mersing Road Glanmire) to measure airblast overpressure and ground vibration during the first blast. In the event of landowner agreement not being provided, an alternative location for monitoring devices is to be agreed. A report on the measurements taken during the first blast, demonstrating compliance or otherwise with the above maximums, shall be submitted to Council within 21 days of the occurrence of the first blast. Should the above maximums be exceeded, the report must include additional measures to achieve compliance and a subsequent report will be required after the second blast.

3. The proponent shall only carry out blasting between 9.00 am and 5.00 pm on Monday to Friday (inclusive). No blasting is permitted on Saturdays, Sundays or on public holidays.
4. The proponent shall only carry out a maximum of four (4) blast events per calendar year with consecutive blasts to be at least one month apart.

NOTE 1: For the purposes of this condition, a blast refers to a single blast event, which may involve a number of individual blasts fired in quick succession in a discrete area of the quarry.

NOTE 2: For the avoidance of doubt, should an additional blast be required after a blast misfire, this additional blast and the blast misfire are counted as a single blast.

5. The proponent must:
 - (a) take all reasonable steps to:
 - i. protect the safety of people and livestock in the areas surrounding blasting operations; and
 - ii. protect public or private infrastructure and property in the surrounding area from damage from blasting operations;
 - (b) operate a suitable system to enable the public to get up-to date information on the proposed blasting schedule on site; and
 - (c) carry out regular monitoring to determine whether the development is complying with the relevant conditions of this consent.
6. The proponent must prepare a Blast Management Plan for the development. This plan must:
 - (a) be prepared by a suitably qualified and experienced person/s;
 - (b) describe the blast management system and the measures that will be implemented to ensure compliance with the blasting criteria and conditions of this consent;
 - (c) include a monitoring program for evaluating and reporting on compliance with the relevant conditions of this consent;
 - (d) include a protocol for identifying any blast-related exceedance, incident or non-compliance and for notifying Council, the EPA and relevant stakeholders of these events;
 - (e) include a review mechanism and contingency measures if blasting causes amenity impacts at levels below the relevant criteria;
 - (f) include public notification procedures to enable members of the public, particularly surrounding residents, to get up-to-date information on the proposed blasting schedule; and
 - (g) include a protocol for investigating and responding to blast-related complaints.

7. The proponent must not commence operation until the Blast Management Plan has been prepared and a copy has been provided to Council for approval.
 8. The proponent must implement the Blast Management Plan in full.
- (c) notify those that made submissions of its decision; and
- (d) call a division.

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

The result of the division was:

In favour of the motion - Cr W Aubin, Cr K Burke, Cr B Fry, Cr J Jennings, Cr G Hanger, Cr M Hogan, Cr I North, Cr A Smith and Cr R Taylor

Against the Motion - Nil

Absent - Nil

Abstain - Nil

**9.2.5 URBAN DESIGN EXCELLENCE - R3 MEDIUM
DENSITY AND E1 LOCAL CENTRE ZONES**

File No: 20.00335

MINUTE

RESOLUTION NUMBER: ORD2024-30

MOVED: Cr B Fry SECONDED: Cr I North

RESOLVED:

That Council:

- (a) place the draft Policy “Urban Design Excellence - R3 Medium Density and E1 Local Centre zones” on public exhibition for a period of 28 days.
- (b) adopt the Policy in the event that no submissions are received; and
- (c) further consider the matter in the event of reasonable submissions being lodged.

**9.2.6 RENEWABLE ENERGY ACTION PLAN AND
EMISSIONS REDUCTION PLAN UPDATE**

File No: 13.00097

MINUTE

RESOLUTION NUMBER: ORD2024-31

MOVED: Cr B Fry SECONDED: Cr I North

RESOLVED:

That the information be noted.

9.3 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT

9.3.1 STATEMENT OF INVESTMENTS

File No: 16.00001

MINUTE

RESOLUTION NUMBER: ORD2024-32

MOVED: Cr R Taylor SECONDED: Cr I North

RESOLVED:

That the information be noted.

9.3.2 MONTHLY REVIEW - 2022/2026 DELIVERY PLAN AND OPERATIONAL PLAN 2022/2023

File No: 16.00187

MINUTE

RESOLUTION NUMBER: ORD2024-33

MOVED: Cr M Hogan SECONDED: Cr R Taylor

RESOLVED:

That the information be noted.

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

File No: 16.00182

MINUTE

RESOLUTION NUMBER: ORD2024-34

MOVED: Cr R Taylor SECONDED: Cr M Hogan

RESOLVED:

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

9.3.4 POWER OF ATTORNEY

File No: 11.00007

MINUTE

RESOLUTION NUMBER: ORD2024-35

MOVED: Cr W Aubin SECONDED: Cr M Hogan

RESOLVED:

That the information be noted.

**9.3.5 QUARTERLY BUDGET REVIEW STATEMENT DECEMBER
2023 - Q2 FY2024**

File No: 11.00040

MINUTE

RESOLUTION NUMBER: ORD2024-36

MOVED: Cr M Hogan SECONDED: Cr I North

RESOLVED:

That the information be noted and budget variations including the variations proposed as part of the "Pathway to Sustainability" be approved.

9.3.6 RECOVERY OF MERCHANT FEES

File No: 16.00192, 16.00197

MINUTE

RESOLUTION NUMBER: ORD2024-37

MOVED: Cr R Taylor SECONDED: Cr M Hogan

RESOLVED:

That the information be noted.

9.4 DIRECTOR ENGINEERING SERVICES' REPORT

9.4.1 WATER SUPPLY UPDATE

File No: 32.00017

MINUTE

RESOLUTION NUMBER: ORD2024-38

MOVED: Cr M Hogan SECONDED: Cr W Aubin

RESOLVED:

That the information be noted.

9.5 DIRECTOR CULTURAL AND COMMUNITY SERVICES' REPORT

9.5.1 INTERNATIONAL MUSEUM SELFIE DAY, 17 JANUARY 2024

File No: 21.00144

MINUTE

RESOLUTION NUMBER: ORD2024-39

MOVED: Cr G Hanger SECONDED: Cr B Fry

RESOLVED:

That the information be noted.

9.5.2 ABORIGINAL COMMITMENT STRATEGY UPDATE: AUGUST 2023 - JANUARY 2024

File No: 09.00060

MINUTE

RESOLUTION NUMBER: ORD2024-40

MOVED: Cr I North SECONDED: Cr B Fry

RESOLVED:

That the information be noted.

9.5.3 BATHURST ACCESS GRANT 2023/2024 BALANCE OF FUNDING

File No: 16.00107-07

MINUTE

RESOLUTION NUMBER: ORD2024-41

MOVED: Cr M Hogan SECONDED: Cr I North

RESOLVED:

That the information be noted.

9.5.4 LOCAL GOVERNMENT NSW - DESTINATION AND VISITOR ECONOMY CONFERENCE, 28-30 MAY 2024, WAGGA WAGGA, JUNEE, COOLAMON

File No: 18.00074

MINUTE

RESOLUTION NUMBER: ORD2024-42

MOVED: Cr A Smith SECONDED: Cr R Taylor

RESOLVED:

That Council:

- (a) Note the information contained in the report regarding the 2024 Destination and Visitor Economy Conference being co-hosted by City of Wagga Wagga, Junee Shire Council and Coolamon Shire Council.
- (b) Appoint the Mayor to attend the conference.
- (c) Approve registration and associated costs, incurred in attending the conference, to be met by Council.

**9.5.5 BATHURST VISITOR INFORMATION CENTRE, 2024
WOTIF AUSSIE TOWN OF THE YEAR AWARD**

File No: 21.00041

MINUTE

RESOLUTION NUMBER: ORD2024-43

MOVED: Cr I North SECONDED: Cr M Hogan

RESOLVED:

That the information be noted.

10 REPORTS OF OTHER COMMITTEES

10.1 TRAFFIC COMMITTEE REPORT - 6 FEBRUARY 2024

File No: 07.00006

MINUTE

RESOLUTION NUMBER: ORD2024-44

MOVED: Cr B Fry SECONDED: Cr R Taylor

RESOLVED:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 6 February 2024 be adopted.

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

11.0 RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE

11.0.1 Resolve into Confidential Committee of the Whole

Sophie Wright asked that Councillors record their vote to the General Manager's Appraisal.

MINUTE

RESOLUTION NUMBER: ORD2024-45

MOVED: Cr W Aubin SECONDED: Cr A Smith

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

There were no representation from the public.

RESOLVED:

That:

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

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

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

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

11.1 MAYOR'S REPORT

11.1.1 GENERAL MANAGERS APPRAISAL

Reason: 10A (2) (a) Deals with personnel matters concerning particular individuals (other than Councillors) disclosure of which would not be in the public interest as it would reveal personal details of the individuals concerned

This item relates to the employment contract of the General Manger.

David Sherley (General Manager) declared a pecuniary interest in item 11.1.1 of the Mayor's Confidential report and left the room.

REASON: Concerns the General Manager's employment contract.

MINUTE

RESOLUTION NUMBER: CONF2024-6

MOVED: Cr B Fry SECONDED: Cr A Smith

The Councillors would like it to be made known their votes.

For: Cr M Hogan, Cr G Hanger, Mayor J Jennings, Cr B Fry and Cr R Taylor

Against: Cr W Aubin, Cr I North, Cr A Smith and Cr K Burke

RESOLVED:

That

- (a) Council note the performance review of the General manager, which was rated as more than satisfactory;
- (b) Council reappoint, upon the expiration of his current contract of employment, Mr David Sherley to the position of General Manager, Bathurst Regional Council for a period of twelve (12) months.

11.2 GENERAL MANAGER'S REPORT

11.2.1 WATER HARVESTING CONTRACT PROGRESS

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

This item relates to the progress of the Water Harvesting contract.

MINUTE

RESOLUTION NUMBER: CONF2024-7

MOVED: Cr B Fry SECONDED: Cr M Hogan

RESOLVED:

That Council delegate the General Manager to act in accordance with this report.

11.3 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT

11.3.1 FINANCIAL STATEMENTS - 2023 BATHURST 12 HOUR

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

This item relates to the financial statements for the 2023 Bathurst 12 Hour event.

MINUTE

RESOLUTION NUMBER: CONF2024-8

MOVED: Cr W Aubin SECONDED: Cr R Taylor

RESOLVED:

That the information be noted.

11.4 DIRECTOR ENGINEERING SERVICES' REPORT

11.4.1 VARIATION TO WINDRADYNE 1100 SUBDIVISION

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

This item relates to the proposal for variation to the Windradyne 1100 Subdivision.

MINUTE

RESOLUTION NUMBER: CONF2024-9

MOVED: Cr W Aubin SECONDED: Cr A Smith

RESOLVED:

That Council endorse the actions of the General Manager as indicated in the report.

12 RESOLVE INTO OPEN COUNCIL

MINUTE

RESOLUTION NUMBER: CONF2024-10

MOVED: Cr I North SECONDED: Cr B Fry

RESOLVED: That Council resume open Council.

13 ADOPT REPORT OF THE COMMITTEE OF THE WHOLE

MINUTE

RESOLUTION NUMBER: ORD2024-46

MOVED: Cr R Taylor SECONDED: Cr B Fry

RESOLVED:

That the Report of the Committee of the Whole, resolution numbers Conf2024-6 to Conf2024-10 be adopted.

14 MEETING CLOSE

MINUTE

The Meeting closed at 9.56pm.

CHAIR:

7 DECLARATION OF INTEREST

Declaration of Interest

To assist the Councillors and committee members in their correct consideration of business before the meeting, please give consideration to:

- a) Part 4 and Part 5 of the Council Code of Conduct, in relation to Declaration of Interest at meetings; and
- b) Councillors' Oath or Affirmation of Office, in relation to their obligations under Section 233A of the Local Government Act.

8 MAYORAL MINUTE

8.1 MAYOR OF BATHURST CHARITABLE FUND (MBCF)

File No: 03.00477

RECOMMENDATION:

That Council establish a *Mayor of Bathurst Charitable Fund* to attract charitable and philanthropic donations across Council's operations and tie seven separate existing donation vehicles under one single philanthropic umbrella policy.

By donating to this fund, donors can specify which area of Council operations they wish to support to directly benefit the Bathurst community in the manner of their choosing.

It is noted that Tax Deductible Gift Recipient status apply for donations directed to:

- Bathurst Library
- Railway Museum
- Chifley Home Museum
- Bathurst Regional Art Gallery
- National Motor Racing Museum
- Australian Fossil & Mineral Museum
- Bathurst Memorial Entertainment Centre

REPORT:

Australia has a growing culture of philanthropy and Bathurst Regional Council has Tax Deductible Gift Recipient (DGR) status for seven cultural and community assets. The *Mayor of Bathurst Charitable Fund* ties these seven separate donation vehicles under one single umbrella policy.

This philanthropic connection across Council offers donors to have their contribution publicly recognised for what it is: a generous donation to the betterment of the entire Bathurst community that goes beyond the specific activity they wish to support. Anonymity is available if the donor prefers, noting that Council's existing Code of Conduct rules always apply.

The dollar value of philanthropy is growing in Australia, although the number of donors has declined slightly over the past decade. Nevertheless, a key trend in philanthropy is that more personalised donor experiences are becoming more popular, as is flexibility in the choice of projects to donate to. See Figure 1 below as a guide to the motivations for giving.

The *Mayor of Bathurst Charitable Fund* offers donors a personalised connection with Council across an array of interests for the betterment of the Bathurst community.

Figure: Motivations for giving



References:

1. Philanthropy Australia website: www.philanthropy.org.au
2. Productivity Commission, *Philanthropy Public Inquiry*, see www.pc.gov.au

A copy of the Mayor of Bathurst Charitable Fund procedure can be found at **attachment 1**.

FINANCIAL IMPLICATIONS:

Nil at this stage.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 2: A smart and vibrant economy.

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

Objective 4: Sustainable and balanced growth.

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

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. MAYOR OF BATHURST CHARITABLE FUND [8.1.1 - 3 pages]

MAYOR OF BATHURST CHARITABLE FUND (MBCF)

File :

PURPOSE

Council has established the Mayor of Bathurst Charitable Fund to attract charitable and philanthropic donations across Council's operations and the seven separate existing donation vehicles under one single philanthropic umbrella policy.

By donating to this fund, donors can specify which area of Council operations they wish to support to directly benefit the Bathurst community in the manner of their choosing.

It is noted that Tax Deductible Gift Recipient status applies for donations directed to:

- Bathurst Library
- Bathurst Rail Museum
- Chifley Home and Education Centre
- Bathurst Regional Art Gallery
- National Motor Racing Museum
- Australian Fossil & Mineral Museum
- Bathurst Memorial Entertainment Centre

Clause 1

The Mayor of Bathurst Charitable Fund offers donors a personalised connection with Council across an array of interests for the betterment of the Bathurst community.

Clause 2

Bathurst Regional Council welcomes any opportunity to increase the amenity of our Region for the community. Donations are an opportunity to increase the level of service provision to the community, whilst at the same time containing the direct community cost of service provision to affordable levels. Council views donation activities as one way of increasing community participation, which is part of a healthy and vibrant community.

Clause 3

No donation agreements will be entered into which impose or imply conditions that would limit, or appear to limit, Council's ability to carry out its functions fully and impartially.

Donations are not to be entered into that involve a conflict or a perceived conflict, between the objectives and mission of Council and those of the donor.

This includes but is not limited to:

- (a) Persons/bodies involved in the manufacture, distribution and sale of illegal drugs, or any other illegal activity;
- (b) Persons/bodies whose services or products are injurious to health, or are seen to be in conflict with Council's policies and responsibilities to the community;
- (c) Persons/bodies who are in breach of regulations administered by Council eg an organisation operating without development approval;

Each donation is to be assessed on the individual merits of the donor and the item/events to be funded.

Clause 4

Donations must not involve Councillors or employees of Council receiving a personal benefit. Where a benefit is provided by a donor on a corporate basis (eg meeting the cost of hospitality at a conference) Council should ensure there is not a perception of a public benefit being given to a public official as an individual. The issue of personal benefit is addressed in greater detail in Council's Code of Conduct.

Clause 5

Council has a Code of Conduct which sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- Understand and comply with the standards of conduct that are expected of them
- Enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- Act in a way that enhances public confidence in local government.

Clause 6

When donations are secured from persons or bodies which are, or are likely to be, subject to regulation and/or inspection by Council during the life of the donation, donors are to be advised in writing that:

Such donation negotiations have no relationship or bearing on Council's exercise of its regulatory and/or inspectorial functions. Donors are to be informed in writing, that Council may terminate any agreement if the donor should engage in any activity that contravenes Council regulations. Such termination will not entitle either party to claim compensation.

Clause 6

Where a donation arrangement is entered into between Council and any person/body such arrangement is to be described in a written agreement, often an exchange of letters will suffice. The agreement should clearly set out:

- (a) Objective of the donation;
- (b) The benefits, including economic benefits, available to the donor agency (if applicable) and to the donor;
- (c) Any personal benefits available to the donor's acquaintances, employees and/or their relatives;
- (d) The form or forms of donation acknowledgement which will be available;
- (e) The scope of uses which the donor can make of the donorship arrangement;

- (f) Consequences of changes which may occur over time (for example, a shift in the relationship, new policies, new corporate missions or objectives);
- (g) Financial accountability requirements;
- (h) Provisions for conflict resolution, termination or suspension of the agreement;
- (i) Any special conditions that apply;
- (j) Any evaluation processes that are to occur.

Clause 7

Council will set up a Trust Fund within in its Trust Ledger and manage all funds received to the MBCF through this Trust Fund,

Clause 8

The fund will operate as a non-profit fund. All fund earnings except interest will be returned back to the fund and will be used to achieve the Vision of the Council as expressed in Council's Community Strategic Plan. Interest of the monies held in the fund will not accrue, as an offset for Council not seeking to recoup its costs in administering the fund.

Clause 9

Reconciliations and accounts will be prepared for the Fund on a quarterly basis to ensure that all monies are correctly accounted for and used for the purposes detailed in the donation agreement(s).

Clause 10

The Governance structure of the MBCF will be through a Council Committee consisting of the Mayor, a nominated Councillor, General Manager and the Director Cultural & Community Services.

Clause 11

Donor's are entitled to request that their donation is treated anonymously. Such a request needs to be in writing.

Clause 12

Council will include a statement of activity and funds held as at 30th June each year in Council's Annual report.

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

DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully

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

Neil Southorn

**DIRECTOR
ENVIRONMENTAL, PLANNING AND BUILDING SERVICES**

9.1.1 GENERAL REPORT

File No: 03.00053

RECOMMENDATION:

That the information be noted.

REPORT:

The following reports are provided for Council's information.

- (a) Applications approved using authority delegated to the Director Environmental Planning & Building Services during February 2024 (**Attachment 1**).
- (b) Applications refused during February 2024 (**Attachment 2**).
- (c) Applications under assessment as at the date of compilation of this report (**Attachment 3**).
- (d) Applications pending determination for greater than 40 days as at the date of compilation of this report (**Attachment 4**).
- (e) Applications with variations to development standards under Clause 4.6 of Bathurst Regional LEP 2014 approved in February 2024 (**Attachment 5**).
- (f) No political disclosure statements have been received in relation to any "planning applications" being considered at this meeting.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Sustainable and balanced growth.

Strategy 4.6 Plan for, assess and regulate development activity.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. DAs approved [**9.1.1.1** - 1 page]
2. DAs refused [**9.1.1.2** - 1 page]
3. DAs pending [**9.1.1.3** - 2 pages]
4. Over 40 days [**9.1.1.4** - 1 page]
5. Variations [**9.1.1.5** - 1 page]

Printed: 4/03/2024 9:14:57AM

Type	Year	No.	Value	Description	Address	Date Determine
10	2023	225	\$891,000	demolition and construction of a single storey dwelling	74-76 Rocket Street BATHURST	16/02/2024
10	2023	239	\$7,234,040	Alterations and additions to a commercial development	260 Sydney Road KELSO	16/02/2024
10	2023	293	\$750,000	Farm shed and attached dwelling	2661 The Bridle Track KILLONGBUTTA	5/02/2024
10	2023	310	\$75,000	Conversion of Existing Class 10a Building to Secondary Dwelling	32 Duramana Road EGLINTON	15/02/2024
10	2023	317	\$260,175	Single storey dwelling with attached garage	14 Bridge Street PERTHVILLE	14/02/2024
10	2023	356	\$45,000	Five lot residential subdivision	Marsden Lane KELSO	27/02/2024
10	2023	374	\$30,000	Erection of acoustic fence within existing waste or resource transfer	25 Kirkcaldy Street SOUTH BATHURST	16/02/2024
10	2023	390	\$407,000	1. Additions and alterations to the existing dwelling	14 Russell Street GORMANS HILL	5/02/2024
10	2023	397	\$422,700	Alterations and additions to existing dwelling	121 Havannah Street BATHURST	19/02/2024
10	2023	400	\$15,000	Retaining wall and associated earthworks	12 Holman Drive KELSO	20/02/2024
10	2023	403	\$15,000	Earthworks, retaining wall & block work fence	10 Holman Drive KELSO	19/02/2024
10	2023	408	\$10,000	Earthworks and retaining walls	13 Burdett Grove KELSO	5/02/2024
10	2023	417	\$0	Change of use from exhibition home to dwelling house	78 Sydney Road KELSO	16/02/2024
10	2024	1	\$0	Alterations and additions to an existing dwelling, construct garage, p	6 Jamison Place WINDRADYNE	6/02/2024
10	2024	7	\$45,000	Alterations and additions to existing dwelling	210 Keppel Street BATHURST	27/02/2024
18	2024	2	\$20,000	Alterations to existing dwelling	2 Patna Street WEST BATHURST	6/02/2024
10	2024	13	\$4,000	Construction of a retaining wall	5 Lockwood Rise KELSO	23/02/2024
10	2024	18	\$9,700	Shed with bathroom	231 Lawrence Drive KELSO	6/02/2024
10	2024	21	\$5,000	Use of existing garage conversion to a habitable room	8 Diamond Swamp Road MEADOW FLAT	8/02/2024
10	2024	24	\$20,000	Use of existing shed	364 Limekilns Road KELSO	14/02/2024
10	2024	27	\$18,700	Construction of a rainwater tank	11 Lupp Place ABERCROMBIE	6/02/2024
18	2024	5	\$6,000	Construction of alterations and additions to an existing dwelling	44 Logan Street EGLINTON	27/02/2024
10	2024	30	\$19,624	Construction of a carport	24 Sapphire Crescent KELSO	14/02/2024
10	2024	32	\$36,000	Installation of an inground swimming pool and safety barrier	2 Mansfield Avenue ABERCROMBIE	21/02/2024
10	2024	41	\$55,000	Construction of a shed	6 Rayburn Drive KELSO	15/02/2024
18	2024	7	\$700,000	Single storey dwelling with attached garage	18 Holman Drive KELSO	14/02/2024
18	2024	8	\$75,000	Construction of alterations and additions to existing dwelling	67 Opperman Way WINDRADYNE	29/02/2024



Printed: 4/03/2024 9:19:13AM

Type	Year	No.	Value	Description	Address	Date Determine
------	------	-----	-------	-------------	---------	-------------------

NIL

Printed: 4/03/2024 9:16:31AM

Type	Year	No.	Value	Description	Address
10	2022	464	\$0	Two lot residential subdivision	43 Wellington Street EGLINTON
10	2023	148	\$5,000	Boundary adjustment and use of existing as depot	344 Limekilns Road KELSO
10	2023	160	\$11,895	construction of patio	46 Fishs Parade GORMANS HILL
10	2015	106	\$55,000	Extractive industry	Napoleon Reef Road NAPOLEON REEF
10	2023	215	\$1,500,000	Alterations and additions to existing distillery	3249 O'Connell Road BREWONGLE
10	2023	268	\$662,000	Demolition of existing dwelling and garages, tree removal and construc	154 Seymour Street BATHURST
10	2023	345	\$4,729,940	Demolition of Existing Shed and Construction of Kart Track Facility	146 College Road SOUTH BATHURST
10	2023	349	\$880,000	Dwelling additions, dual occupancy (second dwelling) and two lot subd	104 Seymour Street BATHURST
10	2021	262	\$4,500,000	MOD Demolition, construction of mixed use development and subdivision	98 Corporation Avenue ROBIN HILL
10	2023	352	\$0	Pet cremation service	461 Pymonts Lane CLEAR CREEK
10	2023	367	\$217,976	Dual occupancy (second dwelling) & two lot residential subdivision	53 Osborne Avenue WEST BATHURST
10	2023	385	\$0	Two Lot Subdivision (Boundary Adjustment)	110 Mill Lane EGLINTON
10	2023	391	\$100,000	Additions and alterations to existing dwelling and separate garage	77 Brilliant Street BATHURST
10	2023	392	\$0	Two lot subdivision	Lambert Street BATHURST
10	2023	401	\$60,000	Secondary dwelling	27 Cottonwood Drive EGLINTON
10	2023	404	\$662,250	Construction of a place of worship and associated earthworks	1-3 Sydney Road RAGLAN
18	2023	120	\$38,000	Swimming pool and saftety barrier	2 Mansfield Avenue ABERCROMBIE
10	2023	410	\$0	Demolish outbuildings, dual occupancy, boundary adjustment, carport	193 Havannah Street BATHURST
10	2023	411	\$275,000	Alterations and additions to existing dwelling	14 Melrose Drive RAGLAN
10	2021	627	\$836,000	MOD - alterations and additions to existing dwelling house, change of	772 White Rock Road WHITE ROCK
10	2024	4	\$30,000	Demolition of existing carport and construction of a new carport	5 Clements Street BATHURST
18	2024	1	\$19,900	Alterations and additions to existing dwelling	7 Moodie Place WEST BATHURST
10	2024	5	\$35,000	Patio with deck	328 Rocket Street WEST BATHURST
10	2023	405	\$330,000	Alterations and additions to dwelling plus partial demolition	78 Gilmour Street KELSO
10	2023	396	\$18,000	Change of use from shop to convenience store	1/108 William Street BATHURST
10	2024	12	\$220,000	Alterations and additions to an existing dwelling	230 William Street BATHURST
10	2022	200	\$220,000	shed, dwelling within shed and earthworks	1611 Trunkey Road GEORGES PLAINS
10	2023	395	\$165,000	Proposed secondary dwelling	41 Windemere Road ROBIN HILL
10	2024	19	\$34,040	Patio cover	23 Freeman Circuit LLANARTH
10	2024	20	\$1,059,259	Storage shed and log sorter	146 Ceramic Avenue RAGLAN
10	2024	25	\$0	3 lot subdivision	364 Limekilns Road KELSO
10	2024	26	\$0	Demolition existing dwelling & outbuildings, dual occupancy & subdivis	18 Logan Street EGLINTON
10	2024	28	\$44,785	Demolition of existing garage/carport and construction of replacement	92 Havannah Street BATHURST
10	2023	355	\$149,000	Demolition of existing dwelling	Chifley Dam Road THE LAGOON
10	2024	33	\$580,800	Partial demolition, additions and alterations to existing dwelling	291 Keppel Street WEST BATHURST
10	2024	34	\$6,320	Pergola	61 Seymour Street BATHURST
10	2024	36	\$100,000	Farm shed	589 Vale Road ORTON PARK
10	2024	37	\$0	Two lot residential subdivision	21 Ranken Street EGLINTON
10	2024	38	\$47,895	Construction of a shed	4 Kemp Street EGLINTON
10	2023	130	\$40,000	MOD - Change of use to a cafe and internal alterations to existing pre	116 Keppel Street BATHURST
10	2024	39	\$0	Demolition of existing and construction of new commercial building	355 Durham Street WEST BATHURST
10	2024	40	\$7,758	Construction of patio cover	101 Mitre Street WEST BATHURST
10	2022	433	\$0	MOD - Two lot rural boundary adjustment	145 Sinclairs Lane THE LAGOON
10	2024	43	\$99,000	Alterations and additions to existing building	Alexander Street EGLINTON
10	2024	44	\$122,855	Alterations and additions to existing dwelling	167 Keppel Street BATHURST
10	2024	45	\$54,410	Garage	18 Parnham Street WEST BATHURST
10	2024	46	\$10,000	Use of existing structural addition to carport and solar installation	34 Vittoria Street WEST BATHURST

Printed: 4/03/2024 9:16:31AM

Type	Year	No.	Value	Description	Address
10	2024	47	\$143,000	Alterations and additions to existing dwelling	282 Piper Street BATHURST
10	2024	48	\$150,000	Temporary structures for the Bathurst 6 Hour Race	Mountain Straight MOUNT PANORAMA
10	2023	345	\$4,729,940	Demolition of Existing Shed and Construction of Kart Track Facility	Conrod Straight MOUNT PANORAMA
10	2019	249	\$580,000	MOD Alterations to existing building for use as Physiotherapy practice	45 Mitre Street WEST BATHURST
10	2024	52	\$0	Two lot subdivision (boundary adjustment)	88 George Thomas Close THE LAGOON
10	2023	345	\$4,729,940	Demolition of Existing Shed and Construction of Kart Track Facility	508 Conrod Straight MOUNT PANORAMA
10	2024	54	\$25,615	Carport	127 Hope Street BATHURST
18	2024	9	\$363,600	Alterations and additions to an existing dwelling	673 Brewongle Lane BREWONGLE
10	2023	345	\$4,729,940	Demolition of Existing Shed and Construction of Kart Track Facility	526 Conrod Straight MOUNT PANORAMA
10	2023	339	\$1,898,600	Erection of five (5) multi-dwelling houses and 5 lot strata subdivisio	143 Durham Street BATHURST
10	2014	321	\$0	Four lot rural subdivision (including one primary production lot)	281 Clear Creek Road CLEAR CREEK
10	2023	339	\$1,898,600	Erection of five (5) multi-dwelling houses and 5 lot strata subdivisio	145 Durham Street BATHURST
18	2024	10	\$684,670	Single storey dwelling with attached garage	27 Samuel Way THE LAGOON
10	2024	56	\$40,000	Alterations and additions to existing commercial development	4 Watt Drive ROBIN HILL
10	2024	57	\$115,000	Construction of a shed	1604 Limekilns Road CLEAR CREEK
10	2024	58	\$7,000	Concrete sleeper retaining wall	189A Browning Street BATHURST
10	2024	59	\$15,000	Construction of a fence	26A Gilmour Street KELSO
10	2023	136	\$550,000	MOD Two storey dual occupancy with attached garage	10 Northcott Drive WEST BATHURST
18	2024	11	\$80,000	Alterations and additions to existing dwelling	58 Landseer Street RAGLAN
18	2024	12	\$40,000	Internal alteration to existing retail premises	210 Howick Street BATHURST
10	2024	60	\$1,641,000	5 lot subdivision and 4 dwellings	159 Eglinton Road ABERCROMBIE
10	2024	61	\$18,990	Installation of carport	54 Halfpenny Drive KELSO
10	2024	62	\$8,900,000	Specialised Retail Premises (Harvey Norman)	Sydney Road KELSO
10	2024	63	\$0	three lot sub-division	51 Bathurst Street PERTHVILLE
10	2023	301	\$327,000	partial demolition, alterations & addition to existing dwelling & shed	341 Howick Street BATHURST
10	2023	248	\$630,000	Eight lot subdivision	296 Ophir Road STEWARTS MOUNT
10	2023	215	\$1,500,000	Alterations and additions to existing distillery	3249 O'Connell Road BREWONGLE
10	2023	205	\$5,000	Creation of twenty (20) additional caravan sites at existing aerodrome	167 Freemantle Road EGLINTON
10	2023	22	\$906,422	Partial demolition, two storey addition to existing dwelling, two stor	169 Stewart Street BATHURST
10	2023	8	\$214,380	Dual occupancy (second dwelling) & two lot residential subdivision	2 High Street WEST BATHURST
10	2022	350	\$1,300,000	Demolish existing dwelling, erect 5 new dwell, 5 lot strata subd	177 Seymour Street BATHURST
10	2021	75	\$10,000	Intensification of existing mining facility	Trunkey Road CALOOLA
10	2020	314	\$15,000	Change of use from garage to habitable rooms	1336 Limekilns Road CLEAR CREEK
10	2024	9	\$60,000	Secondary dwelling	90 Sydney Road KELSO
10	2024	3	\$176,000	Single storey dwelling	3671 Sofala Road WATTLE FLAT
10	2023	415	\$4,900	Alterations and additions to an existing dwelling	6 Brennan Drive KELSO
10	2023	414	\$0	Alterations and additions to existing dwelling and demolition of carpo	22 Casey Circuit WEST BATHURST
10	2024	10	\$57,635	Installation of inground swimming pool and safety barrier	10 Todd Street EGLINTON
10	2024	14	\$292,501	Single storey dwelling	374 Wimbledon Road WIMBLEDON
10	2024	29	\$48,200	Alterations and additions to existing dwelling	114 Peregrine Road BILLYWILLINGA
10	2024	50	\$100,000	Moveable dwelling	48 Sunbright Road KELSO
10	2024	51	\$40,000	Demolition of existing shed and construct new shed	25 Napoleon Street RAGLAN
10	2024	53	\$1,550,000	Single storey dwelling with attached garages, swimming pool and shed	Houses Lane ROCK FOREST
10	2014	321	\$0	Four lot rural subdivision (including one primary production lot)	1924 Limekilns Road LIMEKILNS
10	2023	220	\$500,000	MOD Second rural dwelling	1268 Sunny Corner Road SUNNY CORNER
10	2024	64	\$330,000	extension, carport and deck additions	32 Torch Street SOUTH BATHURST

Applications Over 40 Days

Printed: 4/03/2024 9:19:29AM

App Type	Year	No	Description	Address	Application Date	Days Open	Stop Days	Reason
10	2020	314	Change of use from garage to habitable rooms	1336 Limekilns Road CLEAR CREEK	8/09/2020	1,274	1,268	Still waiting on additional info
10	2021	75	Intensification of existing mining facility	Trunkey Road CALOOLA	24/02/2021	1,105	1,079	Awaiting final comments from TfNSW
10	2021	262	MOD Demolition, construction of mixed use development and	98 Corporation Avenue ROBIN HILL	1/11/2023	125		Additional information requested
10	2021	627	MOD - alterations and additions to existing dwelling house,	772 White Rock Road WHITE ROCK	15/01/2024	50	24	Under assessment
10	2022	350	Demolish existing dwelling, erect 5 new dwell, 5 lot strata	177 Seymour Street BATHURST	11/08/2022	572	485	Waiting on contamination report
10	2022	464	Two lot residential subdivision	43 Wellington Street EGLINTON	3/11/2022	488		Waiting on contamination report
10	2023	8	Dual occupancy (second dwelling) & two lot residential	2 High Street WEST BATHURST	19/01/2023	411	376	Waiting on easement for adjoining property
10	2023	22	Partial demolition, two storey addition to existing dwelling,	169 Stewart Street BATHURST	1/02/2023	398	357	Additional information requested
10	2023	160	Construction of patio	46 Fishs Parade GORMANS HILL	26/06/2023	253	215	Amended plans requested
10	2023	205	Creation of twenty (20) additional caravan sites at	167 Freemantle Road EGLINTON	27/07/2023	222		Additional information requested
10	2023	215	Alterations and additions to existing distillery	3249 O'Connell Road BREWONGLE	14/07/2023	235	225	Additional information requested
10	2023	248	Eight lot subdivision	296 Ophir Road STEWARTS MOUNT	15/08/2023	203		Additional information requested
10	2023	268	Demolition of existing dwelling and garages, tree removal and	154 Seymour Street BATHURST	24/08/2023	194		Additional information requested
10	2023	301	Partial demolition, alterations & addition to existing dwelling &	341 Howick Street BATHURST	12/10/2023	145		Additional information requested
10	2023	339	Erection of five (5) multi-dwelling houses and 5 lot	143 Durham Street BATHURST	23/10/2023	134	21	Waiting on TfNSW response
10	2023	345	Demolition of Existing Shed and Construction of Kart Track	College Road SOUTH BATHURST	1/11/2023	125		Submissions hearing to be held 12/3
10	2023	349	Dwelling additions, dual occupancy (second dwelling)	104 Seymour Street BATHURST	31/10/2023	126	126	Additional information required
10	2023	352	Pet cremation service	461 Pymonts Lane CLEAR CREEK	8/11/2023	118	112	Draft conditions being reviewed
10	2023	355	Demolition of existing dwelling	Chifley Dam Road THE LAGOON	15/11/2023	111	1	Additional information requested
10	2023	367	Dual occupancy (second dwelling) & two lot residential	53 Osborne Avenue WEST BATHURST	20/11/2023	106		Under assessment
10	2023	385	Two Lot Subdivision (Boundary Adjustment)	110 Mill Lane EGLINTON	1/12/2023	95	74	Additional information requested
10	2023	391	Additions and alterations to existing dwelling and separate	77 Brilliant Street BATHURST	7/12/2023	89		Additional information requested
10	2023	392	Two lot subdivision	Lambert Street BATHURST	9/01/2024	56		Under assessment
10	2023	395	Proposed secondary dwelling	41 Windemere Road ROBIN HILL	18/12/2023	78	75	Under assessment
10	2023	396	Change of use from shop to convenience store	1/108 William Street BATHURST	21/12/2023	75	41	Comprehensive HIS requested
10	2023	401	Secondary dwelling	27 Cottonwood Drive EGLINTON	18/01/2024	47		Under assessment
10	2023	404	Construction of a place of worship and associated	1-3 Sydney Road RAGLAN	20/12/2023	76		Under assessment
10	2023	405	Alterations and additions to dwelling plus partial demolition	78 Gilmour Street KELSO	21/12/2023	75	75	Under assessment
10	2023	410	Demolish outbuildings, dual occupancy, boundary	193 Havannah Street BATHURST	5/01/2024	60		Amended plans requested
10	2023	411	Alterations and additions to existing dwelling	14 Melrose Drive RAGLAN	10/01/2024	55		Waiting on additional information
10	2023	414	Alterations and additions to existing dwelling and	22 Casey Circuit WEST BATHURST	2/01/2024	63	26	Additional information requested
10	2024	3	Single storey dwelling	3671 Sofala Road WATTLE FLAT	15/01/2024	50		Amended plans requested
10	2024	4	Demolition of existing carport and construction of a new	5 Clements Street BATHURST	8/01/2024	57	2	Under assessment
10	2024	5	Patio with deck	328 Rocket Street WEST BATHURST	5/01/2024	60	21	Amended plans requested
10	2024	10	Installation of inground swimming pool and safety	10 Todd Street EGLINTON	18/01/2024	47		Under assessment
10	2024	12	Alterations and additions to an existing dwelling	230 William Street BATHURST	19/01/2024	46	29	Under assessment
10	2024	14	Single storey dwelling	374 Wimbledon Road WIMBLEDON	16/01/2024	49		Under assessment
10	2024	25	3 lot subdivision	364 Limekilns Road KELSO	23/01/2024	42		Under assessment
10	2024	26	Demolition existing dwelling & outbuildings, dual occupancy &	18 Logan Street EGLINTON	23/01/2024	42	21	Additional information requested
10	2024	28	Demolition of existing garage/carport and construction	92 Havannah Street BATHURST	24/01/2024	41		Notification closes 6/3
10	2024	29	Alterations and additions to existing dwelling	114 Peregrine Road BILLYWILLINGA	24/01/2024	41		Under assessment

Printed: 4/03/2024 9:16:05AM

Council	DA	Lot	DP	Stre	Street Name	Suburb	Postcode	Category	Environmental Planning Instrument	Zoning Of Land	Development Standard To Be Varied	Justification Of Variation	Extent Of Variation	Concurring Authority	Date Determined
---------	----	-----	----	------	-------------	--------	----------	----------	--------------------------------------	----------------	--------------------------------------	----------------------------	------------------------	-------------------------	--------------------

NIL

9.1.2 NAMING OF PUBLIC ROAD – EVISTON DRIVE

File No: 20.00024

RECOMMENDATION:

That Council:

- (a) give notice of its intention to adopt the name Eviston Drive for the new road created by the subdivision of Lot 1126, DP 1215618 off Richardson Street and Governors Parade, Windradyne; and
- (b) direct the General Manager to undertake procedures pursuant to the requirements of the Roads Act 1993 to have the name gazetted, should no objections be received.

REPORT:

On 28 April 2021 Council approved a Development Application for a 205 lot residential subdivision off Richardson Street and Governors Parade in the suburb of Windradyne (Windy 1100). The subdivision includes six new roads as well as the extension of Richardson Street and Governors Parade.

See location plan and aerial at **attachment 1** and annotated plan of subdivision at **attachment 2**).

Council at its Ordinary Meeting held 18 October 2023 adopted the name “Neville Dawson Drive”, amongst others, for the subdivision. The names “Neville Dawson Drive” and later “Dawson Drive” were rejected by the Geographic Names Board (GNB).

“Neville Dawson Drive” was rejected by GNB because the new *NSW Address Policy and User Manual, May 2021* strictly only permits the use of one name – either given name or surname but not both. Council appealed the decision of the GNB however the NSW Surveyor General upheld the decision to reject.

Council’s fallback option “Dawson Drive” was also rejected by GNB because of its similarity to the nearby Mawson Close.

Council has investigated other features within the approved subdivision to name in recognition of Neville Dawson and a separate report on that will be put to Council.

The following name has been chosen to replace the rejected name.

Name	Suffix	Significance
Eviston	Drive	John Eviston Born: 1844 Died: 1925 Born in Tipperary Ireland, John Eviston immigrated to Australia in 1864, first to Victoria. In 1869, he came to Bathurst, where he settled

		<p>for life. Not long after arriving he married Elizabeth Connelly and co-established a successful men's wear business, 'Kelaher & Eviston'. Renowned for his business integrity, John Eviston was equally renowned for his community service. A devout Catholic, he gave valuable service to his church in many ways, not least in his dedicated work as parish treasurer overseeing important building projects. He was a founding member of Bathurst's St Vincent de Paul Society and the Australian Holy Catholic Guild, two charitable organisations. A "true Irishman", Eviston was always at the forefront of the Irish cause locally. John Eviston's hand extended across the sectarian division that then separated Bathurst along religious and ethnic lines. Eviston served the wider community for thirty years as an energetic Bathurst District Hospital Committee member, as well fourteen years as Deputy Coroner. He was one of the founders of the <i>National Advocate</i>, a voice for community concerns. On his death, John Eviston was remembered by the Bathurst community as a "valuable citizen", a man who had led "an honest, upright life".</p> <p>Source: <i>The Pillars of Bathurst</i></p>
--	--	--

The above names comply with Bathurst Regional Council's *Guidelines for the Naming of Roads*.

FINANCIAL IMPLICATIONS:

Funding for this item is contained within existing budgets

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.2 Protect, enhance and promote the region's Non-Indigenous heritage assets and character.

Objective 4: Sustainable and balanced growth.

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

Strategy 4.2 Provide safe and efficient road, cycleway and pathway networks to improve accessibility.

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

Strategy 4.6 Plan for, assess and regulate development activity.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

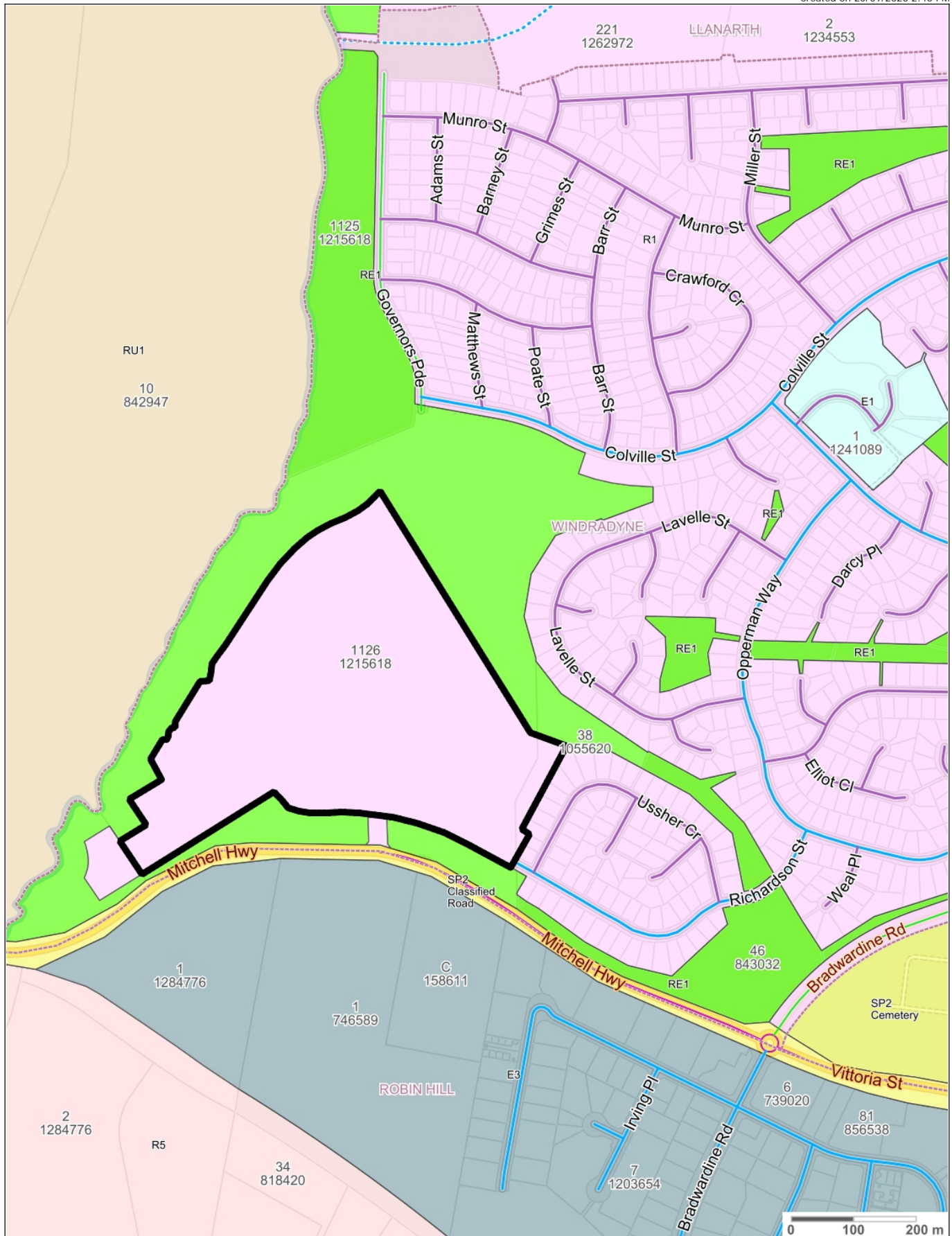
Strategy 6.5 Be open and fair in our decisions and our dealings with people.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Location plan [**9.1.2.1** - 2 pages]
2. Annotated Plan of Subdivision [**9.1.2.2** - 1 page]



BATHURST REGIONAL COUNCIL

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

Important Notice!

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



Drawn By: Daniel Dwyer

Date: 20/09/2023

Projection: GDA94 / MGA zone 55

Map Scale: 1:8000 @ A4

Windradyne 1100 Road Naming



BATHURST REGIONAL COUNCIL

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

Important Notice!

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



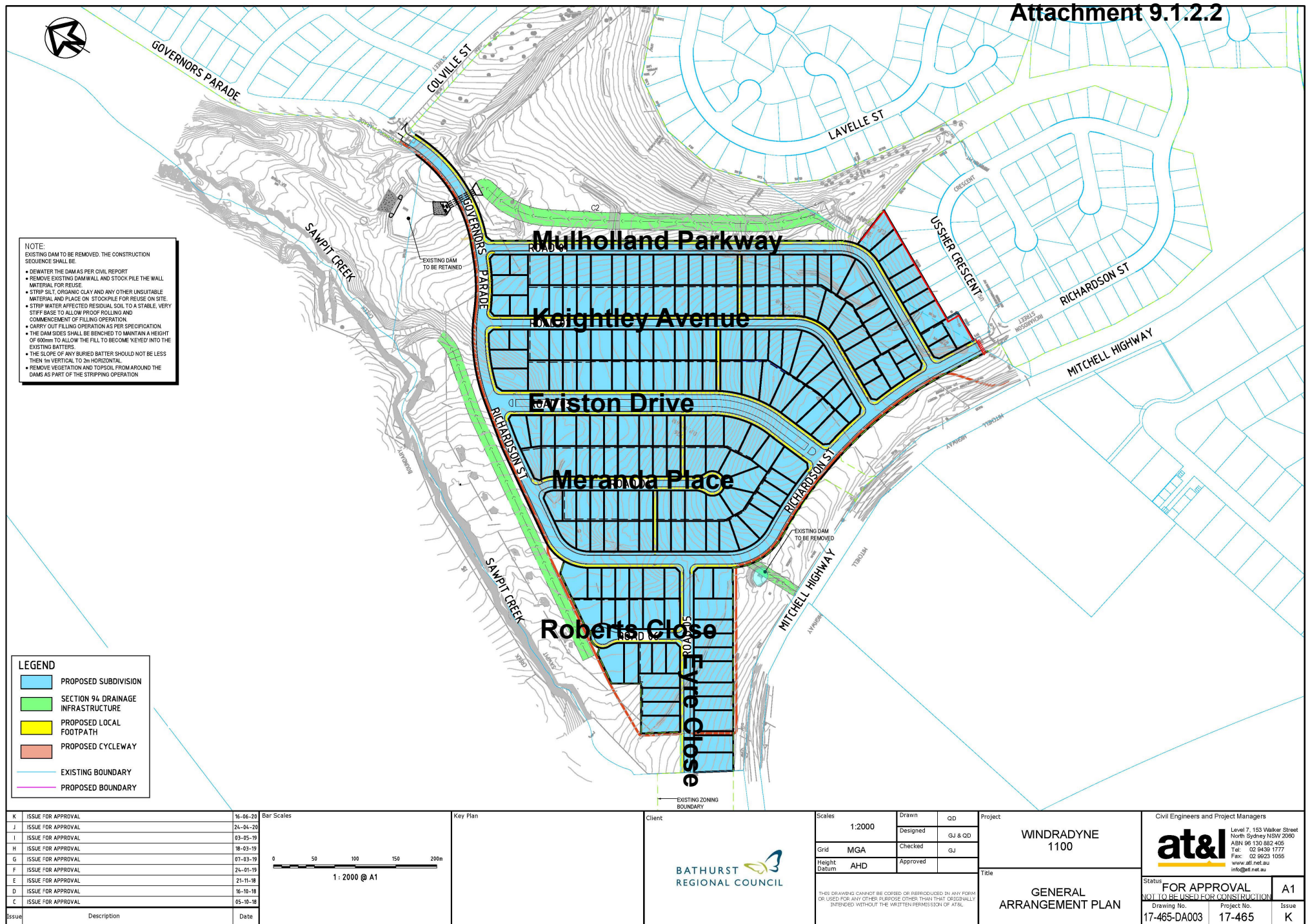
Drawn By: Daniel Dwyer

Date: 20/09/2023

Projection: GDA94 / MGA zone 55

Map Scale: 1:8000 @ A4

Windradyne 1100 Road Naming



9.1.3 NAMING OF PATHWAY – NEVILLE & JOHANNA DAWSON PATHWAY

File No: 20.00024-10

RECOMMENDATION:

That Council:

- (a) adopt the name the “Neville & Johanna Dawson Pathway” for the pathway starting from the intersection of Bradwardine Road and the Mitchell Highway and finishing at Eyre Close;
 - (b) publicly exhibit, for a period of 28 days, its intention to name the pathway; and
 - (c) should no objections be received during the public exhibition period, officially record the pathway name and install appropriate signage at either end of the pathway.
-

REPORT:

As noted in a previous report, the names “Neville Dawson Drive” and later “Dawson Drive” were rejected by the Geographic Names Board (GNB) for the new road created by the subdivision of Lot 1126, DP 1215618 off Richardson Street and Governors Parade, Windradyne (Windy 1100).

In order to honour its commitment to recognise the contribution of Mr Dawson, Council now proposes to name the pathway starting from the intersection of Bradwardine Road and the Mitchell Highway and finishing at Eyre Close in the subdivision the “Neville & Johanna Dawson Pathway”. Mrs Dawson has been included in this naming proposal as she also made a noteworthy contribution to the Bathurst community in her own right, in both business and voluntary work.

See map identifying the subject pathway at **attachment 1**.

Neville Alfred Dawson

Born 24/03/1933

Died 13/11/2022

- Co-founder of the St Patrick’s Sporting Club.
- Long-term member of Bathurst Rotary (including being a past Club President).
- Member of various committees for the Catholic Church.
- Neville was the co-founder of Dawson’s Removals & Storage.

Neville was a family man. He was married to Johanna for over 65 years and they had four children – Judy, Deb, Peter and Bernadette.

Johanna (Jo) Magdaline Dawson

Born 19/03/1931
Died 27/07/2022

- Co-founder of Dawson's Removals & Storage.
- Long-term member of Bathurst Inner Wheel Club.

Source: Dawson family, Dawson's Removals & Storage website and Western Advocate.

The naming of the pathway has been welcomed by the Dawson family and they were very grateful for the inclusion and subsequent recognition of Mrs Dawson.

FINANCIAL IMPLICATIONS:

Funding for this item is contained within existing budgets

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.2 Protect, enhance and promote the region's Non-Indigenous heritage assets and character.

Objective 4: Sustainable and balanced growth.

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

Strategy 4.2 Provide safe and efficient road, cycleway and pathway networks to improve accessibility.

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

Strategy 4.6 Plan for, assess and regulate development activity.

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

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

COMMUNITY ENGAGEMENT:

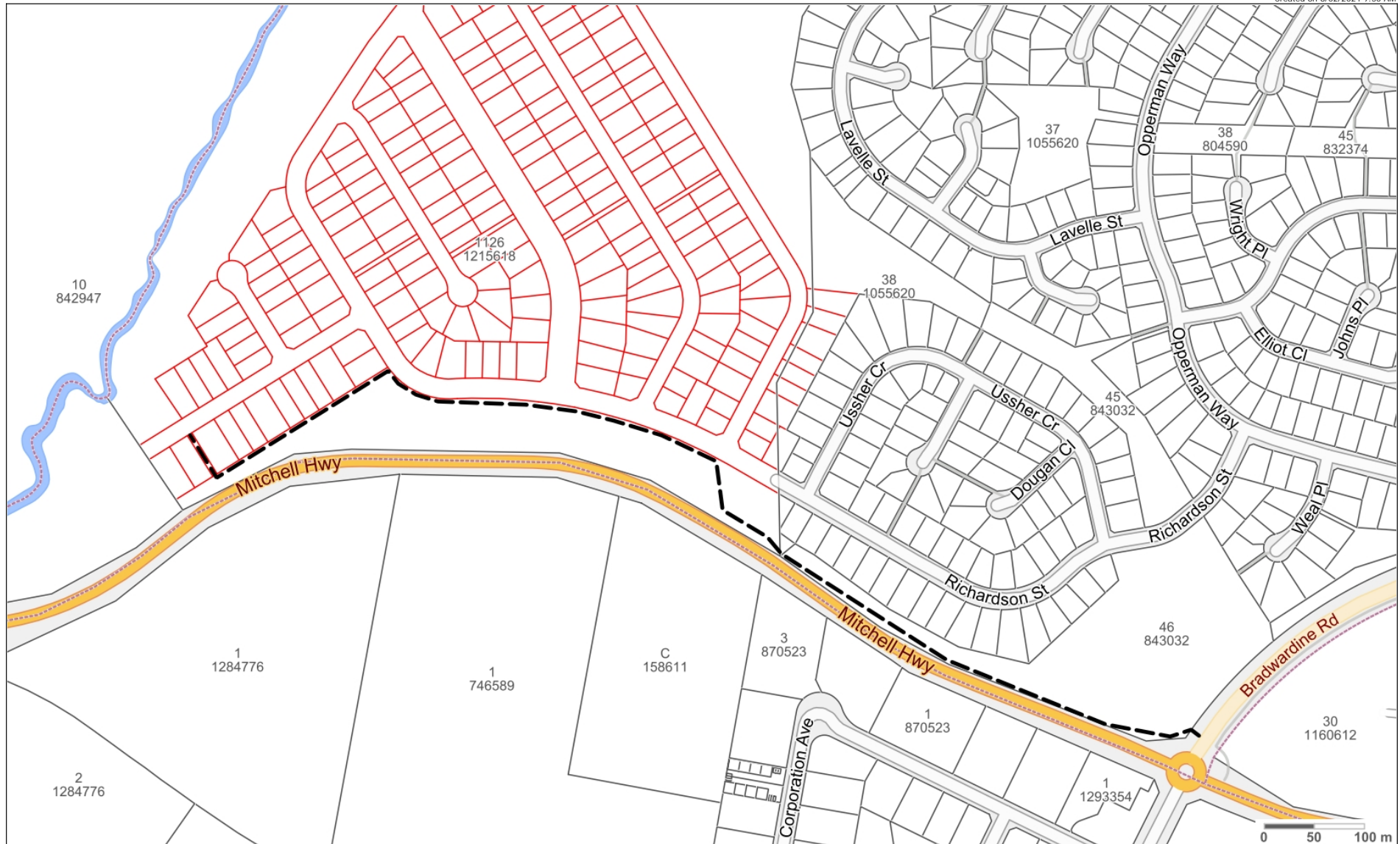
02 **Consult** - to obtain public feedback on alternatives and/or decisions

ATTACHMENTS:

1. Map of Pathway [9.1.3.1 - 1 page]

Attachment 9.1.3.1

Created on 6/02/2024 9:50 AM



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

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



Map Scale: 1:5000 @ A4

----- Existing & Proposed Pathway

9.1.4 BATHURST INTEGRATED MEDICAL CENTRE AND GEORGE STREET CAR PARK – UPDATE

File No: 20.00345

RECOMMENDATION:

That the information be noted.

REPORT:

At the 13 December 2023 meeting of Council, the following Statement of Intent was adopted.

Statement of Intent of Bathurst Regional Council to enter an Agreement with Bathurst Integrated Medical Centre Pty Ltd

1. Bathurst Regional Council (BRC) agrees in principle subject to further negotiation to transfer title of part lot 11/1160748 to Bathurst Integrated Medical Centre Pty Ltd (BIMC) for the purpose of allowing BIMC to affect the construction of a new multi storey car park building on the land. BRC requires to be granted a first registered mortgage interest over the relevant area of land, estimated at 4,891 sqm.
2. The relevant area of land, the number of parking spaces able to be provided and the general arrangement of landscaping and associated works is to be consistent with drawing DA 12A from Zauner Constructions project 4926 dated August 2023, to be confirmed at the time of Construction Certificate application.
3. The remainder of the land will remain in BRC ownership.
4. BIMC will be responsible for constructing the new building and all parking spaces, roadworks, landscaping and associated works external to the building, being the full scope of works described in drawing DA 12A.
5. Subject to satisfactory completion of the building and registration of a part building strata scheme over the building, BRC agrees to become the owner of a stratum lot within the strata scheme of not less than 256 publicly available parking spaces.
6. No less than an additional 155 parking spaces are to be available to the public in other stratum lots within the new building.
7. The remaining land owned by BRC will contain no less than 69 parking spaces and will include landscaping, roadways and associated works in accordance with drawing DA 12A.
8. BRC agrees there can be 90 spaces in the new building reserved for permit parking in addition to those spaces available to the public.

9. BRC reserves the sole right to determine the relative proportions of timed and all day parking for those spaces that are available to the public and whether a fee for parking is applied.
10. Maintenance and renewal cost recovery of the new building is to be identified in the by-laws of the owners corporation of the strata scheme.
11. Provision of the required number of publicly available parking spaces will be in satisfaction of BIMC obligation to pay s7.11 developer contributions in respect of the development.
12. BRC agrees to contribute net \$5m toward the completion of the project, payable at completion of the new building and registration of the part building strata scheme within an agreed timeframe.
13. Bathurst Regional Council further negotiate with BIMC Pty Ltd for the provisions of an additional 170 parking spaces which are to be available to the public in other stratum lots within the building.

During General Business at the Policy Committee meeting of 6 March, Cr North requested a report to update Councillors in discussions with Bathurst Integrated Medical Centre (BIMC).

BIMC are yet to finalise their position and are yet to lodge a Development Application. Given the negotiations are commercial in confidence, additional information will be provided in a Confidential report to this meeting.

FINANCIAL IMPLICATIONS:

Nil at this stage.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Sustainable and balanced growth.

- | | |
|--------------|---|
| Strategy 4.3 | Ensure services, facilities and infrastructure meet the changing needs of our region. |
| Strategy 4.4 | Provide parking to meet the needs of the City. |

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. BIMC Ho A Proposal 240123 [9.1.4.1 - 5 pages]

BATHURST INTEGRATED MEDICAL CENTRE

As at 23 January 2024

Proposed Heads of Agreement (“HoA”) for a VPA Agreement (“VPA”)

between

BIMC Pty Ltd (“BIMC”) and Bathurst Regional Council (“BRC”) (the “Parties”)

Purpose:

To enable BIMC to lodge a State Significant Development Application (the “DA”) for the construction of the Bathurst Medical Centre (“BMC”) and George Street Carpark (“GSC”) (together, the “Project”) in accordance with #SSD-30394840 to be issued by the NSW Department of Planning and Environment (“NSW DPE”).

1. BACKGROUND

- 1.1. The Project is constrained in that the DA cannot be lodged until a broad agreement is reached between the parties regarding the contribution plan(s) / funding arrangements for the Project (to be documented in a VPA). This is because the SEARs requirements of NSW DPE requires that the broad agreement between the parties must be described in the DA submission.
- 1.2. The Parties have undertaken various discussions to date towards reaching agreement on the VPA funding arrangements and this proposed HoA is prepared to support a resolution of those discussions.
- 1.3. The DA for the Project is comprised of two parts:
 - 1.3.1. the BMC, to be located on land owned by BIMC; and
 - 1.3.2. the ~900 space¹ GSC (being ground plus four levels of carpark), to be located on land currently owned by BRC (being Lot 11 DP 1160748 (“the Land”)).
- 1.4. While the DA has been prepared based on the highest and best use for the Land (ie the maximum amount of car spaces of ~900 car spaces located the Land), funding constraints of the BRC to contribute to the additional car spaces suggest that a VPA to provide for a lesser number of car spaces is required on the Land.
- 1.5. If additional BRC funding is not subsequently available to fund the full ~900 cars described in the DA then the construction of the GSC under the Project proposed by BIMC under this VPA offer will be for approximately ~570 cars (being ground plus two floors).

¹ ~ means circa or approximately

BATHURST INTEGRATED MEDICAL CENTRE

- 1.6. If, after the receipt of DA, the Parties propose to construct ~570 car spaces over the ground level plus two upper levels, then:
 - 1.6.1. BIMC's car parks as required under the DA for the BMC, will be located on air space over part of the Land, which adjoins the BIMC property (refer Z-SK01 at Annexure A of this proposed HOA);
 - 1.6.2. subject to the terms of the VPA being negotiated between the parties, BIMC will redevelop the remaining areas of the Land owned by BRC for the purpose of public carpark, perimeter ring roads, publicly available landscaping and general enhancement of the precinct, in accordance with drawing DA12 Rev A dated August 2023 ("**the GSC Design**"); and
 - 1.6.3. further, BIMC will develop car spaces on the airspace, over and above BIMC's DA requirement, to be developed in a commercial arrangement between the Bathurst RSL Club ("**BRSL**") and BIMC. BRSL will not be a party to the proposed VPA between the parties.
- 1.7. BIMC has, to date at no cost to BRC, undertaken the substantial design work, project management, design development with the NSW DPE and also current funding required for the Project, including payment of substantial fees to NSW DPE.
- 1.8. The GSC ownership is proposed to be in two structures:
 - 1.8.1. approximately 4,891sqm, fully encompassing the proposed GSC footprint, which will be owned in a strata or stratum by BRC and BIMC or its nominated entities; and
 - 1.8.2. the balance of the Land, which shall remain in the ownership of BRC;
- 1.9. This HoA does not consider or address BIMC headworks contributions for the BMC, on the expectation of a separate valuation being reached for those headworks, on terms to be agreed, prior to finalisation of the VPA.
- 1.10. The BRC met on 13 December and have issued a special resolution Minute CONF2023-80 ("**the Minute**") generally in agreement with the proposals as put forward in this HoA.

2. PROPOSED HOA

- 2.1. For \$1.00, BRC transfers title of that part of the Land to BIMC which is necessary to affect the construction of the GSC, estimated to be approximately 4,891sqm ("**the Transferred Land**").
 - 2.1.1. BIMC will grant a covenant on the Transferred Land in favour of BRC, requiring that the Transferred Land be used for the purpose of constructing the GSC.
- 2.2. BRC retains ownership of the remaining part of the Land ("**the Retained Land**")

BATHURST INTEGRATED MEDICAL CENTRE

- 2.2.1. BRC will grant BIMC any of the easements required on and over the Retained Land in order to allow for the services, vehicular and pedestrian access to the Transferred Land.
- 2.3. BIMC constructs ~570 car spaces, in accordance with the GSC Design, including reconstructing the Transferred Land and two floors of the GSC, of which ~70 cars will be reserved car spaces for BIMC, plus the 20 cars specified in 2.8 below.
- 2.4. BIMC reconstructs the perimeter ring roads, landscaping and associated external works in accordance with the GSC Design, within the Retained Land.
- 2.5. The effect of the Project will be that ~500 car spaces will be available to the Bathurst community as public parking, resulting in ~170 more than the 330 spaces currently on the Land.
- 2.6. Upon completion of the GSC to ~570 car spaces in accordance with the GSC Design, and the registration of a strata scheme over the building, BRC agrees to become the owner of the on ground stratum lot within the strata scheme, of not less than 160 publicly available parking spaces.
 - 2.6.1. The resulting impact of 2.6 is that the Project will achieve a combined total of ~229 car spaces owned by BRC within both the strata scheme and the Retained Land, plus ~271 spaces also available to the public in the upper floors.
- 2.7. BIMC or its nominated parties will retain both level 1 and level 2 of the stratum lots.
- 2.8. 20 car spaces within the GSC may be utilised by the Parties to the strata scheme to be leased to local businesses to contribute to maintaining the GSC on terms to be agreed.
- 2.9. BIMC will have the right to work with BRC to determine the relative proportions of timed and all day parking for those spaces that are publicly available within the strata scheme, including whether a fee for parking is applied.
- 2.10. Maintenance, public right of access to upper strata, renewal cost recovery and parking fee income of the GSC is to be identified in the by-laws of the owners corporation of the strata scheme on terms to be agreed.
- 2.11. Construction of the GSC to ~570 spaces as described herein will be in full satisfaction of BIMC's obligations toward s7.11 developer contributions for parking in respect of the BMC.
- 2.12. Subject to agreement on the water, sewerage and other headworks cost, BRC pays to BIMC the sum of \$5 million (plus GST) (the "Consideration") for:
 - 2.12.1. purchasing the redeveloped ground level stratum lot from BIMC; and

BATHURST INTEGRATED MEDICAL CENTRE

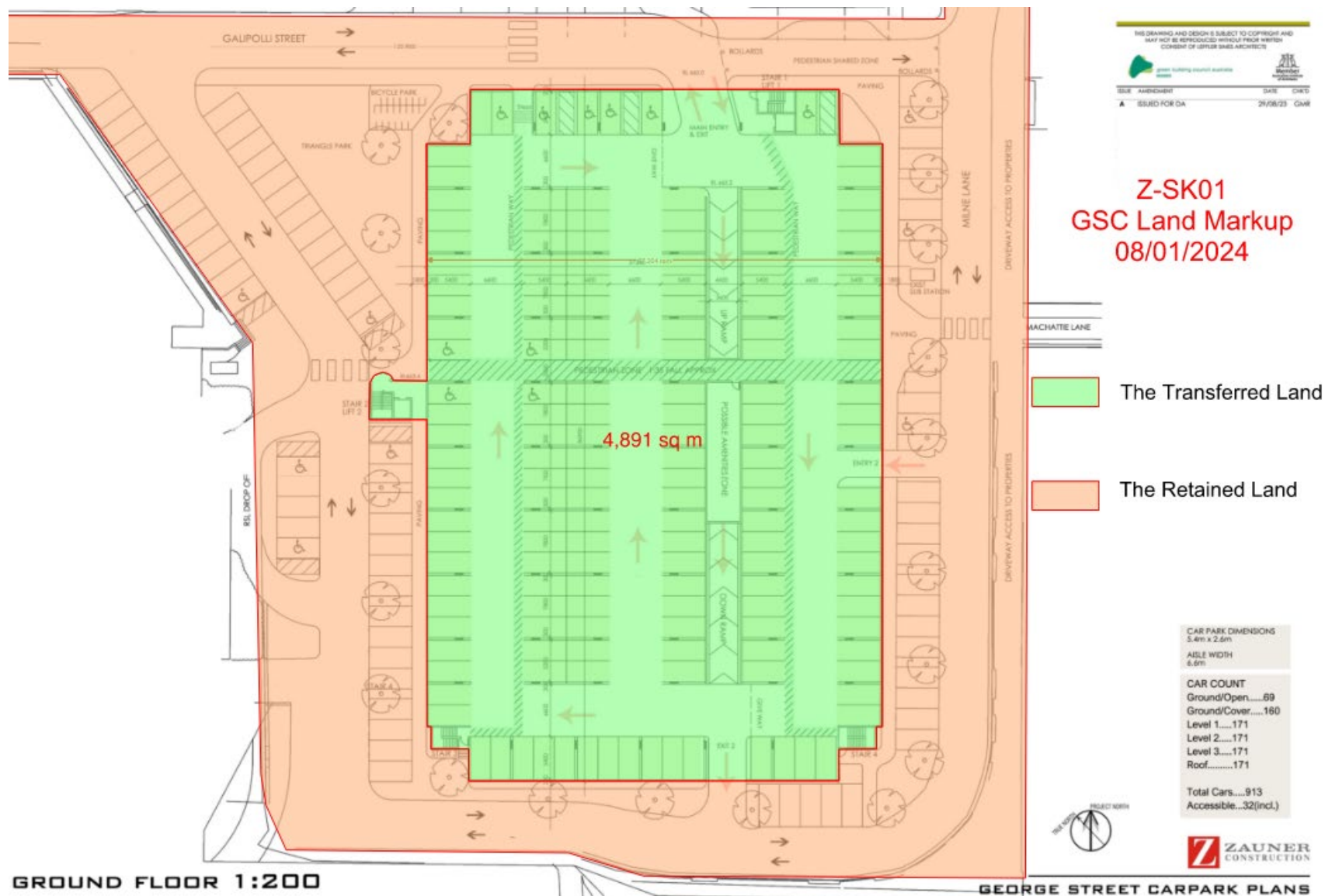
- 2.12.2. BIMC upgrading and reconstructing of the existing ground level car spaces, landscaping and perimeter roads within the Retained Land;
- 2.13. BRC will be responsible for any stamp duties, taxes or other costs of transacting on the Transferred Land which may apply on the above noted transaction.
- 2.14. BRC will provide security on the Consideration, to the satisfaction of BIMC.
- 2.15. The Consideration from BRC to BIMC will be made as progress payments, with the final payment to be made upon registration of the strata scheme, on terms to be agreed.
- 2.16. BRC (or the Parties) may elect to engage BIMC to construct additional floors of the GSC, up to the ~913 total achievable spaces as submitted with the Development Application, on terms to be agreed. Any further additional floors funded by BRC (or the Parties) will be owned as stratum by BRC (or the funding party).

3. BENEFITS OF THIS PROPOSED HOA

- 3.1. BRC receives the benefits of the upgraded on ground carpark areas to a modern standard (of which some ~160 of those cars would be undercover) and the associated reconstructed ring roads and landscaping and public spaces.
- 3.2. BRC achieves ~500 public carparks on the Land which are located in the CBD, being ~170 more than currently existing.
- 3.3. On the latest Quantity Surveyor's advice, this represents a benefit to BRC of 500 cars redeveloped at \$31k/car being developed at a total cost in excess of ~\$18 million to be provided by BIMC, of which the Consideration paid by BRC is much less than if undertaken by BRC.
- 3.4. The Project provides upgrades to the BRC Land and provides new public community spaces as proposed above.
- 3.5. Subject to no material changes in the proposed DA, BRC does not bear the construction or project management risk for the Project on terms to be agreed.
- 3.6. There are also further significant benefits created by the Project for the BRC including the CBD activation benefits created, the wider economic benefits created, and the value of the Project in bringing additional medical and commercial infrastructure to the Bathurst community.

BATHURST INTEGRATED MEDICAL CENTRE

ANNEXURE A – PROPOSED HOA



DIRECTOR CORPORATE SERVICES & FINANCE'S REPORT

The following reports are presented for Council's consideration.

Yours faithfully

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

A Jones
**DIRECTOR
CORPORATE SERVICES AND FINANCE**

9.2.1

STATEMENT OF INVESTMENTS

File No: 16.00001

RECOMMENDATION:

That the information be noted.

REPORT:

\$72,925,000 was invested at 29th February 2024 in accordance with Council's investment policies, the Minister's Investment Order dated 12 January 2011, the Local Government Act 1993 and associated regulations. All investments have been reconciled with Council's general ledger and are listed below:

	<u>Rating</u>	<u>Balance</u> \$	<u>Average</u> <u>Return</u>
<u>Short Term 1 – 365 Days</u> (comprising Commercial Bills, Term Deposits, Debentures and Certificates of Deposits):			
National Australia Bank Limited	A-1+	12,000,000	5.00%
CBA	A-1+	10,500,000	5.14%
Suncorp	A-1	13,500,000	4.83%
AMP	A2	4,500,000	4.82%
Bank of Queensland Limited	A2	4,500,000	5.23%
IMB	A2	1,500,000	5.27%
Maritime, Mining & Power Credit Union Ltd	ADI	6,000,000	5.29%
		52,500,000	5.03%
<u>Long Term > 365 Days</u> (comprising Commercial Bills, Term Deposits, Debentures and Bonds):			
<u>Floating Rate Term Deposits</u>			
Westpac Coupon Select 2	AA-	1,500,000	4.50%
Westpac Fixed Term deposit	AA-	1,500,000	1.25%
Maritime Mining & Power Credit Union Ltd	ADI	125,000	1.45%
		3,125,000	2.82%
<u>Floating Rate Notes</u>			
CBA Green	AA-	1,500,000	4.78%
National Australia Bank	AA-	700,000	5.29%
National Australia Bank 1	AA-	1,200,000	4.75%
National Australia Bank 2	AA-	1,000,000	5.24%
HSBC Sydney	AA-	1,500,000	5.20%
HSBC Sydney 1	AA-	1,500,000	5.42%
Westpac	AA-	1,000,000	5.38%
Macquarie Bank 2	A+	1,500,000	4.84%
Macquarie Bank 3	A+	800,000	5.20%
UBS AG Australian	A+	650,000	5.21%

Suncorp Metway Ltd	A+	500,000	4.79%
Suncorp Metway Ltd 1	A+	1,550,000	4.83%
Suncorp Metway Ltd 2	A+	500,000	5.27%
Sumitomo Mitsui Banking Corp	A	1,000,000	5.53%
Auswide Bank	BBB+	1,000,000	5.86%
Bendigo & Adelaide Ltd 4	BBB+	900,000	4.89%
Bendigo & Adelaide Ltd 5	BBB+	500,000	5.51%
		17,300,000	5.14%

Total Investments

72,925,000 4.96%

These funds were held as follows:

Reserves Total (includes unexpended loan funds)	24,172,539
Grants held for specific purposes	1,571,448
Section 7.11 Funds held for specific purposes	47,148,816
Unrestricted Investments	32,197

Total Investments

72,925,000

Total Interest Revenue to 29 February 2024

2,692,041.21 4.96%

A Jones
Responsible Accounting Officer

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

- | | |
|--------------|--|
| Strategy 6.4 | Meet legislative and compliance requirements. |
| Strategy 6.6 | Manage our money and our assets to be sustainable now and into the future. |

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. 29 February 2024 Investments [9.2.1.1 - 2 pages]

BATHURST REGIONAL COUNCIL
INVESTMENT PERFORMANCE

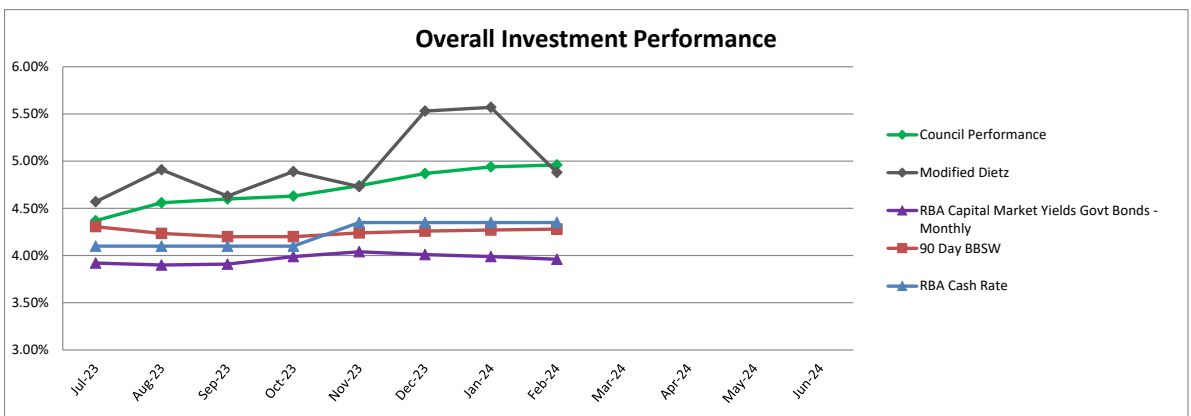
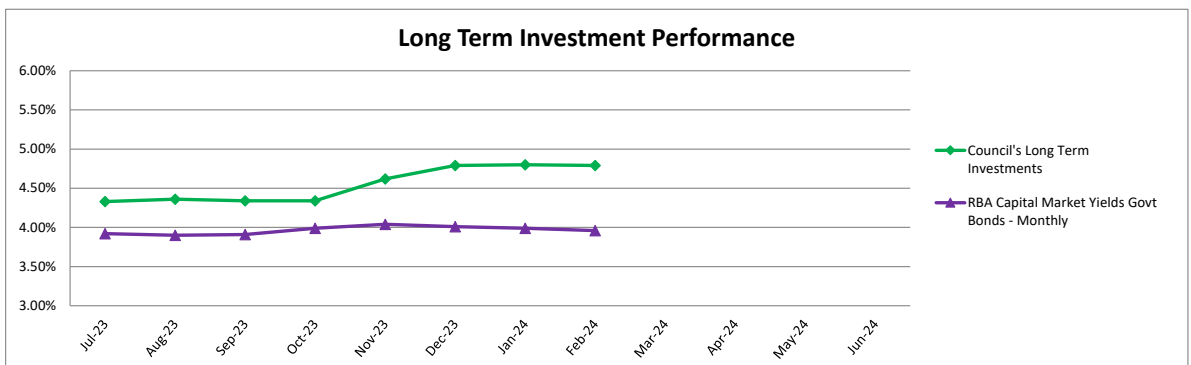
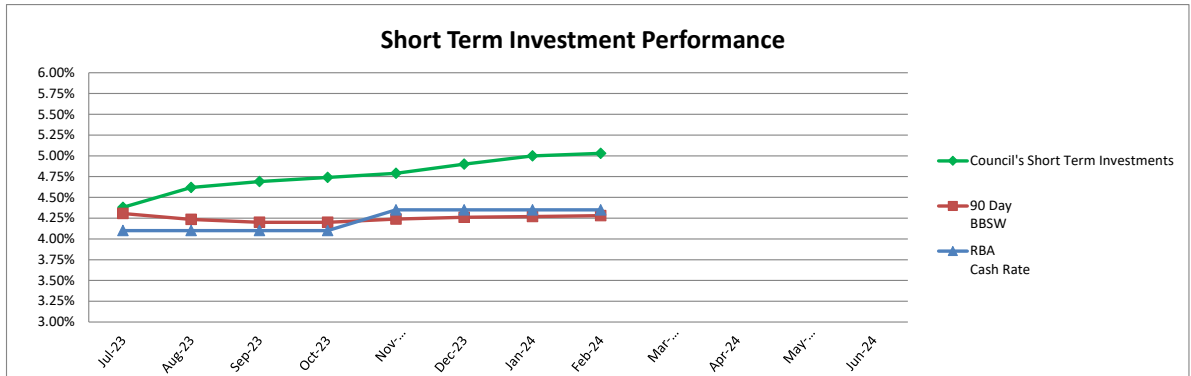
Investment Policy Benchmarks

Benchmark 1 - The performance of the portfolio shall be against the industry standard 90 Day Bank Bill Index or the official RBA Cash Rate

Council's current year to date performance compared to the two benchmarks is shown below. Council has outperformed both benchmarks.

Reserve Bank of Australia - Cash Rate	4.35%
AFMA - 90 Day Bank Bill Swap Rate (BBSW) Avg Mid	4.28%
RBA Capital Market Yields Govt Bonds - Monthly	3.96%
Modified Dietz Calculation	4.88%

	Short Term			Long Term		Overall Performance	
	RBA Cash Rate	90 Day BBSW	Council's Short Term Investments	RBA Capital Market Yields Govt Bonds - Monthly	Council's Long Term Investments	Modified Dietz Calculation	Council Performance
Jul-23	4.10%	4.31%	4.38%	3.92%	4.33%	4.57%	4.37%
Aug-23	4.10%	4.23%	4.62%	3.90%	4.36%	4.91%	4.56%
Sep-23	4.10%	4.20%	4.69%	3.91%	4.34%	4.63%	4.60%
Oct-23	4.10%	4.20%	4.74%	3.99%	4.34%	4.89%	4.63%
Nov-23	4.35%	4.24%	4.79%	4.04%	4.62%	4.73%	4.74%
Dec-23	4.35%	4.26%	4.90%	4.01%	4.79%	5.53%	4.87%
Jan-24	4.35%	4.27%	5.00%	3.99%	4.80%	5.57%	4.94%
Feb-24	4.35%	4.28%	5.03%	3.96%	4.79%	4.88%	4.96%
Mar-24							
Apr-24							
May-24							
Jun-24							



**BATHURST REGIONAL COUNCIL
INVESTMENT PERFORMANCE**

2a - Overall Portfolio Credit Framework

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating. Council has successfully met this criteria.

Short Term	Ratings	Maximum Holding %	Actual Holding %	
	A-1+	100	43%	Complies
	A-1	100	26%	Complies
	A-2	40	20%	Complies
	A-3 or unrated	Note*	11%	Complies
			100%	
Long Term				
	AAA	100	0%	Complies
	AA+ AA AA- A+ A	100	87%	Complies
	A-	40	0%	Complies
	BBB+ BBB	20	12%	Complies
	BBB- & unrated	Note *	1%	Complies
			100%	

*Note: For reasons of practicality the number of these investments should be kept to a minimum.

2b - Institutional Credit Framework

To limit single entity exposure each individual institution will be limited by their credit rating. Council will reinvest into a complying rated institution at the maturity of any investment that currently does not comply.

	Ratings	Maximum Holding %	Actual Holding %	
CBA	AA-	40	17%	Complies
National Australia Bank Limited	AA-	40	20%	Complies
Westpac	AA-	40	6%	Complies
HSBC	AA-	40	4%	Complies
Suncorp Metway Ltd	A+	30	22%	Complies
Macquarie Bank Limited	A+	30	3%	Complies
UBS AG Australia	A+	30	1%	Complies
Sumitomo Mitsui Banking Corp	A	30	1%	Complies
Bank of Queensland Limited	BBB+	5	6%	Does not comply
Bendigo & Adelaide Bank Ltd	BBB+	5	2%	Complies
IMB	BBB+	5	2%	Complies
AMP	BBB	5	6%	Does not comply
Auswide Bank	BBB	5	2%	Complies
Maritime Mining & Power Credit Union	ADI	Note*	8%	
			100%	

*Note: For reasons of practicality the number of these investments should be kept to a minimum.

*Credit rating to Auswide Bank issued by Fitch Ratings, equivalent Rating by S & P shown

2c - Maturity Profile

The Investment Portfolio is to be invested within the following maturity constraints, Council has successfully met this criteria.

	Term Deposit	FRTD	TCD	FRN	Min %	Max %	Actual %	
Within one year	52,500,000	125,000	0	2,200,000	40	100	75%	Complies
One to three years	0	1,500,000	0	12,100,000	0	60	19%	Complies
Three to Five Years	0	1,500,000	0	3,000,000	0	30	6%	Complies
Over Five Years	0	0	0	0	0	15	0%	Complies
	52,500,000	3,125,000	0	17,300,000			100%	

Recommendation: That the report be noted.

Responsible Accounting Officer

.....
Aaron Jones
Director Corporate Services & Finance

.....
Prepared By Lesley Guy

1-Mar-24

.....
Reviewed By Tony Burgoyne

9.2.2

MONTHLY REVIEW - 2022/2026 DELIVERY PLAN AND OPERATIONAL PLAN 2022/2023

File No: 16.00187

RECOMMENDATION:

That the information be noted.

REPORT:

Bathurst Regional Council has in place the Our Region Our Future Community Strategic Plan which aims to inform the community about the major directions and programs Council is undertaking in shaping the future of the Bathurst Region. These directions are summarised as objectives and strategies in the Community Strategic Plan which was adopted by Council on 15 June 2022. The Plan is available for viewing at the council offices at 158 Russell Street or can be downloaded from the Public Documents section of Council's website, www.bathurst.nsw.gov.au/council/plans-policies/community-strategic-plan. A listing of the Objectives and Strategies from the Community Strategic Plan can be found within the Plan commencing from page 18.

At **attachment 1** is an update of Council's progress towards achieving the Strategies and Objectives for the 2022-2026 Delivery Plan and the Annual Operational Plan 2022-2023. The Local Government (General) Regulation 2021 has been amended by inserting clause 413A to make it the duty of the General Manager to give timely information to Councillors about any fines or penalty notices from agencies such as the Australian Taxation Office, the Roads and Maritime Services or the Environment Protection Authority, or where a court or tribunal makes a costs order against a council. Fines or penalty notices this month - Refer to **attachment 1**.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Feb 24 Operational Plan Review **[9.2.2.1 - 78 pages]**

2023/24 Annual Operational Plan

Bathurst 2040 Community Strategic Plan

As at 29th February 2024

Council's Vision:

Bathurst: A vibrant and innovative region that values our heritage, culture, diversity and strong economy.

As a community it is important to have a plan that outlines what we want and need as a community now and as the region grows. The NSW Government also requires all councils to have such a plan. The Bathurst 2040 Community Strategic Plan (CSP) is the highest level forward planning document of Bathurst Regional Council. It identifies the community's priorities and guides the direction for the Bathurst region over the next 20 years.

Six key objectives have been established in the CSP:

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

These objectives are supported by strategies, shown below, aimed at identifying the importance of each objective.

As a 20 year plan, the CSP is not able to be wholly implemented in one term of Council. The Delivery Program represents actions that the Council expects to achieve during the current term of election for the Council, typically four years. This [Annual Operational Plan](#) identifies the individual activities and projects that will be completed within the current financial year of the Delivery Program.

OBJECTIVE 1: Our sense of place and identity

- 1.1 Respect, protect and promote the region's Aboriginal heritage assets
- 1.2 Protect, enhance and promote the region's European heritage assets and character
- 1.3 Enhance the cultural vitality of the region
- 1.4 Protect and improve the region's landscapes, views, vistas and open space
- 1.5 Promote good design in the built environment

OBJECTIVE 3: Environmental stewardship

- 3.1 Protect and improve our natural areas and ecosystems, including the Macquarie River and other waterways
- 3.2 Protect the City's water supply
- 3.3 Minimise the City's environmental footprint, live more sustainably and use resources more wisely
- 3.4 Protect and improve the region's biodiversity
- 3.5 Increase resilience to natural hazards and climate change

OBJECTIVE 5: Community health, safety and well being

- 5.1 Provide opportunities for our community to be healthy and active
- 5.2 Help make the Bathurst CBD, neighbourhoods and the region's villages attractive and full of life
- 5.3 Help build resilient, inclusive communities
- 5.4 Make our public places safe and welcoming
- 5.5 Plan and respond to demographic changes in the community

Bathurst 2040 Community Strategic Plan

OBJECTIVE 2: A smart and vibrant economy

- 2.1 Support local business and industry
- 2.2 Grow local employment, investment and attract new businesses by nurturing and supporting entrepreneurs, partnerships and local skill development
- 2.3 Develop Bathurst as a Smart City
- 2.4 Support agriculture, local manufacturing, food production and education as significant contributors to the region's economy
- 2.5 Support Mount Panorama as a premier motor sport and event precinct
- 2.6 Promote our City and Villages as a tourist destination

OBJECTIVE 4: Enabling sustainable growth

- 4.1 Facilitate development in the region that considers the current and future needs of our community
- 4.2 Provide safe and efficient road, cycleway and pathway networks to improve accessibility
- 4.3 Ensure services, facilities and infrastructure meet the changing needs of our region
- 4.4 Provide parking to meet the needs of the City
- 4.5 Work with partners to improve public transport, and passenger and freight transport connections to and from the region
- 4.6 Plan for, assess and regulate development activity

OBJECTIVE 6: Community leadership and collaboration

- 6.1 Communicate and engage with the community, government and business groups on important matters affecting the Bathurst Region
- 6.2 Work with our partners and neighbouring councils to share skills, knowledge and resources and find ways to deliver services more efficiently
- 6.3 Advocate for our community
- 6.4 Meet legislative and compliance requirements
- 6.5 Be open and fair in our decisions and our dealings with people
- 6.6 Manage our money and our assets to be sustainable now and into the future
- 6.7 Invest in our people
- 6.8 Implement opportunities for organisational improvement

Attachment 9.2.2.1

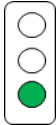

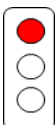
On the following pages, each of Council's principal activities is shown along with their four year Delivery Program actions and the Annual Operational Plan tasks that will be undertaken. These actions and tasks are linked back to the Bathurst 2040 CSP to show the community how its needs and wants are being delivered.

The table below is a guide to reading the Delivery Program and Annual Operational Plan.

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2022/2023 Projects / Tasks	Tracking our Progress	Responsible Officer
From the Objectives shown on Page 2	What actions will be delivered to achieve the objective	What specific projects will be undertaken this year to address the 4 year actions	Measurable KPI How we will know when we have achieved our plans	Position Title – Director, Manager, Team Leader

The Performance Measures in this Plan have been rated by the responsible Directors as to their status of completion.

Below is a summary of the Status of all Performance Measures:

<p>In progress – tracking as expected</p>  <p>160 / 165 96 %</p>	<p>Needs Attention</p>  <p>1 / 165 1 %</p>	<p>Urgent Attention</p>  <p>4 / 165 3 %</p>
---	---	--

The key to developing a sound foundation for growth and prosperity of the Bathurst Region is by ensuring infrastructure needs are keeping pace with demand. The Engineering Services Department has the responsibility to ensure the current needs of the community are met and the capacity exists to cater for future growth. A clean and safe water supply, a quality local road network, and environmentally responsible waste management systems are all high priorities for engineering the future of the Bathurst Region.



Asset Management


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
4.1 4.2 5.1	Improve pedestrian access within the urban area.	Completion of additional concrete footpaths/cycleways in accordance with the Bathurst Regional Community Access and Cycling Plan 2011.	500 lineal metres of footpath and/or cycleway completed.	Manager Works	Marsden Ln – Rosemont to Willow Dr – 210m. Works complete September 2023. Charlotte St – Charlotte St to William St – 70m. Works complete August 2023. Hill St Rockley –Rockley Pub – Phantom St – 80m. Works complete July 2023.	
		Monitor condition of footpaths.	100% of urban footpath inspected.	Manager Works	Level 1 (CBD) – Aug 23 completed Level 2 – Next inspection due Jan – Apr 24	
4.1 4.5	Maintain and improve the existing road infrastructure consistently throughout the network.	Improvement of road infrastructure to upgrade sub-standard sections of the sealed network.	Reconstruction and resealing works as per Council's 2023/2024 capital works and routine maintenance programs. Completion of 2023/2024 Roads to Recovery Program.	Manager Works	In progress/ongoing Caloola Rd Reconstruction completed February 2024. Resealing of Rural and Urban Roads Commenced 25 Sept 23. 11 km of roads resealed as of Nov 23. Remaining 5km of road reseals anticipated by March 2024	




Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					George/Lambert St roundabout completed 30 Jul 23. Electrical work for Street Lighting Poles pending contractor availability, anticipated completion March 2024. William/Keppel St roundabout modifications completed 15 December 2024. Leena St road construction in progress, new stormwater drainage and sewer construction currently in progress. New Kerb & Gutter construction scheduled March. Anticipated project delivery April 2024. Howick Street – George to Rankin St upgrade 160m existing road pavement with new asphalt completed 15 December 2024. Lagoon Road – Drainage improvements, heavy patch road pavement, new line marking March/May 2024. Road Pavement Reconstruction Windemere Rd, Cherry Ln, Swanbrooke St, Ecrates Pl works in progress completion March 2024. Reconstruction Duramana Rd from Eglington for 1.5km March 2024. Sofala Road – reconstruction 1.25km of road Bathurst side of Wattle Flat March/April 2024.	
	Renewal of gravel road surface throughout the network.	Completion of 2023/2024 Unsealed Roads Gravel Resheeting program.	Manager Works	In progress/ongoing Loudan Shand Rd – July O'Sheas Rd – July Black Mountain Rd – July Lagoon Rd – September Triangle Flat Rd – September Redbank Rd – September	<div><div></div><div></div><div></div><div></div></div>	




Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status																
					Caloola Rd – October																	
		Undertake maintenance program in accordance with allocated budget.	Greater than 90% of the urban road network remains at condition index 3 or above.	Manager Works	Complete (last assessment 2023, next assessment due 2027)	<div><div></div><div></div><div></div></div>																
					<table><tr><td></td><td>Percentage</td><td>Condition Rating</td></tr><tr><td>Excellent</td><td>25.6</td><td>1</td></tr><tr><td>Good</td><td>38.5</td><td>2</td></tr><tr><td>Fair</td><td>28.5</td><td>3</td></tr><tr><td>Poor</td><td>6.5</td><td>4</td></tr><tr><td>Bad</td><td>0.8</td><td>5</td></tr></table>		Percentage	Condition Rating	Excellent	25.6	1	Good	38.5	2	Fair	28.5	3	Poor	6.5	4	Bad	0.8
	Percentage	Condition Rating																				
Excellent	25.6	1																				
Good	38.5	2																				
Fair	28.5	3																				
Poor	6.5	4																				
Bad	0.8	5																				
4.1 4.3	Protection of urban areas on the Bathurst Floodplain	Completion of flood mitigation works as outlined in the Georges Plains Flood Management Plan.	Substantial Completion of Design and Environmental Assessment	Manager Technical Services	Funding Grant application through NSW Government Floodplain Management Program in 2020/21 unsuccessful. Further application has been made in 2021/22 program, decision pending.	<div><div></div><div></div><div></div></div>																

Water, Sewer and Waste



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
3.2 3.3 3.5 4.3 6.2 6.6 1.4 3.3 4.3 6.2 6.6	Maintain and upgrade existing water and sewer infrastructure to meet the needs of all stakeholders into the future. Maintain and upgrade existing waste infrastructure to meet stakeholder requirements.	Operate, maintain, repair and upgrade Water Filtration Plant	Achieve the Australian Drinking Water Standards 90% of the time.	Manager Water and Waste	<p>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> <p>An upgrade to the plant SCADA is underway, to comply with the retirement of the 3G network in Australia.</p> <p>To 29 February, 1885 tests were undertaken (through NSW Health FASS Laboratory plus Council testing for fluoride and chlorine). There was 99.2% compliance with the Australian Drinking Water Guidelines.</p>	
		Operate, maintain, repair and upgrade water distribution system.	Customer complaints regarding flow and pressure are kept below 52 p.a.	Manager Water and Waste	<p>Water distribution system operations are ongoing, with monitoring, maintenance and repairs conducted as required.</p> <p>For the months of January and February 2024, there were 10 burst water mains. All burst mains have been repaired and repeat burst mains are replaced as resources allow.</p> <p>Reservoir improvements have been completed, with further work planned, to continue to improve the integrity of the drinking water system around Bathurst.</p> <p>To 29 February complaints regarding, flow and pressure were 22 for the 2023/24 year, with 3 since 1 January 2024.</p>	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					Acoustic monitoring of watermains in the Kelso and Eglinton areas have been instigated, to detect possible leaks.	
		Respond effectively to water quality complaints	100% of complaints investigated, actioned and resolved.	Manager Water and Waste	Complaints regarding discoloured water are investigated, actioned, and resolved as soon as possible. To 29 February 29 discoloured water complaints were received, and all have been resolved.	





Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Review, update and adhere to Drinking Water Management System (DWMS).	Australian Drinking Water Guidelines & DWMS compliance reported monthly.	Manager Water and Waste	<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 documented. An internal review of the Drinking Water Management System's Critical Control Points (CCPs) is undertaken weekly and monthly. Continuous external monitoring of CCPs is undertaken externally by D2K Information Pty Ltd. CCP performance for the current financial year remains very strong.</p> <p>Council is undertaking an internal audit project of the drinking water management system. This process will support improvement activities and BRC's readiness for meeting NSW Health audit standards.</p>	
		Winburndale Dam Flood Security Upgrade	Project is constructed and commissioned.	Manager Water and Waste	<p>Practical completion of the Winburndale Dam Flood Security Upgrade was achieved on 31 July. The final report has been submitted to Restart NSW and has been approved.</p> <p>Updates to relevant documentation continue.</p>	
		Stormwater Harvesting Project Stage 1	Project is constructed.	Manager Water and Waste	<p>Survey, design reports and approvals are being progressed for this project, tenders have been advertised and have closed to selected contractors who are pricing the proposed works.</p> <p>Tenders closed 27 July 2021 and have been reported to council. The appointed contractor and appointed project manager are reviewing the design and</p>	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					undertaking relevant site-specific plans and documentation. The contractor is on site and has commenced site works. Further meetings took place in Parramatta with DPE and NSW Health regulators representatives to progress the project approvals. Site work has commenced in a number of locations for the pipework installation. The Water Filtration Plants planned bulk earthworks for the land are complete and excavation is advanced at the WWTW for the intake pond. Further confidential reports have been provided to Council.	
		Achieve the 12 DPE Strategic Planning Outcomes to a reasonable standard	Consolidate 12 Guidance documents into a table. Collaborate through CNSWJO on suitable aspects. Determine action plan towards compliance.	Manager Water and Waste	In progress. CNSWJO has held meetings and workshops on how to integrate this into the IP+R (Integrated Planning and Reporting) process. DPE is working with CNSWJO on this project.	
		Continue implementation of Trade Waste Policy.	Maintain approvals at over 90% of active businesses.	Manager Water and Waste	Trade Waste Policy is current, has been approved by NSW Office of Water, and adopted by Council. As of 24 February 2024, there were 315 approvals in place, with 351 active businesses (88%).	
		Prepare reports and studies for Winburndale Dam and Chifley Dam to achieve compliance with Dams Safety NSW	Compliance with Dams Safety NSW requirements reported annually.	Manager Water and Waste	Update of documentation is continuous as per compliance review schedules. Both dams have current Emergency Plans in place, with the Dam Safety	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		regulatory requirements.			<p>Management System Document annual update for both dams currently being finalised.</p> <p>An internal review of compliance items was undertaken in February with reporting on-track and scheduled for March 2024. Delays from Public Works in undertaking detailed studies and reports have prevented BRC from meeting some of the required review timeframes. Dams Safety NSW has been informed of the situation.</p> <p>Chifley Dam: The first risk report is nearing completion. WRMWater's peer review of the draft Dambreak and Probable Loss of Life study nearing completion.</p> <p>Winburndale Dam: Studies have commenced in the 6 months post-upgrade completion. Public Works has been appointed to undertake the Risk Report, Dambreak and Probable Loss of Life study, Consequence Category Assessment, and 15-year Comprehensive Safety Review. This large body of work, including sub-contracting of the hydrology modelling, is underway.</p>	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Work with CNSWJO on Water Utilities Alliance goals	Meetings attended. Relevant projects supported. Goals delivered on projects relevant to BRC.	Manager Water and Waste	Work is continuing, through meetings and projects. Alliance Business Plan has been developed and adopted. Bi-monthly meetings attended online, with other projects and correspondence dealt with as required.	
		Operate, maintain, repair and upgrade Waste Water Treatment Works to comply with licence conditions	Achieve over 90 % compliance with EPA licence conditions.	Manager Water and Waste	<p>Wastewater Treatment Works operations are ongoing, with maintenance and repairs conducted as required.</p> <p>For the current licence year commencing 1 April to 29 February 2024, 7,534.92 tonnes of biosolids have been delivered off site as per the contract.</p> <p>Included in this months total was 24.6 tonnes delivered to Devro to restart their wastewater treatment plant.</p> <p>A trial to limit discharge odours from Sewer Pump Station no 2 continues with the results indicating a positive result.</p> <p>Designing and monitoring is ongoing. Plans for minor upgrades are underway. Daily and weekly sampling and monitoring of the plant's performance are continuing, with internal and external testing performed.</p> <p>A major upgrade of the plant control systems has begun. This will be rolled out over the next 2 years, as finances allow.</p> <p>A major breakdown to aeration tank EAT6, lead to overloading of EAT7 and a breach of our 100 percentile license limits for Total Nitrogen and Total Phosphorous. The increase in nutrients in the effluent, also lead to a 100 percentile breach for Faecal Coliform Counts.</p>	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>All effluent discharges are now back within EPA limits. A report has been submitted to the EPA.</p> <p>Ongoing testing of wastewater discharged to the Macquarie River as per EPA Licence 1647 continues. For the current licence year starting on 1 April 2023, 273 tests have been undertaken with 272 tests meeting the licence requirements, equalling 99.6% compliance. The only exceedance – Faecal Coliforms - was related to a UV equipment failure that has since been repaired, with subsequent results returning to within licence limits.</p> <p>Effluent discharge to the Macquarie River on 30/11/2023 exceeded the EPA licence dry weather limit of 16.5ML for the day, however this is not a license breach as it occurred on a wet weather day.</p>	
		Continue program of sewer main CCTV inspection, and lining if warranted	Mains where blockages or overflows occur are inspected.	Manager Water and Waste	<p>Identification of appropriate locations for CCTV pipe inspection is ongoing through customer issues, staff advice and development proposals.</p> <p>Any issues found are scheduled for repair or replacement as required.</p> <p>For the months of January and February 2024, 31 sewer blockages were attended and repaired by Council.</p> <p>A blockage in Eglinton has instigated around 500m of sewer main relining. This should be completed by June 2024.</p>	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Identify, plan and undertake water and sewer construction works.	Complete capital works program	Manager Water and Waste	Liaison with Technical Services staff to obtain advice on road projects and / or developments is continuing. The aim is to ensure water and sewer services are relocated prior to TFNSW or BRC projects commencing.	
1.4 3.3 4.3 6.2 6.6	Maintain and upgrade existing waste infrastructure to meet stakeholder requirements.	Replace waste collection vehicles on a 4 yearly cycle.	One waste collection vehicle replaced per annum.	Manager Water and Waste	The waste collection vehicle fleet is up to date.	
2.2 3.3 6.1 6.2 6.6		Review Waste Management Centre filling plans to ensure the optimum long term strategy is delivered, and to enable future planning timelines to be developed.	Survey and monitor the remaining air space of the landfill annually. Air space reduction minimised.	Manager Water and Waste	A stormwater management audit of the WMC has been conducted by EPA staff. A review has been conducted by an independent consultant. The final report has been received and recommendations are being put into effect. Aerial survey was completed earlier this year (last one on 24 August 2023), and this is done annually to monitor actual fill and the final fill plan.	
		Work with NetWaste on waste projects and opportunities, for greater diversion from landfill and increased efficiencies.	Meetings attended. Relevant projects supported and delivered.	Manager Water and Waste	Several ongoing projects are supported, with bi-monthly meetings attended online. New projects or opportunities are assessed as they arise. Almost all options available to Bathurst Regional Council through NetWaste are supported. Examples include recycling of waste tyres, mattresses, Household Chemical Cleanout, Waste 2 Art and collection and recycling of scrap metal. Recycling and organics collection service started in April 2016. The contract is proceeding well. A textile recycling trial has been conducted. The 2022 Garage Sale Trail has been held over 2	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>weekends in November 2022, and as the contract is ending a review of this event has been concluded. Council will not renew the Garage Sale Trail contract.</p> <p>The 2023 Household Chemical Cleanout was held on 2 September with over 110 customers and collection of almost 3,000kg of challenging waste streams sent for processing in Sydney.</p>	
2.2 3.3 6.1 6.2 6.6 3.2 3.3 3.5 4.3 6.2 6.6	<p>Reduce waste to landfill.</p> <p>Maintain and upgrade existing water and sewer infrastructure to meet the needs of all stakeholders into the future.</p>	<p>Council to continue education and promotion of appropriate smart behaviours regarding green waste and recycling. Promote recycling to maximise diversion from landfill.</p>	<p>Recycling promotion and education programs run and reported annually.</p> <p>Monitor combined diversion and report annually.</p>	Manager Water and Waste	<p>For 2023/24 to the end of December 2023, food and garden tonnage is 2,395 and recycling is 955 giving a total of 3,350 tonnes.</p> <p>32,927 tonnes of food and garden waste have been sent for composting in the first 93 months (April 2016 to December 2023)</p> <p>Combined with recycling, totals show a diversion from landfill of over 50,105 tonnes, or over 50.1 million kilograms over this time.</p> <p>Sustainability is one focus area where education works are continuing, and the recycling contract education strategies are also underway.</p>	
		<p>Identify, assess and implement appropriate diversion opportunities.</p>	<p>Opportunities reviewed to determine cost/benefit and reported annually.</p>	Manager Water and Waste	<p>Council participates in 8 NetWaste Regional collection contracts being used - motor oil, wood/timber processing, landfill environmental monitoring, regional waste services, tyres, household chemical cleanout, and mattress recycling. Scrap metal and E-waste recycling is continuing with a separate Council contract arrangement.</p> <p>The small truck used to transport new/old/event bins across Bathurst is to be replaced with an electric vehicle, that</p>	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					has been ordered. No delivery date is available at this time.	

Recreation

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.4 5.1 5.5	Plan for increasing population and aging population in the provision of suitable recreational projects	Construct additional facilities as determined in budget.	Project commencement for the construction of the Ralph Cameron Oval Playground Upgrade	Manager Recreation	Design completed. Separate contract awarded for playground element, drainage and concrete path works. Earth / drainage works completed. Anticipate on site works for playground, footpaths and shelter to commence March 2024.	
		Update Sporting venues including associated infrastructure.	Repainting of selected courts at the John Matthews Netball complex	Manager Recreation	Scope of works include the painting of the rubber based court surface of 6 netball courts with a sports based acrylic paint. Quotations closed. Contract Completed.	
		Update parks including associated infrastructure.	Upgrade of Gorman's Hill Park in accordance with adopted design & Everyone Can Play design principals.	Manager Recreation	Works completed. Landscape upgrade included installation of stepping logs, new playground equipment, garden beds, planting, irrigation, turf lawns, concrete path, and seating. Park was opened to the public end of September 2023.	
1.4 5.1 5.5	Maintain existing and future recreational areas.		Commence construction of Stage 2 of Centennial Park Upgrade Masterplan	Manager Recreation	Stage 2 works include the installation of passive recreation areas and children's playground equipment. Elements to be installed within the works include, park seating, picnic shelters, BBQ's garden beds, irrigated lawn areas, tree planting, various playground structures, softfall installation and concrete paths. Tender awarded in September 2023. On site works commenced December 2023. Anticipate completion of works by May 2024.	
		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	Manager Recreation	Ongoing as part of adopted maintenance service levels and funding provisions of the current Council Operational Plan.	




Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.4 5.1 5.5 1.4 5.1 5.5	Continue environmental programs identified within the Bathurst Vegetation Management Plan	To ensure that appropriate Environmental Management Plans for the Bathurst Region are current, relevant and provide long term strategies for the Region.	service levels in the Asset Management Plan. Arrange for 11 Tree Planting and volunteer engagement activities.	Manager Recreation	Community and volunteer tree planting activities commenced in August 2023. 11 planting day have been undertaken this financial year.	<div> <input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> </div>


Mount Panorama

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.4 6.5 6.8 2.5	Increase profile of Mount Panorama as the premier motor racing venue in Australia.	Construction of optic fibre communications loop	Installation of Optic fibre network to Mount Panorama Circuit as per 2023/2024 Capital Works Plan	Director Engineering Services	Current budget allocation will complete 1,700m of conduit. This will complete 5,640m of installation, leaving approx. 1,000m of conduit to be installed from future budgets.	







Attracting, retaining & Investing in the safety & wellbeing and ongoing development of our people, whilst supporting an open and transparent, customer focused workplace culture is the main priority at Bathurst Regional Council. Council employs approximately 492 full time equivalent staff in 20 locations to provide services to support our community needs.

Human Resources

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
3.1 5.3 5.5 6.1 6.2 6.4 6.6 6.8 6.9	Ensure appropriate structure and resourcing is effectively supported & implemented to meet organisational needs.	Organisational structure in place supports a collaborative culture where strategic objectives and community needs are achieved within budgetary constraints.	Review Organisational Structure to ensure CSP can be adequately & appropriately supported.	Manager Human Resources	HR Plan developed for 2024 with a focus on attraction, retention, efficiency & effectiveness In progress – HR being refocused & realigned to enable partnership with leaders across Council, to assist in facilitating fit for purpose structures and people solutions	
5.3 5.5 6.2 6.4 6.5 6.7 6.8	Promote and support a safe workplace in line with statutory and legislative requirements with a focus on employee wellbeing.	A child safe recruitment and working with children check system is developed and implemented. Related training programs focus on children in the workplace as well as compliance related training.	Build and implement Child Safe Standards in line with Office of the Children's Guardian "Child Safe Recruitment and Working with Children Check"	Manager Human Resources	In progress/ongoing HR Plan developed for 2024 with a focus on attraction, retention, efficiency & effectiveness.	
1.1 6.1 6.2 6.4 6.7 6.8	Training and development is fairly & effectively supported for all Council employees with an aim to retain	Training needs are identified and effectively implemented for all Council staff. Training focus is on ensuring compliance requirements	Increase employee knowledge and awareness of mental health and well being issues & behaviours.	Manager Human Resources	HR Plan developed for 2024 with a focus on attraction, retention, efficiency & effectiveness. New Learning Management system in progress for implementation in early 2024.	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.9	talent, develop current & future leaders, increase job satisfaction and morale and improve productivity and safety.	(WHS, Skills based) are met but also on investing in the ongoing development of our people.			Wellbeing & benefits offerings being reviewed in 2024. Partnership with Lifeline (EAP) being leveraged to enhance wellbeing & mental health education and support across Council in 2024	
1.1 6.1 6.2 6.4 6.7 6.8 6.9	Training and development is fairly & effectively supported for all Council employees with an aim to retain talent, develop current & future leaders, increase job satisfaction and morale and improve productivity and safety.	Learning and development program implementation. Training Programs delivered.	Work with sections on developing a Support and organise relevant training for all employees as required and as budgets allow. Continuation of Manager to Leader program	Manager Human Resources	HR Plan developed for 2024 with a focus on attraction, retention, efficiency & effectiveness. People Leader training needs being identified with specific areas of focus to roll out during the course of the year – with a focus on enabling people leaders to be able to manage key & critical people issues, and core people processes. Technical training calendar in place for 2024.	

Governance

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.4 6.5 6.8 6.9	Ensure Council policies reflect community needs and organisational requirements.	Regular review of Council's policies (Policy Manual).	Individual Policies reviewed for relevance and compliance with statutory requirements	Manager Corporate Governance	All Council policies are undergoing review. Policies are then forwarded to Council meetings for adoption. Program continuing.	
6.4 6.5	Implementation of the Government Information Public Access Act (GIPA Act)	Provision of Contract Register on Council's website.	Register updated monthly.	Manager Corporate Governance	Online Contract Register is available. We continue to review opportunities for improvement, including possible use of new RelianSys system.	
		Action requests for information under GIPA Act.	Information requests (formal and informal) actioned in accordance with statutory guidelines.	Manager Corporate Governance	February 2024 – 2 applications received and 2 applications were finalised. Total of 5 applications received YTD, with 4 finalised.	
4.3 6.4	Ensure Council's continuity of operations.	Review of Disaster Recovery Plan and Business Continuity Plan.	Plan reviews completed	Manager Corporate Governance	Information Services Disaster Recovery Plan testing has been delayed due to covid-19 restrictions. Testing has been deferred to a later date.	
6.4 6.5 6.8 6.9	Ensure Audit and Risk Management Committee effective operation	Regular risk management reporting.	Quarterly risk register updates.	Manager Corporate Governance	Ongoing discussions between Dept Heads & MCG. RelianSys now in use in this area.	
6.4 6.5 6.6 6.8	Manage insurance claims in a timely, effective and efficient manner	Completion of internal audits as established by the Internal Audit Plan. Manage insurance claims and provide data to inform strategic decision making. Coordinate participation in the Statewide Mutual	Internal audits completed and reported to ARMC. Monthly insurance reports to Department Heads.	Manager Corporate Governance	Reporting framework finalised. Reports now generated as required. Ongoing discussions between DCSF & MCG.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Continuous Improvement Pathway (CIP) program.	Submission of completed CIP workbooks to Statewide Mutual			

Events

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.3 2.1 2.2 2.6 5.2 5.3 6.3	Coordinate and deliver events to enhance the cultural life of residents and promote the Bathurst Region	Deliver events including Winter Festival, NRL, Bathurst 1000 off track events, Australia Day, New Years Eve celebrations.	Events as listed are delivered.	Events Manager	<p>July</p> <ul style="list-style-type: none"> Successfully delivered the Bathurst winter festival with the out door ice rink, illuminations, food and wine events, music, entertainment, business engagement, rides and community spirit. 20,000 on the ice rink 16,000 in the kaleidoscope 18,000 on the ferris wheel Approx \$20m economic benefit to region 13 sponsors for the event Record numbers at Opening Night (7,500) and Brew and Bite (20,000) people. <p>August</p> <ul style="list-style-type: none"> Wrap of winter festival; reporting, invoicing, thanking sponsors and suppliers Application for NSW Tourism awards for 2022 Winter Festival Commence recruitment for Grants & Sponsorship Officer Role Start preparing for Bathurst 1000 and upcoming events <p>September</p> <ul style="list-style-type: none"> Continue recruitment for Grants & Sponsorship role Continue reporting on 2023 winter festival Preparing for Bathurst 1000 Off track events; Super Wednesday transporter 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>parade, Legends Dinner and a new event – music in the parade on the Friday evening, replacing the Saturday Street Fair.</p> <ul style="list-style-type: none"> Preparations for Wanderers game, Bathurst International, Summer Beats, NYE, Christmas and Australia Day planning. <p>October</p> <ul style="list-style-type: none"> Successfully delivered the Bathurst 1000 Off Track events, Super Wednesday saw rain but large crowds still turned out, Legends dinner went well with a sell out crowd, The Saturday street fair was changed to a Friday evening event which saw huge crowds and cements the Friday event in to the future of raceweek off track events. Tickets went on sale for the Western Sydney Wanderers (WSW) Game. The team continued to work with WSW to build the event and the supporting events around it. Continue working on Summer beats, NYE, Australia Day Awards and event Continue working on race events for November; Challenge Bathurst & Bathurst International <p>November</p> <ul style="list-style-type: none"> Successfully delivered Bathurst International on track with ARG Had to pivot on the Western Sydney wanderers match and coordinate communication on postponement of 	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>match and coordinate refunds for ticket holders</p> <ul style="list-style-type: none"> • Install Christmas decorations throughout the city; Christmas Tree, two stars, flags and Civic Centre lights • Had a new staff member commence in the Grants & Sponsorship role • Successfully assist in the delivery of Challenge Bathurst • Assist with information for Koorie Knockout • Planning underway for NYE, Summer beats, Australia Day, Superfest 12 Hour/Bx 500, NRL and winter festival • Conversations continuing for 1824/24 <p>December</p> <ul style="list-style-type: none"> • Commenced Summer Beats program, live music in Kings Parade every Friday evening. Was well received by the community. • Planning continued for NYE until it was cancelled due to budget constraints. Event staff worked with Business chamber to share all documentation for event. • Planning continued to reschedule the Western Sydney Wanderers match, with the announcement of the rescheduled date on 22 December. • Planning continued with Australia Day, Bathurst 12 Hour, Bathurst 500 and Superfest activities. • Planning started for the NRL match planned for April, ticketing price research 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<ul style="list-style-type: none"> Planning commenced for Bathurst Winter Festival and a business consultation event has been set up for January Planning and execution of Council's All Staff Christmas Party at Mount Panorama Additional tasks including; grant searching and acquittals, research into sponsors for 2024 events, assisting the public with varying events and gathering information for Mount Panorama. <p>January</p> <ul style="list-style-type: none"> Planning and execution of the Australia Day event, including working party reports and meetings, coordinating with Mayor's department. The event ran seamlessly and included: Citizenship ceremony, Awards Ceremony, Free entry to the pool and supporting events in surrounding villages Planning continued for the Western Sydney Wanderers game, marketing and promotions with limited information from Wanderers, meetings with external stakeholders, logistics planning and run sheets Planning and meetings to secure the Superfest events with Supercars, multiple moving parts, meetings with Transport for NSW, police, external stakeholders, transporter parade, live site, car clubs, vendors, internal stakeholder meetings Work commenced on the NRL event for April, with tickets going on sale on 23 Jan, more than 3,000 tickets were sold in the first week of sales. The best run of 	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>presale tickets in its 9 year history. Meetings commenced with Penrith Panthers for event planning Events and economic development successfully ran a winter festival business consultation event on 23 Jan to encourage local business participation for this year's winter festival. Approx. 30 business came along with great ideas generated and potential new sponsors. Bathurst 6 Hour camping on sale with some planning taking place</p> <ul style="list-style-type: none"> • • 	

Information Services

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
2.3 2.5 6.8	Improve long-term viability and availability of electronic data for both the current and long term.	Perform Penetration testing to ensure the security of Bathurst Regional Council Data	Engage Third Party to perform Penetration tests.	Manager Information Services	Penetration testing was performed on the week of the 16th of January. Council has received the testing report. This testing included external and internal penetration testing. Council's IT section is has created a plan to correct the issues identified and is currently working through it. Next round of testing is scheduled for January 2024	
		Continue regimen of cyber-Security training for all staff & Councillors at Bathurst Regional Council.	Microsoft Cyber Security training, Phishing simulation has been purchased, and training program implemented. Councillors & staff will continue to be provided with the opportunity to attend Cyber Security NSW training.	Manager Information Services	Training has been purchased and a schedule has been developed. Training will now continue on a rolling basis.	
		Continuous upgrading of Cyber Security posture based upon recommendations from Penetration Testing.	This is a continuous process.	Manager Information Services	Cyber security framework and documents have been developed. The Framework was approved by the General Manager on 29th of June. Discussions are now on going with risk owners.	
		Develop Cyber Security Strategic Plan and Roadmap	Strategy and Roadmap adopted	Manager Information Services	In progress/ongoing	
		Upgrade GIS from GDA94 to GDA 2020.	Ensure that BRC GIS is current by implementing GDA2020 it is	Manager Information Services	In progress/ongoing. This project is progressing well. Much work has been completed and we have engaged the service of Chartis Technology to assist with the implementation.	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			anticipated that this will be completed in 2023/2024 financial year.			
		Implement cloud based VOIP telephone system.	Proof of Concept for Microsoft Teams calling is underway. This will allow staff to test the viability of this technology. It is then expected that the system will be implemented in 2023/2024.	Manager Information Services	The new VOIP phone system has been pushed to fiscal year 23-24 as we proceed with the current proof of concept for teams calling and Mitel hosted system.	
		Perform Disaster Recover testing at Bathurst Regional Council's DR site.	It is anticipated that full test will be performed by End of December 2023.	Manager Information Services	Full DR testing is being rescheduled for fiscal 23-24 After testing a report will be written detailing the results obtained.	

Property


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.5 6.4 6.5 6.8	Manage development of new residential land releases to ensure appropriate level of supply.	Complete development of residential land in accordance with Council plans.	Provision of land to meet demands.	Property Manager Coordinator	Windy 1100 - 205 lots - Tender for development approved by Council 19/10/2022. Expect Sales in early 2024.	
2.1 4.1 6.4	Manage development of new commercial and industrial land releases as required to meet the needs of new businesses.	Development in Kelso Industrial Park as required.	Provision of land to meet demands.	Property Manager Coordinator	Kelso Industrial Park has 0 lots available. Tender for development of 9 lots in Stage 1b of Kelso Industrial Estate expansion (\$4.8M Drought Stimulus Fund) approved 19/10/2022.	

Finance


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.1 6.6 6.9	Ensure Council's long term financial sustainability.	Review need for special variation in rate income.	Long Term Financial Plan complete and adopted by Council. Special Rate Variation considered by Council.	Manager Financial Services	Long Term Financial Plan for 2023/24 adopted by Council on 19/07/2023. At Council meeting 16/08/23 Council resolved to commence consultation with the community on a potential Special Rate Variation for the 2024/25 year. At Council meeting 20/09/2023 Council resolved to cease community consultation immediately and not pursue an SRV.	
		Improve Council's cash flows.	Rates and Charges Outstanding Ratio less than 10%.	Manager Financial Services	As per 2022/23 Financial Statements achieved 6.32% (2021/22 5.82%) (2020/21 6.29%) (2019/20 6.49%) (2018/19 6.22%) (2017/18 6.17%) (2016/17 5.68%)	
		Ensure Council's level of debt is manageable.	Debt service cover ratio greater than 2.	Manager Financial Services	As per 2022/23 Financial Statements achieved 2.03 times on Consolidated basis (note – General Fund is only 1.56 times) (2021/22 2.46) (2020/21 1.71) (2019/20 1.06) (2018/19 2.17) (2017/18 3.66) (2016/17 4.12)	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Maximise invested funds within prudential guidelines.	Outperform monthly 90 day bank bill swap rate.	Manager Financial Services	<p>At 29th February 2024 current year average:</p> <ul style="list-style-type: none"> Investment earnings – 4.96% (2022/23 average 3.37%) 90 day Bank Bill Swap Rate – 4.28% 	
		Monitor, review and update Long Term Financial Plan	Long Term Financial Plan 2023-2033 adopted.	Manager Financial Services	<p>Long Term Financial Plan for 2023/24 adopted by Council on 19/07/2023.</p> <p>At Council meeting 16/08/23 Council resolved to commence consultation with the community on a potential Special Variation for the 2024/25 year (Council resolved to cease community consultation on 20/09/2023). This proposal included a LTFP with 3 scenarios plus the base case. This Draft LTFP was on public exhibition until 31 October 2023.</p>	

Corporate Communications

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.1	Communicate and engage with the community	Bathurst Regional Council Community Survey.	Overall satisfaction rating > 70%	Manager Corporate Communications	2023 Community Survey Survey result found 82% of the community is somewhat satisfied or higher (somewhat satisfied to very satisfied) with Council. Up from 75% in 2021.	


[illegible]



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					Website visits July: 88,315 August: Results not available September: 36,115 October: Results not available * November: 16,382 December: 29,196 January: 35,852 February 41,484 BRC: 20,134 Bathurst Library: 1,782 Bathurst Winter Festival: 19,568	
		Ensure Council's website remains relevant and up to date.	Development of new website completed and launched.	Manager Corporate Communications	New BRC corporate site launched October 2023. Work continues to digitise online forms.	



Cultural & Community Services



Bathurst Regional Council supports a vibrant culture and community. Lifestyle in the Bathurst Region is enriched by providing a diverse range of cultural facilities and programs and by promoting cultural diversity. Community well-being is promoted through social planning, community development and ensuring access to community services.

Community Services


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
5.1 5.2 5.3 5.4 5.5	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.	Undertake the actions identified in the Bathurst Community Safety Plan in partnership with the Bathurst Regional Community Safety Committee	Provide administrative support to four (4) meetings of the Bathurst Regional Community Safety Committee. Relevant campaigns /projects developed and implemented as per priority areas identified in the Bathurst Community Safety Plan.	Manager Community Services	February: One (1) meeting held in February 2024 YTD four (4) Community Safety Committee Meeting held. February: Road Safety for Seniors information session held at Bathurst Library with NSW Police, Service NSW and Transport NSW in attendance. YTD six (6) initiative/project undertaken in accordance with the Bathurst Community Safety Plan. - Homelessness campaign supported - Scams Awareness Week campaign included website content, social media content and a Scams Awareness Session with NSW Police at Bathurst Library. - 16 Days of Activism Campaign included website, social media content, book display at the Library and support of the Going Nuts in the Bush event. - ID Support Cyber Security Session for businesses held	
6.3						



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<ul style="list-style-type: none"> - Don't Be Next Christmas holiday safety campaign - Road Safety information session at Bathurst Library. 	
		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 2022-2027.	<p>Quarterly reviews undertaken to determine the number of actions in progress or complete.</p> <p>Relevant Community Services initiatives/projects developed and implemented as per actions identified in the Disability Inclusion Action Plan (DIAP).</p>	Manager Community Services	<p>30 of 35 (83%) actions in progress.</p> <p>February: A review was undertaken.</p> <p>YTD: three (3) reviews undertaken.</p>	
				Manager Community Services	<p>February: No initiatives undertaken in February</p> <p>YTD ten (10) community services initiatives/projects were developed and implemented:</p> <ol style="list-style-type: none"> 1. Winter Festival 2023 including a sensory zone including flexible seating options, earmuffs and fidget toys. Accessibility Day included collaboration with Social Futures. Access at a Glance audit conducted on Winter Festival site. Marveloo portable accessible toilet on site. 2. Access Grants provided to local businesses. 3. IDPWD Working Group meetings held. 4. Flexible seating options for children provided to Bathurst Library. 5. Sensory Friendly Session (Dino-Time) held at Australian Fossil and Mineral Museum. 6. Training/information sessions for Businesses wanting to employ people with disability. 7. IDPWD Art workshops 8. International Day of Sign Languages video developed and promoted. 9. Three disability awareness training workshops provided to Council customer service staff. 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Implement strategies and actions identified in the Positive Ageing Strategy			10. International Day of People with Disability Program of Events	
			Quarterly reviews undertaken to determine the number of actions in progress or complete.	Manager Community Services	52 of 59 (85%) actions in progress. February: A review was undertaken. YTD: Three (3) reviews undertaken.	
			Relevant Community Services initiatives/projects developed and implemented as per actions identified in the Positive Ageing Strategy.	Manager Community Services	February 2024 - Connecting Seniors project officially launched. - Road Safety for Seniors information session held at Bathurst Library. YTD six (6) initiatives/projects developed and implemented. 1. Seniors Festival Organising Committee meetings held, and Seniors Festival 2024 grant application developed and submitted. 2. Community Development Officer presentation to CPISA meeting regarding Positive Ageing Strategy and community development projects. 3. Dementia Australia Presentation, morning tea and Dementia Alliance meeting hosted to celebrate Dementia Action Week. 4. Seniors Festival 2024 program launched with 97 events and activities for seniors to attend. 5. Connecting Seniors project launched with help of \$39k grant. The program will involve 52 free intergenerational tech help sessions. 6. Road Safety for Seniors information session held at Bathurst Library.	








Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Collaborate with key stakeholders to develop and deliver programs/ activities to meet the needs of the Indigenous community.	Aboriginal Commitment Strategy actions implemented, inclusive of four (4) working party meetings facilitated.	Manager Community Services	February: No (0) meetings held in February 2024. Recruitment commenced in February 2024 for internal Aboriginal Commitment Strategy Working Group 2024. YTD Two (2) Working Group meetings held.	
			Relevant Community Services initiatives, projects, activities, and events developed and implemented to service the Indigenous community.	Manager Community Services	February: 30 Aboriginal elderly community members delivered 1 x coffee voucher and seniors festival program, with Aboriginal Community Development Officer supporting and encouraging elders to book in to festival activities. YTD eight (8) Community Services initiatives completed. 1. Marang Connections Boys Business/ Girls Business – indigenous activities during NAIDOC week 2. For Our Elders 4-week bus campaign. 10 Local Aboriginal elderly community members appeared on back of two Bathurst Buses from 26 June – 24 July 2023 3. "Today's Yarns, Tomorrow's Stories" book publication telling yarns/stories of 17 local Aboriginal elderly community members launched during NAIDOC Week 4. NAIDOC opening ceremony/flag raising and book launch 5. Marang Connections Family Fun Afternoon 6. Marang Connections Cultural Camp took place. 7. Kelso Christmas Party 8. Seniors Festival – Coffee vouchers and seniors festival programs delivered to 30 Aboriginal elderly community members, with Aboriginal Community Development Officer	








Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					supporting and encouraging elders to book in to festival activities.	
4.3 5.1 5.3 5.4 5.5 6.1 6.3		Encourage and facilitate the use of Kelso Community Hub to meet community needs	Quarterly update on usage of Kelso Community Hub by services / programs.	Manager Community Services	February: Report went to February 2024 Council meeting. YTD one update report completed.	
5.1 5.3 6.1 6.3 6.7	Value and support opportunities for young people to understand the processes of Local Government and be involved in relevant projects.	Continue to support the operations of the Bathurst Regional Youth Council	Facilitation of six (6) Bathurst Regional Youth Council meetings	Manager Community Services	February: Youth Council Meeting held 5 February at the Council Chambers Youth Week event and activities in initial planning stages. YTD seven (7) Youth Council Meetings held.	
			Undertake and/or participate in two (2) initiatives, activities, programs and events.	Manager Community Services	February: continued radio segment with 2MCE and commenced Teen Mental Health First Aid Training. YTD thirteen (13) Youth Council activities completed.	
5.0 6.0 5.1 5.2 5.3 5.4	Provision of community education promoting the benefits of responsible pet ownership and companion animal management.	Research, development and implementation of quality community education programs in relation to pet ownership.	Develop and implement two (2) programs to support community awareness and education.	Manager Community Services	Currently unable to be funded. YTD zero (0) programs implemented.	
	Provision of high quality child care facilities to cater for children aged 0-12	Ensure policies and procedures align with industry, Education and Care legislation.	50% of policies reviewed.	Manager Community Services	February: Children's Services Child Safe Policy in draft.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.3 6.4 6.7	years in the Bathurst Community.				YTD fifty-seven (57) Policies have been reviewed 100% of policies were adopted at the August Council meeting.	
			Review and update current Service Self-Assessment Tool	Manager Community Services	February: Meeting with Senior Field Officer from Regulatory Office to discuss FDC current Self-Assessment tool and strategies for further development. YTD six (6) reviews have occurred on the service documents.	
	The provision of Council's Children's Services, setting a benchmark for education and care in the Bathurst LGA.	Research and implement programs/projects reflecting industry and stakeholder needs.	Research and develop programs based on industry needs.	Manager Community Services	February: No programs/projects researched or developed. YTD Zero (0) Reviews of industry requirements carried out; no programs/projects required during period.	
			Implementation of relevant programs	Manager Community Services	February: No (0) programs were implemented. YTD zero (0) programs implemented	
	Maintain high occupancy rates within Children's Services		% Occupancy rate for LDC greater than 85%	Manager Community Services	February: The occupancy rate for LDC was 86.09%. Numbers calculated over a (4) four-week period. YTD the occupancy rate is 83.22%.	
			% Occupancy rate of FDC greater than 70%	Manager Community Services	February: The occupancy rate for FDC was 88.47% Numbers calculated over a (4) four-week period. YTD the occupancy rate of FDC is 87.25%. An increase due to two (2) Educators returning from leave.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			Promotion of Children's Services	Manager Community Services	February: Two (2) promotion activity occurred with recognition of years of service for an educator and introduction of newly recruited educators. . YTD Three (3) promotions held.	
	Connect and collaborate with Children's Services networks locally to ensure service provision reflects strengths and needs of the sector.	Local networks investigated and developed.	Stakeholder interest established for development of local networks.	Manager Community Services	February: Zero (0) collaborations occurred. YTD Zero (0) activities have occurred.	



Bathurst Library



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
4.3 5.5	Develop a strategic approach to planning the next-practice library.	Analyse results from Library 2023 Customer Satisfaction Survey	Report to Council by December 2023	Manager Library Services	COMPLETED YTD: Customer Satisfaction Survey closed Monday 17 July 2023. Analysis completed. Report completed and endorsed at November council meeting.	
1.3 5.3	Maintain and improve community participation in the Library Services	Maintain and improve membership base	Membership is 25% or more of total population.	Manager Library Services	February: 139 new members YTD the total active membership of Bathurst Library is 10,934 = 25% of Bathurst population.	
		Maintain and improve visitations.	Yearly visitations are 85,000 or more (monthly average: 7,080)	Manager Library Services	February: 8,778 visitations YTD: 66,620 visitations	
		Maintain and improve program and event delivery.	Deliver 200 or more programs / events.	Manager Library Services	February: 18 programs/events delivered. YTD: 158 programs/events delivered.	
		Maintain and improve attendance at programs and events	3,000 attendees or more to programs / events. (monthly average: 200)	Manager Library Services	February: 585 attendees at programs and events YTD: 4,105 attendees at programs and events	
1.3 5.3	Maintain and improve access to information and life-long learning	Maintain and increase circulation of all library material	Loans exceed 200,000 (16,666/month average)	Manager Library Services	February: 16,710 items borrowed (4,259 electronically) YTD: 133,342 items borrowed.	
		Improve online information	Research, curate and build a Bathurst War information web page by June 2024	Manager Library Services	February: Research continues. Designing possum-skin cloak fact sheet. Contact made with a Wiradjuri consultant. YTD: Research continues.	





Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.1	Communicate and engage with the community	Improve adult digital literacy skills	Provide at least 20 technology sessions/workshops for adults	Manager Library Services	February: 5 technology sessions/workshops delivered. YTD: 19 technology sessions/workshops delivered.	
		Improve Readers Resources	Curate and provide access to 4 new or revised subject specific reading lists per year	Manager Library Services	February: 0 reading list YTD: 7 reading lists – Tween Reading (Sept); Contemporary Fiction (Sept); Romance (Sept); Rural Romance (Sept); Horror & Thriller (Sept); Family Stories 2023 (Nov); Aussie Crime Fiction (Jan).	
		Promote Australian Indigenous history and content.	Curate 6 book displays per year	Manager Library Services	February: Cooking display YTD: Five (5) book displays	
		Growth in followers on the library social media platform	One (1) Wiradjuri or Australian Indigenous content highlight per month	Manager Library Services	February: 12 February 2024: 729 post impressions. YTD: 8 content highlights	
		Monitor community satisfaction with Library Services, Programs and Collections	More than 4,000 followers on Facebook	Manager Library Services	February: + 66 followers YTD: 4606 Facebook followers	
		Reach out to the community beyond the walls of the facility	Launch visitor satisfaction survey by December 2023	Manager Library Services	COMPLETED. The survey will continue running until February 2024. YTD: Launched Dec 2023. 29 Jan 2024: 50 responses. 4.69/5 rating. 16/42 respondents (38%) answered their reason for the rating was 'Staff'. Feb: End 29 Feb.	
			At least two (2) library pop-ups by June 2024.	Manager Library Services	February: no action YTD: Two (2) Pop ups (Marang Connections + School Starters picnic	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.2	Maintain and create partnerships with local organisations and neighbouring councils.	Foster relationships with local educational institutions	Partner with 2 educational institutions to deliver activities in the library by June 2024	Manager Library Services	February: no action YTD: Two (2) educational activities partnerships (Bathurst Little Learning Centre and Scots All Saints)	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>


Bathurst Regional Art Gallery



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.3	Provide a focus on the visual arts for the community by providing education and public programs that challenge thinking and stimulate creativity and promote cultural vitality in the region through the development and care of the permanent collection, temporary exhibitions and research facilities.	Maintain and improve community participation and engagement through public programs and events.	Minimum six (6) public programs per exhibition slot.	Art Gallery Director	<p>February:</p> <ul style="list-style-type: none"> Curator Talk: Zoe Bastin (9) 2x Deborah Kelly collage workshop and exhibition tour (25) Daily Deborah Kelly Collage Maker's Space (90) <p>Public Programs: 5</p> <p>YTD: 66 programs, participation 966</p>	
		Maintain and improve student and teacher engagement through education programs and outreach.	Minimum three (3) education projects delivered.	Art Gallery Director	<p>February:</p> <ul style="list-style-type: none"> HOME Program Teacher's Professional Learning Day The Home Program is a collaboration between the Art Gallery of New South Wales, NSW Department of Education's Arts Unit, Wiradjuri community at Wagga Wagga and Aboriginal communities and regional galleries across NSW. It connects schools to local Aboriginal artists, community, language and culture. Over the school year, students and teachers will participate in workshops, virtual excursions, and a teaching and learning program that culminates in an exhibition at BRAG (21) Wiradjuri Elders: Aunty Gloria, Aunty Leanna, Uncle Bill Children's Eye Spy Exhibition Activity (42) Deborah Kelly Collage Workshop (90) 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					YTD: Four (8) education projects delivered. Participation. Children (1035) Adults (137)	
		Provide opportunities for the professional development of regionally based artists.	Research & establish BRAG Artist Collective.	Art Gallery Director	February: Groundfloor collective (Bathurst/Lismore) supported by BRAG (2024 in development) helping key exhibition proposals from cutting edge emerging regional practitioners find traction in institutional programming due for delivery March 2024. BRAG now offers online exhibition rooms running alongside each of its in-person gallery exhibitions. Increasing engagement, professional opportunities through extended market reach, profiling, and platforming.	
		Develop community access to and understanding of contemporary indigenous art.	Stage two (2) contemporary Aboriginal art programs.	Art Gallery Director	February: <ul style="list-style-type: none"> Home Program Exhibition (1,108) Dhuluny Project (1) in development. YTD: Six (6) contemporary Aboriginal art projects undertaken, attendance: 7,788.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Deliver activities for Bathurst 2024 Commemoration.	Deliver three (3) partnership projects with key stakeholder groups during 2024 calendar year.	Art Gallery Director	February: 2024 program in development with key industry groups: Bathurst Wiradyuri Elders, UQ Art Museum, KADIST, CSU, Bathurst Observatory Research Facility, Ground Floor Artist Collective. YTD: Total Partnerships in development five (5)	
		Develop community access to the permanent collection.	Develop online search engine for permanent collection through BRAG website.	Art Gallery Director	February: With CMS 20 works on Artwork Archive have been launched. Continuing to launch 80 works (3.6%) of the collection online in early 2024 with inbuilt features designed to enhance and extend new website for great accessibility and engagement.	
		Redevelop BRAG Store as public access space	Commence refurbishment of BRAG Art Store to multi-use theatre space.	Art Gallery Director	February: Proposals and quotes received. Reviewed. Contract awarded to Dunn and Hillam.	
		Increase community engagement on social media platforms.	Increase followers on Facebook, YouTube & Instagram. Target annual growth rate: 1.25%	Art Gallery Director	February followers: 12,754 Monthly increase: 59 YTD followers: 12,754 July 2022/2023 followers: 10,777 / 12,131 Percentage increase: 12.6% 2022/2023 FY followers: 12,035 Yearly target (+1.25%): 12,185	
6.1 2.6	Communicate and engage with the community					

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>Initiated a digital publishing cycle and communications strategy. Begins with e-news weekly, socials posts daily, and website dynamic interaction. Powered through Mailchimp and Planoly to deliver streamlined socials delivery and to push traffic back through our website.</p> <p>February Engagement/Impressions: 36,339 FY YTD Engagement/Impressions: 519,298 2022/2023 FY Engagement/Impressions: 843,108 Yearly target (+1.25%): 853,650</p>	
5.2 1.3 6.6	Promote cultural activity in the Bathurst CBD, neighbourhoods and the region's villages through the development of inclusive and accessible satellite programs and events, and the promotion of Hill End as a significant site of contemporary and historic Australian art and culture. Strengthen financial and organisational sustainability.	Ensure sustainability of BRAG artist in residence activities through development of new models and partnerships	Develop two (2) programs/opportunities.	Art Gallery Director	February: Negotiations for Hill End AIR ongoing (1). YTD: One (1) programs/opportunities in development	
		Activate the Bathurst Public Art Policy as resources permit.	Develop and deliver three (3) public art projects	Art Gallery Director	February: 1. 2024 Wambuu Memorial Garden project in development, Jonathan Jones invited to submit proposal. He will also curate the connected exhibition program of Dhuluny. 2. Program has been built for 2024 to populate our public art platforms: forecourt projection, TAFE	





Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>screens and Foyer Space Gallery. Result will be 5 x Forecourt projects / 5 x Ribbon Gang Lane Screen works.</p> <p>3. Partnering with BALC to deliver public art mural and youth workshops for 'Wambuul' delivery for beginning of 2024.</p> <p>YTD: Two (3) new programs developed through which fifteen (15) Public Art Projects will be delivered in 2024.</p>	
		Increase revenue across gallery operations	An increase of 2.5% on 2022/2023 shop and program profit.	Art Gallery Director	<p><u>February 2024:</u></p> <p>Shop Takings: \$1449.15 Program Takings: \$ 428.00 Total Takings: \$1877.15 YTD Takings: \$44,211.95</p> <p><u>February 2023:</u></p> <p>Shop Takings: \$9336.48 Program Takings: \$905 Total Takings: \$10241.48 YTD Takings: \$67,847.66</p> <p>Total YTD Takings: 34.85% decrease in Shop and Program Takings from 2023. Due to period of procedural overhaul and software updates to POS systems. Now complete. Measures to recuperate and increase revenue include opening shop during changeover.</p>	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Increase sponsorship	Develop one (1) new sponsorship partnership	Art Gallery Director	<p>February:</p> <p>Partnerships / Sponsorship confirmed with key stakeholders:</p> <ul style="list-style-type: none"> • BRAG x BGD Art Prize and Artist in Residence Foyer Space Gallery (1) • Reckless Brewery have expressed interest to sponsor similar programs to BGD (1) • BRAG developed Supporter's Program and renewed membership program launching in 2024 (1) <p>YTD: Three (3) new sponsorship partnerships developed.</p> <ul style="list-style-type: none"> • Reckless (Ongoing TBC) 	
		Review and revise gallery policies and plans	Develop 2025 – 2028 Strategic Plan	Art Gallery Director	<p>February:</p> <p>Contributing to 2025 – 2028 (current strategic plan is 2021 – 2024):</p> <ul style="list-style-type: none"> - Collection policy to enshrine First Nations collection priority in draft - Cultural Engagement Framework in draft - Public Art Policy being reviewed, with 1% developer contribution to be discussed with Alan Cattermole and Neil Southern. - Gallery HR Policies in accordance with BRC code of conduct and the LG Award. - Reviewed Supporters Program, developed Future Fund to address asset maintenance backlog and provide pathway to new gallery 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					facility, engaging and revitalising town square plans adopted by council.	


Bathurst Memorial Entertainment Centre




Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.3 1.5 2.4 4.1 4.3	Implement a strategic approach to the maintenance and upgrade of the existing BMEC facility until new facilities can be developed.	Identification and documentation of weekly, monthly, quarterly, half yearly, annual and bi-annual maintenance. Planning and budget allocation to identified areas of regular maintenance.	Funding applications made as suitable opportunities arise	Manager BMEC	YTD no funding sources identified to address urgent maintenance issues. Minor work in painting of foyer, refurbished and new furniture in foyer spaces occurred with thanks to Custodians and funding used from unspent sponsorship money from Reliance Bank. Adding all annual maintenance items into budget to calculate required budget for each year to avoid surprises.	
2.4 5.1 5.2 5.3 5.5	Maintain and improve community participation in BMEC services and activities	Maintain and improve venue attendance	Attendances return to pre Covid levels of 50,000 plus	Manager BMEC	February 2024: 2693 Financial YTD (as of end of February): 37,408	
4.3 6.8	Measure and increase customer satisfaction within BMEC, as well as identify areas to improve customer experience for users of the venue.	Maintain and improve program and event delivery	Deliver a program of events for a variety of segments of the community and visitors.	Manager BMEC	January: Tim Handsome: Nearly Naked Art on Screen: Borromini and Bemini – in collaboration with BRAG February: Cosentino Coal Miners Daughter CPSA Meeting NT Live: Dear England Teachers Education Launch in collaboration with Museums, BRAG and Bathurst Library Leaving Jackson Safe Hands Exhibition Nurse Georgie Carroll January: Songmakers Workshop Sunrise on Wahluu Rehearsals February: Compareo Fast Cars (remount as part of Superfest)	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			Deliver the Bathurst Sea of Sound Festival	Manager BMEC	19-21 January 2024 Festival was reduced due to budget cuts but a successful festival ran all the same for 3 days. Events included: Homebrew at Reckless Harp Circle in Kings Parade The Lawnmower event 6 Sounds of the World Concerts Sunrise on Wailuu	
			Deliver the Bathurst Writers' & Readers Festival	Manager BMEC	2024 dates May 20 – 26 Program for 2024 to expand to include more education related offerings as well as Sydney Writers' Festival livestream events, and locally produced events. Budget being revised so that there is actually budget for the deliverable	
			Devise strategies to engage with diverse sectors of the community.	Manager BMEC	New strategies in place to raise awareness of BMEC and the other cultural facilities of BRC. Combined Education brochure completed and distributed. A week long stall in Bathurst City Centre raised the profile of BMEC and our programs. Many great conversations took place with myths and misperceptions debunked. Plan to run this in other shopping centres 4 times per year. Development of other initiatives in the pipeline. Improved offering for BMEC Members through inclusion of many Presenting Partners (ie hirers) products	
		Achieve a minimum Net Promoter Score of +50 over the next year.	NPS results reviewed in real time, to be analysed on a monthly basis. Tracked via Microsoft forms.	Manager BMEC	Net Promoter Score result for February 2024: <ul style="list-style-type: none"> Score for customers attending events +71, an increase of 3 points.. Venue hire score currently +100. Target score is over +50	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Identify areas for improvement from current statistics, create strategic responses and implement change.	NPS results to increase from current levels as strategy is implemented.	Manager BMEC	YTD: No activity.	
1.3 4.3	Communicate and engage with the community	Growth in community engagement	At least one (1) intrinsic impact study undertaken. 2% growth in social media followers over 2023/2024	Manager BMEC	YTD no intrinsic impact studies undertaken. As of February: Facebook 5299 Followers Instagram 1195 Followers February Facebook Stats Post reach 53,745 Post engagement 7011 New Page followers 61 YTD Facebook Likes 478, Instagram Followers 15	






Museums

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.1 1.2 1.3 2.4 2.5 2.6 5.1 5.2 5.4	Provide opportunities for locals and visitors to Bathurst to engage with our stories and objects through the operation of Museums Bathurst	Facilitate engagement with Museums Bathurst through the provision of exhibitions, public programs, lifelong education and other activities	85,000 annual visitors to Museums Bathurst. Provision of exhibitions, public programs, and educational opportunities across all Museums Bathurst sites.	Manager Museums	<p>In February 2024 a total of 6,343 individuals visited the Australian Fossil and Mineral Museum (AFMM), National Motor Racing Museum (NMRM), Bathurst Rail Museum (BRM), Chifley Home (CH) and the Central Tablelands Collections Facility (CTCF).</p> <p>Year to date (YTD) total visitors to Council Museums is 81,076.</p> <p>In February the following occurred:</p> <p><u>Exhibitions</u></p> <ul style="list-style-type: none"> • AFMM - The Dino-store - ongoing • AFMM – 'Local Schools, Local Stories' cabinet – Snapshot of Bathurst – curated by Bathurst Public School - new • Chifley Home – Gallery and interpretation - ongoing • BRM – Temporary Exhibition - Before and After: How the Railway changed Bathurst – ongoing • NMRM – SIXTY – celebrating the 60th Anniversary of the Great Race – ongoing • NMRM – Mopar or No Car: Chrysler in Australian Motorsport - new <p><u>Public programs:</u></p> <ul style="list-style-type: none"> • NMRM – Track to Town – vehicle display and retail sales in CBD for Superfest on 15 February 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<u>Educational Tours (schools)</u> A total of 3 tours with 72 students visited the following museum: <ul style="list-style-type: none"> AFMM – 2 tours on 13 and 16 Feb – 16 students - Earth & Environment Science students AFMM – 1 tour on 23 February 56 students. <u>Adult Tours</u> <ul style="list-style-type: none"> 1 organised guided tour for Bathurst residents was arranged in February at the Central Tablelands Collection Facility 	
5.1 5.3 5.4 5.5	Provide a range of opportunities and mechanism for visitors to Museums Bathurst that encourage access for all and celebrates diversity	Identify, plan and provide a range of targeted activities and interpretation tools across Museums Bathurst that encourage inclusiveness for locals and visitors to Bathurst	Continue to grow volunteer opportunities across Museums Bathurst. Work with organisations and groups to provide opportunities for their clients and the broader community to access museums, programs, and activities.	Manager Museums	In February the following occurred: <ul style="list-style-type: none"> 12 volunteers assisted at BRM with the operation of the layout for December. All museums provide free entry to carers and welcome support animals. Volunteers at BRM developing an interactive layout exhibition for display. 	
3.3 5.3	Strive for environmental stewardship through improved operations and the provision of	Review and implement strategies to reduce Museums Bathurst environmental footprint and provide educational	Identify and target areas to reduce energy consumption in the operations of each facility.	Manager Museums	In February Museums Bathurst have undertaken the following environmental strategies: <ul style="list-style-type: none"> Monitoring and reducing, where possible, energy use including turning off appliances 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
	education for Museums Bathurst visitors	opportunities for visitors and the broader Bathurst community	Provide educational information, activities, programs and resources for visitors to Museums Bathurst and the broader community on environmental sustainability and practical actions that can be implemented.		<p>and equipment including air-conditioning when spaces are not in use.</p> <ul style="list-style-type: none"> Recycling of packaging and paper. Recycling of coffee cups at BRM (2,171 cups recycled for month). Ongoing provision of solar panels at BRM and NMRM. Ongoing provision of EV charging stations at BRM and NMRM. CTCF building designed for energy efficiency including quality insulation and compartmentalised spaces to ensure efficiency form air-conditioning. Ongoing provision of EV charger and solar panels at CTCF. NMRM – trialling a change to sustainable fabric in the Museum t-shirts in the retail shop. 	
1.1 1.2 6.2	Provide a range of collection storage and learning opportunities in the operations of the Central Tablelands Collections Facility (CTCF)	<p>Transfer Bathurst Regional Council's collections to CTCF</p> <p>Work with external bodies to develop partnerships for storage and learning opportunities at CTCF</p>	<p>Complete transfer of Bathurst Regional Council's collections to CTCF</p> <p>Identify, develop and manage key partnerships that will result in storage and facility hire and regional educational opportunities.</p>	Manager Museums	<p>In February at the Central Tablelands Collection Facility:</p> <ul style="list-style-type: none"> Australian Museum relocation of Somerville items commenced 9 October with catalogue upgrade – ongoing Public tour for Bathurst residents took place on Saturday 10 February – 23 participants New dock access door installed to improve work efficiency and minimise climate loss through roller door use. At end February 177 cubic metres of material was in commercial storage from external users. 	

Tourism


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
2.1 2.2	Grow the total number and engagement of businesses associated with the Visitor Economy	Work with local operators in the provision of visitor services and destination experiences	Ten (10) new packages, products or experiences developed	Manager Tourism & Visitor Services	February: Superfest Off-track tourist trails implemented. Partnership between BVIC & The Grange distillery. YTD four (4) new packages/products/ experiences developed. <ul style="list-style-type: none"> • "Discover Bathurst" Digital map • Bathurst city and region padmap • 'Dinosaurs of Bathurst' Brochure • Superfest off-track tourist trails 	
		Grow Regional Tourism Partnership program.	Number of tourism partners increased by 5%	Manager Tourism & Visitor Services	February: 0 new/renewing partners for current financial year. YTD 162 tourism partners. Full year target was 158.	
		Increase stakeholder advertising in Destination Guide	Number of ad placements increased 5%	Manager Tourism & Visitor Services	41 paid advertisements from 39 businesses. Increase of 10.8%. Increase in total advertising revenue of 40.3% to \$22,829. Destination Guide now finalised for publication	
		Develop new engaging content for Bathurst Step Beyond App	One (1) new tour product added and promoted	Manager Tourism & Visitor Services	February: No new tours added. Budget for current year has been reduced as a part of Council-wide savings initiatives. YTD no (0) new products yet developed.	
1.3 2.6	Provide visitors and prospective visitors to the area with quality inspiration, information and services.	Increase volume of online tour, event and accommodation bookings	Increase of 10% total bookings through online portal	Manager Tourism & Visitor Services	February: \$16,986 revenue from 92 bookings. Bookings negatively impacted by closure of Chifley Dam due to algae and cancellation of Cabin bookings.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
2.6	Effectively promote and market the Bathurst Region as a key destination				YTD: 3.3% decrease against 2022/23 figures to total \$70,247	
		Develop annual Destination Guide	2023/4 Destination Guide published	Manager Tourism & Visitor Services	Destination Guide designer appointed; advertising prospectus produced. Printing scheduled with local printer	<div><div></div><div></div><div></div></div>
		Implement Tourism Wayfinding and Signage Strategy priority action items	10 action items completed within 2023/24	Manager Tourism & Visitor Services	February: Following up on approval for new white-on-brown GWH tourism signage – additional information requested from Museums. Bathurst Heritage Drive revision completed Two (2) actions completed YTD	<div><div></div><div></div><div></div></div>
		Increase local range of retail products and souvenirs at BVIC and develop e-commerce facility.	Retail sales at BVIC increase by 5% over previous year. Sales of local produce increase 10%	Manager Tourism & Visitor Services	February: \$6,178 gross sales from 246 customers YTD 11.7% decrease to \$66,367	<div><div></div><div></div><div></div></div>
		Develop and implement new 2023-2025 marketing plan	33% of total actions completed or underway by 30 June 2024	Manager Tourism & Visitor Services	YTD 34 of 39 action items (87%) completed or underway as of 29 February – current plan. New plan under development.	<div><div></div><div></div><div></div></div>
		Implement online content strategy.	Destination website page views increase 10% Total social media following (includes Facebook, Instagram and YouTube) increase 10%	Manager Tourism & Visitor Services	February: 41,785 pageviews +45.8% against February 2023 February: 257 new social media followers Users: YTD 11.1% increase on 2022/2023 to 104,190 Pageviews: YTD 3.6 increase on 2022/2023 to 246,133 Social Media: YTD of 6% increase total social media to total 26,926 followers	<div><div></div><div></div><div></div></div>

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Work with industry and specialist agencies as required to generate brand building earned media coverage through public relations activity	120 media articles generated (across all platforms).	Manager Tourism & Visitor Services	February: Twenty-six (26) articles generated. YTD 58 media articles generated across all platforms including Australian Geographic, Australian Country Magazine, RV Daily, Harpers Bazaar & Holidays with Kids 'Top Towns for Families' feature.	
2.6	Increase total number of visitors and overnight stays in the Bathurst region	Promote Bathurst Region to niche and specialist markets as identified in Destination Management Plan (2019) and 2023-5 Marketing Plan	Overnight visitors increase by 5% Total annual visitors increase by 3% Visitor Spend increases 5% Measurement based on Tourism Research Australia annual data and Localis data analytics	Manager Tourism & Visitor Services	Annual Tourism Research Australia figures (to December 2023) not yet released. Year ending December 2022 (most recent TRA figures available): <ul style="list-style-type: none"> - Domestic overnight visitors had increased by 8.47% over 2019 (pre-pandemic) figure to 453,000. - Total domestic annual visitors increased 20.2% over 2019 levels to 1,235,000 - Visitor spend increase of 56.3% over 2019 to \$383 million YTD 6% decrease in overall occupancy to 53.33% as shown by 'Localis' analytics platform Research commissioned with specialist agency Hipscotch investigating feasibility and potential market positioning to high-end travel segment. As identified in 2019 DMP.	
		Promote BVIC as essential step off point for Bathurst Region.	Annual visitation to BVIC increases by 3%	Manager Tourism & Visitor Services	February: 2,678 Visitors to BVIC. YTD visitations decrease of 2.6% on 2022/2023 with a total of 28,695 visitors to BVIC.	

Destination Management



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
2.6	Utilise the Destination Management Plan as a basis for marketing, promotion and tourism development.	Implement the Strategic priorities of the 2019 DMP	75% of actions completed or underway	Manager Tourism & Visitor Services	YTD 66% or 69 of the 104 priority actions completed or underway.	
2.2 2.6	Support and develop the regional tourism industry	Implement the Tourism Industry Engagement Strategy	Hold at least: <ul style="list-style-type: none"> four (4) targeted meetings with industry segments four (4) industry capacity building workshops 30 one on one meetings between MT&VS and industry partners Conduct 60 famil visits to tourism businesses. 	Manager Tourism & Visitor Services	February: Four (4) meetings held between Manager Tourism & Visitor Services and tourism industry partners. Five (5) business famil visits. YTD. 35 one on one meetings held. YTD. 2 targeted meeting held. YTD: Two (2) workshops held. YTD: No industry meetings held. YTD: 44 famil visits to tourism partners.	
2.2 2.6	Connect with industry and consult with a cross section of industry representatives	Continue monthly industry eDM. Host industry gatherings	Minimum of 12 industry eDMs issued. Hold at least four (4) overall industry networking and education events.	Manager Tourism & Visitor Services	February: 1 eDM issued YTD: 7 eDMs Issued Industry Events: Hosted Bathurst region tourism partner networking evenings. YTD None yet held (0).	




Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Increase online engagement with industry	Pageviews of industry website increase 20%		PageViews: February 22 pageviews YTD 20% increase in pageviews	
2.6	Set and measure benchmarks	Publish annual market intelligence report to strengthen knowledge and guide investment.	Annual market intelligence report produced. Accommodation benchmarking maintained by use of analytics platform	Manager Tourism & Visitor Services	Market intelligence now includes data drawn from 348 accommodation properties. Benchmarking achieved through Localis analytics platform. Market intelligence updated and published monthly on bathurstregiontourism.com.au	




Environmental, Planning & Building Services





Council will manage growth and development in alignment with Council's and the NSW Government's planning instruments and controls, and continue forward planning through reviews of the Housing Strategy, Open Space Strategy and Transport and Parking Strategy. Adoption of a new Economic Development Strategy will identify opportunities for continued growth, mindful of Council's obligations to environmental stewardship, heritage conservation and good urban design.


Environmental

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.4 5.2 5.4	((Complete Responsible Pet Ownership community programs Maintain and enhance areas for off-leash recreation for dogs	Two Community desexing programs conducted. Maintain fenced Off Leash areas monthly.	Manager Environment	The first community desexing program commenced on 6 November 2023 with 105 dogs and cats desexed. Off leash areas maintained by contractors when necessary.	
6.4 5.4	Meet Council's responsibilities under the Companion Animals Act 1998 and Public Spaces (Unattended Property) Act 2021 by promptly responding to customer requests and implementing enforcement action for breaches	Investigate animal related complaints, including matters reported after hours. Undertake regulatory action consistent with Council's Enforcement Policy for identified breaches.	95% of customer requests responded to within adopted corporate standards. 100% response to customer requests reported out of hours.	Manager Environment	98.73% of customer requests responded to within adopted corporate standards for the period 1 July 2023 to 29 February 2024. 117 customer requests were investigated during the period 1 February 2024 to 29 February 2024, with a total of 1052 in the year to date. 100% of customer requests responded to out of hours.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
6.4	Meet Council's responsibilities under the Prevention of Cruelty to Animals Act 1979 and the Public Spaces (Unattended Property) Act 2021 in the operation of the Bathurst Animal Rehoming Centre	Operate Bathurst Animal Rehoming Centre	Conduct a social media program to promote rehoming of impounded dogs and cats. Maximise the % of eligible dogs returned to owner or sold or released to welfare organisations. Maximise the % of eligible cats returned to owner or sold or released to welfare organisations.	Manager Environment	38 adoption posts were made during the period 1 July 2023 to 29 February 2024. 35 "Help we are lost" posts were made during the period 1 July 2023 to 29 February 2024, trying to reunite impounded pets with their owners. Visits to the adoption page on Council's website averaged 1,662 views per month between 1 July 2023 and 31 January 2024. This is lower than the average for the previous review period which was 1,762. 26 dogs and 27 cats entered the facility between 1 January 2024 and 31 January 2024. The total dogs entering the facility to 31 January 2024 is 165 and cats is 120. 87.82% of dogs leaving the facility were returned to owner, sold, or released to welfare organisations in the period between 1 July 2023 and 31 January 2024. 74.75% of cats leaving the facility were returned to owner, sold, or released to welfare organisations in the period between 1 July 2023 and 31 January 2024.	
6.4 4.4 5.2 5.4	Meet Council's responsibilities under the Road Rules 2014 and Fines Act 1996	Monitor and enforce parking regulations on public roads Implement a community education program regarding the Australian Road Rules	Monitoring undertaken a minimum of 15 days per month on average. Educational social media posts conducted monthly.	Manager Environment	Frequency of monitoring increasing but not yet back to pre-covid activities. 296 Penalty Infringement Notices and 3 formal cautions were issued for the period 1 July 2023 to 31 December 2023. Seven social media posts on parking enforcement made during the period 1 July 2023 to 31 December 2023.	
6.4 5.2	Meet Council's contractual obligations under the Local Government Act 1993 in monitoring and enforcing parking	Monitor and enforce parking regulations in public car parks in accordance with contractual obligations.	100% compliance with contractual obligations	Manager Environment	136 Penalty Infringement Notices were issued for the period 1 July 2023 to 31 December 2023.	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
	regulations in public car parks					
3.1 3.2 3.3 3.4 6.4 1.4	Meet Council's responsibilities under the Protection of the Environment Operations Act	Investigate customer requests and pollution incidents. Undertake regulatory action consistent with Council's Enforcement Policy for identified breaches	95% of customer requests responded to within adopted corporate standards.	Manager Environment	100.0% of customer requests responded to within adopted corporate standards for the period 1 July 2023 to 29 February 2024. 31 customer requests were investigated by Council in the period 1 February 2024 to 29 February 2024, with a total of 217 in the year to date. Six Penalty Infringement Notices and two formal cautions for various offences were issued in the period 1 July 2023 and 31 December 2023. Five Prevention Notices, two Clean-Up Notices and one Cost Compliance Notice were issued in the period.	average 
3.3 3.5 6.1	Continue to improve the community's awareness and capacity regarding contemporary environmental issues	Communicate sustainability messages via a range of on-line and traditional media sources. Undertake educational programs to enhance community knowledge	Weekly posts on the @sustainablebathurst Facebook page Implement educational initiatives targeting different sectors of the community.	Manager Environment	Followers of the page increased from 1892 on 1 July 2023 to 1932 on 29 February 2024. An average of three posts were made each week on various sustainability themes during the period 1 July 2023 to 29 February 2023. The average monthly "reach" was 2,631 and average monthly "post engagement" was 240. Reach is a measure of how many people see content, and engagement how many people like/comment/share/save the posts. The Sustainable Schools Grant recipients were advised in May 2023 and nine grants were awarded. Project inspections were undertaken in November 2023 and the project is now complete.	
3.1 3.2 6.4	Implement Council's Onsite Sewage Management Strategy and meet Council's obligations under the Local Government Act 1993	Conduct inspections and issue approvals for existing onsite sewage management systems without approvals or requiring renewal.	Increase the number of onsite sewage management systems with a current approval to operate.	Manager Environment	Inspection program is ongoing with a focus on high-risk systems and systems where the ownership is changing due to sale of the property. 467 approvals to operate have been issued for the period 1 July 2022 to 30 June 2023 and 161 approvals issued for the period 1 July to 31 December 2023. As of 31 December 2023, there were a total of 1396 current approvals in the local government area.	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
3.1 3.4 3.5 1.4 4.6 6.4	Meet Council's obligations under the Local Government Act 1993, Biodiversity Conservation Act 2016 and community expectations to manage, restore, enhance and conserve the natural environment	Implement the high priority projects from strategic environmental plans as grant funding becomes available. Ensure that the assessment of development applications meets all of the statutory requirements and relevant planning policies.	Implement a priority project identified in the Urban Waterways, Biodiversity, Pest Bird or Roadside Vegetation Management Plans Number of development applications assessed and professional advice provided.	Manager Environment	Pigeon removal activities were completed in August 2023 with 142 pigeons removed. Significant earthworks, site surveys, weed control, rubbish removal and planting of wetland plans has been completed in the Stage 1 Brickpits project between August and November 2023. Installation of signage and 400 guideposts for high conservation value sections of roadway identified in the RVMP occurred in June 2023. Further guideposts are scheduled for installation in March/April 2024. 181 development applications were referred for assessment during the period 1 July 2023 to 29 February 2024.	
3.5 3.3 6.6	Implement energy efficiency and renewable energy projects at Council facilities	Implement the Emissions Reduction Plan	Meet targets identified in the Emissions Reduction Plan	Energy Strategy Officer	Works have commenced for the works to improve the collection of methane from the Waste Management Centre which will facilitate flaring of a higher portion of the gas, resulting in reduced emissions.	
3.3 3.5 6.4 3.1	Meet Council's statutory reporting obligations under the Local Government Act 1993	Monitor the operational footprint of Council's operations and report on trends identified. Measure and collate the trends in environmental condition across the Local Government Area	Collate data and prepare reports on Environmental data on an annual basis	Manager Environment	Trends in Council's operational footprint included in the monthly report prepared for internal review, with annual data included in the State of Environment (SOE) reporting. Council at it's ordinary meeting in December 2023 considered the 2022/23 report and it is available on Council's website.	
6.4 5.4	Meet Council's obligations in the Food Regulation Partnership and the Food Act 2003	Conduct a program of inspections of food premises including home-based food premises to ensure compliance with regulations.	Conduct an inspection of all high and medium risk food premises by June 2024 95% of customer requests responded to	Manager Environment	98 food inspections of food premises and 69 inspections of temporary food premises were undertaken between 1 July 2023 and 30 November 2023. All of Council's inspection obligations under the Food Regulation Partnership were met. The Annual Food Regulation Report was submitted to the NSW Food Authority on 28 July 2023.	



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			within adopted corporate standards		<p>One food related customer request was investigated during the period 1 February 2024 to 29 February 2024, with a total of nine in the year to date.</p> <p>100% of customer requests responded to within adopted corporate standards for the period 1 July 2023 to 29 February 2024.</p>	
6.4 5.4	Meet Council's obligations under the Public Health Act 2010 and associated regulations	Conduct a program of inspections of skin penetration premises, public swimming and spa pools and cooling towers.	<p>Conduct a risk-based inspection program for skin penetration premises.</p> <p>Conduct a risk-based inspection program for public swimming pools and spa pools.</p> <p>95% of customer requests responded to within adopted corporate standards.</p>	Manager Environment	<p>Inspections of skin penetration premises undertaken as resources allow, with some inspections conducted in January and February 2024. Changes to the regulations and how a skin penetration premises is defined mean that this is a lower priority activity.</p> <p>Public swimming pool inspections took place in November and December 2023, with rectification actions implemented when required.</p> <p>Legionella Management Plan was adopted by Council in February 2022. Implementation is ongoing with inspections undertaken, as necessary.</p> <p>100% responded to within adopted corporate standards between 1 July 2023 and 29 February 2024.</p> <p>6 customer requests were investigated by Council during the period 1 February 2024 to 29 February 2024, with a total of 47 in the year to date.</p>	





Development Assessment


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date				Status
1.5 4.1 4.6 6.4	Ensure the assessment of development and other applications, in accordance with planning instruments, development control plans and policies, occurs within appropriate timeframes.	To be at or below the state average for determination times of development applications	Comparative data provided as part of annual Local Development Performance Management (LDPM) to DPIE Average gross days taken to determine a DA (2021 Avg 83) Average net days taken to determine a DA (2021 Avg 44)	Manager Development Assessment	NSW State Average 2020–21	Bathurst Regional Council February 2024	Bathurst Regional Council year to date average	<div><div></div><div></div><div></div></div>	
					90	66.91	67.48		
					Average gross days taken to determine a DA				
					48	52.57	44.91		
					NSW State Average 2020–21	Bathurst Regional Council February 2024	Bathurst Regional Council year to date average	<div><div></div><div></div><div></div></div>	
					17	4.75	8.70		
			Average days taken to determine a CDC (2021 Avg 13)		Average days taken to determine a CDC				

Planning



Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.5 2.1 3.3 4.1 4.3 4.6 5.5 6.4	Prepare relevant planning proposals to ensure Council's planning controls remain relevant and up to date.	Prepare draft LEP and DCP amendments	Planning controls adopted by Council. Planning proposals referred to NSW Department of Planning & Environment for gazettal	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Laffing Waters DCP Amendment – Adopted by Council – Sept Council meeting. 2. North St Perthville Planning Proposal – Reinstated Residential zone – Gateway determination requested. <i>Withdrawn in July 2023</i>. 3. Review of Community Participation Plan – Adopted by Council – Sept Council meeting. 4. Schedule 1 Review of Bathurst Regional LEP. Review underway. 5. Removal of Kerb and Gutter deposit requirements from Complying Development conditions in LEP. Gazetted in February 2024. 6. Review and update Aboriginal Heritage Provisions in the DCP – adopted November Council meeting. 7. Secondary dwellings and detached studios – new provisions in DCP. Adopted October Council meeting. 8. Stewarts Mount Planning Proposal – Council review of draft supporting documentation completed and comments provided to applicant. Peer review of Bushfire Assessment underway. Quotations called for Peer Review of Social and Economic Report. 9. Planning Proposal – 50 Busby St – proposed R3 Medium Density Housing – formal preliminary comments provided to proponents. 10. Planning Proposal – 34 Busby St – proposed R3 Medium Density Housing – formal preliminary comments provided to proponents. 11. Review of Community Participation Plan (Feb 2024) - Update CCP to no longer require public notice to be given in newspaper and update those planning functions that should be included in CPP – on public exhibition until 18 March. 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
1.5 2.1 3.3 4.1 4.3 4.6 5.5 6.4	Investigate relevant land use and planning issues of the Bathurst Region.	Prepare studies and plans.	Draft studies/plans under way and/or completed by 30 June 2024.	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Bathurst Region Active Transport Strategy – Visioning consultation completed. Audit of 2011 plan commenced with assistance from Cyclesafe Bathurst. Grant application lodged under Get NSW Active program for funding to support development of the strategy. 2. Bathurst Bypass Economic Analysis Report – presented to Council in July. <u>Discussions with Central West Joint Organisation and with Transport for NSW ongoing.</u> 3. Urban Expansion investigations – Engineering have engaged consultants to examine water and sewer infrastructure requirements. Planning staff supporting consultant's investigations of private lands. 4. Review of Parking standards under Bathurst Regional DCP 2014 – benchmarking against similar councils completed. Analysis of results underway. 	
1.5 4.1 4.3 4.6 5.2 5.5 6.4	Undertake urban design and place management investigations.	Prepare studies and plans.	Draft studies/plans under way and/or completed by 30 June 2024.	Manager Strategic Planning	<ol style="list-style-type: none"> 1. Streets as Shared Spaces Round 2 project – Mchattie Lane to Parrish Lane – completed. Project in its 12 month trial. 2. Village Plans – visioning consultation with Rockley, Peel and Sofala completed. 3. Former TAFE precinct – Opportunities for staged development process being investigated, subject to budget. 4. Protection of trees policy – responding to Council resolution of 23 August – opportunities report prepared. Community Consultation to be undertaken in April. 5. NSW Regional Housing Strategic Planning Fund - Grant application – support activation of Wark Parade site for medium density housing. 6. Regional Precincts and Partnerships Program - Grant application – support to undertake a Master Plan/precinct planning of key CBD sites - underway. 7. Registration of Interest – Former Ambulance Station – suitable tenant attracted consistent with Council's objectives for the building. Negotiations for lease now with Property Section. 	

Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					8. Draft Policy – Design Excellence in the R3 and E1 zones – currently on public exhibition.	
4.1 4.3 4.6 6.4	Review and update Council's section 7.11 plans.	Review existing or prepare new s7.11 Plans	Contributions plans requiring review identified and underway/completed by 30 June 2024.	Manager Strategic Planning	1. Investigations underway to determine if stormwater plan should be moved to section 64 of LGA 1993. 2. Laffing Waters Contribution Plan – Consultants appointed. Project underway. Options report reviewed by Council and comments provided to consultants. Draft contributions plan submitted for review by Council. 1. <u>2023/2024</u> site visits (to date): 69 2. Expression of interest called for new Bathurst Region Heritage Advisor.	
1.1 1.2 1.5 4.6 5.5 6.1 6.4	Implement the Bathurst Regional Heritage Plan.	Provide a Heritage Advisory Service.	More than 75 site visits undertaken by the Heritage Advisory Service.	Manager Strategic Planning	1. Bathurst Region Local Heritage Fund – 2023/24 - 53 applications received and grant offers made to 50 projects. Projects underway. 2. Bathurst Region Conservation and Interpretation Fund – 2023/24 – 7 applications received and grant offers made to 7 projects. Projects underway. 3. Bathurst CBD Main Street Improvement Fund – 2023/24 – 8 applications received and grant offers made to 8 projects. Projects underway.	
					1. Bathurst Region Local Heritage Fund – 2023/24 - 53 applications received and grant offers made to 50 projects. Projects underway. 2. Bathurst Region Conservation and Interpretation Fund – 2023/24 – 7 applications received and grant offers made to 7 projects. Projects underway. 3. Bathurst CBD Main Street Improvement Fund – 2023/24 – 8 applications received and grant offers made to 8 projects. Projects underway.	
					1. Pillars of Bathurst Project design of additional sign/plaque underway. 2. CBD Wayfinding Project – sign structures manufactured. Interpretation and wayfinding panels being developed. 3. Heritage Interpretation Plan for Macquarie View Tennis Club – consultation completed. Draft plan being prepared. 4. Wiradjuri Resistance & declaration of Martial Law in 1824 – An Interpretation Project – funding application lodged under the NSW Community Heritage Grants 2023-25. Funding application unsuccessful. 5. Theo Barker Lecture held on 21 September 2023 with speaker Christine Yeats presenting on 'The	


Bathurst CSP Objective reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
					<p>more things change the more they stay the same': revisiting Theo Barker's 1973 findings on the needs, problems and capacities of Historical Societies in NSW.</p> <p>6. Staff attended the ICOMOS Conference in Sydney including Bathurst stand promoting Bathurst Region heritage.</p>	
		<p>Prepare research/studies into the region's heritage values</p>	<p>Studies/plans considered and adopted by Council.</p> <p>Number of local heritage items included in the Local Environmental Plan.</p>	Manager Strategic Planning	<p>Condition Assessment and Maintenance Plan for the Street and Park Lamp Standards – completed (Oct Council meeting).</p>	

Economic Development

CSP 2040 Objective Reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
2.1 2.2 2.3 2.4 2.6 4.1 4.5 5.5 6.3	Implementation of the Economic Development Strategy and associated actions.	Nurture economic infrastructure development by supporting the development of the aerodrome, industrial precincts, new residential developments and telecommunication.	Seek funding for economic infrastructure projects.	Manager Economic Development	<ul style="list-style-type: none"> - Aerodrome promotional prospectus completed. New website copy complete for airport. - Aerodrome land use study completed. Final analysis November 2023. - RFQ for new Bathurst Aerodrome Master Plan closes 6 Feb 24. - Construction commenced for Stage 1 of Kelso Industrial Estate expansion (\$4.8M Drought Stimulus Fund). - Aerodrome scope finalised with grant authority (Growing Local Economies Fund \$2.9M). - Lease signed for Leading Edge data centre - Early stages of Funding proposal for better NBN connection for Raglan and parts of Kelso underway. Grant not available at this time. - nbn fibre has been installed to the Airport boundary. - First connection made to a Airport business. - Working with Telstra on funding proposal for better connectivity at Hill End. Grant not available at this time. - Airport Marster Plan Consultant appointed Feb 24 	
		Market-leading promotional campaigns to increase residential relocations and a sense of place.	<p>Continued support for joint regional relocation campaigns.</p> <p>All 4 entrance billboards and welcome signs updated/maintained as required.</p> <p>Lifestyle promotional content</p>	Manager Economic Development	<ul style="list-style-type: none"> - Contributed to Move to More Campaign. Joined the Regional Activators Alliance. - Listed Bathurst and villages on Pointer Remote. - New Resident Guide launched 16 Mar 23 at Upstairs. Includes video. Both publications have been provided to Real Estate agents who attended the launch. - Reinstated process for responding to Evo City enquiries. - Highway billboards reskinned April 2023. - Website has changed to bathurstliveinvest.com.au. 	

CSP 2040 Objective Reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			created/updated, including the Bathurst Region website/new Live Invest site. Annually updated New Resident Guide.		<ul style="list-style-type: none"> - Four new resident interviews and photography sessions undertaken. Uploaded onto website. 	
		Support local businesses and start-ups through engagement, support and economic programs.	<p>12 eNewsletters</p> <p>Regularly posting on social media channels, including Facebook and Linked In.</p> <p>Respond to business@bathurst and live@bathurst email enquiries.</p> <p>Run business support programs including but not limited to BizMonth, Buy Local Gift Card, workshops and presentations.</p> <p>Business Support section on the Live Invest website updated and maintained.</p> <p>Attendance with Mayor / Councillors at 75% of Business Chamber board meetings.</p>	Manager Economic Development	<ul style="list-style-type: none"> - All eNewsletters sent to date. - September 2023 BizMonth held. A very successful lunch with Annabelle Williams. - MED meets with Business Chamber Board monthly meeting along with Mayor. Representation at all Business Chamber events to date. - All Upstairs Startup hub board meetings attended to date. - Redesigned Bathurst Business Hub website. - Update to Forecast id population projections. - Spendmapp used to track impact of COVID on economy. - id State of the Regionals Economic Presentation to BRC staff and the Bathurst Business Chamber - Two grant writing seminars held in 2023 to assist business and community groups in applying for grants. - Next grant writing seminar 19 April 2024 - ED subscribed to Grant Guru to provide assistance to community and business groups in finding suitable grants. Grant Guru is now live. 34 registrations as at 30 Dec 23. - A new page, Bathurst Grants Hub has been added to the bathurstliveinvest.com.au website - Business Chamber Christmas function held Dec 23 which included Bathurst Young Professionals for the first time. - Bathurst Winter Festival Community Consultation meeting held Jan 24 to assist businesses in 	

CSP 2040 Objective Reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
			<p>Attendance at 90% of Business Chamber After-Hours events.</p> <p>Representation at all "Upstairs Start-up Hub" board meetings.</p> <p>Promote resources to businesses including the ID websites and Spendmapp.</p> <p>Conduct grant writing workshops to assist businesses and community groups finding and securing grants.</p>		developing business initiatives for increased economic benefit.	
		Grow local employment, investment and attract new businesses.	<p>Organise the Bathurst Careers Expo with minimum 55 stalls and 1,500 attendees.</p> <p>Minimum of 40 new local jobs promoted each month via EVO Cities.</p> <p>Develop relocation proposals, relocation materials and support the relocation of new businesses through the Business Concierge Service.</p>	Manager Economic Development	<ul style="list-style-type: none"> - Continued posting of EvoJobs. - Ongoing support for the relocation of numerous businesses, particular interest from manufacturing and IT businesses. - Invest Bathurst campaign being developed including social media/TVC ad, new brochure and updated website. - 2023 Careers Expo 02 August 2023. 90 exhibitors making this event the biggest ye. 850 students attended along with approximately 150 job seekers. Job seeker number low due to Bathurst's low unemployment rate of 1.6% (Mar 23). - 2024 Careers Expo Wednesday 31 July 2024 at CSU Bathurst. - Planning has started to prepare an Investment Attraction Toolkit in conjunction with the Office of 	

CSP 2040 Objective Reference	Deliverable Actions over the next 4 years	Operational Plan – 2023/2024 Projects / Tasks	Tracking our Progress	Responsible Officer	Action Year to Date	Status
		Develop Bathurst into a Smart Community of national significance. Support innovative practices from industry.	Assist work units in implementing smart places projects as required. Seek funding and roll out Smart Community priority projects. Promote Bathurst as a Smart Community.	Manager Economic Development	<p>Regional Economic Development. Feedback and amendments on draft sent Feb 24.</p> <ul style="list-style-type: none"> - Sensors have been installed in 100 CBD lights to monitor temperature. - 3 LoRaWAN gateways installed to facilitate temperature sensors and future smart community applications. - Smart benches installed. - Investigations into various new Smart projects. - Bathurst Digital Twin launched in Oct 22, the first regional centre to have a digital twin of its CBD. This was a collaboration project with Spatial Services. - Continue to work with Upstairs Start Up Hub to ensure its ongoing success. Provided support to a successful grant application received in 2023. - MED is a contributor to the NSW Government Smart & Local Feedback Forum. Forum is designed to learn about Smart Community projects and lessons learned from other Councils who have implemented projects. Four meetings in 2023. The forum continues in 2024. 	

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

File No: 18.00004

RECOMMENDATION:

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

REPORT:

At **attachment 1** is a list of Sundry Section 356 Donations, Bathurst Memorial Entertainment Centre Community Use Subsidies and Mount Panorama Fee Subsidies granted by Council for the period ending 29 February 2024 including a report on annual Rental Subsidies granted by Council.

FINANCIAL IMPLICATIONS:

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

Section 356:	\$ 0.00 **
BMEC Community use:	\$ 0.00
Mount Panorama:	\$ 19,362.73

** The above amount includes donations already committed but not yet paid. After allowing for the committed donations the remaining balance is \$0.00.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. 356 Council Report Feb 2024 [**9.2.3.1** - 3 pages]

Attachment 9.2.3.1

2023-2024 Section 356 Donations Report as at 29 February 2024

Details	Reference	Date	Donations approved in Budget \$	Mt Pan Fee Waived \$	BMEC Donations \$	Sundry Donations \$	TOTAL \$
Annual Budget			107,501.00	35,000.00	60,000.00	13,988.00	216,489.00
Spent to date:							
WRAS Annual Subscription/donation	Operation Plan	26/07/2023	-2,770.00				-2,770.00
Western NSW Dance Festival - 13/06/2023	S356 Policy	10/08/2023			-1,163.64		-1,163.64
Scots All Saints College - Showcase 20/07/2023	S356 Policy	10/08/2023			-829.09		-829.09
BMEC - CPSA Monthly Meetings - 03/08/2023	Operation Plan	10/08/2023			-955.46		-955.46
Evans Art Council - Art Show 03/08/2023	S356 Policy	10/08/2023			-314.18		-314.18
Bathurst City Colts Water Account	Operation Plan	23/08/2023	-4,229.23				-4,229.23
Bathurst City & RSL Band Association Inc	Operation Plan	23/08/2023	-5,000.00				-5,000.00
Bathurst Edgell Jog Committee Inc	Operation Plan	23/08/2023	-1,000.00				-1,000.00
Bathurst Lapidary and Collectors Club Inc	Operation Plan	23/08/2023	-2,050.00				-2,050.00
Bathurst Refugee Support Group Inc. (BRSG)	Operation Plan	23/08/2023	-500.00				-500.00
Bathurst Senior Citizens Association	Operation Plan	23/08/2023	-500.00				-500.00
Evans Art Council	Operation Plan	23/08/2023	-3,000.00				-3,000.00
Lions Club of Bathurst Inc	Operation Plan	23/08/2023	-2,000.00				-2,000.00
Sofala Progress Association	Operation Plan	23/08/2023	-2,000.00				-2,000.00
The Neighbourhood Centre (formerly BINC)	Operation Plan	23/08/2023	-900.00				-900.00
Vivability Limited	Operation Plan	23/08/2023	-1,000.00				-1,000.00
Western Sydney University Medical Scholarship	Operation Plan	23/08/2023	-7,500.00				-7,500.00
headspace Bathurst (Marathon Health)	Operation Plan	24/08/2023	-1,500.00				-1,500.00
Sydney International Piano Competition	Operation Plan	24/08/2023	-1,000.00				-1,000.00
Bathurst Country Music Club Inc	Operation Plan	24/08/2023	-500.00				-500.00
Napoleon Reef Landcare Inc	Operation Plan	24/08/2023	-1,000.00				-1,000.00
Monkey Hill UHF Repeater	Operation Plan	31/08/2023	-1,000.00				-1,000.00
Country Women's Association of NSW - Central Western Group (CWA)	Operation Plan	31/08/2023	-300.00				-300.00
Bathurst Public School - Concert 2023	S356 Policy	7/09/2023			-1,268.36		-1,268.36
Zebra Finch Society of Australia	S356 Policy	19/09/2023		-1,323.64			-1,323.64
Russell St Road Closures - Variety B to B Bash community family fun day 05/08/2023	Operation Plan	22/09/2023	-2,500.00				-2,500.00
Russell St Road Closures - Midstate Freight 2023	Operation Plan	23/09/2023	-2,500.00				-2,500.00
Bathurst Rally 23/09/2023							
Bathurst Gardener's Club Inc	Operation Plan	6/10/2023	-500.00				-500.00
BMEC - CPSA Monthly Meetings - 5/10/2023	Operation Plan	19/10/2023			-1,024.10		-1,024.10
Allegri Singers - Mendelssohn's Elijah Production	16/08/23 Item 08.03.06	24/10/2023	-2,000.00				-2,000.00
BMEC - Bathurst Eisteddfod Sep 2023	S356 Policy	31/10/2023			-10,512.54		-10,512.54
BMEC - Bathurst Eisteddfod Sep 2023	Operation Plan	31/10/2023			-30,000.00		-30,000.00
Bathurst Historic Car Club	21/06/23 Item 09.02.11	10/11/2023		-1,199.00			-1,199.00
2023 Variety Bash	19/07/23 Item 08.03.09	10/11/2023		-1,460.91			-1,460.91
Wattle Tree House - Homelessness Sleep Out	19/07/23 Item 08.03.10	10/11/2023				-1,706.36	-1,706.36
Friends of the Bathurst War Memorial Carillon Inc	Operation Plan	10/11/2023	-2,000.00				-2,000.00
BMEC - CPSA Monthly Meetings - 2/11/2023	Operation Plan	10/11/2023			-1,040.46		-1,040.46
Golf NSW - Bathurst Golf Club - Women's NSW Open Golf Regional Qualifier	20/09/23 Item 8.3.9	15/11/2023				-5,000.00	-5,000.00
Mackillop College - Presentation 2023	S356 Policy	28/11/2023			-214.91		-214.91
Rockley and District Community Association Inc	Operation Plan	30/11/2023	-1,000.00				-1,000.00
Bathurst Public School - Presentation 2023	S356 Policy	4/12/2023			-183.64		-183.64
O'Connell Public School - Presentation 2023	S356 Policy	13/12/2023			-792.00		-792.00
Mitchell Conservatorium	13/12/23 Item 9.3.6	14/12/2023				-7,500.00	-7,500.00
Sofala & District AH&P Association	Operation Plan	18/12/2023	-350.00				-350.00
Bathurst Junior Sports Awards	Operation Plan	31/01/2023	-5,000.00				-5,000.00
West Bathurst Public School - presentation award	S356 Policy	1/02/2024				-50.00	-50.00
Meadow Flat Public School - presentation award	S356 Policy	1/02/2024				-50.00	-50.00
BMEC - CPSA Monthly Meetings - 1/02/2024	Operation Plan	15/02/2024			-1,087.27		-1,087.27
BDRSC grant - Bathurst Athletics Club	Operation Plan	29/02/2024	-3,000.00				-3,000.00
Amount Spent			-56,599.23	-3,983.55	-49,385.65	-14,306.36	-124,274.79

Attachment 9.2.3.1

2023-2024 Section 356 Donations
Report as at 29 February 2024

Details	Reference	Date	Donations approved in Budget \$	Mt Pan Fee Waived \$	BMEC Donations \$	Sundry Donations \$	TOTAL \$
Available Balance before commitments			50,901.77	31,016.45	10,614.35	-318.36	92,214.21
Committed:							
Bathurst AH&P Association	Operation Plan		-8,244.00				-8,244.00
Bathurst City Colts Water Account	Operation Plan		-3,160.77				-3,160.77
CSU Foundation Trust (Gordon Bullock Scholarship)	Operation Plan		-3,000.00				-3,000.00
CSU Foundation Trust	Operation Plan		-5,000.00				-5,000.00
BDRSC grant - Eglinton Tennis Club Inc	Operation Plan		-2,054.00				-2,054.00
Western Sydney University Medical Scholarship	Operation Plan		-2,500.00				-2,500.00
Mitchell Conservatorium	Operation Plan				-7,000.00		-7,000.00
BMEC - Bathurst Youth Council	Operation Plan				-2,000.00		-2,000.00
BMEC - CPSA Monthly Meetings	Operation Plan				-6,892.71		-6,892.71
Russell St Road Closures	Operation Plan		-5,000.00				-5,000.00
Bathurst Remembers t/a Communications and Resources Project (CARP) Inc.	Operation Plan		-1,000.00				-1,000.00
Carillon Theatrical Society	Operation Plan				-1,000.00		-1,000.00
Mitchell Conservatorium - Carols by Candlelight	Operation Plan		-1,000.00				-1,000.00
The Rotary Club of Bathurst - RYDA	Operation Plan			-5,000.00			-5,000.00
Rotary - Cirencester to Bathurst Cycling Event	Operation Plan		-20,000.00				-20,000.00
Amount Committed			-50,958.77	-5,000.00	-16,892.71	0.00	-72,851.48
Adjustment between Funds			57.00	-6,653.72	6,278.36	318.36	
Available Balance			0.00	19,362.73	0.00	0.00	19,362.73

Summary Remaining Budget	\$
Donations approved in Budget	0.00
Mt Pan Fee Waived	19,362.73
BMEC Donations	0.00
Sundry Donations	0.00
Total Remaining	19,362.73

Summary	\$
Total Budget	216,489.00
Less: Amount Spent	-124,274.79
Less: Amount Committed	-72,851.48
Total Remaining	19,362.73

Market Rental Subsidies for 2023/24

NAME OF TENANT	LOCATION	Current Rent PA	Estimated Market Rent	BRC Rental Subsidy
Mitchell Conservatorium	Machattie Park Cottage	589.00	18,008.00	17,419.00
Central Tablelands Woodcraft Inc	Learmonth Park	618.00	16,758.00	16,140.00
Community Opportunity Shop Inc	8 Lions Club Drive	1,179.00	22,343.00	21,164.00
Community Opportunity Shop Inc	Veggie Patch Church Lane	1.00	16,758.00	16,757.00
Air Services Australia	Aerodrome - Communication	1.00	20,107.00	20,106.00
Taxi Cabs of Bathurst Co-operative Society Ltd	Communication tower	1,375.00	20,107.00	18,732.00
Master Communications & Electronics Pty Ltd	Communication tower	4,778.00	20,107.00	15,329.00
Bathurst City & RSL Band Association	Walmer Park	245.00	22,343.00	22,098.00
Bathurst Lions Club Inc	Short St	1.10	16,758.00	16,756.90
Evans Arts Council Inc	Lee Street	500.00	5,586.00	5,086.00
Bathurst District Historical Society Inc	Mitre Street	1.00	11,173.00	11,172.00
Bathurst District Historical Society Inc	16 Stanley Street	500.00	11,173.00	10,673.00
Bathurst Meals on Wheels Inc	4 Watt Drive	1.00	55,845.00	55,844.00
Department of Defence (Air Cadets)	Aerodrome - Lot 25	90.91	14,339.00	14,248.09
Department of Defence (Air Cadets)	Aerodrome - Lot 36	90.91	41,412.00	41,321.09
			302,846.08	

9.2.4

POWER OF ATTORNEY

File No: 11.00007

RECOMMENDATION:

That the information be noted.

REPORT:

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

Purchaser	Address	Lot & DP	Agreement Type
Kent and Melissa Bestwick	200 College Rd Mount Panorama	Lot 2 DP749758	Residential Licence Agreement
Bathurst Aircraft Maintenance Pty Ltd	PJ Moodie Memorial Drive, Raglan	Lot 32	Commercial Lease
Rebecca Howard	94 Gilmour Street Kelso NSW 2795	Lot 6 DP1142438	Rural Licence Agreement
Buslines Group Pty Ltd	Reid Park Tower	Part Lot 40 DP1056379	Licence Agreement
Budget Rent a Car Australia Pty Ltd	Bathurst Airport Terminal	Part Lot 6 DP1262801	Licence Agreement
W T H Pty Ltd Trading as AVIS Australia	Bathurst Airport Terminal	Part Lot 6 DP1262801	Licence Agreement
Upper Macquarie County Council	5-7 Lee Street Kelso	Part Lots 101, 102 and 103, DP1204847	Licence Agreement
Rugby Union Cricket Club Inc	Brooke Moore Oval	Part Lot 7013 DP1114435 and Part Lot 262 DP728890	Licence Agreement

Linen Plan Release

Applicant	Subdivision Type	Lot & DP	Address
Mr G E Cutler, Pretty Heights Pty Ltd & Lara (NSW) Pty Ltd	23 lot residential subdivision and 1 residual lot	Lot 1152 DP1297680	240 Limekilns Road, Kelso
Mr J L Ryan & Ms R A Preece	Two lot boundary adjustment	Lot 2 & Lot 3 DP153404	100 & 106 Hope Street, Bathurst

General Items

Nil

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

Nil

9.2.5

REQUEST FOR FINANCIAL ASSISTANCE - CAN ASSIST BATHURST

File No: 04.00024

RECOMMENDATION:

That Council waive the Mount Panorama venue hire fees of \$328.00 for the “Country Cruisin’ for Can Assist Bathurst” event scheduled for 14 April 2024, with funding to be provided by Council’s Section 356 – Mount Panorama Fee Subsidies allocation.

REPORT:

Council is in receipt of a request from the organisers of the sixth annual “Country Cruisin’ for Can Assist” fundraiser, seeking a waiver of the venue hire fees for their event which is scheduled to occur in McPhillamy Park, on 14 April 2024. A copy of their request is provided at **Attachment 1**.

The organisers are seeking to run a car show style of event, with an anticipated 200 show cars and bikes on display.

All proceeds raised from this event will be going to Can Assist Bathurst.

The venue hire fees for this event are \$328.00. Any costs associated with post-event cleaning and/or Council staff/security call-outs will be charged at cost and will be payable by the hirer.

The organisers have obtained the required insurance coverage for this event, and have provided Council with copies of the relevant certificates of currency.

FINANCIAL IMPLICATIONS:

Should Council resolve in accordance with the recommendation of this report, there are sufficient funds within Councils Section 356 – Mount Panorama Fee Subsidies allocation to fund this request.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 2: A smart and vibrant economy.

- | | |
|--------------|--|
| Strategy 2.1 | Support local business and industry. |
| Strategy 2.5 | Support Mount Panorama Wahluu as a premier motor sport and event precinct. |
| Strategy 2.6 | Promote our City and Villages as a tourist destination. |

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. can assist letter - attachment 1 Redacted [9.2.5.1 - 1 page]



**6th Annual Cruise & Shine
Country Cruisin' for Can Assist, Bathurst**



Dear Whom It May Concern,

Bathurst Regional Council Parks and gardens.

We are writing to request the use of McPhillamy Park for our 6th annual "Country Cruisin for Can Assist" car show fundraiser, raising money for Can Assist Bathurst.

We propose to hold a charity event on 14th April 2024 in McPhillamy park which will include a car show, a few food vans, jumping castle, small band, and fundraising activities such as silent auctions and raffles. The event would run from 9am-3pm and we anticipate approximately 200 show cars and bikes.

Previously, we have met in Bathurst and cruised to Portland where we have held our event at "The Foundations", however this year we are looking to keep the event more local, including more local people and businesses.

This will be our 6th year of this event, so far raising just over \$100,000 for Can Assist Bathurst. We are fully run by volunteers and all items are donated to our raffles, so that 100% of money raised goes to local people battling cancer.

Can Assist Bathurst is committed to ensuring that all people, regardless of where they live, have access to cancer treatment and care by providing accommodation, financial assistance and practical support to people from rural and regional areas. They ensure that country people are given the same opportunities and treatment choices as those who live in city centres.

The reason for us doing this is to give back to Can Assist Bathurst for all of their support they gave our Son/Brother, Ash James, during his 6 year battle with Non-Hodgkin's Lymphoma. Ash lost his battle on April 28th 2018 at the age of 37, leaving behind his wife and 2 young sons. Can Assist Bathurst supported Ash's family through this time with things such as paying medical and treatment bills, car registration, power bills, phone bills and much more.

Our family are hoping to continue to organise this event every year around the anniversary of Ash's passing so that Can Assist can help other families, as they did with Ash's family, and to honour Ash and his passion for cars.

We hope to hear back from you soon in response to our proposal and hope that council would consider a fee exemption due to this event being a charity event.

██████████ E: ██████████ Phone: ██████████

Facebook: Country Cruisin for Can-Assist Bathurst

Thank you for your time.

The James Family

9.2.6

BATHURST REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

File No: 11.00003

RECOMMENDATION:

That Council adopt the updated Bathurst Regional Council Agency Information Guide.

REPORT:

Provided as an attachment to this report is a copy of Bathurst Regional Council's Agency Information Guide which has recently been updated.

Council's Agency Information Guide is produced in accordance with Section 20 of the Government Information (Public Access) Act 2009 and is reviewed annually.

As outlined in the Agency Information Guide, the purpose of the guide is to provide the following information in relation to Council:

- the structure and functions of Bathurst Regional Council
- how those functions affect the community
- the ways Council engage with the community
- the type of information we hold and
- how Council make information publicly available.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Agency Information Guide 2024 [**9.2.6.1** - 19 pages]



Agency Information Guide

PURSUANT TO SECTION 20 OF THE GIPA ACT

Bathurst Regional Council
UPDATED | MARCH 2024

Title	Agency Information Guide			
Created By	Bathurst Regional Council			
Date Created	March 2024			
Maintained By	Corporate Governance			
Version Number	Modified By	Modifications Made	Date Modified	Status
0	MCG	Initial document	March 2024	DRAFT

Table of Contents

1	Introduction	1
2	Structure and functions of Bathurst Regional Council	1
2.1	Organisational Structure	1
2.2	Functions of Council and how they impact on the public	3
2.3	Functions under other Acts	4
2.4	Community planning and development functions	5
3	How to access Bathurst Regional Council's Information.....	6
3.1	Council and committee meetings	6
3.2	Community strategic plan.....	6
3.3	More Information.....	7
4	How to access Bathurst Regional Council's Information.....	7
4.1	Open Access Information.....	7
4.2	Mandatory open access information	8
4.3	Informal release of Council information	8
4.4	Formal request to access information	9
4.4.1	When is a formal access application required?	10
4.4.2	Validity of formal access applications.....	10
4.4.3	How to obtain and lodge a formal access application.....	10
4.5	Copyright consent and property information.....	10
4.5.1	Applicant responsibilities – copyright information	11
4.5.2	Copyright material and release of information under the GIPA Act.....	11
4.5.3	Statutory timeframes for formal access applications	12
4.6	Rights of Review and Appeal	12
5	The public's rights, agency responsibilities, and the role of the Information Commissioner under the GIPA Act.....	13
5.1	Reviewing and maintaining the Agency information guide.....	13
5.2	Making a complaint or compliment.....	14
5.3	Role of the Information Commissioner	14
	Attachment 1	15

1 Introduction

This Information Guide has been produced by Bathurst Regional Council in accordance with Section 20 of the Government Information (Public Access) Act 2009 and is reviewed annually.

This guide provides you with the following information in relation to your Council:

- the structure and functions of Bathurst Regional Council
- how those functions affect the community
- the ways we engage with the community
- the type of information we hold and
- how we make information publicly available.

2 Structure and functions of Bathurst Regional Council

2.1 Organisational Structure

Bathurst Regional Council is constituted under the Local Government Act 1993 and has nine elected Councillors. Councillors represent the views of the community while making decisions in their interests, demonstrate conduct that the community expects and deserves, and plan and oversee the running of a significant and complex business. Councillors are broadly responsible for:

- providing leadership to the local community
- providing policy framework
- setting strategy
- monitoring performance
- allocating resources.

For a current list of Councillors, visit <https://www.bathurst.nsw.gov.au/Council/Councillors>

The role of the Councillors and Mayor is outlined in Sections 223 & 226 of the Local Government Act.

One of the Councillors is elected as the Mayor, by the Councillors, every 2 years. Information about our current Mayor and Councillors is on our website.

Our Councillors are supported by an Executive team consisting of the General Manager and four directors. Each of the four directors has responsibility for the functions of Council outlined in the Act (see section 2.2 below).

The General Manager provides the link between the elected council and its employees and is responsible for ensuring Council's decisions are implemented and manage the day-to-day operations of the organisation.

We have over 490 employees that undertake the duties to ensure we provide a high level of service, facility, and support to our residents. While all council staff have a duty to carry out council decisions, they are responsible to the General Manager, not the councillors. Individual councillors cannot direct staff in their day-to-day activities. The functions of Council are allocated between the office of the General Manager and the four Directorates described below:



2.2 Functions of Council and how they impact on the public

Under the Local Government Act 1993, Council is responsible for a wide range of functions and activities, to deliver services and provide facilities. The majority of our activities have an impact on the public. The following is an outline of our functions, as listed in the Act, and how they affect the public.

Function	Public effect
Service functions (Chapter 6) <ul style="list-style-type: none"> • Provision of community, health, recreation, education & information services • Waste removal and disposal • Land and property, industry & tourism development • Civil infrastructure and planning • Civil infrastructure, maintenance and construction. 	We provide: <ul style="list-style-type: none"> • A community library with outreach services • An aquatic and leisure centre • numerous halls and community centres • the Bathurst Memorial Entertainment Centre • the Bathurst Rehoming Animal Centre • Early Learning programs and services for children aged between 6 weeks and 12 years olds • infrastructure provision, including roads and bridges, water, sewer and drainage works, and recreation facilities. • Waste services • Visitor Information Services • Business and resident attraction programs.
Regulatory functions (Chapter 7) Regulation of development and buildings. This includes issuing development and construction approvals, orders and building certificates.	Regulatory functions impact our community by putting rules in place that govern development and buildings. These functions only impact members of the community who do not comply with legislation.
Ancillary functions (Chapter 8) The resumption of land and powers of entry and inspections.	We will only affect some members of the public. We may acquire land to carry out a public project or we may enter onto a person's land. Only the owner of the property is likely to be affected.
Revenue functions (Chapter 15) The levying of rates, charges & fees. This function also includes borrowing and investments of funds.	We will use revenue from rates and other charges paid by the public to fund services and facilities for the community.
Administrative functions (Chapters 11, 12 & 13) This includes the employment of staff, management plans, financial reporting and annual reports.	These functions impact our community through the efficiency of services provided.
Enforcement functions (Chapters 16 & 17) This includes proceedings for breaches of the Act and other legislation, prosecution of offences and the recovery of rates and charges.	We will only impact members of the public who breach certain legislation. This can include non-payment of rates and charges, unregistered dogs and parking and littering offences.

2.3 Functions under other Acts

In addition to the functions listed in the Act, Council also performs functions outlined in other NSW legislation that impacts the community, such as:

Act	Function
Biodiversity Conservation Act 2016	Planning functions as consent authority
Biosecurity Act 2015	Planning functions as consent authority
Building and Development Certifiers Act 2018	Building certification functions as consent authority
Civil Liability Act 2002	
<i>Community Land Development Act 1989</i>	Planning functions as consent authority
<i>Companion Animals Act 1998</i>	Companion animal registration and control
Contaminated Land Management Act 1997	Managing contaminated lands
<i>Conveyancing Act 1919</i>	Placing covenants on Council land
Crown Land Management Act 2016	Management of Crown land under Council's care and/or control
Dividing Fences Act 1991	
<i>Environmental Planning and Assessment Act 1979</i>	Planning functions as consent authority
<i>Fire Brigades Act 1989</i>	Payment of contributions to fire brigade costs and furnishing of returns
<i>Fluoridation of Public Water Supplies Act 1957</i>	Fluoridation of public water by Council
<i>Food Act 2003</i>	Inspection of food and food premises ensuring the handling of food for sale complies with the Food Standards Code
<i>Government Information (Public Access) Act 2009</i>	Publication of information and access to certain other information by Council
<i>Heritage Act 1977</i>	conservation of the heritage within the local government area
<i>Library Act 1939</i>	Library services
National Parks and Wildlife Act 1974	protection of native wildlife
Pesticides Act 1999	use of pesticides
Plumbing and Drainage Act 2011	
<i>Privacy and Personal Information Protection Act 1998</i>	Managing collection, storage, use and disclosure of personal information. Amending incomplete, incorrect, out of date or misleading records.
<i>Protection of the Environment Operations Act 1997</i>	Pollution control
<i>Public Health Act 2010</i>	protection of health and safety of the public
Public Interest Disclosures Act 1994 –	protected complaints or disclosures about maladministration, corruption, substantial waste or failure to fulfil functions under Government Information (Public Access) Act 2009
<i>Public Spaces (Unattended Property) Act 2021</i>	Impounding of animals and unattended articles
<i>Recreation Vehicles Act 1983</i>	Restricting use of recreation vehicles
<i>Roads Act 1993</i>	control and management of roads
<i>Rural Fires Act 1997</i>	Permits to light fires during bush fire danger period
Smoke Free Environment Act 2000	

<i>State Emergency and Rescue Management Act 1989</i>	Preparation for emergencies
<i>State Emergency Service Act 1989</i>	Recommending appointment of local controller
State Records Act 1998	imposes requirements for record keeping and access to Council records
<i>Strata Schemes Development Act 2015</i>	Approval of strata scheme
<i>Swimming Pools Act 1992</i>	Ensuring restriction of access to swimming pools
Transport Administration Act 1988	
<i>Unclaimed Money Act 1995</i>	unclaimed money to be paid to the Chief Commissioner of Unclaimed Money
Waste Avoidance and Resource Recovery Act 2001	
Water Management Act 2000	
Work Health and Safety Act 2011	requirements for healthy and safe practices in the work place
• Workplace Injury Management and Workers Compensation Act 1998	requirements for managing injury and return to work.

2.4 Community planning and development functions

We aim to ensure that:

- our local communities continue to be welcoming, vibrant and inclusive
- individuals and groups achieve their potential
- the Bathurst Region prospers as a centre of culture, art and learning.

Community planning and development involves:

- advocating and planning for the needs of the community. This includes initiating partnerships; participating on regional, State or Commonwealth working parties; and preparation and implementation of the Community Strategic Plan
- providing financial support to local residents who have been selected to represent their sport, art, culture or educational organisation as well as training and information
- supporting a clean and sustainable environment by working with our community, businesses and government agencies and providing a range of programs and initiatives on sustainable living
- facilitating opportunities for people to participate in the life of the community through the conduct of a range of community programs and events such as NAIDOC Week, Harmony Day, Youth Week, Children's Week, Seniors week as well as promoting events of others.

Bathurst Regional Council developed an Aboriginal Commitment Strategy in 2022. The resilience of Aboriginal people across the nation is acknowledged. We recognise that Aboriginal people represent the oldest living culture in the world, with a rich history and deep connections to their ancestors.

Whilst developing the Aboriginal Commitment Strategy, consultation was completed with community members and stakeholders to ensure community needs were heard. Consultation is an ongoing process and as we deliver the strategy Council will continue to engage with the Aboriginal community of Bathurst.

Through the development and implementation of the initial BRC Aboriginal Commitment Strategy, Council aims to provide a framework: that supports cultural inclusiveness, reconciliation and respect for Aboriginal people living and working in our region.

3 How to access Bathurst Regional Council's Information

Our community can participate in the formation of our policies and the exercise of our functions through:

- Public forums, including Village Meetings, monthly public forum at the commencement of the Ordinary Council Meeting and Councillor meetings with community groups;
- representation on advisory committees;
- providing customer feedback;
- Council's YourSay page, where you can find everything currently open for public consultation, including development applications on exhibition;
- attendance at Council meetings;
- raising concerns directly with elected Councillors;
- social media including our facebook, instagram and twitter pages.

Engaging with our community through proactive consultation ensures that the views, needs and expectations of the public are considered, so that we can deliver meaningful improvement in outcomes and service delivery.

Throughout the year, we look for opportunities to engage directly with our community to seek input on our work, in the exercise of our functions and on important issues affecting our community.

3.1 Council and committee meetings

Council holds at least 10 Ordinary meetings of Council a year. Members of the public are able to view our business papers on the website, Civic Centre foyer and the Bathurst Library, and attend our Ordinary Council meetings and Policy Committee meetings, which are held in Council Chambers on Level 1 of the Civic Centre commencing at 6.00 pm. A schedule of meeting dates is available on our website.

Anyone wishing to address the Councillors must do so in the Public Forum Session (which is in the early part of the meeting). There is no need to register to speak at a Council meeting.

3.2 Community strategic plan

Our Region Our Future is the fourth iteration of the Community Strategic Plan (CSP) for the Bathurst region. It outlines the community's aspirations and long-term vision for the Bathurst region. It is based on collaboration between all levels of government, local agencies, community groups, residents and visitors of the region. It is our plan for the long-term which will be used to guide shorter-term planning and actions.

This plan is a community plan. It is prepared by Council in collaboration with, and on behalf of residents, other levels of government and agencies. Responsibility for meeting the long-term community vision and desired outcomes rests with everyone.

When the plan makes reference to 'we', it refers to the collective Bathurst Regional community including Council, government agencies and other organisations, as well as its residents.

A copy of the CSP can be accessed at

<https://www.bathurst.nsw.gov.au/files/assets/public/v/1/council/community-plan/community-strategic-plan-2022.pdf>

3.3 More Information

- a) YourSay submissions can be made via <https://yoursay.bathurst.nsw.gov.au/>
- b) Live streaming of Council meetings, public forums and community forums may be accessed via Council's YouTube channel and may also be accessed via our website at <https://www.youtube.com/@bathurstregionalcouncil1012/streams>
- c) Business papers, meeting minutes and agendas for previous and upcoming meetings by visiting <https://www.bathurst.nsw.gov.au/council/council/council-meetings.html>
- d) Public Forums – at the commencement of the Policy Committee and Ordinary Council meetings, members of the public are invited to address Council during public forum. Public forum addresses are to be five minutes in length. Public forum is scheduled to commence at 6.00pm and conclude at 6.15pm or at the completion of questions.
- e) Village Meetings – Council's executive team and Councillors visit the region's villages on an annual basis. For information about Council's Village Meeting program, please email council@bathurst.nsw.gov.au

4 How to access Bathurst Regional Council's Information

Members of the public have the right to request access to the information we hold. We release information under the Government Information (Public Access) Act 2009 (the GIPA Act) and the Government Information (Public Access) Regulation 2018 (the GIPA Regulation).

We are also required to:

- 1) handle personal and health information in a fair and reasonable manner in line with the Privacy & Personal Information Protection Act 1998 and the Health Records & Information Privacy Act 2002. Our Privacy Management Plan (available on our website) outlines how we manage personal and health information, and
- 2) carry out a 'Public Interest Test' when deciding whether to release information. The GIPA Act (section 14) provides a list of considerations Council must apply when considering whether to release information. These include the need to maintain responsible and effective government, respecting any secrecy provisions in other legislation, respecting the rights of individuals, and judicial processes.

Any person making a request to us for information will be informed whether we hold that information and, if we do, how that information can be provided to you. Guidance can also be sought from our Access to information Policy (available on our website).

4.1 Open Access Information

Members of the public are entitled to inspect mandatorily open access information either on Council's website, at any of the offices during ordinary office hours or at any other place as determined by the Council. The list of Government information held by Council is set out below:

Information about Council

<ul style="list-style-type: none"> • Code of Conduct • Code of Meeting Practice • Annual Report • Annual Financial Reports • Auditor's Report • Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan • EEO Management Plan • Payment of Expenses and the Provision of Facilities to Councillors Policy • Annual Reports of Bodies Exercising Functions Delegated by Council • Any Codes referred to in the LGA • Land Register • Register of Investments 	<ul style="list-style-type: none"> • Returns of the Interests of Councillors, Designated Persons and Delegates • Agendas and Business Papers for any meeting of Council or any Committee of Council • Minutes of any meeting of Council or any Committee of Council • Departmental Representative Reports presented at a meeting of Council • Register of development applications and consents • Register of current Declarations of Disclosures of Political donations • Register of Voting on Planning Matters • Register of Delegations • Register of Graffiti removal works
--	---

Plans and Policies

- Local policies adopted by Council concerning approvals and orders
- Plans of Management for Community Land
- Environmental Planning Instruments, Development Control Plans and Contribution Plans

Attachment A of this Guide lists the classes of information held by Bathurst Regional Council that we make publicly available. Information is generally available on its website free of charge, however if you require a printed copy, printing charges will apply.

4.2 Mandatory open access information

Under Section 18 of the GIPA Act, Council must make its "open access information" publicly available unless there is an overriding public interest against disclosure. Open access information is required to be published on Council's website and to be made freely available for inspection and copying at Council (with reasonable photocopying charges applying), unless to do so would impose an unreasonable additional cost to Council, or would be contrary to the public interest or the Information Commissioner's guidelines.

4.3 Informal release of Council information

Historical versions of the documents considered open access information, such as a previous version of Council's Community Strategic Plan, will be made available through an informal access application.

Accessing information via an informal process is subject to the provisions of the GIPA Act 2009 and (if the information includes personal or health information) the PPIP Act and HRIP Act.

In instances where informal access requests involve personal or sensitive information or the need to consult with a third party, it is likely that Council will require the submission of a

Formal Access application. Council has the right to decide by what means information is to be released in response to an informal access request and may redact content from the information released if there is an overriding public interest against disclosure.

Please note that the GIPA Act does not stipulate a timeframe by which informal access requests are to be decided, however Council will endeavour to provide the information within 30 business days. Informal release of information is provided free of charge.

Formal Access applications take priority as they are required to be completed under strict legislative timeframes

4.4 Formal request to access information

The GIPA Act provides for members of the public to apply for access to information formally in instances where:

- the information is not available for release through Proactive or Informal Release
- an Informal Access request involves a large volume of information; requires extensive research or is stored in archives thereby constituting an unreasonable amount of time and resources to produce
- personal or confidential information about a third party is requested
- the information requested is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure.

If one or more of the above criteria is met, Council requires a Formal Access to Information Application to be submitted.

Formal access requests will be processed and determined by our Right to Information Officer and a response will be provided within 20 working days in line with legislation. We may also extend the decision time by up to 15 working days where consultation with a third party is required or we need to retrieve an archived record.

The Formal Access application fee is \$30 and covers the first hour of processing. Each subsequent hour spent processing an application will be charged at \$30 per hour.

Concession cardholders, pensioners, not for profit organisations, and individuals facing financial hardship may apply to receive a 50% reduction of the hourly processing charge. If the information requested is of special benefit to the public, applicants may be entitled to a 50% reduction of the hourly processing fee.

Applicants may be required to pay up 50% of the expected processing charge in advance. This request from Council must be in writing and the applicant given four weeks to pay.

Where applicants seek to access their own personal information, the first 20 hours of processing charges are free. The fee imposed by Council for Formal Access applications is statutory and does not cover the actual costs to Council. It is important to note that the lodging of a formal access application does not automatically guarantee that all or part of any information requested will be provided to the applicant.

Prior to lodging a formal access application, applicants should first check if the information being sought is freely available on Council's website or could be accessed through our informal release processes.

4.4.1 When is a formal access application required?

Formal access applications are required when a request involves:

- personal or health information about a third party whether that be an individual or a business
- personal or health information that is confidential or sensitive in nature
- commercial-in-confidence information
- information relating to current or pending legal proceedings
- information that requires a substantial investment of time or resources by Council to deal with the request.

4.4.2 Validity of formal access applications

Formal access applications must be valid before they will be processed by Council.

In order to be deemed a 'valid' application, the GIPA Act 2009 sets out specific criteria that the application must meet. These criteria include that the application:

- be in writing
- state that it is being made under the access provisions of the GIPA Act
- identifies an Australian postal address for the applicant
- is accompanied by a receipt confirming payment of the \$30 application fee
- provide sufficient detail to enable Council to identify the requested information.

4.4.3 How to obtain and lodge a formal access application

Forms are accessible via our website, by contacting council@bathurst.nsw.gov.au or by attending in person at our Civic Centre, located at 158 Russell Street, Bathurst

Forms may be lodged via:

- email to council@bathurst.nsw.gov.au (with evidence of payment of the \$30.00 application fee), or
- in person at 158 Russell Street, Bathurst.

4.5 Copyright consent and property information

Requests for information about a property often involve copyright material – for example house plans, architectural plans, technical reports, survey plans/reports, structural engineering drawings etc.

Under the Copyright Act 1968 (Cth) all of the above are automatically protected – regardless of whether or not there is a copyright symbol © or a statement saying that the drawings/plans/report are protected by copyright. Copyright applies regardless of whether or not an item is digital, electronic or hard copy for, or whether it is a published or unpublished work.

Copyright provides protection to the copyright owner whenever their work is reproduced, communicated or published.

Permission from a copyright owner is required whenever their work is:

- reproduced in whole or in material part (i.e. copying a plan, redrawing a plan using a material part of the original drawing, construction of a building based on the plan)
- communicated (emailed, shared online etc)
- published (in a book, magazine, newsletter, newspaper article, on a website).

There are some very limited circumstances under which it is not necessary to obtain copyright consent before reproducing (including copying) architectural drawings, namely:

- a building was historically erected based on plans, and the building is being reconstructed using those same plans
- a draftsman or architect has assigned, in writing, copyright to a third party.

4.5.1 Applicant responsibilities – copyright information

When requesting copies of house plans, engineering drawings, survey reports or other copyright material, applicants are required to:

- Identify any copyright owner of the information (look at the drawings, application forms, development consents, and/or correspondence on the property file that may assist in identifying who the relevant copyright owner is)
- Locate the copyright owner of the information (copyright owners may be located via google searches, yellow pages searches, white pages searches, Australian Securities and Investments Commission (ASIC) business names and organisation names searches, via builder licence check at Service NSW, or by contact a relevant registration board)
- Contact the copyright owner via email, telephone, letter, social media or website
- Request consent in writing from the copyright owner – consent may be given via email, letter or other form. Once received, written consent should be provided to Council via council@bathurst.nsw.gov.au

4.5.2 Copyright material and release of information under the GIPA Act

A large amount of information which is available for public access belongs to third parties and is the subject of copyright, such as plans and reports submitted with development applications. Access to this information is provided to you in accordance with the GIPA Act and other relevant legislation, such as the Environmental Planning and Assessment Act 1979. Copyright laws apply to this information and you are advised to seek the consent of the copyright owner before reproducing the information in any way.

The GIPA Act 2009 does not require or permit Council to make information available in any way that would constitute an infringement of copyright – this includes house plans, engineering drawings, structural drawings, technical reports (soil reports, surveyor reports etc.) and/or architectural drawings.

Copyright material will only be released by Council under circumstances where:

- written consent has been obtained from the relevant copyright owner (or their estate or assigned owner)
- the information is considered to be 'in the public domain' under the Copyright Act 1968 (Cth).

Access to records that are subject to copyright protection will be by inspection only, subject to any public interest considerations against disclosure.

4.5.3 Statutory timeframes for formal access applications

The formal access process is subject to statutory timeframes under the GIPA Act 2009 which determine:

- the date by which an application must be decided (usually 20 business days)
- permissible extensions to the decision timeframe, namely
 - an extra 10 working days where consultation is required or retrieval from archived records is necessary, or
 - an extra 15 working days if both consultation and retrieval of archived records is required.
- further permissible extensions to the decision timeframe by agreement with the applicant

Applicants should be aware that the date of a decision on a formal access request is not necessarily the date that information (If any) will be released.

The formal access process also includes an opportunity for third parties to object to the release of information, as well as an opportunity to request an internal or external review of a decision to release information.

Applicants also have rights to request a review of any decision about their application and/or lodge an appeal about a decision.

4.6 Rights of Review and Appeal

There is no right to request a review or appeal of a decision under the Informal Access provisions of the GIPA Act 2009.

Where access is refused, however, applicants may lodge a formal access request for the information.

Under the formal access provisions, there are three options that an individual may pursue to request a review of a decision, including:

1. Internal Review - An applicant may request Council to conduct an internal review of the relevant decision. The Chief Executive Officer conducts the review and may delegate all, or part of, the functions of the review to a nominated person (but not an officer who made the decision that is subject to the review). Internal review requests require payment of an application fee and must be lodged within 20 working days of the date of the Notice of Decision on the application.
2. Review by Information Commissioner – An application may be lodged with the Information Commissioner for the decision to be reviewed. It should be noted that there are restrictions on who can lodge a request for a review with the Information Commissioner – for example, applicants may lodge a request with the Information Commissioner irrespective of whether they have first requested an internal review. Non-applicants (such as third parties consulted through the process) however, must first seek an internal review of the decision before they will be permitted to request a review with the Information Commissioner. Applications for review must be lodged within 40 working days of the date of the Notice of Decision on the access application.
3. Review by the NSW Civil and Administrative Tribunal (“NCAT”) – applicants may lodge an application with NCAT for the decision to be reviewed. Non-applicants must first lodge a request for an internal review before they are eligible to seek a review by NCAT. Applications to NCAT should be lodged within 40 working days of the date of

the Notice of Decision (if not request for review is made to the Information Commissioner) or within 20 working days of the date of notification that the Information Commissioner's review has been completed.

Both an applicant and/or a third party may make a request for review. Council's Public Officer is able to assist members of the public who have difficulty in obtaining access to Council information, and to those wishing to amend Council information that they feel is incorrect.

5 The public's rights, agency responsibilities, and the role of the Information Commissioner under the GIPA Act.

For information about this Agency information guide or if you wish to make a request for other information you may phone, email or write to us:

Phone	02 6333 6111
Email	council@bathurst.nsw.gov.au
Write to	The General Manager Private Mail Bag 17 BATHURST NSW 2795

5.1 Reviewing and maintaining the Agency information guide

We will review and maintain this guide and the data it contains at least annually. Material will be updated and any out-dated information will be removed. If you are aware of any errors or omissions to the information, please contact us by any means listed above. If information you're seeking isn't listed here, please feel free to contact us and we can check for you if it's available.

Public Officer

Each Council must appoint a Public Officer as directed by the Local Government Act 1993. The Public Officer:

- may deal with requests from the public concerning the Council's affairs
- has the responsibility of assisting people to gain access to public documents
- may receive submission made to Council
- may accept service of documents on behalf of Council
- may represent Council in any legal or other proceedings
- carries out other functions as directed by the General Manager of Council or by or under the Local Government Act 1993.

The Public Officer is able to assist members of the public who have difficulty in obtaining access to Council information, and to those wishing to amend Council information that they feel is incorrect.

Access to Information Officer

Council's Access to Information Officers are responsible for processing Informal and Formal Access requests and for determining what information is disclosed and withheld in response to access applications as directed by the GIPA Act and other relevant legislation.

5.2 Making a complaint or compliment

If you are not satisfied with our response to a request for information you may make a complaint.

If after going through the Council's formal complaint and appeals system you are still not satisfied then the Government Information Public Access Act 2009 makes provision for you to complain directly to the NSW Information and Privacy Commission Office:

Phone: 1800 472 679

Email: ipcinfo@ipc.nsw.gov.au

Website: www.ipc.nsw.gov.au

5.3 Role of the Information Commissioner

The role of the Information Commissioner is to promote public awareness and understanding of the right to access government information in NSW, as well as providing information, support, advice, assistance and training to agencies and the general public.

The Information Commissioner can issue guidelines and model agency information guides, to assist agencies in completing their guides.

We will notify the Information Commissioner before adopting or amending our Agency information guide and, if requested, consult with the Information Commissioner on any proposed amendment.

The Information Commissioner may decide to investigate, not to continue to investigate, or not investigate a complaint received regarding information access.

More information regarding complaints about an agency's conduct is available on the Information and Privacy Commission website.

Attachment 1

Reports

- Annual Reports and Financial Statements
- Auditor's report
- Annual reports of bodies exercising functions delegated by the local authority
- Departmental representative reports presented at a meeting of the local authority in accordance with Section 433 of the Local Government Act.

Plans

- Management plan
- Equal Employment Opportunity management plan
- Plan of management for community land
- Environmental planning instruments, development control plans and contributions plans made under the Environmental Planning and Assessment Act 1979 applying to land within the local authority's area.

Meetings

- Agendas and business papers for any meeting of the local authority or any committee of the local authority (but not including business papers for matters considered when part of a meeting is closed to the public)
- Minutes of any meeting of the local authority or any committee of the local authority, but restricted (in the case of any part of a meeting that is closed to the public) to the resolutions and recommendations of the meeting

Codes and policies

- The Model code of conduct prescribed under Section 440 (1) of the Local Government Act
- The Code of Conduct for Council Staff (PDF, 772KB) and the Code of Conduct for Councillors (PDF, 812KB) adopted under Section 440 (3) of the Local Government Act
- Code of Meeting Practice
- Policy concerning the payment of expenses incurred by, and the provision of facilities to, councillors any codes referred to in the Local Government Act
- Local policies adopted by the local authority concerning approvals and orders.

Registers

- Land register
- Register of investments
- Register of delegations
- Register of graffiti removal work kept in accordance with Section 13 of the Graffiti Control Act 2008
- Register of current declarations of disclosures of political donations kept in accordance with Section 238A of the Local Government Act
- Register of voting on planning matters kept in accordance with Section 375A of the Local Government Act
- Register of Pecuniary Interests

Land, building and development information

- Information about development applications
- Applications for approvals under Part 1 of Chapter 7 of the Local Government Act and any associated documents received in relation to such an application
- Applications for approvals under any other Act and any associated documents received in relation to such an application
- Records of approvals granted or refused, any variation from local policies with reasons for the variation, and decisions made on appeals concerning approvals
- Records of building certificates under the Environmental Planning and Assessment Act 1979
- Plans of land proposed to be compulsorily acquired by the local authority
- Compulsory acquisition notices leases and licences for use of public land classified as community land

Orders

- Orders given under Part 2 of Chapter 7 of the Local Government Act (for example, unauthorised structures and buildings, swimming pools, excess vegetation and food matters) and any reasons given under Section 136 of the Act
- Orders given under the authority of any other Act

9.2.7

REQUEST FOR FINANCIAL ASSISTANCE - GRIP LEADERSHIP

File No: 21.00012

RECOMMENDATION:

That Council:

- i) provide a reduction of \$641.20 in BMEC venue hire fees to GRIP Leadership for their 2024 Bathurst Primary School GRIP Leadership Conference, to be funded from Section 356 – BMEC Community Use Budget; and
- ii) approve a budget transfer from the Section 356 – Mount Panorama allocation to fund this request.

REPORT:

Council has received a request from GRIP Leadership seeking a reduced hire fee for their use of BMEC for the 2024 Bathurst Primary School GRIP Student Leadership Conference. See [attachment 1](#).

The organisation GRIP Leadership is an independent organisation that exists to train and develop leaders with a special focus on school students and the educational sector. Mostly known for the 'GRIP Student Leadership Conferences,' the team also presents tailored seminars and presentations for schools. GRIP Leadership programs are fresh, practical, interactive and enjoyed by tens of thousands of students each year. GRIP Leadership is endorsed by leaders, educators, politicians and business people around Australia.

Council's Revenue Policy allows for a 40% discount to the commercial venue hire fee for Schools and Universities. Given the nature of this conference, it could be considered appropriate to apply an equivalent discount to the venue hire for this event. Council applied this rate and provided a discount to the group in 2017, 2019 and in 2023. Should Council resolve to support this request, then a reduction of approximately \$641.20 (including GST) in BMEC venue hire fees would be incurred. It is recommended that Council support this request with the reduction in venue hire fees being funded from Section 356 - BMEC Community Use Budget.

FINANCIAL IMPLICATIONS:

Should Council resolve in accordance with the recommendation of this report the request is able to be accommodated within Council's adopted budget. Note, that as the Section 356 – BMEC Community Use budget has been fully committed, a budget transfer from the Section 356 – Mount Panorama allocation is required to fund this request.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.3 Enhance the cultural vitality of the region.

Objective 5: Community health, safety and well being.

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

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. GRIP Leadership request [**9.2.7.1** - 1 page]



GRIP LEADERSHIP

ATTN: David Sherley (General Manager)
Bathurst Regional Council
Wiradjuri Country
158 Russell Street
Bathurst NSW 2795

RE: Venue Hire – Bathurst Memorial Entertainment Centre

Dear David,

GRIP Leadership is an organisation that conducts both primary and secondary school leadership conferences throughout Australia.

The Bathurst primary school GRIP Student Leadership Conference is scheduled to be held on the 28th of March 2024.

We have been in contact with Graham McNab at the Bathurst Memorial Entertainment Centre regarding the venue hire and the fees associated, and have been informed that we should contact you for consideration of the venue hire and equipment hire fees.

We have conducted previous conferences at the Bathurst Memorial Entertainment Centre and have been granted a reduced rate given the nature of our conference (it is a community-based event solely for primary school students). Attached to this letter is a series of reviews that we have received from school staff who have previously attended the conference. The conference has now been held in Bathurst annually since 2009. Currently between 25 and 30 schools attend each year.

If you can please consider providing GRIP Leadership with a reduced rate of venue hire for the April conference that would greatly be appreciated.

If you would like to know more information, please feel free to contact me.

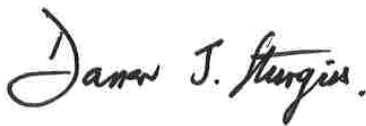
Kind regards,

Andrew Strong
GRIP Leadership

DIRECTOR ENGINEERING SERVICES' REPORT

The following reports are presented for Council's consideration.

Yours faithfully

A handwritten signature in black ink, reading "Darren J. Sturgiss". The signature is written in a cursive, flowing style.

Darren Sturgiss
**DIRECTOR
ENGINEERING SERVICES**

9.3.1 WATER SUPPLY UPDATE

File No: 32.00017

RECOMMENDATION:

That the information be noted.

REPORT:

Council at its Ordinary Meeting held 16 March 2022 requested a monthly report regarding storage levels within Council's water supply dams.

As at Tuesday 5 March 2024, Chifley Dam was at 99.4%, with 29,910ML in storage. Refer to **attachment 1** for a graph of Chifley Dam storage levels. Chifley Dam has been at capacity or overflowing for over 41 months.

Water release from Chifley Dam outlet pipework is currently 4.35ML/day.

Winburndale Dam was at 73.1% on Tuesday 5 March 2024. The level is 2.25m below the crest level and there is 1,242ML in storage.

In Bathurst, the estimated residential water usage varies from week to week and whilst it has risen over summer, it remains at the target for Level 5 water restrictions. Over the last 4 weeks, the average estimated residential water usage is 11.9ML/d. Refer to **attachment 2** for details of consumption.

FINANCIAL IMPLICATIONS:

Nil

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 3: Environmental stewardship.

Objective 3: Environmental stewardship.

Strategy 3.2 Develop Bathurst as a Smart City.

Strategy 3.3 Minimise the City's environmental footprint, live more sustainably and use resources more wisely.

Objective 4: Sustainable and balanced growth.

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

COMMUNITY ENGAGEMENT:

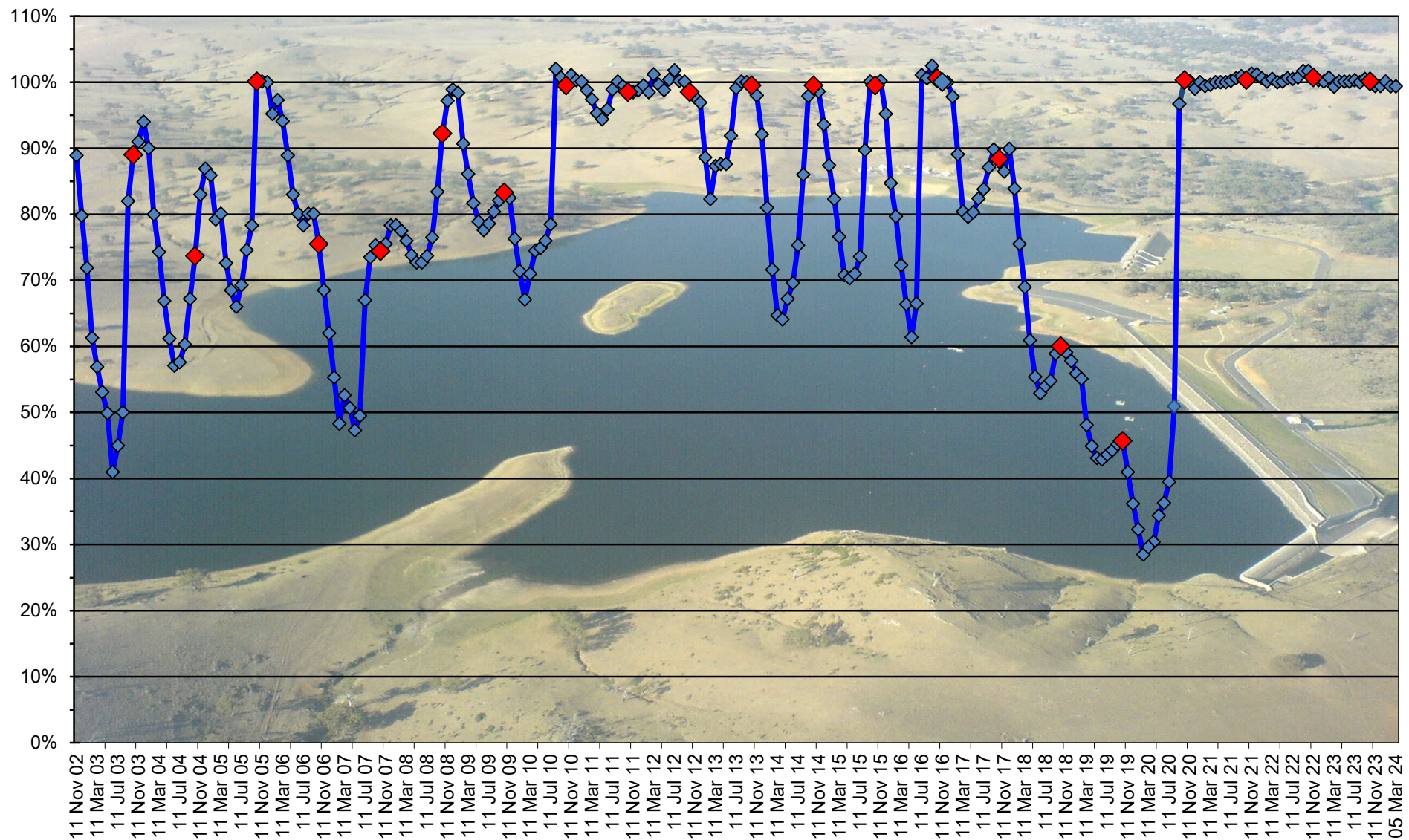
01 **Inform** - to provide the public with balanced and objective information to help them

understand the problem, alternatives, opportunities and/or solutions.

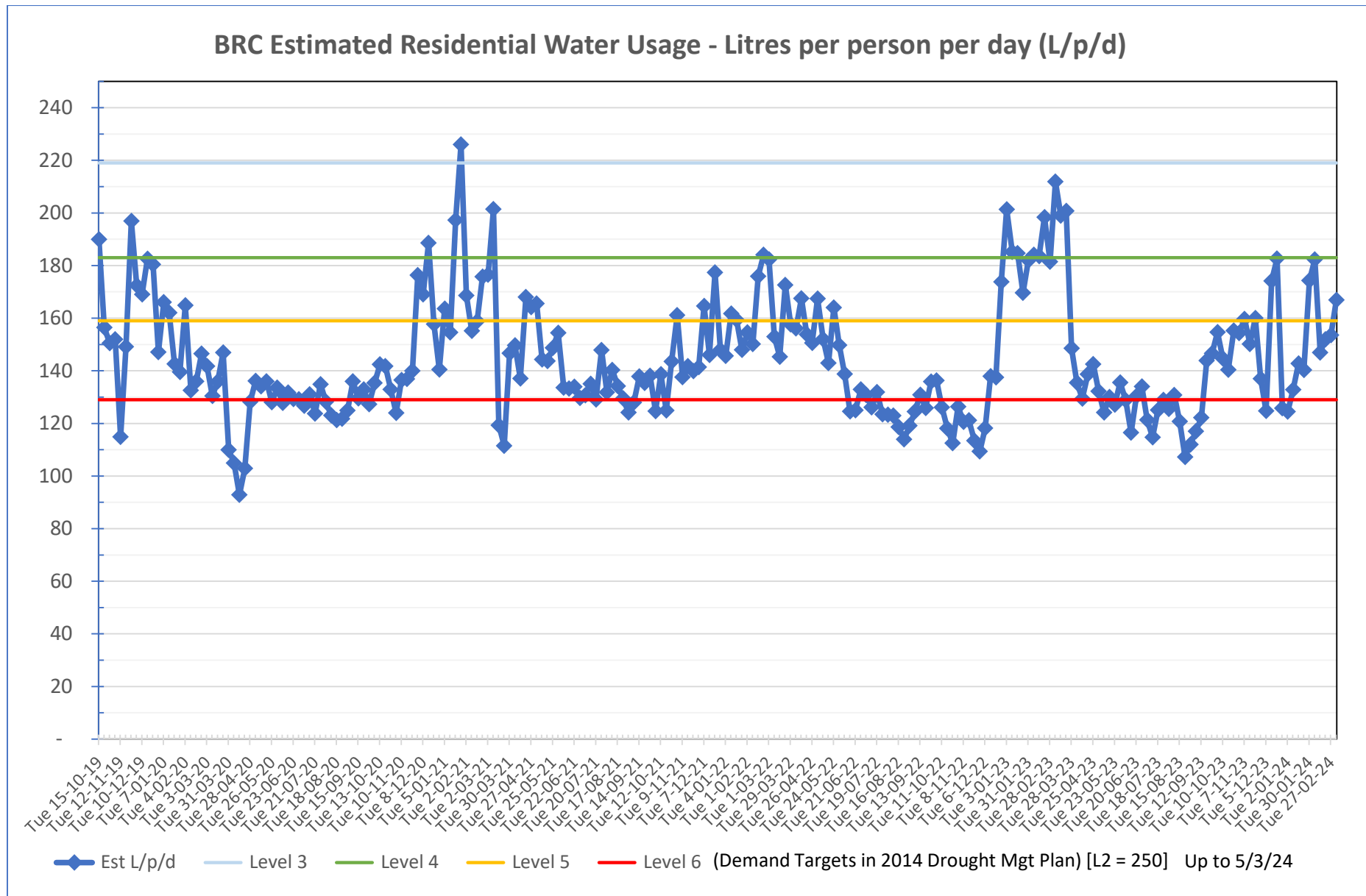
ATTACHMENTS:

1. Chifley Dam Monthly Storage Graph 5 Mar [9.3.1.1 - 1 page]
2. Estimated Residential Water Usage Graph 5 Mar [9.3.1.2 - 1 page]

Bathurst Regional Council: Monthly Chifley Dam Volume (%)



Red markers = 11 October. Last reading 5 March 2024.



9.3.2

REQUEST FOR TRANSFER OF CROWN ROAD SECTION OF GARTHOWEN ROAD TO COUNCIL

File No: 25.00601

RECOMMENDATION:

That Council does not support taking over the ownership of the Crown road section of Garthowen Road at Tannas Mount.

REPORT:

Correspondence has been received from property owners adjacent to Garthowen Road, Tannas Mount seeking Council's consideration to take over the ownership of the Crown road sections of Garthowen Road. A copy of the correspondence is available at **attachment 1**.

A location diagram indicating the section of Garthowen Road already under Council's control, in relation to the Crown road section proposed for transfer is available at **attachment 2**.

If Council assumed ownership of the Crown road, it is anticipated that initial costs to repair the road to an acceptable standard will exceed \$300,000 with ongoing annual maintenance costs of \$5,000. Additionally, the road in use is not aligned with the dedicated road reserve, which will result in additional legal and acquisition costs to correct. Funding is not available from the NSW State Government to undertake the works, should the road be transferred into Council's ownership.

Councillors will be aware of the asset backlog and the current financial pressures on the annual operating plan to fund essential maintenance of Council owned assets. With the limited funding and resources for road related works, it is recommended that Council does not support taking over ownership of the Crown road section of Garthowen Road at Tannas Mount.

FINANCIAL IMPLICATIONS:

Should Council resolve to support the recommendation, there are no financial considerations.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Sustainable and balanced growth.

Strategy 4.2 Provide safe and efficient road, cycleway and pathway networks to improve accessibility.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Unknown Contact - Residents of Garthowen Road. Request Council take over the maintenance of Garthowe [9.3.2.1 - 5 pages]
2. Council report attachment 2 [9.3.2.2 - 1 page]

Thursday, 7 December 2023

- 9 FEB 2024

REF. 25.00601/002

To Whom it may Concern

We the residents, are writing to ask the Council take over the Crown Road portion of Garthowen Road, Tannas Mount, NSW 2795 & to draw your attention to the state of this road.

The road is in disrepair, there are potholes and deep gutters along & across the road. When it rains it further erodes the structure of the road. The gravel has been washed away & the road is back to subsoil. Residents & farmers use the road every day & are having to continually repair tyres. Please see the attached photos so the Council can have a snapshot of the current condition of Garthowen Road.

The state of the road is not only a safety concern, it is disrupting the ability of the residents to use the road in times of wet weather.

There are elderly residents who have needed to get the Ambulance service to their houses & properties along the road. We are worried the paramedics are also at risk, particularly if they have to arrive in an emergency situation. This concern also applies to firefighting crews, particularly as we are entering the peak of the bushfire season. This road acts as a fire route through to Purdon's Lane in O'Connell & the junction for Sewells Creek & Wisemans Creek entering Campbells River at the back of Tannas Mount. This access to the large body of water at Ben Chifley Dam is essential for firefighters in the O'Connell & Lagoon District.

The Council has also approved the slalom course on the Ben Chifley Dam. Although it is hoped the participants will be travelling by boat to the site, it is likely there will be an increase in traffic on this road. Damage to vehicles & tyres is already occurring. We are hoping Council can see the need to improve the Garthowen Road to ensure a safe route of passage for emergency staff to enter as part of the events safety plan.

We rely on the road being safe for all kinds of businesses & contract workers eg. Postal services, water specialist services, livestock cartage, builders & building specialists, etc. Such services will soon be in jeopardy of not being able to access properties along the road. There is also a weather station at the Rocky Hill property managed & frequently visited by government employees.

The road user's & residents are primarily concerned an accident will occur & are reaching out to Council to help prevent personal injury.

We are hoping this letter will encourage the Council to take over the Crown road & prioritise roadworks on Garthowen Road to reduce the safety risks & concerns of the residents. In the past the road has been maintained by Bathurst Council & prior to this Evans Shire Council. I have attached a map of the road showing where the Crown Road starts.

We are happy to discuss this further & assist in any way to help progress this matter.

Kind Regards,

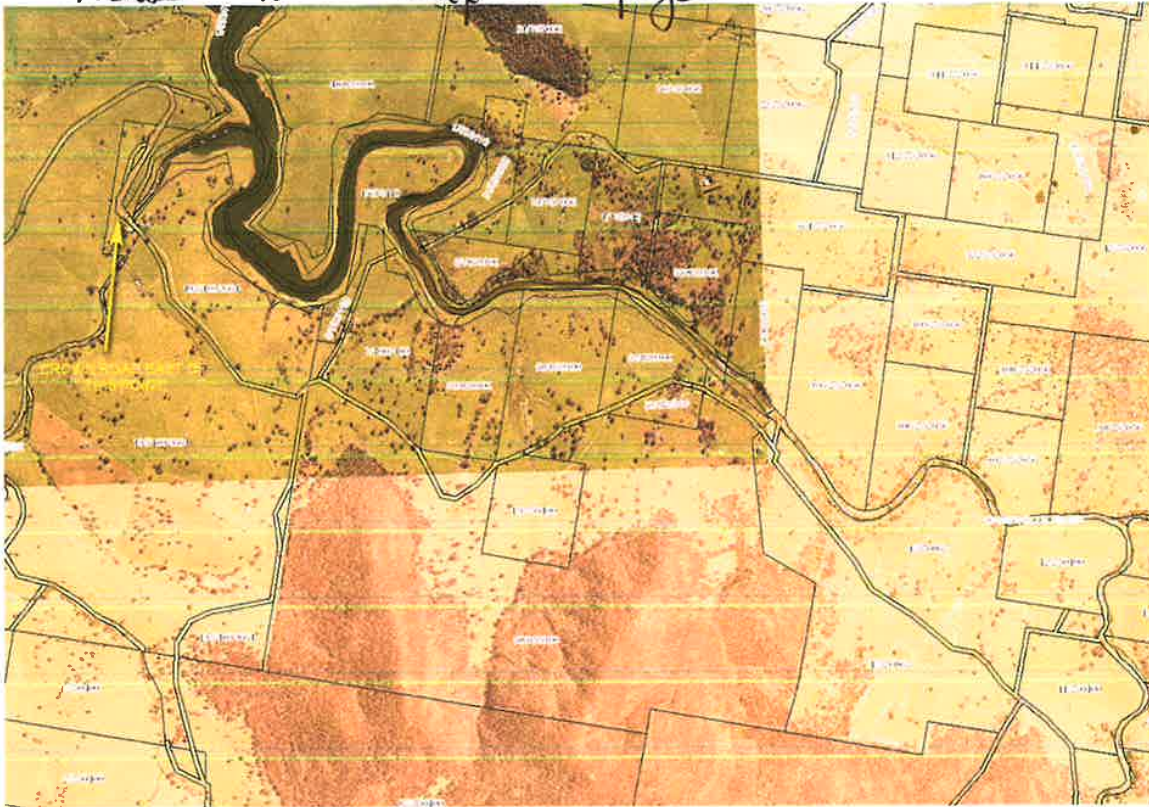
Residents of Garthowen Road

Recd from
Cr North 7.2.2024
B

DES-RV
am.



Please refer to map over page.



Name:

Signature:

Belinda Peterson

Belinda Peterson

Michael Peterson

Michael Peterson

Star Owens

S.M. Owens

DAN OWENS

D. M. Owens

SUZANNE HOLAHAN

S. Holahan

Beth Taylor

Beth Taylor

Ben Hutton

B. Hutton

Graham Betts

G. Betts

Lyn Owens

L. Owens

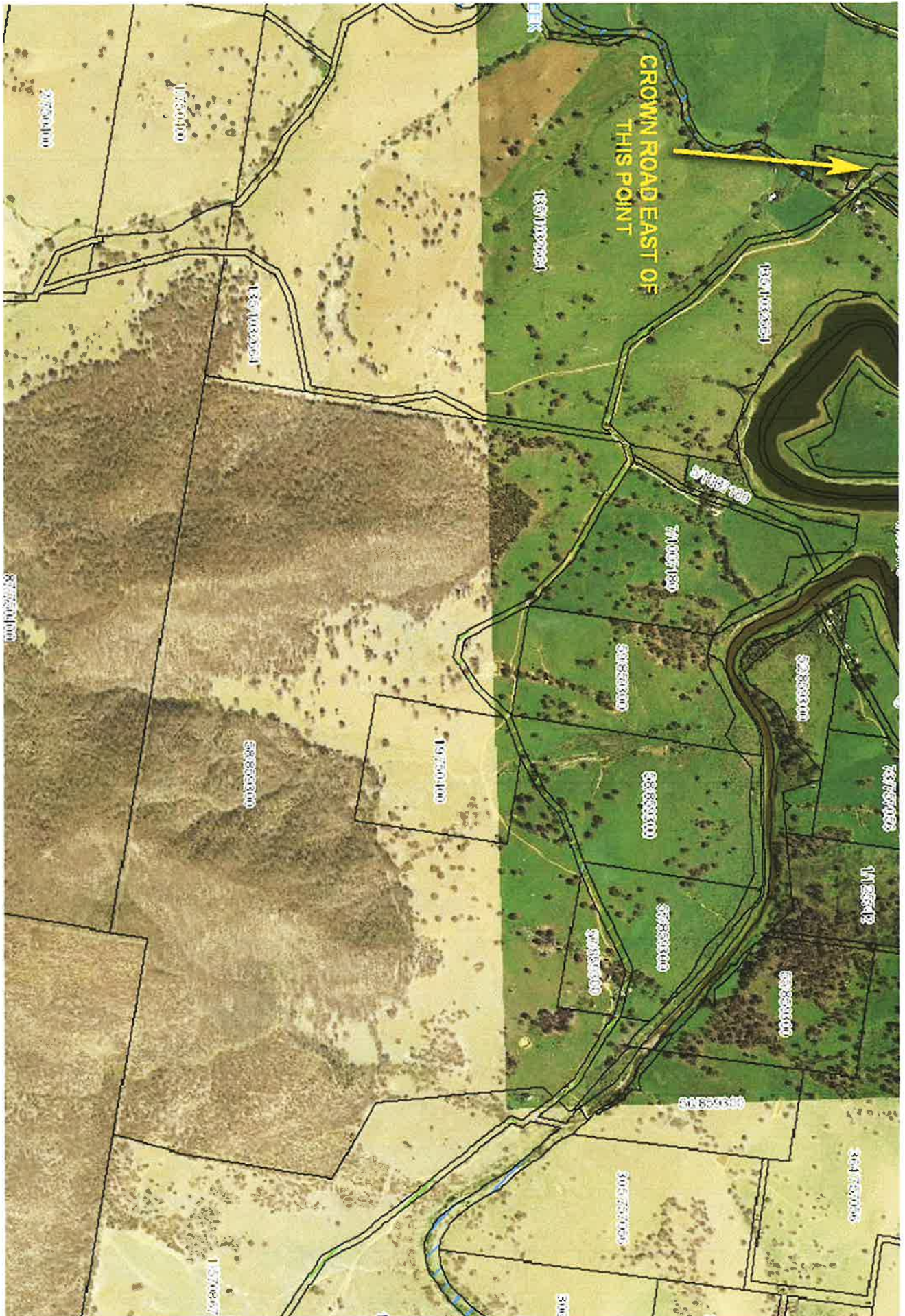
Belinda Owens

J. M. Owens

JOHN OWENS.

Maree Owens

M. Owens





Name:

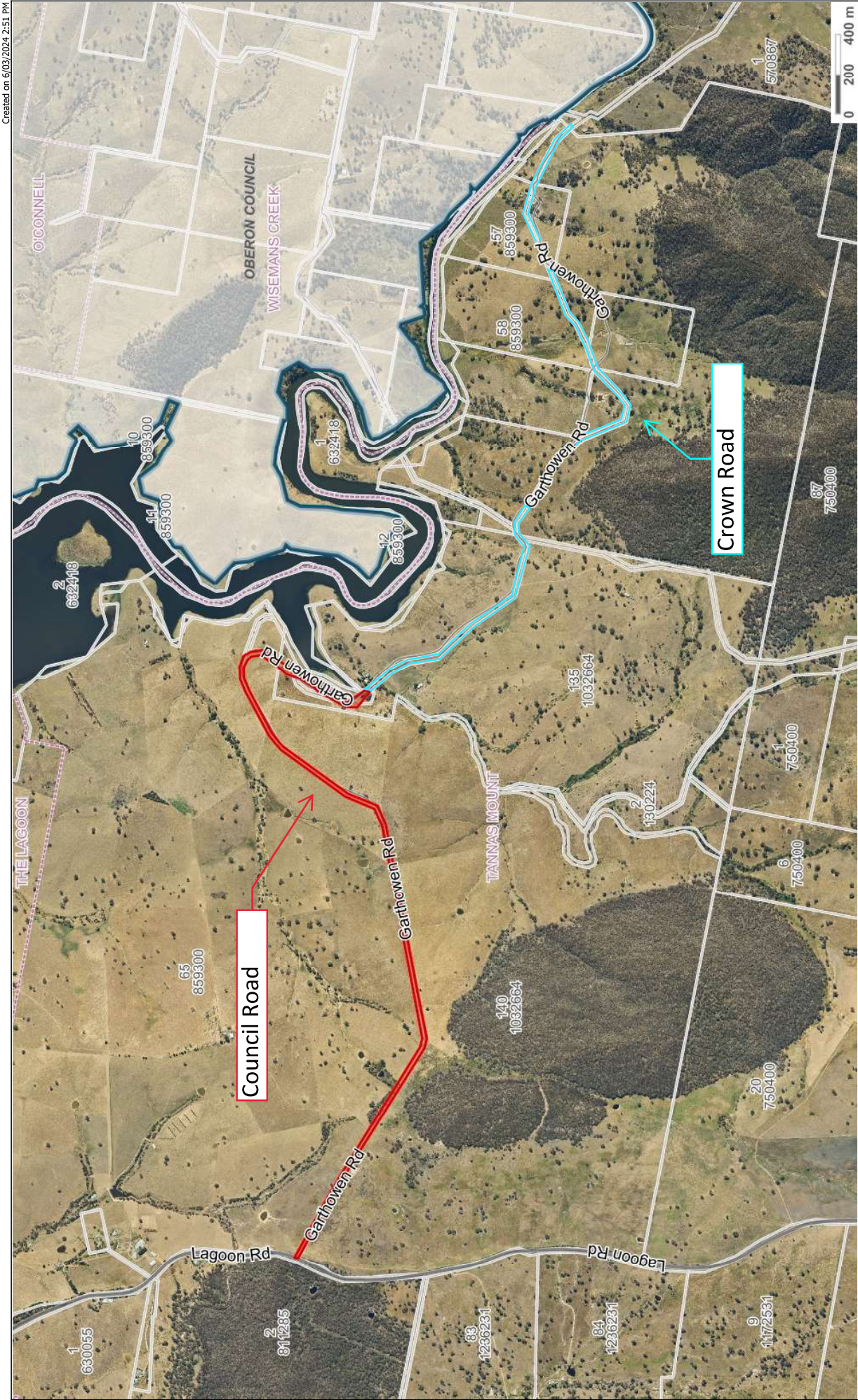
Signature:

I agree with everything you have written and will support you on this initiative 100%.

Please let me know if there is anything you would like me to do to assist.

Regards Steve

Stephen Barker
Rocky Hill
M. 0412 190 234



BATHURST REGIONAL COUNCIL
Bathurst Regional Council
PMB 17
158 Russell Street
Bathurst NSW 2764
Telephone: 02 6333 8111
Fax: 02 6331 7211
Email: ouncil@bathurstregional.gov.au

Important Notice!
This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.
This information has been prepared for Council's internal purposes and for no other purpose. No warranty is made by the Council as to the accuracy, reliability, completeness or suitability for any particular purpose and disclaims all liability for any loss or damage (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
© The State of New South Wales (Land and Property Information), © Bathurst Regional Council.

Drawn By: David Luck
Date: 6/03/2024
Projection: GDA94 / MGA zone 55
Map Scale: 1:25000 @ A4

North Arrow

DIRECTOR CULTURAL AND COMMUNITY SERVICES' REPORT

The following reports are presented for Council's consideration.

Yours faithfully

A handwritten signature in black ink, appearing to read 'A Cattermole', with a stylized flourish at the end.

A Cattermole

**DIRECTOR
CULTURAL AND COMMUNITY SERVICE'S**

9.4.1 2023/2024 RURAL VILLAGE IMPROVEMENT PROGRAM - UPDATE

File No: 16.00104

RECOMMENDATION:

That Council further distribute the 2023/2024 Rural Village Improvement Program funding as follows:

Name of Association	Project Requested	Total Requested
Peel Residents Association	Chairs and tables to update those currently in Old School House for use by community for meetings and events.	\$2,500
TOTAL AMOUNT		\$2,500

REPORT

Council, at its meeting held 18 October 2023 (DCCS Report #8.4.1) and 7 February 2024 (DCCS Report #9.4.2), considered applications under the Rural Village Improvement Program and noted that the following village had not been able to provide details of suggested projects for funding within the timeframe required:

- Peel

The village groups have now been able to provide details of projects for application under the 2023/2024 Rural Village Improvement Program as follows:

Name of Association	Project Requested	Total Requested
Peel Residents Association	Chairs and tables to update those currently in Old School House for use by community for meetings and events.	\$2,500
TOTAL AMOUNT		\$2,500

It is noted that Council's return, in regards to the social capacity, pride and respect this program has generated in each village, far exceeds the dollar amount allocated over the life of the program.

FINANCIAL IMPLICATIONS:

The amount allocated on 18 October 2023 (DCCS Report #8.4.1) totaling \$12,500 and 7

February 2024 (DCCS Report #9.4.2) totaling \$2,500, along with the total amount requested, as indicated above of \$2,500, if approved, would total an amount of \$17,500 requested under the 2023/2024 Rural Village Improvement Program.

Funding for this item is contained within existing budgets.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.2 Protect, enhance and promote the region's European heritage assets and character.

Objective 2: A smart and vibrant economy.

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

Objective 4: Enabling sustainable growth.

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

Objective 5: Community health, safety and well being.

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

Objective 6: Community leadership and collaboration.

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

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

Nil

9.4.2

BATHURST VISITOR INFORMATION CENTRE - 2024 TOYO HIGH SCHOOL VISIT

File No: 23.00025

RECOMMENDATION:

That the information be noted.

REPORT:

Students from Toyo High School in Tokyo, Japan, visited Bathurst from 1-4 March 2024 on a cultural exchange visit as a part of their ongoing sister school relationship with Denison College.

This was the 22nd visit to Bathurst of Toyo High School, with 85 students visiting and requiring billeting amongst host families in 2024. 40 Families took part in home hosting of students for this visit. This was the first visit of Toyo High School since 2019, with the COVID-19 pandemic disrupting what had been an annual event previously.

Whilst in Bathurst the students enjoyed a weekend of free time with their host families, many of whom took the opportunity to show off local attractions and activities to the students. The weekend concluded with a celebration and concert on the evening of Sunday 3 March at Bathurst High attended by an audience of over 150 made up of host families and of the local community. Students, teachers, host families and delegates from both Bathurst Regional Council and Toyo High School attended and participated in the event, which included an address from Mayor Jess Jennings and an exchange of gifts.

Feedback from students, teaching staff of Toyo High and Denison College and from host families was overwhelmingly positive and emphasised the importance of this ongoing cultural exchange program.

On Monday morning students, host families, teachers gathered for the official group photo at the Bathurst Visitor Information Centre and were farewelled by the Mayor. Toyo students completed a half day of activities organised with the Bathurst High and Kelso High campuses of Denison College and with Charles Sturt University.

Activities and home hosting arrangements were coordinated by staff of the Bathurst Visitor Information Centre (BVIC). It is the role of BVIC staff to liaise with the Japanese Tour Agency and to source and confirm all host families, including provision of specialised information relating to each student and arrangement of all payments. BVIC also organises and books all student activities and travel arrangements during their Bathurst stay and prepares the welcome packs and information for host families as well as for visiting teachers and tour leaders.

The visit injected over \$45,000 directly into the local economy, including payments made to participating host families.

BVIC staff are preparing for the upcoming 'Wings of Hope' visit from our Sister City of

Ohkuma, Japan, which will take place from 23-29 March 2024 with approximately 15 students and 6 adults including teachers, and city officials expected to visit Bathurst. This will be the first official delegation from Ohkuma to visit Bathurst since 2018.

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 1: Our sense of place and identity.

Strategy 1.3 Enhance the cultural vitality of the region.

Objective 2: A smart and vibrant economy.

Strategy 2.1 Support local business and industry.

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

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

Nil

10 REPORTS OF OTHER COMMITTEES

10.1 TRAFFIC COMMITTEE REPORT - 5 MARCH 2024

File No: 07.00006

RECOMMENDATION:

That the recommendations of the Traffic Committee Meeting of Bathurst Regional Council held on 5 March 2024 be adopted.

REPORT:

The Minutes of the Traffic Committee Meeting of Bathurst Regional Council held on 5 March 2024 are attached.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Traffic Committee Meeting Minutes 5 March 2024 (1) [10.1.1 - 4 pages]

**MINUTES OF THE TRAFFIC COMMITTEE MEETING
HELD ON Tuesday 5 March 2024**

1. MEETING COMMENCES

MINUTE

Meeting commenced at 2.03pm.

Members: Cr Warren Aubin (Chair -BRC), Ms Jackie Barry (Transport for NSW – Microsoft Teams), SC Jason Crew (NSW Police – Microsoft Teams)

Present: Mr Paul Kendrick (Traffic and Design Engineer - BRC) , Mr Myles Lawrence (Civil Investigation Team Leader- BRC), Mr Ryan Valois (Acting Manager Technical Services - BRC), Mr Xianhong Meng (Forward Planning Engineer- BRC).

2. APOLOGIES

MINUTE

RESOLVED:

That the apology of Mr Daryl Grant (MP Representative), be accepted and leave of absence granted.

3. REPORT OF PREVIOUS MEETING

3.1. Report of Previous Meeting - 6 February 2024

File No: 07.00006

MINUTE

RESOLVED:

That the Minutes of the Traffic Committee held on 6 February 2024 be adopted.

4. DECLARATION OF INTEREST

Declaration of Interest

MINUTE

RESOLVED: That the Declaration of Interest be noted.

5. RECEIVE AND DEAL WITH DIRECTOR'S REPORTS

5.1.1. MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD 6 FEBRUARY 2024

File No: 07.00006

MINUTE

RESOLVED:

That the information be noted and necessary actions be taken.

5.1.2. THE ROYAL BATHURST SHOW - APRIL 2024

File No: 18.00108

MINUTE

RESOLVED:

That the 2024 Royal Bathurst Show to be held Friday 12 April to Sunday 14 April 2024, be classified as a Class 1 event and the traffic management for this event be endorsed, subject to conditions as detailed in the Director Engineering Services' report.

5.1.3. ANZAC DAY BATHURST REGION COMMEMORATIONS - 2024

File No: 23.00076-03

MINUTE

RESOLVED:

That the Bathurst Anzac Day Commemorations to be held on Thursday 25 April 2024 be classified as a Class 2 event, and traffic management be approved, subject to conditions as detailed in the Director Engineering Services Report.

5.1.4. ANGLED PARKING GREAT WESTERN HIGHWAY FRONTAGE OF ALAN MORSE PARK

File No: 28.00006

MINUTE

RESOLVED:

That '45 Degree Angled Parking - Rear to Kerb' signs be installed on the Great Western Highway frontage of Alan Morse Park, subject to conditions as detailed in the Director Engineering Services' report.

**5.1.5. REVIEW OF ACCESS SAFETY - 1371 TARANA ROAD
LOCKSLEY**

File No: 28.00006

MINUTE

RESOLVED:

That the safety review of the access to 1371 Tarana Road be noted, subject to conditions as detailed in the Director Engineering Services' report.

5.1.6. LOADING ZONE COUNTRY COFFEE

File No: 25.00011-06/074

MINUTE

RESOLVED:

That 'Loading Zone/Parallel Parking' signs be installed on Russell Street on the Country Coffee frontage subject to conditions as detailed in the Director Engineering Services' report.

5.1.7. BATHURST NRL MATCH - APRIL 2024

File No: 18.00296

MINUTE

RESOLVED:

That the 2024 NRL Telstra Premiership Round 7 Penrith Panthers vs West Tigers game to be held at Carrington Park, Bathurst on Saturday 20 April 2024 be classified as a Class 2 event, and the traffic management for this event be

approved subject to conditions as detailed in the Director of Engineering Services' report.

5.1.8. REPEAT REQUEST FOR 1P - 253 GEORGE STREET BATHURST

File No: 28.00006-14/345

MINUTE

MOVED: Councillor Aubin SECONDED: SC Crew (NSW Police)

RESOLVED:

That Council approve the installation of line marking and a 1P parking zone outside 253 George Street, Bathurst, Teahouse - the tea specialty shop.

6. TRAFFIC REGISTER

6.1. Traffic Register

File No: 07.00006

MINUTE

RESOLVED:

That the information be noted.

8. MEETING CLOSED

MINUTE

The Meeting closed 2.19 pm

10.2

POLICY COMMITTEE REPORT - 6 MARCH 2024

File No: 07.00064

RECOMMENDATION:

That the recommendations of the Policy Committee Meeting of Bathurst Regional Council held on 6 March 2024 be adopted.

REPORT:

The Minutes of the Policy Committee Meeting of Bathurst Regional Council held on 6 March 2024 are attached.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. 060324 Policy Minutes Only [10.2.1 - 9 pages]

**MINUTES OF THE POLICY COMMITTEE MEETING
OF BATHURST REGIONAL COUNCIL
HELD ON 6 MARCH 2024**

1. PUBLIC FORUM

MINUTE

Stuart Pearson – Appointment of Staff - Asked if the General Manager appoints all staff below his level?

DCSF commented that as per the Local Government Act, the Councillors only appoint the General Manager. The General Manager may consult Councillors on staff appointments.

Vanessa Comiskey - Spoke to legal actions involving Council. Costs alleged to be greater than \$350k. Expressed concerns that Council has wasted this money which could have been used to fund the New Years Eve Event. When will Council be making its decisions in relation to New Years Eve?

MAYOR noted that he met with Bathurst Business chamber and should know in a few months.

Ms Comisky asked if Council paid for a Christmas Party?

MAYOR noted councillors had a zero cost party.

Ms Comisky asked why greater than \$50k for ID profile subscription?

DEPBS noted that it is not compulsory. It is high quality information on community characteristics. The public can use, the fees are for the data.

Ms Comisky noted that NDIS access is very difficult and that people are not to assume it's easy to access.

Jorgina Comiskey – Cultural Representations and NYE Party in the Park – Miss Comisky noted that she would like to see more cultural representation in the community, through our exhibitions. Asked that Council support the NYE Party in the Park in the future. Miss Comiskey commented about the lack of cleanliness in some of the public amenities.

Russell Rogan – Condition of roads at White Rock – Noted that the roads at White Rock were damaged during the gas repair. Asked if there was funding to repair the roads?

DES noted that Council received some funding but not enough to cover all maintenance. Noted Council receives grant funding from state and federal government but nowhere near enough.

Mr Rogan asked if Council could fix some of the edges? Also asked about the proposed BARN project at Chifley Dam and if Council will be running sewer and water to them?

DCCS noted that existing systems will be used.

Mr Rogan referred to the junior cricket competition and commented that if Council proceeded with a SRV then junior sport will suffer.

Elaine West – Climate change and Go Kart Track - Thanked Council for taking Climate Change seriously. Discussed gas use in buildings. Noted that the Go Kart Track is not climate friendly. Asked if the track will be EV's only?

MAYOR noted no.

Ingrid Pearson – Gas usage, Winburndale Dam, Kings Parade and Machattie Park – Praised Council for discussion on gas usage. Asked how is Council planning to move away from Gas usage?

DEPBS noted that the recommendation is that gas is replaced with renewables.

Ms Pearson thanked Council for the tour of Winburndale Dam. Noted that it was brilliantly organised. Asked if the timber pipes will be replaced?

DES noted that funding was only for the Dam wall. Noted there is an existing program for replacing wood pipes and that Council has received funding to replace this pipeline. Most of these funds have been diverted to stormwater harvesting.

Ms Pearson asked about the cost to replace.

DES noted will be greater than \$15 million.

Ms Pearson thanked Council for Kings Parade and for the works underway on Machattie Park. Asked if there was an estimated completion date?

DES noted that Stage 1 is almost done (Russell Street Side). One tree needs to be investigated. Noted that Keppel Street side will take longer.

Stuart Driver – NYE, Senior Management contract renewals, SRV and Wattle Flat resident - Mr Driver encouraged Miss Comisky to approach Youth Council. Noted his hopes that the NYE fireworks discussions resolve the conflict of interest. Noted that Senior Management Contract Renewals should not extend beyond the term of next Council. Commented on the SRV and noted that he does not believe Council is operating effectively. For example, there have been multiple water main bursts near his home. Noted that this is inefficient. Raised matter regarding a 80-year-old resident at Wattle Flat needing advocacy to have road issue resolved, access to their property has been disrupted due to road works. Sought to have a meeting with DES to discuss this matter.

Bob Trimming – Disability advocate – Raised matter about Bathurst Bullet and noted he will wait for a response from the Mayor. Thanked DES for fixing the toilet doors in the Civic Centre and for the repairs to the footpaths. Thanked staff for their exceptional work

with the Winburndale Dam tour. Discussed Library budget and asked if there is money in the budget for toilets in the library?

DCCS noted that engineering has this on their list and it is planned.

DES noted that a grant has been received and will be used for another toilet block. The sewer fund will pay for this.

Mr Triming noted that the restaurant on William Street is still not accessible.

Sophie Wright – **Go Kart Track** – Thanked the Mayor for responding to her email about last week's meeting. Noted that the definition of 'Majority voting' has now been clarified. Ms Wright referred to the decision of the previous Council to provide a loan for the go-kart project.

MAYOR noted that he did not vote in favour of the decision on the Go Kart Track.

Ms Wright asked how the Go Kart Track went from national standards to international standards?

MAYOR noted that it is a combination of consultation with the community, Councillors and staff.

Ms Wright asked if it was the Go Kart Club that wanted the higher space track?

MAYOR noted that he didn't think so.

Ms Wright noted that the former Mayor, Mr Bourke appeared to be seeking to resolve the matter, at that time. Ms Wright noted that playing the blame game is not a good way forward.

Public Forum closed 6.42pm.

2. MEETING COMMENCES

MINUTE

Meeting commenced at 6.42pm.

Present: Cr W Aubin (TEAMS), Cr K Burke, Cr B Fry, Cr J Jennings, Cr G Hanger, Cr M Hogan, Cr I North, Cr R Taylor

3. RECORDING OF MEETING

4. PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

A minutes silence was held in commemoration of the recent passing of Mr Stephen Jackson.

5. APOLOGIES

MINUTE

MOVED: Cr I North SECONDED: Cr K Burke

RESOLVED:

That the apology of Cr A Smith be accepted and leave of absence granted.

That the attendance via audio-visual link of Cr W Aubin be accepted.

6. MINUTES

6.1. Confirmation of Minutes

File No: 07.00064

MINUTE

RESOLUTION NUMBER: POL2024-1

MOVED: Cr K Burke SECONDED: Cr M Hogan

RESOLVED:

That the Minutes of the Policy Committee Meeting of Bathurst Regional Council held on 6 December 2023 be adopted.

7. DECLARATION OF INTEREST

NIL

8. MAYORAL MINUTE

NIL

9. RECEIVE AND DEAL WITH GENERAL MANAGER'S AND DIRECTORS' REPORTS

9.1.1. POLICY TO TRANSITION AWAY FROM GAS USE AT COUNCIL FACILITIES

File No: 13.00092

MINUTE

RESOLUTION NUMBER: POL2024-2

MOVED: Cr B Fry SECONDED: Cr I North

RESOLVED:

That Council:

- (a) consider the draft Transition away from gas use at Council Facilities Policy.
- (b) place the draft Policy on public exhibition for a period of 28 days.
- (c) if no submissions are received, adopt the draft Transition Away From Gas Use at Council Facilities Policy.
- (d) If submissions are received, provide a further report for Council's consideration.

10. GENERAL BUSINESS

MINUTE

Cr K Burke –

Aquatic Centre: What's the process around future planning around the Aquatic Centre?
Basic maintenance issues already occurring.

DES noted that a contractor maintains the facility. It is difficult to control mould. Noted that the water fund is under stress, there are no available funds for major upgrades.

Cr Burke asked if there are plans for long-term upgrades?

DES noted have put in for discussion on a 5-10 year plan.

Bats: What strategies are used to discourage bats?

DES noted that Council adopted a plan in 2018 but legislation limits actions when bats are pregnant. Council has looked into deterrents. Tree repair works are as a result of damage by the bats. Arborist is advising on long-term health of the park. Noted the tree planting on the river takes a long time to see results.

Raglan Park Upgrade: Noted the path is through drainage area.

DES noted the path goes through a drainage channel. Council is looking at alternatives, but they have limited budget from the grant.

Cr I North –

Medical Centre: Discussed medical centre and requested a report to be presented to the next meeting on the progress and provide timeframes. Commented on the car park situation and asked if this was a sticking point could the hospital upgrade be part of thinking. Council the budget be staged?

Victoria Park: asked about whether this park could be made available to assist in resolving the Bathurst Hospital car parking challenges?

Garthouse Road: Commented on the exceptional work done on the recent roadworks.

Lagoon Road: What are the plans for this road to be fixed, between O'Connell Plains Road and Chifley Dam Road?

DES noted that money is the issue. There is only a small amount of grant funding.

Cr G Hanger –

- Thanked the Mayor for the acknowledgement of Stephen Jackson. Cr Hanger's daughter was also in the car. Spoke of Mr Jackson's contribution to marathons, Parkruns, and community fun-runs. Acknowledged Mr Jackson's involvement with the World Cross Country Championships that were hosted in Bathurst and mentioned that Mr Jackson was involved in measuring the marathon track that was used in the 2000 Sydney Olympics.
- **MAYOR** offered his sympathies.

Cr M Hogan –

Homelessness and housing: Provided an update on the Homelessness and Housing sector, and sought a clarification of the difference between social and affordable housing.

DEPBS noted that in planning, social housing is the nature of the entity providing housing. Affordable housing is defined by the impact of income on individuals.

Cr Hogan asked if Council has looked at the provision of social housing in Bathurst? Noted that she has consulted with people who say they don't want social housing in 'clumps'.

DEPBS noted that Council does not have a specific policy to encourage or prescribe this type of development. There are risks in targets. Incentives may be required. The size of the lot/development is important. Housing diversity can make big impacts on affordability. This is also important for attracting people to Bathurst. There is scope for Council and the community to have that discussion.

Cr Hogan noted she would like to follow this up.

DEPBS noted he will take this on notice.

Cr B Fry -

Aquatic centre: Cr Fry asked if the transition to renewables is successful, could the pool be opened for longer hours?

DES noted that this is being investigated but heating is expensive no matter how it is done.

Cr Fry noted the seasonal fringes where it gets a bit cold.

DES noted Council's report looked at this, \$15k per week using gas. This is Council's decision to make.

General business closed 7.12pm

11. MEETING CLOSE

MINUTE

The Meeting closed at 7.12pm.

CHAIR:

11 NOTICES OF MOTION

11.1 CR AUBIN - CARPARKING BATHURST HEALTH SERVICE (PUBLIC HOSPITAL)/PANORAMA CLINIC

File No: 11.00004

RECOMMENDATION:

That Council:

1. Make urgent representations to NSW Health to have a proper car park built at the Bathurst Health Service (public hospital) before commencement of works on the refurbishment of the hospital,
2. Fight to retain the Panorama Clinic to be operational at the Bathurst facility and not moved to Orange for the duration of the Bathurst Hospital rebuild, and
3. Contact The Minister for Health and The Minister for Mental Health NSW about the above concerns.

REPORT:

Councillor Warren Aubin submitted the following Notice of Motion in regard to Bathurst Health Service (Public Hospital) / Mount Panorama.

Motion:

That Council:

1. Make urgent representations to NSW Health to have a proper car park built at the Bathurst Health Service (public hospital) before commencement of works on the refurbishment of the hospital,
2. Fight to retain the Panorama Clinic to be operational at the Bathurst facility and not moved to Orange for the duration of the Bathurst Hospital rebuild, and
3. Contact The Minister for Health and The Minister for Mental Health NSW about the above concerns.

ATTACHMENTS:

Nil

11.2

CR NORTH - PROJECT ELEVATE

File No: 11.00004

RECOMMENDATION:

That Council implement the following in relation to Project Elevate.

1. Acknowledge the positive support for the new not-for-profit private sector Destination marketing body, Project Elevate;
 2. Continue to work with Project Elevate to develop a possible collaborative Tourism working model between the Bathurst Visitor Information Centre, Project Elevate, Councillors and senior staff;
 3. Consider as part of the draft 2024/25 budget, business support for a Project Elevate type initiative.
-

REPORT:

Councillor Ian North submitted the following Notice of Motion in relation to Project Elevate.

Motion:

That Council:

1. Acknowledge the positive support for the new not-for-profit private sector Destination marketing body, Project Elevate;
2. Continue to work with Project Elevate to develop a possible collaborative Tourism working model between the Bathurst Visitor Information Centre, Project Elevate, Councillors and senior staff;
3. Consider as part of the draft 2024/25 budget, business support for a Project Elevate type initiative.

ATTACHMENTS:

Nil

11.3

**CR NORTH - SUSTAINABILITY REVIEW - STAFF
STRUCTURE**

File No: 11.00004

RECOMMENDATION:

That Council act on the request outline in the following Notice of Motion asking that Council include a full and complete review of the structure of the following into Council's Sustainability Review:

1. The Directors roles
 2. The departments that fall under each Director
 3. Do we have the required number of roles and staff allocated to the departments that fall under Director.
-

REPORT:

Motion:

Cr Ian North submitted a Notice of Motion in relation to Council's Sustainability review requesting that Council include a full and complete review of the structure of:

1. The Directors roles
2. The departments that fall under each Director
3. Do we have the required number of roles and staff allocated to the departments that fall under Director.

ATTACHMENTS:

Nil

11.4

**CR NORTH - DA PROCESS OF ROAD
MAINTENANCE AND REPAIR**

File No: 11.00004

RECOMMENDATION:

That Council act on the Notice of Motion submitted by Councillor North requesting that Council complete a review on how we maintain our roads infrastructure in the Local Government Bathurst Regional Council.

1. Pothole repairs
 2. Re Sealing of roads
 3. New Seals of roads as pothole repairs and re sealing of roads is no longer working
-

REPORT:

Councillor Ian North submitted the following Notice of Motion requesting that Council complete a review on how they maintain our roads infrastructure in the Local Government Bathurst Regional Council Area.

Motion:

A complete review on how we maintain our roads infrastructure in the Local Government Bathurst Regional Council.

1. Pothole repairs
2. Re Sealing of roads
3. New Seals of roads as pothole repairs and re sealing of roads is no longer working.

ATTACHMENTS:

Nil

12 COUNCILLORS / DELEGATES REPORTS

12.1 MINUTES - BATHURST REGIONAL YOUTH COUNCIL - 5 FEBRUARY 2024

File No: 11.00020

RECOMMENDATION:

That the information be noted.

REPORT:

The Bathurst Regional Youth Council considered a number of items at their meeting held on Monday 5 February 2024, including the following:

- Guest Speaker – Tony Rothacker – gave information on how Youngster Co was founded and the current work they do within the community.
- Social media discussion.
- Youth Council project planning discussion.
- Youth Week 2024

The minutes of the Bathurst Regional Council Meeting, held Monday 5 February 2024, are attached.

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Sustainable and balanced growth.

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

Objective 5: Community health, safety and well being.

Strategy 5.1 Provide opportunities for our community to be healthy and active.

Strategy 5.4 Make our public places safe and welcoming.

Objective 6: Community leadership and collaboration.

Strategy 6.1 Communicate and engage with the community, government and

business groups on important matters affecting the Bathurst region.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Minutes 5 February 2024 [**12.1.1** - 3 pages]

**MINUTES OF BATHURST REGIONAL YOUTH COUNCIL MEETING HELD
ON MONDAY 5 February 2024**

PRESENT: Jessie Nunan, Kirilee Scott, Jasmyn Nankervis, Lachlan Wright, Sabina Short, Scarlett Hall, Meagan Justin, Kyle Destura, Aston Hornery, Aarnav Palak Shah, Harry Tayler, Isabella Morris, Nicholas Bellamy.

IN ATTENDANCE: Elise Dukes (Youth Development & Community Events Officer)

1. APOLOGIES: Henry Burnett, Soren O'Shannessy

2. ACKNOWLEDGEMENT OF COUNTRY: Jasmyn provided an Acknowledgement of Country.

3. ADOPTION OF PREVIOUS MINUTES:

RESOLVED that the minutes of the meeting held 11 December 2023 be accepted.

MOVED: Aston Hornery

SECONDED: Jessie Nunan

CARRIED.

4. GUEST SPEAKER: TONY ROTHACKER-YOUNGSTER.CO-DISCUSSION ON YOUTH JOB OPPORTUNITIES WITHIN AN INTERGENERATIONAL PROJECT

Tony gave background information on how Youngster.Co was founded and what current work they do within the community. He went into detail on what current job opportunities are available within the Bathurst community and what role young people will play within their role. He invited the Youth Council along to the launch at Bathurst Library on Thursday 8 February at 1pm.

5. SOCIAL MEDIA DISCUSSION

- Engagement with Bathurst Youth Instagram page has increased, important to keep posting regularly.
- Kirilee mentioned that she is only receiving content from 2 Youth Councillors and has asked the Youth Council to start sending in more content.
- The reactivation of the Facebook page was discussed – Elise said it would be reviewed within the next month or so.
- Youth Council have asked for access to their official photos to post on social media. Kirilee mentioned all photos were taken off social media when new Bathurst Mayor was appointed.
- Jasmyn mentioned the possibility of getting new photos taken with the current Bathurst Mayor and Bathurst Council Youth Delegates.
- Upcoming content for sharing:
 - Harmony Day
 - International Women's Day

6. YOUTH COUNCIL PROJECT PLANNING

- Whiddon Aged Care facility visit to be held in late February 2024. Possible ideas were baking or bingo- Elise to contact Whiddon and confirm date and activity.

This is page 1 of 3 pages of the Minutes of the Bathurst Regional Youth Council Meeting held on 5 February 2024.

**MINUTES OF BATHURST REGIONAL YOUTH COUNCIL MEETING HELD
ON MONDAY 5 February 2024**

- A Cuppa with a Youth Councillor is occurring on 18 March 2024 at the Rail Museum – Elise to put poll in group chat to confirm numbers.
- BRYC Connect- The first segment went live on January 25, 2024, at 5:30pm. An 'on-demand' page has been started on the 2MCE website for BRYC Connect. Each segment will be added to the page after it has gone live. 2MCE have put aside Fridays at 5:30pm the week of recording for the radio segment to go live.
- Olivia Robinson (Waster Officer) is organising a Waste Management and Junction Centre visit for Youth Councillors. Elise will put a poll in chat for dates given by Olivia. Elise to coordinate the development of 'Don't Waste Your Future' videos for Waste Management Section-Filming will commence late February.

7. NSW OFFICE OF SPORT FUNDING

NSW Office of Sport has been in contact with Elise regarding running a Youth Council led project for increasing local participation in sport and active recreation in Bathurst. The funding is to be used for an on-going project over 12 months.

Elise suggested a bush walking group that meet bi-monthly and walk a different track around Bathurst. Suggested walking tracks include the river and the kangaroo track. At the end of the 12-month program it was suggested that the group walk a track in the Blue Mountains. Youth Council are concerned about transport for the walking group-Elise to look into possible transport.

Other suggestions put forward by the Youth Council include:

- Ultimate frisbee
- Soft archery
- Multi-sport days: table tennis, running naughts and crosses.

Youth Council wanting to hold a working party meeting to confirm more details.

8. YOUTH WEEK 2024

- Discussed new date for Youth Week event as previous date falls on Bathurst Show weekend. Have decided on Sunday 21 April.
- Event to be held at the Fossil Museum forecourt or Kings Parade. Elise to look into availability.
- Event will include band performances, food trucks, market stalls, challenges/games, and prizes.
- Kirilee suggested setting up a QR code connected to the Youth Council Instagram page to vote for your favourite band to win a prize.
- Youth Council to coordinate the challenges in the Youth Council tent.
- Each participant in a game or challenge to receive a ticket in the lucky door prize.
- Expression of interest for bands and market stalls to be sent through the schools and put on social media.
- Elise to look into organising a BBQ on the day with Boys to The Bush.
- Youth Council would like to organise a working party meeting.

9. GENERAL BUSINESS

- Discussed Teen Mental Health First Aid Training with the first session to be held Monday 12 February 2024 in the committee room.
- Discussed creating a Youth Councillors reading list with the library. Elise to bring more information to the next meeting.

This is page **2** of **3** pages of the Minutes of the Bathurst Regional Youth **Council** Meeting
held on 5 February 2024.

**MINUTES OF BATHURST REGIONAL YOUTH COUNCIL MEETING HELD
ON MONDAY 5 February 2024**

- Kirilee noted that no Council delegates had attended any of the meetings. Elise advised that Council delegates were advised of meetings dates and times.

10. NEXT MEETING – MONDAY 4 MARCH 2024

The next meeting will be held at Bathurst Council Chambers. Youth Councillors are invited to arrive from 3:30pm.

11. MEETING CLOSE

There being no further business, the meeting closed at 6:03pm.

12.2

MINUTES - COUNCILLORS MEETING WITH COMMUNITY GROUPS/REPRESENTATIVES - 14 FEBRUARY 2024

File No: 11.00019

RECOMMENDATION:

That the information be noted.

REPORT:

Present: Mayor Jess Jennings, Neil Southorn (DEPBS), Janelle Middleton (A/DCCS), Darren Sturgiss (DES), David Sherley (General Manager), Cr Ben Fry, Cr Robert Taylor, Cr Margaret Hogan, Cr Ian North, Cr Graeme Hanger, Cr Kirralee Burke (TEAMS), Nicholas Murphy (MCG)

Apologies: Cr Andrew Smith, Cr Warren Aubin

1. Bathurst hand weavers and spinners guild – Lesley Picker

- Provided the background and an update on the Association. Currently have approximately 40 members.
- Currently renting the Bathurst Aero Club with storage in a storage container. Raised a number of concerns with the current venue.
- Provided a plan of a preferred building (floor area ~220sqm) for their use as their permanent home.
- Requested Council consider the purchase/construction of a permanent venue including workshop area, as well as storage areas, as well as a contribution towards the purchase of additional equipment.

2. Bathurst Floodplain Model Update – Stantec (Alireza Pouya, Martin Griffin), Xenghong Meng

- DES provided an introduction to the Flood Study and the importance of the project. Council received grant funding to undertake the project and the model will assist planning decisions and flood mitigation works.
- Provided an update on the project and the works completed to date.
- Original Flood Management Plan was adopted in 1995, and the majority of the recommendations have since been implemented. New model was sought using the latest information available including rainfall and runoff data and climate change.
- Will incorporate the 2023 Flood Risk Management Manual.
- Spoke to the model catchment boundaries and the inputs to the model.
- Spoke to the recent inclusion of urban expansion areas adjacent to the Macquarie River.
- Model focusses on Bathurst urban areas, including Georges Plains, Perthville and downstream of Eglinton.
- The project is progressing towards Community Consultation to supplement the data already available.
- Spoke to the community consultation methodology and processes.

- Spoke to the development and validation of the model by mid-2024. Ongoing modelling to occur to be completed by the end of 2024.
- Public exhibition of the draft Flood Model around March 2025. Final adoption of the model to be considered mid-2025 after consideration of community feedback.
- DES outlined that community consultation to happen during 2024 is about seeking data and the invite will be to all flood affected properties.
- DES and DEPBS provided clarification about the process to amend the planning controls which is subsequent to this process.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

Nil

12.3 MINUTES- BATHURST REGIONAL COMMUNITY SAFETY COMMITTEE - 22 FEBRUARY 2024

File No: 07.00107

RECOMMENDATION:

That the information be noted.

REPORT:

The Bathurst Regional Community Safety Committee considered a number of items at their meeting held on 22 February 2024, including the following:

- Election of Committee Chair and Cochair
- Emergency Services Session
- Seniors Road Safety Session
- Don't be Next/Lock It or Lose It Campaign
- Domestic Violence Campaign Development

The Minutes of the Bathurst Regional Community Safety Committee held on the 22 February 2024 are **attached**.

FINANCIAL IMPLICATIONS:

There are no financial implications resulting from this report.

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 4: Sustainable and balanced growth.

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

Objective 5: Community health, safety and well being.

Strategy 5.1 Provide opportunities for our community to be healthy and active.

Strategy 5.4 Make our public places safe and welcoming.

Objective 6: Community leadership and collaboration.

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

Strategy 6.3 Advocate for our community.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

1. Minutes 22 February 2024 [**12.3.1** - 4 pages]



**MINUTES OF COMMUNITY SAFETY COMMITTEE
MEETING HELD ON THURSDAY 22 FEBRUARY 2024
AT 11:30AM**

MEMBERS PRESENT: Erin Hogben (Housing Plus), Chief Inspector Glenn Cogdell (Chifley Police District), Councillor Ben Fry, Christopher Morgan (Bathurst Business Chamber), Sam Bolt (headspace Bathurst), Councillor Robert Taylor, Jean Fell (The Neighbourhood Centre Bathurst), David Bull (Cycle Safe Bathurst), Tim Fagan (Bathurst Liquor Accord).

IN ATTENDANCE: Aimee Cook (Bathurst Regional Council)

APOLOGIES: Lisa Coates (CSU), Senior Constable Arna Martin (Chifley Police District), Simone Corby (Bathurst Seymour Centre)

1. MINUTES FROM THE PREVIOUS MEETING HELD ON 23 NOVEMBER 2023

RESOLVED that the minutes of the meeting held 23 November 2023 be accepted.

MOVED: Chief Inspector Glenn Cogdell

CARRIED: Councillor Ben Fry

2. ELECTION OF COMMITTEE CHAIR AND CO-CHAIR

Aimee Cook declared the position of Chair vacant and called for nominations.

Christopher Morgan was elected unanimously.

Aimee Cook declared the position of Co-Chair vacant and called for nominations.

Councillor Ben Fry was elected unanimously.

3. PROJECT PLANNING

16 Days of Activism Against Gender-Based Violence 25 November – 10 December 2023

- Social media and website content shared.
- Nutbush 10am 1 December Kings Parade in partnership with Housing Plus. Good attendance. Would be good to make an annual event and grow participation.
- 16 books about gender equity and gender-based violence were promoted by the Library.

Scams Awareness Week 27 November – 1 December 2023

- Scams Awareness information session with NSW Police held at Library 30 November 2023 at 2pm. Low attendance with 10 attendees. Attendee feedback was that the session was very useful.
- Scams awareness promoted on Council website and social media.



MINUTES OF COMMUNITY SAFETY COMMITTEE MEETING HELD ON THURSDAY 22 FEBRUARY 2024 AT 11:30AM

- Fraud awareness sessions have been run as part of the Seniors Festival program for the past couple of years. In 2024, the session has been replaced by an Emergency Services Information Session with presentations from NSW Police, Fire and Rescue, NSW Ambulance and SES.
- The Seniors Festival program includes 97 events in the region, an increase from 30 events in 2023.

Seniors Road Safety Session

- Seniors Road Safety session held 15 February 2024 at the Library with NSW Police, Service NSW and Transport NSW in attendance.
- 20 seniors in attendance, all had very positive feedback.

Don't be Next/Lock It or Lose It Campaign

- Campaign launched in December and included a mailbox drop to all Bathurst household and social media advertising. Cinema advertising was too expensive to fit in budget.
- Designs are currently being approved for car signage on Seymour Centre and Community Transport vehicles.
- Break and enter reports dropped during the December and January period, coinciding with the campaign.

Domestic Violence Campaign Development

- The Committee discussed the development of an awareness raising campaign targeting domestic violence and men's behaviour.
- The campaign should include promotion of the 'Empower You' app, a free safety app for people experiencing domestic and family violence.
- The Committee will utilise the remaining 2023 – 2024 budget for the campaign, with the aim to add funds from the 2024 – 2025 budget in the new financial year.
- The Committee will seek partnership from local domestic violence service providers. Aimee to reach out to service providers prior to next meeting.
- If budget allows, an agency will be contracted to coordinate the campaign and create the campaign assets.
- Local buy in is important. Football clubs, local personalities etc should be used in the campaign to increase success.
- Drug and alcohol counselling in Bathurst is only provided through the hospital and the wait list is often long. This may contribute to the incidence of domestic violence in the region. The Committee discussed including drug and alcohol awareness in the campaign.

This is page 2 of the Minutes of the Community Safety Committee Meeting held on Thursday 22 February 2024.



**MINUTES OF COMMUNITY SAFETY COMMITTEE
MEETING HELD ON THURSDAY 22 FEBRUARY 2024
AT 11:30AM**

4. ROUND TABLE UPDATE

Erin Hogben – Housing Plus

- The Orchard is still under construction.
- New program, 'Shark Cage', identifying red flags in relationships is receiving referrals.
- Housing Plus is focusing on community engagement, attending meetings and networking.

Chief Inspector Glenn Cogdell – Chifley Police District

- Chifley Police District have been invited to join the Central West Collaborative Against the Abuse of Older People.
- Current focus on youth crime and diversion.
- Rates notices sent by Council could be utilised for safety messages, eg Don't be Next!
- Weekly segment on 2BS continuing.
- Distributed local crime statistics detailing 18 crimes, noting decrease in break and enter and stealing over the last couple of months.

Sam Bolt – headspace Bathurst

- Planning underway for Mardi Gras 2024. Working Party in place and Traffic Management Plan with Council.
- Several events taking place in the region for Mardi Gras this year.

Tim Fagan – Bathurst Liquor Accord

- Major events in February including soccer and car races have resulted in a busy month.
- A new program targeting gambling harm minimisation is rolling out mid 2024 with requirements to complete additional training in venues with over 20 machines.

Councillor Ben Fry and Councillor Robert Taylor – Bathurst Regional Council

- 3,000 people attended the Women's A-League Soccer. Incident free event.
- 12-Hour was successful with very few issues.
- Council currently working to balance budget with community expectations.
- A new family friendly cycling event will be held on 11 May. Registrations opening soon.

This is page 3 of the Minutes of the Community Safety Committee Meeting held on Thursday 22 February 2024.



**MINUTES OF COMMUNITY SAFETY COMMITTEE
MEETING HELD ON THURSDAY 22 FEBRUARY 2024
AT 11:30AM**

Jean Fell – The Neighbourhood Centre Bathurst

- The Neighbourhood Centre Bathurst runs gambling, narcotics and alcoholic anonymous programs.
- Bathurst's multicultural community is growing. The multicultural community often feel vulnerable and fear for their safety. This includes an increase in people from non-English speaking backgrounds.

David Bull – Cycle Safe Bathurst

- The roundabout campaign has been very successful.
- Currently seeking approval for shared pathway signage.
- Liaising with Council regarding cycle lanes around the region.

5. GENERAL BUSINESS

New Logo

- The logo competition will be launched mid-March and open to anyone residing, working, or studying in the Bathurst LGA.
- The winner will receive a \$500 Buy Local Gift Card.
- The winner will be selected by the Committee.

6. Next Meeting

The next meeting of the Community Safety Committee will be held on Thursday 21 March 2024 at 11:30am.

There being no further business, the meeting closed at 12:43pm.

12.4 MINUTES - COUNCILLORS MEETING WITH COMMUNITY GROUPS/REPRESENTATIVES - 28 FEBRUARY 2024

File No: 11.00019

RECOMMENDATION:

That the information be noted.

REPORT:

Present: Mayor Jess Jennings (TEAMS), Neil Southorn (DEPBS), Janelle Middleton (A/DCCS), Darren Sturgiss (DES), David Sherley (General Manager), Aaron Jone (DCSF), Cr Ben Fry, Cr Robert Taylor, Cr Margaret Hogan, Cr Ian North, Cr Graeme Hanger, Cr Kirralee Burke and Cr Warrin Aubin (arrived 6.20pm)

Apologies: Cr Andrew Smith

1. Eisteddfod – Renee Fowler, Jane Kensit and Donna Miller

- Social and economic benefit of the Eisteddfod to Bathurst.
- 1st Grand Concert held in 1866.
- 1924 became District Eisteddfod.
- 2023 – 1200 events, 4000 performers over 20 days.
- Bathurst is the largest NFP Eisteddfod outside of Sydney.
- Have sent out a survey to participants.
- Volunteer base of over 80 individuals.
- Economic spend – conservative estimate of \$380,000
- Are activating other venues within Bathurst.

2. Project Elevate – Nick Jones, Mes Keith, Hamish Keith and Caddie Marshall.

- Spoke to presentation.
- Project Elevate is a group of businesses who want to do more for tourism.
- Working to do tourism together.
- Transparency builds confidence and engagement.

FINANCIAL IMPLICATIONS:

N/A

BATHURST COMMUNITY STRATEGIC PLAN – OBJECTIVES AND STRATEGIES:

Objective 6: Community leadership and collaboration.

Strategy 6.4 Meet legislative and compliance requirements.

COMMUNITY ENGAGEMENT:

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

ATTACHMENTS:

Nil

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

13.0 RESOLVE INTO CONFIDENTIAL COMMITTEE OF THE WHOLE

13.0.1 Resolve into Confidential Committee of the Whole

Recommendation:

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

There were no representation from the public.

That:

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

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2021:

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

13.0.2 Cease Recording of Council Meeting

Livestreaming of the Council Meeting must now be changed to reflect that Council is currently in Closed Committee of the Whole and will return to the Ordinary Meeting at its conclusion.

N.B. Mute microphones on laptop for entire Closed Committee Meeting.

13.1 DIRECTOR ENVIRONMENTAL PLANNING AND BUILDING SERVICE'S REPORT

13.1.1 BATHURST INTEGRATED MEDICAL CENTRE AND GEORGE STREET CAR PARK – UPDATE

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

This item relates to the Bathurst Intergrated Medical Centre and George Street car park.

13.2 DIRECTOR CORPORATE SERVICES AND FINANCE'S REPORT

13.2.1 LAND SALES - WINDY 1100 (STAGE 1)

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

This item relates to Stage 1 of the Windy1100 Subdivision project.

13.3 DIRECTOR ENGINEERING SERVICES' REPORT

13.3.1 INSTALLATION OF TYRE WALL, TURN 2, MOUNT PANORAMA

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

This item relates to the proposed installation of a tyre wall at Mount Panorama.

13.3.2 FINALISATION OF BATHURST ANIMAL REHOMING CENTRE CONSTRUCTION CONTRACT

Reason: 10A (2) (d) (i) Contains commercial information of a confidential nature that

would, if disclosed, prejudice the commercial position of the person who supplied it. Discussion of the matter in open council would, on balance, be contrary to the public interest as it would prejudice the commercial position of the person who supplied it.

This item relates to the finalisation of Bathurst Animal Rehoming Centre construction contract.

14 RESOLVE INTO OPEN COUNCIL

15 ADOPT REPORT OF THE COMMITTEE OF THE WHOLE

15.0.1 RESUME NORMAL RECORDING OF COUNCIL MEETING

Normal livestreaming of Council should be resumed.

N.B. Ensure microphones are not muted.

16 MEETING CLOSE