

Agenda Centroc GMAC Meeting 3 February 2011

GMAC Members in bold

Mr D Sherley	Bathurst Regional Council	Ms M MacPherson	RDA
Ms T Manns	Boorowa Shire Council	Ms S Rabey	RDA
Mr G Fleming	Cabonne Shire Council	Ms S Rudd	Centroc
Mr T Perry	Central Tablelands Water	Ms L Chapman	Centroc
Mr P Devery	Cowra Shire Council	Ms R Young	Centroc
Ms C Bywater	Forbes Shire Council	Ms J Bennett	Centroc
Mr M Kershaw	Harden Shire Council	Ms K Barker	Centroc
Mr R Bailey	Lithgow City Council		
Ms L Mash	Oberon Shire Council		
Mr K Boyd	Parkes Shire Council		
Mr J Bell	Upper Lachlan Shire		
Mr T Lobb	Weddin Shire Council	For information	
Mr A Dive	Wellington Council	Ms A Thomas	Centroc
Mr P Vlatko	Young Shire Council		
Mr G Styles	Orange City Council		
Mr G Cowan	Lachlan Shire Council		
Mr A Jones	Blayney Shire Council		

It is advised that the next Centroc GMAC meeting will be held Thursday 3 February 2011 in the Councillors' Workroom, Orange City Council at 9.30am for a 10.00am start. All refreshments will be provided.

The meeting includes a one hour planning session to provide advice to the Board on the Management Plan for 2011/2012 and beyond.

Please contact Jenny Bennett on 0428 690 935 with any queries.

COUNCILLORS WORKROOM



ORANGE CITY COUNCIL EMERGENCY EVACUATION

In the event of an emergency and if the building is to be evacuated you will be required to vacate the premises. Please proceed out through the exit doors of the meeting rooms and exit down the stairs.

Continue out to the back or front entrance (exit most deemed safe), of the Civic Centre and gather at the library near the water fountain. This is Council's designated emergency muster point.

Under no circumstances is anyone permitted to re-enter the building until the all clear has been given and the area deemed safe by authorised personnel.

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9 Speakers to the next meeting and date change for Board Meeting in May

The Board has requested Nurses Association

10 Next Meetings

Board – 24 February 2011 - Harden

GMAC – 28 April 2011 - Orange



Ms Carissa Bywater
Secretary Treasurer

4 Minutes WHITE**4a Confirmation of the minutes of the GMAC Meeting 28 October 2010.****Attendance**

Mr D Sherley	Bathurst Regional Council	Mr A Dive	Wellington Council
Mr A McCormack	Parkes Shire Council	Mr P Vlatko	Young Shire Council
Mr G Fleming	Cabonne Shire Council	Mr K Boyd	Parkes Shire Council
Mr R Bailey	Lithgow City Council		
Mr J Bell	Upper Lachlan Shire	Centroc staff	
Ms C Bywater	Forbes Shire Council	Ms S Rudd	Centroc
Mr G Styles	Orange City Council	Ms L Chapman	Centroc
Mr G Cowan	Lachlan Shire Council	Ms R Young	Centroc
Ms L Mash	Oberon Shire Council	Ms J Bennett	Centroc

1 Apologies

Mr A Jones, Mr P Devery, Mr M Kershaw, Mr T Perry, Ms T Manns and Mr T Lobb

Resolved	Mr G Styles/Mr D Sherley
That apologies for those General Managers listed above be accepted for the GMAC meeting of 28 October 2010	

2 Speakers

Mr Jeff Whitton on KNET – cost savings ideas in Telephony and IT -referred to Compliance and Cost Savings Program where Forbes, Cabonne, Lithgow, Orange and Bathurst expressed interest in possible trials

Ms Mandy Billingham and Ms Jana Pickles re Tourism – update

Ms Lee Chapman – E21

3 Minutes**3a Confirmation of the Minutes of the GMAC Meeting 29 April 2010**

Resolved	Mr G Styles/Mr D Sherley
That the Minutes of the Centroc GMAC Meeting 29 April 2010 held in Orange be noted	

3b Noting of the Minutes of the Board Meeting 26 August 2010

Resolved	Mr D Sherley/Mr G Cowan
That the Minutes of the Centroc Board Meeting 26 August 2010 held in Forbes be noted	

4 Business Arising from the Minutes – Matters in Progress

Resolved	Mr J Bell/Mr G Styles
That the matters in progress be noted and deletions made accordingly	

4a Tourism

Resolved	Mr G Fleming/Mr G Styles
That	
<ol style="list-style-type: none"> 1. GMAC provides in principle support for the direction being taken by Central NSW Tourism (CNSWT). 2. the Executive be requested to progress the matter between meetings 3. the sponsoring General Manager for Tourism, Ms Carissa Bywater, provide advice to 	

Minutes and matters in progress

the Executive

4. CNSWT be invited to speak at the next Board meeting and provide an update

5 Correspondence

5a Correspondence In

Resolved

Mr G Fleming/Mr A McCormack

That the correspondence in be noted

5b Correspondence Out

Resolved

Mr G Fleming/Mr D Sherley

That the correspondence out be noted

6 Reports

6a Bells Line of Expressway

Resolved

Mr G Styles/ Mr D Sherley

That GMAC

1. arrange a meeting through the Executive with the Alby Schultz MP
2. through the Executive, communicate with the federal Independents regarding the Centroc position
3. note the consultation phase for the Bells Line of Road Long Term Strategic Corridor Plan is commencing in early November
4. note the balance of the report

6b Infrastructure

Resolved

Ms C Bywater/Mr G Fleming

That

1. Mr Kent Boyd assume the role of Sponsoring General Manager for Infrastructure
2. Centroc progress advocacy for the Water Security Study by
 - a. using best practice monies, purchase 10 hours consultancy to develop a business case for the Water Security Study to assist with advocacy
 - b. writing to Katrina Hodgkinson with a view to meeting her to put the Centroc position and business case
 - c. approaching candidates from all sides of politics in the region before the State election to seek support
 - d. briefing the independents Tony Windsor MP and Rob Oakeshott MP
 - e. contacting Senator Steve Hutchins and Senator Doug Cameron
 - f. briefing The Hon Tony Burke as soon as practicable
3. an "infrastructure priorities forum" be held as soon as possible of engineers of the region to collate key regional infrastructure priorities in the context of opportunities presenting themselves at the federal level
4. any monies for variation for the Carbon+ program have two priorities with these to be managed through the Steering Committee for the Carbon+ project
 - a. funding some component of the existing best practice program with advice to be provided by the Project Technical Committee should the grant for this program not be successful
 - b. funding a skills audit, mentoring and training plan in water supply management
5. GMAC note the Carbon+ documents *Centroc Carbon Plus Sustainability Indicator Forecasts and Positioning Paper*
6. GMAC commend to the Board it name the best practice in water utility management project the Centroc Water Utilities Alliance
7. it be noted that further advice will be provided on the way forward for the best practice in water utility management project

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|---|
| 8. funding from the State be sought for the best practice programming
9. the draft Centroc Discussion Paper on the Murray Darling Basin Guide be noted
10. Centroc maintain a watching brief on the Murray Darling Basin Plan
11. the balance of the report be noted |
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6c Environmental Sustainability

Resolved	Mr G Styles/Mr D Sherley
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That

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| 1. advice regarding cost savings that can be made through review of John Dee publication will be reported through the Compliance and Cost Savings program
2. a report on progressing electric vehicles in Central NSW be provided
3. the balance of the report |
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6d Health

Resolved	Ms C Bywater/Mr G Fleming
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That

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| 1. congratulations go to the organisers of the health forum in Young
2. the balance of health report be noted |
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6e Telecommunications

Resolved	Mr D Sherley/Mr A McCormack
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That

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| 1. Mr Mike Kaiser and Mr Duncan Bremner be contacted with regard to the NBN status
2. The need for the REP be reviewed dependent on the advice from the above
3. The balance of telecommunications report be noted |
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6f Regional Development

Resolved	Mr G Styles/Mr D Sherley
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That

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| 1. any further funding required for the printing and website development for the Regional Economic Development Strategy be managed through the Executive
2. the Regional Economic Development Strategy be reviewed in light of the agreements with the federal Independents
3. the balance of the report be noted. |
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6g HR & Training

Resolved	Mr D Sherley/ Mr G Styles
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That

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| 1. GMAC note the review of training
2. GMAC endorse Sonia Rudd to be a member of the Enrolled Nursing Alternative Pathway Steering Committee
3. the balance of the report be noted |
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6h OHS & Risk Management

Resolved	Mr D Sherley/Mr G Fleming
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That the OHS and Risk Management report be noted

6i Supply Team

Resolved	Mr J Bell/Mr G Fleming
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That

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| 1. Centroc sign an MoU with Local Government Procurement (LGP) and trial the additional rebate available with one LGP contract
2. Centroc agree to the additional rebate be entered into the Revolving Cost Savings fund |
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3. GMAC note the balance of the report
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6j Filmcentral nsw**Resolved****Mr G Fleming/Mr D Sherley**

That the filmcentral nsw report be noted
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6k Compliance & Cost Savings**Resolved****Mr G Styles/ Mr D Sherley**

That

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| <ol style="list-style-type: none"> 1. those councils not purchasing Corporate Express through LGP contact their account manager and give consideration to their council being linked to the LGP purchasing arrangement. 2. a letter of thanks be sent to Carol Farnsworth at Lithgow on behalf of the region for her efforts in trialling Flycke 3. Members advise Lee Chapman of any interest in regional purchasing of Power Factor Correction devices or Solar Panels 4. a report be received by GMAC on the efficacy of 'energy revolving cost savings funds' like that in Bathurst 5. review any programming onselling programming from a risk management perspective 6. the balance of the Compliance and Cost Savings report be noted |
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6l Financial**Resolved****Mr G Styles/Ms C Bywater**

That the financial report be noted

7 Speakers to the Next Meeting

**The Board has requested universities re medical training
Central NSW Tourism**

8 Next Meetings**Board – 25 November 2010 – Harden****AGM – 25 November 2010 – Harden****Meeting closed at 12:38pm****Planning session notes:**

General Manager Forward Planning session commenced 1:07. In attendance at the planning session-

Mr D Sherley, Mr G Styles, Mr P Vlatko, Mr G Fleming, Ms L Nash, Mr G Cowan, Mr A Dive and Mr R Bailey

Regarding forward planning for:

It was agreed that a one hour planning session would be held for the first hour of the February 2011 GMAC meeting. No speakers would be invited to this meeting. Advice to this session to include an exit interview from Mr A McCormack, an environmental scan of other ROCs and a survey of members.

Regarding progressing the best practice initiative:

Advice to be provided in the form of a report to individual Councils.

Planning session ended at 2pm.

Page 4 is the last page of the GMAC minutes 28 October

Minutes and matters in progress

4b Noting of the minutes of the Board Meeting 25 November 2010.

Minutes of the Centroc Board Meeting held in Orange Thursday 25 November at 10am

Attendance

Board representatives in bold

Cr P Toole	Bathurst Regional Council	Cr K Sullivan	Oberon Shire Council
Cr B Kingham	Blayney Shire Council	Ms L Mash	Oberon Shire Council
Mr A Jones	Blayney Shire Council	Mr G Styles	Orange City Council
Cr R Gledhill	Boorowa Shire Council	Cr J Davis	Orange City Council
Cr B Dowling	Cabonne Shire Council	Cr K Keith	Parkes Shire Council
Mr G Fleming	Cabonne Shire Council	Mr K Boyd	Parkes Shire Council
Cr J Farr	Central Tablelands Water	Cr J Shaw	Upper Lachlan Shire
Mr T Perry	Central Tablelands Water	Mr J Bell	Upper Lachlan Shire
Cr B West	Cowra Shire Council	Mr T Lobb	Weddin Shire Council
Mr P Devery	Cowra Shire Council	Cr A Jones	Wellington Council
Cr P Miller	Forbes Shire Council	Mr A Dive	Wellington Council
Ms C Bywater	Forbes Shire Council		
Cr C Manchester	Harden Shire Council	Cr W Marshall	Lithgow
Mr M Kershaw	Harden Shire Council	Ms R Young	Centroc
Cr K Jones	Lachlan Shire Council	Ms J Bennett	Centroc
Cr N Castle	Lithgow City Council	Ms L Chapman	Centroc
Mr R Bailey	Lithgow City Council		

1 Welcome**2 Apologies**

Mr D Sherley, Cr W Tuckerman, Ms T Mann, Cr D Manwaring, Cr S Freudenstein , Mr G Cowan, Mr P Vlatko , Cr M Simpson

Resolved	Cr B West/ Cr J Davis
That apologies for those Board Members listed above be accepted for the Board meeting of 25 November 2010	

3 Speakers

Ms Diana Loges provided advice on the Bells Line consultation program

Cr Gledhill provided a presentation on the upcoming situation for the farming community with drought support being removed – a request to circulate

4 Minutes**4a Confirmation of the Minutes of the Board Meeting 26 August 2010**

Resolved	Cr B West/ Cr J Davis
That the Minutes of the Board Meeting 26 August 2010 be confirmed	

4b Noting of the Minutes of the GMAC Meeting 28 October 2010

Resolved	Mr G Styles/Ms C Bywater
That the Minutes of the GMAC Meeting 28 October 2010 be confirmed	

Minutes and matters in progress

5 Business Arising From The Minutes – Matters in Progress

Resolved	Mr G Styles/Cr B West
That the matters in progress be noted and deletions made accordingly	

6 Correspondence

6a Correspondence In

Resolved	Cr J Davis/Cr P Miller
That the correspondence in be noted.	

6b Correspondence Out

Resolved	Mr G Fleming/Cr J Davis
That the correspondence out be noted	

7 Reports

7a Bells Line of Expressway

Resolved	Mr G Styles/Cr P Miller
That the Board	
<ol style="list-style-type: none"> 1. note the Executive are arranging a meeting with the Alby Schultz MP 2. note the consultation phase for the Bells Line of Road Long Term Strategic Corridor Plan will include a presentation to the Board meeting 25 November 3. encourages all members and their communities through a Mayoral led campaign to engage in the Bells Line Corridor consultation process 4. lobby State and Federal representatives to <ol style="list-style-type: none"> a. commit to the next steps in securing the corridor, that is <ol style="list-style-type: none"> i. the establishment of route options ii. selection of preferred route iii. reservation of preserved route option on LEPs and iv. environmental assessment and concept design b. provide advice on time frames where the establishment of route options should occur immediately after the completion of the Long Term Strategic Corridor Plan c. have commentary in LEPs along the route addressing the need for a future corridor 5. note the balance of the report 	

7b Infrastructure

Resolved	Mr G Styles/Cr K Keith
That the Board	
<ol style="list-style-type: none"> 1. endorse Mr Kent Boyd in the role of Sponsoring General Manager for Infrastructure 2. write a letter of thanks to Mr A McCormack for his services to infrastructure in the region 3. endorse the advocacy undertaken to progress the Water Security Study 4. approach RDA Central West and The Hon Simon Crean seeking funding for feasibility and due diligence work being developed by the group led by Mr T Perry 5. note the advice with regard to variations for the Centroc Water Security Study 6. note the Carbon+ documents <i>Centroc Carbon Plus Sustainability Indicator Forecasts</i> and <i>Positioning Paper</i> for the communication plan 7. name the co-operative Best Practice in Water Supply Management project the "Centroc Water Utilities Alliance" 8. note advice regarding funding from the State be sought for the best practice programming 	

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| <p>9. note the draft Centroc Discussion Paper on the Murray Darling Basin and develop a submission to the Murray Darling Basin Plan Guide in line with this advice</p> <p>10. note the winning of the Engineer’s Australia Award</p> <p>11. note the balance of the report</p> |
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7c Environmental Sustainability

Resolved	Mr G Fleming/Cr P Miller
<p>That the Board:</p> <ol style="list-style-type: none"> 1. write to Ms Katrina Hodgkinson, Shadow Minister for Natural Resources Management regarding Centroc’s programming focused on sustainability and detail Centroc’s concerns regarding continued funding of sustainability and natural resource management activity in the region 2. note the remainder of the report 	

7d Health

Resolved	Cr J Farr/Cr K Jones
<p>That</p> <ol style="list-style-type: none"> 1. Centroc write to the Nurses & Midwives Registration Board NSW seeking written clarification as to why the changes to training delivery were required and the proposed benefits of the changes. 2. Centroc support the NSW Nurses Assoc's campaign seeking to reduce patient to nurse rations to 4-1 3. Centroc write to the State, that while Centroc supports and thanks TAFE Western, DEEWR and GWAHS for the alternative pathways model for the training of future Enrolled Nurses, the removal of on-the job training has a major impact on the delivery of health services to the region and we ask the State to work with the Nurses & Midwives Registration Board to review the accreditation process for rural NSW. 4. Centroc write to the NSW Nurses Association for feedback from Enrolled Nurses undertaking the new training regime to obtain their views on current training practices. 5. Centroc write to the Nursing and Midwifery Board of Australia asking for a comparison of accreditation pathways for Enrolled Nurses across the states and territories. 6. Centroc’s representative, Sonia Rudd, attend the steering committee meetings and provide feedback on the projects progress to the Health Task Force. 7. Centroc offer assistance to GWAHS in the recruitment for EN students via the Beyond the Ranges website once operational. 8. the balance of the report be noted 	

7e Telecommunications

Resolved	Cr P Miller/Cr B West
<p>That the telecommunications report be noted</p>	

7f Regional Development

Resolved	Mr G Fleming/Cr J Davis
<p>That</p> <ol style="list-style-type: none"> 1. any further funding required for the printing and website development for the Regional Economic Development Strategy be managed through the Executive 2. the balance of the report be noted 	

7g Operational Report from GMAC 28 October

Resolved	Cr P Miller/Cr B West
That the operational report be noted.	

7h Constitutional Amendment Report

Resolved	Cr K Keith/Cr J Davis
That	
1. The Centroc Constitution be amended from	
<p>2.1 Membership qualifications <i>Membership of the organisation shall be open to, but not restricted to, the following Councils:</i> <i>Bathurst Regional Council</i> <i>Blayney Shire Council</i> <i>Boorowa Shire Council</i> <i>Cabonne Council</i> <i>Central Tablelands County Council</i> <i>Cowra Shire Council</i> <i>Forbes Shire Council</i> <i>Harden Shire Council</i> <i>Lithgow City Council</i> <i>Lachlan Shire Council</i> <i>Oberon Council</i> <i>Orange City Council</i> <i>Parkes Shire Council</i> <i>Upper Lachlan Shire Council</i> <i>Weddin Shire Council</i> <i>Wellington Council</i> <i>Young Shire Council</i></p>	
To	
<p>2.1 Membership qualifications <i>Membership of the organisation shall be open to, but not restricted to, the following Councils:</i> <i>Bathurst Regional Council</i> <i>Blayney Shire Council</i> <i>Boorowa Shire Council</i> <i>Cabonne Council</i> <i>Central Tablelands County Council</i> <i>Cowra Shire Council</i> <i>Forbes Shire Council</i> <i>Harden Shire Council</i> <i>Lithgow City Council</i> <i>Lachlan Shire Council</i> <i>Oberon Council</i> <i>Orange City Council</i> <i>Parkes Shire Council</i> <i>Upper Lachlan Shire Council</i> <i>Weddin Shire Council</i> <i>Wellington Council</i> <i>Young Shire Council</i></p>	
<p>2.2.1 Membership options <i>Councils who wish to be part of two ROCs may choose the option of an operational membership.</i> <i>An operational member has the following features</i> a) <i>is at a 15% discount on full membership</i> b) <i>includes voting rights with the exclusion of voting for, or being on, the</i></p>	

<i>Executive</i>
2. the balance of the report be noted

7i Financial Report

Resolved	Cr J Davis/Mr P Devery
That the financial report be noted.	

8 Other Matters

8a Late Report – Tourism

Resolved	Mr G Styles/Cr B West
That Centroc	
<ol style="list-style-type: none"> 1. does NOT support the amalgamation of Central New South Wales Tourism (CNSWT) with other Regional Tourism Organisations at this point in time but would be prepared to consider such a proposal once a response is received in relation to the following issues: <ol style="list-style-type: none"> a. governance and structural arrangements for the new RTO b. the draft MoU c. timelines d. cost benefit analysis for members e. risk analysis f. an environmental scan of what is occurring elsewhere in NSW including advice from FORTO g. commitments from the State on the way forward including advice on the fit between the mooted RTO and current State marketing campaigns h. other options including amalgamation with other entities for part or all of CNSW and standing alone pursuing Tier One i. stakeholder engagement/consultation j. an indication of the synergies between CNSWT and the other RTOs k. what the role of the new RTO will be 2. advise Centroc members that the Centroc Board recommends that the current years fees be paid to CNSWT; and 3. authorises its Executive to further investigate and then provide direction to relevant Centroc members. 4. note the balance of the report 	

8b Support for public libraries in Central NSW

Resolved	Mr G Styles/Cr C Keith
That Centroc supports the advocacy suggested in the lead up to the state election by the Central West Libraries Committee, that is	
<ol style="list-style-type: none"> 1. indexation of \$1.85 per capita subsidy for population growth 2. indexation of remaining elements of State Government Library funding to CPI for rate pegging 3. restoration of the Library Development Grants Pool to \$5m and indexed to CPI 4. implementation of recommendation from the review of NSW Public Library funding 2007 (The Parry Report) 5. support for the Public Libraries NSW – Country campaign 6. provide advice to members accordingly 7. note the balance of the report 	

9 Matters Raised from the Floor

9a Submission regarding the Maldon Dombarton rail link

Resolved	Cr N Castle/Cr K Keith
That Centroc lodge a submission supporting the Maldon Dombarton rail link	

9b Concerns raised by Cr Gledhill

Resolved	Mr G Fleming/Cr C Keith
That Centroc support in principle support for taking concerns regarding the effect of the withdrawal of project. ii) refer the matter to the Centroc Executive to determine a program to support the project	

10 Speakers to the Next Meeting - Nurses Association

11 Next Meetings

GMAC - Orange February 3
Board - Harden February 25

Meeting closed at 11am

Page 6 is the last page of the Board Meeting minutes 25 November 2010 held in Orange.

4c Noting of the minutes of the AGM 25 November 2010.**Minutes of the Centroc AGM Held in Orange Thursday 25 November at 10am****Attendance**

Board representatives in bold

Cr P Toole	Bathurst Regional Council	Cr K Sullivan	Oberon Shire Council
Cr B Kingham	Blayney Shire Council	Ms L Mash	Oberon Shire Council
Mr A Jones	Blayney Shire Council	Mr G Styles	Orange City Council
Cr R Gledhill	Boorowa Shire Council	Cr J Davis	Orange City Council
Cr B Dowling	Cabonne Shire Council	Cr K Keith	Parkes Shire Council
Mr G Fleming	Cabonne Shire Council	Mr K Boyd	Parkes Shire Council
Cr J Farr	Central Tablelands Water	Cr J Shaw	Upper Lachlan Shire
Mr T Perry	Central Tablelands Water	Mr J Bell	Upper Lachlan Shire
Cr B West	Cowra Shire Council	Mr T Lobb	Weddin Shire Council
Mr P Devery	Cowra Shire Council	Cr A Jones	Wellington Council
Cr P Miller	Forbes Shire Council	Mr A Dive	Wellington Council
Ms C Bywater	Forbes Shire Council		
Cr C Manchester	Harden Shire Council	Cr W Marshall	Lithgow
Mr M Kershaw	Harden Shire Council	Ms R Young	Centroc
Cr K Jones	Lachlan Shire Council	Ms J Bennett	Centroc
Cr N Castle	Lithgow City Council	Ms L Chapman	Centroc
Mr R Bailey	Lithgow City Council		

1 Welcome**2 Apologies**

Mr D Sherley, Cr W Tuckerman, Ms T Mann, Cr D Manwaring, Cr S Freudenstein , Mr G Cowan, Mr P Vlatko , Cr M Simpson

Resolved	Cr B West/Cr J Davis
That apologies for those Board Members listed above be accepted for the AGM of 25 November 2010	

3 Minutes**Ratification of the Minutes of the AGM 26 November 2009**

Resolved	Cr B West/Cr J Davis
That the Minutes of the AGM 26 November 2009 be confirmed	

4 Chairperson's Report – Presentation of the Annual Report

Resolved	Cr N Castle/Cr P Miller
That the Annual Report be received and accepted with copies sent to member Councils for circulation to all Councillors in the region.	

Chairman's report was received by acclamation etc and Chair Neville Castle was congratulated for his term

5 Election of new Executive

Cr Neville Castle stood down and Mr M Kershaw took the Chair as returning officer

Resolved	Cr K Keith/Mr G Styles
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Minutes and matters in progress

That the Board

1. received one nomination for Chair for Cr Phyllis Miller
2. congratulated Cr Phyllis Miller as the Centroc Chair
3. congratulated Ms Carissa Bywater and Secretary Treasurer and Chair of GMAC
4. received two nominations for the position of Deputy Chair, Cr J Davis and Cr K Keith
5. noted Cr Keith withdrew his nomination
6. congratulated Cr John Davis as Deputy Chair
7. congratulated Cr Neville Castle as immediate past Chair executive member of Centroc
8. received four nomination for the two positions of Centroc Executive members, from Cr B West, Cr J Davis, Cr K Keith and Cr P Toole
9. noted Cr J Davis withdrew his nomination as he had been elected as Deputy Chair
10. congratulated Crs Bill West, Paul Toole and Ken Keith as Executive members of Centroc
11. congratulates Messers Garry Styles, Paul Devery, David Sherley, Roger Bailey and Kent Boyd as forming the balance of the Executive
12. amends the constitution to effect the above increase in Executive positions

Cr Miller took the Chair

6 Election of Centroc Delegates

Resolved	Cr B West/Cr N Castle
<ol style="list-style-type: none"> 1. That Crs Phyllis Miller, Paul Toole, Ken Keith, Bruce Kingham, Bill West and Neville Castle and Mr Graeme Fleming become the Centroc delegates to BLEG 2. That Cr Anne Jones is the Centroc representative to the Western NSW Sporting Academy 3. That Mr Bryson Rees is the Centroc representative to the NSW Council Safety Advisory Network 	

7 Appointment of Auditor

Resolved	Mr T Lobb/Mr J Bell
That the Morse Group be appointed as the Auditor for Centroc	

8 Presentation of the Statement of Finances

Resolved	Cr K Keith/Cr J Davis
That the Statement of Finances for Centroc be adopted.	

9 Meeting Dates for 2011

Resolved	Cr K Jones/Cr J Davis		
That the meeting dates for Centroc for 2011 be:			
Board			
Date	Meeting of	Time	Host
Thursday 24 February	Board	9.30 for 10am	Harden
Thursday 26 May	Board	9.30 for 10am	Lachlan
Thursday 25 August	Board	9.30 for 10am	Lithgow
Thursday 24 November	Board	9.30 for 10am	Oberon

GMAC			
Date	Meeting of	Time	Host
Thursday 3 February	GMAC	9.30 for 10am	Orange
Thursday 28 April	GMAC	9.30 for 10am	Orange
Thursday 28 July	GMAC	9.30 for 10am	Orange
Thursday 3 November*	GMAC	9.30 for 10am	Orange

*This is to fit in with the LGA conference in the fourth week of October

Meeting closed at 12pm

Page 3 is the last page of the AGM minutes 25 November 2010 held in Orange.

Minutes and matters in progress

5 Business Arising from the Minutes WHITE

5a Action List

Action	Responsibility of	Update
Regional Access regarding the matter of the request of the Regional Access Committee, this be progressed with Central NSW Tourism and advice be provided accordingly	Ms J Bennett	Letters sent to access committee. Meeting with CNSWT and Access Committee. Mr. Haysom to return to Centroc with next steps.
Supply Resolutions 30 October 2008 General Managers anticipate reports on training in driver behaviour to reduce petrol consumption	Ms J Bennett	Some work has been done around driver behaviour in the Options Paper for a regional resilience strategy.
Summit 2009 follow-up continue with the Hon Mick Veitch and local stakeholders re regional produce event	Ms J Bennett	The 100 Mile concept was included in the Summit for this year. Follow-up on the regional even at parliament house will be included in Summit follow-up negotiations with Country Labor.
GMAC October 2010 - KNET – cost savings ideas in Telephony and IT -referred to Compliance and Cost Savings Program where Forbes, Cabonne, Lithgow, Orange and Bathurst expressed interest in possible trials	Ms L Chapman	See report to this meeting. Suggest Deletion
Supply GMAC October 2010 1. Centroc sign an MoU with Local Government Procurement (LGP) and trial the additional rebate available with one LGP contract 2. Centroc agree to the additional rebate be entered into the Revolving Cost Savings fund	Ms L Chapman	See report to this meeting. Suggest deletion.
Compliance & Cost Savings GMAC October 2010 1. those councils not purchasing Corporate Express through LGP contact their account manager and give consideration to their council being linked to the LGP purchasing arrangement. 2. a letter of thanks be sent to Carol Farnsworth at Lithgow on behalf of the region for her efforts in trialling Flycke 3. Members advise Lee Chapman of any interest in regional purchasing of Power Factor Correction devices or Solar Panels 4. a report be received by GMAC on the efficacy of	Ms L Chapman	See report to this meeting. Suggest deletion.

Action	Responsibility of	Update
<p>'energy revolving cost savings funds' like that in Bathurst</p> <p>5. review any programming onselling programming from a risk management perspective</p>		
<p>Planning session October GMAC 2010</p> <p>that a one hour planning session would be held for the first hour of the February 2011 GMAC meeting. Advice to this session to include</p> <ul style="list-style-type: none"> • an exit interview from Mr A McCormack • an environmental scan of other ROCs • a survey of members <p>Regarding progressing the best practice initiative: Advice to be provided in the form of a report to individual Councils.</p>	<p>Ms J Bennett, Ms S Rudd and Ms L Chapman</p>	<p>Advice re best practice is in the Infrastructure Report.</p> <p>At the time of writing, the survey and environmental scan have been completed.</p> <p>A message has been left for Alan McCormack re the exit interview though it is understood he is spending time with his new grandchild.</p> <p>A report to the Strategic Planning session of GMAC forms part of this business paper. Suggest deletion.</p>
<p>Bells Line Board November 2010</p> <ol style="list-style-type: none"> 1. note the Executive are arranging a meeting with the Alby Schultz MP 2. encourages all members and their communities through a Mayoral led campaign to engage in the Bells Line Corridor consultation process 3. lobby State and Federal representatives to <ol style="list-style-type: none"> a. commit to the next steps in securing the corridor, that is <ol style="list-style-type: none"> i. the establishment of route options ii. selection of preferred route iii. reservation of preserved route option on LEPs and iv. environmental assessment and concept design b. provide advice on time frames where the establishment of route options should occur immediately after the completion of the Long Term Strategic Corridor Plan c. have commentary in LEPs along the route addressing the need for a future corridor 	<p>Ms J Bennett</p>	<p>See report to this meeting.</p>

Action	Responsibility of	Update
<p>Infrastructure November Board 2010</p> <ol style="list-style-type: none"> 1. endorse Mr Kent Boyd in the role of Sponsoring General Manager for Infrastructure 2. write a letter of thanks to Mr A McCormack for his services to infrastructure in the region 3. endorse the advocacy undertaken to progress the Water Security Study 4. approach RDA Central West and The Hon Simon Crean seeking funding for feasibility and due diligence work being developed by the group led by Mr T Perry 5. note the advice with regard to variations for the Centroc Water Security Study 6. note the Carbon+ documents <i>Centroc Carbon Plus Sustainability Indicator Forecasts and Positioning Paper</i> for the communication plan 7. name the co-operative Best Practice in Water Supply Management project the “Centroc Water Utilities Alliance” 8. note advice regarding funding from the State be sought for the best practice programming 9. note the draft Centroc Discussion Paper on the Murray Darling Basin and develop a submission to the Murray Darling Basin Plan Guide in line with this advice 	Ms J Bennett	See report to this meeting.
<p>Environment Board November 2010</p> <p>Write to Ms Katrina Hodgkinson, Shadow Minister for Natural Resources Management regarding Centroc’s programming focused on sustainability and detail Centroc’s concerns regarding continued funding of sustainability and natural resource management activity in the region</p>	Mr R Young	See report to this meeting
<p>Health Board November 2010</p> <ol style="list-style-type: none"> 1. Centroc write to the Nurses & Midwives Registration Board NSW seeking written clarification as to why the changes to training delivery were required and the proposed benefits of the changes. 2. Centroc support the NSW Nurses Assoc's campaign seeking to reduce patient to nurse ratios to 4-1 3. Centroc write to the State, that while Centroc supports and thanks TAFE Western, DEEWR and GWAHS for the alternative pathways model for the training of future Enrolled Nurses, the removal of on-the job training has a major impact on the delivery of health services to the region and we ask the State to work with the Nurses & Midwives Registration Board to review the accreditation process for rural NSW. 4. Centroc write to the NSW Nurses Association for feedback from Enrolled Nurses undertaking the new training regime to obtain their views on current training practices. 5. Centroc write to the Nursing and Midwifery Board of Australia asking for a comparison of accreditation pathways for Enrolled Nurses across the states and territories. 	Ms J Bennett/Ms S Rudd	See report to this meeting

Action	Responsibility of	Update
6. Centroc's representative, Sonia Rudd, attend the steering committee meetings and provide feedback on the projects progress to the Health Task Force. 7. Centroc offer assistance to GWAHS in the recruitment for EN students via the Beyond the Ranges website once operational.		
Regional Development Board November 2010 any further funding required for the printing and website development for the Regional Economic Development Strategy be managed through the Executive	Ms J Bennett	See report to this meeting
Constitutional Amendment	Ms J Bennett	Constitution updated and is up on the web.
Tourism November 2010 1. does NOT support the amalgamation of Central New South Wales Tourism (CNSWT) with other Regional Tourism Organisations at this point in time but would be prepared to consider such a proposal once a response is received in relation to the following issues: <ol style="list-style-type: none"> a. governance and structural arrangements for the new RTO b. the draft MoU c. timelines d. cost benefit analysis for members e. risk analysis f. an environmental scan of what is occurring elsewhere in NSW including advice from FORTO g. commitments from the State on the way forward including advice on the fit between the mooted RTO and current State marketing campaigns h. other options including amalgamation with other entities for part or all of CNSW and standing alone pursuing Tier One i. stakeholder engagement/consultation j. an indication of the synergies between CNSWT and the other RTOs k. what the role of the new RTO will be 2. advise Centroc members that the Centroc Board recommends that the current years fees be paid to CNSWT; and 3. authorises its Executive to further investigate and then provide direction to relevant Centroc members.	Ms J Bennett	Advice to GMAC meeting anticipated
Support for public libraries in Central NSW Board November 2010 That Centroc supports the advocacy suggested in the lead up to the by the Central West Libraries Committee, that is <ol style="list-style-type: none"> 1. indexation of \$1.85 per capita subsidy for population growth 2. indexation of remaining elements of State Government Library funding to CPI for rate pegging 3. restoration of the Library Development Grants Pool 	Ms J Bennett	Email to GMs 19/1 Media release and correspondence anticipated

Action	Responsibility of	Update
<p>to \$5m and indexed to CPI</p> <p>4. implementation of recommendation from the review of NSW Public Library funding 2007 (The Parry Report)</p> <p>5. support for the Public Libraries NSW – Country campaign</p> <p>6. provide advice to members accordingly</p>		
<p>Board November 2010 Centroc lodge a submission supporting the Maldon Dombarton rail link</p>	Ms J Bennett	<p>See outgoing correspondence</p> <p>Suggest Deletion</p>
<p>Robert Gledhill Presentation</p> <p>1. Centroc support in principle support for taking concerns regarding the effect of the withdrawal of Exceptional Circumstances and like funding and</p> <p>2. refer the matter to the Centroc Executive to determine a program to support the project</p>	Ms J Bennett	<p>See letter to Prime Minister in outgoing correspondence.</p> <p>Chair requesting meeting with Minister for Agriculture.</p> <p>Further direction welcomed.</p>
<p>AGM 2010 election of new executive requiring change to Constitution</p>	Ms J Bennett	See outgoing correspondence
<p>AGM 2010 Circulation of annual report</p>	Ms J Bennett	Report circulated and is available up on the web
<p>AGM 2010 Advice regarding Centroc Delegates</p> <p>1. That Crs Phyllis Miller, Paul Toole, Ken Keith, Bruce Kingham, Bill West and Neville Castle and Mr Graeme Fleming become the Centroc delegates to BLEG</p> <p>2. That Cr Ann Jones is the Centroc representative to the Western NSW Sporting Academy</p> <p>3. That Mr Bryson Rees is the Centroc representative to the NSW Council Safety Advisory Network</p>	Ms J Bennett	See outgoing correspondence

6 Correspondence

6a Incoming Correspondence GREEN

	DATE/WHO	SUBJECT	COMMENT
2	8 November 2010 – Tracey Robinson, Landcare Support Officer, Bland Creek Catchment Committee	Bland Creek Sustainable Lifestyle Expo	Available on request
4	17 November 2010 – Julie Briggs, Executive Officer, REROC	REROC Annual Report	Available on request
5	17 November 2010 – John Bell, General Manager, Upper Lachlan Shire Council	Upper Lachlan Shire Council – Change of Address	See incoming correspondence
6	19 November 2010 – Hon Warren Truss MP, Leader of the Nationals, Shadow Minister for Infrastructure and Transport	Bells Line of Expressway	See Bells Line report
7	22 November 2010 – Murray Darling Basin Authority	Guide to the proposed Basin Plan Volume 2 Technical background Part III Appendixes	Available on request
8	22 November 2010 – The Hon. Phillip Costa MP, Minister for Water	Copy of correspondence to The Hon. Tony Burke MP re support for Centroc's Water Security Study and SBCP financial assistance application	Available on request
9	25 November 2010 – Senator The Hon. Kate Lundy, Parliamentary Secretary to the Prime Minister	Funding for the Charles Sturt University medical school program	See Health report
10	25 November 2010 – Trevor Lobb, General Manager, Weddin Shire Council	Weddin Shire Council Annual Report 2009/2010	Available on request
11	2 December 2010 – Tim Ferraro, General Manager, Central West CMA	Central West CMA NRM Social Survey – your support needed	Available on request
12	13 December 2010 – Ananya Krishnan, Liquid Learning Group	The National Public Sector Executive Assistant Summit 2011	Available on request
13	13 December 2010 – Carolyn Littlefair, Committee Manager, NSW Parliament Legislative Assembly,	Report entitled 'Transforming life outside cities: The potential of broadband services for rural and	Available on request

Incoming Correspondence

	Standing Committee on Broadband in Rural and Regional Communities	regional communities'	
14	16 December 2010 – The Hon David Borger, Minister for Roads, Minister for Western Sydney	Bells Line of Road	See Bells Line report
15	16 December 2010 – Carolyn Littlefair, Committee Manager, Legislative Assembly, Standing Committee on Natural Resource Management (Climate Change)	Sustainably Managing Water under Climate Change report	See incoming correspondence
16	17 December 2010 – Sharon Rabey, Executive Officer, RDA Central West	RDACW Draft MoU	Available on request
17	20 December 2010 – Councils of the Lachlan Valley	Response to the "Guide to the Murray Darling Basin Plan"	Available on request
18	20 December 2010 – Engineers Australia Sydney Division	Invitation for Engineering Excellence Awards 2011 Launch & Cocktail Reception	Available on request
19	21 December 2010 – Peter Dixon, Manager, Environmental Funding Programs, Department of Environment, Climate Change & Water	Environmental Trust Urban Sustainability project entitled 'That's a Good Idea – Climate Adaptation'	See Environment report
20	22 December 2010 – Trevor Lobb, General Manager, Weddin Shire Council	Financial Report 2009/2010	See incoming correspondence
21	23 December 2010 – Peter Dixon, Manager Environmental Funding Programs, NSW Environmental Trust	Urban Sustainability Program Grant for 'Climate Change Growing Capacity in Climate Change Adaptation in Central NSW'	See Environment Report
22	23 December 2010 – Andrew Lewis, Acting Executive Director, Energy and Legal, Industry and Investment	Consultation on Revised Draft Public Lighting Code	See incoming correspondence
23	13 January 2011 – Shirley Hyde, Orange City Council	RFS and Heavy Plant Register	See incoming correspondence FOR DETERMINATION
24	17 January 2011 – Mr Andrew Dempster, Acting Chief of Staff	New Medical School at Charles Sturt University	See Health report

Incoming Correspondence

25	17 January 2011 – Sharon Rabey, Executive Officer, RDA Central West	MoU	See Regional Development report
26	18 January 2011 – Kent Boyd, Secretary, E Division of Councils	E Division Conference	See incoming correspondence FOR DETERMINATION
27	19 January 2011 – Sandra Christensen, Chief Executive Officer, Central West Division of General Practice	Follow up from the Centroc Young Health Forum	See Health report
28	24 January 2011 – Harvey Nicholson, Chair Centroc OHS/Risk Management Group	Rotating Sponsoring General Manager	See OHS and Risk Management report

6b Outgoing Correspondence BLUE

No	Date/Who	Subject	Comments
1	10 November 2010 – Carol Farnsworth, Lithgow City Council	Thank you – Flycke Trial	Copy with Carol Farnsworth
2	25 November 2010 – Katrina Hodgkinson, Member for Burrinjuck	Centroc Support for NSW Urban Sustainability Program	See Environment report
3	2 December 2010 – Senator Doug Cameron, Senator for New South Wales	Centroc Priorities Particularly the Water Security Study	See Infrastructure report
4	2 December 2010 – Sandy Morrison, Chair, Central West RDA	Support for Centroc Priorities	See Infrastructure report
5	6 December 2010 – Sandra Christiansen, Executive Officer, NSW Central West Division of General Practice	Follow up from the Centroc Young Health Forum held 27 October 2010	See Health report
6	13 December 2010 – The Hon Julia Gillard MP, Prime Minister	Cessation of Exceptional Circumstances Relief Payments	See outgoing correspondence
7	14 December 2010 – Maldon to Dombarton Rail Link Feasibility Study, Nation Building Infrastructure Investment Division, Department of Infrastructure and Transport	Maldon to Dombarton Rail Link Feasibility Study Submission	See outgoing correspondence or Centroc website
8	20 December 2010 – Murray Darling Basin Authority	Murray Darling Basin Plan Submission	See Centroc website
9	20 December 2010 – Ms Anne Copeland, Chair, Nursing & Midwifery Board of Australia	Changes to training delivery and accreditation for Enrolled Nurses	See Health report
10	20 December 2010 – Mr Brett Holmes, General Secretary, NSW Nurses Association	Support for 'one2four – the way to safe patient care' campaign and changes to training of Enrolled Nurses	See Health report
11	20 December 2010 – Ms Katherine Baxter, Institute Director, TAFE NSW Western Institute	Health Sector – Resolutions of the Centroc Board Meeting, November 2010	See Health report
12	20 December 2010 – The Hon Carmel Tebbutt, Minister for Health	Review of accreditation process for Enrolled Nurses in rural NSW	See Health report
13	21 December 2010 – Georgie Bryant, Department of	Variation Request Carbon +	See Infrastructure report

Outgoing Correspondence

	Sustainability, Environment, Water, Population & Communities		
14	4 January 2011 – The Hon Duncan Gay MLC, Member of the Legislative Council	Centroc Priorities	See outgoing correspondence
15	5 January 2011 – The Hon Tony Kelly ALGA, MLC, Minister for Planning, Minister for Infrastructure, Minister for Lands	Bells Line of Road	See Bells Line report
16	5 January 2011 – The Hon David Borger BEc MP, Minister for Roads	Bells Line of Road	See Bells Line report
17	6 January 2011 – Alan McCormack	Thank you	See Infrastructure report
18	6 January 2011 – The Hon Anthony Albanese MP, Leader of the House, Minister for Infrastructure and Transport	Bells Line of Road	See Bells Line report
19	10 January 2011 – Brian O'Mara, Local Government Procurement	Increase of Rebates for Centroc Councils	See Compliance and Cost Savings report
20	18 January 2011 - RTA	Centroc Submission to the Bells Line of Road Long Term Strategic Corridor Plan	See Bells Line report
21	18 January 2011 – Bob Roach, Secretary, Bells Line Expressway Group	Centroc Delegates to BLEG	See outgoing correspondence
22	18 January 2011 – Western Regional Academy of Sport	Centroc Delegates to Western NSW Sporting Academy	See outgoing correspondence
23	19 January 2011 – General Managers of Centroc	AGM Election of New Executive Requiring Change to Constitution	See Policy Review report
24	19 January 2011 – Mike Clement, NSW Council Safety Advisory Network	Centroc representatives to NSW Safety Council Advisory Network	See outgoing correspondence

Outgoing Correspondence

7 Reports **YELLOW**

7a Bells Line of Expressway

Report by Jennifer Bennett dated 17/01/11

Section 1	Regional Sustainability
Objective 1A	Bells Line of Expressway
Reported by	Jennifer Bennett
Subject	Bells Line of Expressway
Sponsoring General Managers	Mr R Bailey and Mr A Dive

Management Plan actions 2010/2011

1. Support Bells Line Of Expressway Group with a focus on sequestering the corridor under the Auslink program
2. Implement lobbying strategy
3. Implement media strategy

Précis

This report responds to the resolutions of the Board meeting 25 November 2010. It also includes advice regarding the

- correspondence from the Hon David Borger and the Hon Warren Truss MP
- fourth meeting of the Steering Committee for the Long Term Strategic Corridor Plan (the Plan) including the Centroc Submission
- progress on the Mayoral “kits” for members to use to promote the Centroc position

The report recommends GMAC

- commend to the Board the submission to the Long Term Strategic Corridor Plan
- note the progress on the lobbying kit for members

Resolutions of the Board meeting 25 November

At the meeting of the Board 25 November it was resolved that Centroc

1. *note the Executive are arranging a meeting with the Alby Schultz MP*
2. *note the consultation phase for the Bells Line of Road Long Term Strategic Corridor Plan will include a presentation to the Board meeting 25 November*
3. *encourages all members and their communities through a Mayoral led campaign to engage in the Bells Line Corridor consultation process*
4. *lobby State and Federal representatives to*
 - a. *commit to the next steps in securing the corridor, that is*
 - i. *the establishment of route options*
 - ii. *selection of preferred route*
 - iii. *reservation of preserved route option on LEPs and*
 - iv. *environmental assessment and concept design*
 - b. *provide advice on time frames where the establishment of route options should occur immediately after the completion of the Long Term Strategic Corridor Plan*
 - c. *have commentary in LEPs along the route addressing the need for a future corridor*

Mr G Styles/Cr P Miller

Note the Executive are arranging a meeting with the Alby Schultz MP

Mr Schultz office provided advice in December 2010 that they will contact Centroc staff in the New Year regarding a suitable meeting time.

Encourages all members and their communities through a Mayoral led campaign to engage in the Bells Line Corridor consultation process

A media release has been sent via Mayors accordingly is attached.

Lobby State and Federal representatives to

- a. **commit to the next steps in securing the corridor, that is**
 - i. **the establishment of route options**
 - ii. **selection of preferred route**
 - iii. **reservation of preserved route option on LEPs and**
 - iv. **environmental assessment and concept design**
- b. **provide advice on time frames where the establishment of route options should occur immediately after the completion of the Long Term Strategic Corridor Plan**
- c. **have commentary in LEPs along the route addressing the need for a future corridor**

Letters have been sent to Ministers Borger and Albanese. This position is also raised and or referred to in all meetings and correspondence with elected representatives.

Regarding commentary in LEPs, a letter has been sent to The Hon Tony Kelly, Minister for Planning.

All correspondence is attached.

Correspondence from The Hon David Borger and the Hon Warren Truss MP

Correspondence has been received from The Hon David Borger and the Hon Warren Truss. A reply has been sent to the Hon David Borger in line with the resolution of the Board 25 November.

The Hon Warren Truss provided resounding support for the Bells Line.

The fourth meeting of the Steering Committee for the Long Term Strategic Corridor Plan (the Plan) and the Centroc submission to the process.

The fourth meeting of the Steering Committee for the Long Term Strategic Corridor Plan (the Plan) was held Wednesday 15 December in Blacktown. Cr N Castle and Ms J Bennett attended.

Advice was provided that the extra consultation sessions requested by the Board and others had been held in Dubbo, Forbes and Bathurst. Attendances at each had been limited but given the notice and flooding this was not surprising.

The online forum closed 22 December.

Notes from the meeting will be available on the website along with other information including the Community Involvement Plan at:

http://www.rta.nsw.gov.au/constructionmaintenance/majorconstructionprojectssydney/bells_line_of_road/index.html

Centroc has developed a formal submission to the Long Term Strategic Corridor Plan. It has also been circulated to members for use in developing Council submissions.

The submission is attached and is in line with current Centroc policy and resolutions.

Progress on the Mayoral “kits” for members to use to promote the Centroc position

Current versions of the draft kit are available on request where the media from Seftons is being awaited as well as support letters from RDACW, CNSW Business Chamber and CNSWTourism.

Please find the cover page to the right.



Recommendation/s

That GMAC

- 1. commend to the Board the submission to the Long Term Strategic Corridor Plan**
- 2. note the progress on the lobbying kit for members**
- 3. note the balance of the report**

Attachment/s:

1. 19 November 2010 Correspondence from The Hon Warren Truss MP re Bells Line of Expressway
2. 6 December 2010 Centroc Media release Extension period extended for Bells Line consultation
3. 16 December 2010 Correspondence from The Hon David Borger MP re Bells Line of Road
4. 5 January 2011 Correspondence to The Hon David Borger MP re Bells Line of Road
5. 5 January 2011 Correspondence to The Hon Tony Kelly re Bells Line of Road
6. 6 January 2011 Correspondence to The Hon Anthony Albanese MP re Bells Line of Road
7. Bells Line of Road Long Term Strategic Corridor Plan Submission

7b Infrastructure

Report by Jennifer Bennett and Kent Boyd dated 17/01/11

Section 1	Regional Sustainability
Objective 1B	Upgrade and ensure sustainability of transport and water infrastructure
Reported by	Jennifer Bennett and Kent Boyd
Subject	Transport and Water Infrastructure Update
Sponsoring General Manager	Mr Kent Boyd

Management Action Plan 2010/2011

1. Lobby for funding for water supply security
2. Seek funding and develop programming for the outcomes of the Centroc Water Security Study
3. Develop lobbying support information as requested in the areas of load deficiencies, rail infrastructure and intermodal facilities including the Blayney/Demondrille and other grain rail lines in the south of the region
4. Provide advocacy material to ensure the policy of members is being addressed in the ongoing roll out of the \$5m Federal spend on transport studies for Central NSW
5. Provide regional based engineering advice to the Board as requested.
6. Maintain support for the Centroc weight of loads group.
7. Maintain the Centroc Policy for responding to issues relating to regional services remaining at Kingsford Smith Airport (KSA)
8. Maintain a watching brief on developments in regional access to KSA
9. Support the current air services to Parkes, Orange and Bathurst and encourage any future expansion of regional services

Précis

In the context of the Management Plan priorities listed above, this report

- addresses the resolutions (listed below) of the Board meeting 25 November including
 - an update on progress on the Centroc Water Utilities Alliance
 - an update from the recent Centroc Engineers meetings to deliver a Regional Infrastructure Priorities Plan
 - an update on advocacy on the Centroc Water Security Study
- provides an update on the Carbon+ project

Attention is drawn to Deliverable 4 of the Carbon+ project. The Executive Summary forms an attachment to this report and seeks commendment to the Board.

The report recommends GMAC commend to the Board

- the progress on advocacy for the Water Security Study
- the advice with regard to variations for the Centroc Water Security Study
- Deliverable 4 “Carbon Management Options Report”
- the submission to the Murray Darling Basin Plan Guide in line with this advice
- the development of the regional infrastructure plan
- the Centroc Water Utilities Alliance progress with delivering best practice

Resolutions of the Board meeting 26 November

The Board meeting 25 November resolved that:

1. *endorse Mr Kent Boyd in the role of Sponsoring General Manager for Infrastructure*

2. *write a letter of thanks to Mr A McCormack for his services to infrastructure in the region*
3. *endorse the advocacy undertaken to progress the Water Security Study*
4. *approach RDA Central West and The Hon Simon Crean seeking funding for feasibility and due diligence work being developed by the group led by Mr T Perry*
5. *note the advice with regard to variations for the Centroc Water Security Study*
6. *note the Carbon+ documents Centroc Carbon Plus Sustainability Indicator Forecasts and Positioning Paper for the communication plan*
7. *name the co-operative Best Practice in Water Supply Management project the "Centroc Water Utilities Alliance"*
8. *note advice regarding funding from the State be sought for the best practice programming*
9. *note the draft Centroc Discussion Paper on the Murray Darling Basin and develop a submission to the Murray Darling Basin Plan Guide in line with this advice*
10. *note the winning of the Engineer's Australia Award*

Mr G Styles/Cr K Keith

Progress on resolutions listed above

Endorse Mr Kent Boyd in the role of Sponsoring General Manager for Infrastructure And write a letter of thanks to Mr A McCormack for his services to infrastructure in the region.

The letter has been sent and is an attachment to this report.

Endorse the advocacy undertaken to progress the Water Security Study and approach RDA Central West and The Hon Simon Crean seeking funding for feasibility and due diligence work being developed by the group led by Mr T Perry

Correspondence and a presentation on the Water Security Study were provided to the RDA. Feedback from them has been positive. Representatives of RDA have been invited to GMAC to provide an update.

Ongoing meetings are occurring between RDA and Centroc representatives to ensure the fit and priority of the Water Security Study into the regional development funded programming anticipated mid 2011.

The letter to The Hon Simon Crean awaits further advice from the group led by Mr T Perry regarding the specifics of the request.

Note the draft Centroc Discussion Paper on the Murray Darling Basin and develop a submission to the Murray Darling Basin Plan Guide in line with this advice

A submission was lodged and as is quite long, is available as a download from the Centroc website at <http://centroc.com.au/publications/submissions>

Update of progress of Centroc Engineers advocacy support material regarding infrastructure priorities

General Managers may recall that a meeting of engineers of the region was held 23 November. This meeting began the work of a Regional Infrastructure Priorities Plan with a focus on transport.

The Executive were approached seeking permission for funding of \$10K to go to a consultant supporting this project from the line item "advocacy" in the Centroc budget for this year.

At the time of writing a working draft is under development including map. A second meeting of the engineers was held on 19 January. Please request the current working draft or see your engineer for more details. Drafts will be provided to the GMAC meeting for perusal.

Update regarding advocacy on behalf of the Centroc Water Security Study

A meeting was held with the Hon Doug Cameron's in his offices in Springwood 6 December. In attendance were Mr T Perry, Mr K Boyd, Mr G Styles and Ms J Bennett. The meeting was productive and subsequently key member stakeholders met on 14 December to discuss funding options. A brief for the forward program of strategic work was developed and indicative costings sought from MWH.

These are currently under review by GHD and the team led by Mr T Perry.

A meeting with Senator Barnaby Joyce has been co-ordinated by Mr T Perry for Tuesday 15 February.

Variation of the Carbon+ program

The Infrastructure Group and GMAC gave consideration to a variation of the Carbon+ project given that the consultancy for the main body of work has come in under budget.

A variation request was lodged seeking

- a. funding some component of the existing best practice program with advice to be provided by the Project Technical Committee should the grant for this program not be successful and
- b. funding a skills audit, mentoring and training plan in water supply management

Feedback from the funding entity is positive but this is yet to be formalised.

Centroc Water Utilities Alliance update including funding

GMAC will be aware that Centroc is taking a regional approach to best practice in water management with a view to delivering on the non-infrastructure commitments of the Centroc Water Security Study, good cost savings and the benefits from information sharing.

Given that NSW is the last state in Australia under the National Water Initiative where Local Government retains ownership over water assets, demonstrable financially and operational performance in delivering best practice in water utilities management to communities will position members as favourably as possible for the retention of asset ownership. This is seen as desirable by our communities and elected representatives.

GMAC will also be aware that the structure for this project is to use a consultancy and adapt the Lower Macquarie Water Utilities Alliance (LMWUA) to the Centroc Water Security Study within the Centroc governance arrangements. Interestingly, the LMWUA approach was supported by Minister Costa at the recent water forum in Orange. He also noted the use of Section 355 Committees of Council, which is the Centroc structure.

Under the variation mentioned above, \$100,000 will go to this group to deliver on the two programs outlined above.

Some informal discussions have been held at the State level regarding funding and follow-up is being undertaken.

All members have received reports on financial implications of their involvement tailored to their specific needs for best practice programming. Given that members have paid at times over \$100,000 for some of the bigger plans, the estimates coming in for this program should offer good cost savings.

At the time of writing, members have provided feedback to this process as follows where draft reports were provided to members for Council concurrence where required:

Council Involvement in Centroc Best Practice Project		
Council	Status	Contact
Bathurst		Russell Deans
Blayney		Grant Baker
Boorowa		Clive Cawthorne
Cabonne		Rob Buttenshaw
Cowra		Carl Berry
Forbes		David Tinlin
Harden		Mark Crisp
Lachlan		Ben Falconer
Lithgow		Chris Lane
Oberon		Leigh Robins
Orange		Wayne Beatty
Parkes		Andrew Francis
Upper Lachlan		Phil Newham
Weddin		Bill Twohill
Wellington		Eric Poga
Young		Phillip Glover
CTW		Tony Perry

KEY

	Work complete
	Ready to commence project
	Pending a Report to Council
	Opted out

Update on the Carbon+ project

The Federal Government, through the Sustaining Basin Communities Program (SBCP) has provided \$790K for the Carbon+ project. A media release regarding the program was issued to all members and is available from the website.

Carbon+ will provide advice on carbon offsets for the Centroc Water Security Study. This advice should be useful to other Council functions and discussion with the consultant is underway to provide best fit with the type of programming outlined by Allan Jones at the Centroc Summit. The intention is to use this advice to provide programming in cost savings

and carbon reduction programming as part of the revolving cost savings program being delivered by Ms Lee Chapman.

Member contributions to this project are via the E21 project being delivered through the Compliance and Cost Savings Program. Please see the report against this program in the Operations Report elsewhere in this business paper.

Deliverable 4 “Carbon Management Options Report” is an attachment to this report for GMAC commendation to the Board. A media release regarding the project was issued and forms an attachment to this report.

The recommended mitigation strategy draft excerpt is below for convenience. The totality of Deliverable 4 will be provided as late advice.

Recommended Mitigation Strategy

This stage of the Centroc Carbon Plus study has identified preferred options for mitigation of the energy and carbon emissions associated with the operation of the water security infrastructure. The preferred options selected on their triple bottom line performance are:

- *Implement the identified Water Security Study energy efficiency measures (subject to further investigation during the detailed design stage)*
- *Establish a regional scale wind farm to generate a quantity of renewable electricity equal to (or greater than) the electricity required for operation of the water security system*

It is also worthy of note that the study has identified various other options which may provide future opportunities for cost and carbon emission savings, some of these include;

- *Council building energy efficiency schemes.*
- *Council Street-lighting programs (relamping with T5 globes).*
- *Energy from waste from wastewater biogas at identified facilities.*
- *Energy from waste – crop waste, wood waste, sorted municipal solid waste.*

A second strand of the project is a communication strategy. The Brief for Photography and Deed of Agreement between MWH, Centroc, Brand Orange and Central Western Farming Systems for this component are due for signature at the time of writing. These are available upon request.

The first round of photography has occurred and the images are of good quality and also available on request as a download from Picasa. Quotes are being sought to provide this as an online resource for all members.

<p>Recommendation/s</p> <p>That GMAC</p> <p>1. commend to the Board</p> <p style="padding-left: 20px;">a. the progress on advocacy for the Water Security Study</p> <p style="padding-left: 20px;">b. the advice with regard to variations for the Centroc Water Security Study</p> <p style="padding-left: 20px;">c. Deliverable 4 “Carbon Management Options Report”</p> <p style="padding-left: 20px;">d. the submission to the Murray Darling Basin Plan Guide in line with this advice</p> <p style="padding-left: 20px;">e. the development of the regional infrastructure plan</p> <p style="padding-left: 20px;">f. the Centroc Water Utilities Alliance progress with delivering best practice</p> <p>2. note the balance of the report</p>
--

Attachment/s:

8. 2 December 2010 Correspondence to Senator Doug Cameron re Centroc Priorities
9. 2 December 2010 Correspondence to Sandy Morrison re Support for Centroc Priorities
10. 21 December 2010 Correspondence to Georgie Bryant re Variation request Carbon+
11. 2 January 2011 Media Release entitled Centroc Mayors consider renewable energy options for region
12. 6 January 2011 Correspondence to Alan McCormack re Thank You
13. Murray Darling Basin Submission - please go to the Centroc website
14. Deliverable 4 "Carbon Management Options Report – to be tabled at the meeting

7c Environmental Sustainability

Report by Rachael Young dated 18/01/11

Section 1	Regional Sustainability
Objective 1A	Environmental Sustainability
Reported by	Rachael Young
Subject	Urban Sustainability Program Projects Update
Sponsoring General Manager	Mr Peter Vlatko

Management Plan actions 2010/2011

1. Implement "That's A good Idea" program and complete final report and evaluation
2. Implement "Climate Adaptation" program
3. Liaise with Regional organisations (such as the CMA's and Central West Business Chamber) and funding entities to seek further regional sustainability projects with a focus on climate change adaptation and mitigation strategies and actions.
4. Determine specific priority regional environmental policy requirements and progress an environmental advocacy strategy for the region focusing on State and Federal perspectives.
5. Provide linkages to other Centroc teams where appropriate to integrate sustainability into Centroc and regional operations.

Précis

This report addresses the following topics

- Resolutions from November Board Meeting
- Environmental Trust Grant – That's a Good Idea!
- Environmental Trust Grant – Climate Adaptation
- Other Business
- MoU with Central West Catchment Management Authority

The "That's a Good Idea!" program is drawing to a close and reporting of this reflects evaluation of programming. The Climate Adaptation program is progressing with work having commenced on all of the 6 key activity areas. Advice regarding opportunities for electric vehicles is provided separately and in confidence.

This report recommends that GMAC

- seek further funding to support a mentoring program for environmental and sustainability staff across the region in the next 6 months
- follow up with Ms Katrina Hodgkinson regarding funding for the Sustainability Program and other matters
- commend the Central West Catchment Management Authority MOU to the Board for approval and ratification
- commend the Board direct the development of a carbon sequestration policy

Environment Report Resolutions of the Board Meeting 25 November 2010

At the meeting of 25 November it was resolved that

1. *Write to Ms Katrina Hodgkinson, Shadow Minister for Natural Resources Management regarding Centroc's programming focused on sustainability and outline Centroc's concerns regarding continued funding of sustainability and natural resource management activity in the region.*
2. *Notes the remainder of the report.*

Mr G Fleming/Cr P Miller

Letter to Katrina Hodgkinson regarding future funding concerns

The Board recommended that Centroc write to Ms Katrina Hodgkinson, Shadow Minister for Natural Resources Management regarding Centroc's programming focused on environmental sustainability and detail Centroc's concerns regarding continued funding of sustainability and natural resource management activity in the region. This letter has been sent and is an attachment to this report. At the time of writing Centroc had not received a response to the correspondence.

Environmental Trust Grant – That's a Good Idea!

This program is due to end at the end of January 2011. In this regard, various aspects of the project are being finalised and efforts redirected to the Climate Adaptation Program.

Mentoring and Capacity Building

All the mentees have completed their program, case studies have been drafted and are just being finalised for web publishing. The final report is complete and is available upon request. Results in the report suggest that this program has been both unique in its design and promising in the outcomes delivered to councils that had staff participating. Highlights of the program (direct quotes from the Final Report) include:

- *The Mentoring Program significantly enhanced the skills and confidence levels of mentees in planning, delivering and championing sustainability efforts within their councils.*
- *In at least three out of the five councils there were substantial gains integrating sustainability more into council protocols, procedures and activities as a result of the Mentoring Program. It would be reasonable to expect that these gains will continue to be achieved more and more over time because of the increased capacity of the mentees.*
- *In all Councils there were sustainability projects of quality initiated and delivered as a part of the Mentoring Program. It would be reasonable to expect that improved project management and delivery will continue to occur over time, because of the increase in capacity of the mentees and the level of councils commitment.*

Centroc's success with this program has been noted by staff across a number of different councils. Centroc has been approached by a number of staff who would be very keen to undertake a similar program in the future if the funding were to become available.

Compost Cook-Off

The Compost Cook-Off is complete with all participating councils having held their community cook-offs in December last year. Initial feedback from participating councils was very positive and the community reaction to the workshops has been excellent. Staff have reported far greater levels of interest in this topic than they anticipated and it has allowed them the opportunity of working on a positive note with members of the community. Centroc is waiting for the evaluation of this program from NetWaste (our program partners). This report will be available to members upon request.

Monitoring and Evaluation

With the That's a Good Idea! program ending in January 2011, Mr Chris Gray from GEMS has been engaged through a competitive quotation process to collate all the appropriate

information to develop the final Monitoring and Evaluation Plan. This information will be used by Centroc to then develop a final Report for the program which will highlight all the successes and lessons from this 4 year program. This report will be provided to Centroc in the coming days and a summation is provided below.

The final Report summarising all aspects of the That's a Good Idea! program will be available for the next GMAC meeting.

Environmental Trust Grant – Climate Adaptation

Carbon Expos – A partnership project with Lachlan CMA

Planning for the 2011 Autumn show season is well underway and displays have been confirmed for the Crookwell, Blayney and Boorowa Shows in February and March. Planning for the Major Expo in Cowra is also well underway. This expo will be held in partnership with the Cowra NRM Group and joint planning is well progressed. Lachlan CMA have a new support staff member and work has commenced with her on the development of these programs.

Future reports will contain details of the shows.

Library eXchange and Shiny Halo

A brief for consultants to undertake the written story component of the Shiny Halo Blog has been advertised and the quotations will be reviewed and results of the process will be reported to the next Board meeting.

The Blog has also changed to allow for more interactivity, bloggers are now able to email in photos and stories of their individual or organisational activities and have them placed on the blog. Councils with stories from their community or their own actions should let Rachael know and these will be placed on the blog.

Work has begun designing the materials to be provided to libraries to support the roll out of this program around the region.

Business Program – Sustainability Street

To progress this project a number of actions have been undertaken and will be undertaken in coming weeks.

The Central West Business Chamber was asked to nominate an active village business community for the Shiny Halo St program. Centroc asked that if possible the nominated community had an existing event that Centroc could possibly link a sustainability theme to. The Central West Business Chamber nominated Millthorpe. As a result the coordinator for the Millthorpe business group was contacted and asked if they were interested in participating in our program. Millthorpe are interested and a meeting will be held in Millthorpe on 27 January to discuss the design and implementation of this program.

Program Variation

The Environmental Trust has approved the program variation and a signed contract variation has been returned to them. The reporting schedule has been agreed and the program is now progressing to the new schedule. The letter approving the variation and also the varied contract are attached.

Other Business

Central West Catchment Management Authority MOU

Over the past few months Centroc has been in discussion with the Central West Catchment Management Authority regarding an MOU between the two organisations formalise our relationship, allow simpler procedures for conducting projects together and to enable clearer and more direct communication. The Draft MOU follows this report for GMAC's information.

Carbon Farming Initiative Submission

Minister for Climate Change and Energy Efficiency, Greg Combet and Minister for Agriculture, Fisheries and Forestry, Senator Joe Ludwig have released draft legislation and methodology guidelines for the [Carbon Farming Initiative](#), a carbon offsets scheme that will provide new economic opportunities for farmers, forest growers and landholders and help the environment by reducing carbon pollution. The Carbon Farming Initiative will include:

- Legislation to establish a carbon crediting mechanism;
- Fast-tracked development of methodologies for offset projects; and
- Information and tools to help farmers and landholders benefit from carbon markets.

Carbon credits represent abatement of greenhouse gases which is achieved by:

- Reducing or avoiding emissions, for example, through capture and destruction of methane emissions from landfill or livestock manure; or
- Removing carbon from the atmosphere and storing it in soil or trees, for example, by growing a forest or reducing tillage on a farm in a way that increases soil carbon.

They are usually purchased and used by individuals or companies to cancel out or 'offset' the emissions they generate during their day to day life or normal course of business, for example, by consuming electricity or catching a plane. Carbon credits can be used to offset emissions voluntarily or to meet regulatory requirements.

Offset methodologies

Offset projects established under the Carbon Farming Initiative will need to apply methodologies approved by the Government. These will contain the detailed rules for implementing and monitoring specific abatement activities and generating carbon credits under the scheme. Methodologies can be developed and proposed by private project proponents, as well as government agencies. The Australian Government is working with industry and other stakeholders, state government officials and technical experts to develop offset methodologies that have broad application. These [methodologies](#) are expected to be approved and rolled out progressively from April 2011.

An independent expert committee, the [Domestic Offsets Integrity Committee](#), has been established to assess offset methodologies proposed under the scheme and provide recommendations to the Minister for Climate Change and Energy Efficiency on their approval. The committee will ensure that methodologies are rigorous and lead to real abatement. The [draft legislation](#) and [draft methodology guidelines](#) provide more information on how the scheme would work in practice. The Government is currently consulting on proposals for design of the scheme, including the range of activities that will be eligible to generate carbon credits.

The Carbon Farming Initiative may have significant consequences for Centroc communities and partners. Submissions on this matter were due by 21 January 2011. Centroc has been unable to submit a submission regarding this matter due to a lack of policy. It is likely that

Centroc will find itself in a similar position in coming months and years as work in this area continues and becomes more mainstream.

Local Government Excellence In Environment Awards

Rachael Young was awarded the Louise Petchell Sustainability Award for Individual Sustainability. Centroc was nominated for the Energy Savings and Climate Change Adaptation/Mitigation Category in the Local Government Excellence in Environment Awards for the The Shiny Halo Blog. Centroc received a Highly Commended for this program. The Award winners were announced on 30 November at a ceremony in Sydney.



Recommendation/s
<p>That GMAC</p> <ol style="list-style-type: none"> 1. seek further funding to support a mentoring program for environmental and sustainability staff across the region in the next 6 months 2. follow up with Ms Katrina Hodgkinson regarding funding for the Sustainability Program and other matters 3. commend the Central West Catchment Management Authority MOU to the Board for approval and ratification 4. commend the Board direct the development of a carbon sequestration policy 5. note the balance of the report

Attachment/s:

15. 25 November 2010 Correspondence to Ms Katrina Hodgkinson re Centroc Support for NSW Urban Sustainability Program
16. 21 December 2010 Correspondence from Peter Dixon re Environmental Trust Urban Sustainability project entitled 'That's a Good Idea – Climate Adaptation'
17. 23 December 2010 Correspondence from Peter Dixon re Urban Sustainability Program Grant for 'Climate Change Growing Capacity in Climate Change Adaptation in Central NSW'

**MEMORANDUM OF UNDERSTANDING
BETWEEN**

Centroc

AND

Central West CMA



2010

1.0 PREAMBLE

This Memorandum of Understanding (MOU) is a cooperative agreement between the Central Regional Organisation of Councils (Centroc) and the Central West Catchment Management Authority (Central West CMA).

This Agreement builds on the current collaboration between the Parties and is not intended to be an 'exclusive' arrangement, but simply a formalisation of our working relationship.

2.0 PURPOSE OF THE MOU

This Memorandum establishes a framework for a cooperative working relationship between Centroc and the Central West CMA. Collectively these two organisations are described herein as 'the Parties'. The Memorandum has been developed for the purposes of achieving the following joint outcomes:

- To foster improved NRM outcomes for the Central West Catchment in line with the Central West CMA Catchment Action Plan;
- Assist in meeting the environmental programme goals and specific milestones of Centroc;
- To seek opportunities to collaborate in respect to joint funding opportunities, particularly in regard to the Resilience Planning of both organisations;
- To work in collaboration to better engage local business to become more sustainable;
- To work in collaboration to better engage urban communities to become more sustainable;
- To support Local Government to fully adopt integrated water cycle management through adoption of water minimisation policies and water security initiatives, together with improved land use planning;
- To increase the knowledge and capacity of Local Government in the Central West catchment to enable them to better manage the natural resources in their care, control and management;
- To establish reciprocal links to each organisations website.

3.0 ROLE AND RESPONSIBILITY OF Centroc

Centroc represents over 236,000 people covering an area of more than 70,000sq kms comprising the Local Government Areas of [Bathurst](#), [Blayney](#), [Boorowa](#), [Cabonne](#), [Cowra](#), [Forbes](#), [Harden](#), [Lachlan](#), [Lithgow](#), [Oberon](#), [Orange](#), [Parkes](#), [Upper Lachlan](#), [Weddin](#) , [Wellington](#), [Young](#) and [Central Tablelands Water](#).

Centroc advocates on agreed regional positions and priorities while working co-operatively to benefit the councils and communities of Central NSW.

Using Centroc's regional strength and leadership in advocacy Centroc lobbies State and Federal Governments to present a more compelling case for regional priorities.

Centroc promotes sustainability outcomes within its membership, and aims to achieve the following outcomes:

- Recognition and understanding that the environment, sustainability and adaption to climate change are important for the long term prosperity of Central NSW.

- Generate energy, interest, and most importantly change, in these areas through the implementation of two three-year projects - That's a Good Idea! and Climate Adaptation.
- Development and implementation of ideas to reduce the ecological footprint of the region, through building the capacity of local government staff, changing everyday behaviours and making changes to council operations and infrastructure whilst engaging local catchment communities.

4.0 ROLE AND RESPONSIBILITY OF THE CENTRAL WEST CMA

The Central West CMA was formed in 2004 to provide a local approach to targeting investment in natural resource management for the catchment.

The Central West Catchment Management Authority (CMA) is one of 13 organisations that were established under the [Catchment Management Authorities Act 2003](#). It is responsible for ensuring that decisions about natural resource management are made within the Central West catchment.

The Central West catchment covers an area of 84,842 km², with a population of 183,000 people. It comprises all or part of the Local Government Areas of [Bathurst](#), [Blayney](#), Bogan, [Cabonne](#), Coonamble, Dubbo, Gilgandra, [Lachlan](#), [Lithgow](#), Mid-Western, Narromine, [Oberon](#), [Orange](#), [Parkes](#), Walgett, Warren, Warrumbungle and [Wellington](#).

The Central West CMA is responsible for:

- Preparing and implementing catchment action plans and associated investment strategies
- Managing incentive programs that implement the catchment action plan
- Working with the community in developing and implementing the catchment action plan.
- The CMA is also a consent authority under the [Native Vegetation Act 2003](#)

The Central West CMA aims to:

- Works with regional communities to restore and improve natural resources;
- Involves local communities and key stakeholders to encourage the development of resilient landscapes;
- Ensures that the knowledge and expertise within the catchment is used to help the landscape function to its fullest and at its most productive whilst maintaining its resilience.

5.0 OPERATING FRAMEWORK

5.1 Communication

The Parties agree to communicate at regular intervals to enable issues and opportunities to be quickly identified and discussed, and for negotiations and joint projects to be developed.

Centroc and the Central West CMA will hold an annual planning meeting, together with other relevant parties as appropriate, to identify joint projects and other opportunities to be signed off on an annual basis.

Primary contact officers from each organisation will meet as required, to discuss arising issues and joint projects. Formal minutes of these meetings will be kept and circulated within each organisation.

Formal meetings of staff and executive officers will be held as deemed necessary by both organisations.

Both Parties will be invited to attend each others formal meetings and be given opportunities to present information. This invitation shall be extended on at least an annual basis. To facilitate attendance, scheduled meeting dates will be provided by each organisation at the start of the calendar year.

Local communication between the Parties will be encouraged wherever possible, including assisting each other to implement projects, through membership of relevant project Steering Committees and other forums.

Each organisation agrees to share newsletters and other information which may be of interest to the other.

5.2 Training

The Parties recognise that there is scope and value in the conduct of joint training programs. The types of training programs envisaged by this Agreement include staff and councillor training in a range of natural resource management and sustainability issues such as, but not limited to, BMP, water use efficiency, soils management, biodiversity and riparian management, climate change adaptation and mitigation.

The possibility of conducting joint training will be discussed at meetings. The Parties agree that any such training will depend on availability of resources.

5.3 Research

There is scope for the Parties to instigate and participate in joint research projects that might assist in achieving the outcomes identified in Section 2 above. This also includes collaborating on joint project applications to external funding organisations.

The Parties agree to involve other relevant stakeholders and Advisory groups in any research programs undertaken.

5.4 Publicity

The Parties agree to develop joint media releases and journal articles to portray the cooperative approach being undertaken by the Parties and to assist in achieving the outcomes identified within Section 2 of this Agreement.

5.5 Resourcing

Where appropriate and possible, the Parties agree to jointly resource research, extension and training programs related to achieving the outcomes identified in Section 2 of this Agreement. In-kind contributions of both Parties will be appropriately acknowledged.

6.0 REVIEW OF THE MOU

This MOU will be reviewed and may be modified by either Party with the agreement of the other at any time. This agreement is a policy document negotiated between the Centroc and Central West CMA.

7.0 TERM OF THE MOU

This MOU will have a term to the 30th June 2012 but may be terminated at any time by either Party.

The Parties hereto have executed this **Memorandum of Understanding** on the
day of , 2011.

Signed for and on behalf of Centroc:

.....
Cr Phyllis Miller
Chair

Signed for and on behalf of the Central West Catchment Management Authority:

.....
Tom Gavel
Chairman

**APPENDIX A
CONTACT DETAILS**

Centroc

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7d Health**Report by Jennifer Bennett dated 18/01/11**

Section 1	Regional Sustainability
Objective 1D	Support the retention of growth of health services across the region
Reported by	Jennifer Bennett and Sonia Rudd
Subject	Activities in the Health Sector
Sponsoring General Manager	Ms Carissa Bywater

Management Plan Actions 2010/2011

1. Develop health marketing advice into a regional website portal.
2. Review Health workforce attraction plan with regional health agency peak body.
3. Support growth of cancer care services in the region.
4. Undertake advocacy for members and the region on an as needs basis.
5. Develop policy and actions responding to the emergent needs of members in health.

Précis

This report provides an update on the activities of the Centroc Health Workforce Forum developing a marketing tool to bring more health workforce to the region. This project was made possible through 50/50 funding from the Department of Industry and Investment (DII).

This first part of the project has been completed and acquitted.

The Board received a presentation on the work undertaken to date at the meeting in 27 May 2010 and subsequently resolved to commend stage 2 – implementation to members.

This report provides advice on

- resolutions of the Board 25 November 2010
- progress implementation of Stage 2 of the Beyond the Range attraction and retention of health workforce project in the web based portal
- activities of the Health Workforce Group including advice on Federal Health reform for Central NSW
- assistance to Harden, Young, Boorowa and Cowra on their application under the Health Communities Initiative LGA Grants
- support for a medical school at Charles Sturt University
- Mou with General West Division of General Practice

The report recommends that GMAC

- endorse Centroc staff providing assistance to Harden, Young, Boorowa and Cowra on their application under the Health Communities Initiative LGA Grants
- commend to the Board it sign the MoU with Central West Division of GPs
- note the advice from Central West Division of GPs regarding the status of the Federal Health reforms

Resolutions of the meeting 25 November and subsequent activities.

At the meeting of 25 November it was resolved

1. *Centroc write to the Nurses & Midwives Registration Board NSW seeking written clarification as to why the changes to training delivery were required and the proposed benefits of the changes.*

2. *Centroc support through the current campaign seeking to reduce patient to nurse ratios to 4-1*
3. *Centroc write to the State, that while Centroc supports and thanks TAFE Western, DEEWR and GWAHS for the alternative pathways model for the training of future Enrolled Nurses, the removal of on-the job training has a major impact on the delivery of health services to the region and we ask the State to work with the Nurses & Midwives Registration Board to review the accreditation process for rural NSW.*
4. *Centroc write to the NSW Nurses Association for feedback from Enrolled Nurses undertaking the new training regime to obtain their views on current training practices.*
5. *Centroc write to the Nursing and Midwifery Board of Australia asking for a comparison of accreditation pathways for Enrolled Nurses across the states and territories.*
6. *Centroc's representative, Sonia Rudd, attend the steering committee meetings and provide feedback on the projects progress to the Health Task Force.*
7. *Centroc offer assistance to GWAHS in the recruitment for EN students via the Beyond the Range website once operational.*

Cr J Farr/Cr K Jones

Correspondence to Nurses and Midwives Board, the Nurses Association, the State, TAFE, DEEWR and GWAHS

Please find all correspondence attached.

Attendance at steering committee meetings.

Ms Sonia Rudd is attending meetings and advice accordingly can be provided on request. As issues of importance arrive they will be reported to GMAC and the Board.

Support for 1-4 Campaign

On 19 January, the NSW Nurses Association (NSWNA) advised that the initial State Government Nurse Staffing offer is an improvement on the current situation. Brett Holmes, NSWNA General Secretary said, "The current offer involved improved staffing and transparency for most wards in all acute hospitals, large and small, and Multipurpose Services with a Level Two or above emergency department". This offer means at least an extra 1350 Full Time Equivalent (FTE) nurses in NSW hospitals. Changes to nursing levels offered for inpatient mental health wards and larger emergency departments fall short of what has been offered in other specialties and negotiations are to continue in these areas plus Rehabilitation and Operating Theatres. No offer was made for Community Health and Community Mental Health.

The NSWNA met on 25 January to consider the negotiations before deciding on the course for further action. Outcomes of this meeting were not available at time of writing this report.

Correspondence to Mr Danny O'Connor

Mr Danny O'Connor has left GWAHS and is being replaced by Ms Lynne Weir as acting CEO of the newly named Western NSW Local Health Network. See below for advice on meeting with her which will also provide discussion on the Beyond the Range website.

Progress implementation of Stage 2 of the Beyond the Range attraction and retention of health workforce project in the web based portal

Please request all background information on this project, or it is available from recent business papers which are up on the web at <http://centroc.com.au>

All Councils have been visited and advice on sponsorship for web based marketing and other materials has been received 19 January for review by the Health Workforce Group.

A meeting is being arranged with Ms Lynne Weir, acting CEO of Western NSW Local Health Network to progress funding discussions. Written advice has also been provided to the Hon Simon Crean. Follow-up will be undertaken.

Reports to Councils will be sent in the near future.

Activities of the Health Workforce Group

Please find the minutes from the last meeting attached. At the request of the meeting correspondence was sought from Ms Sandra Christiansen updating the status of the Federal Health reforms.

Ms Christiansen has provided correspondence accordingly and this is attached.

Assistance to Harden, Young, Boorowa and Cowra on their application under the Health Communities Initiative LGA Grants

Assistance is being provided for a joint application from these member Councils. Advice on this process will be provided to the health Workforce Group for consideration of a Centroc regional application in the third round due in the second half of this calendar year.

Support for a medical school at Charles Sturt University

Centroc has provided correspondence supporting a medical school at Charles Sturt University at the request of Mr Mark Burdack. A response has been received and is attached.

MoU with NSW Central West Division of General Practitioners

The Centroc Health Workforce Group Chair has signed a MoU with the Central West Division of General Practitioners with a view to its further signature by the Chair of Centroc. Please find this MoU attached for commendation to the Board.

Actions for this year are as follows and within existing resources and policy.

What	When
CWDGP to continue to work collaboratively with CENTROC on the Beyond the Range workforce program.	Ongoing
Develop and agree on joint promotional programs.	As discussed and agreed in each instance.
Centroc to offer support of CWDGP's ambition to become a founding partner in a Primary Health Care entity in the Central West of NSW.	CWDGP aims to be in the first round of PHCOs to be established by July 2011.
CWDGP continue to liaise with Centroc as the formal conduit to local government.	Ongoing
Centroc and CWDGP work collaboratively to hold an information forum for local government pertaining to the Federal government's health reforms	March 2011

Recommendation/s**That GMAC**

- 1. endorse Centroc staff providing assistance to Harden, Young, Boorowa and Cowra on their application under the Health Communities Initiative LGA Grants**
- 2. commend to the Board it sign the MoU with Central West Division of GPs**
- 3. note the advice from Central West Division of GPs regarding the status of the Federal Health reforms**
- 4. note the balance of the report**

Attachment/s:

18. 25 November 2010 Correspondence from The Hon Kate Lundy re Funding for the CSU Medical School Program
19. 6 December 2010 Correspondence to Sandra Christensen re Follow up from Centroc Young Health Forum
20. 20 December 2010 Correspondence to Anne Copeland re Changes to Training Delivery and Accreditation for Enrolled Nurses
21. 20 December 2010 Correspondence to Brett Holmes re Support for One2Four
22. 20 December 2010 Correspondence to Katherine Baxter re Health Sector
23. 20 December 2010 Correspondence to The Hon Carmel Tebbutt re Review of Accreditation Process for Enrolled Nurses
24. 17 January 2010 Correspondence from Andrew Dempster re New Medical School at CSU
25. 19 January 2010 Correspondence from Sandra Christensen re Follow up from Centroc Young Health Forum
26. MoU with Central West Division of General Practice
27. Minutes from Health Workforce Group 25 November 2010

7e Telecommunications

Report by Jennifer Bennett dated 18/01/11

Section 1	Regional Sustainability
Objective 1B	Telecommunications
Reported by	Jennifer Bennett
Subject	Advocacy update
Sponsoring General Manager	Mr Garry Styles

Management Plan Actions for 2010/2011

Advocate on behalf of the region to

1. Ensure long term broad band accessibility for the region by
2. Conducting delegations and letter writing to understand ALP approach achieving fibre to the premises in Central NSW.
3. Using existing and on-top broadband studies for lobbying purposes with Federal ALP
4. Preparing a case for piloting the urban areas of regional centres to get fast broadband to both the industrial and domestic precincts.
5. Ensure adequate man-power to service the region
6. Improve mobile phone service across the region

General Managers will be aware that Centroc continues in its efforts to focus attention on the need for broadband in the region with a view to positioning Centroc members early in the national roll-out.

Mr Duncan Bremner has been contacted on a number of occasions with a view to arranging a meeting with Mr Mike Kaiser as soon as possible.

In the absence of feedback from Mr Bremner, a meeting has been held with Mr Gavin Priestley seeking advice on what is happening in the background with the NBN roll out. Apparently there are still negotiations going on in the background.

Concurrently Wellington and perhaps other members are getting overtures from other providers to deliver wireless solutions. General Managers are encouraged to contact Ms Jenny Bennett in this circumstance.

Cowra provided advice that the Federal Government is seeking submissions to the House of Representatives Standing Committee on Infrastructure and Communications Inquiry into the National Broadband Network.

The heads of consideration for the responses are as follows:

- a) the delivery of government services and programs;
- b) achieving health outcomes;
- c) improving the educational resources and training available for teachers and students;
- d) the management of Australia's built and natural resources and environmental sustainability;
- e) impacting regional economic growth and employment opportunities;
- f) impacting business efficiencies and revenues, particularly for small and medium business, and Australia's export market;
- g) interaction with research and development and related innovation investments;
- h) facilitating community and social benefits; and
- i) the optimal capacity and technological requirements of a network to deliver these outcomes.'

The Committee welcomes advice before 25 February 2011.

It is commended Centroc provide a response to this inquiry.

Recommendation/s
That GMAC <ol style="list-style-type: none">1. provide advice to the House of Representatives Standing Committee on Infrastructure and Communications Inquiry into the National Broadband Network.2. note the balance of the report

Attachment/s:

28. 9 December 2010 Letter from Andrew McGowan re New Inquiry into the National Broadband Network

7f Regional Development

Report by Jennifer Bennett dated 21/01/11

Section 1	Regional Sustainability
Objective 1F	Regional Development
Reported by	Jennifer Bennett
Subject	Regional Development Australia
Sponsoring General Manager	Mr Gary Styles

Management Plan Activities for 2009/2010

1. Consultation with the peak bodies of Regional Development Australia (RDA), DSRD, the EDO Forum and the Central West Chamber.
2. The development of a Regional Economic Development Strategy in partnership with the RDA- "Invest Central West-NSW"
3. The development of regional economic data on an LGA by LGA basis
4. Development of web based attraction portal.

Précis

This report

- provides an update on the status of the Regional Economic Development Strategy being co-funded by Centroc, the NSW Department of Industry and Investment and Regional Development Australia-Central West (RDACW)
- presents the MoU with RDA for commendation to the Board.
- draws attention to the request by RDA for information

The report commends the MoU to the Board.

Regional Economic Development Strategy

Invest Central NSW is a project funded by Centroc, the NSW Department of Industry & Investment and Regional Development Australia -Central West to develop a package of regional economic data and information based on industry, business, infrastructure and lifestyle on a LGA by LGA basis for the Central NSW region.

The Steering Committee comprises the following stakeholders:

Sharon Rabey - (RDACW)
 Meredith Macpherson - (RDACW)
 Jenny Bennett - (Centroc)
 Edward Frater - (I&I)
 Gretchen Armitage - (EDO Forum)
 Mike Foster - (EDO Forum)

Progress

Ms Meredith Macpherson provides the following advice:

Project development is progressing in line with the Project Inception Report agreed with the Project Working Party on 12th October 2010.

Consultants AEC met with the Project Working Party and additional regional representatives including the Sponsoring General Manager for Regional Development on 18th November to review research and analysis undertaken of the Central NSW economy.

On 7th December AEC presented their research findings to the quarterly meeting of the Centroc Economic Development Managers held in Orange. This was followed by a Review of

Analysis and Opportunity Assessment workshop attended by Project Working Party members, the Sponsoring General Manager for Regional Development, selected EDMs and representatives from key sectors including health and education.

Feedback from these sessions has contributed to the development of a draft Regional Economic Profile which was distributed to General Managers and selected Economic Development Managers for feedback in December 2010.

As a result AEC has been asked to source additional data, undertake a higher level of analysis and provide a more informed commentary, particularly where there are apparent skews in data. The AEC Project Manager, Lincoln James has now been in contact with Economic Development Managers and, in LGAs without EDMs, General Managers to localise data.

While this and the holiday season has contributed to some delay in the delivery schedule it has been crucial to ensure the level and quality of data that is expected from a contract of this size. AEC has advised that a revised version of the Regional Economic Profile should be available for review by the end of January 2011. This will inform the analysis of Opportunities for Economic Development Report which will follow. AEC is also finalising the first drafts of the LGA economic profiles which will be circulated to EDMs and GMs for recommended changes and sign-off.

Of concern at this stage is the quality of graphic design being presented by AEC. The Project Working Party has asked that AEC stop design work and focus on providing the level of analysis required and work on the data management system. It is proposed that a meeting of the Working Party be convened in early February to determine options for graphic design.

While it is proposed that the project be finalised in early February 2011 with a presentation planned for the Centroc Board Meeting on 24th February 2011, this will depend on AEC's ability to satisfactorily meet project deliverables.

All documentation relating to the project is available upon request.

MoU with RDA

The MoU forms an attachment to this report and seeks commendation to the Board. It provides direction for collaboration, attendances at meetings and mutual support.

Support for RDA consultation

General Managers may recall an email circulated by Mr Garry Styles 23 December.

Please find the correspondence attached. This has also been provided to the engineers group by way of follow up, at their request.

RDA need to produce documentation in the next fortnight in support of regional priorities and General Managers are encouraged to provide feedback.

Recommendation/s
That GMAC <ol style="list-style-type: none"> 1. commend the MoU with RDA to the Board 2. note the balance of the report

Attachment/s

29. MoU with RDA Central West
30. RDA Central West Consultation letter

7g HR and Training Report

Report by Sonia Rudd dated 18/01/2011

Section 2 Regional co-operation and resource sharing

Objective 2B	Develop a more sustainable and productive workforce by encouraging continual learning and by sharing knowledge and experience across the region via the activities of the HR Managers Group (HRMG)
Reported by	Sonia Rudd and Kate Barker
Subject	Regional HR & Training Report
Sponsoring General Manager	David Sherley

Management Plan Activities for 2010/2011

1. Define measurable improvement in operational efficiency of council due to HR initiatives/activities
2. Align HR initiatives with goals of Council & Senior Management.
3. Increase influence of HRMG by addressing HR issues common to the region, with a coordinated, regional approach.
4. Ensure policies and procedures assist employees develop a career path, while fostering positive staff relationships to improve operational efficiencies.
5. Build positive, sustainable relationships with unions and associated organizations to assist in the attainment of councils desired objectives.
6. Act as a central coordination point for joint training.
7. Develop and maintain internal and external clients in government and private sector for sale of training.
8. Be proactive in the identification of training needs to assist the development of staff.
9. Identify and seek funding and income related to training initiatives.
10. Identify and promote the engagement of local, regional training providers to develop and expand the regional training industry.
11. Increase educational opportunities related to local government by involvement with regional educational institutions.

Précis

This report addresses the resolutions of the GMAC meeting held October 28, 2010 and the resolutions of the Board meeting held 25 November 2010.

This report also provides updates on the activities of the training service including;

- Training Service Statistics
- Take Your Daughter to Work Day
- Oberon Council and school based traineeship
- Alternative Pathways Diploma of Civil Construction Design
- Water Trainer and Assessor Network
- On-line training options
- Support for Try-a-Trade

This report recommends that GMAC

- maintain support for 'Take Your Daughter to Work Day' as an annual event to be held on the second Tuesday of November, being the 8 November for 2011
- report to all councils the outcome of Take Your Daughter to Work Day 2010 and will offer support for their involvement for 2011
- produce a case study on Oberon Council's School-based Apprenticeship Program, detailing implementation, programming and benefits of the scheme for distribution and discussion at the second GMAC meeting of 2011
- promote the Diploma of Civil Construction Design to the Central West HR Managers Group

- note the Water Managers and HR Managers at the Water Trainer and Assessor Network Meeting on the 22 February to be held in Orange and hosted by the Orange City Council
- provide a report on the water industry to be tabled at the Central West HR Managers Meetings to initiate workforce planning in this sector
- engage Streamfolio Pty Ltd to develop a project plan and associated budget to allow for an informed decision on the viability of on-line training for Centroc
- commit \$1,500 + GST from the Centroc Training Service Budget be allocated to this initiative
- commend to the Board Centroc's current level of sponsorship to Try A Trade of \$5,000, with the remaining \$5,000 for sponsorship to be divided equally among Centroc member councils

Resolutions of the GMAC meeting October 2010

The GMAC meeting of October 2010 resolved that;

1. *GMAC note the review of training*
2. *GMAC endorse Sonia Rudd to be a member of the Enrolled Nursing Alternative Pathway Steering Committee*
3. *the balance of the report be noted*

Mr D Sherley/ Mr G Styles

Resolutions of the Board meeting November 2010

The Board meeting of November 2010 resolved that;

1. *Centroc write to the Nurses & Midwives Registration Board NSW seeking written clarification as to why the changes to training delivery were required and the proposed benefits of the changes.*
2. *Centroc support the NSW Nurses Association's campaign seeking to reduce patient to nurse ratios to 4-1*
3. *Centroc write to the State, that while Centroc supports and thanks TAFE Western, DEEWR and GWAHS for the alternative pathways model for the training of future Enrolled Nurses, the removal of on-the job training has a major impact on the delivery of health services to the region and we ask the State to work with the Nurses & Midwives Registration Board to review the accreditation process for rural NSW.*
4. *Centroc write to the NSW Nurses Association for feedback from Enrolled Nurses undertaking the new training regime to obtain their views on current training practices.*
5. *Centroc write to the Nursing and Midwifery Board of Australia asking for a comparison of accreditation pathways for Enrolled Nurses across the states and territories.*
6. *Centroc's representative, Sonia Rudd, attend the steering committee meetings and provide feedback on the projects progress to the Health Task Force.*
7. *Centroc offer assistance to GWAHS in the recruitment for EN students via the Beyond the Ranges website once operational.*
8. *the balance of the report be noted*

Cr J Farr/Cr K Jones

Correspondence to Nurses and Midwives Board, the Nurses Association, the State, TAFE, DEEWR and GWAHS

Advice regarding the nurses issues and other correspondence regarding health is provided in the health report.

Training Statistics

The following activity has occurred between July to December 2010.

- All 18 member councils have accessed courses run by the Training Service
- 6 non member council have attended training run by Centroc
- 1 government service has attended Centroc training
- 9 private organisations have accessed training
- 62 different types of courses have been delivered
- 909 people have been trained via the service
- Total spend with the service is \$201,109
- Sale of vacancies have returned \$11,953 directly to councils
- Cost of training using alternative providers would have been \$241,314
- Savings on course costs is \$40,205
- Savings on travel and accommodation costs is \$107,644
- Savings on coordination and research time is \$8,595
- Total savings \$156,444

Meeting with Traffic Control Trainer

Subsequent to annual consultations with Centroc member councils, Centroc met with TC Training on 11 January to discuss pricing.

TC Training indicated that they were not aware that the Training Service was charging \$1550 + GST per day, and instead believed it was \$1450 + GST and therefore quoting that price to member Councils. A pricing structure was agreed upon.

It was agreed that all Training Service member enquiries received by TC Training will be redirected to Centroc. TC Training agrees to insist that member Councils book through Centroc in order to have their training facilitated by TC Training. Centroc staff will then follow up with individual councils.

Take Your Daughter to Work Day

Advice regarding Take Your Daughter to Work Day was provided in the Operational Report to the Board 25 November. Follow-up with members is commended based on its success in Parkes and Cabonne.

School Based Apprenticeships at Oberon

Oberon Council has hosted three students one day a week completing an Australian School Based Apprenticeship while completing their HSC. School based apprenticeships enable students to gain a vocational and technical qualification while completing their school studies.

The three students have each completed their traineeships in separate disciplines -

- Certificate II in Local Government
- Certificate II in Library Services

- Certificate II in Tourism

Oberon Council's hosting of three traineeships in separate disciplines is to be commended. The push to offer Australian School-based traineeships forms part of a longer term workforce strategy for Oberon Council to source and train an increased percentage of employees from their local community.

Alternative Pathways Diploma of Civil Construction Design

The last meeting for the Alternative Pathways Diploma of Civil Construction Design was held on 14 December 2010.

Eight staff from four Centroc councils are undertaking the Diploma. The break down on enrollments is;

Wellington x 2
Cabonne x 1
Forbes x 1
Parkes x 4

Cowra Shire Council had participated in the last program.

Registrations are open for 2011 with training to commence in February 2011. Delivery of the program is a synthesis of workplace learning, mentoring, workshops, on-line learning and work-based projects. The cost of the Diploma is \$637/semester or \$2,548 for the 2 years.

The Diploma is delivered over 2 years and financial incentives for the employer are available for each eligible student through commencement and completion incentives (up to \$850) as well as assistance with travel and accommodation costs incurred by the employer (up to \$2,000 per student over the 2 years).

Councils wishing to obtain more information can contact;

Catriona Atkins

Project Coordinator

TAFE NSW- Western Institute

P) 02 6391 4048

E) catriona.atkins@tafensw.edu.au

NSW Water Trainer and Assessor Network

NSW Department of Education and Training are supporting the development of NSW Water Trainer and Assessment Network (nswwtan) under the Skills Enhancement Program.

The network is targeted to:

- Managers and Supervisors responsible for developing skills of staff in water utilities and councils
- Trainers and assessors who are training others in the water industry, particularly those using the water industry training package
- Employees of water utilities, councils and related businesses interested in training and or assessing staff, and
- People retiring from the water industry who would consider casual work as a trainer and assessor.

The main objective of this network is to strengthen the capacity of the Vocational Education and Training (VET) system to deliver national qualifications to people working in the water industry. While certification at this point is not mandatory in NSW, Victoria has certification for

water operators whereby national qualifications are a minimum requirement to perform certain functions. There is a push by various water industry associations to make this a national requirement. This requirement is likely to come into place in 2013, so it is crucial that Centroc councils begin workforce planning for the water industry now.

The Water Training Packages (NWPO7) offers the following certificated qualifications;

- Certificate I in Water Sustainability
- Certificate II in Water Operations
- Certificate III in Water Operations
- Certificate IV in Water Operations
- Diploma of Water Operations
- Graduate Vocational Certificate in Water Industry Leadership

Training Resources currently exist for Certificate II, III and IV are available through Government Skills Australia (GSA) at www.governmentskills.com.au. GSA is seeking funding for the development of resources for the Diploma and Graduate Vocational Certificate.

Funding for full or part qualifications from the Water Training package are available via;

- NSW Productivity Places Program, Traineeships
- Strategic Skills Program
- Green Skills training
- Energy Efficiency Training Program

Attendees at the Orange network meeting included representatives from TAFE NSW Western Institute, State Water, Orange City Council, Centroc and the State Training Centre. The second meeting of the Water Trainers and Assessors Network will be held in Orange on the 22nd February and hosted by Orange City Council.

Further information on the Water Trainer and Assessor Network is available as an attachment to this report.

On-line Training Options

Research has commenced on the options available to Centroc to provide on-line training to Centroc members and the wider community.

Consultation on the requirements of the Centroc Training Service to be able to deliver via educational technology was conducted with Streamfolio PTY LTD and Brightcookie.com

The consultation process highlighted that Centroc would require a number of steps to make this occur. These are;

1. development of a strategy to
 - identify courses relevant to our members for on-line access,
 - ensure development of the on-line courses are achievable
 - create an environment of cultural change to training delivery within member councils
 - create an environment of cultural change with training providers to develop on-line training resources and deliver on-line
 - Identify risks associated with the project including but not limited to;
 - i. financial costs associated with infrastructure,
 - ii. resourcing, including Centroc staff time and training providers time for administration and course development,
 - iii. loss of training through the service due to lack of buy in by members and retaining 'old' systems for training, and

- iv. lack of buy in by training providers which may result in them approaching councils directly for work
- v. ownership of intellectual property
2. purchase and hosting of a Learning Management System (LMS) to be installed on the Centroc website as a portal to on-line training. The proposed LMS platform was Moodle
3. development of a on-line training induction program to train Centroc staff in the core administration of the Moodle platform
4. development of an on-line training program to teach trainers on how to develop on-line learning courses
5. development of a suite of courses to go on the web
6. development of contracts or Service Level Agreements with training providers

Quotes have been received for the installation and twelve month hosting and support of the Moodle LMS system, with initial training for Centroc training service staff. This is a cost of \$4,983 + GST.

On going charges (hosting and support) for the following 12 months would be (based on the current rates) \$2,280 + GST.

Development of the on-line induction program for training Centroc staff in the administration of the LMS and training of training providers on how to develop on-line training courses would be a minimum of \$1,000. An allowance of \$2,000 for this program should be considered if the on-line training project is to progress.

Factors to be considered before Centroc moves down the path of on-line delivery include;

1. As Centroc currently operates as a training broker, we are reliant on the training providers supporting this change to have courses currently offered changed to on-line delivery mode
2. Centroc may be required to pay the training provider to develop the on-line material
3. If Centroc is to provide core units eg, bullying and harassment, time management, EEO, customer service, Centroc staff or a on-line resource developer would need to be engaged to research and produce the on-line course material
4. A significant level of resourcing would be required in the early stages of the project to;
 - a. develop a detailed project plan and budget
 - b. consult with IT providers
 - c. consult with trainers
 - d. develop induction course for Centroc staff and trainers
 - e. train Centroc staff in the administration of the LMS
 - f. train trainers in the development of on-line courses
 - g. monitor and maintain the LMS

It is commended that the next steps to develop a plan including costing staff time and other financial considerations be developed to further scope this project. A budget of \$1500 for this progression is required.

Support for Try a Trade

The Try A Trade roadshow has been in operation for 6 years and is a well known and established event within the schools and communities of the Centroc foot print. Centroc has been a major sponsor of the program since its inception. Other major sponsors include,

Devro, Bunnings, Country Energy, Delta Electricity and Australian Business Limited Apprenticeships Centre.

During 2010, there were 23 Try a Trade events involving over 2398 students from across central and western NSW. Try a Trade also held events in Bankstown, Hurstville, Moruya and Eden. Eighteen high schools across the Centroc region benefited from the road show this year. A major focus of Try a Trade for 2010 was the promotion of sustainable elements which will become a core element of all industry trades in the future. Thirty events have already been scheduled for 2011.

Sponsorship for Try a Trade for 2011 is being sought. Currently Centroc contributes \$5,000 directly with a further \$5,000 contributed to equally by the member councils of Centroc, this equates to approximately \$300 per council per annum.

A copy of the Try a Trade budget for 2010 – 2011 has been provided by the Central West Group Apprentices (CWGA) and is available on request from Sonia Rudd. The budget indicates that the road show relies heavily on the contribution of sponsors and does receive limited income from fee for service by providing the events to schools outside the CWGA foot print. The deficit is absorbed by CWGA.

Continued support for this program is required.

Recommendation/s
<p>That GMAC</p> <ol style="list-style-type: none"> 1. maintains support for ‘Take Your Daughter to Work Day’ as an annual event to be held on the second Tuesday of November, being the 8 November for 2011 2. report to all councils the outcome of Take Your Daughter to Work Day 2010 and will offer support for their involvement for 2011 3. produce a case study on Oberon Council’s School-based Apprenticeship Program, detailing implementation, programming and benefits of the scheme for distribution and discussion at the second GMAC meeting of 2011 4. promote the Diploma of Civil Construction Design to the Central West HR Managers Group 5. note the Water Managers and HR Managers at the Water Trainer and Assessor Network Meeting on the 22 February to be held in Orange and hosted by the Orange City Council 6. provide a report on the water industry to be tabled at the Central West HR Managers Meetings to initiate workforce planning in this sector 7. engage Streamfolio Pty Ltd to develop a project plan and associated budget to allow for an informed decision on the viability of on-line training for Centroc 8. commit \$1,500 + GST from the Centroc Training Service Budget be allocated to this initiative 9. commend to the Board Centroc’s current level of sponsorship to Try A Trade of \$5,000, with the remaining \$5,000 for sponsorship to be divided equally among Centroc member councils 10. note balance of the report

Attachment/s:

31. NSW Water Trainer and Assessor Network Presentation

6h OH&S Risk Management

Report by Sonia Rudd dated 24/01/11

Section 2 Regional cooperation & resource sharing

Objective 2A	Cooperate on Occupational Health and Safety matters and Risk Management to ensure Centroc compliance with relevant legislation.
Reported by	Sonia Rudd
Subject	OHS and Risk Management Group
Sponsoring General Manager	

Management Plan Activities for 2010/2011

1. Facilitate strategic networking between OH&S and risk management professionals of CENTROC member Councils
2. Share knowledge, expertise and resources relevant to OH&S and risk management
3. Review changes in legislation to determine Council's responsibilities and obligations
4. Establish a common approach to OH & S and Risk Management systems/ policies within Councils where applicable
5. Source cost effective training using CENTROC training coordinator

Précis

This report provides updates on the activities of the Centroc OHS/Risk Management group including

- Harmonisation of Australia's occupational health and safety laws
- Rotating Sponsoring GM

This report recommends that GMAC

- support the Centroc OHS/Risk Management Group's focus on the implementation of the new National OHS legislation as a priority for 2011
- give consideration to the General Manager of the employing council of the Chair of the Centroc OHS/Risk Management be the sponsoring GM for the group

Harmonisation of Australia's occupational health and safety laws

On April 4 2008, the Minister for Employment and Workplace Relations announced a national review into model Occupational Health and Safety (OHS) Laws. This review has led to the development of the National Workplace Health and Safety Model which will come into effect on January 1, 2012.

The harmonisation of OHS laws across states and territories aims to provide a simpler system which reduces the 'red tape', confusion and compliance costs for businesses operating in different States and Territories under different OHS legislation and regulations.

The harmonisation will result in significant change to the regulation of workplace safety in Australia and will have implications for all organisations operating in Australia. Directors and managers will be subject to new obligations under the new laws.

The Centroc OHS/Risk Management Group has placed the implementation of the new legislation as a priority for the group in 2011 and will be the main focus of the quarterly meetings. The meetings will be supplemented with workshops from State Cover and State Wide.

Rotating Sponsoring GM

The Chair of the Centroc OHS/Risk Management Group has written to Centroc requesting that consideration be given to a rotating sponsoring General Manager for the group. This would mean the General Manager of the council employing the Chair of the group would take on the role of Sponsoring General Manager. This would be a two year tenure in line with the Chairperson's appointment.

The benefits would be

- the Chairperson would have timely access to the General Manager for advice and guidance, particularly beneficial during the coming transition from State to National OHS legislation
- the General Manager would easily keep abreast of the groups goals and achievements

Currently the Chair of the group is Harvey Nicholson of Cowra Shire Council. Mr. Nicholson will hold the position until the AGM in December 2011.

Recommendation/s
<p>That GMAC</p> <ol style="list-style-type: none"> 1. support the Centroc OHS/Risk Management Group's focus on the implementation of the new National OHS legislation as a priority for 2011 2. give consideration to the General Manager of the employing council of the Chair of the Centroc OHS/Risk Management be the sponsoring GM for the group 3. note the balance of the report

That GMAC

- 1. support the Centroc OHS/Risk Management Group's focus on the implementation of the new National OHS legislation as a priority for 2011**
- 2. give consideration to the General Manager of the employing council of the Chair of the Centroc OHS/Risk Management be the sponsoring GM for the group**
- 3. note the balance of the report**

Attachment/s

32. 24 January 2011 Correspondence from Harvey Nicholson re Rotating Sponsoring General Manager

7i Supply Team Report

Report by Lee Chapman dated 20/01/11

Section 2

Regional co-operation and resource sharing

Objective 2E	Achieve cost savings and improve supply arrangements
Reported by	Lee Chapman
Subject	Supply Report
Sponsoring General Manager	Mr A Jones

Management Plan actions 2010/2011

1. Provide networking opportunities for purchasing staff.
2. Provide a forum for suppliers to showcase products & services.
3. Achieve savings through joint procurement of goods and services
4. Generate income through rebates.
5. Facilitate professional development and training of Council purchasing staff.
6. Encourage use of the latest technology for communication and purchasing functions
7. Provide a forum for facilitating inter-regional cooperation and sharing of knowledge, expertise and resources

Précis

This report addresses the resolutions of the GMAC meeting on 28 October 2010 and provides an update on the

- progress of a regional fuel tender
- current objectives of the Supply Management Team

The report recommends that GMAC endorse the MoU with LGP in relation to additional rebate for Centroc.

Resolutions of the GMAC meeting 28 October 2010

The GMAC meeting October 2010 resolved that

1. *Centroc sign an MoU with Local Government Procurement (LGP) and trial the additional rebate available with one LGP contract*
2. *Centroc agree to the additional rebate be entered into the Revolving Cost Savings fund*
3. *GMAC note the balance of the report*

Mr J Bell/Mr G Fleming

MoU with LGP

Local Government Procurement has been contacted with regards to the acceptance of their offer for additional rebates relating to Centroc members. LGP has responded back with an MoU which is being reviewed by Ms C Bywater for approval to proceed.

In order for the MoU to be enacted, LGP needs advice from Corporate Express saying that all Centroc councils will purchase off the LGP contract should they purchase items from Corporate Express. There are four councils still listed as preferring the State Contract over LGP:

- Harden
- Lachlan
- Upper Lachlan
- Wellington

These councils will be contacted by Lee Chapman and provided a form to send through to Corporate Express requesting their preferred purchasing contract be off LGP rather than the state contract should the councils purchase items from Corporate Express.

It is commended that GMAC endorse the MoU from LGP relating to purchases from Corporate Express in order for Centroc to receive additional rebate.

Please note the obligations for compliance in the attached MoU.

Progress of Regional Fuel Tender

A regional fuel tender will proceed with 14 members agreeing to participate in the tender process and two members waiting to see what the results are before making a decision as to whether they wish to sign with the recommended provider.

Mr A Jones as sponsoring General Manager has offered his assistance in preparing the tender document. Centroc plans to put the tender up as of mid-February with a report with recommendations to each member by mid-March.

Current Objectives of the Supply Management Team

Centroc’s Supply Management Team has set meeting dates and locations for the 2011 calendar year. The regional Road Signs Contract and the Regional Bitumen Emulsion Contract expire this year and the team are working on putting up a new tenders for both these contracts.

Other initiatives the team are exploring this year are

- Regional contracts in
 - o Guard rails
 - o Roller hire
 - o Plumbing fixtures
- Formal training in
 - o Procurement
 - o Contracts/tenders
 - o Store management

The Management Plan for 2011-2012 will be updated accordingly based on the directions the Supply Management Team wishes to take.

The team has been working quite well together and with the support of Centroc is looking to achieve some great things in 2011.

Recommendation/s
<p>That GMAC</p> <ol style="list-style-type: none"> 1. endorse MoU with LGP in relation to additional rebate for Centroc 2. note the balance of the report

Attachment:
33. MoU with Local Government Procurement

7j filmcentral nsw

Report by Kate Barker dated 20/01/2011

Section 2	Film & Television
Objective 2G	Deliver an economic benefit to the region with the establishment of a Film & TV Production Liaison Service
Reported by	Kate Barker
Subject	Filmcentral nsw
Sponsoring General Manager	Garry Styles

Management Plan actions 2010/2011

1. Position, market and promote Central NSW as a destination for Film and TV.
2. Maintain regional Website.
3. Maintain and grow photographic database to standard in the Film & TV Industry.

Précis

This report will provide an update on

- filmcentral nsw Screen NSW grant application
- the first Steering Committee meeting for the above project

The report is provided for noting.

filmcentral nsw Screen NSW Grant Application

Centroc has recently been successful in obtaining a \$100,000 Regional Screen Service Provider grant from Screen NSW. Contracts are currently being negotiated where WSROC engagement and specialist support are two areas under discussion.

This funding will enable the resourcing of an integrated program with a number of organisations for an 18 month period, offering a significant value add for the film industry as well as Central NSW. The grant application and all other documentation is available on request.

Jenny Bennett will be meeting with WSROC representatives 21 January to discuss their funding and commitment to the program.

Steering Committee Meeting

A filmcentral nsw Steering Committee meeting was held on 19 January to discuss the Regional Screen Service Provider grant. This meeting was attended by representatives from Centroc, Lachlan Shire Council, RDA Central West, and Arts Out West.

It was recommended that Centroc contact Chris Jones (Head Teacher IT, Arts and Media) at TAFE Western, Jane Mills (School of Creative Industries and Communications) at CSU, and a WSROC representative to be invited to sit on the Steering Committee. Members also indicated that it may be valuable to have a film industry representative join.

Outcomes from the meeting consisted of

- update Information Package and Management Plan to reflect current details, objectives and timelines
- develop reporting matrix to send to EDOs on a monthly basis to gain a snapshot of what filming is taking place in their LGA
- develop a marketing strategy that includes industry involvement of industry and Screen NSW
- investigate opportunity for Cate Blanchett to become ambassador for filming in the area
- opportunity for co-sponsoring GM from a WSROC council
- review the payment structure for the consultant supporting the program

The next filmcentral nsw Steering Committee meeting will be held in conjunction with the EDO forum in March.

Recommendation/s
That GMAC note the filmcentral nsw report

7k Compliance and Cost Savings Report

Report by Lee Chapman dated 20/01/11

Section 2**Regional co-operation and resource sharing**

Objective 2F	Compliance and Cost Savings
Reported by	Lee Chapman
Subject	Compliance and Cost Savings Program Update
Sponsoring General Manager	J Bell, C Bywater, A Dive

Management Plan actions 2010/2011

1. Achieve cost savings for members
2. Achieve income stream for Centroc
3. Identify regional programming in compliance
4. Inform members on other cost savings
5. Inform members of innovative potential for cost savings

Précis

This report addresses the resolutions of the GMAC meeting 28 October 2010. This report also provides an update on the current status of Compliance and Cost Savings Programming.

- Corporate Express
- Flycke
- Revolving Energy Fund
- Review of on selling of Centroc Programming
- Telephony Review (2nd Round – Site Visits)
- KNet
- Cost of Light Audit
- Internal Audit
- Desktop Electricity Review (e21)
- Advice Regarding Cost Savings from Review of Jon Dee's Book 'Sustainable Growth'
- Managed Print Services
- Participation Status to current programming

The report recommends that GMAC

- note total cost savings of \$10,564 achieved year to date from purchasing items through Corporate Express on the LGP contract
- commend to invoice the following councils for savings achieved through Corporate Express whose invoices exceed the \$100 threshold – Lithgow \$202.12 and Parkes \$108.29
- commend all members use Flycke for their internet transactions for rate payments
- approve Orange Council be invoiced for 10% of their savings found from the 2nd stage telephony audit in the amount of \$621.49
- note cost savings achieved by the e21 program of \$48,000 where more is anticipated particularly from councils who have not yet entered data

Resolutions of the GMAC meeting October 2010

The Board meeting October 2010 resolved to

1. Those councils not purchasing Corporate Express through LGP contact their account manager and give consideration to their council being linked to the LGP purchasing arrangement.
2. A letter of thanks be sent to Carol Farnsworth at Lithgow on behalf of the region for her efforts in trialling Flycke
3. Members advise Lee Chapman of any interest in regional purchasing of Power Factor Correction devices or Solar Panels
4. A report be received by GMAC on the efficacy of 'energy revolving cost savings funds' like that in Bathurst
5. Review any programming on selling programming from a risk management perspective
6. The balance of the Compliance and Cost Savings report be noted

Mr G Styles / Mr D Sherley

Corporate Express

To date thirteen Centroc members have agreed to purchase items from Corporate Express under the LGP contract as opposed to the State Contract for Office Supplies (10-06).

The table below shows the expenditure and rebate from June through December 2010 by council. General Managers should note the amount spent through Corporate Express during this time and encourage staff to purchase through Corporate Express where possible. Centroc receives a rebate of 1% of sales made by Centroc members under the LGP contract which is entered into the revolving cost savings fund.

	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Total
Bathurst	N/A	N/A	N/A	N/A	N/A	\$ 2,069.82	\$2,339.55	\$4,409.37
Blayney	\$ 653.92	\$ 991.35	\$1,312.27	\$1,431.21	\$1,697.27	\$ 646.29	\$1,159.37	\$11,668.20
Boorowa	N/A	N/A	N/A	N/A	N/A	\$ 144.88	\$ -	\$ 392.32
Cabonne	\$ 567.91	\$1,387.70	\$ 1,234.08	\$ 1,983.11	\$ 1,661.08	\$ 3,562.59	\$1,111.77	\$16,548.46
Cowra	\$ 1,473.16	\$3,450.32	\$ 1,238.17	\$ 2,140.28	\$358.67	\$3,780.92	\$ 35.94	\$16,648.59
CTW	\$418.80	\$ 133.64	\$ 109.03	\$332.18	\$143.30	\$406.21	\$57.84	\$1,601.00
Forbes	\$ 1,622.17	\$1,390.26	\$ 976.50	\$ 1,363.02	\$ 1,336.64	\$ 2,317.25	\$ 714.65	\$9,720.49
Lithgow	\$2,442.04	\$ 3,942.94	\$ 4,039.90	\$ 3,037.19	\$9,073.69	\$ 3,047.93	\$ 3,289.89	\$ 36,159.58
Oberon	N/A	\$ 728.97	\$ 976.61	\$197.32	\$ 813.52	\$ 865.07	\$140.34	\$3,721.83
Orange	N/A	N/A	N/A	N/A	N/A	10,344.22	\$2,657.56	\$13,001.78
Parkes	\$ 1,175.59	\$ 949.96	\$ 4,046.39	\$ 2,250.64	\$2,025.62	\$2,905.37	\$2,116.32	\$20,189.80
Weddin	\$ 30.00	\$2,025.44	\$ 2,043.83	\$ 89.74	\$2,823.53	\$361.32	\$103.43	\$ 8,613.87
Young	\$ 1,807.70	\$ 1,301.11	\$ 1,229.32	\$ -	\$ -	\$1,936.16	\$ -	\$ 8,242.74
Total	\$10,191.29	\$16,301.69	\$17,206.10	\$12,824.69	\$19,933.32	\$32,388.03	\$13,726.66	\$150,918.03

Based on expenditure in the first 6 months of the financial year 2010-2011, Centroc has received \$1,509.18 as payment for a management fee from Corporate Express.

Centroc members have saved 7% or \$10,564 in the first 6 months of being on the Centroc agreement with Corporate Express under the LGP contract. With the increase in expenditure through Corporate Express the amount of savings achieved by each Centroc member will increase.

The savings for each council can be seen in the table below.

It is commended that these councils be invoiced for the savings achieved from purchases under the LGP contract from July to December 2010. N.B. councils to be owing less than

\$100 will not be invoiced until savings from other programs have been achieved to bring the total invoice amount to over \$100.

Council	Total Expenditure (July-Dec 2010)	7% savings	10% of 7% savings (Amount to be Invoiced)
Bathurst	4,409.37	308.66	30.87
Blayney	7,891.68	552.42	55.24
Boorowa	144.88	10.14	1.01
Cabonne	11,508.24	805.58	80.56
Cowra	12,477.46	873.42	87.34
CTW	1,601.00	112.07	11.21
Forbes	9,720.49	680.43	68.04
Harden	-	-	-
Lithgow	28,873.58	2,021.15	202.12
Oberon	3,721.83	260.53	26.05
Orange	13,001.78	910.12	91.01
Parkes	15,469.89	1,082.89	108.29
Upper Lachlan	-	-	-
Weddin	7,477.29	523.41	52.34
Wellington	-	-	-
Young	6,274.29	439.20	43.92
Total	\$122,571.78	\$8,580.02	\$858.00

Additional rebates relating to expenditure through Corporate Express on the LGP contract will be received from LGP as Centroc has agreed to sign an MOU with LGP stating that all purchases through Corporate Express are with LGP and not any other contract. See the Supply Report in this paper for more details.

Flycke

A letter was sent to Carol Farnsworth on 10 November 2010 thanking her for her support and efforts in trialing Flycke for Centroc members.

Flycke allows rate payers to pay council online via credit card, PayPal and internet banking. Flycke is the only company, excluding BPay, which allows rate payers to pay using their internet bank. Flycke is an automated process and is a fraction of the cost of BPay.

Lithgow Council has been working with Flycke for 12 months and has paved the way for other NSW councils to utilize this service. Lithgow has completed test transactions with Flycke for payments of their water and rates bills and expect the site to go live on 18 January 2010. As the site has yet to go live at the time of writing this report, the savings associated with using this service cannot yet be calculated.

Flycke has sharpened their pencils and are now offering Centroc members a flat rate transaction fee of \$0.20 for 2 years (2011 – 2013). This \$0.20 provides councils with;

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- The entire web payment portal with no IT or operational costs to maintain, i.e. use it once a year and you will be charged \$0.20
- 3 payment options, including internet banking, credit/debit card and PayPal (note – Lithgow will not be signing up to use PayPal)
- More payment options will be rolled out over the next 3 months and made available if required, including a direct debit function, at zero cost
- All reporting and administration access
- As many versions as necessary with no setup fee
- No ongoing or annual cost, including no cancellation fee
- No hosting costs
- Any training material

Lithgow, like most Centroc members, currently uses Austpost and BPay to retrieve online rate payments and are charged at a rate of \$0.42 (reduced from \$0.49 in October 2010).

Lithgow has approximately 700 transactions through internet payments through AustPost in a 6 month period for their water and rates bills. Assuming that expands to 1400 transactions in a 12 month period, this would cost them \$588 per annum (at the \$0.42 reduced rate). Assuming 100% of those transactions switched to Flycke internet payments, Lithgow's expenditure would reduce to \$280 per annum, resulting in a savings of \$300 per annum.

Additional savings can be achieved through the use of Flycke over AustPost/BPay:

- Staff hours: council staff don't have to manage the IT platform (Flycke will manage it)
- Reduction in credit card fees: the more transactions that go through internet banking instead of on credit cards will save councils on their credit card processing fee (assuming 0.49% of each transaction, \$1.50 savings on every \$300 transaction and that councils absorb this cost)

It is recommended that GMAC commend to all members to use Flycke for their internet transactions for rate payments.

Revolving Energy Fund

As mentioned in the GMAC report 28 October 2010, Bathurst Council has instigated a Revolving Energy Fund in order to promote projects that will reduce council's energy consumption. The guidelines put together by Bathurst Council are attached for your information. Staff in the Department of Environment and Planning who are in charge with managing the program took extended leave over the January period which prevents an update on the progress of the program.

A summary of how the Revolving Energy Fund works and the success that Bathurst Council has had will be provided in the April report to GMAC with additional information on the revolving energy fund that Cabonne Council has initiated.

Review of on selling of Centroc Programming

Centroc staff are looking for opportunities of on selling of key Centroc programs such as the Compliance and Cost Savings program through the regional new ROC procurement group and through our current involvement in the NSW ROC executive network.

Centroc is seeking legal advice to risk manage the on selling of Centroc programming.

Regional Telephony Audit (Round 2 – Site Visits)

Dave Osgood was enlisted to return to the region to provide a second round of review for Bathurst Council's telephone usage. For the cost of \$1,200, Mr Osgood travelled to Bathurst and completed the review. Due to finishing the review in less time than anticipated, it was agreed that Orange Council would also have an onsite review as it was also listed as a council where there was potential for additional savings.

Mr Osgood discovered multiple phone lines that appeared to be no longer in use and disconnection where possible would provide council with annual savings. Council staff are required to check each phone line to ascertain if it was plausible to disconnect the lines. The results can be seen below.

Council	# lines identified	# lines disconnected	Annual savings
Bathurst	28	Details coming, site visits required with in depth review	Details coming
Orange	89	16	\$6,214.92

It is commended that Orange be invoiced for 10% of their savings found from the second stage telephony audit in the amount of \$621.49.

There may be savings for other members but these cannot be guaranteed. Interested members will need to pay \$1200 and should approach Lee Chapman on 0457 300 884.

KNet

The presentation by Jeff Whitton from KNet at the GMAC meeting 28 October 2010 resulted in Bathurst, Cabonne, Lithgow, Orange and Forbes expressed an interest in participating in a trial of the program.

Lee Chapman attended a more extensive presentation of the product and requested that those councils interested in participating in a trial send through 3 months worth of their telephone data through to KNet. Bathurst, Forbes, Lithgow and Orange sent through their data so KNet can put together a proposal as to the benefits that KNet can offer to Centroc members.

The proposal from KNet is expected to be ready for presentation early February. Those councils that are participating in the trial will be invited to attend the presentation with Lee to put together a summary report to the trial councils and Centroc members.

Cost of Light Audit

Centroc has been contacted by a few companies wanting to sell us LED lights. L&H Group was one of these companies and they offered a 'Free Cost of Light Audit' whereby they visit Council's Administration building and do an audit on Council's current lighting (type and quantity) and come back with a presentation on how much it currently costs council and how much a switch to LED would be. L&H has confirmed that this is a free audit and that there is no requirement by Councils to purchase anything from L&H at the end of the presentation.

The following councils have agreed to participate in L&H's 'Free Cost of Light Audit':

- Cabonne
- Harden
- Parkes
- Upper Lachlan
- Young

The audits will commence February 2011 and the results will be reported in the April report to GMAC. Centroc members will then be asked about their interest in participating in an EOI for the supply and installation of LED lights.

Any comments, questions or interest in participating in the 'Free Cost of Light Audit', please contact Lee Chapman on 0457 300 884.

Internal Audit

The nine Centroc members who are participating in the regional internal audit service are progressing with their audits. All councils are at various stages of the process with some being in the process of completing audits on

Steve Kent from IAB provided an update on the progress of the internal audit function for Centroc members who are utilizing IAB as their internal auditor. An excerpt from his report relating to the progress and opportunities can be seen below. The full update is attached.

Progress to Date

- *We have delivered a number of Internal Audit and Audit Committee awareness presentations to councils (as a group and individually).*
- *We have completed and had signed off by the respective Audit Committees, high level risk assessments and strategic internal audit plans for four (4) councils.*
- *We have completed high level risk assessments and strategic internal audit plans for six (6) councils and await sign off by Council Management / Audit Committee (once formed).*
- *We have assisted three (3) councils who have set up a joint Audit Committee and physically attended the first Committee meeting*
- *We have been present (by conference call) at one (1) council Audit Committee meeting, where the Committee had been set up for several years.*
- *We are assisting six (6) other councils with setting up their Audit Committees etc. We have provided draft Internal Audit and Audit Committee Charters to councils (including the 3 above) and a pro forma advertisement for independent members.*
- *For the four (4) councils with strategic internal audit plans signed off, we have commenced individual reviews for each council. These are mainly targeted at DAs and procurement processes.*

Opportunities / Benefits for CENTROC Councils

We consider that there are a number of benefits to CENTROC councils by using one service provider and by grouping for the purposes of service delivery. These are as follows:

- *The sharing of relevant information between councils. This can be on risk profiles, internal audit plans, the findings on specific reviews etc. An example of the type of information that can be shared is shown in the attached*

summary of audit review areas for each council's strategic internal audit plan for the three years ending 30 June 2013. To preserve confidentiality, we have numbered councils rather than referred to their specific names.

It is to be noted from the attachment that there are several areas of common High / Moderate Risk for all councils (that are to be audited) that include:

- *Procurement, inventory, contract and project management*
 - *Asset management*
 - *DAs*
 - *Records management*
- *We have commenced the specific audit reviews for some councils (4). These include the review of procurement and DAs. In completing these reviews, we are using the same auditors (for council alliances) and the same audit programs/approaches. This improves efficiency, enables us to keep our fees low and ensures that we accumulate knowledge of individual councils and groups / alliances that can be leveraged into other council reviews or used in future reviews for the same council.*
 - *There is an opportunity once individual reviews of common areas are completed to share the results by way of benchmarking / comparison of best practices between councils as a basis for improving the overall standard of processes / procedures / practices / systems.*
 - *In building relationships with individual councils / alliances, we are able to identify and discuss with councils possible areas of assistance to mitigate risks that cannot be reviewed at this time. Two (2) areas that have been identified / highlighted for two separate councils where we can provide support relate to a significant HR matter and BCP (Business Continuity Plan). On the latter, we will shortly submit a proposal for the development of a BCP. Once developed, there is the opportunity to share this experience with other CENTROC councils.*
 - *There are a number of other areas where valuable assistance could be rendered to and leveraged through CENTROC councils:*
 - *Compliance frameworks- legislative compliance register*
 - *Sustainability / review of services (internal and external)*
 - *Fraud and corruption prevention*
 - *Revenue earning opportunities*
 - *Benchmarking of specific services- e.g. childcare, IT*
 - *Review of customer service*
 - *Documenting / benchmarking of key processes and procedures- e.g. finance and administration*

As is stated in the above summary and the attached report, IAB has already identified key areas where they can provide further assistance to Centroc members. It is anticipated that as the internal audits with these councils progress, more opportunities will arise.

IAB is working with the BOD internal auditor on a professional networking level and has also been in contact with the remaining six councils and is offering assistance where required by those councils.

As identified and recommended by IAB, a Regional Business Continuity Plan is currently being scoped by Centroc staff.

Desktop Electricity Review (e21)

This section of the report will provide information and advice on

- Savings Identified from e21
- Council Engagement
- Options for Bill Entry
- Where Members Stand Currently and to the Future
- Ongoing Benefits of e21

Savings Identified from e21

The review of electricity within Centroc councils is progressing with \$48,000 savings in just 4 councils.

Areas for savings have been identified in those councils who have sufficient continuous data entered in the program. The table below shows the breakdown of savings.

Council	Action	Site	Potential Savings (pa)
Bathurst	Change in Tariff	Aerodrome Bathurst Airport	\$3,500
		RFS & UMCC Workshop/Office	\$6,000
		Parks Indoor Stadium	\$2,300
		Mt Panorama Harris Park Switchboard	\$600
	Power Factor Correction	Water Filtration Plant	\$16,000
Bathurst's Total Potential Annual Savings			\$28,400
CTW	Change in Tariff	Reservoir Hills	\$2,000
		Hill St	\$500
CTW's Total Potential Annual Savings			\$2,500
Orange	Change in Tariff	Bush Fire Shed	\$400
		Sewerage Pump Station (133706)	\$800
		Sewerage Pump Station (133707)	\$6,500
		1385 Forest Rd	\$2,000
	Metering Overcharge	3 x sites	\$500
	Incorrect loss factor costing	Suma Park Pump	\$4,800
Orange's Total Potential Annual Savings			\$15,000
Parkes	Change in Tariff	Caravan Park	\$2,500
		Booster Pump Panorama Ct	\$500
Parkes' Total Potential Annual Savings			\$2,500

This is just the start of finding savings with the potential to find more as more data is entered into the system and with Centroc staff learning more about how to use the system to identify areas of savings.

Part of the reason there has been such a large amount of savings identified at Bathurst is that they have the most data entered into the system to analyze and use to identify savings.

Council Engagement

Council	Paid invoice	Electricity statements copied?	supplied authorisation letters x 2	onsite training of e21	benchmark sheet completed	Comments
Bathurst	Yes	Yes	Yes	24/8 Russell & 30/8 Deb	Yes	
Blayney	Yes	some	Yes	22/11/2010		Need more data
Boorowa						Quote rcvd 19/1
Cabonne	Yes	Yes	Yes	1/9 Evan, Helen, Mick	Yes	Need to fill holes in data
Cowra	0.50	some	Yes	30/11/2010		Waiting for balance of invoice from e21
Forbes	Yes			26/8 – Amity/Dave		Need data
Harden						Waiting for details on electricity consumption & expenditure
Lachlan	Yes	Yes	Yes	12/10/2010	Yes	Need to fill holes in data
Lithgow	0.5	some	Yes	3/11/2010	Yes	Need more data
Oberon	Yes	some	Yes	13/10/2010	Yes	Need more data
Orange	Yes	Yes	Yes	29/11/2010		
Parkes	Yes	some	Yes	7/10/2010	Yes	Need more data
Upper Lachlan	Yes	some	Yes	19/10/2010	Yes	Need more data
Weddin		Yes				Presentation to staff on e21 7/2
Wellington						Staff undecided
Young	Yes	Yes	Yes	19/10/2010	Yes	Need to fill holes in data
CTW	Yes	Yes	Yes	31/8 -Tony, Gavin & Darrell	Yes	Need to fill holes in data

In order for the program to be useful, each council's data from their electricity bills need to be entered into the program in order to run reports that can show council staff where reductions in expenditure and consumption in electricity can be achieved. Most councils are working on achieving this and Centroc is aware of the additional workload that it creates but as can be seen in the table above, the savings that can be achieved by taking the time to enter the data far outweighs the few minutes that it takes for a staff member to enter it.

Centroc is working hard at assisting councils enter data into the system as well as using the program and assisting them in finding savings. Centroc staff are currently spending 24 hours a week on e21 as we want to see Centroc members achieve savings from the program.

Options for Bill Entry

E21 is aware of the difficulties that entering the data can pose to council staff and has been working closely with Country Energy to receive the data directly from them. This would mean that council staff would only have to enter the actual amount on the bill as the all of the consumption data will be automatically entered. This would make it easier to access reports

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sooner as the majority of the data would be entered in automatically. This would come at a cost which is demonstrated below.

Council	# Contract sites	Contract cost per annum	# Tariff Sites	Tariff cost per annum	Total site data cost per annum
Bathurst	13	2340	170	3060	\$5,400
Blayney	2	360	31	558	\$918
Boorowa	1	180	32	576	\$756
Cabonne	2	360	87	1566	\$1,926
Cowra	5	900	50	900	\$1,800
Forbes	6	1080	52	936	\$2,016
Lachlan	8	1440	114	2052	\$3,492
Lithgow	7	1260	155	2790	\$4,050
Oberon	6	1080	32	576	\$1,656
Orange	14	2520	152	2736	\$5,256
Parkes	12	2160	119	2142	\$4,302
Upper Lachlan	1	180	51	918	\$1,098
Young	1	180	67	1206	\$1,386
CTW	6	1080	32	576	\$1,656

While this is a time-saving option it can be quite an expensive one for councils. Centroc commends to members not to go down this avenue and to continue to have their staff enter the bills themselves. It may be that when the dust settles on the electricity sale, a better price can be negotiated with the new provider. Billing reporting should be an inclusion of the next regional electricity contract.

Where Members Stand Currently and to the Future

Councils have paid an initial license fee for the first 12 months of e21 as well as a fee to set up all of their sites and enter 12 months worth of data. These costs can be seen in the table below.

Some councils have provided e21 with more than 12 months worth of data for entry and e21 will be invoicing these councils for the balance of data entry. These invoices will not be sent out to relevant councils until savings have been identified. Councils need to ensure enough data is in the system in order for the maximum amount of savings to be identified.

Council	Initial payment for e21	Savings identified as at Feb 2011	Savings Balance	Annual license fee (incl GST)
Bathurst	17,233	28,400	11,167	4,084
Blayney	5,951			2,042
Boorowa	4,673*			1,248
Cabonne	8,559			2,042
Cowra	3,530			2,042
Forbes	11,081			2,042
Harden	3,869*	n/a		n/a
Lachlan	10,997			2,042
Lithgow	5,428			1,248

Oberon	6,163			1,248
Orange	18,493	15,000	-3,493	4,084
Parkes	14,012	2,500	-11,512	4,084
Upper Lachlan	8,885			2,042
Weddin	n/a	n/a		n/a
Wellington	n/a	n/a		n/a
Young	10,001			1,248
CTW	7,404	2,500	-4,904	1,248

*these councils have yet to pay

As this program is part of the Centroc's Cost Savings Program, 10% of councils savings over a two year period will be entered into the revolving cost savings fund. The savings will be calculated after any ongoing costs to council.

It is anticipated that savings will be identified in all councils and of such a substantial nature that the program will more than pay for itself, as can be seen by Bathurst having already achieved a net return from the program in the first round of identifying savings. Bathurst has the most historical and up to date data entry thus great savings have been able to be identified. The more data available to analyse the more savings that can be identified and the sooner councils can see a monetary benefit from participating in the e21 program.

Ongoing benefits of e21

Centroc's current contract with Country Energy expires 30 June 2012. The data captured in e21 for the period of our current contract (1/7/09 – 30/6/12) will be very beneficial in preparing our tender for our next contract. Given the current state of the electricity sector it is important for Centroc to have as much information as possible so as to achieve the best deal possible.

By continuing to utilise e21 to manage Council's expenditure and consumption of electricity will also ensure that should the state government be successful with the sale of the retail side of electricity, Council's will be able to clearly identify and rectify any overcharging or billing mistakes that are bound to occur when a change of provider occurs.

Advice Regarding Cost Savings from Review of Jon Dee's Book 'Sustainable Growth'

A review Jon Dee's book, 'Sustainable Growth' has been done and the following areas have been identified as potential cost savings opportunities for Centroc members. These areas will be looked into further and may provide opportunities for future programming.

Pg. 32	Power meters that measure how much energy is used by the appliances your business uses
Pg. 47	Use of concentrated cleaning products. Preferably ones that are non-toxic and phosphate free
Pg. 61	Oil Recycling
Pg. 67 - 69	Greening your fleet <ul style="list-style-type: none"> - The green vehicle guide - Aust. Fleet Managers Assoc Greener Motoring Program

	<ul style="list-style-type: none"> - Choosing the right tyres - Efficient Driving courses for all fleet drivers
Pg. 85-87	Smart Paper Use
Pg. 91	Digital vs. Paper filing systems/manage your documents electronically
Pg. 93	Organize electronic payments/invoicing/billing
Pg.102	Energy Performance Contracts
Pg. 135	Water efficiency guide
Pg. 147	ESD operations guide to operate buildings on a more sustainable basis
Pg. 165	Switching computers off at end of day
Pg. 168	Purchase software to measure and manage your computers energy-saving function

The sponsoring General Managers of the Compliance and Cost savings Program are being consulted as to the efficacy of any of the above programs and discussions about the possibilities of undertaking trials.

Managed Print Services

Cowra Council has contacted Centroc enquiring about the regional possibility of managed print services whereby one organization would supply equipment, related consumables (minus paper) and service for a low per page cost. General Managers are invited to discuss their opinions on the matter and provide feedback as to whether this could be a viable regional contract option. Council IT managers will also be contacted to gauge interest level.

Participation Status to Current Programming and Current Savings

	Corporate Express July - Dec 2010	e21 savings to date	2nd Round Telephony Audit	Training Service July-Dec 2010	Completed Programs (Telephony Audit & Diesel Tax rebate)	Trials	Total Savings
Bathurst	308.66	28,400		694.70	56,314.70	Knet	189,938.06
Blayney	552.42	✓		5,312.20	5,312.20		21,676.82
Boorowa	10.14	✓		1,339.00	11,089.00		27,490.14
Cabonne	805.58	✓		3,982.00	119,242.00		289,369.58
Cowra	112.07	✓		11,965.00	11,965.00	Minor Planet	34,462.07
Forbes	680.43	✓		22,556.40	22,556.40	Knet	75,313.23
Harden	-						
Lachlan	-	✓		4,916.70	5,296.70		33,035.40
Lithgow	2021.15	✓		8,409.25	12,830.25	Flycke, Knet	60,074.65
Oberon	260.53	✓		4,757.90	36,282.90		126,286.33
Orange	910.12	15,000	6,214	11,703.75	62,304.75	Knet	176,963.62
Parkes	1082.89	2,500		18,467.50	74,530.50		180,523.89

Upper Lachlan	-	✓		2,595.60	2,595.60		33,551.20
Weddin	523.41			4,582.00	19,005.00		62,223.41
Wellington	-			1,891.50	9,851.50		51,723.00
Young	439.2	✓		6,536.50	6,536.50		26,830.20
CTW	112.07	2,500		2,816.50	6,222.50		20,387.07
Total Savings for Centroc Members							\$1,409,848.67

Recommendations

That GMAC

1. note total cost savings of \$10,564 achieved year to date from purchasing items through Corporate Express on the LGP contract
2. commend to invoice the following councils for savings achieved through Corporate Express whose invoices exceed the \$100 threshold – Lithgow \$202.12 and Parkes \$108.29
3. commend all members use Flycke for their internet transactions for rate payments
4. approve Orange Council be invoiced for 10% of their savings found from the 2nd stage telephony audit in the amount of \$621.49
5. note cost savings achieved by the e21 program of \$48,000 where more is anticipated particularly from councils who have not yet entered data
6. note the balance of the Compliance and Cost Savings report

Attachment/s:

34. Centroc Internal Audit Activities and Potential Regional Collaboration Opportunities
35. Revolving Energy Fund Guidelines – Bathurst Regional Council

7I Financial Report**Report by Jennifer Bennett & Ann Thomas dated 18/01/11**

Section 2	Regional Co-Operation & Resource Sharing
Objective 2H	Maintain an effective Board
Reported by	Ann Thomas and Jennifer Bennett
Subject	Financial Report

This report presents the financial accounts at 6 January 2011. The report does not include the Bells Line Expressway Group which is reported separately.

This report anticipates a full year deficit of \$78,764 against a budgeted deficit of \$77,242. There are some unders and overs where the most significant is a reduction in anticipated income from the signed contract of \$16,000 being offset by a reduction in expenditure in administration where the Climate Change Adaptation project is picking up \$15,000 on the training, website and program support line item. All effort is being undertaken by Centroc staff to reduce this deficit. The largest challenge is in the Compliance and Cost Savings program. General Managers, support from staff in progressing the e21 project will make a difference to the Centroc bottom line.

The report does not include the Centroc staff wages for the second quarter of this financial year to 31 December 2010. Due to the Christmas break host Councils are yet to invoice Centroc.

Membership fees for 2010/2011 for Harden Shire Council have been renegotiated and it has been agreed that Harden will receive a 15% discount on their fees for an Operational Membership.

It is anticipated that the final funding payment for the I&I Health Workforce Project will be \$6987. This is less than the \$9,500 as per the funding agreement as this project was funded on a 50/50 basis with Industry & Investment NSW and less was needed to be spent on the Project by Centroc than anticipated.

Warrumbungle Shire Council did not take up membership of Filmcentral nsw for 2010/2011 reducing the anticipated income for this project by \$1000.

The funds for the Environment Project (That's a Good Idea! - TAGI) are being held in trust and dispersed by Bathurst Regional Council and are therefore reported separately to the main Centroc funds which are held and managed at Forbes Shire Council and form the basis for this financial report. Bathurst has reported that TAGI funds of \$103,000 remained at the commencement of this financial year. This project will be completed in 2010/2011.

Recommendation/s**That GMAC note the financial report**

CENTROC FINANCIAL POSITION AS AT 6 JANUARY 2011

	Budget 2010/2011	Actual 6/1/11	Anticipated 30/6/11
Income			
CENTROC Membership Fees	172,000	170,885	170,885
Regional Training Service Fees - Training	22,000	21,912	21,912
Regional Training Service Fees - OH&S & HR	30,500	30,376	30,376
Regional Training Service Fees - Other ROC	9,270	9,424	9,424
Film Central NSW Service Fees	16,000	16,000	16,000
Film Central Other ROC	4,000	3,000	3,000
	\$253,770	\$251,597	\$251,597
Environment - NSW Env Trust Climate Adaptation Project	319,160		319,160
I&I NSW - Health Workforce Marketing Plan			6,988
Strengthening Basin Communities - Carbon +	479,100		479,100
	\$798,260	\$0	\$805,248
Regional Training Service Income	400,000	183,543	400,000
Revolving Cost Savings Fund	30,000	3,041	30,000
Water - Best Practice in Water Mgt		400	400
	\$430,000	\$186,984	\$430,400
Bitumen Emulsion Rebate	11,000	3,606	11,000
Road Signs Rebate	26,000		10,000
Clothing Contract Rebate	2,000		0
Other rebates from Compliance and Cost Savings project	10,000	1,048	10,000
Apet commission		300	300
	\$49,000	\$4,954	\$31,000
Vehicle lease back EO and TO	6,000	1,977	6,000
Vehicle Lease Back x2.5 (Environ and Compl&Cost Savings staff)	11,330	2,432	9,000
Interest	19,000	12,541	22,000
Centroc Summit - ticket sales & sponsorship		22,991	22,991
Member Council contributions to Try A Trade	5,000		5,000
	\$41,330	\$39,940	\$61,991
Total Income	\$1,572,360	\$483,475	\$1,582,236

Expenditure			
Executive Officer Costs	111,390	24,763	111,390
Executive Officer Vehicle Costs & Depn	16,057	1,318	16,057
Compliance & Cost Savings Program Manager	116,755	28,306	116,755
Compliance & Cost Savings Program Manager Vehicle Costs & Depn	12,875	1,005	12,875
Regional Training Coordinator Costs	116,755	22,814	116,755
Regional Training Coordinator Vehicle Costs	12,875	1,828	12,875
Training, Website & Program Support	48,260	7,453	33,260
Training Service Costs	325,000	147,398	325,000
Finance Officer	30,325	7,930	30,325
Film & TV Project Costs	4,000	430	4,000
Environment - NSW Env Trust Climate Adaptation Project	319,160		319,160
Strengthening Basin Communities - Carbon +	439,100	87,805	439,100
Strengthening Basin Communities - Carbon + (Admin - EO)	20,000		20,000
Strengthening Basin Communities - Carbon + (Admin Demand Mgt)	20,000		20,000
Audit Fees	4,500	4,275	4,500
Bank Fees		151	400
Centroc Summit		25,548	25,548
Computer Software	1,000	193	1,000
Depreciation (excl. EO & Compl Cost Sav car)	1,000		1,000
Internet Cloud	12,000	9,020	12,000
Printing and Stationery	2,000	1,888	2,000
Secretariat Council Support	20,000	10,000	20,000
Sponsorship - Try a Trade	10,000		10,000
Supply Management Administration	500		500
Sundry Costs	1,050	1,297	1,500
Website Hosting and costs	5,000	82	5,000
Total Expenditure	\$1,649,602	\$383,502	\$1,661,000

Net Profit/Loss	-\$77,242	\$99,973	-\$78,764
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Non-Budgeted Items (Carried over & funded from Surplus)

Advocacy Support	20,000		20,000
Climate Adaptation Project - Environ Trust & LCMA Grants	286,170	75,782	286,170
Climate Adaptation Project - Interest & L/Back from 09/10	6,991		6,991
filmcentral nsw	15,000		15,000
filmcentral nsw - website	5,000		5,000
Health Study	20,500	7,222	20,500
Regional ED project	49,825	17,550	49,825
Revolving Cost Savings Fund	50,000		50,000
Telecommunications Study	20,000		20,000
Water Best Practice Mgt	53,768	42,305	53,768
Total non budgeted expenditure (funded from Surplus)	\$527,254	\$142,859	\$527,254

Net Profit/Loss after Non-Budgeted Items	-\$604,496	-\$42,886	-\$606,017
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Accumulated Surplus at 30 June 2010 **\$699,290**

Anticipated Surplus at 30 June 2011 **\$93,273**

7m Policy Review

Report by Jennifer Bennett dated 18/01/11

Section 1	Regional Sustainability
Objective 1B	Telecommunications
Reported by	Jennifer Bennett
Subject	Policy and constitutional matters
Sponsoring General Manager	Carissa Bywater

The report

- reviews the Centroc Media Policy
- makes recommendations around Centroc meeting procedure and other processes in the absence of proscribed policy
- provides advice on action to effect the constitutional amendment required for the Executive elected November 2010

The report recommends GMAC

- commend to the Board it consider an update of the Centroc Media Policy to become a Media and Communications Policy including commentary on the web and a staff newsletter
- commend to the Board that where the constitution is silent, for example on meeting procedure, the policy of the Chair Council be the policy of Centroc and the constitution be amended accordingly

The Media Policy

The Media Policy is provided as an attachment. It is due for review. The policy outlines the process for media comment and provides a proforma for a media release.

The Centroc website is being used more and more by our target audiences, for example the Live Issues Page is being used by politicians.

To provide staff with direction on updating the web including timing, content and delegation, it is commended that the media policy be updated for Board consideration. Feedback from Member council staff suggests that Centroc activities are still poorly understood. This leads at times to poor engagement, for example the slow implementation of the cost savings project experience with e21.

Other policy

General Managers, during the last election at the AGM it became apparent that Centroc does not have things such as meeting procedures, voting procedures or the like.

It would take some time to work out what we need and then develop it up. Further, anything Centroc develop would be in line with member policy and practice. To that end it is commended that where the Centroc constitution or policy is silent, the policy and processes of the Chair Council be followed.

The constitution could then be amended accordingly.

The exception here is issues around staff. Centroc has existing policy on hosting and employing Councils that covers this area. This policy is available on request.

The constitution is available from the Centroc website.

Advice re constitutional amendment to effect the increase in numbers of the Centroc Executive elected November 2010

Please find the correspondence, sent to all General Managers, attached. It is self explanatory.

Recommendation/s

That GMAC

- | |
|---|
| <ol style="list-style-type: none">1. commend to the Board it consider an update of the Centroc Media Policy to become a Media and Communications Policy including commentary on the web and a staff newsletter2. commend to the Board that where the constitution is silent, for example on meeting procedure, the policy of the Chair Council be the policy of Centroc and the constitution be amended accordingly3. note the balance of the report |
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Attachment/s:

36. 19 January 2011 Correspondence to General Managers of Centroc re AGM Election of new Executive requiring change to Constitution
37. Centroc Media Liaison Policy

7n Management Plan for 2011/2012**Report by Jennifer Bennett dated 25/01/11**

Section 2	
Objective 2I	Maintain an active and effective Management Plan, which sets out the direction and activities of Centroc.
Reported by	Jennifer Bennett and Carissa Bywater
Subject	Policy and constitutional matters
Sponsoring General Manager	Carissa Bywater

Précis

Centroc reviews its management plan annually typically to progress incremental improvement to services being delivered for the lowest possible outlay.

This year General Managers parted with the idea of a planning day and instead opted for a survey and environmental scan of other ROCs. An exit interview with Alan McCormack was also requested but this has not been able to be delivered to date.

This report

- provides a summary of the environmental scan and the GM survey, attached
- makes recommendations regarding programming for 2011/2012
- seeks feedback from GMs in highlighted areas

Centroc staff have also met to discuss possible resourcing and opportunities. Advice from the meeting informs the report.

General Managers, the intent of this report is to provide a framework for discussion and recommendations that distill the feedback provided to date. Please note the highlighted areas throughout the report where the hour set aside for planning could be used to discuss these with a view to reworking the recommendations below with the benefit of collective wisdom.

In this context, the report recommends General Managers

- develop a management plan for commendation to the Board under the auspices of the Secretary Treasurer that includes the following
 - a review of staff servicing operational programming to ensure costs are being kept as low as possible
 - new programming where General Managers have been identified at the meeting of 3 February
 - the inclusion in the fee structure for funding for the Centroc Water Utilities Alliance using a formula based on engagement
 - a review of the fee structure with a view to keeping fees as low as possible
 - the inclusion of engaging IT managers in the region with a view to progressing an IT group as part of the Compliance and Cost Savings function
 - a Summit to occur in the second half of 2011 with a report to the Board on options and costs to be provided to the Board
 - includes Mr P Devery as Sponsoring General Manager for OH&S and Risk Management

- receive a report on the State and Federal funding framework for the progression of the environmental program with a focus on energy reduction and regional sustainability planning
- invite Ms Donna Galvin to provide advice on New Zealand council collaboration models based on sharing back of house systems.
- subsequent to the above presentation, receive a report scoping programming as directed on the day and
 - Banking Services
 - Employee Assistance Program/s
 - “Start your own business” by REROC
 - Hunter Councils Environmental Management Consultancy Service
- provide advice from the General Manager Survey back to program teams
- include as a line item in all GMAC meeting discussion around HR and working with unions
- provide direction around the idea of a regional approach to supporting grants

Summary of the environmental scan of other ROCs in NSW

The attached environmental scan shows that ROCs in NSW are very diverse, varying in size and shape. Service delivery is also very diverse where ROCs deliver weeds management, HACCC services, Regional SOEs, records management, waste services and many other activities that Centroc does not participate in.

Having said that, most ROCs do progress advocacy and operational outcomes at a regional level in support of their members.

According to the figures provided in the environmental scan of other NSW ROC attached, Centroc delivers the greatest ROI of all ROCs bar Hunter Councils, whose structure does not include fees but does entail significant commitment from members to programming.

It is clear from General Manager feedback that a Hunter Councils “corporation style” model is not desirable for Centroc members.

Therefore, no change to the Centroc model of operations is commended at this time. Other ROCs do have examples of interesting programming that Centroc could further investigate in 2011/2012. Upon review, those suggested for further scoping are

1. back of house programming like that at SSROC eg
 - banking Services
 - Employee Assistance Program
2. “Start your own business” by REROC
3. Hunter Councils Environmental Management Consultancy Service

General Managers may have other suggestions from the environmental scan or elsewhere.

Summary of findings from the GMAC survey with highlighted areas for direction

Advocacy

GMAC priorities were as follows.

Transport and Water Infrastructure – 1
 Bells Line -2
 Health – 3
 Telecommunications- 4
 Regional Development – 5
 Environmental Sustainability – 6

GMAC will have to decide whether it wants to recommend a change in order of Centroc priorities. It is suggested that instead the current priority order be maintained but policy around resourcing be developed which reflects the priorities above. For example, Bells Line does have advocacy support through The Bells Line Expressway Group paid for by Centroc members separately and therefore policy can be developed which reflects a lower amount of activity by Centroc staff.

Commentary from General Managers survey on priorities for Centroc has been summarised as follows. Suggestions by General Managers would necessitate reprioritise and the development of programming. Direction from General Managers is sought.

1. Weight of loads group will fold if members do not support it – Support for the WOLG is part of the Centroc Management Plan. Given that the policy of Centroc is for “the tail to not wag the dog” –direction is sought. Action?
2. Long Term Financial Sustainability of Councils – This is a State wide and national issue where the action by the LGSA, LGMA and other may be the better vector. Direction is sought. Action?
3. Inland Rail and Bells Line as critical national infrastructure – Action -management plan can be amended to reflect this
4. Community capacity building for smaller communities – Action - Centroc can take a greater role in grant writing and has the skill set to support this type of work, but it will need to be resourced. There is debate around the success of stand alone grant writing where it increases stakeholder expectations and reduces stakeholder buy-in thereby putting as risk implementation.
5. Cultural infrastructure and operational funding support. Lifestyle as an attractant. - Action - Centroc can take a greater role in grant writing to support this type of work, but it will need to be resourced. The Beyond the Range work and current Regional Economic Development Strategy go part of the way down this track. Action?
6. The need for further amalgamations to ensure the long term viability of local government – Action –Centroc could explore greater collaboration along the New Zealand model if there is any support for this. Suggest a presentation by Donna Galvin.
7. Cost shifting and a fairer deal for local government – Action – Centroc makes business card sized “10 killer facts on cost shifting” for all members and for all member counters – even Council staff are unaware of the inequities. \$4,000 should cover the costs for a sizeable print run.
8. Focus on compliance and cost savings. Action – currently resourced by 3 fte where the EO also provides support through the Infrastructure Group for some programming - more can be done with more/review of resourcing.
9. Address metropolitan bias in grant funding – Action – can be taken up by infrastructure group

Operational programming

Regarding regional teams or new initiatives, 50% of the respondents said keep tracking in the current direction. This is commended.

Ideas for consideration are as follows where in the first instance it is suggested that a sponsoring General Manager nominate themselves to progress any preferred initiative.

1. Develop an organisational performance group **Sponsoring GM**
 2. Regional Planning Team **Sponsoring GM**
 3. Regional Grants Team **Sponsoring GM**
 4. Industrial panel to help with award changes – check with LGSA to see if there is a gap - strengthen GM network – **Action – given feedback from GMs to this idea to date, it is recommended this become be a line item for GMAC meetings**
 5. Communication PR both internally and externally **Sponsoring GM**
 6. Cultural and community facilities development could benefit from collaborative approach **Sponsoring GM**
 7. Review of Council processes eg Das – **Action –with General Manager direction this could be included as part of the Compliance and Cost Savings project and referred to the Internal Auditor as a priority review for those participating in this program.**
- **OHS, Risk Management and HR**

Responses indicated that these programs are generally tracking well, some reinvigoration of HR attendances would be welcomed along with

1. a focus on a joint approach to workforce planning under the IPR
2. sharing policies (eg recruitment)
3. promoting local government as a preferred employer

Action – advice from GMs regarding their feedback on these regional teams be provided back to the teams for their consideration under the auspices of the Sponsoring General Manager.

- **Compliance and Cost Savings**

Response for this program is generally enthusiastic with the following ideas suggested.

1. Consultancy registers
2. Investigate the metrics for identifying costs imposed on Local Government to inform IPART deliberations
3. ROI for Centroc – scoping please?
4. Possibilities for collaboration in back of house – could be a challenge given Council size

Action – advice from GMs regarding their feedback on this program be provided back to the teams for their consideration under the auspices of the Sponsoring General Manager.

- **Training**

Response for this program is generally enthusiastic with ideas suggested by GMs either currently under development or considered elsewhere.

- **Supply**

Responses are generally happy with current trajectory.

- **Environmental programming**

Responses are generally happy with current trajectory making the following suggestions:

1. Seek further funding for future programming
2. Energy savings
3. Community involvement
4. Review charter
5. Regional Sustainability Action Plan
6. Getting all members up to BOD in doing the matrices of everything that is done rather than the adhoc approach. This was a good doc for GMs.

Action – advice from GMs regarding their feedback on these regional teams be provided back to the teams for their consideration under the auspices of the Sponsoring General Manager.

- **Filmcentral**

Seen as a low priority within existing funding framework.

- **Infrastructure programming**

Response for this program is generally enthusiastic, happy with the current trajectory and impressed with the team's efforts.

Other matters

Centroc Staff

There has been significant staff movement in Centroc over the past twelve months. Two staff from the Environmental Program have resigned, and the administrative support person has been replaced. This is on top of recruiting and training the Secretarial Support person for Lithgow and now recruiting in Forbes.

A review of operations is being undertaken with a view to keeping costs down and service delivery high. This advice will inform the management plan for consideration by the Board.

A Summit in 2011

Given the likely election result in the State, it is commended that a Summit be developed to provide opportunity for members to meet with the new government. It is suggested that this meeting would be in lieu of the Board meeting in August at a date to be advised.

The Summit in July of 2010 secured \$15,000 grant funding and ran at a small loss. To deliver a Summit of this scale would require an estimated \$20,000 to be set aside in the budget. There are other resourcing issues involved as one staff member was dedicated to the delivery of the Summit as part of the grant and this is no longer the case.

It is therefore commended that the Summit for this year be of a smaller scale with advice to be provided to the Board.

General Managers may wish to provide ideas or direction on a Summit for 2011.

The Centroc Water Utilities Alliance

The Best Practice Program in water, now called the Centroc Water Utilities Alliance is being delivered with the support or expert consultants.

Members have paid \$3000 each to be part of this program for the past 18 months. The program has attracted over \$150,000 of funding during this period primarily for the delivery of programming rather than to pay for the consultancy.

It is recommended that a formula be developed based on member engagement with the program to fund the consultancy for 2011/2012 with the program to be reviewed during this period with a view to it being run in house as much as possible.

Sponsoring General Manager for OHS and Risk Management

Ms Leanne Mash has provided advice that she will not be taking up the role of sponsoring GM for OHS and Risk Management.

Please see the OHS and Risk Management Report where it requests the Sponsorship for this initiative track with the Chair of OHS and Risk Management Team. This has the net effect of Mr Paul Devery taking on this role.

Fees structure

General Managers may recall that to deliver the three year compliance and cost savings program, deficit programming for a three year period along with 5% increases in fees delivered a surplus budgeted at \$100,000 at the end of this period.

The program began six months late and had a good start including in income generation, earning \$80,000. It has also received an LGSA award. This has been followed up by some solid work in E21 which is just beginning to deliver results. Having said that, the effort in E21 has been solid and at the expense of other possible income generating activities.

Concurrently, with staff movements there may be an opportunity to review the budget with a view to reducing staff costs. Given the 2.8% IPART rates rise, it is recommended that the fee structure be reviewed to keep the rise in fees to a minimum.

Conclusion

GMAC members are general happy with the current trajectory of Centroc. That is, for the model to remain responsive to member needs and delivering the current programming.

The survey of other ROCs shows that Centroc is delivering very good ROI on a comparably low fee structure.

Distilling the survey results in consultation with the Secretary Treasurer, Ms Carissa Bywater, the following recommendations are made for the management plan for 2011/2010.

Recommendation/s
<p>That GMAC</p> <ol style="list-style-type: none"> 1. develop a management plan for commendation to the Board under the auspices of the Secretary Treasurer that includes the following <ol style="list-style-type: none"> a. a review of staff servicing operational programming to ensure costs are being kept as low as possible b. new programming where General Managers have been identified at the meeting of 3 February c. the inclusion in the fee structure for funding for the Centroc Water Utilities Alliance using a formula based on engagement d. a review of the fee structure with a view to keeping fees as low as possible e. the inclusion of engaging IT managers in the region with a view to progressing an IT group as part of the Compliance and Cost Savings function f. a Summit to occur in the second half of 2011 with a report to the Board on options and costs to be provided to the Board g. includes Mr P Devery as Sponsoring General Manager for OH&S and Risk Management 2. receive a report on the State and Federal funding framework for the progression of the environmental program with a focus on energy reduction and regional sustainability planning 3. invite Ms Donna Galvin to provide advice on New Zealand council collaboration models based on sharing back of house systems. 4. subsequent to the above presentation, receive a report scoping programming as directed on the day and <ul style="list-style-type: none"> • Banking Services • Employee Assistance Program/s • “Start your own business” by REROC • Hunter Councils Environmental Management Consultancy Service 5. provide advice from the General Manager Survey back to program teams 6. include as a line item in all GMAC meeting discussion around HR and working with unions 7. provide direction around the idea of a regional approach to supporting grants 8. note the balance of the report

Attachment/s:

38. Regional Organisation of Councils (ROC) Summary
39. General Managers Survey January 2011