

<b>Present</b>	Cr Sue Moore(Chair)(SM) Nick Cook (NC) Ron Corino (RC) Myffy Doyle (MD) (Minutes) Ian Hedley (IH) Mark Ihlein (MI) Judith Leslie (JL) Stewart Mitchell (SM) Pauline Raynor (PR)
<b>In Attendance</b>	John Krey (JK)
<b>Meeting Location</b>	Committee Room, Singleton Council Administration building

#### **1 Welcome and Apologies**

- Welcome
- Acknowledgement of Country by Chair
- Apologies - Greg Banks (GB), Jason Linnane (JL) – General Manager

#### **2 Disclosure of Interests**

- Nil

#### **3 Confirmation of Minutes**

- The minutes of the Mount Thorley Warkworth Voluntary Planning Agreement Community Committee meeting held on Tuesday 19 October 2021, were confirmed.

#### **4 Matters arising from the Minutes**

- Note any matters arising from the minutes.

**Moved IH/ Second SM Carried**

#### **5 Agenda Items**

<b>5.1</b>	<b>Old Bulga School Business Case Presentation</b>
	<p>John Krey, President of the Bulga Milbrodale Progress Association presented their business case to the committee.</p> <p>John clarified that the restored and new assets will be owned by the Crown Land but the business name will be owned by the Bulga Milbrodale Progress Association, that the community group wish to work with local businesses in creating a successful project.</p>

	<p>MI advised that the Business case will be assessed by the relevant internal Council staff before the next meeting.</p> <p>Attached to the minutes is the Presentation and the most recent building plans.</p> <p><b>Action: The Committee to prioritise the BMPA project nominations from 2021 at the May 2022 meeting.</b></p>
5.2	<p><b>Revision of Bulga Village Masterplan</b></p>
	<p>MI tabled attached document of the reviewed comments made at the strategic meeting held in November 2021 of the village masterplan.</p> <p>Council's Planning Department are working on a "vision" statement for the villages and this document will help the department with updated relevant information from the committee.</p> <p>A community engagement drop in session for the broader community to be engaged to review the document is to be organised. When all comments have been collated the reviewed village masterplan will be placed on public exhibition for a minimum of 28 days and recommendations made to Council.</p> <p><b>Action: That the committee recommend to Council that the revised Masterplan be exhibited for a minimum 28 days and include a community engagement drop in session at the Bulga Hall.</b></p>
5.3	<p><b>Wollombi Brook Walking Trail Masterplans</b></p>
	<p>The draft Masterplans for Wollombi Brook Walking Trail have been completed after community feedback received.</p> <p><b>Action: The Masterplans to be reported to Council.</b></p>
5.4	<p><b>Review of Bulga Stock Reserve onsite visit</b></p>
	<p>An Ecological Endangered Community (EEC) of River Red Gum has been discovered onsite which has slowed the deployment of further site clean-up works. The Department of Planning, Infrastructure and Environment (DPIE) are investigating the site under the Biodiversity Conservation Act and reporting recommendations to Council.</p> <p>The investigation restricts access to the site until the DPIE report has been received.</p> <p>There is a great opportunity to work with DPIE to work on revegetation and conservation of trees on the site.</p>

# MINUTES

## MOUNT THORLEY WARKWORTH VOLUNTARY PLANNING AGREEMENT

### COMMUNITY COMMITTEE

2.00PM THURSDAY 3 FEBRUARY 2022



	River Red Gum tree saplings are to be marked and mapped.	
5.5	<b>VPA Project Officer Update</b>	
5.5.1	<b>Bulga Stock Reserve</b>	
	Stage 2 -Detailed survey of Bulga Stock Reserve	Report received 31/01/2022.
	Stage 3 – Aboriginal cultural heritage study	Engaged consultant completing onsite investigations week of 17-21 Jan 2022. Report due February 2022
	Stage 4 – Detailed landscape construction plans	Consultants attending onsite meeting at Bulga Stock Reserve 02 Feb 2022
5.5.2	<b>Bulga Recreation Ground RV waste dump point</b>	
	Draft designs have been completed for RV dump point. A Review of Environmental Factors (REF) is to be completed by an external consultant. Once complete, the project will go out to tender for construction.  IH – suggested that the pump out tank be upgraded as the Bulga Recreation Ground public amenities are used consistently.	
5.5.3	<b>Bulga LED variable message sign</b>	
	The Project has been completed and is ready to advertise community events.	
5.6	<b>Project update summary table</b>	
	Provided for information	
5.7	<b>Annual review survey results</b>	
	MI asked for comments against results of the survey to help identify opportunities for improvements.  PR – would like to bring back commenting on the reasons for scores when prioritising projects. Chair approved but the comments will not be minuted.  IH – Survey questions need to be singular. Too hard to score when two questions are provided in one statement and can be scored differently.  <b>Action: Committee to provide emailed comments to MI regarding to the Annual Review before 11 February 2022 to be added to the Council report for March 2022.</b>	

**MINUTES****MOUNT THORLEY WARKWORTH VOLUNTARY PLANNING AGREEMENT****COMMUNITY COMMITTEE****2.00PM THURSDAY 3 FEBRUARY 2022**

6	<b>Financial Report</b>
	The Finance report was tabled. The variation between the Finance department's report and the Project summary table in Agenda Item 5.6 are due to the different dates that the reports are updated and completed.
7	<b>Other Business</b>
	<p>IH – Milbrodale Public School Yarning Circle stone has arrived and the project will be completed by February 2022</p> <p>IH- Bulga Hall renovation works have commenced.</p> <p>SM – would like hard copy of Agenda sent out to him before meeting.</p> <p>MI – Notified the committee of Myffy Doyle's resignation from the VPA – Project Officer's role and thanked her for her time and effort while in the position.</p>

**8 Action List****Action List – last updated 07/02/2022**

	<b>Meeting Date</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Due Date</b>	<b>Comment</b>	<b>Status</b>
	03/02/2022	The Committee to prioritise the BIPA project nominations from 2021 at the May 2022 meeting.	Project Officer/ MI	05/05/2022		
	03/02/2022	A community engagement drop in session at the Bulga Hall to be organised for review of the Village Masterplan.	Myffy Doyle	05/05/2022		
	03/02/2022	The Wollombi Brook Walking Trail Masterplans to be reported to Council	Myffy Doyle	18/02/2022		

## MINUTES

### MOUNT THORLEY WARKWORTH VOLUNTARY PLANNING AGREEMENT

#### COMMUNITY COMMITTEE

2.00PM THURSDAY 3 FEBRUARY 2022

	03/02/2022	Committee to provide emailed comments to MI regarding to the Annual Review before 11 February 2022 to be added to the Council report for March 2022.	MTW VPA Committee	11/02/2022		
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	Complete
	In progress
	Outstanding/overdue

#### 9 Next Meeting

- 5 May 2022, 2.00pm, Committee Room, Singleton Council Administration building

The meeting closed at 4.02pm

**Cr Sue Moore - Chair**

**Old School House  
Bulga Cultural Centre**

**Summary of Business Plan**

Old School House, Bulga Cultural Centre

# **Project objectives**

## **Project objectives**

### **What is this project about**

- Restore the 1860 old school house back to its original condition and form in accordance with heritage architect's recommendations
- Construct a new wing to related the wooden intrusive structures to be demolished under the recommendations
- Operate the property as a museum, art gallery, venue for events, and workshops, meeting place and information centre
- Promote local artists and musicians , provide a place for exhibitions and displays to assist and encourage young talent in Bulga, Milbrodale and surrounds.
- Venue to display European and Aboriginal artefacts and associated history of the area



Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Business details**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Business details** (page 9)

### **Introduction**

- BMPA appointed Crown Land Managers
- School listed as heritage under Singleton Council listing
- Proposal to restore 1860 building to original condition and form
- Replace demolished areas with new wing with same area
- To display European and aboriginal artefacts
- Operate as museum, art gallery, venue for events, workshops and an information centre
- Business managed by BMPA

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Product/services (page 9)**

The business proposes to:

- Provide venue for items of local interest and promote cultural activities
- Promote OSHBCC as the place to visit and promote Bulga and its history
- Provide Venue for arts displays and for music and arts events
- Provide coffee facility with light refreshments to attract visitors and assist with supporting income
- Provide a venue for hire for public and private events
- Provide a facility to complement adjacent walking trails etc proposed by Council for the Bulga Stock Reserve

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Registration details** (page 10)

- Business name “Old School House Bulga Cultural Centre” owned by the BMPA
- Business Structure. A trading entity owned by the BMPA

## **Business Premises** (page 10)

- Location will be The Old School House, 2099 Putty Road, Bulga
- Long term tenure without time limit as advised by Minister for Crown Lands

Old School House, Bulga Cultural Centre  
Business Plan Summary

# Organisation Chart

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Organisation Chart** (page 10)

- Events coordinator and on site volunteers to be managed by the Bulga Cultural Centre Committee, a sub-committee of the BMPA
- Subcommittee reports to BMPA general Committee who are the crown Land Managers

### **Management and Ownership** (page 11)

#### **Name of Owners**

- The property is owned by NSW Crown Lands

#### **Details of management and ownership**

- BMPA to own the operation and hold rights as Crown Land Managers
- As required by the Crown Lands Regulations a Board of Management has been formed comprising the executive positions of the BMPA (President, Secretary etc). (See Clause 11 of the Regulations below) . This entity reports annually to the Dept. of Crown Lands

#### **11 Committees**

(1) The trust board may form one or more committees to carry out such works or perform such duties as the board determines.(2) All such committees must consist of members of the trust board.

- BMPA remains responsible for the compliance within the requirements of the Crown Lands Act and Regulations

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Management and Ownership**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Management and Ownership** (Continued page 11)

#### **Bank Account**

- The OSHBCC will have its own bank account as required by The Crown Land Management Regulation 2018 (clause 19) but overall financial responsibility remains with the BMPA

#### **Experience**

- In addition to the current members experience, further experience will be gained from visiting other venues such as Western Plains Cultural Centre at Dubbo, Singleton Council Cultural Centre etc



Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Key personnel**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Key Personnel** (page 12)

### **Current participants**

- The OSHBCC comprises five members elected from the general committee
- Experience is listed in the Business Plan
- As required by the Crown Lands regulations, the members of the Board are also members

### **Required Staff**

- Operate mainly with volunteers sought from the local community.
- Funding is being sought for Coordinator/facilitator over a three year period to establish and help promote the Cultural Centre

### **Volunteer recruitment Options**

- Select from local residents and interested artists or industry trainees
- To promote local interest, proposal to invite residents of Bulga and Milbrodale to a project presentation once development approval is received

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Key Personnel** (Continued page 12)

### **Training programs**

- Training in local history and local natural environment will be provided
- Possible participation in government traineeship programs

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Sales and Marketing**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **SALES AND MARKETING** (page 13)

### **Market Position**

- No market competitor in the area. Proposed facility complements Community Centre activities and food outlets in the Bulga Tavern and Service Station. Benefit will accrue to these entities from the additional visitors etc the Centre will bring to Bulga.

### **Unique Position**

- The nature of the project makes it unique in the region

### **Anticipated Demand**

- In the Broke Fordwich Wine region
- In the greater Hunter Valley wine circuit
- Facility such as proposed will fill a demand for the nature of the spaces and services offered

# Old School House, Bulga Cultural Centre Business Plan Summary

## **SALES AND MARKETING** (Continued page 14)

### **Pricing Strategy**

- Donations
- fund raising events
- Memberships
- Fee on sales

### **Value to Customers**

- Centre will be of interest to visitors including campers
- Also of interest to locals promoting local heritage, artists etc

### **Growth Potential**

- Anticipated operation will be low key with minimal overheads staffed mainly by volunteers and a facilitator in the initial phase

# Old School House, Bulga Cultural Centre Business Plan Summary

## **SALES AND MARKETING** (Continued page 14)

### **Grants and Networks**

- NSW government is investing in the arts to make NSW the country's art capital
- Various programmes available and funding sought from Australian Council for the Arts, Create NSW, Arts Upper Hunter etc

Old School House, Bulga Cultural Centre  
Business Plan Summary

**Insurance**  
**Risk Management**  
**Legal considerations**



# Old School House, Bulga Cultural Centre Business Plan Summary

## **Insurance** (page 15)

### **Generally**

- Property damage, Liability (Public etc ) is provided by the Crown Lands
- Insurance does not cover high risk or commercial activities
- High Risk and commercial activities will be required to provide insurance at their cost

### **Workers Compensation**

- Employed staff covered by BMPA insurance

### **Business assets and contents Insurance**

- Further investigation required depending on the value of exhibited items

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Risk Management** (page 16)

### **Potential Risks**

- Loss of Crown Land Manager appointment Highly unlikely
- Cost of operation exceeding income Unlikely
- Undetermined Aboriginal Land Claim Unlikely

## **Legal Considerations** (page 16)

### **Agreement with Crown Lands to occupy**

- 3 April 2020 BMPA appointed Crown Land Manager
- Appointment with no period set and no fee

### **Crown Land Management Act 2016**

- BMPA complies with the act and the regulation

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Legal Considerations** (Continued, page 16 and 17)

### **Authorities approval for alterations etc.**

- Crown Land approval required for DA submission (Crown Lands has reviewed our application and is waiting on confirmation of the draft fire report before releasing their approval).
- Application for DA and CC approval to be submitted to Singleton Council on receipt of CL approval.

### **Copyright and Licenses**

- OSHBCC will obtain licence to play music and host music events

Old School House, Bulga Cultural Centre  
Business Plan Summary

# Operations

# Old School House, Bulga Cultural Centre Business Plan Summary

## Operations (page 17)

### Suppliers

The providers of art pieces or services

- |   |                        |
|---|------------------------|
| • Historic items from local and other collections | Donated or loaned      |
| • Art exhibitions                                 | On application/curated |
| • Performative arts                               | On application/curated |
| • Workshops                                       | On application/curated |
| • Catering  | Based on activity      |

### Plant and Equipment

- OSHBCC will source furniture, storage and display units etc. Cost of these is included in separate funding applications.
- Total annual operations cost included is **\$1,560** including cleaning and bathroom products

### Inventory items

- No inclusion

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Operations** (Continued page 19)

#### **Technology and Licences**

- Website, internet, music copyright etc. Sum of **\$1,850** included in annual operating costs

#### **Utilities, maintenance and other**

- Water, gas, electricity, waste water licence, repairs and maintenance. Sum included in annual operating costs is **\$5,000**

#### **Trading hours**

- Depends on activity or exhibition. Mostly weekends opened to the public and other times as required
- Coffee shop hours will be set after experiencing demand but generally will be at weekends

#### **Communication channels**

- Online presence and social media is part of the promotion strategy. Promotional literature will be placed at touristic venues and accommodation sites

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Operations** (Continued page 20)

#### **Payment types accepted**

- Cash, Eftpos or Bank transfer

#### **Membership and affiliations**

- Not proposed to be affiliated with any outside industry or other organisation

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Our Customers**



# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Our Customers** (page 20)

#### **Customer demographics**

- Broad customer demographic
- Consider interest and age of community, including children, teenagers, workers, and retirees from Bulga, Milbrodale and Broke areas
- Art and cultural tourists driven by particular artist or festival
- Hunter Valley winery visitors, particularly the Broke Fordwich wine trail visitors

#### **Key customers**

- Local residents
- Wine tourists
- Local artists
- Musical promoters
- Workshop organisers
- Travellers on Putty Road particularly on when new Western Sydney Airport completion will see a boost in passing traffic to and from the airport

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Cultural facilitator** (page 21)

#### **Cultural facilitator.**

- Generally a volunteer based operation but proposing a paid facilitator for a three year period to kick start the business
- Applications are currently being made for funding this position for three years after which could be self sustaining.
- Funding proposal includes \$15,000 per annum for wage costs and \$7,900 promotional material budget. Total \$22,900

#### **Objectives for the facilitator**

- Establish OSHBCC as a 'go to ' place in the Hunter Valley
- Raise state wide awareness of Bulga
- Achieve annual program of events, exhibitions etc
- Improve awareness Aboriginal and European local heritage

#### **Duties of the facilitator**

- Various as listed in the BP but including coordination with local services in Bulga,
- Planning cultural events
- Generally establish the OSHBCC as a recognised cultural centre

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Advertising and Promotional Strategy** (page 22)

### **Annual Promotional Budgets**

- Advertising in local media (generally free mentions), social media (Instagram, Facebook, etc) and printed leaflets. Total annual recurring budget **\$2,500**
- To commenced year four after the initial promotional campaign is finished.

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Proposals for Land and Structure**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Proposals for Land and Structure** (pages 22-24)

#### **Change of Use**

- Current use in Minister's consent is Boy Scouts
- DA application will include application to change of use to Cultural Centre

#### **Altering the existing Building**

Documentation required to design and document building changes.

- Documentation to be prepared for the repair and restoration of the heritage brick building (Completed)
- Discussions to be held with Council's Heritage advisor (completed in April 2021)
- Statement of Heritage impact to be prepared. (completed)
- Current documentation follows heritage advice includes removing intrusive timber additions
- New wing constructed to replace area of demolished timber structures (approx. 100 sqm)

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Proposals for Land and Structure** (pages 22-24)

#### **Procurement**

The scope of work for procurement includes

- Calling of tenders for construction works from a minimum of three suitably qualified builders
- Calling of tenders for design and construction of landscaping
- Calling of quotations for furniture and other sundry items as described in the budgets

#### **Note**

Without the approval of the current funding application and the current budget of \$430,000 work could be commenced as a stage 1 of a 2 stage construction process.

- Stage 1 would include demolition of timber structures, repair and restoration of the heritage brick building and foundations for the new wing and construction of toilet block as a first stage of construction of the new wing
- Stage 2 would be the completion of the new wing.

**However, construction as a two stage process will cost more than a builder constructing the whole project as one and this staging with additional costs would make it difficult to keep the project within the current budgets.**

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **The Future (program)**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **The Future** (page 25)

### **Action Plan**

- Current plan is to achieve Council approval by end March
- Design programme delayed by Covid issues
- Documents ready for submission for DA. Crown Lands approval to submit DA waiting on confirmation of draft fire report.
- Completion of construction target is end of 2022 subject authorities approvals and Covid restrictions



Old School House, Bulga Cultural Centre  
Business Plan Summary

# **The Finances**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **The Finances (page 25)**

## **Key objectives and Financial review (pages 26 – 28)**

### **Financial Objectives**

- To achieve the brief approved by the BMPA and repair and restore the existing brick heritage building and add new wing to meet the BMPA brief.
- Competitive tenders/quotations to be called for all aspects of the project delivery
- To operate the OSHBCC on a better than break-even basis

**NOTE:** The value of the completed project does not lay in achieving a financial return on capital invested but is the benefit the community and improvement of the quality of life for residents in Bulga and Milbrodale.

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Key objectives and Financial review cont. (pages 26 – 28)

#### Funding sources

- Current funding approved in May 2021 from the MTW VPA is **\$430,000** based on a scheme to restore the heritage brick building and to repair and alter the existing timber structures

#### Scope change

- Heritage advice recommended restoration of the brick structure, removal of the timber structure and replace with new wing resulting in additional costs
- Independent heritage advice confirmed by Council's heritage consultant Daryl Rigby in April 2021

#### Advice from Quantity Surveyor

- The revised scope of works was investigated by a Quantity Surveyor resulting in construction cost advice of **\$745,456**

# Old School House, Bulga Cultural Centre Business Plan Summary

## THE FINANCES

### Key objectives and Financial review (pages 26 – 28)

#### Current Project Cost Plan

Consultants	\$37,500
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#### Building construction

• Demolition	\$37,843	
• Restore brick heritage building	\$179,812	
• New wing	\$492,825	
• Kitchen fitout	<u>\$34,976</u>	<u>\$745,456</u>

Total cost plan (design and construction)	<b>\$782,956</b>
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# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Key objectives and Financial review (pages 26 – 28)

#### Additional funding required

In addition to the funds required for the original scope of works, further essential funds are required to complete the project:

Total design and construction costs	\$782,956
• Landscaping including design fees	\$95,000
• Display joinery cabinets	\$30,000
• Solar panels and battery storage	\$26,000
• Furniture and equipment to coffee area	\$18,000
• Audio visual equipment	<u>\$10,000</u>
<b>Total funding</b> required for landscaping, furniture etc	<b>\$179,000</b>
<b>Total estimate</b> of cost at completion including construction, design fees, landscaping, furniture and fitout	<b>\$961,956</b>
<b>Less</b> current approved VPA funding	<u>\$430,000</u>
Net additional funding required over approved funding	<u><b>\$531,956</b></u>

**NOTE:** The cost plan total noted above does not included for any future expansion to provide covered area for equipment display. Subject of separate planning, cost investigations and approvals

Old School House, Bulga Cultural Centre  
Business Plan Summary

# **Annual Income and Expenditure**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Annual Income and Expenditure** (page 28)

#### **Operating cost budgets**

Estimated annual outgoings detailed earlier in the BP

- |                                       |                |
|---------------------------------------|----------------|
| • Utilities, maintenance etc (P19)    | \$5,000        |
| • Technology and licences (P19)       | \$1,850        |
| • Stationery and basic supplies (P18) | <u>\$2,600</u> |

Total estimated annual outgoing excluding events and other activities    **\$9,450**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Annual Income and Expenditure (page 29)

Estimated annual income including event and trading income noted and considered in attached detailed costings

• Donations at door	\$2,600
• Other donations	\$200
• Festival style music events	\$3,100
• Jazz, food and art	\$1,000
• Live and local	\$200
• Art exhibitions	\$1,200
• Workshops	\$1,728
• Coffee shop operations (net income)	<u>\$8,000</u>

<b>Total estimated income</b>	<b><u>\$18,028</u></b>
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<u>Less annual outgoings</u>	<u>\$9,450</u>
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<b>Surplus of income over expenditure</b>	<b>\$8,578</b>
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- (income noted above excludes other events and venue hire)



Old School House, Bulga Cultural Centre  
Business Plan Summary

# Activities Details and Costings

Note.

Page numbers referred to in this section refer to the numbers used in the Activities details and costing attached to the BP sent to Council.

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Activities details and costing (Page 1)

It is important to offer a wide range of events that complement and provide attractions for both locals and tourists to attend while staying or passing through, placing Bulga within the Hunter Valley Art, Museum and cultural destinations.

- **Music events** - Major event, themed quarterly event, regular local artist
- **Art exhibitions** - painting, photography, sculpture, ceramics, installation, video art, Aboriginal art
- **Workshops** - painting, drawing, music, ceramics, cooking, dance, building, mud brick building, permaculture, gardening, woodturning, weaving, philosophy, science, environment, story telling, clap sticks making, bush tucker
- **Other cultural events** - paint and sip, dance lessons, poetry, theatre, stand-up comedy
- **Community gatherings** - soul food, movie night, open mic, storytelling, Men's Music and Meal
- **Kids activities** - after-school activities, holiday programs, art & music lessons
- **Fundraising events** - traditional games, skateboard & tennis competition, Bulga tug-a-war, auctions
- **Private and corporate events** - venue hire for weddings, birthdays, presentations

# Old School House, Bulga Cultural Centre Business Plan Summary

## Activities details and costing (Page 2)

### Festival style Music event

- A full weekend (Saturday morning to Sunday Night) of music, workshops and art exhibitions within the grounds of the OSHBCC
- Patrons would be encouraged to camp at the local camping area or local B&B, supporting the local economy by having over night stays. Pre and Post event patrons would be encouraged to attend the local pub, vineyards, horse riding and orange farm
- Ability to grow and become more profitable. Brings awareness of Bulga as a touristic destination and builds the OSHBCC brand.

Profit estimate **\$3,100.00 (or 30% of sales if external promoter)**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### **Activities details and costing** (Page 4)

#### **Jazz, Food & Art**

- Addressing the wine tourists and local audience.
- Art, food, music and wine as an unique offer 3-4 times a year.
- An evening starting with a Hunter Valley local gallery exhibition, presented by the Artist, general gallery roaming, drinks and discussion + Entrée
- Concert, main meal, gallery sales.

Profit estimate per event **+\$250.00 (or 15% of ticket sales if external promoters). Excludes gallery sales**

# Old School House, Bulga Cultural Centre Business Plan Summary

## **Activities details and costing (Page 5)**

### **Live & Local**

This event would be held three to four times per year

- Local talent/emerging artists/young people
- Local gallery exhibition opportunity for the night
- Starting with gallery roaming and Local talent / Night introduction
- Food from Food Truck for purchase or local catering collaboration

Profit estimate for each event(**or break-even – not for profit/community event**)

**\$50.00**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Activities details and costing (Page 6)

#### Art Exhibitions

- Curated quarterly rotation of pieces
- Representation of emerging and local artists
- Collaboration with regional galleries for a coordinated collection display
- Starting with gallery roaming and Local talent / Night introduction
- Opening night with Music Performance from Local
- Online and in situ sales opportunity - commissioned at a percentage

Commission on 10 art sales (estimate @30%)

**\$1,200**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Activities details and costing (Page 7)

#### Workshops

There is a growing trend on experiential 'get-away' or holidays with a purpose and we can attract that audience, offering free camping at the grounds.

- It can be 2h, half a day (4h), full day (7h) or a weekend offer
- Themes as varied as painting, drawing, ceramics, cooking, dance, building, permaculture, woodturning, environment, storytelling, bush tucker, health & wellbeing
- Workshop organiser sets the price and sells the tickets. Shared promotion
- We work on a 30% ticket commission or venue hire
- No expenses. All materials provided by the organizer

Profit estimate for 4 workshops/year **\$1,728.00 (30% of ticket sales)**

# Old School House, Bulga Cultural Centre

## Business Plan Summary

### Activities details and costing (Page 9)

#### Coffee Shop facility

To financially support the Cultural Centre and maintain a better than breakeven basis the Coffee shop will provide a positive cash flow for the centre and an annual profit which not only financially supports the Centre but also helps to finance low cost events and support local artists etc.

- A 20 seat coffee shop
- Commercial kitchen
- External eating/display area
- Weekends only plus special functions
- Paid staff to operate coffee shop
- Provides coffee and cakes

Profit estimate on an annual basis

**\$8,000**



# Old School House, Bulga Cultural Centre Business Plan Summary

## Activities details and costing (Page 9)

### Summary

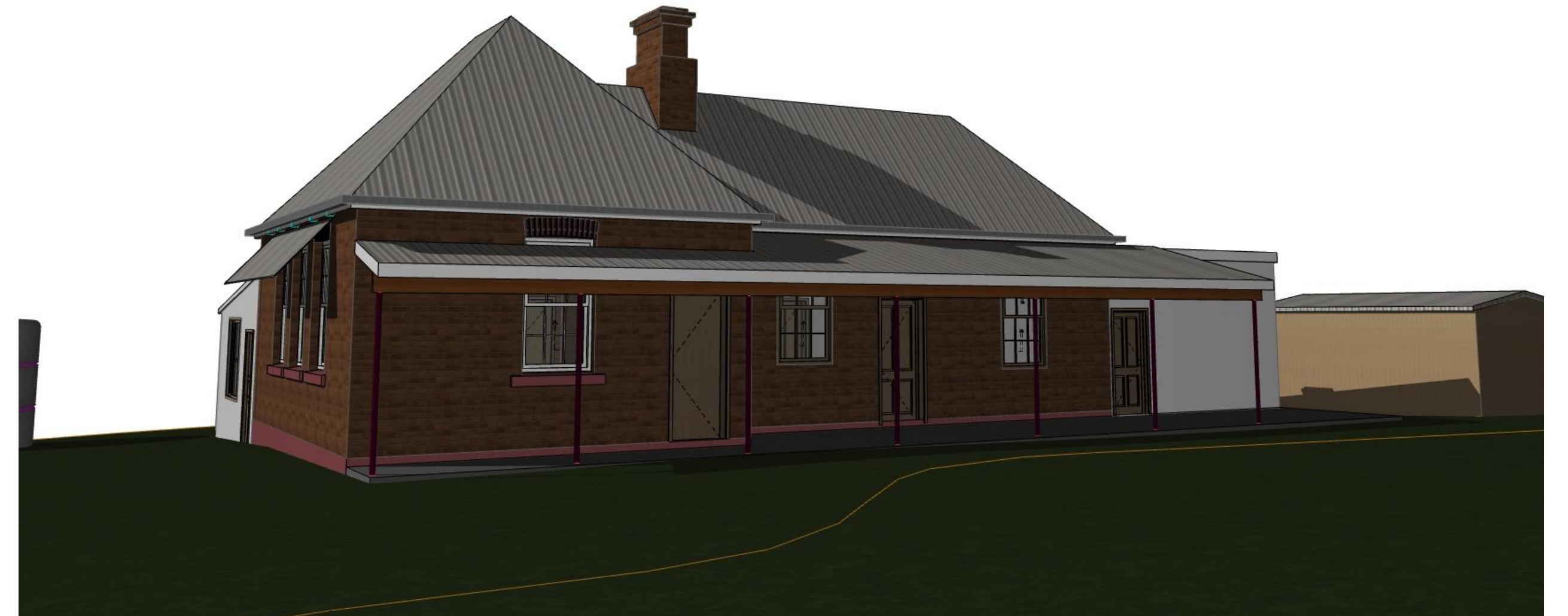
Total restoration of the Old School House and construction of new wing including landscaping,  
internal fitout and furniture \$981,956

Operating profit after expenses from the functions proposed in the Business plan  
\$8,578

In summary the project will deliver a facility for all residents to share, promote Bulga and help implement the Yancoal Social Impact Management Plan for the benefit of Bulga and Milbrodale residents.

Thank you

# END



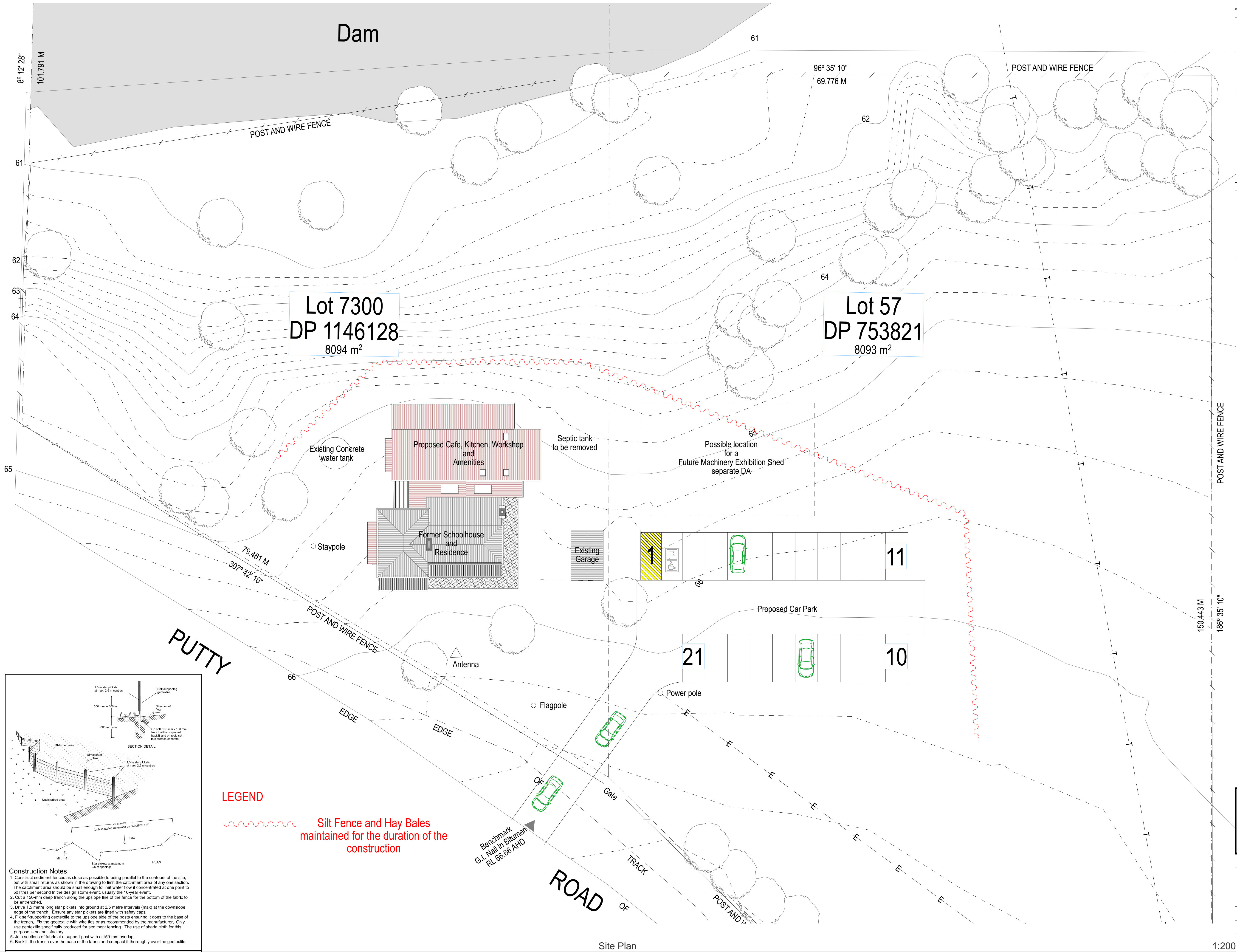
# Old School House, Bulga Cultural Centre



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Revisions		
Revision #	Detail	Date

Client  
Bulga Milbrodale Progress Association Inc.

Project Name  
**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

Drawing Title:  
**Site Plan**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No: <b>21-06</b>	Drawing No.: <b>DA-1.01</b>
Plot Date: 19/11/2021	

**SECTION DETAIL**

1.5 m star pickets at max. 2.5 m centres

600 mm to 600 mm

600 mm ribs

Direction of flow

Self-supporting geotextile

On soil: 150 mm x 150 mm trench with compacted backfill and on rock, set into surface concrete

**PLAN**

Disturbed area

Undisturbed area

Direction of flow

1.5 m star pickets at max. 2.5 m centres

20 m max (unless stated otherwise on SWM/ESCP)

Flow

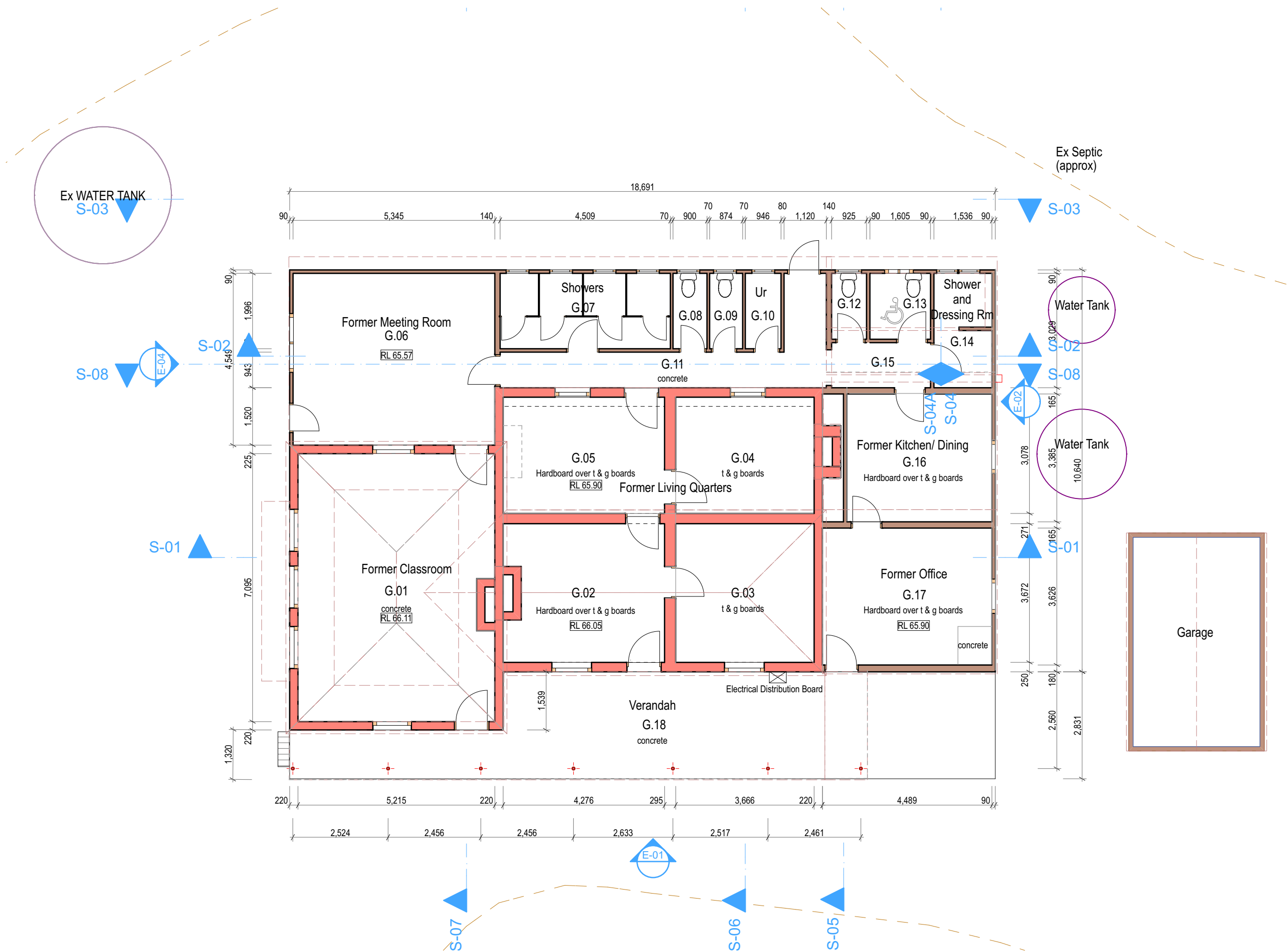
Min. 1.5 m

Silt pickets at maximum 2.5 m spacings


**Construction Notes**

- Construct sediment fences as close as possible to being parallel to the contours of the site, but with small returns as shown in the drawing to limit the catchment area of any one section. The catchment area should be small enough to limit water flow if concentrated at one point to 50 litres per second in the design storm event, usually the 10-year event.
- Cut a 150-mm deep trench along the upslope line of the fence for the bottom of the fabric to be entrenched.
- Drive 1.5 metre long star pickets into ground at 2.5 metre intervals (max) at the downslope edge of the trench. Ensure any star pickets are fitted with safety caps.
- Fix self-supporting geotextile to the upslope side of the posts ensuring it goes to the base of the trench. Fix the geotextile with wire ties or as recommended by the manufacturer. Only use geotextile specifically produced for sediment fencing. The use of shade cloth for this purpose is not satisfactory.
- Join sections of fabric at a support post with a 150-mm overlap.
- Backfill the trench over the base of the fabric and compact it thoroughly over the geotextile.

**SEDIMENT FENCE** SD 6-8



Existing Floor Plan  
1:100



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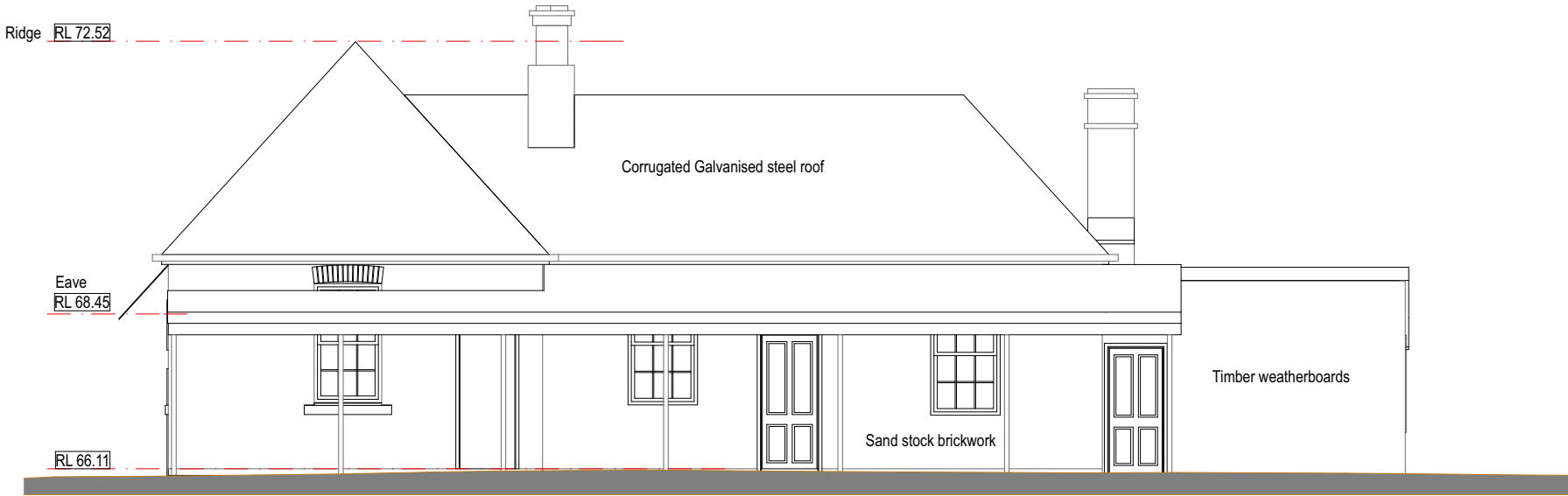
Revisions		
Revision #	Detail	Date

Client  
Bulga Milbrodale Progress Association Inc.

Project Name  
**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

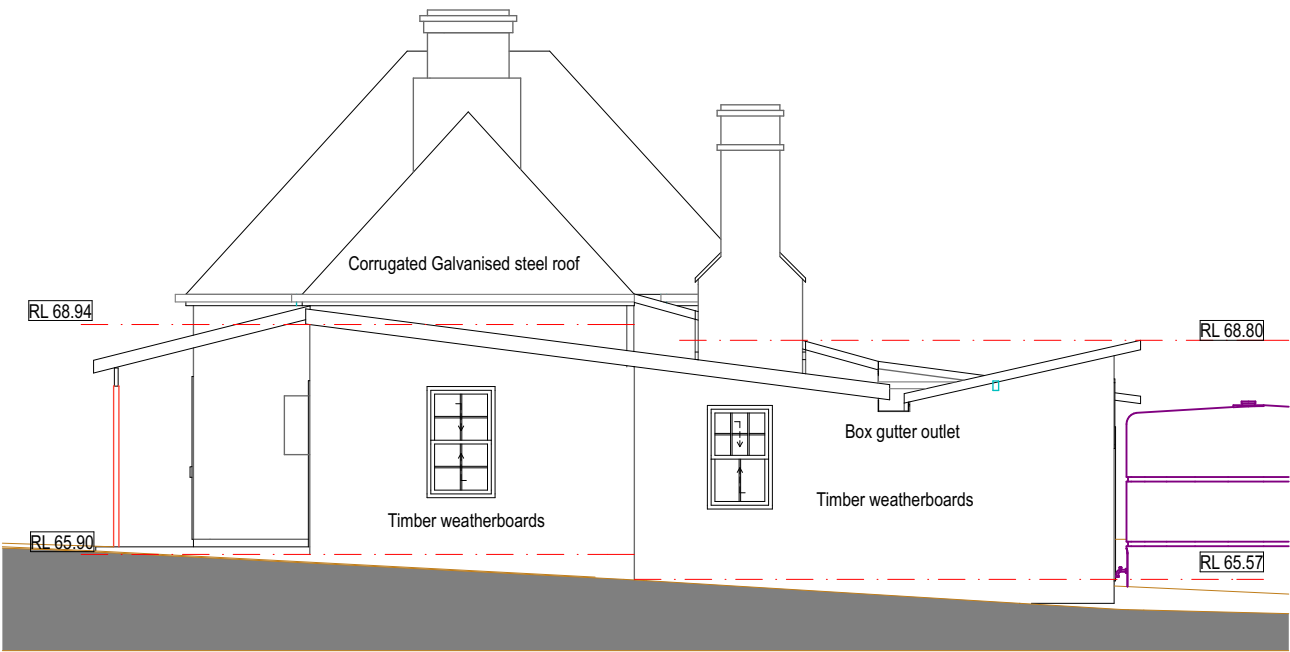
Drawing Title:  
**Existing Floor Plan**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No: <b>21-06</b>	Drawing No.: <b>DA-2.01</b>
Plot Date: 19/11/2021	



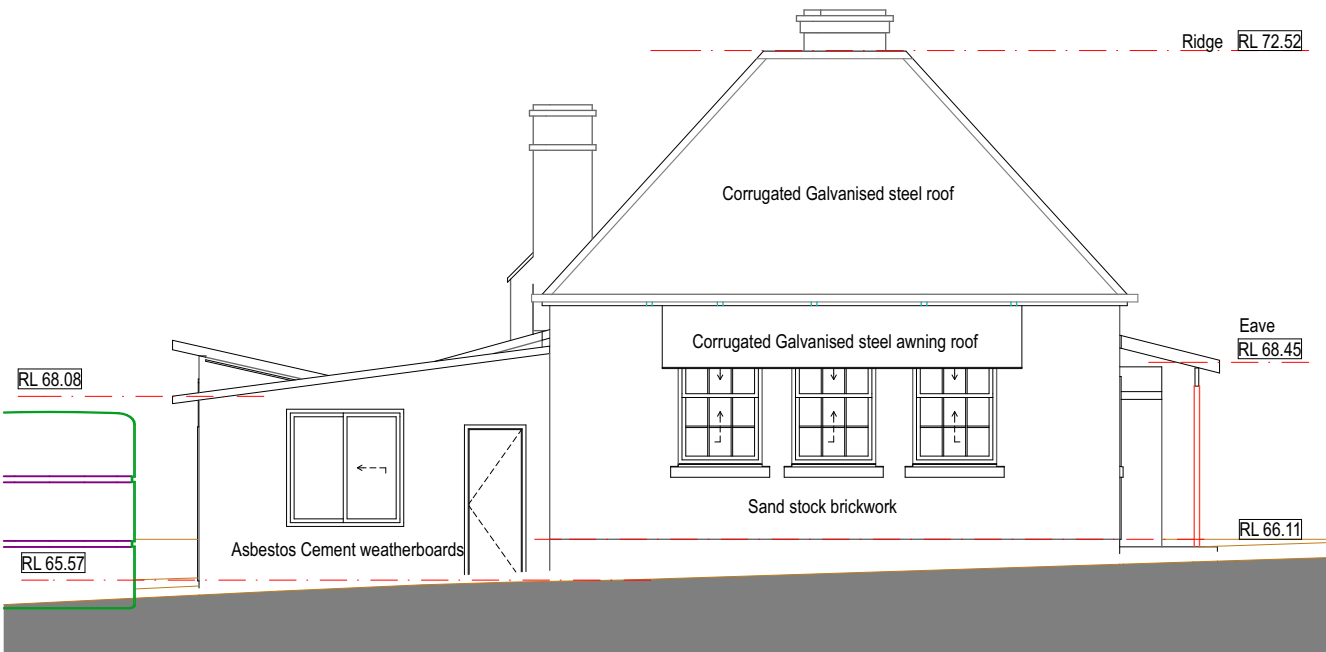
E-01  
-

South Elevation  
1:100



E-02  
-


East Elevation  
1:100



E-04  
-

West Elevation  
1:100





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Revision #	Detail	Date

Client

Bulga Milbrodale Progress Association Inc.

Project Name

**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

Drawing Title:

**EXISTING ELEVATIONS**

Scale: as noted

Date:

Status: DA

Drawn: SRB

Project No:

21-06

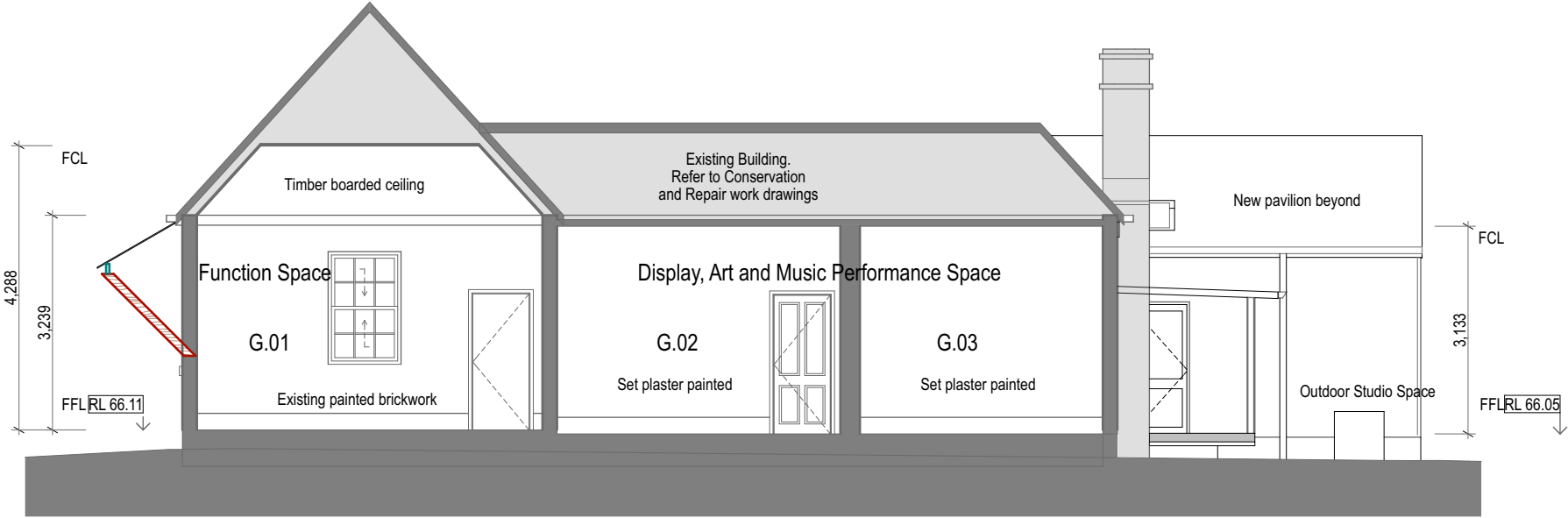
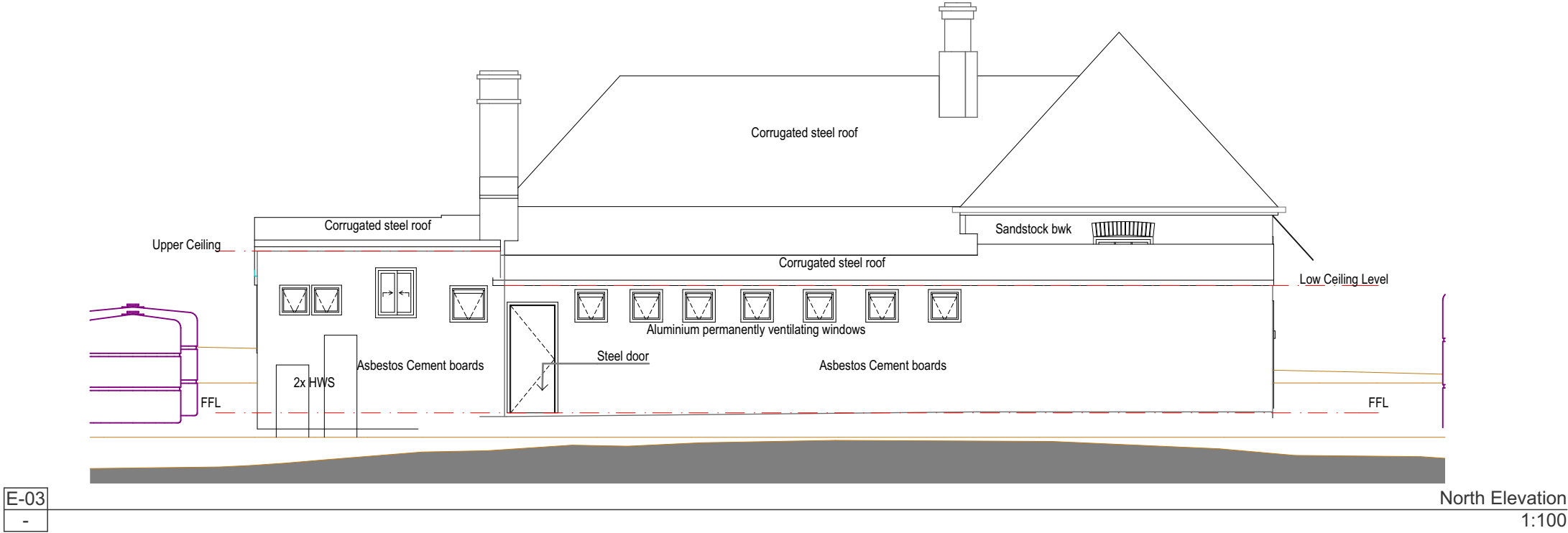
Drawing No.:

DA-2.02

Rev

Plot Date:

19/11/2021





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Project Name

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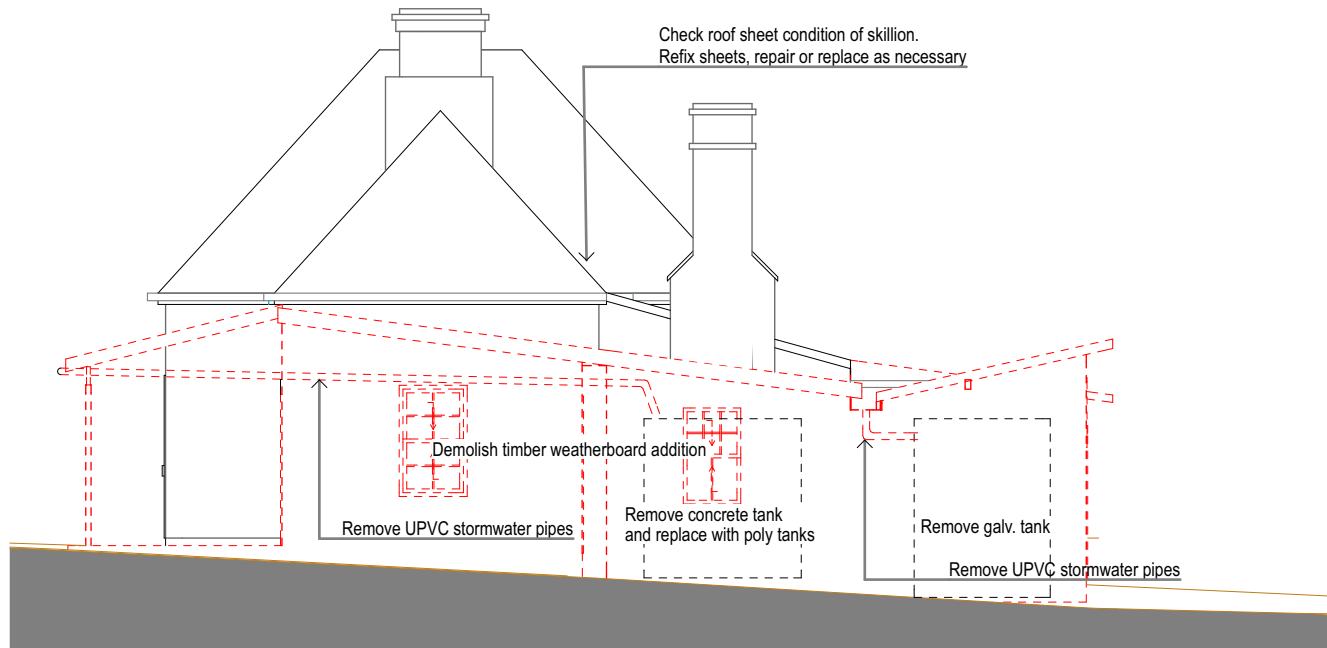
Drawing Title:

**EXISTING ELEVATIONS AND SECTION**

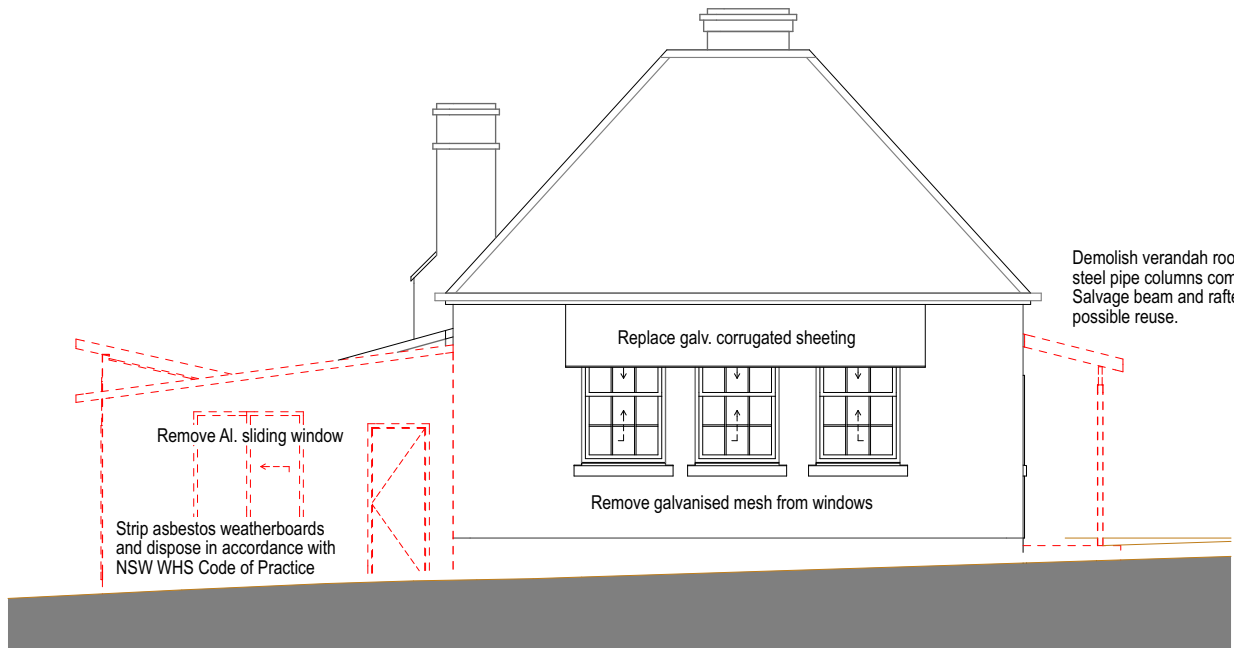
Scale: as noted	Date:	
Status: DA	Drawn: SRB	
Project No:	Drawing No.:	Rev
<b>21-06</b>	<b>DA-2.03</b>	
Plot Date:		19/11/2021



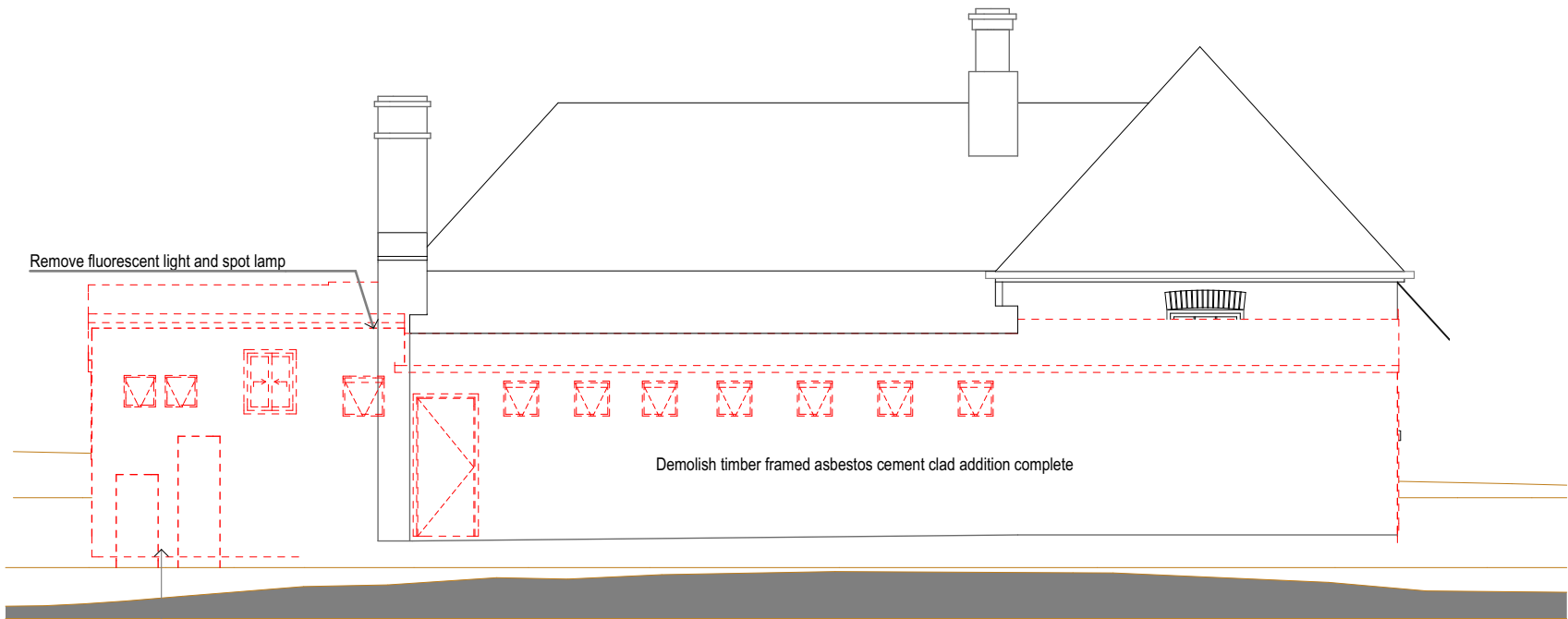




E-02 Demolition East Elevation 1:100



E-04 Demolition West Elevation 1:100



E-03 Demolition West Elevation 1:100



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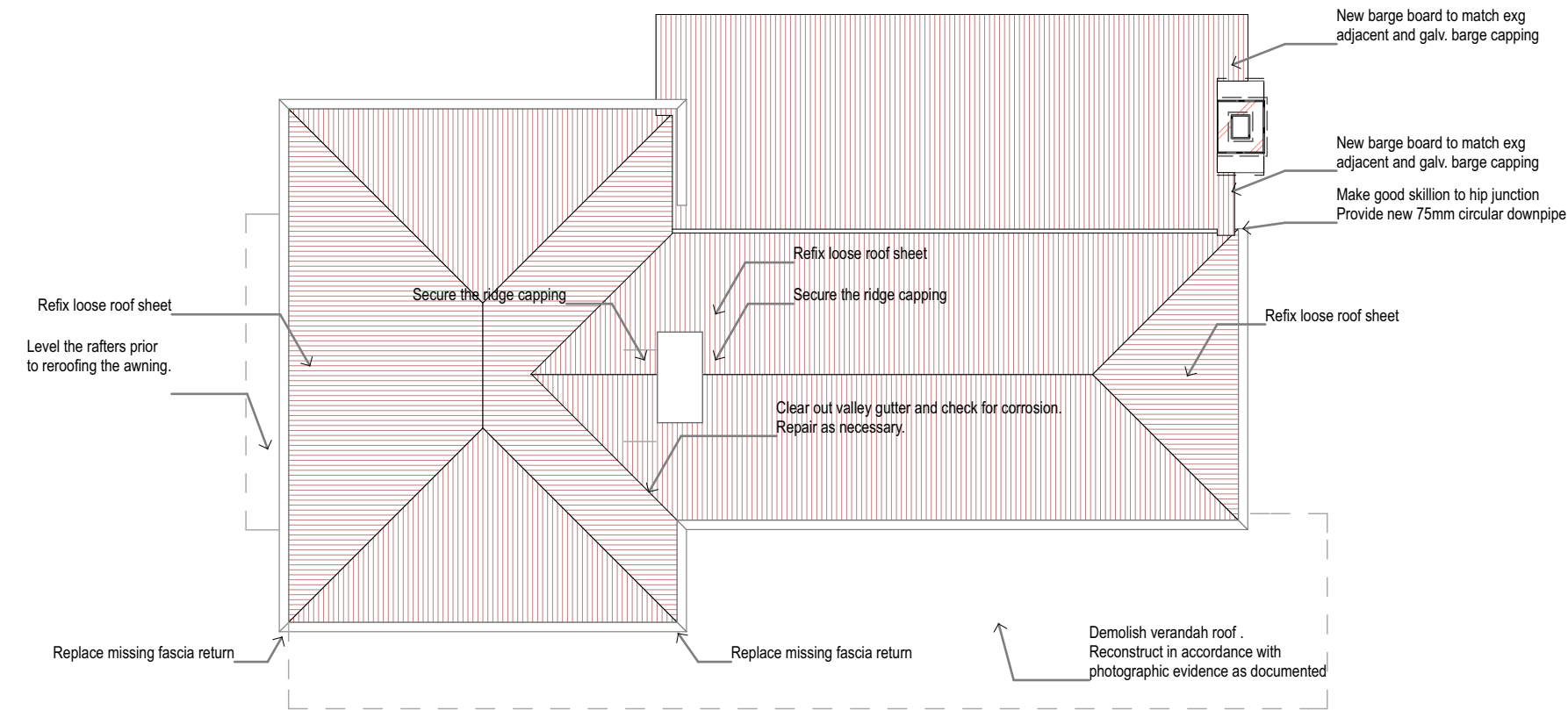
Revisions		
Revision #	Detail	Date

Client  
Bulga Milbrodale Progress Association Inc.  
Project Name  
**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

Drawing Title: <b>Demolition Elevations</b>		
Scale: as noted	Date:	
Status: DA	Drawn: SRB	
Project No: <b>21-06</b>	Drawing No.: <b>DA-3.02</b>	Rev
Plot Date:		19/11/2021







CONSERVATION AND REPAIR NOTES

- 1 Remove render from stone: Chemical DPC or Dry Rod installation required then salt removal
- 2 Cut concrete 200mm back from stone walls and remove
- 3 Rising damp. Remove skirting and install chemical DPC or Dry Rod below skirting level
- 4 Remove hardboard from floor and examine floor board condition. Repair as necessary by indenting with well seasoned hardwood.
- 5 Strip paint from brickwork with Peel-Away or similar. DO NOT use pressure cleaners, burning, grinding or needle gun
- 6 Remove Portland Cement from mortar joints and repoint a minimum 25mm depth or to suit the extent of the joint in Portland cement with 3:1 Sand : Slaked lime
- 7 Repair guttering with galvanised bull nosed profile
- 8 Remove sheet lining to ceiling and inspect the substrate. Refer to Architect for remediation as necessary

GENERAL NOTES

STORMWATER NOTE  
Attach DPs and stormwater lines as charged lines to water tanks

CLADDING TO PARTS TO BE DEMOLISHED  
The cladding and some linings are likely to be asbestos. Take all precautions with PPE when handling and disposing of this material. A specialist contractor shall be used.

ROOF + ROOF SPACE NOTE  
Insulation within the ceiling space shall be refitted if suitable.

The roof space is recommended to be firstly stripped of insulation and the entire remaining roof space vacuumed to remove dust and contaminants.

Following reaffixing sheets and cappings as required, Apply PENETROL to the whole roof surface to stabilise the corrosion. Painting the roof after this is optional. Slate Grey colorbond colour is my recommendation.

Conservation and Repair Roof Plan  
1:100





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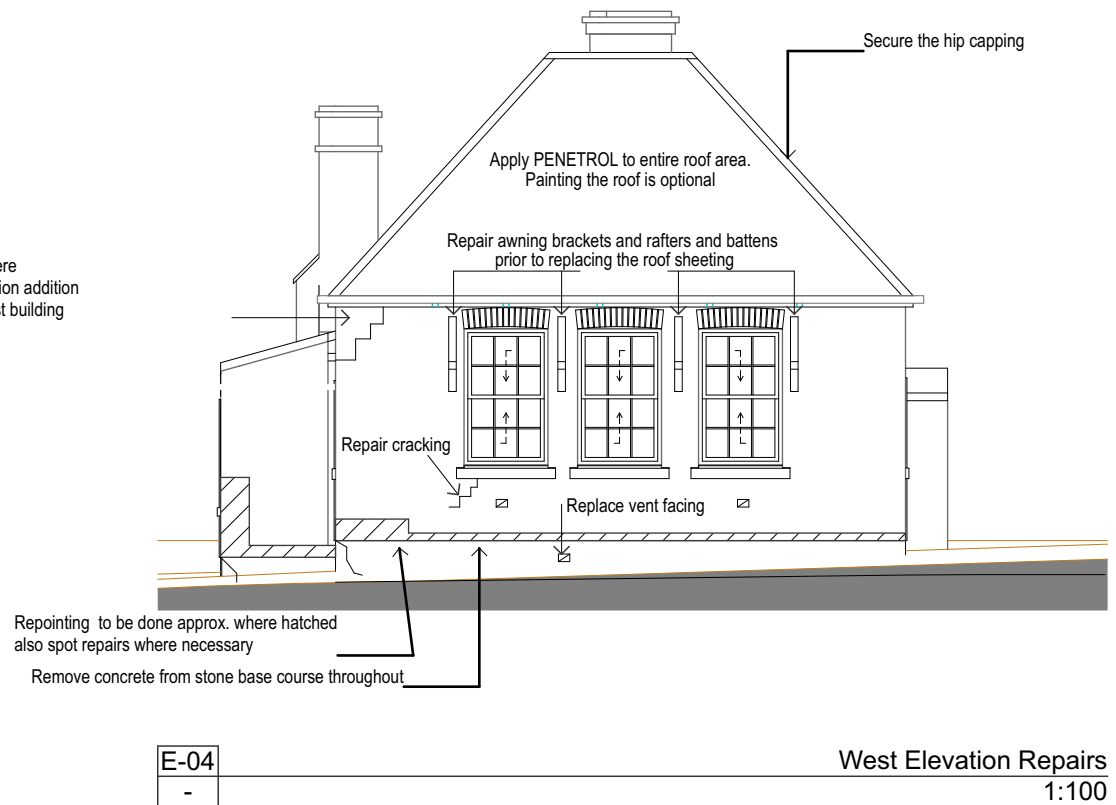
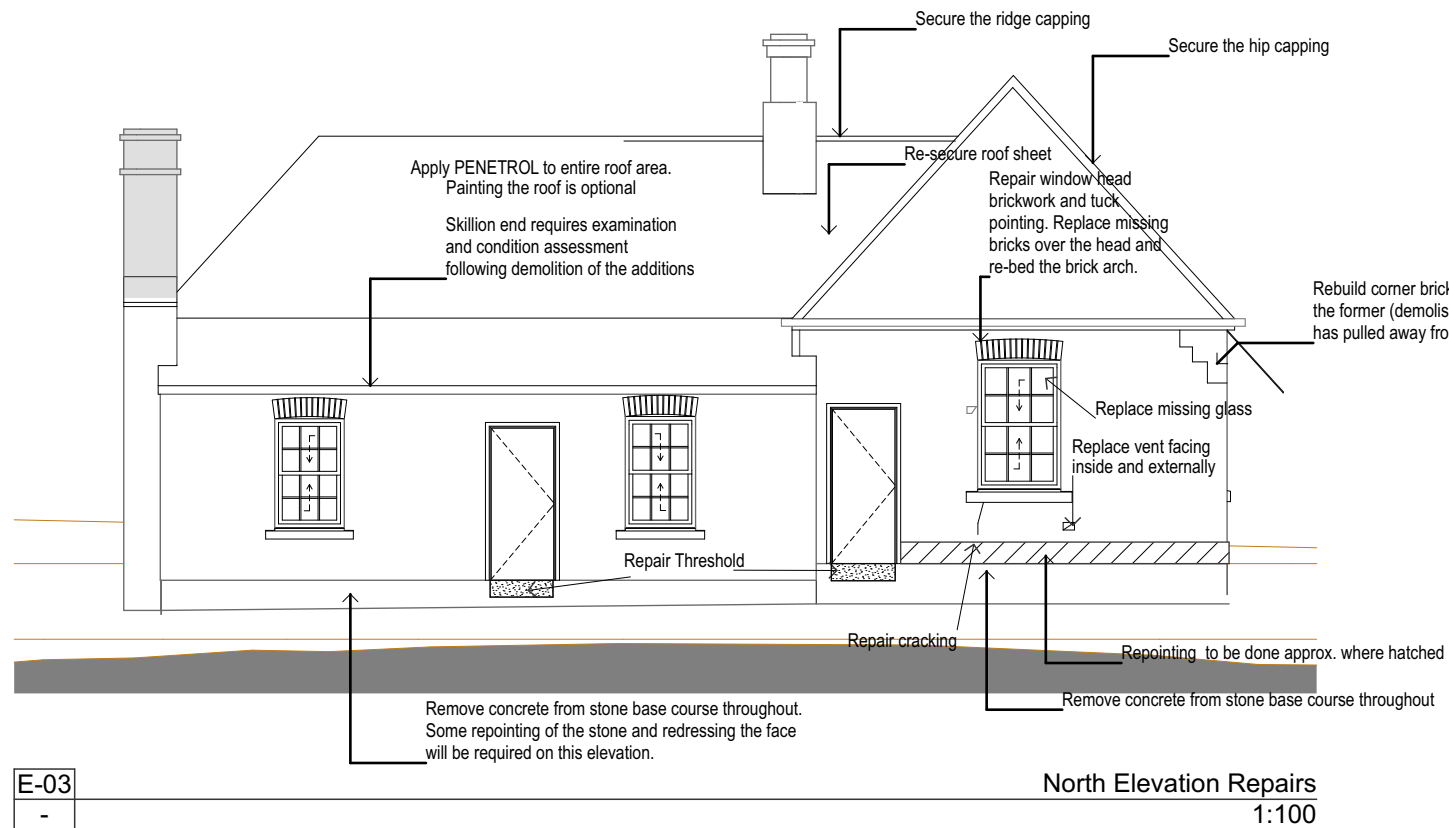
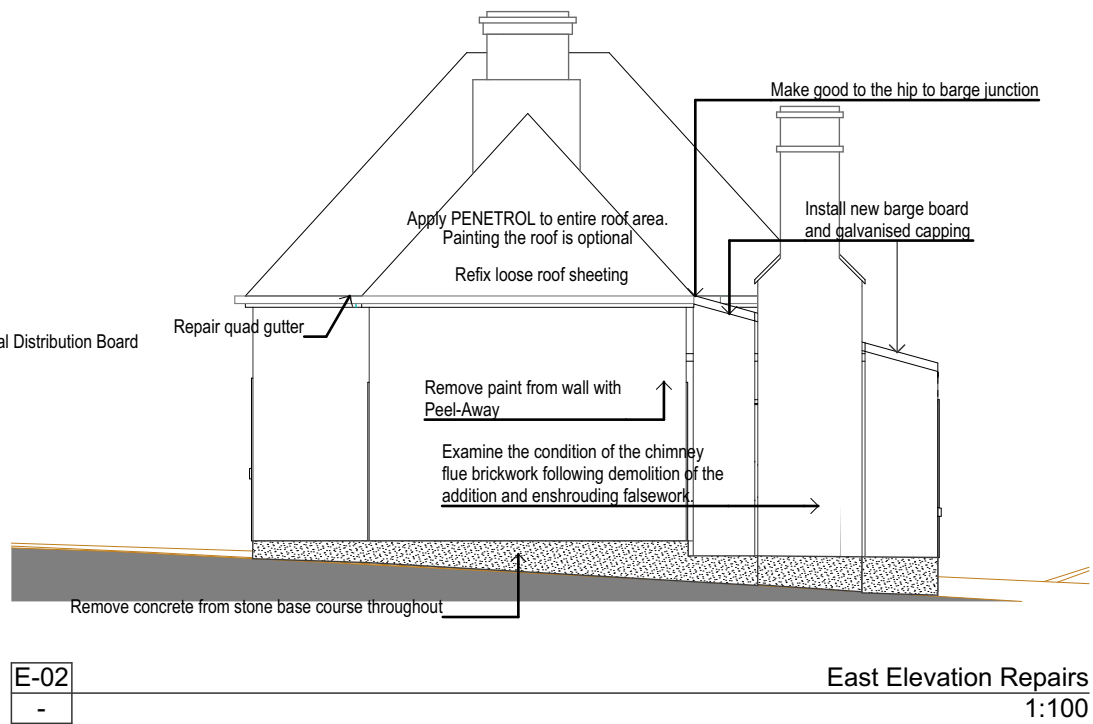
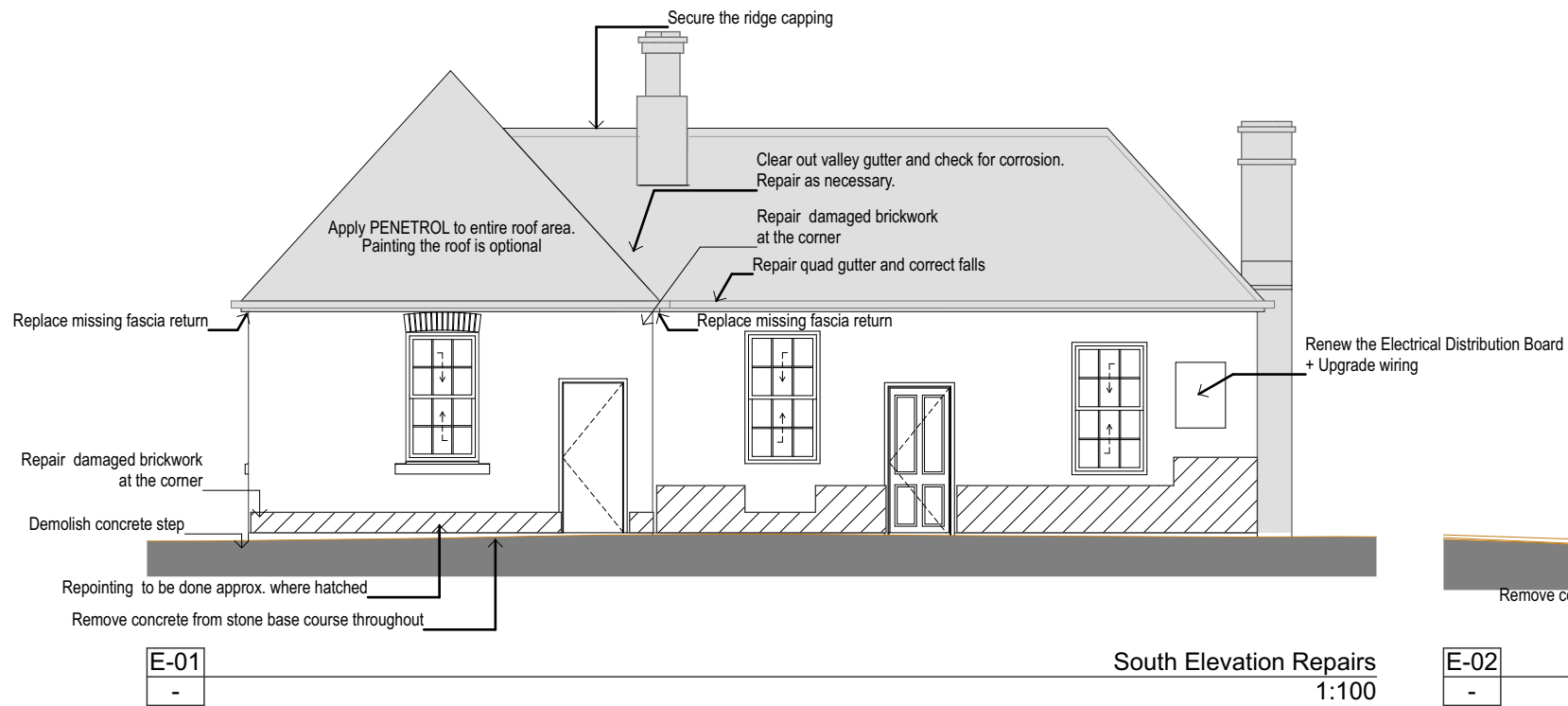
Client  
Bulga Milbrodale Progress Association Inc.

Project Name  
**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

Drawing Title:  
**CONSERVATION WORKS ROOF PLAN**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No: <b>21-06</b>	Drawing No.: <b>DA-4.02</b> Rev

Plot Date: 19/11/2021



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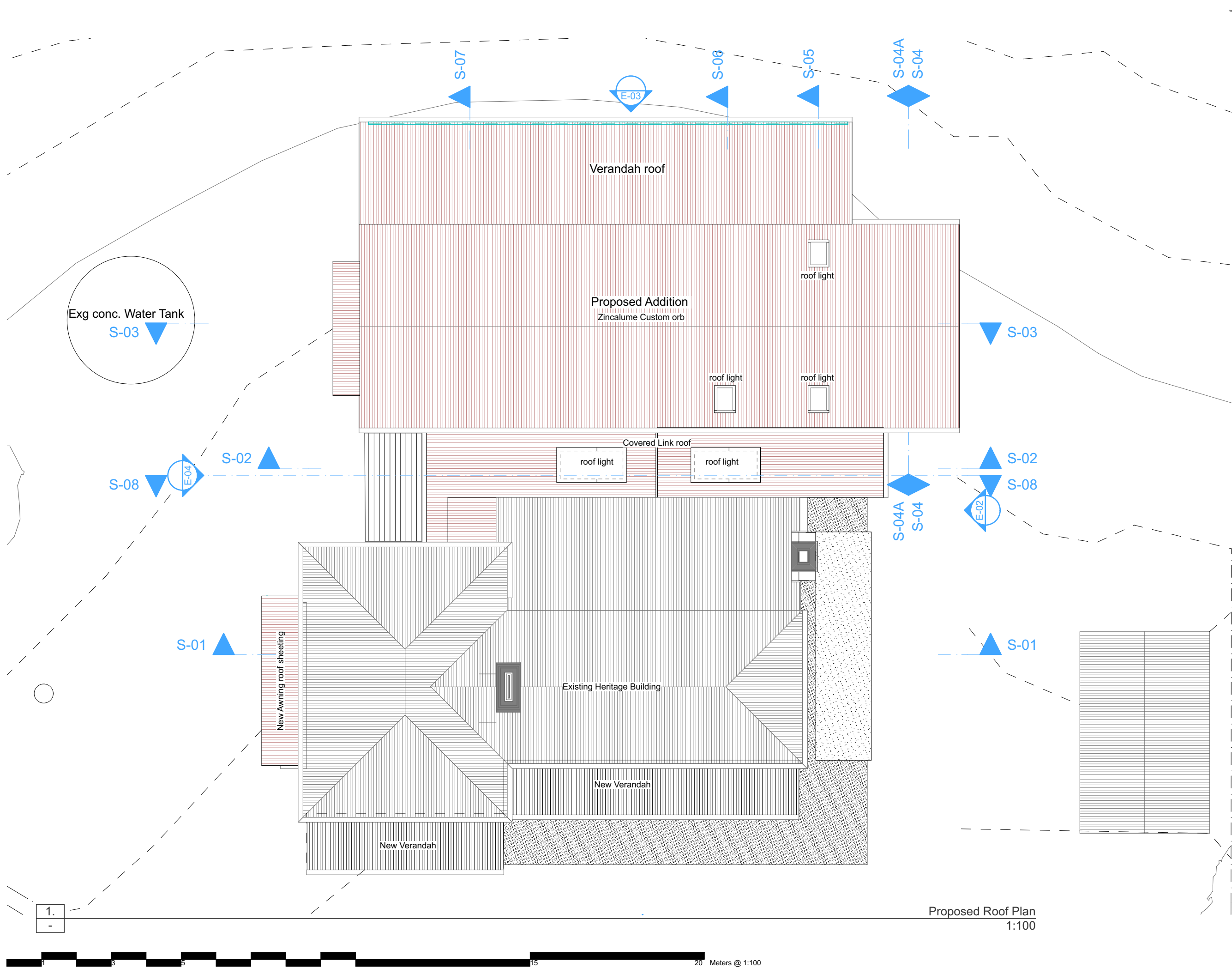
Revisions		
Revision #	Detail	Date

Client  
Bulga Milbrodale Progress Association Inc.  
Project Name  
**Old School House, Bulga Cultural Centre**  
2099 Putty Road, BULGA NSW 2330

Drawing Title:  
**CONSERVATION WORKS ELEVATIONS**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No: <b>21-06</b>	Drawing No.: <b>DA-4.03</b>
Plot Date: 19/11/2021	







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Drawing Title:

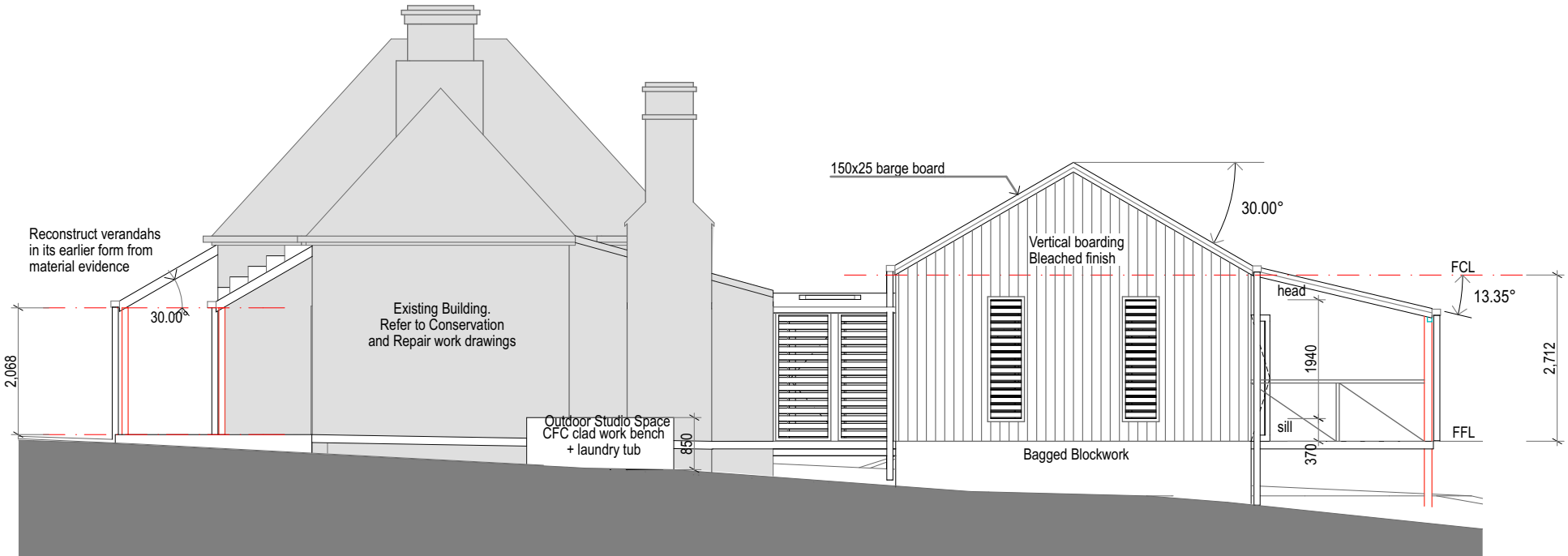
PROPOSED ROOF PLAN

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No:	Drawing No.: Rev
21-06	DA-5.02
Plot Date:	19/11/2021



E-01  
-

South Elevation  
1:100



E-02  
-

East Elevation  
1:100





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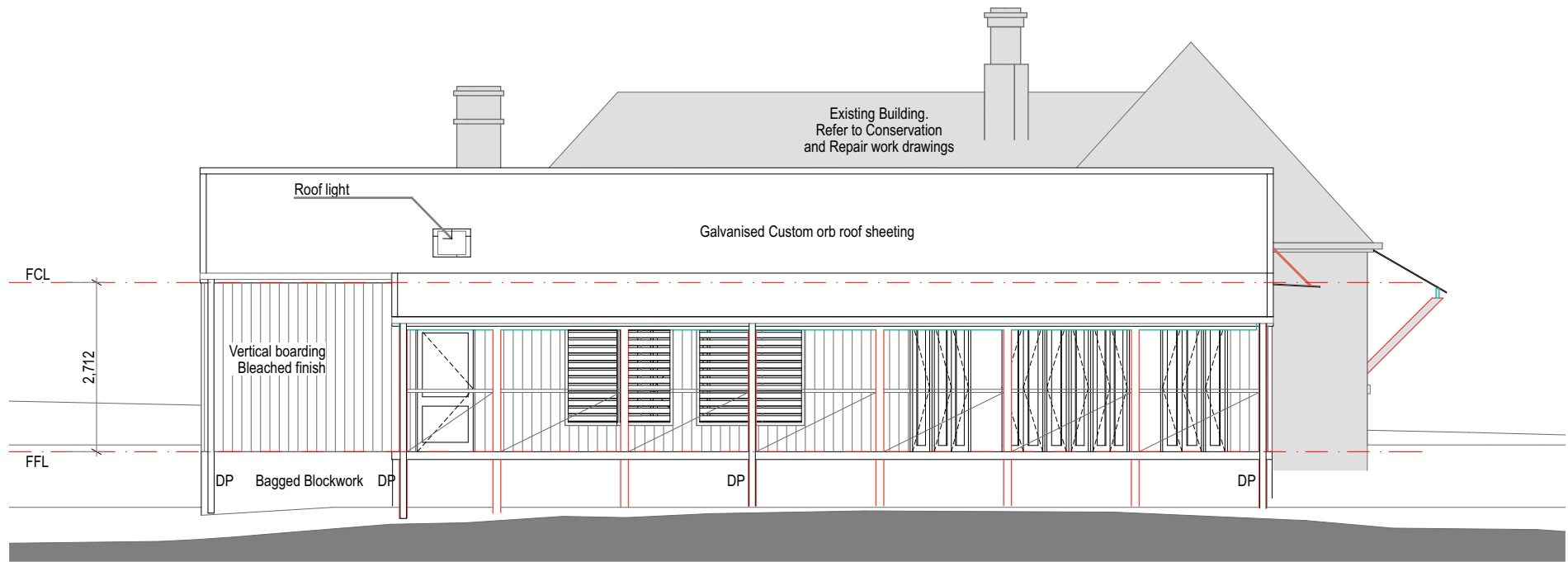
**2099 Putty Road, BULGA NSW 2330**

Drawing Title:

**ELEVATIONS 1**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No:	Drawing No.: Rev
<b>21-06</b>	<b>DA-6.01</b>

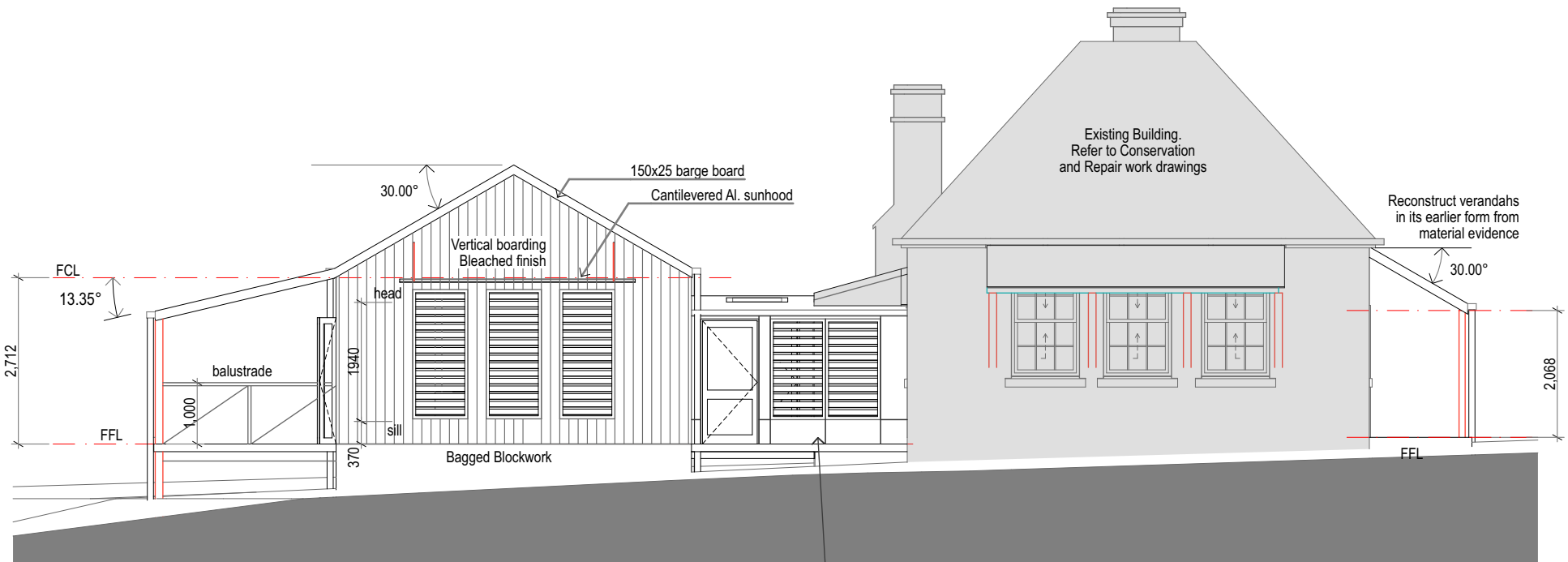
Plot Date: 19/11/2021



E-03

-

North Elevation  
1:100



E-04

-

West Elevation  
1:100





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Project Name

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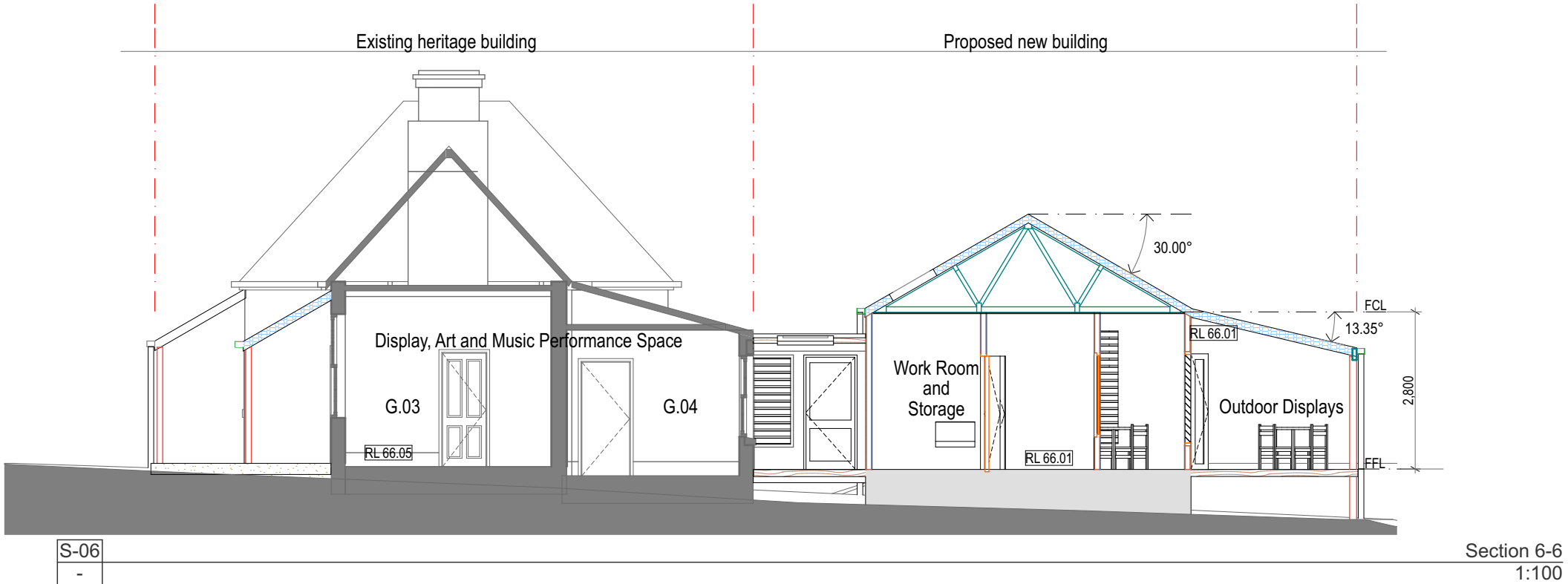
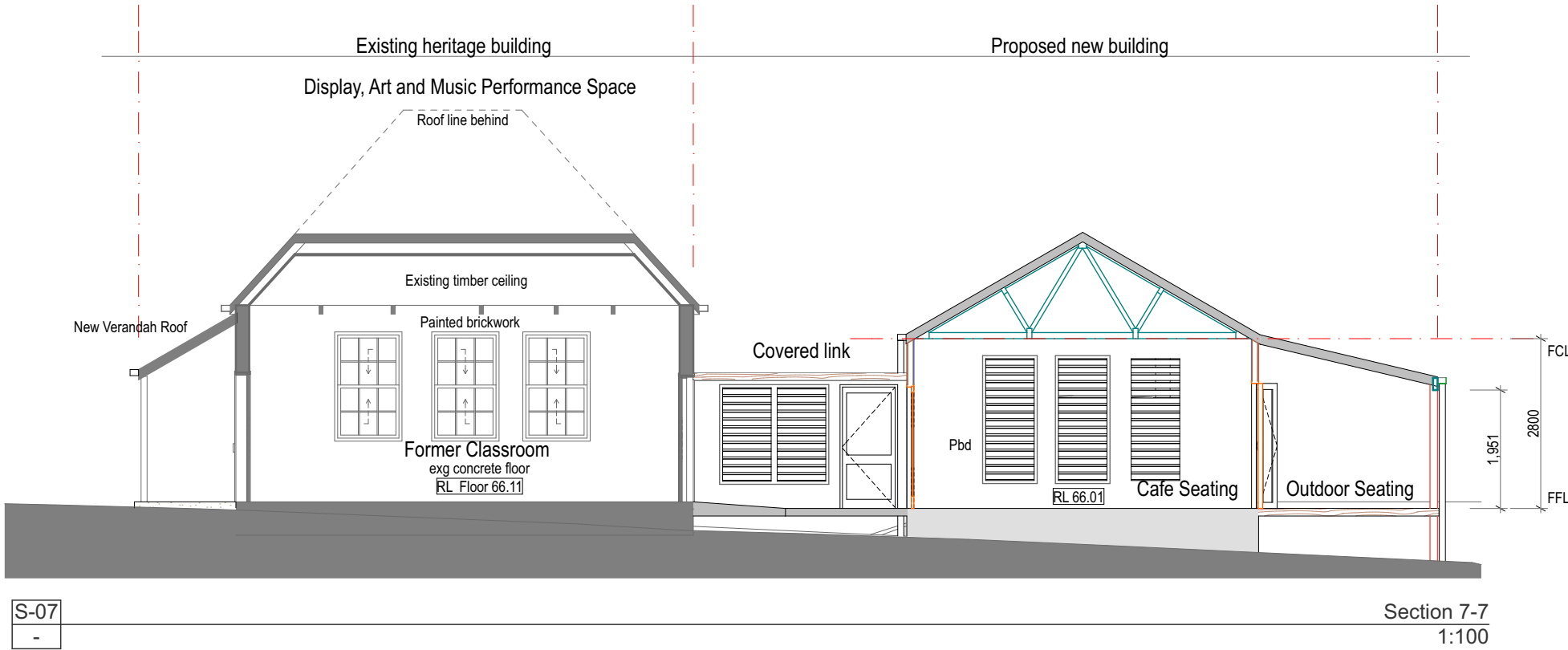
2099 Putty Road, BULGA NSW 2330

Drawing Title:

ELEVATIONS 2

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No:	Drawing No.: Rev
21-06	DA-6.02
Plot Date:	19/11/2021







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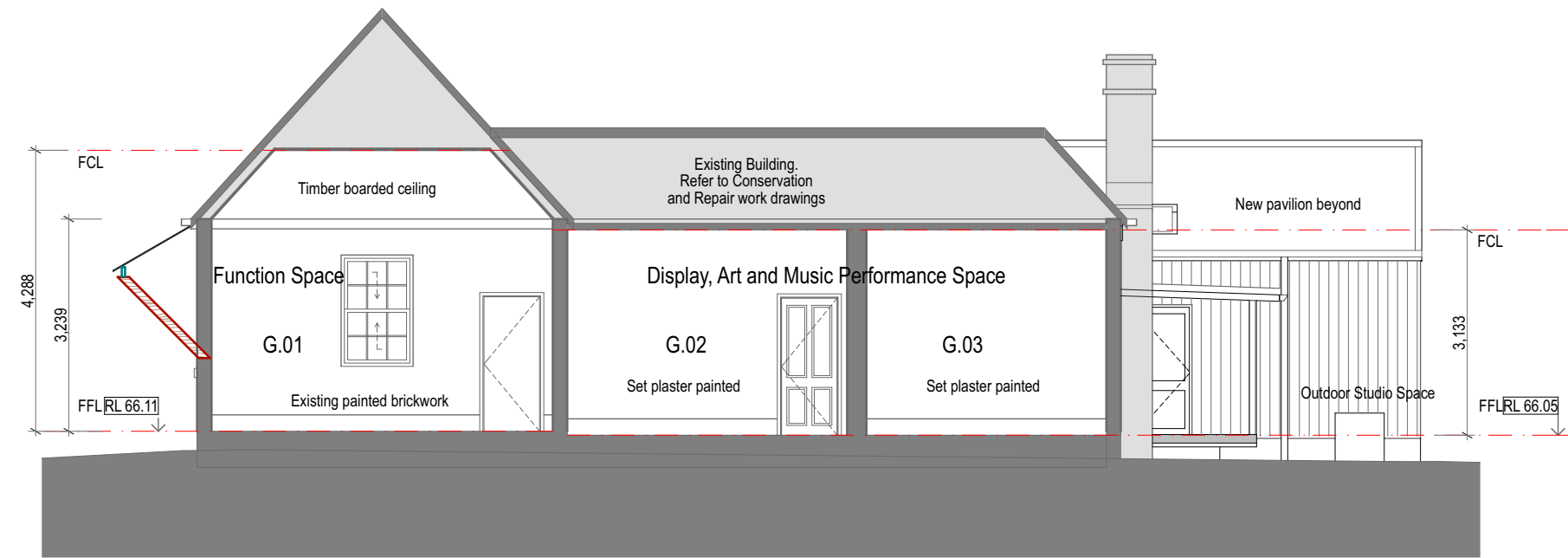
Old School House, Bulga Cultural Centre  
2099 Putty Road, BULGA NSW 2330

Drawing Title:

SECTIONS 1

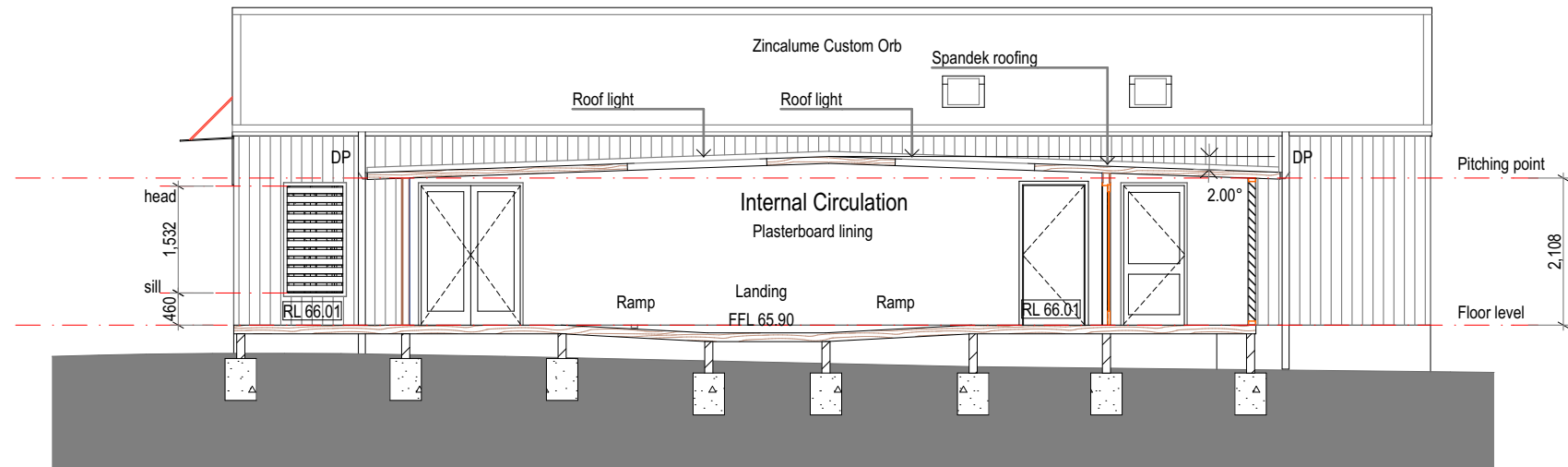
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Status: DA	Drawn: SRB	
Project No:	Drawing No.:	Rev
21-06	DA-7.01	
Plot Date:		19/11/2021





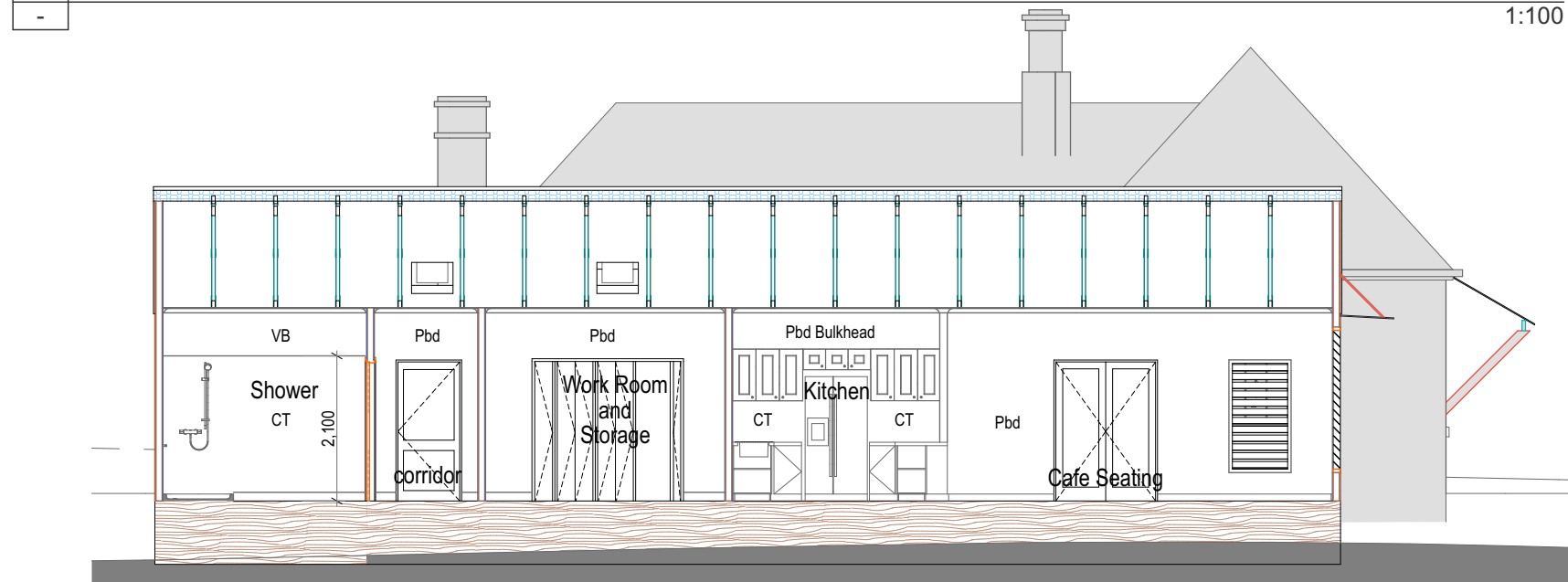
S-01  
-

Section 1-1  
1:100



S-02  
-

Section 2-2  
1:100



S-03  
-

Section 3-3  
1:100



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Drawing Title:  
**SECTIONS 2**

Scale: as noted	Date:
Status: DA	Drawn: SRB
Project No: <b>21-06</b>	Drawing No.: <b>DA-7.02</b>
Plot Date:	Rev 19/11/2021

## Bulga Master Plan – Strategies and Actions

Strategy	Action	Indicative Cost
<b><i>Improve connectivity and permeability</i></b>		
<p>Ensure the village is well connected to the community hub, items of significance and open space areas.</p> <p><b>CCC feedback:</b></p> <ul style="list-style-type: none"> <li>no works on southern side of Inlet Road and Putty Road.</li> <li>Paths to connect Recreation Ground to Wollombi Brook area and the Tavern.</li> </ul>	<ol style="list-style-type: none"> <li>A concept design be developed for the construction of pathways from the Hall to; <ul style="list-style-type: none"> <li>St Marks Church – northern side of Inlet Road, plus crossing to Recreation Grounds</li> <li>Bulga Recreation Ground – southern side of Inlet Road</li> <li>Service Station, Hotel and Bulga Bridge – southern side of Putty Road and/or around the northern side of the Hall</li> <li>Stock Reserve and Wetland precinct – northern side of Putty Road</li> </ul> </li> <li>A Village signage strategy be developed and implemented.</li> </ol>	<p style="text-align: center;">Pathways Concept design - \$50,000</p> <p style="text-align: center;">Construction cost to be determined from concept design work.</p>
Promote the Yellow Rock Trail including mapping, signage, identifying key landmarks and destinations.	Develop tourism material to promote the Yellow Rock Trail	\$20,000
<p>Provide access to the National Parks and the creation of the track to Jerrys Plains.</p> <p><b>CCC feedback:</b></p> <ul style="list-style-type: none"> <li>is this possible?</li> </ul>	The NSW Department of Environment be approached to determine the viability of an access track.	Advocacy?
<p>Village gateway treatment including;</p> <ul style="list-style-type: none"> <li>Feature tree planting and rainwater gardens to assist in identifying key locations at the entries to Bulga,</li> <li>Improved definition of the right-hand bend towards the Bulga Bridge and</li> <li>Improved definition of the intersection at The Inlet Road to identify the path to tourist attractions. Realignment of the intersection to improve sightlines.</li> <li>Provide pedestrian refuges at appropriate places</li> </ul>	A concept design be prepared for the Village gateway treatments	<p style="text-align: center;">Concept Design - \$50,000</p> <p style="text-align: center;">This could be part of the pathways project to include all future public domain enhancements.</p>

<b>CCC feedback:</b> <ul style="list-style-type: none"> <li>Any streetscape work to be low maintenance and not impede traffic sight distances</li> </ul>		
<b>Improve wellbeing and amenity</b>		
<b>Bulga Community Hall</b> <ul style="list-style-type: none"> <li>Update and improve with a colour scheme, front entry, fence and landscape to meet the rural village theme.</li> <li>Provide a deck with outdoor seating.</li> <li>Provide community and tourist information.</li> <li>Create a central hub.</li> <li>Redo outdoor play area</li> </ul>		VPA has funded a media centre, new verandah and replacement of ceiling.
<b>St Mark's Church</b> <ul style="list-style-type: none"> <li>Improve the amenity and definition by providing a complementary heritage rural fence around the church grounds and a picket fence around the graveyard. Improve the pathway to the front entry.</li> <li>Identification and upgrade of the gravestones. Fences to be an appropriate material for low maintenance.</li> </ul>	Provide advocacy assistance to the Church to assist in sourcing funds	VPA has funded replacement of the fence.
<b>Bulga Recreational Grounds</b> Maintain the rural views to the surrounding National Parks. Provide new and upgrade facilities: <ul style="list-style-type: none"> <li>Upgraded clubhouse including amenities and parking facilities - - <i>in progress</i></li> <li><del>Tennis court resurfacing. - complete</del></li> <li><del>Shade structure over the playground. - scheduled for early 2019</del></li> <li><del>Fitness equipment.</del></li> <li><del>Investigate the provision of free Wifi. - ???</del></li> <li>Improve the oval with turf and a white picket fence.</li> <li><del>Provide a dedicated area for events and separate camping areas.</del></li> <li>Maintain access to the War Memorial Gates. – completed by SC</li> </ul>	Bulga Recreational Grounds Improvement Plan – Detailed Concept design	The VPA has funded the following: <ul style="list-style-type: none"> <li>Outdoor exercise equipment</li> <li>New playground and shade structure</li> <li>RV Dump point – in progress</li> </ul>

<ul style="list-style-type: none"> <li>• <del>Provide seating around the oval as well as raised stadium seating appropriately located for events.</del></li> <li>• Replace existing logs along front and improve plantings consistent with Master Plan. -completed by SC</li> <li>• Provision of water for irrigation system from existing PID access point- TBD</li> <li>• Replacing exiting table and chairs - TBD</li> <li>• Update and replace existing playground – completed</li> <li>• Weed spray and top dress area - TBD</li> <li>• Install RV dump point- in progress</li> </ul> <p><b>CCC feedback:</b></p> <ul style="list-style-type: none"> <li>• <b>Improve maintenance of area</b></li> </ul>		
<p><b>Bulga Stock Reserve and Wetland</b>  <del>Encourage the development and beautification of the Stock Reserve in discussions with the State Government;</del></p> <ul style="list-style-type: none"> <li>• Provide various informal access paths to and from and within the Park and to Wollombi Brook.</li> <li>• <del>Provision of facilities including seating, barbeque facilities, amenities block, toilets, showers, fitness equipment located along the pathways creating an exercise route.</del></li> <li>• Possibility of bushwalking tracks and garden trails.</li> <li>• <del>Short term camping site to reduce conflicts with the recreation grounds and as overflow camping when events are held in the recreation grounds. Investigate an RV dump point.</del></li> <li>• Rural fences to define access areas to the reserve.</li> <li>• <del>Identify a potential area for a nursery to provide street and shade trees for the villages.</del></li> </ul> <p><b>CCC feedback:</b></p> <ul style="list-style-type: none"> <li>• <b>Ensure ongoing maintenance</b></li> </ul>	<p>Note: Since development of the Plan the Stock Reserve’s management and maintenance has been “gifted” to Singleton Council in 2019</p>	<p>The VPA has funded the following:</p> <ul style="list-style-type: none"> <li>• Wollombi Brook walking Trail Masterplan</li> <li>• Bulga Stock Reserve Stage 1 works</li> <li>• Detailed survey</li> <li>• Aboriginal cultural survey</li> <li>• Detailed design plans for track and supporting infrastructure</li> </ul>

<b>Wollombi Brook</b> <ul style="list-style-type: none"> <li>• Improve the amenity and usability of Wollombi Creek by clearing debris and rubbish.</li> <li>• <del>Provide access to Wollombi Creek for recreational use e.g. kayaking, fishing.</del></li> <li>• <del>Provide a boardwalk and viewing platform to the Brook from the Stock Reserve.</del></li> </ul>		Advocacy?
<b>Improving the adaptability and being flexible</b>		
<ul style="list-style-type: none"> <li>• Facilitating festivals being held throughout the village including the Recreation Grounds and the Bulga Stock Reserve.</li> <li>• Heritage Trail - Implement appropriate markers to identify the heritage sites / buildings of Bulga.</li> </ul>	Identify key stakeholder and develop a schedule of events.	A potential funding opportunity from the VPA to whom – a community group?
<b>Future Project CCC Suggestions</b>		
Equestrian Centre Bulga to Broke discovery Trail Arts and Culture Centre Better Village presentation		

**VPA : Warkworth and Mount Thorley Continuation Projects**

As at 31/12/2021

		2017/2018	2018/2019	2019/2020	2020/2021	Jul	Aug	Sep	Oct	Nov	Dec	2021/2022	Life to Date
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Bulga Community Project Fund</b>													
Opening Balance		-	2,017,063.29	2,531,384.50	2,927,409.42	3,267,815.25	3,259,112.12	3,242,914.18	3,223,686.69	3,216,271.13	3,221,894.73	3,267,815.25	
<b>Income</b>													
	Contribution	2,000,000.00	450,000.00	450,000.00	450,000.00	-	-	-	-	-	450,000.00	450,000.00	3,800,000.00
	Interest	17,063.29	64,412.77	64,996.12	44,913.63	-	-	-	-	-	15,000.00	15,000.00	206,385.81
													-
<b>Expenditure (incl. commitments)</b>													-
	Community Notice Board	-	-	4,426.40	2,810.62	-	-	-	-	-	-	-	7,237.02
	Recreation Area Improvements and Exercise Equipment	-	91.56	79,908.44	-	-	-	-	-	-	-	-	80,000.00
Bulga Stock Reserve Master Plan and Management Plan -													
	Bulga Stock Reserve	-	-	22,548.00	13,179.68	-	9,261.82	-	-	(9,261.82)	(8,388.00)	(8,388.00)	27,339.68
	Bulga Stock Resurve - Stage 1 Maintenance Works					-	-	-	-	9,261.82	31,526.00	40,787.82	40,787.82
	Welsh's Road sealing 600m				-	-	-	939.18	12,504.75	2,116.90	1,472.61	17,033.44	17,033.44
	Bulga Hall Improvements - media system and verandah	-	-	12,088.36	1,488.84	-	-	3,667.18	-	-	-	3,667.18	17,244.38
	Bulga Community Hall replacement of hall ceiling				-	-	-	-	-	-	-	-	-
	Restoration of Old Bulga School				9,270.00	3,360.00	-	6,512.50	-	1,050.45	900.00	11,822.95	21,092.95
	Electronic message board				-	-	-	-	-	-	26,930.00	26,930.00	26,930.00
	Wollombi Brook Walking Trail Masterplan				15,872.00	-	-	180.00	-	-	5,180.50	5,360.50	21,232.50
	Milbrodale Public School Yarning Circle				-	-	-	-	-	-	-	-	-
	Milbrodale public School renovations				-	-	-	-	-	-	-	-	-
	Project Management Incidentals				1,466.65	-	-	-	-	-	180.00	180.00	1,646.65
	VPA Projects Officer				110,420.01	5,343.14	6,936.11	8,867.81	7,415.57	2,587.76	10,378.68	41,529.07	151,949.08
<b>Total</b>		<b>2,017,063.29</b>	<b>514,321.21</b>	<b>396,024.92</b>	<b>340,405.83</b>	<b>(8,703.14)</b>	<b>(16,197.93)</b>	<b>(19,227.49)</b>	<b>(7,415.57)</b>	<b>5,623.61</b>	<b>456,748.82</b>	<b>410,828.30</b>	<b>3,678,643.55</b>
<i>Balance Remaining</i>		<i>2,017,063.29</i>	<i>2,531,384.50</i>	<i>2,927,409.42</i>	<i>3,267,815.25</i>	<i>3,259,112.12</i>	<i>3,242,914.18</i>	<i>3,223,686.69</i>	<i>3,216,271.13</i>	<i>3,221,894.73</i>	<i>3,678,643.55</i>	<i>3,678,643.55</i>	<i>3,678,643.55</i>

**Notes :**

\$ = total actuals plus commitments