



BOGAN SHIRE COUNCIL

Business Paper

23 May 2019

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16 May 2019

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers, Nyngan on Thursday 23 May 2019 at 9.30am.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Declarations of Interest
5. Confirmation of the Closed and Confidential Minutes of the Council Meeting held on 24 April 2019
6. Development and Environmental Services' Closed and Confidential Report
 1. Bogan Shire Council War Memorial Pool
The General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: - because it is information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business
7. Confirmation of the Ordinary Minutes of the Council Meeting held on 24 April 2019
8. Confirmation of the Extraordinary Minutes (Estimates) of Council Meeting held on 8 May 2019
9. Mayoral Report
10. General Manager's Report incorporating reports from:-
 - People and Community Services
 - Finance and Corporate Services
 - Engineering Services
 - Development and Environmental Services
11. Correspondence

Your attendance at this meeting would be appreciated.

Yours sincerely

Cathy Ellison
Executive Assistant



**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

COMMITTEE MEETING MINUTES

1 NYNGAN MUSEUM MEETING

Attached are the Minutes of the Nyngan Museum Committee Meeting held on 1 May 2019 at the Nyngan Museum.

1.1 Recommendation

That the Minutes of the Nyngan Museum Committee Meeting held on 1 May 2019 at the Nyngan Museum be received and noted.

2 ORANA JO EXTRAORDINARY BOARD MEETING

Attached are the Minutes of the Extraordinary JO Board Meeting held on 29 April 2019 at the Gilgandra Shire Council Chambers.

2.1 Recommendation

That the Minutes of the Extraordinary JO Board Meeting held on 29 April 2019 at the Gilgandra Shire Council Chambers be received and noted.

3 SHOWGROUND / RACECOURSE USERS MEETING

Attached are the Minutes of the Showground / Racecourse Users Meeting held on Monday 15 April 2019 at the Council Chambers.

3.1 Recommendation

That the Minutes of the Showground / Racecourse Users Meeting held on Monday 15 April 2019 at the Council Chambers be received and noted.

Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019

Nyngan Museum Meeting Date: 1st May 2019

Present:

Glad Eldridge, Leonie Montgomery, Anna Corby, Anne Quarmby, Margaret Sibbald, Abigail McLachlan

Apologies:

Ray Donald, Val Keighran, Bay Lovett, Yvonne and Collin Parady

Attn. Thanks to Abigail for previous minutes in March. There was no meeting in April.

Minutes last meeting: Move: Abigail second: Glad

Business arising from previous minutes:

Still no update on SES moving to new offices

Leonie still needs to hear what collection items volunteers would like to have in put into. So far,

Ray *History of farming techniques*

Di *Digitising the school photos*

Anne and Yvonne *Newspapers*

Anna *Honour Roll, Shops, Century Nearly Forgotten*

#Community Visits will be discussed again at a future meeting

#No need for change to meeting days at this time

#Coach visits on 14th May and 5th June Volunteers needed.

Treasurers Report attached: read and moved: Leonie 2nd: Anne Q

Reports tendered for March and April

Correspondence In:

Confirmations of visits from coaches

Correspondence Out:

.N/a

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Co Ordinator's Report:

Visit from Dallas Boyd to review maintenance on lights and fans. Tracks lights need further attention. Lights in Sewing room have been replaced, as have video room lights. Three safety mouse bait stations were purchased and installed. These are pet and child safe. Camphor blocks are helping to make the rooms smell fresh and clean. Displays have been changed near the video room due to movement of bottles caused by trains. These should now be more protected in their new spot

Maintenance Report:

White ants are spreading into the other door frames.

The no parking area has still not been fixed

General business

Bill Brecht working for John Holland, is organizing for the floors to be repaired.

Thankyou to Val and Anne for doing the RSL foyer raffle for us.

Coach Visits 14th June 38 passengers plus staff arriving 3.30 for museum tour

5th June Arriving for lunch 24 passengers and their staff

4 main courses in crockpots, rice, bread sticks, slice, tea and coffee

Quote for repair of Honour Roll \$350.00 plus presentation costs

An old brass Capstan Vesper Match Holder was found inside one of the old clocks on display. It contained a small crystal wrapped in cloth. No other information.

We need to order new magnets so please think of designs for next meeting.

Meeting Closed: 10:28am

Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019

minutes

MEETING OF: Orana Joint Organisation
DATE: 29 April 2019
TIME: 10.00 am
VENUE: Gilgandra Shire Council Chambers

ATTENDEES:

| | |
|------------------------------|--|
| Cr D Batten (Chair) | Mayor, Gilgandra Shire Council |
| Cr D Todd | Mayor, Warrumbungle Shire Council |
| Cr C Davies | Mayor, Narromine Shire Council |
| Cr M Quigley | Mayor, Warren Shire Council |
| Cr D Kennedy | Mayor, Mid-Western Regional Council |
| Cr R Donald OAM | Mayor, Bogan Shire Council |
| David Neeves | General Manager, Gilgandra Shire Council |
| Roger Bailey | General Manager, Warrumbungle Shire Council |
| Glenn Wilcox | General Manager, Warren Shire Council |
| Derek Francis | General Manager, Bogan Shire Council |
| Simon Jones | Acting General Manager, Mid-Western Regional Council |
| Jane Redden | General Manager, Narromine Shire Council |
| Belinda Barlow | Interim Executive Officer Orana Joint Organisation |
| Julie Prout | (Minute Taker) |

The Chair declared the meeting open at 10.05am and welcomed those present.

BOARD MEETING ITEMS

1. **APOLOGIES:** Brad Cam, General Manager, Mid-Western Regional Council.

2019/017 RESOLVED Crs Kennedy/Davies that the apology of Brad Cam be accepted.

CARRIED

2. DECLARATION OF INTEREST

Nil

3. REPORT - FUTURE OF THE ORANA JOINT ORGANISATION

Ashley Albury advised that the proposed meeting for NSW Joint Organisation Chairs scheduled for April had been held over due to the appointment of the new Minister for Local Government and the meeting is now scheduled for May at a date yet to be advised.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

minutes

2019/018 RESOLVED

Crs Kennedy/Donald

1. That the Orana Joint Organisation require confirmation from the government at the proposed Joint Organisation Chairs meeting in May, that a minimum level of funding of \$400,000 per annum (plus CPI) for four years in order for the Joint Organisation to continue functioning, guarantee staffing and undertake activities identified in the Strategic Plan.
2. That failing confirmation of funding, the Orana Joint Organisation Board consider its continuation at its proposed next meeting.

CARRIED

4. NEXT MEETING

Cr Davies/Cr Todd

Propose Friday, 31 May 2019 (pm) in Sydney at Parliament House, which may change at the discretion of the Chair.

CARRIED

Media release to be issued.

MEETING CLOSED 11.15AM

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

**Minutes of the Showground Users Advisory Group Meeting held at Bogan shire
Council Chambers on 15 April 2019**

The meeting opened at 5:00pm.

Present: Deputy Mayor Glen Neill (Chair), Councillor Kevin Ryan, Angela Kennedy, Kathy Korn, Wendy Robb, Rodney Robb, Jerry Jenkins, Derek Francis (General Manager), Graeme Bourke (Manager Engineering Services).

1. Remembrance

The contribution that Chris Elder made to this Group and the Nyngan Showgrounds over many years was remembered and acknowledged.

2. Apologies:

Mayor Ray Donald OAM, Rowen Cleaver, Bruce Cleaver, Dennis Thorpe, Will Marr

3. Previous Minutes:

The minutes of the previous meeting were adopted with the following amendment to the Jockey Club wrap up of events:

“Recommend to Council that new Jockey’s Room be a separate building ...” becomes “Acknowledge that the new Jockey’s Room will need to be a separate building ...”

(Moved Kevin Ryan, seconded Kathy Korn)

4. Matters Arising

Refer attached checklist for list of previous matters discussed and their current status.

The following were discussed as outstanding matters arising:-

a) Showgrounds

- Storeroom – confirmation that suitable location for large storage cupboards would be at the back of the secretary’s office.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

b) Racecourse

- New Jockey's room – Shire to investigate costs and options for stand-alone structure vs one built-in under the grandstand. Consideration to be given to demolishing existing jockey's room – even if a new structure is to be built – and making good in such a way that it doesn't detract from the area.

5. Events and General Business

a) Duck Creek

- Working on issue with bringing glass bottles into the parking lot.
- Alternative ways of managing traffic being considered.

b) Jockey Club / Pony Club

- Request for Jockey Club's contribution towards Jockey Room to be relocated to swabbing box as grant funds have now become available for new Jockey's Room.
- Racecourse stables are used by the Jockey Club for race horses. There was a complaint a little while back about unauthorised use but was addressed by Wendy.
- Confirmation of swabbing box and fence – quote obtained and requires a \$3,500 contribution from Duck Creek, Jockey Club and Council.
- Request for signage for the track – “No unlicensed use” to prevent people using it for push bikes, recreational horse riding, exercising dogs.
- Request to amend Council's website that, according to some reports, encourages people to use the track for recreational purposes.
- Photo finish room door and judges stand floor need repairs.
- Slashing inside the racetrack required before ANZAC races.
- Travelling public leaving horses in the arena and pony club yard is an ongoing issue. Request for signage – “No loose horses”.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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- Request to Council for consideration – allowing free use of Pony Club stables to Club members. This was the reason they were built 50 years ago. (On the understanding they will be vacated and made available for the Show to use).

c) Show Society

- No objection to the Pony Club using stables provided they are made available for the Show.
- New flooring in photography room looks good.

d) AG Expo

- Management of toilets during the event to be monitored.

Next meeting will be held in October 2019.

The meeting closed at 6:01pm.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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Outstanding Matter - Checklist

| | Action Item | Status |
|---|--|---------------|
| | Racecourse | |
| 1 | Shire to investigate costs and options for stand-alone structure vs one built-in under the grandstand. Consideration to be given to demolishing existing jockey's room – even if a new structure is to be built – and making good in such a way that it doesn't detract from the area. | |
| 2 | Request to Shire for Jockey Club's contribution towards Jockey Room to be relocated to swabbing box as grant funds have now become available for new Jockey's Room. | |
| 3 | Request to Shire for signage for the track – "No unlicensed use" to prevent people using it for push bikes, recreational horse riding, exercising dogs. | |
| 4 | Request to Shire to amend Council's website that, according to some reports, encourages people to use the track for recreational purposes. | |

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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| | | |
|----|--|--|
| 5 | Travelling public leaving horses in the arena and pony club yard is an ongoing issue. Request to Shire for signage – “No loose horses”. | |
| 6 | Request to Council for consideration – allowing free use of Pony Club stables to Club members. This was the reason they were built 50 years ago. (On the understanding they will be vacated and made available for the Show to use). | |
| 7 | Photo finish room door and judges stand floor need repairs. | |
| 8 | Slashing inside the racetrack required before ANZAC races. | |
| | Showground | |
| 9 | Arena rails (rodeo area) have not been painted yet. Rodney to obtain paint from Shire. | Paint is available from Shire. <u>Update</u> No labour currently available. |
| 10 | Boards on stands cut too short and not sticking, some were wet when Shire cleaned the Pavilion. Need to be redone please. | Shire staff encountered difficulties in sizing some boards due to differently sized and bent stands. Recommend consideration of new stands. <u>Update</u> Show Society still to advise on best options. |

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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| 11 | Wye Pavilion stands need reinforcing. Shire will attend to. | Some stands repaired – see 8 above. |
|----|---|-------------------------------------|



**Mayoral Minute to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

REPORT TO ORDINARY MEETING OF COUNCIL – MAYORAL MINUTE

Councillors

The following report is submitted for consideration:-

1 ROADWORKS PROGRAM

Councillors at the Estimates Meeting on 8 May 2019, Councillors requested some more information and funding details about some areas of our roadwork's program for the next financial year. The draft 2019/20 Roadwork's Program tabled at the Estimates Meeting, made no provision for any construction works, apart from construction of the road to the pump station.

The current budget had 3km of construction on local roads (Mulla, Pangee and Colane Roads), and 1km on Cockies Road (Regional Road Block Grant). A further 2.7km of reconstruction on Cockies Road was funded by some extra State Government money.

I believe we should continue some construction works in next year's budget. The standard of our roadworks has radically improved over recent years, particularly with gravel resheeting, increasing the all-weather condition of unsealed roads. However, those who live and commute on gravel roads have increased security, as the kilometres of bitumen seal increased, providing better access to markets, their town, school bus routes emergency service vehicles and mail runs compared to many residents who live within five minutes of all the town's amenities on a sealed road.

Taking figures from attachments 2.2 of the General Fund Operating and Capital Budget 2019/20 (page 1) FAG Local Council Roads Revenue has increase by \$47,732 from 18/19 to 19/20. Block Grant Regional Roads Revenue by \$135,000 from 18/19 to 19/20 and R to R Local Roads revenue by \$82,851 from 18/19 to 19/20. A total increase of \$265,586.

I fully support the proposed 19km of bitumen reseals proposed in the draft roadworks program.

To maintain some construction works in 19/20 from the funds tabled in the attachment 2.2, I suggest we seal 1km of Cockies Roads from the Block Grand Funding (\$900,000). Also seal 2.7km(700m Mulla Road, 1km Pangee Road and 1km Colane Road), totalling \$405,000. This money is to come from the \$407,799 for Town and Village Streets (for which no program was presented), FAG Unsealed Maintenance of \$1,159,610 and \$104,212 from the \$729,212 R to R Fund totalling \$1,671,621.



**Mayoral Minute to the Ordinary Meeting of Bogan Shire Council
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Worth remembering is that the cost of sealed maintenance per kilometre is far less than the cost of unsealed maintenance and gravel resheeting.

1.1 Recommendation

For Council's Consideration.

Ray Donald OAM

Mayor

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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REPORT TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER'S REPORT

Mayor and Councillors

The following report is submitted for consideration:-

1 CHECKLIST

| Item No. | Date | Minute No | Matter | Action Required | Officer | Status |
|----------|------------|-----------|--|---|-------------|--|
| 1 | 27/10/2016 | 423/2016 | Seniors Living – Rental Units | Consult with community to gauge interest in the project before making a decision on which location & how many units to build. | DDES | Public Information Meeting 14 December 2016. Community expressed a preference for the Cobar/Dandaloo Streets site. Application under Stronger Country Communities successful. Project to go to tender May 2019. Demolition programmed for July 2019. |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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| 2 | 28/09/2017 | 283/2017 | Medical Centre | The General Manager in consultation with PHN proceeds to recruit & engage a second doctor for the BSMC. | GM | Recruitment agencies engaged to source locum / permanent second doctor. Second Locums secured until 31/12/2019. |
| 3 | 21/12/2017 | 392/2017 | Increase of train speed through Nyngan | Strong letter of concern & a request to address Council be sent to the relevant rail authorities & a copy to local member. | GM | Letter sent to Minister for Transport & Infrastructure, with copy to Kevin Humphries. |
| | 21/06/2018 | 293/2018 | | Council seek further follow up from the responsible Minister, reiterating Council's safety concerns for pedestrians & road users due to the nature of the crossing & variation of speeds & that the best control measures would be to erect flashing lights at the Hoskins Street Crossing. | GM | 406 Petitions received. |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|---|------------|----------|--|--|------------|---|
| 4 | 21/06/2018 | 186/2018 | Oatley Street Sewer Reticulation System | Council undertakes community consultation via survey to Oatley Streets residents concerning this request. | DES | In progress. Letters sent to residents 11 July 2018. 47 letters sent, 7 responded No, 9 Yes (2 depending on cost). Progressing with design and cost estimates for a full report to Council. To be included in Budget Meeting. COMPLETED |
| 5 | 27/09/2018 | 290/2018 | Fuel at Nyngan Airport | Council investigate if there are any fuel companies interested in supply fuel at the Nyngan Airport and Council Depot. | DES | Council's current fuel supplier preparing prices. Local supplier advised that it would be uneconomical for them to provide a fuel tank. COMPLETED |
| 6 | 27/09/2018 | 294/2018 | Nyngan / Cobar Water Security Project | Council pursue the necessary processes to secure funding for the construction of a second off-river storage & an allocation to fill the completed off-river storage. | DES | Business Case has been completed and submitted. Business Case is being assessed. Letter received from Department of Industry. UPDATE: Funding received and water purchased. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|---|------------|----------|--|--|------------|--|
| 7 | 25/10/2018 | 340/2018 | Palais Theatre | Following selection of options & places, detailed costings be obtained to facilitate a grant application for a new structure. | GM | Council resolved to demolish the Palais Theatre with the costs to be provided from accumulated funds at Council Meeting 28 March 2019. |
| 8 | 22/11/2018 | 405/2018 | Rural Addressing – Renaming Tottenham Road to the Bogan Way | Council rename the road from Nyngan to the Shire Boundary “The Bogan Way”. Council advertise the name change & notify relevant agencies of the renaming of the road & advise residents along the Tottenham Road & reason why. Council rename the Nymagee to Condobolin Road the Balowra Road from the Cobar Shire Boundary to Bobadah, then Henry Parkes Way from Bobadah heading south towards Condobolin. | DES | The roads’ names’ changes have been approved by the Geographical Name Board. To be now advertised in the Government Gazette. <u>UPDATE:</u> Advertised in Government Gazette. COMPLETED |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|----|------------|----------|---------------------------------------|---|--------------|--|
| 9 | 28/02/2019 | 005/2019 | Delay of Post Mortems | Council forward a strong letter to the Post Mortem Centre in Newcastle & relevant Government Dept / Minister responsible, demanding the time taken for post-mortems be investigated & improved. Support from other regional towns through Orana JO be sought. | Mayor | Response received. Verbal report at the Council Meeting. COMPLETED |
| 10 | 28/02/2019 | 007/2019 | Moves to Regulate Angel Flight | Council contact relevant authorities with concerns of proposed CASA regulations for Angel Flight & express Council support that Angel Flight Services continues as has been. | Mayor | Letter sent. Response received from Michael McCormack MP, Minister for Transport and Regional Development. |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|----|------------|----------|--|---|------------|--|
| 11 | 28/02/2019 | 021/2019 | Drought Works | <p>The General Manager continues to pursue grant funding opportunities to meet the cost to improve water security for Girilambone & Hermidale.</p> <hr/> <p>Council strongly points out to the relevant authorities that paying for water tanks will save the NSW Government money in the medium to long term rather than paying for the carting of water to fill the overhead tanks.</p> | DES | <p>Application submitted, awaiting response.</p> <p>Funding for water carting to the villages has been approved.</p> <hr/> <p>NSW Government advice at this stage is that individual tanks do not meet the drought funding criteria.</p> |
| 12 | 28/02/2019 | 047/2019 | Plaque at Nyngan Airport Terminal for Bill Taylor | <p>Council have a plaque made in recognition of Bill Taylor & his contribution to local aviation. Plaque to be placed outside the terminal. Final suggestions for wording on the plaque in consultation with local pilots & family.</p> | DES | <p>Plaque has been ordered.</p> |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|----|------------|----------|---|--|-----------|--------------|
| 13 | 28/03/2019 | 062/2019 | <p>Nyngan to Gunningbar Creek Confluence Bogan River Association</p> | <p>At no cost to Council, Council engage a consultant to carry out the necessary work to facilitate the following:-</p> <ol style="list-style-type: none"> 1. Obtain a 3,000 megalitre allocation for the Recreation/Lower Weir. <hr/> 2. Change the classification of the Recreation/Lower Weir to enable environmental & high security water to be out in the weir. <hr/> 3. Have a pipeline constructed from the Recreation/Lower Weir to the Bogan River Confluence with the Gunningbar Creek to enable stock and domestic users to obtain their licence from the pipeline. | GM | In progress. |
|----|------------|----------|---|--|-----------|--------------|



General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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|----|------------|----------|--------------------------------|--|------------|--|
| 14 | 28/03/2019 | 083/2019 | Drought Management Plan | Council urgently request the Department of Industry-Water to investigate the availability, quality and quantity of ground water to the east of Nyngan. | MES | In progress. <u>UPDATE:</u> Letter has been forwarded to the Minister for financial assistance to investigate. |
|----|------------|----------|--------------------------------|--|------------|--|

1.1 Recommendation

That the report relating to the Monthly Checklist be received and those items marked as "Completed" be removed from the checklist.

2 MODEL CODE OF MEETING PRACTICE

Summary:-

The purpose of this report is for Council to adopt the Model Code of Meeting Practice.

2.1 Introduction

The purpose of this report is for Council to adopt the Model Code of Meeting Practice.

2.2 Background

Amendments made to the Local Government Act 1993 (LGA) in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 provide for a Model Code of Meeting Practice (Model Meeting Code) to be prescribed by Regulation. A Model Meeting Code has now been prescribed under the Local Government (General) Regulation 2005 (the Regulation) and the existing meetings provisions of the Regulation have been repealed.

According to the Office of Local Government (OLG), previously there was not a uniform set of meeting rules for Councils beyond those prescribed under the LGA and the Regulation. In developing the Model Meeting Code, OLG say they identified significant variability in meeting practices and rules across Councils and that their review of Councils' Codes of Meeting Practice noted the following:-

- while there are a number of areas of commonality between Councils in meetings practice there is significant variability in how this is prescribed in their Codes of Meeting Practice;
- a number of Councils' Codes of Meeting Practice contain provisions that are inconsistent with the LGA and the Regulation;
- there is significant variation in the quality of the drafting of Councils' Codes of Meeting Practice; and
- a number of Councils' Codes of Meeting Practice appear to lose sight of the fact that the primary purpose of meetings is to make decisions and contained practices that are not consistent with the efficient conduct of meetings or effective and informed decision-making.

2.3 Discussion

A copy of the Model Meeting Code was previously circulated to Councillors for the 28 February 2019 Council Meeting.

The Model Meeting Code has two elements:

- It contains mandatory provisions (indicated in black font) that reflect the existing meetings provisions of the Act and update and enhance the meetings provisions previously prescribed under the Regulation to reflect contemporary meetings practice by Councils.
- It contains non-mandatory provisions (indicated in red font) that cover areas of meetings practice that are common to most Councils but where there may be a need for some variation in practice between Councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

Before adopting a new Code of Meeting Practice, under section 361 of the LGA, Councils are required to exhibit a draft of the Code of Meeting Practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

According to the OLG, until a Council adopts a new Code of Meeting Practice, its existing Code of Meeting Practice will remain in force up until six months from the date on which the new Model Meeting Code was prescribed, (14 December 2018 – 14 June 2019). If a Council fails to adopt a new Code of Meeting Practice within this period, under transitional provisions contained in the Regulation and the LGA, any provision of the Council's adopted code that is inconsistent with a mandatory provision of the Model Meeting Code prescribed under the Regulation will automatically cease to have any effect to the extent that it is inconsistent with the mandatory provision of the Model Meeting Code.

Council advertised the Model Code of Meeting Practice in the Nyngan Observer, 3 April 2019, 17 April 2019 and 1 May 2019. Copies of the Model Code of Meeting Practice were available for inspection by members of the public at the Council offices. At the time of writing this report, no submissions had been received.

2.4 Recommendation

That Council adopt the Model Code of Meeting Practice for Local Councils in NSW 2018.

3 VILLAGE TOURS 2019

3.1 Introduction

The purpose of this report is to record matters raised during the 2019 Village Tour as well as progress made with items raised in previous meetings with community representatives.

3.2 Background

Councillors and management staff met with representatives of Coolabah, Girilambone and Hermidale on Wednesday, 1 May 2019 as part of Council's regular annual meeting program with village communities.

3.3 Discussion

A report-back on previous issues was provided and some new matters were raised by community members present. The attached checklist records all current issues.

3.4 Attachment

Village meeting checklist.

3.5 Recommendation

That the Village Tours Report be received and noted.

**Derek Francis
General Manager**

Coolabah

Bogan Shire Council

Key discussion points and actions:

| Items for Action | Responsible Officer | Status |
|--|--|---|
| Items for action from Meeting 16 April 2015 | | |
| i. Overgrown lot with remains of old house to be cleared | Director Development & Environmental Services | Council to consider policy position. Update: <i>Lot 1 Sec 26 DP 758274 sold as part of auction for unpaid rates. Order to be issued on new owner.</i> |
| Items for action from Meeting 12 April 2016 | | |
| ii. Awning at Hall – agreement to proceed. | Director Development & Environmental Services | To be prioritised with Hall works. Update: <i>Council has approved quote from Greg Martin Construction for immediate commencement and completion by 30 June 2019.</i> |
| | | |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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| Items for Action | Responsible Officer | Status |
|--|--|--|
| Items for action from Meeting 20 April 2017 | | |
| iii. Grass Slashing – request to review program (highway and town) | Director Engineering Services | Program was reviewed. <u>Update:</u> <i>Section 355 Committee to work with DES on locations and processes.</i> Completed |
| iv. Tree – overhanging power line outside residence | Director Development & Environmental Services | <u>Update:</u> <i>Confirmed that tree is the responsibility of Essential Energy. Council has referred the request to them. Tree has been trimmed.</i> Completed |
| Items for action from Meeting 11 April 2018 | | |
| v. Cladding on Hall - to be replaced as soon as possible. | Director Development & Environmental Services | Significant works required including rebuilding facade. <u>Update:</u> <i>Can be included with current grant-funded works – awaiting quote from builder.</i> |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action | Responsible Officer | Status |
|--|--|--|
| vi. Rest Area – Request to remove wire fence and install new pool-style fence, retaining existing fenced off area as a dog off-leash area. | Director Engineering Services | Update: Quote for a decorative pool fence to extend past the “swaggy” - 90 metres x 1.2m high black loop top pool fence \$10,900 installed. Prioritised to be done after other works. |
| vii. Fallen Tree – at village entrance – to be removed | Director Development & Environmental Services | Still outstanding – arrangements made with contractor to remove. |
| viii. Road Naming – Road leading to Pineview. Community to advise Shire on preference. | Director Engineering Services | Name has been confirmed. Update: Shire to determine with resident where the new road will connect with existing road. Community advised name will be Walsh's Road. |
| | | |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action | Responsible Officer | Status |
|---|--------------------------------------|--|
| Items for action from Meeting 1 May 2019 | | |
| ix. Update list of priorities for spending from Village Capital Improvement Fund | General Manger | Balance as at 24 April 2019 – \$28,511.00. 1. Hall – steel doors and windows that seal (from grant funds if available) 2. Toilet at BBQ Area 3. Hall - airconditioning 4. Pool fence at BBQ Area (Undertaking from community to keep toilet clean). |
| x. Identification of two to three community representatives for follow-up meeting with Shire management in November. | General Manger | Committee members of Coolabah United Citizens Incorporated. |
| xi. Garbage – complaint about bins and butt holder at shop not being emptied and rubbish at rest stops along Brewarrina Road. | Director Engineering Services | Road Patrolman to attend to this. |
| xii. Abandoned cars – concerns about the length of time it takes to remove them from the highway. | Director Engineering Services | Follow up with RMS and NSW Police |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action | Responsible Officer | Status |
|--|--|---|
| xiii. Dumped rubbish – complaint about garbage bags being dumped on the road out the front of the tip – requested a more regular clean-up of the tip and for Shire workers to pick up dumped bags out on the road and road into tip. | Director Development & Environmental Services | Staff to schedule clean-ups. |
| xiv. Request to clean out Wilga Tank and table drains along the highway | Director Engineering Services | Community advised NSW Government has not provided funding for this. |

Girilambone

Bogan Shire Council

Key discussion points and actions:

| Items for Action | Responsible Officer | Status |
|--|--|--|
| Items for action from Meeting 9 December 2015 | | |
| i. Sign for war memorial rather than brass plaque. | Director Development & Environmental Services | Names obtained. <u>Update:</u> <i>Sign has arrived. Community to advise on location.</i> |
| Items for action from Meeting 20 April 2017 | | |
| ii. Village Tip – issues with indiscriminate dumping – schedule regular cleanup. | Director Development & Environmental Services | Still issues people from outside Village dumping indiscriminately. <u>Update:</u> <i>Needs clean-up, a lot of scrap metal in hole. Excessive amount of tyres on site – from elsewhere?</i> |
| | | |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action | Responsible Officer | Status |
|---|--------------------------------------|---|
| Items for action from Meeting 11 April 2018 | | |
| iii. Water – unpleasant odour | Director Engineering Services | No recent complaints received. |
| iv. Ramp on Booramugga Road – works required to ramp | Director Engineering Services | Update: <i>Fence was down to side of grid, grid full – responsibility of owner.</i> |
| Items for action from Meeting 1 May 2019 | | |
| v. Update list of priorities for spending from Village Capital Improvement Fund | General Manger | Balance as at 24 April 2019 – \$14,391.00. Representatives to consult with community regarding priorities and advise General Manager |
| vi. Identification of two to three community representatives for follow-up meeting with Shire management in November. | General Manger | Dot Hicks and Gai Pack |
| vii. Village streets need grading | Director Engineering Services | Update: <i>Streets graded in January 2019. Request for further work in new financial year.</i> |



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action | Responsible Officer | Status |
|---|--|-------------------------|
| iii. Park – softfall not repaired / replaced after recent works and irrigation lying on top of ground | Director Development & Environmental Services | Shire staff to address. |

Hermidale

Bogan Shire Council

Key discussion points and actions:

| Items for Action – Previous Meetings | Responsible Officer | Status |
|---|--------------------------------------|---|
| Items for action from Meeting 24 November 2014 | | |
| i. Hermidale – Nymagee Road:- a. Request to start seal from Nymagee end → maximise benefit for residents. b. Straighten out chicane bends on Shire boundary when constructing – in the meantime ensure appropriate warning signs. c. Request for Council to reconsider line marking, especially on dangerous bends. White lines on edges of road also needed for night time. Increased mine traffic & harvest traffic a concern. | Director Engineering Services | To be undertaken as part of current construction project. Update: Bend improved in recent construction. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019

| Items for Action – Previous Meetings | Responsible Officer | Status |
|---|--|--|
| Items for action from Meeting 12 April 2016 | | |
| ii. Widening of sealed section of Hermidale – Nymagee Road. | Director Engineering Services | No current funding. |
| Items for action from Meeting 12 April 2017 | | |
| iii. Park – upgrades needed to fence, clean up trees and lawn. | Director Development & Environmental Services | Some repairs undertaken. Update: <i>Community request for support (sponsorship) of grant application for installation of new play equipment.</i> <i>Community confirmed that the restoration of the park is a priority and that it should stay the same size it is now.</i> |
| Items for action from Meeting 11 April 2018 | | |
| iv. Park Name – request to rename to “Boyd Families Memorial Park | Director Development & Environmental Services | Update: <i>Management advised at follow-up meeting that representatives were not satisfied with Council resolution. They do not want Boyd Families Gateway.</i> <i>Community on 1 May 2019 confirmed that name should be “Boyd Families Memorial Park”</i> |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019

| Items for Action – Previous Meetings | Responsible Officer | Status |
|--|--|---|
| v. Railway Crossing – ask John Holland to trim pepper trees | Director Engineering Services | <p>Update: <i>John Holland Rail has advised that sight distances comply with their standards and drivers are required to stop.</i></p> <p><i>JHR to be requested to trim trees.</i></p> |
| vi. Snake Bite Treatment – request to address local treatment with Western NSW LHD | Director People & Community Services | <p>Update: <i>Nyngan Health Service advises new antivenom available which treats all types of snake bites in one called Polyvalent. Polyvalent is now stocked at all hospitals making the need to identify the species of snake that has bitten you redundant.</i></p> <p>Completed</p> |
| vii. Rural Addressing - request to urgently implement | Director Finance & Corporate Services | <p>Update: <i>Rural Addressing has been completed on all rural properties except those on the Tottenham Rd and Cobar/Condo Rd as we are awaiting notification that renaming can occur. Village street addressing is yet to be undertaken but should be completed within the coming months.</i></p> <p>Completed</p> |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019

| Items for Action – Previous Meetings | Responsible Officer | Status |
|---|--|---|
| Items for action from Meeting 1 May 2019 | | |
| viii. Village Tip <ul style="list-style-type: none"> a. Scrap metal too close to cell b. Signage required to identify separate areas (i.e. concrete, metal, green waste etc.) c. Access not ideal in the wet. Need crushed aggregate put down. | Director Development & Environmental Services | Update: Report to be presented to Council in second half of the year on future plans for the tip given that it appears there is no space for a new cell. |
| ix. Showground access requires culvert and crushed aggregate | Director Engineering Services | Update: Crushed rock in drain may remove the need for a culvert. |
| x. Grader is cutting too deep. This is a quick fix not a long term solution to road maintenance. Maintenance of town streets needs changing – drains are cut too deep, leaving windrows. | Director Engineering Services | Update: Grader operators advised. |
| xi. 1 week wait to see a Dr at Bogan Medical Centre unacceptable. Hermidale residents are going to Cobar instead. | Director People & Community Services | Update: Since engagement of second-full time doctor in September 2018, wait times have been minimal. Wait times are currently (April 2019) as follows: |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action – Previous Meetings | Responsible Officer | Status |
|--|---|--|
| | | <ul style="list-style-type: none"> • Dr Hanley – three days • Dr Tan – on the day • VMO Locum – on the day. <p>Completed</p> |
| <p>xii. Intersection of Highway and Nymagee Road dangerous when vehicles access the highway- requires stop sign and improved line marking.</p> | <p>Director Engineering Services</p> | <p>Update: Give way holding line repainted. Completed</p> |
| <p>xiii. Currans Road needs more re-sheeting and culverts in low areas.</p> | <p>Director Engineering Services</p> | <p>Update: To be considered in the new Roads to Recovery Budget.</p> |
| <p>xiv. Update list of priorities for spending from Village Capital Improvement Fund</p> | <p>General Manger</p> | <p>Balance as at 24 April 2019 – \$24,920.00.</p> <p>Community confirmed that list contained in letter dated 14 September 2018 is still valid. Further community meeting to be held in July and Council will be advised of any changed priorities.</p> |
| <p>xv. Identification of two to three community representatives for follow-up meeting with Shire management in November.</p> | <p>General Manger</p> | <p>Rod Dewhurst, Greg Moody and Michael O'Neil</p> |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| Items for Action – Previous Meetings | Responsible Officer | Status |
|--|--|--|
| xvi. Speed of Hera mine trucks as they enter village | Director Engineering Services | To be raised with Hera mine and request to Highway Patrol to monitor. Also request to Traffic Committee to review signage at entrances to village. |
| xvii. Mouramba Street - Pot holes in bitumen out the front of the school and in front of post office. | Director Engineering Services | Shire staff to address. |
| xviii. Telstra Tower – very bad reception since new tower installed | General Manager | Shire will raise with Mark Coulton – community members advised to do the same. |
| xix. Complaint regarding Nyngan MPS not being able to admit children for treatment – having to send them to Dubbo. | Director People and Community Services | Shire to raise with Local Health District management. |
| xx. Overhead water tank has a pepper tree growing into it. | Director Engineering Services | Shire staff to address. |
| xxi. Cobar pipeline – work has been done but holes in the road not repaired for several months. | Director Engineering Services | Shire to request Cobar Water Board to address. |
| xxii. Park shelter – roof was removed and not replaced | Director Development & Environmental Services | Shire staff to address. |

REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR PEOPLE AND COMMUNITY SERVICES

Mayor and Councillors

The following report is submitted for consideration:-

1 LIBRARY REPORT

Summary:-

The purpose of this report is to provide Council with information both statistical and informative in regards to the Library's function over the past three months.

1.1 Introduction

The purpose of this report is to provide Council with information both statistical and informative in regards to the Library's function over the past three months.

1.2 Discussion

Library Activities

- Held 4 holiday craft sessions with 32 children and 17 mums attending;
- Held a poster day with 13 children and 3 mums attending;
- Held a Summer Reading Presentation with 10 children and 4 mums attending;
- Held 6 Story Time sessions with 51 children and 26 adults in attendance; and
- Held 2 Lego mornings with between 2 and 14 children attending.

Library Space Usage

- Provided access to the eFun computer table for 93 children;
- Provided access to the children's play area for 80 children with 34 parents;
- Provided meeting space for APM Employment Agency, RED Cross and Orana Arts;
- Living Better clients and carers visited several times; and
- Community members used library space for study/work and Wi-Fi.

The Summer Reading Program continued until Wednesday 25th January. All Children who participated were awarded a Book Prize and certificate at the Presentation Party held on Wednesday 8 February.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

The Library was host to the Australia Day Poster Competition for primary aged children on 12 January. Sponsored by the Bogan Shire Council and Australian Red Cross the children created posters for Australia Day which were judged and displayed at the town Hall for Nyngan's Australia Day ceremony.

Activity mornings co-hosted by Ability Links were held in the last few weeks of the summer holidays with craft and Lego for primary aged children. These were well-attended by children who were accompanied by some mums and they enjoyed decorating mugs and kites, painting ceramic owls and dinosaurs and playing with Lego.

"Library Lovers Day" was celebrated in mid-February with a draw in a Hamper of Chocolates which was won by Mrs Sarah Tremain and Story Time has been held every Wednesday with good attendances.

The North Western Library will be conducting the bi-annual stocktake from Monday 3 June to Thursday 6 June and the Library will be closed to the public during this time.

All grant items included in the Public Library Infrastructure Grant have now been purchased and installed, including the new digital sign, which is just awaiting electrical connection establishment. An official opening for the Library upgrades will be held in the coming months.

Statistics

Statistics for the past quarter dating from 1.1.19 to 31.03.19 are as follows with a comparison of the previous year figures for the same period:

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| January 1st – March 31st, 2019 | | January 1st – March 31st, 2018 | |
|---|-------------|---|-------------|
| Adult Fiction | 785 | Adult Fiction | 797 |
| Western Fiction | 99 | Western Fiction | 51 |
| Large Print | 312 | Large Print | 594 |
| Magazines | 150 | Magazines | 194 |
| Adult Non Fiction | 96 | Adult Non Fiction | 118 |
| Talking Books | 48 | Talking Books | 53 |
| Junior Fiction | 208 | Junior Fiction | 277 |
| Junior Non Fiction | 5 | Junior Non Fiction | 5 |
| Easy & Easy2 & RR | 291 | Easy & Easy2 & RR | 545 |
| Toys | 43 | Toys | 18 |
| Junior Talking Books | 5 | Junior Talking Books | 13 |
| Young Adult Fiction | 35 | Young Adult Fiction | 49 |
| Equipment | 2 | Equipment | 1 |
| DVD's | 176 | DVD's | 517 |
| TOTAL ISSUES | 2257 | TOTAL ISSUES | 3263 |
| TOTAL MEMBERS | 2427 | TOTAL MEMBERS | 2564 |
| New Members | 18 | New Members | 21 |
| Internet Usage hours | 903 | Internet Usage hours | 1281 |
| IT Help | 117 | IT Help | 143 |
| Wi-Fi | 73 | Wi-Fi | 360 |
| People counter | 3363 | People counter | 3717 |
| Reference Inquiries | 38 | Reference Inquiries | 90 |
| North Western eBook and eAudio | 2 | North Western eBook and eAudio | 2 |

Note: This report includes reference inquiries (searching for customer's requests), Wi-Fi usage and IT Help, which staff give to computer users. These figures have been added to show the hands on help staff provide to customers. Internet usage is now measured in half hour bookings rather than the 1 hour sessions. BorrowBox eBooks and eAudio are being used well. BorrowBox loans statistics for July 2018 to March 2019 are total for North Western Library:

- eAudio 2768
- eBooks 2561
- Average users per month 650

The Library is being used increasingly in different ways. The people count is still strong. More people are using the Library as community hub – a place to meet, a space to visit for play, work, study and meetings, computer usage to print from, scan to emails and check their emails and spend time while waiting for appointments, car services/repairs, children's sporting activities etc.

The Library staff also provide faxing, scanning, photocopying and laminating services as well as a house-bound service for residents unable to come to the Library.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

As this report demonstrates, the Bogan Shire Library provides many services to our community and the community is keen to use the Library for their various needs.

1.3 Recommendation

That the Library Report February, March and April 2019 be received and noted.

Debb Wood
Director People and Community Services

REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR OF FINANCE AND CORPORATE SERVICES

Mayor and Councillors

The following reports are submitted for consideration:-

1 INVESTMENTS APRIL 2019

Summary:-

The report is to outline the performance of Council's Investment Portfolio for the month of April 2019.

At 30 April 2019 Council had \$11.6 million invested. There has been a decrease of \$1.2 million due to a number of large creditor payments being made for road works and capital projects as well as the purchase of water for the Nyngan Water Storage Facility for which 75% in grant funding has not yet been received.

1.1 Introduction

The purpose of this report is to outline the performance of Council's Investment Portfolio for the month of April 2019.

1.2 Background

In accordance with Clause 212 of the Local Government (General) Regulation 2005 a report must be presented to the Council setting out details of all the money that the Council has invested under section 625 of the Act.

1.3 Discussion

The Investment Report for April 2019 is shown below. At 30 April 2019 Council had \$11.6 million invested. There has been a decrease of \$1.2 million due to a number of large creditor payments being made for road works and capital projects as well as the purchase of water for the Nyngan Water Storage Facility for which 75% in grant funding has not yet been received.

Consideration of this report means that Council is complying with the Local Government (General) Regulation 2005.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

Investment Movements for April 2019

It is hereby certified that these investments have been made in accordance with the Local Government Act 1993 and the Regulations thereto.

| Bogan Shire - Investment movements | | | | | | |
|------------------------------------|-----------------------------------|------------|------|--------|----------------------|----------------------|
| REF | Source | Maturity | Days | % rate | Bal Mar 19 | Bal Apr 19 |
| 3204 | NAB | 10/12/2019 | 365 | 2.800% | 2,000,000.00 | 2,000,000.00 |
| 4608 | NAB | 1/06/2019 | 365 | 2.700% | 2,000,000.00 | 2,000,000.00 |
| 37908808 | Commonwealth | 5/06/2019 | 364 | 2.750% | 2,800,000.00 | 2,800,000.00 |
| | NAB | 15/01/2020 | 365 | 2.750% | 1,000,000.00 | 1,000,000.00 |
| 6894 | NAB - Professional Funds | At Call | | 1.900% | 4,999,989.59 | 3,817,783.14 |
| | | | | | | |
| | Balance securities held | | | | 12,799,989.59 | 11,617,783.14 |
| | | | | | | |
| | Balance Ledger 19010.8200.8200 | | | | 12,799,989.59 | 11,617,783.14 |
| | | | | | | |
| | Summary by institution | | | | | |
| | Commonwealth | | | | 2,800,000.00 | 2,800,000.00 |
| | NAB | | | | 9,999,989.59 | 8,817,783.14 |
| | BankWest | | | | 0.00 | |
| | | | | | 12,799,989.59 | 11,617,783.14 |

1.4 Recommendation

That the Investments Report for the month of April 2019 be received and noted.

2 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION

Summary:-

The report is to provide a comparison of rate collections as at 30 April 2019, with the same period last year.

Total arrears have increased from \$365,481 as at 30 April 2018 to \$397,206 as at 30 April this year.

2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 30 April, 2019, with the same period last year.

2.2 Discussion

This report is provided for the information of Councillors.

| Rate Collections | 2018-2019 | 2017-2018 |
|---|------------------|------------------|
| Arrears Prior to 01/07/2018 | 212,813 | 224,246 |
| First Instalment in arrears as at 30/4/2019 | 44,841 | 33,117 |
| Second Instalment in arrears as at 30/4/2019 | 55,257 | 40,586 |
| Third Instalment Outstanding as at 30/4/2019 | 84,295 | 67,532 |
| Fourth Instalment Outstanding as at 30/4/2019 | 937,397 | 886,324 |
| Total Arrears | 397,206 | 365,481 |
| Total Outstanding | 1,334,603 | 1,251,805 |
| Monthly Transactions | | |
| Amount Levied & B/Fwd | 5,324,041 | 5,244,947 |
| Add: Adjustments | 16,716 | 31,958 |
| Less: Payments to end of April | -3,929,697 | -3,944,157 |
| Less: Rebates | -79,457 | -83,873 |
| Add: Postponed | 3,000 | 2,930 |
| Gross Total Balance | 1,334,603 | 1,326,299 |
| Arrears of total amount levied % | 7.5% | 7% |

Total arrears have increased from \$365,481 as at 30 April 2018 to 397,206 as at 30 April this year.

Each instalment amounts to approximately \$1,331,000.

(Total Rates, Waste, Water & Sewer Access Charges)

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

As at 30 April 2019 Council had collected \$14,460 less than at the same time last year however, an additional \$91,000 had been collected at the time of writing this report.

3.3% of rates were unpaid on the first instalment.

4.1% of rates were unpaid on the second instalment.

6.3% of rates were unpaid on the third instalment.

2.3 Recommendation

That the Rates and Annual Charges Collection Report for the month of April 2019 be received and noted.

3 RESTRICTED ASSETS APRIL 2019

Summary:-

The report is to advise Council of the expected restricted balance as at 30 June 2019.

3.1 Introduction

The purpose of this report is to advise Council of the expected balance of restricted funds as at 30 June 2019. The balance excludes the Water and Sewer Fund.

3.2 Background

Each year Council has projects that have been commenced and not completed before the end of the financial year or Council receives specific Grant Funding that must be used for a specific purpose and the funds are not wholly expended. In these circumstances funds are required to be carried forward to complete the projects and expend the funding.

3.3 Attachment

Attachment A is a list of the projects or funding that is expected to be carried forward at the end of June 2019.

3.4 Recommendation

That the Restrictions Report of the expected restricted balance as at 30 June 2019 be received and noted.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

| BOGAN SHIRE COUNCIL | | |
|---|-------------------------------------|--------------------------|
| RESTRICTED ASSET ACCOUNTS | | |
| Description | Comment | Balance 30-6-2019 |
| Restrict Asset Employee Leave Entitlements | | 392,702 |
| Restrict Asset Plant and Machinery | | 266,652 |
| Restrict Asset Girilambone Village Amenities | annual \$6k vote less expended | 20,507 |
| Restrict Asset Village Amenities Coolabah | annual \$6k vote less expended | 28,511 |
| Restrict Asset Hermidale Village Amenities | annual \$6k vote less expended | 26,510 |
| Museum Activities/Projects | 13-14 resolution not spent - c/o UF | 5,357 |
| Garford Engine - Proceeds from Historical Society | Funds Received 7/6/17 | 5,224 |
| Community Arts and Culture Fund | G/L 3890.460.603 | 30,730 |
| Tongling Delegation | G/L 3853.460.603 | 5,171 |
| Collereina Hall | Village annual vote | 24,369 |
| Reseal Apron - Stage 2 | 2015/16 Budget | 93,000 |
| Recycling Facility | 2015/16 Budget | 335,168 |
| Waste Depot at Nyngan | 2015/16 Budget | 2,172 |
| Bogan Shire Seniors Living | 2015/16 Loan Funds | 188,287 |
| Asset Management - Grant Funds FFTF Innovation Fund | 2016/2017 Grant Funds | 72,900 |
| Mural Wall Davidson Park | 2016/2017 Insurance Claim | 2,043 |
| Map Info Integration | 2016/2017 Budget | 10,000 |
| Rural Fire Service | Carry Forward 17/18 | 62,257 |
| Demolition of old Bush Mobile Building for Seniors Living | 2017/2018 Loan Funds | 41,158 |
| Levee Bank Re-sheeting | 2017/2018 Budget | 16,110 |
| Renewal to 76A & B Pangee Street | 2017/2018 Budget | 60,000 |
| Renewal to 8A & B Dandaloo Street | 2017/2018 Loan Funds | 25,488 |
| Tree Planting Program - Nyngan Streets and Parks | 2017/2018 Budget | 11,384 |
| Ground Tanks (Was W3720) | 2017/2018 & 2018/2019 Budget | 36,000 |
| Pipe Culvert Renewals Rural roads (Was W3692) | 2017/2018 & 2018/2019 Budget | 40,000 |
| Bridge Repair Program (Was W3691) | 2017/2018 & 2018/2019 Budget | 40,000 |
| Pangee Road Culverts | 2018/2019 Budget | 20,000 |
| Roads Closed Signs | 2017/2018 Budget | 18,600 |
| Wyes Road Box Culvert | 2017/2018 Budget | 15,000 |
| Showground Capital Works | 2018/19 Grant Funds | 45,455 |
| Recreation & Exercise Pathway | 2018/19 Grant Funds | 205,779 |
| Nyngan Showground - Jockey Rooms | 2018/19 Grant Funds | 60,000 |
| Nyngan Senior Living | 2018/19 Grant Funds | 995,000 |
| Nyngan Pool - Splashpay & Half B/Ball Court | 2018/19 Grant Funds | 132,640 |
| | | |
| | | |
| | | 3,334,173.51 |

4 RELATED PARTY DISCLOSURES POLICY

Summary:-

This report seeks the adoption of the Related Party Disclosures Policy.

Council is required to have a Related Party Disclosure Policy. This policy relates only to relationships with persons and entities identified as Related Parties under the definitions provided within this policy. Council will use its judgement to determine when such a relationship exists and whether the information provided requires disclosure.

4.1 Introduction

The purpose of this report is to review adopt Council's Related Party Disclosures Policy effective from 1 July 2016 and to adopt a new policy relating to this.

4.2 Background

Council is required to have a Related Party Disclosure Policy to assist Council in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them stipulated under the Australian Accounting Standard AASB 124 Related Party Disclosures and Australian implementation guidance for not-for-profit public sector entities.

Council adopted the policy at the April 2017 meeting and it is now due for review.

4.3 Discussion

As at 1 July 2016, the requirements of AASB 124 Related Party Disclosures apply to the General Purpose Financial Statements prepared by Bogan Shire Council. The Financial Statements for each year must disclose related party relationships, transactions and outstanding balances including commitments.

A related party is a person or entity that is related to the entity preparing its financial statements, including Key Management Personnel (KMP).

A related party transaction is a transfer of resources, services or obligations between Council and a related party regardless of whether or not a fee is charged.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

Key Management Personnel are defined as those persons having the authority and responsibility for planning, directing and controlling the activities of Council, either directly or indirectly including any manager of Council. In Bogan Shire Council these would include Councillors, the General Manager, all members of Manex.

This also relates to any person that has acted in these roles or have previously been a Councillor during the reporting period.

Close members of the family of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with Council and would include;

- a) That person's children and spouse or domestic partner;
- b) Children of that person's spouse or domestic partner; and
- c) Dependents of that person or person's spouse or domestic partner.

The definition of close family members included in AASB124 is very broad and may include family members outside the immediate family such as siblings, grandparents, in-laws etc.

The requirements of AASB124 are also different from the requirements of the Pecuniary Interest Form and therefore require Council to collect the related party disclosures separately. Information collected will be subject to audit during the annual audit financial statements and therefore must be sufficiently comprehensive to satisfy the requirements of Councils auditors.

Related parties transactions and disclosures questionnaire for 2018/2019 has been forwarded to all Key Management Personnel for completion prior to the 30 June 2019.

4.4 Attachment

Policy FIN006 – Related Party Disclosures Policy.

4.4 Recommendation

That Council adopt the attached policy FIN006 known as Bogan Shire Council's "Related Party Disclosures Policy" until May 2021 with no amendments to the previous policy.

POLICY FIN006

RELATED PARTY DISCLOSURES POLICY

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**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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1 PURPOSE

The Related Party Disclosure Policy aims to assist Council in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them stipulated under the Australian Accounting Standard AASB 124 Related Party Disclosures and the Australian implementation guidance for not-for-profit public sector entities (AASB 124).

2 OBJECTIVE

The objective of this policy is to assist Council to meet the requirements of **AASB 124** - the Australian Accounting Standards Board, Related Party Disclosures Standard.

3 SCOPE

This policy relates only to relationships with persons and entities identified as Related Parties under the definitions provided within this policy. Council will use its judgement in determining when such a relationships exists and whether the information provided requires disclosure.

4 DEFINITIONS

4.1 Close members of the family of a person are:-those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:-

- a) that person's children and spouse or domestic partner;
- b) children of that person's spouse or domestic partner; and
- c) dependants of that person or that person's spouse or domestic partner.

For the purposes of AASB 124, close family members may include extended members of the family (such as, without limitation, parents, siblings, grandparents, uncles, aunts or cousins) if they could be expected to influence, or be influenced, by the KMP in their dealings with Council.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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The following table may assist in identifying close family members.

| Definitely a close family member | May be a close family member |
|--|--|
| Your spouse/domestic partner | Your brothers and sisters , if they could be expected to influence or be influenced by you in their dealings with council |
| Your children | Your aunts , uncles and cousins, if they could be expected to influence or be influenced by you in their dealings with council |
| Your dependants | Your parents and grandparents , if they could be expected to influence or be influenced by you in their dealings with council |
| Children of your spouse/domestic partner | Your nieces and nephews , if they could be expected to influence or be influenced by you in their dealings with council |

4.2 Entity - may include companies, trusts, joint ventures, partnerships, incorporated association or unincorporated group or body and non-profit associations such as sporting clubs.

4.3 Key Management Personnel (KMP) - those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any manager (whether executive or otherwise) of that entity. It has been determined that the KMP for Council will comprise Councillors, the General Manager, Managers and any person who fills these roles on a temporary basis.

4.4 KMP Compensation - includes all forms of consideration paid, payable, or provided by Council in exchange for services rendered to Council. Compensation may include:-

- a) Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
- b) Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;

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- c) Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation; and
- d) Termination benefits.

4.5 Material (materiality) - the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or mis-stating it could influence decisions that users make on the basis an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

4.6 Ordinary Citizen Transaction - a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council.

4.7 Related Party - for the purposes of this policy, related parties of Council are:-

- entities related to Council;
- Key Management Personnel (KMP) of Council;
- close family members of KMP;
- possible close family members of KMP's; and
- entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

Also a person or entity is a related party of Council if any of the following apply:-

- they are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
- they are an associate or belong to a joint venture of which Council is part of;
- they and Council are joint ventures of the same third party;
- they are part of a joint venture of a third party and council is an associate of the third party;
- they are a post-employment benefit plan for the benefit of employees of either Council or an entity related to Council;
- they are controlled or jointly controlled by Close members of the family of a person;
- they are identified as a close or possibly close member of the family of a person with significant influence over Council or a close or possibly close member of the family of a person who is a KMP of Council; or
- they or any member of a group of which they are a part, provide KMP services to Council.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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4.8 Related Party Transaction - is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged.

4.9 Significant (significance) - likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

5 POLICY

The Australian Accounting Standards Board (AASB) determined in AASB 124 that from 1 July 2016 related party disclosures will apply to government entities, including local governments (Councils).

AASB 124 provides that Council must disclose the following financial information in its financial statements for each financial year period:-

- disclosure of any related party relationship;
 - must disclose in its Annual Financial Statements its relationship with any related parties or subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period;
- Key Management Personnel (KMP) compensation disclosures;
 - must disclose in its Annual Financial Statements details for each of the categories of KMP compensation, as stated in the definitions of this Policy, in total.

Council is committed to responsible corporate governance, including compliance with laws and regulations governing related party transactions.

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence.

A Related Party relationship could influence the normal business operations of Council even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another—for example, a local supplier may be instructed by its parent not to engage in supplying goods to Council.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council's operations.

AASB 124 provides that Council must disclose all material and significant Related Party Transactions and outstanding balances; including commitments, in its Annual Financial Statements. Generally, disclosure will only be made where a transaction has occurred between council and a related party of council. In addition the transaction must be material in nature or size, when considered individually or collectively.

When assessing whether such transactions are significant the following factors will be taken into consideration: -

- significance in terms of size;
- was it carried out on non-market terms;
- is it outside normal day-to-day council operations;
- was it subject to council approval;
- did it provide a financial benefit not available to the general public; and
- was the transaction likely to influence decisions of users of the Annual Financial Statements.

Regard must also be given for transactions that are collectively, but not individually significant.

To enable Council to comply with AASB 124 Council's KMP are required to declare full details of any Related Parties and Related Party Transactions. Such information will be retained and reported, where necessary, in Council's Annual Financial Statements.

All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions, and to determine the significance of each of the transactions.

The method for identifying the close family members and associated entities of KMP will be by KMP self-assessment. KMP have an ongoing responsibility to advise Council immediately of any Related Party Transactions and any change to their circumstance which may require disclosure or alter their previous disclosure to Council.

The preferred method of reporting details of Related Parties and Related Party Transactions, is by completing the Related Party Transactions and Disclosures Questionnaire, and delivering it to the General Manager (or Acting General Manager when applicable).

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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KMPs must complete the Related Party Transactions and Disclosures Questionnaire, notifying any existing or potential Related Party Relationships between Council and any related parties of the KMP, by no later than the following periods during a financial year:

- 30 days after the commencement of the application of this Policy
- 30 days after a KMP commences their term or employment with Council

During the financial year, a KMP must proactively notify of any new or potential Related Party Relationships that the person knows of, or any changes to previously notified Related Party Relationships to the General Manager by no later than 30 days after the person knows of the transaction or change.

Should a KMP have any uncertainty as to whether a transaction may constitute a related party transaction they should contact the General Manager.

Information provided will be reviewed in accordance with the Councils operational requirements and held on Councils Record Management System (HPE Content Manager 9).

Collection, storage, use and disclosure of information collected from Related Parties is governed by the Privacy & Personal Information Protection Act 1998 and the Government Information (Public Access) Act 2009. Information provided by KMP and other related parties shall be held for the purpose of compliance with Council's legal obligation and shall be disclosed where required for compliance or legal reasons only.

A review of KMP's and their related parties will be completed on adoption of this policy and then at intervals not exceeding twelve months. This policy will also be reviewed when any of the following occur:-

- a change of Councillors, General Manager or other KMP;
 - a change of corporate restructure;
 - the related legislation/documents are amended or replaced;
 - other circumstances as determined from time to time by a resolution of Council;
- and
- as a result of changes to the OLG Local Government Code of Accounting Practice and Financial Reporting.

This Policy will be provided to KMP in the initial awareness raising and data collection and as part of KMP inductions including Councillor inductions. It will also be regularly communicated to KMP at a twelve monthly review.

6 LINKS TO POLICY

Model Code of Conduct

7 RELATED FORMS

Related Party Transactions and Disclosures Questionnaire

8 AVAILABILITY

This Related Party Disclosures Policy is available:-

- for public inspection at the Council Office during normal office hours;
- on the Council's web-site free of charge; and
- from the Council offices free of charge.

9 REVIEW

This Related Party Disclosures Policy will be reviewed at least once every two years in accordance with the *Local Government Act 1993*.

10 LEGISLATION

Local Government Act 1993.
Australian Accounting Standard AASB 124
Local Government (General) Regulation 2005
Privacy & Personal Information Protection Act 1998
Government Information (Public Access) Act 2009

Authority

Council Resolution No. dated 23 May 2019

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

Policy Owner / Further Assistance

Director Finance & Corporate Services

Review Date

May 2021

Revision History

| Date | Description of Change | Sections Affected |
|---------------|------------------------------|--------------------------|
| 27 April 2017 | Adopted by Council | All |
| 23 May 2019 | | All |
| | | |

5 CONCEALED WATER LEAK POLICY

Summary:-

This report seeks the review and adoption of the Concealed Water Leaks Policy.

5.1 Introduction

The purpose of this report is to review and adopt Council's Concealed Water Leaks Policy.

5.2 Background

Council currently has a Concealed Water Leaks Policy that was adopted on the 23 February 2017 and it is now due for review.

5.3 Discussion

In order to treat ratepayers equitably it was agreed that Council adopt a Concealed Water Leak Policy to apply to ratepayers and give guidance to management as well as consistency when considering requests for adjustments to water accounts.

To date, since adopting the Policy in February 2017, Council has had three applications and has been able to address these within the delegations of the policy without the need to bring them to Council for any consideration. The Policy has also given guidance to Council Water Operators for when they are dealing with consumers over water usage discrepancies.

5.4 Attachment

Policy FIN005 Concealed Water Leak Policy

5.5 Recommendation

That Council adopt the attached policy FIN005 known as Bogan Shire Council's "Concealed Water Leaks Policy" until May 2021 with no amendments to the previous policy.

Stephanie Waterhouse
Director Finance and Corporate Services

POLICY FIN005

Concealed Water Leak Policy



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1. Purpose

To establish guidelines for the General Manager, staff and the public regarding the responsibilities of water consumption and necessity of early detection of water leaks.

2. Definitions

Concealed Leak - water escaping from a private water service that is hidden from view and defined as occurring within pipeline breaks or connections in the ground, under slabs or within walls and is not clearly visible to the owner. (It does not involve leakage from an appliance, fixture, water pump, hot water system or the like). Lush grass or damp soil does not constitute being concealed from view.

Private Water Service - relates to all water service pipes, including recycled water service pipes, fixtures and fittings on the customer's side of the meter (outlet side), or 1 metre inside the property boundary for unmetered properties (excluding separate fire services).

Customer – the owner/ratepayer of the property or an applicant on behalf of the owner who has previously given proof to Council of their agency agreement or power of attorney, etc.

3. Eligibility Criteria

To be eligible for a leak allowance, the following criteria must be met:

3.1 The leak must be hidden beneath a concrete slab or in a cavity wall or otherwise underground where its effects are not readily visible;

3.2 Leaks must be identified and repaired within 30 days of the bill issue date, the ratepayer is responsible for any repairs;

3.3 The allowance is a concession and applies to all customer types and will be property based. Only one application will be accepted as a result of a concealed leak at the same property and by the same owner regardless of whether it is a related event or separate concealed leak within a 5 year period. If a customer moves to another property or owns more than one property, the allowance will be given once on each property within a 5 year period.

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3.4 In order to be eligible for the allowance towards the cost of water that was wasted as a result of the leak, a ratepayer must engage the services of a licensed plumber to repair the concealed leak and the necessary certificate/s completed.

3.5 This policy applies to all customer types as an allowance for each property that the customer owns with a limit of one allowance within a 5 year period at the same property. The maximum adjustment allowed will be 50% of the difference between the usage on the affected account and the average consumption for the corresponding period for the past two years, or from change of ownership if that occurred in the past year. The adjustment will only be made if all other water and sewerage charges have been paid in full or up to date on their arrangement at the time the determination is made.

3.6 A sewer usage charge is levied on Commercial/Industrial properties that have a water meter and are liable for a percentage discharge factor of water discharged into the sewerage system. The allowance given for sewer usage is in addition to any allowance given for water usage.

Where a non-residential sewer usage charge is involved, we will cover 100% of the increase in wastewater above the statutory minimum access charge per quarter if these apply. Council will cover each event for wastewater. There will be no five year limit on this as long as Council receives the appropriate paperwork from a licenced plumber.

3.7 A property served by a common meter i.e. strata block will attract the one allowance for the strata of a maximum 50% of the increase in water use only within a 5 year period.

4. Application Process

4.1 Claims for concealed water leak allowance must be submitted in writing. The customer is required to advise:

how they became aware of the leak,

the date they became aware of the leak and

the details of the repair via a plumber's statement (as detailed below).

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

4.2 Before the allowance is granted, the leak must be repaired by a licensed plumber who must also provide a written report on the leak stating:

the date the leak was detected,

where the leak was situated,

where the water was escaping,

the date the leak was repaired,

the meter reading at the time the leak was repaired (if available),

possible cause and

copy of plumber's invoice.

If the repair of the leak has not been undertaken by a licenced plumber a statutory declaration from the owner stating:

who has repaired the leak,

the address the work was carried out,

the date, nature and location of the repairs,

a statement that the defect was not readily visible or apparent.

4.3 A reply to the customer must be confirmed in writing to ensure the customer is aware of their responsibility to cover further costs associated with leaks to their property. Where an allowance is granted the applicant will be advised that the amended account is required to be paid within 30days from the date of the advice.

4.4 Customers not considered eligible for a concealed or hidden leak allowance will be liable for all consumption of water that has passed through the meter.

4.5 The Concealed Leak Policy does not apply to leaks from private water pipelines that occur outside the property boundary.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 23 May 2019**

Authority

Council Resolution no. dated 23 May 2019.

Policy Owner / Further Assistance

Director Finance & Corporate Services

Review Date

May 2021

Revision History

| Date | Description of Change | Sections Affected |
|-------------|------------------------------|--------------------------|
| 23/02/2017 | Policy adopted | All |
| 23/05/2019 | | |



Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 23 May 2019



ABN 68 886 242 083

All Correspondence to PO Box 221, Nyngan, NSW, 2825
General Enquiries to 02 6835 9000 Email admin@bogan.nsw.gov.au

CONCEALED WATER LEAK ALLOWANCE APPLICATION FORM

PROPERTY OWNER & DETAILS:

Lot/Portion: Section: DP:

House NO: Street: Town:

Owner/Liable Person's Name:

Address: Telephone No:

Email Address: Mobile No:

LEAKAGE DETAILS:

1. Where did the leakage occur?

Underground: [] Other (specify): []

2. What caused the leakage? (for example corrosion, faulty installation, tree roots, ground movement etc).....

3. Date leakage detected/...../..... Approximate age of piping

REPAIR DETAILS:

Date repair completed/...../.....

Did a registered plumber carry out repairs? No [] Yes []

Name of Plumber:.....Licence No:.....

Statement attached stating that defect was not readily visible or apparent. Yes [] No []

DECLARATION:

I declare that the above information is, to the best of my knowledge, true and correct. I also understand that this application will not be processed until ALL sections are completed.

Signature: [] []

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

**REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR OF
ENGINEERING SERVICES REPORT**

Mayor and Councillors

I submit the following report for consideration:-

1 OPERATIONAL REPORT

1.1 Civil Works

Work undertaken during this reporting period from 15 April 2019 to 10 May 2019 consisted of the following:-

- Continuing the construction of a concrete recreational footpath along Nymagee Street to join with the pathway at Rotary Park.
- Installing soccer goalpost at Frank Smith Oval.
- Preparing the display units in the Wye Pavilion in for the Nyngan Show.
- Assisting with repairs and maintenance to the Wye Pavilion.

1.2 Community Facilities

Work undertaken by Council's Community Facilities during this reporting period consisted of the following:-

- Preparing for Anzac Day ceremonies.
- Preparing showground for the annual Nyngan Show.
- Fertilising all the sporting ovals.
- Mowing and maintenance of ovals and reserves.
- Cleaning of town facilities.
- Cleaning and sweeping of the Nyngan CBD.
- Cleaning and maintenance of town streets and nature strips.
- Cleaning of town streets gutters and culverts.
- Digging and backfilling of graves.
- Completing private works.

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

1.3 Roads

The work undertaken during this reporting period by Rural Works Crews consisted of the following:-

| No. | Name | Comments |
|------------|------------------|---|
| 8 | Bobadah Road | Resheeting completed. Maintenance grading completed. |
| 10 | Pangee Road | Resheeting continuing. |
| HW7 | Mitchell Highway | Shoulder grading completed. |
| MR 7514 | Cockies Road | Maintenance grading completed. |
| HW7 | Mitchell Highway | Stockpile establishment completed. |
| HW8 | Barrier highway | Slashing completed. |
| 40 | Plummer Road | Resheeting commenced. |
| 1 | Mulla Road | Construction of 1km commenced. |
| 20 | Murrawombie Road | Resheeting commenced. |
| 34 | Kidstons Road | Resheeting completed. |

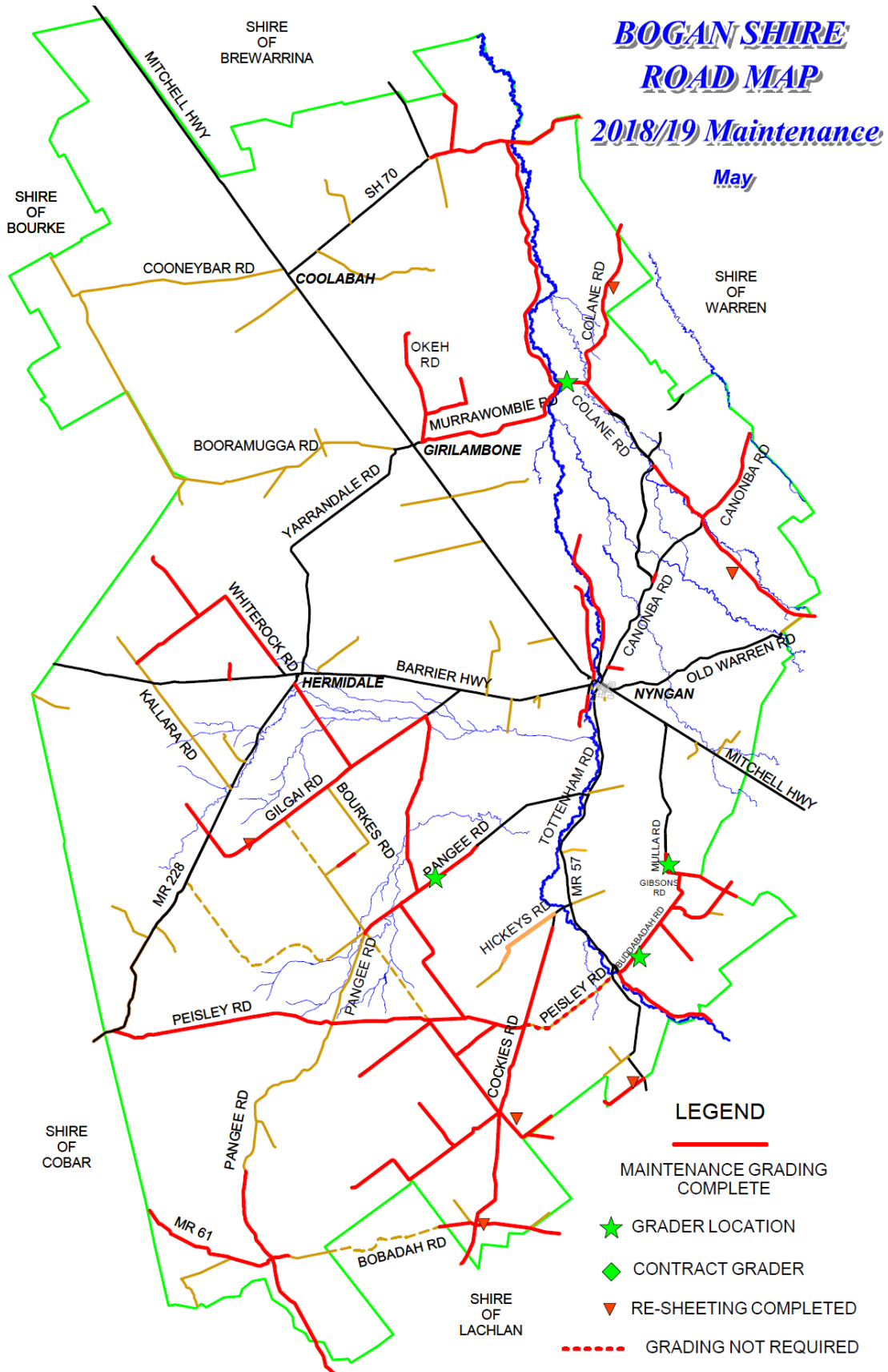
The works program for the remainder of May, and June includes but is not limited to the following works:-

- Continuing the construction of the new footpath along Nymagee Street to link with Rotary Park pathway.
- Extending the entrance culvert to Wilga Tank.
- Completing establishment works for approximately 4km of shoulder widening of the Mitchell Highway near the property Wilgaree in the 2019-20 financial year.
- Maintenance grading, or resheeting of the following roads Pangee Road, Cockies Road, Booramugga Road, and Canonba Road.
- Commencing shoulder grading on the Mitchell Highway.
- Continuing carting water to the villages of Girilambone and Coolabah

1.4 Recommendation

That the Operational Report for the reporting period from 15 April 2019 to 10 May 2019, including Civil Works, Community Services and Roads be received and noted.

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**



**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

2 2019/2020 ROADWORKS BUDGET

Summary:-

This report is to provide Council with details of proposed road works for the 2019/2020 financial year.

2.1 Introduction

The purpose of this report is to provide Council with a report on proposed road works for the 2019/2020 financial year.

2.2 Background

Council requested, at the Estimates Meeting held on Wednesday 8 May 2019 that a report be presented to the May Council Meeting on proposed road works for 2019/2020.

Council's roadworks program covers the following classes of road:-

- Shire (Local) Roads – including town and village streets as well as rural sealed and unsealed roads
- Regional Roads
- State Highways

Funding for this program comes from the following sources:-

- Financial Assistance Grants (Roads Component)
- Block Grant
- Roads to Recovery Grant
- Council's General Revenue
- RMS Contract Payments

This report deals with recommended works for 2019/20 in the first two classes of road. Attached is a detailed analysis of budgeted expenditure and the sources of funding for that expenditure.

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

2.3 Discussion

Shire (Local Roads) – Maintenance

Works on sealed and unsealed roads include:-

Rural Roads

- Bitumen surface patching including potholes, edge break, and heavy patching.
- Maintenance grading including gravel pavement repairs.
- Shoulder grading.
- Shoulder slashing.
- Signs maintenance and replacement.
- Guide posts maintenance and replacement.
- Grid repairs.
- Routine inspections.
- Vegetation control.
- Culvert maintenance and repair.

Town and Village Streets

- Bitumen surface patching including potholes, edge break, and heavy patching.
- Street and gutter cleaning.
- Tree maintenance.
- Footpath and kerb and gutter maintenance.
- Mowing and slashing.
- Signs maintenance and replacement.
- Guide posts maintenance and replacement.
- Drainage maintenance.
- Line marking.
- Street garden maintenance.

All of these works are funded from the Financial Assistance Grant (Roads Component) and Council's General Revenue and need to be considered holistically as the budget has to be flexible enough to accommodate changes in weather during the budget year. Generally speaking in periods of wet weather more money has to be allocated to sealed roads maintenance and town and village street maintenance to keep work crews employed as they cannot access unsealed roads to carry out work. The budget allocation varies as a result.

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

To demonstrate this, so far this financial year as at the end of March, \$260,544 had been spent on town and village street maintenance against a budget of \$402,353 – or a saving of \$141,809. On the other hand unsealed maintenance spend was \$1,190,521 against a budget of \$1,039,466 – or an overspend of \$151,055. These figures are reflected in Attachment 2.2 of the Report to Council's Estimates Meeting earlier this month.

From a total budget of \$1,836,226 in 2019/20 for Shire (Local) Roads, the majority of expenditure (as shown in the attachment) is allocated to maintenance grading – \$1,027,183. In 2018/19 Council expects to spend \$1,121,000 to have graded 740 kilometres of road or approximately 65% of our unsealed network.

Maintenance grading costs approximately \$1,400 per kilometre so a reduction in funding of, say, \$50,000 results in 36 kilometres less maintenance grading. Another consideration – in the context of considering the mix of maintenance work and construction work - is that spending \$50,000 on maintenance grading employs council staff for 2.5 weeks whereas the same amount employs staff for 3 days on construction works meaning funds have to be sourced from elsewhere to pay staff.

It is also important to note that whilst the Financial Assistance Grant (Roads Component) revenue has been increased in the budget by \$47,732 this is based on an estimated increase of 5% in the grant and this increase needs to cover road crew Award Salary increases of 2.5%. In 2018/19 the actual increase received amounted to 3.3% which was \$24,500 less than we had budgeted.

Shire (Local Roads) – Capital Works

Re-sheeting and re-sealing of local roads is funded by the Roads to Recovery grant which is expected to increase by \$82,851 from \$646,368 to \$729,212. At Council's Estimates Meeting a list of recommended works was tabled totalling \$1,035,000 - well in excess of what can be accommodated with the funding of \$729,212. Consequently, this list has now been refined and the following works are recommended to be carried out:-

**Engineering Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

2019/2020 Recommended Works:-

1. Resheeting:
 - Currans Road - 2 kms \$50,000
 - PangeeRoad - 4 kms \$100,000
 - Peisley Road - 3.5 kms \$87,500
 - Gilgai Road - 2 kms \$50,000
 - Bourkes Road - 2 kms \$50,000
 - Colane Road - 3 kms \$75,000
 - Jumps Road - 2 kms \$50,000
2. Resealing: 8 kilometres - \$241,712
3. Rehabilitation: Hoskins Street Rail Crossing - \$25,000

2019/2020 Deferred Works:-

1. Resheeting:
 - Peisley Road - 0.5 kms \$12,500
 - Murrawombie Road - 2 kms \$50,000
 - Merryanbone Road - 2 kms \$50,000
 - Booramugga Road - 2 kms \$50,000
2. Resealing: 4 kilometres - \$120,000
3. Construction: Pump Station Road - \$50,000

2.4 Attachment

A detailed analysis of budgeted expenditure and the sources of funding for that expenditure.

2.5 Recommendation

For Council's Consideration.

Graeme Bourke
Director Engineering Services

**Development and Environmental Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

**REPORTS TO ORDINARY MEETING OF COUNCIL – DIRECTOR OF
DEVELOPMENT & ENVIRONMENTAL SERVICES REPORT**

Mayor and Councillors

I submit the following reports for consideration:-

1 DEVELOPMENT APPLICATIONS

1.1 Introduction

Five (5) applications have been approved since Council's meeting of 24 April 2019 and Three (3) applications are currently with Council for consideration as tabled below:

| DA NUMBER | APPLICANT | ADDRESS | DESCRIPTION | VALUE (\$) | PROGRESS |
|-----------|--------------------|---|--|------------|---|
| 2018/004 | Mr Greg Pack | 22 Bourke Street, Girilambone | Use of Existing Building as a Dwelling | 15,000 | Approved |
| 2019/002 | Mr Gordon Irving | 166 Temples Lane, Nyngan | Subdivision | - | Planning Consultant requires additional information from applicant. |
| 2019/004 | Lyons Advantage | 23 Myall Street, Girilambone | Use of building as existing RFS Shed | 35,000 | Approved |
| 2019/007 | Mr Gordon Irving | Lot 52 DP 753467 Old Warren Road, Nyngan | Subdivision | - | Planning Consultant requires additional information from applicant. |
| 2019/008 | Ms Jennifer Deacon | 30 Flashman Avenue, Nyngan | New Private Shed | 10,000 | Approved |
| 2019/009 | Lois Allport | 112 Wyes Road, Nyngan | Subdivision | - | Additional information required |
| 2019/010 | Ms Carey Carter | 66 Oatley Street, Nyngan | New Patio Cover | \$15,000 | Approved |
| 2019/011 | Ms Jennifer Lane | 25 Flashman Avenue, Nyngan | Extension to Existing Dwelling | \$980,000 | Approved |

**Development and Environmental Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

1.2 Recommendation

That the Development Application Report since the 24 April 2019 Council Meeting be received and noted.

2 OPERATIONAL REPORTS

2.1 Introduction

The purpose of this report is to outline key works undertaken by Council's Parks and Gardens Team and Noxious Weeds Officer.

2.2 Discussion

Key works undertaken by Council's Parks and Gardens Team consisted of the following:-

- Routine maintenance duties including manual watering (where required), whipper snipping, mowing, weed removal at Nyngan Cemetery, Davidson Park, Vanges Park, Medical Centre, Teamsters Rest, Town Hall and Senior Citizens area, Flood Memorial Rest Area, Council Administration Building, Moonagee Street Park, Early Learning Centre, Rotary Park, Pioneer Park, Lions Park, Centenary Park and Council housing.
- Planting of natives along treeline to replace failed trees.
- Planting potted colour at the Medical Centre, Vanges Park and the Centenary Fountain.
- Maintenance of park equipment:
 - Repaired exercise equipment at Larkin Oval,
 - Top up of soft fall at parks.
- Electrical fault at the Centenary Fountain has been fixed and is now operating.
- Continuation of new trial garden beds in Pangee Street.

**Development and Environmental Services' Report to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Key works that have been undertaken by Council's Noxious Weeds Officer consisted of:-

- Boundary and road side inspections.
- Property inspections as required under the *Biosecurity Act 2015*.
- Spraying of highway and roads for road maintenance.
- Attendance at the Maquarie Valley Weeds Committee meeting at Lightning Ridge.

2.3 Recommendation

That the Operational Report, including Council's Parks and Gardens Team and Noxious Weeds Officer since 24 April 2019 Council Meeting be received and noted.

Tony Payne

Director of Development and Environmental Services

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

PRECIS OF CORRESPONDENCE

1 LOUISE BATTYE

Attached is a copy of correspondence received from Louise Battye advising that she is trying to organize an artist from Quilpie to come to Nyngan to host a 2 day workshop in August. The workshop is being held at the Nyngan CWA rooms. The cost of the rooms is \$110.00 and the cost of the workshop is \$2,359.00. Council is requested to consider any funds being available from the Arts and Cultural Fund to assist with the cost of the workshop.

1.1 Recommendation: For Council's Consideration.

2 CHARMAINE LYNCH

Attached is a copy of a complaint received from Charmaine Lynch concerning Council's decision to demolish the Palais Theatre.

2.1 Recommendation: That the complaint received from Charmaine Lynch concerning Council's decision to demolish the Palais Theatre be noted.

3 LGNSW PRESIDENT

Attached is a copy of correspondence received from Clr Linda Scott, President LGNSW concerning *Renew Our Libraries Campaign Wrap-Up Report*. The President advises that as a result of the combined efforts of Councils and Libraries across NSW, the NSW Government has committed an additional \$60 million in funding for public Libraries over four years from 2019-20. LGNSW and the NSW Public Libraries Association will now work to ensure public Libraries across NSW benefit from the \$60 million increase in funding.

3.1 Recommendation: That the copy of correspondence received from Clr Linda Scott, President LGNSW concerning *Renew Our Libraries Campaign Wrap-Up Report* be received and noted.

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

4 NSW GOVERNMENT – OFFICE OF STATE REVENUE

Attached is a copy of correspondence received from the Office of State Revenue concerning this year's Emergency Services Levy (ESL). As a result of changes there will be an increase in the ELS contribution from 1 July 2019. Your notice of assessment reflects a total increase in the cost of funding our fire and emergency services of approximately \$160 million, of which around 75% is due to the introduction of new provision for firefighters.

4.1 Recommendation: That the correspondence received from the Office of State Revenue concerning this year's Emergency Services Levy be received and noted.

5 BREWARRINA SHIRE COUNCIL

Attached is a copy of correspondence received from Brewarrina Shire Council concerning Western Division of Councils.

5.1 Recommendation: For Council's Consideration.

6 WEEKLY CIRCULARS

Weekly Circulars dated 19 April 2019, 26 April 2019, 3 May 2019, and 10 May 2019 have been emailed to Councillors for information.

6.1 Recommendation: That the Local Government Weekly Circulars be noted.



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Item 1

Good afternoon Derek,

I am trying to organize an artist from Quilpie, Lyn Barnes, to come to Nyngan to host a 2 day workshop in August.

I have booked the CWA rooms for the 2 days at a cost of \$110 and was hoping that I might be able to secure some funding through the Arts and Cultural fund.

The cost for the workshop will be \$2,359.00 and because Lyn is a friend, she will be able to stay at our place so therefore there will be no cost for accommodation.

A minimum of 8 people is ideal for Lyn to instruct and help without stretching her too much.

If you could consider my request with any funds made available to reduce the cost to individuals would be wonderful.

Yours sincerely,

Louise Battye,

“Long Blow”

100 West Bogan Rd

Nyngan.

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Item 2

Name: Charmaine Lynch

Email: charmained@hotmail.com

Phone Number: 428240222

How would you describe your query: Complaint

Details: To whom it may concern,

I have just read about the Palais theatre and Bogan shires decision to tear it down. I oppose to this and can't see this making any sense at all. He shire will receiving a grant to demolish and rebuild something else in its place. What an absolutely ridiculous decision made by this council. This money should be used to save this iconic theatre for generations to enjoy. This could be a tourism' draw card.

Australian history is so young yet your council decided to rip down this fantastic building and its history. Other places in the world have buildings still standing that are hundreds and thousands of years old.

I think this decision should be reconsidered.

Regards,

Charmaine Lynch

charmained@hotmail.com

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Item 3

Renew Our Libraries Campaign Wrap-up Report

Dear Colleague,

Thank you all for your exceptional support of the Renew Our Libraries campaign since its launch nine months ago. As a result of the combined efforts of councils and libraries across NSW, the NSW Government has committed an additional \$60 million in funding for public libraries over four years from 2019-20.

Please [download the Renew Our Libraries wrap-up report](#), which provides an overview of the campaign objectives, roll-out and outcomes.

Local Government NSW and the NSW Public Libraries Association will now work to ensure public libraries across NSW benefit from the \$60 million increase in funding.

We will also continue to urge the NSW Government to commit to a more sustainable funding model for the long term. The Renew Our Libraries goals remain: to double the funding – by providing an additional \$94 million in funding to NSW public libraries over four years, index the funding, and legislate to protect the funding into the future.

To this end, we are seeking meetings with key ministers and crossbenchers to help realise the NSW Government's commitments in the lead-up to the State Budget. While much of this work will take place behind the scenes, you can rest assured we remain committed to securing the best outcomes for public libraries and the communities they serve – right across NSW.

The support of councils and their libraries across the state has been instrumental in the success of Renew Our Libraries and remains a key platform for community engagement moving forward. Thank you again for your ongoing support.



Cr Linda Scott
President LGNSW

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Item 4



In November 2018, the NSW Parliament passed laws that made it easier for firefighters diagnosed with one of 12 specific work-related cancers to access workers compensation entitlements.

These new laws mean firefighters who have served in the Rural Fire Service or Fire and Rescue NSW, and have reached the specified minimum service requirements, will benefit from a presumption that their cancer diagnosis is due to their firefighting duties (i.e. a work-related illness).

These changes bring New South Wales into line with most other Australian jurisdictions, including the Commonwealth, which have introduced similar provisions for firefighters over the past eight years.

It is expected that significantly more firefighters diagnosed with cancer will now be eligible for workers compensation benefits, including loss of income payments, medical treatment expenses and death benefits for those with terminal conditions.

This year's Emergency Services Levy (ESL) contributions will also go towards funding vital new vehicles and equipment for Fire and Rescue NSW and the NSW Rural Fire Service, as well as ongoing operational costs for these agencies and the State Emergency Service.

These changes will result in an increase in the ESL contributions from 1 July 2019. Your notice of assessment reflects a total increase in the cost of funding our fire and emergency services of approximately \$160 million, of which around 75 per cent is due to the introduction of these new provisions for firefighters.

As you would be aware, 11.7 per cent of fire and emergency service funding needs is met by local councils. This means that total contributions from councils will rise by around \$19 million in 2019-20, of which \$14 million is to support firefighters with cancer. Further ESL increases are also anticipated in the following year to recover the additional costs incurred during 2018-19.

The attached Notice of Assessment describes arrangements for you to pay the ESL Council Contribution to Revenue NSW. If you have any queries about this assessment, please contact Revenue NSW on ESL@revenue.nsw.gov.au, or 1300 139 817.

Should your staff have any queries about the new legislative provisions, please contact the State Insurance Regulatory Authority on 02 9289 1352.

Information on the changes is also available on the Revenue NSW website.

Regards,



Stephen Brady
Chief Commissioner of State Revenue

**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 23 May 2019**

Item 5

BREWARRINA SHIRE COUNCIL



All communications to be addressed to the General Manager
SHIRE OFFICE
57 Bathurst Street
BREWARRINA NSW 2839
PO Box 125
BREWARRINA NSW 2839
Telephone: (02) 6830 5100
Fax: (02) 6839 2100
Email: breshire@brewarrina.nsw.gov.au

OUR REF:
YOUR REF:

Tuesday 7 May 2019

Mr Derek Francis
General Manager
Nyngan Shire Council
P.O Box 221
Nyngan NSW 2825

Dear Derek,

Re; Regional Cooperation and Coordination

Council recently accepted an invitation from the Western Division to re-join that association which, despite different formal Local Government Groupings, has continued to work cooperatively with both State and Commonwealth Governments to further the interests of the member Councils. The very successful regional conference in Bourke highlighted the opportunities that exist for such a voluntary group to make a contribution to furthering the interests of Local Government in the Western areas of NSW.

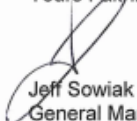
As you are no doubt aware, there are Local Government networking groups who regularly meet to advance the specific interests of the former OROC region. Sharing resources, skills and knowledge to promote and benefit the individual Council's mutual interests.

Consequently, this Council has discussed the possibility of being involved with a voluntary regional Cooperation and coordination group and wishes to explore this possibility with other Council's.

Accordingly, Council has resolved to seek the views of former members of the Orana Regional Organisation of Councils concerning the possibility of re-establishing the OROC group to promote voluntary cooperation across the region.

Your Council's views in this regard would be very much appreciated.

Yours Faithfully



Jeff Sowiak
General Manager

**THE BREWARRINA SHIRE IS SITUATED IN THE LIVING OUTBACK OF NEW SOUTH WALES
WITHIN THE MURRAY DARLING BASIN, ON AUSTRALIA'S LONGEST RIVER SYSTEM.**

