



# **BOGAN SHIRE COUNCIL**

## **Business Paper**

**26 November 2020**





### **Published Recording of Council Meeting**

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**18 November 2020**

**COUNCIL MEETING NOTICE**

The next Ordinary Meeting of Council will be held in the Engineering Department Training Room on Thursday 26 November 2020 at 9.30am.

**AGENDA**

1. Opening Prayer
2. Remembrances
3. Apologies/Leave of Absence  
Cr Douglas requested Leave of Absence due to work commitments for this meeting.
4. Declarations of Interest
5. Confirmation of the Closed and Confidential Minutes of the Council Meeting held on 22 October 2020
6. Engineering Services Closed and Confidential Report
  1. Tender for Maintenance Grading
  2. Nyngan Waste Facility CompactorThe General Manager is of the opinion that consideration of these items 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 22 October 2020
8. Notice of Motion
9. Committee Meeting Minutes
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

*Melissa Salter*

**Acting Executive Assistant**





**Notice of Motion to the Ordinary Meeting  
of Bogan Shire Council held on 26 November 2020**

**NOTICE OF MOTION**

Councillor Graham Jackson  
PO Box 221  
NYNGAN NSW 2825

11 September 2020

The General Manager  
Bogan Shire Council  
PO Box 221  
NYNGAN NSW 2825


Dear Derek

**Notice of Motion – Question with notice**

I would like to give notice that that I intend to ask the following question of the General Manager at the November 2020 Ordinary meeting of Council:

*“What steps have been put in place for residential tenancy arrangements to ensure that property damage and maintenance are noted and fixed to keep the building at the standard of initial occupancy and that damage caused by the tenant is fixed as soon as possible?”*

Yours sincerely

  
Graham Jackson

**Councillor**  
Bogan Shire Council

## **COMMITTEE MEETING MINUTES**

### **1 MUSEUM COMMITTEE MINUTES**

Attached are the minutes of the Nyngan Museum Committee meeting held at the Nyngan Museum on Wednesday 4 November 2020.

#### **1.1 Recommendation**

That the minutes of the Nyngan Museum Committee meeting held at the Nyngan Museum on Wednesday 4 November 2020 be received and noted.

**Committee Meeting Minutes to the Ordinary Meeting  
of Bogan Shire Council held on 26 November 2020**

Nyngan Museum Meeting    Date: 4<sup>th</sup> November 2020    Venue: Nyngan Museum

Present:

*Hugh Sibbald, Margaret Sibbald, Glad Eldridge, Val Keighran, Anna Corby, Stewart MacKenzie, Leonie Montgomery, Anne Quarmby, Vince Wren, Ray Donald, Abigail*

Apologies:

*Collin, Yvonne*

Minutes last meeting:    Move: Glad    second: Anne

Business Arising from Minutes:

*High School Volunteers A meeting will be held next Thursday at the High School with other stake holders to discuss the ideas and how the program will work.*

*The vandalism from last meeting has been reported to the police and the Shire and John Holland. As yet no repairs have been made*

*Remembrance room is now complete, and information and lighting have been installed.*

*The wheelchair is now cleaned and repaired and has been placed upstairs.*

Correspondence In:

*Query about the state of a grave on Buckiinguy. George Bennett drowned aged 5 1867*

*Information requested about                         John Duke, blacksmith  
   Albert Duke and family  
   Carriers Arms Hotel*

*Dorothea May Lee death on a train 1905*

Correspondence Out:

*Email to Bennetts in England re Buckiinguy*

*Reply about John Duke*

Treasurers Report:    read and moved: Col    2<sup>nd</sup>: Glad

Leonie's Report

*The fountain is working, but needs to be cleaned and repaired*

*Electrician still to come to repair fans and lights*

*Recruitment posters to be hung*

*Weather wall to be completed. Anna to find storms*

*3 x A1 frames purchased for triptych of Prince's visit*

*Thanks to Petrea for fixing the computer*

*Electrical board in remembrance room needs covering*

*When we re open, jobs for volunteers will take on a different form. We will have an orientation meeting on Wednesday 18<sup>th</sup> at 10ish to work it all out.*

**Committee Meeting Minutes to the Ordinary Meeting  
of Bogan Shire Council held on 26 November 2020**

**General Business**

*Canonba Miowera is not likely to be able to keep the Prince's Wing for much longer. It is now 100 years old and will need constant upkeep. We would like to ask them to photograph the rooms, and any other items they have for entry into the museum collection. If the wing is demolished it would also be good to have some sort of memento, perhaps a couple of fireplace bricks, or whatever is deemed appropriate.*

*The opening of the museum extension will be held on Wednesday 11<sup>th</sup> November, 6 – 7pm All volunteers are invited. Covid rules will apply. We can have a bigger celebration at the completion of all the major works that still remain to be done. Sheds!*

*Opening Hours. The museum is only able to open while the VIC is open, because there are not enough volunteers. Visitors who come when museum is closed can still access two rooms next to the VIC but not unsupervised in the rest of the displays. There will be a meeting between Shire reps and Museum committee to sort times and rosters. Opening times may need adjustment for volunteers.*

*We urgently need the internet fixed in the extension. As it is, the internet doesn't work reliably, so there is no phone access. Abigail will organise.*

*With such a large area to cover, we may need to ask that no visitor bags come into the museum.*

*Joe Shaloub has donated a glass lamp to be raffled. Glad has it at this time.*

*Moved Vince 2<sup>nd</sup> Annie That Leonie be paid for purchases made on behalf of museum \$983.93*

*We really need volunteers. Please invite anyone who may be interested. We will close without more volunteers to fill the roster.*

*Glad's birthday Friday*

**Meeting Closed: 10.18**

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

**REPORT TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER'S REPORT**

**Mayor and Councillors**

The following report is submitted for consideration:-

**1 CHECKLIST**

<b>Item No.</b>	<b>Date</b>	<b>Minute No</b>	<b>Matter</b>	<b>Action Required</b>	<b>Officer</b>	<b>Status</b>
1	28/09/2017	283/2017	<b>Medical Centre</b>	The General Manager in consultation with PHN proceeds to recruit & engage a second doctor for the BSMC.	<b>GM</b>	Recruitment agencies engaged to source locum / permanent second doctor.  Locums secured until 30/06/2021. Renewed recruitment effort underway for permanent doctor with the Rural Doctors Network.
2	21/12/2017	392/2017	<b>Increase of train speed through Nyngan</b>	Strong letter of concern & a request to address Council be sent to the relevant rail authorities & a copy to local member.  Council seek further	<b>GM</b>	Letter sent to Minister for Transport & Infrastructure, with copy to Kevin Humphries.  406 Petitions received.
	21/06/2018	293/2018				

**General Manager’s Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

			<p>follow up from the responsible Minister, reiterating Council’s safety concerns for pedestrians &amp; road users due to the nature of the crossing &amp; variation of speeds.</p> <hr/> <p>The best control measures would be to erect flashing lights at the Hoskins Street Crossing.</p> <hr/> <p>Council engage a Safety Consultant to inspect the Hoskins Street Level Crossing &amp; to provide a report documenting the safety factors of the Crossing which can then be forwarded to the John Holland Rail &amp; Minister for Regional Transport &amp; Roads.</p>	<p align="center"><b>DES</b></p>	<p>On-site meeting held with Deputy Premier.</p> <p>Met with Minister for Regional Transport &amp; Roads in Bourke on 25 November 2019.</p> <hr/> <p>Council advised that this crossing is not a priority for John Holland Rail.</p> <hr/> <p>Safety Consultant has been engaged to inspect crossing at the end of July &amp; will be preparing a risk audit for Council.</p> <p>In contact with Safety Consultant – awaiting site visit.</p> <p>Consultant has visited site and commenced report. Site inspection complete, report to December 2020 Council Meeting.</p>
	<p align="center"><u>28/05/2020</u></p>	<p align="center"><u>110/2020</u></p>			



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

3	24/04/2019	117/2019	<b>Cobar Water Board</b>	Whilst Council is prepared to have discussion with CWB to explore options for delivery of water to minor users within the Bogan Shire LGA, it does not agree to the Board's proposal at this stage.	<b>GM</b>	<p>Further correspondence sent to CWB.</p> <p>Following meeting with CWB held on 11 January 2020, further agreements are to be negotiated.</p> <p>Agreed with Secretary CWB on the need for a further meeting to negotiate arrangements.</p> <p>Meeting on hold in current pandemic circumstances. Preparations for meeting under way.</p>
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**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

4	22/08/2019	264/2019	<p><b>Stronger Country Communities Fund – Round 3</b></p>	<p>Council works with community orgs who deliver youth and other community support services to investigate methods of funding for ongoing employment of a part-time Youth Worker &amp; further upgrading to the facility.</p>	<p><b>DPCS</b></p>	<p>Discussions yet to commence – reprioritised due to current pandemic circumstances.</p>
5	26/09/2019  24/10/2019	292/2019	<p><b>Garford Fire Engine</b></p>	<p>Council proceed with the respray of the Garford Fire Engine, with funds to be provided from the Historical Society \$5,224, Community Arts &amp; Culture Fund \$15,362 &amp; Accumulated Funds \$9,414. Council examine options on the best way forward.</p>	<p><b>DES</b></p>	<p>Quotes for the Garford to be resprayed and the exterior restored have been requested.</p>



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
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6	28/11/2019	359/2019	<b>Burrendong Dam</b>	Council contact the relevant departments to request that as a matter of priority, a system be put in place which would have trigger points as to the level of Burrendong Dam and the release of water for use for fodder crops.	<b>GM</b>	Original letter sent 9 January 2020.  Follow-up letter sent 25 May 2020.  Response from Minister Marshall 25 May 2020 – "Letter is with the Minister's Office for consideration".
7	28/11/2019	366/2019	<b>Regional Water Supply Pipe Network</b>	Council supports in principle the investigation of a Regional Water Supply Network servicing the communities currently supplied by the Macquarie River downstream of Burrendong Dam.	<b>GM</b>	Water NSW is progressing investigation for pipeline from Narromine bore fields to Nyngah.  Water NSW investigating bores in the Warren Shire and will notify land owners in the surrounding area.
8	28/11/2019	368/2019	<b>Repairs to Nyngan &amp; Cobbar Emergency Water Storage</b>	The General Manager be authorised to procure sufficient quantities of	<b>DES</b>	Remediation work in progress.  Remediation work postponed due to wet



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
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9				<p>Geosynthetic Clay Liner &amp; Geotextile material to complete the remediation works, according to specifications provided by NSW Public Works. The procurement be carried out by way of quotations.</p>		<p>weather and soft floor.</p> <p><b>UPDATE:</b> Works still postponed due to soft floor. Inspection by NSW Public Works scheduled for 25.11.2020.</p>
	23/07/2020	192/2020	<p><b>Crown Land to convert the Perpetual Special Lease 78218 (Saleyards) to freehold &amp; transfer title to Council.</b></p>	<p>1. Council purchase the Nyngan saleyards from the Crown at a cost of \$35,100 funded from Council's reserves.</p> <p>2. The GM present a report to Council on necessary measures to allow future use of the site, including an RMS</p>	<b>GM</b>	In progress.



**General Manager's Report to the Ordinary Meeting of Bogán Shire Council  
held on 26 November 2020**

10	23/07/2020	193/2020	<b>Speed limit in Nyngan CBD</b>	heavy vehicle uncoupling station, wash bay for trucks & hold over are for livestock. The survey responses received for reducing speed limit in the Nyngan CBD to 40km/hr between Terangion & Dandaloo Streets be presented to the Traffic Committee Meeting to be held in August 2020.	<b>DES</b>	Verbal update at meeting following Traffic Committee Meeting.  Referred to RMS.  No response from RMS yet.
11	22/10/2020	306/2020	<b>Hermidale Park</b>	Further community consultation be carried out by way of a survey which includes a larger plan of the proposed new site, next to the Phillip Dutton Rest Area	<b>GM</b>	In progress

## 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 COMMUNITY FINANCIAL REPORT

### **Summary:-**

*The purpose of this report is to present to Council a Community Financial Report for the 2019/20 financial year.*

### **2.1 Introduction**

The purpose of this report is to present to Council a Community Financial Report for the 2019/20 financial year.

### **2.2 Background**

The provisions of the Local Government Act, 1993 read together with the Australian Accounting Standards and NSW Office of Local Government guidelines, require Councils to prepare a very comprehensive set of Annual Financial Statements which are then independently audited each year by the Auditor-General of NSW.

Following receipt of the Auditor-General's report, Council is required to publicly advertise the financial statements and present them, including the report, to the public at a Council meeting.

### **2.3 Discussion**

This is a very necessary process given that Councils are custodians on behalf of their communities of large sums of ratepayer's and government monies and assets worth millions of dollars. The detail contained in the Annual Financial Statements and their rigorous audit helps ensure that the highest standards of financial accountability are maintained.

Unfortunately, by their very nature, a Council's Annual Financial Statements are complex and specialised and are not easy for people to interpret.

For this reason the attached Community Financial Report has been prepared. This Report is not required under any NSW legislation but has been compiled to try and communicate Council's financial result to our community. It is also not intended to

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
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replace Council's Annual Report which incorporates the Annual Financial Statements and also sets out our goals and achievements for the year.

Whilst based on figures extracted from Council's audited Annual Financial Statements, this Report is not audited as such.

**2.4 Attachment**

Community Financial Report

**2.5 Recommendation**

That this report be received and noted



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**



# Bogan Shire Council Community Financial Report 2019-2020



## Introduction

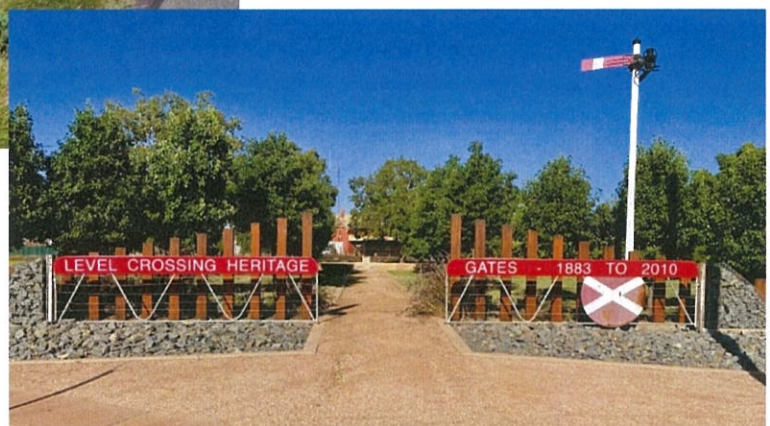
Bogan Shire Council looks after millions of dollars' worth of infrastructure assets on behalf of our community and provides a range of services from garbage collection to medical services. We operate the Nyngan Pool, Library, Medical Centre, Early Learning Centre and the Visitor Information Centre. We try to make sure that we keep our parks, gardens and Nyngan's main street looking good for the benefit of locals and visitors and we maintain over 1,400 kilometres of unsealed roads to enable access to and from our rural properties. More information on these activities can be found in our annual report, which is on our website, but key major projects for this year include:

- Improvements to Nyngan Memorial Swimming Pool
- Construction of Affordable Seniors Living accommodation units
- Funding for, and design of, the new Bogan Shire Youth and Community Centre
- Shire Road maintenance to the value of \$2 Million
- 3km of New Road Construction and 3.7km of Road Rehabilitation
- 13.5km of Resealing and 7km of Resheeting of Shire Roads

To be able to look after our community assets and provide all these services we need money which comes from the government and from our ratepayers and residents. It is important that we account to the government and our community each year on what money we have received and how we spent it. To do this, every year we prepare audited Annual Financial Statements which are available on Council's website - [www.bogan.nsw.gov.au](http://www.bogan.nsw.gov.au)

Our Annual Financial Statements are complex and the purpose of this Community Financial Report, which is based on information extracted from the audited Annual Financial Statements, is to give community members an easy to follow summary of the Financial Statements.

Overall our operations for the year, with a turnover of over \$18 Million, resulted in a \$77,000 cash surplus. In other words we brought in \$77,000 more cash than we spent during the year, a very positive financial result to ensure the ongoing financial viability of our Shire.



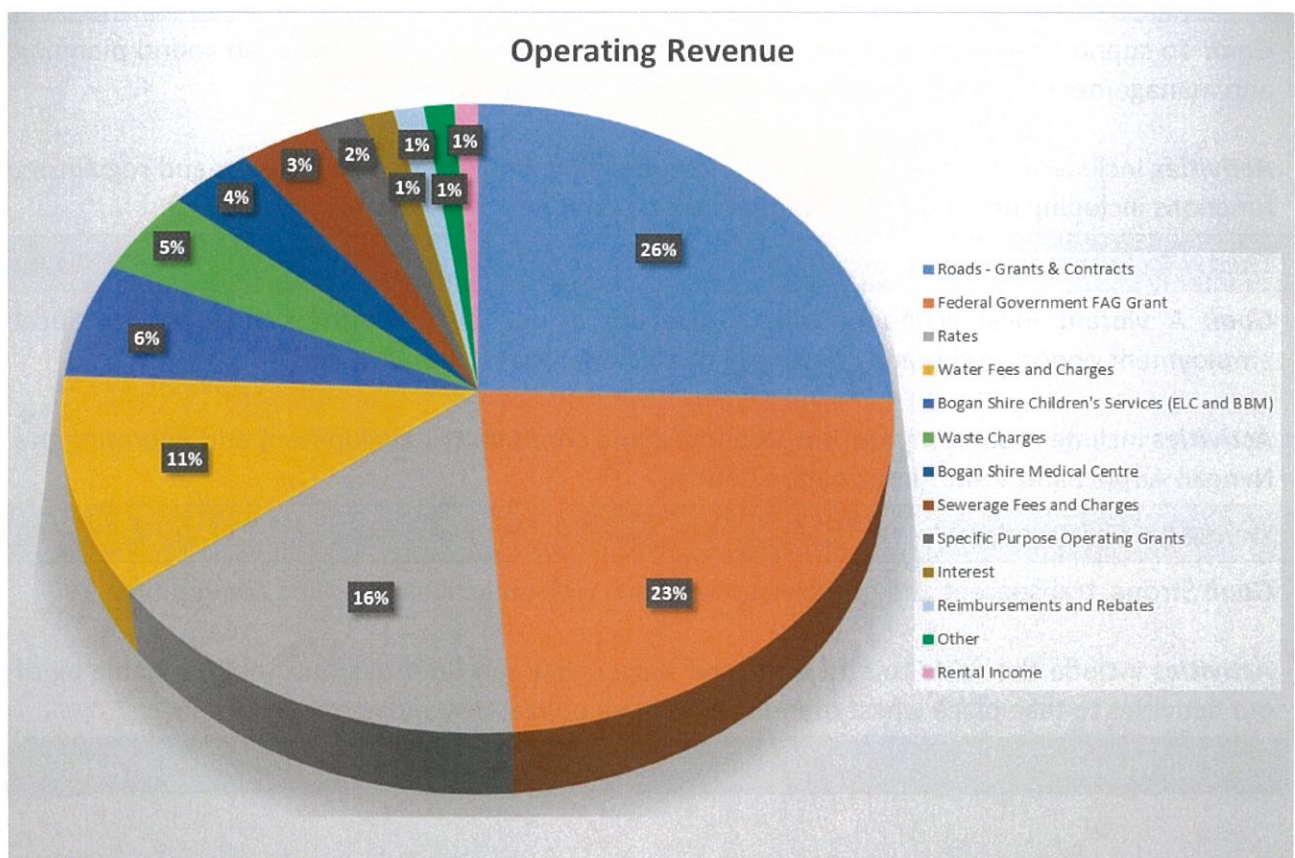


## Where did our money come from?

This section shows where our money came from during the year. The figures below show money received for day to day operating purposes only. In addition to this we also received \$3,196,000 to pay for capital improvements (like new roads and water infrastructure) which is detailed on page 5.

Operating Revenue	\$
Roads - Grants & Contracts	4,769,000
Federal Government FAG Grant	4,381,000
Rates	2,988,000
Water Fees and Charges	2,080,000
Bogan Shire Children's Services (ELC and BBM)	1,122,000
Waste Charges	830,000
Bogan Shire Medical Centre	680,000
Sewerage Fees and Charges	627,000
Specific Purpose Operating Grants	372,000
Interest	248,000
Reimbursements and Rebates	244,000
Other	237,000
Rental Income	188,000
	<b>18,766,000</b>

Whilst not the biggest component of income, rates are a very important source of revenue to keep our Shire operating well. In 2019/20 we sent out rates notices totalling \$5.1M and collected \$4.7M during the year, a collection percentage of 92% which compares favourably with many other Councils.



## Where did we spend our money?

This section shows what we spent our money on during the year. This page gives details of operating expenses whilst capital/infrastructure expenses spending is shown on page 5.

Bogan Shire Council makes a significant contribution to the local economy through employing 117 local people at a total of \$5.8 Million.

Council's Community Strategic Plan contains five key themes, each of which has a goal and several activities linked to it. Our budget is structured around these themes and activities, showing how much money goes towards each goal / theme.

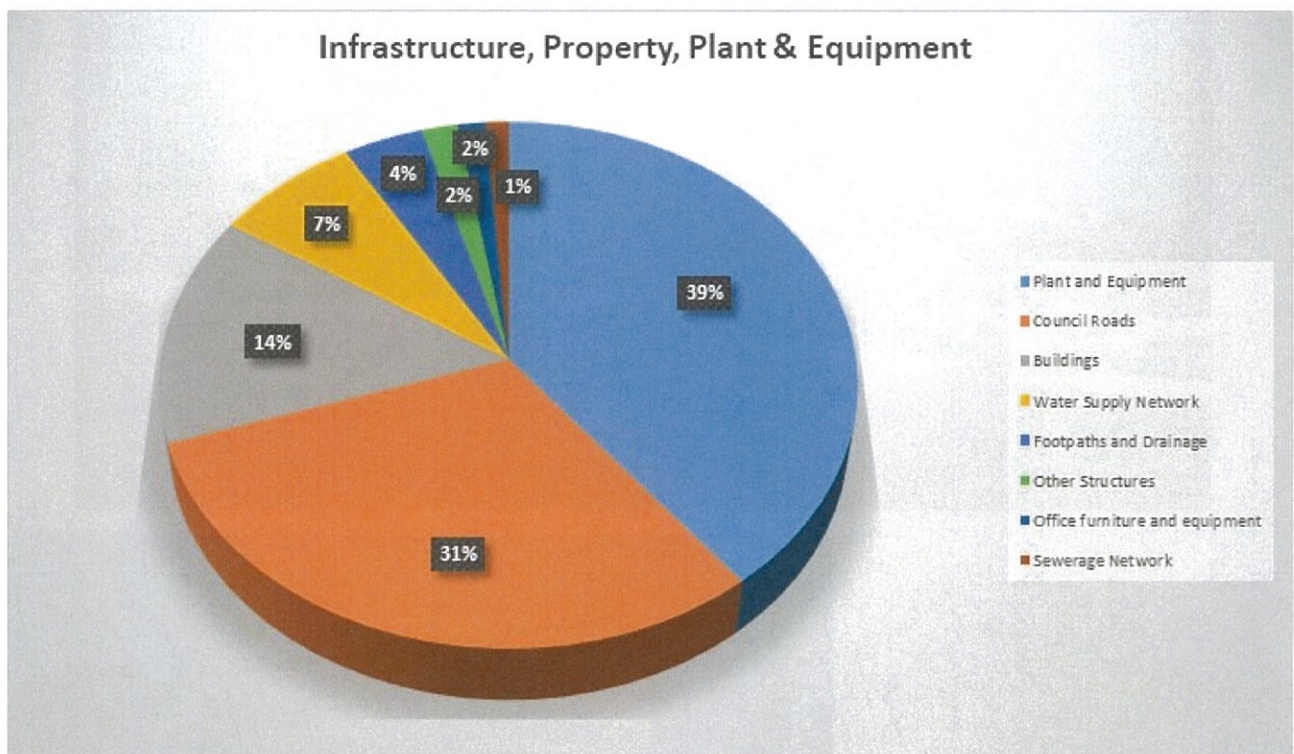
Operating Expenditure	\$
<b>Theme 1 - Social</b>	<b>4,563,000</b>
<p><b>Goal:</b> An inclusive community that works together and is able to access services and opportunities to support our comfortable country living.</p> <p><b>Activities</b> include maintaining the pool, parks, gardens, sports fields, community halls and showgrounds as well as operating the Bogan Shire Early Learning Centre, Library and Medical Centre and supporting local emergency management services.</p>	
<b>Theme 2 - Infrastructure</b>	<b>9,592,000</b>
<p><b>Goal:</b> Construct and manage reliable and efficient community assets that provide access to quality services.</p> <p><b>Activities</b> include Shire road maintenance, contract highway work on behalf of Transport for NSW and providing water and sewerage services.</p>	
<b>Theme 3 - Environmental</b>	<b>3,144,000</b>
<p><b>Goal:</b> To support, enhance and preserve the environment of our Shire through sound planning and management practices to ensure a sustainable, healthy community.</p> <p><b>Activities</b> include waste and recycling services, building and facility maintenance and regulatory functions including noxious weeds, ranger services and health and building surveying.</p>	
<b>Theme 4 - Economic</b>	<b>225,000</b>
<p><b>Goal:</b> A vibrant local economy with a diversity of successful business that provide local employment opportunities and contribute to a prosperous community.</p> <p><b>Activities</b> include promoting tourism, economic and community development and operating the Nyngan Airport and Visitor Information Centre.</p>	
<b>Theme 5 – Civic Leadership</b>	<b>1,972,000</b>
<p><b>Goal:</b> Strong, transparent and effective governance with an actively engaged community.</p> <p><b>Activities</b> include the costs to efficiently and responsibly run Council's business to enable all of our activities to take place whilst meeting legislative obligations and community needs.</p>	
<b>Total All Themes</b>	<b>19,496,000</b>

In addition to our operating expenses we spent \$6.4 Million on new additions and renewals to our capital / infrastructure assets during the year as shown below.

Infrastructure, Property, Plant & Equipment	\$
Plant and Equipment	1,574,000
Council Roads	1,224,000
Buildings	568,000
Water Supply Network	294,000
Footpaths and Drainage	163,000
Other Structures	74,000
Office furniture and equipment	58,000
Sewerage Network	46,000
Work in progress	2,480,000
<b>Total</b>	<b>6,481,000</b>

Work in progress relates to capital / infrastructure works that were started during the year but not completed. These include Drought Security water projects of \$1.1 Million, Affordable Seniors Living at \$628,000 and Nyngan Museum renovations at \$246,000.

Road plant purchases makes up the bulk of the plant and equipment expenditure including a new grader at \$371,000 and two trucks to the value of \$478,000.



Key capital / infrastructure projects during the year included:

- 3km of sealed road construction at a cost of \$434,000
- Resheeting, resealing and rehabilitation of Shire roads at a cost of \$857,000
- Construction of new Larkin Oval Canteen at a cost of \$376,000
- Nyngan Pool improvements at a total cost of \$270,000
- Construction of pathway from Town centre to River at a cost of \$163,000
- Construction of 4 Seniors Living rental units at a total cost of \$995,000



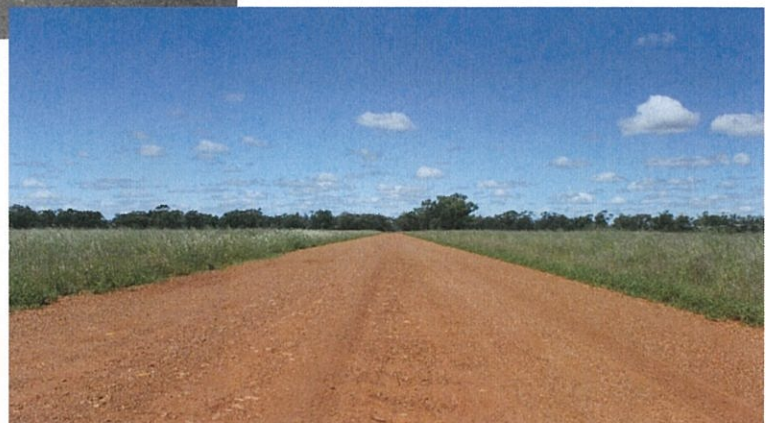
## What do we own?

Looking at long-term assets in our Balance Sheet by far the biggest category is property and equipment, of which the majority (\$224 Million) are infrastructure assets like our road and water networks, followed by \$5 Million in plant and equipment.

Other assets include \$16 Million in current assets such as Investments and Debtors. Our Cash and Investments balance includes \$9,316,000, which is restricted for specific purposes and can't be used for Council's current year general expenses.

Total assets are listed below:

Total Assets	\$
Roads, bulk earthworks, bridges and footpaths	164,551,000
Water and Sewerage network	41,448,000
Buildings and other structures	18,534,000
Plant and equipment	5,558,000
Land	3,202,000
Capital projects in progress	2,591,000
Office equipment and furniture	333,000
Cash and Investments	13,529,000
Receivables (Debtors)	3,534,000
Inventory (Stores)	434,000
Other	76,000
	<b>253,790,000</b>



## What do we owe?

We owe \$2.23 Million in long term liabilities (loans) which was borrowed in 2016 to finance community infrastructure projects including Council's share of the cost of constructing the Bogan Shire Early Learning Centre, Bogan Shire Medical Centre and improvements to the Nyngan Waste and Recycling Facility to comply with State Government EPA requirements.

This is repayable at \$86,168 per year, including interest, until 2037 at a favourable interest rate of 2.94%.

In addition, our current or short term liabilities amount to \$3.6 Million made up as follows:

Current Liabilities	\$
Payables	1,046,000
Borrowings	116,000
Provisions	1,926,000
Contract Liabilities	518,000
<b>Total Current Liabilities</b>	<b>3,606,000</b>

Payables include money we owe our suppliers, which fluctuates every month depending on volume of transactions and terms of payment. Our short term borrowings of \$116,000 are the current year's portion of the community infrastructure loan referred to above. Provisions represent money set aside to pay staff out for any accumulated leave they have due to them but have not taken when they resign or retire. Part of our contract liabilities represent grant money received from the Government towards the Bogan Shire Youth and Community Centre which has not yet been spent. The project is out to tender with construction expected to start early next year.



## Financial Summary

Shown below is a simplified Balance Sheet and Operating Profit and Loss (Income) Statement that show the result of our operations for the year.

### Balance Sheet

Assets		Liabilities	
	\$		\$
Current Assets	16,915,000	Current Liabilities	3,676,000
Infrastructure, Property, Plant & Equipment	236,217,000	Non-current borrowings (loans)	2,234,000
Other Assets	658,000		
		<b>Total Liabilities</b>	<b>5,910,000</b>
		Equity	
			\$
		Accumulated Surplus and Reserves	247,880,000
		<b>Total Equity</b>	<b>247,880,000</b>
<b>Total Assets</b>	<b>253,790,000</b>	<b>Total Liabilities and Equity</b>	<b>253,790,000</b>

### Operating Profit and Loss

Operating Revenue		\$
Grants (Operating Purposes)		8,211,000
User charges and Fees		4,786,000
Rates and Annual Charges		5,086,000
Other Revenue		435,000
Interest		248,000
		<u>18,766,000</u>
Operating Expenses		\$
Staff costs		7,519,000
Materials and Contracts		6,048,000
Other expenses		1,776,000
Borrowing costs		84,000
		<u>15,427,000</u>
<b>Net Operating Result</b>		<b>3,339,000</b>

This Operating Result excludes depreciation costs, which has been done to show a cash-based end of year position. The Operating Result indicates the amount of cash from operations which Council is able to invest in essential capital / infrastructure during the year.

## Conclusion

Bogan Shire Council's Mission, as expressed in our Community Strategic Plan is "to provide a comfortable country lifestyle by progressively improving on the level of facilities and services and encouraging growth and economic development that is responsive to the needs of the community".

A comfortable country lifestyle can mean different things to different people. Whether this is a safe and well-maintained road network, the provision of medical services, a reliable and safe domestic water supply, well-maintained sports facilities or childcare, Bogan Shire Council strives to provide services to meet the needs of our community.

We encourage you to make contact with the Mayor, your Councillors or the General Manager to talk about how we can improve Council services to meet your needs.



**Back row:**

**Graeme Bourke, Director Engineering Services, Clr Graham Jackson, Clr Greg Deacon, Clr Tony Elias, Ty Robson, Acting Manager Development and Environmental Services (2015-2017).**

**Middle row:**

**Cathy Ellison, Executive Assistant, Stephanie Waterhouse, Director Finance and Corporate Services, Clr Veneta Dutton,  
Clr Victoria Boag, Clr Jodi Douglas, Debb Wood, Director People and Community Services.**

**Front row:**

**Derek Francis, General Manager, Clr Ray Donald (Mayor), Clr Glen Neill (Deputy Mayor), Clr Kevin Ryan.**



### 3 MACQUARIE VALLEY DROUGHT RELIEF STRATEGY

**Summary:**

*The purpose of this report is to provide information to Council on the Macquarie Valley Drought Relief Strategy currently being prepared by Water NSW.*

#### 3.1 Introduction

The purpose of this report is to provide information to Council on the Macquarie Valley Drought Relief Strategy currently being prepared by Water NSW.

#### 3.2 Background

Council staff have participated over several months in discussions with Water NSW on the sections of the Macquarie Valley Drought Relief Strategy relevant to Bogan Shire.

According to Water NSW the Strategy is focused on providing the NSW Government with investment opportunities, both short term initiatives and longer-term project options that can be implemented to provide long-term water security in times of drought.

Also, the Drought Strategy is a supporting document to the Macquarie Valley Regional Water Strategy currently in development by Department of Planning, Industry and Environment - Water.

According to Water NSW the scope of the Drought Strategy was to develop a drought management strategy to ensure towns and key industries in the Valley do not fail due to lack of water, including:

- Determine a Strategy for viable water sources to supply the critical water needs of urban centres during periods of drought considering zero inflow conditions in the available water sources
- Strategy to include recommendations for drought responses for the current and future droughts
- Any long-term options for a drought response will be developed in association with the draft Macquarie Regional Water Strategy, which is in development.

### **3.3 Discussion**

The draft Strategy includes reference to both the Nyngan drought emergency bore as well as Water NSW's proposed Warren borefield which is intended to service both Nyngan and Cobar local government areas.

Given the significant level of community concern around the establishment of the Nyngan drought emergency bore, which was partially the result of confusion between this bore and the bigger Warren borefield project, it is considered essential that Councillors have an opportunity to provide input into this document. It is intended that a copy of the draft Strategy will be tabled at the Council meeting.

There are also a number of related matters that need to be resolved concerning the Nyngan emergency bore, assuming a licence is granted, including pipeline capacity, whether it will be linked to a future Warren borefield network and funding.

It is suggested that a meeting be called involving the Mayor and Deputy Mayor, Council staff, Water NSW, Department of Planning, Industry and Environment and Public Works to discuss and resolve these matters.

### **3.4 Recommendation**

1. That Council provides feedback, to be determined, on the draft Macquarie Valley Drought Relief Strategy.
2. That the General Manager convenes a meeting with the Mayor, Deputy Mayor and other interested parties to discuss matters concerning the proposed Nyngan emergency bore.

**Derek Francis**

**General Manager**

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

### 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.*

#### **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.

#### **1.2 Background**

A quarterly operational Library report is provided for the information of Councillors.

#### **1.3 Discussion**

With amendments to the Public Health Order for Libraries, the Library was re-opened on 17 June with changed operating hours to Monday to Friday, 9.30 am to 4.30 pm and a COVID-19 safety plan to ensure the safety of both staff and the public.

With the closure of the public use computers from 26 March 2020 until 20 July due to the COVID-19 Public Health Order for Libraries, staff provided emailing, printing and scanning services for library users during this time.

Due to COVID-19 restrictions on children being able to attend the Library and go on excursions, Library staff attended the Bogan Shire Early Learning Centre and Nyngan Preschool on a fortnightly basis to deliver Story Time and Craft sessions to a large number of children. Library Story Times were replaced with Craft Activity bags, which staff put together, advertised online which were delivered to homes or picked up from the Library during certain times. Parents were also able to use the Story Time Box on the North Western Library website.

The BookLink Reading program did not continue this year due to COVID-19 and a decline in interest from users.

Foot traffic remains lower than usual since re-opening, however this appears to be a trend across most libraries. COVID-19 has certainly changed the way libraries are functioning and delivering services, however staff are continuing to trial new ways of doing business to ensure we continue to meet the needs of our members.

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Statistics

Statistics for the past quarter dating from 1.07.20 to 30.09.20 are as follows with a comparison of the previous year figures for the same period:

<b>July 1<sup>st</sup> – September 30<sup>th</sup>, 2019</b>		<b>July 1<sup>st</sup> – September 30<sup>th</sup>, 2020</b>	
Adult Fiction	519	Adult Fiction	393
Western Fiction	32	Western Fiction	12
Large Print	173	Large Print	166
Magazines	84	Magazines	67
Adult Non Fiction	112	Adult Non Fiction	68
Talking Books	45	Talking Books	95
Stories are Magic items	25	Stories are magic items	15
Junior Fiction	225	Junior Fiction	175
Junior Non Fiction	19	Junior Non Fiction	7
Easy & Easy2 & RR	443	Easy & Easy2 & RR	227
Toys	10	Toys	7
Junior Talking Books	0	Junior Talking Books	0
Home Start Resources	0	Home Start Resources	0
Young Adult Fiction	25	Young Adult Fiction	22
Equipment	6	Equipment	1
DVD's	189	DVD's	103
<b>TOTAL ISSUES</b>	<b>1097</b>	<b>TOTAL ISSUES</b>	<b>1351</b>
<b>TOTAL MEMBERS</b>	<b>2465</b>	<b>TOTAL MEMBERS</b>	<b>2512</b>
New Members	18	New Members	12
Internet Usage per hour	1184	Internet Usage ½ hr sessions	37
People counter	3372	People Counter	736

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.

Computers were gradually re-opened between 23 July and 29 September for public use, in line with COVID-safe measures. A total of 81 people used the computers during this time with a further 26 people requiring IT/computer HELP and 17 people used the Library's Wi-Fi service. The children's eFun table was non-operational during this period due to COVID-safe requirements.

Library staff have continued to adapt to the changing Public Health Orders on COVID-19 and adjust their service delivery over this period, re-starting many of their craft and story time activities

#### **1.4 Recommendation**

That the Library report be received and noted.

## **2 DIAGNOSTIC ULTRASOUND FEES**

**Summary:-**

*The purpose of this report is for Council to make a fee for Diagnostic Ultrasound Services at the Bogan Shire Medical Centre*

### **2.1 Introduction**

The purpose of this report is for Council to make a fee for Diagnostic Ultrasound Services at the Bogan Shire Medical Centre.

### **2.2 Background**

Council was recently successful in obtaining funding for the purchase of a state of the art ultrasound machine under the Federal Government's Drought Communities Program and will now be able to offer a large range of ultrasound services to the community, meaning less travel and wait times for medical imaging.

The service will also be offering elective 3/4D pregnancy ultrasounds for pregnancy entertainment (keepsake) purposes and to share with family and friends and which don't require a referral.

## 2.3 Discussion

Ultrasound is a highly specialised diagnostic allied health service which will now be provided to the Bogan Shire community by a post graduate qualified Sonographer with over 5 years' experience and who is also accredited by the Australian Sonographer Accreditation Registry (ASAR) in order to perform clinical ultrasound examinations eligible for Medicare rebates to meet the Australian Government's Diagnostic Imaging Accreditation Scheme standards and Medicare legislation.

It is important to note that Sonographers are not primary health care providers like doctors and are not considered to be part of the medical profession according to Allied Health Professions Australia (AHPA), the peak national organisation for allied health professions, and therefore the diagnostic ultrasound services they provide should not be considered a medical service like that of a bulk billing doctor at the Medical Centre.

Patients are referred to an Ultrasound service after consultation with their doctor to assist in the diagnosis of a wide number of potential health issues.

The Sonographer works with a reporting physician, such as a radiologist, who has responsibility for reading and interpreting the results of the examination and providing the final report to the referring practitioner.

The Ultrasound service provided through the Bogan Shire Medical Centre, whilst of great benefit to our community, will result in increased operational costs. These include direct costs of engaging a Sonographer, such as continuing professional development to maintain skills and accreditation, wages and reporting costs.

Other items that need to be factored into the operational expenses of providing this service are ongoing licencing and accreditation, software updates, software licences, machine servicing and upgrades and day to day consumables and supplies in addition to other overheads and operational costs such as, patient administration and appointment bookings by the Medical Centre staff, computer/IT costs, utilities, building security, cleaning and maintenance.

Council staff have investigated the best way of recovering these costs so that the service at least breaks even. The following considerations have been identified:

- Research has been undertaken to identify the Medicare services subsidised by the Australian Government under the Medicare Benefits Schedule (MBS). One commonly billed ultrasound item number provides a benefit (Medicare payment) of \$94.15. A 30 minute examination is generally required for diagnostic ultrasound services with the images then sent off for reading and interpreting by the third party radiologist with a final report sent to the referring doctor. The cost of the examination and reporting equates to \$94.00, resulting

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in net income of \$0.15 for providing the service, without factoring in all of the above mentioned additional operating costs.

Further investigation has revealed that Ultrasound services have not been indexed since 1998, meaning that Medicare has not increased the Medicare Benefits Schedule for ultrasound service item numbers in the past 22 years.

- A comparison of fees for Ultrasound services delivered by two of the major providers in Dubbo shows the following out of pocket costs for patients, which appear to be standard across the industry:

<b>Patient Type</b>	<b>Provider A</b>	<b>Provider B</b>
Pensioners	\$0 out of pocket cost	\$40 out of pocket cost
All other concession card holders	\$30 out of pocket cost	\$40 out of pocket cost
All other patients	\$50 out of pocket cost	\$85 out of pocket cost

Whilst Council has maintained its position on providing bulk billing medical services to the community, it must be noted that as Sonography is an allied health service with additional and ongoing operating costs, it would be in the best financial interest of Council and the community to consider implementing a fee or an out of pocket cost (gap or patient payment) at a minimum equivalent to that of 'Provider A' mentioned in the table above.

Bogan Shire Medical Centre statistics indicate that potentially, up to 50% of patients referred for Ultrasound services are pensioners. To avoid running the service at a loss (subsidising from other Council income such as rates or grants), it is recommended that some fee for service be charged to pensioners.

A reasonable out of pocket cost charged to patients to ensure the service's viability is still substantially less than if they were to travel to a Dubbo provider as they would still have out of pocket costs applied as noted above in addition to travel expenses, meals and often accommodation.

To comply with the provisions of the *Local Government Act 1993* Council is required to make these fees by resolution.

## 2.4 Recommendation

That:

1. Council adopt the following:

### Diagnostic Ultrasound Services Fees (out of pocket costs)

Patient Fees	2020/2021 Fee \$
Pensioners	\$10.00
All other Concession Card Holders	\$30.00
All other patients	\$50.00

Note: Out of pocket costs are over and above the Medicare Benefits Schedule (MBS) benefits (Medicare payment) applied to Diagnostic Ultrasound Services.

2. Patients be required to pay in full, all charges for Diagnostic Ultrasound Services, which include fees (out of pocket costs) in addition to the Medicare Benefits Schedule (MBS) fee applied to Diagnostic Ultrasound Services on the day the service is provided to them, with the MBS benefit being processed on the same day.



### 3 THE CENTRE OF NSW CAIRN ATTRACTION

**Summary:-**

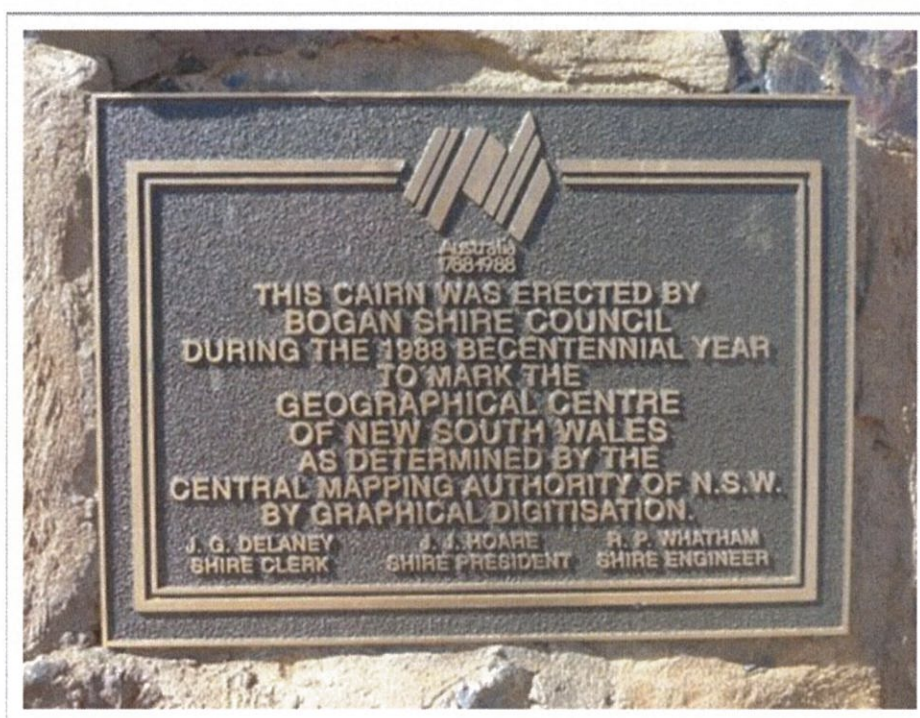
*The purpose of this report is to bring to Council's attention the need to undertake works at the Centre of NSW Cairn site, approximately 70km south west of Nyngan in the Bogan Shire, and also to seek direction for the type and extent of proposed improvements at the site so that costings can be undertaken for further consideration by Council.*

#### 3.1 Introduction

The purpose of this report is to bring to Council's attention the need to undertake works at the Centre of NSW Cairn site, approximately 70km south west of Nyngan in the Bogan Shire, and also to seek direction for the type and extent of proposed improvements at the site so that costings can be undertaken for further consideration by Council.

#### 3.2 Background

The Cairn marks the geographical centre of New South Wales and was erected to commemorate the nation's bicentenary in 1988. It was constructed using slag from the old Mount Royal and the Bogan River Copper Mines and had a bronze A4 (approximate) sized bronze Bicentennial plaque affixed to it as shown in the photo below:



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There was also originally a metal sign with a large logo type picture stating it was the Centre of NSW. This image, from a contemporary postcard shows what the site originally looked like:



In more recent years a picnic table with a shelter over it was erected, and there is a memorial to a missing drover. This image shows the later signage:



Unfortunately due to its remote location the site has been vandalised on several occasions and in 2006 Council replaced the bronze Bicentennial plaque which had been stolen.

The General Manager has in the past received comments from the Collierreina community on the need to make improvements to the Cairn with recent feedback suggesting that they support the erection of new signage designed to be relatively vandal proof, the replacement of the Bicentennial plaque as well as general maintenance on the surrounding area, further consultation with the Collierreina Hall Committee on final options is required.

Tottenham Progress Association and Lachlan Shire Council have been in contact with Council about the site.

Council staff inspected the site in October and found the bronze Bicentennial plaque is again missing from the Cairn, the large sign is missing and the picnic table and shelter have been extensively graffitied. Other signs have bullet holes and graffiti on them. The memorial to the drover is in reasonable condition.

Attachment 1 shows images from the site inspection.

### **3.3 Discussion**

The Centre of NSW has potential to be a tourism asset for our Shire, with perhaps an advertised driving loop from Nyngan via the Cairn and on to Tottenham for lunch before returning to Nyngan.

Feedback from visitors to the site is that it is a long drive for a disappointing attraction now that it is so vandalised.

With some planning the site could become a "bucket list" central west experience, and with a new feature type sign it could become a much-photographed and "Instagrammable" (a photo or a picture that is worth posting on Instagram - *Urban Dictionary, May 19, 2016*) experience similar to other interesting remote locations. A good example of the type of exposure that is possible can be viewed online at <https://www.vroomvroomvroom.com.au/road-trips/most-instagrammable-places/>, <https://www.adventuretours.com.au/australia-outback-yarns/instagrammable-places-in-australia/> and <https://www.yakima.com.au/instagrammable-spots-around-australia>

The remoteness of the location makes it an easy target for graffiti and theft and is difficult for Council to monitor on a regular basis. There is also an issue with rubbish left lying around as there is no easy way to install and regularly empty bins.

A representative of Lachlan Shire Council has informed Council staff that there may be an opportunity to contribute to the cost of renovating the site, depending on the

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council  
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amount, and the Tottenham Progress Association has also indicated it could possibly make a small contribution.

Council staff have investigated different types of theft, graffiti and bullet proof signage with the following options for consideration:

Signage Option 1

A large high placed sign similar to those used at state border crossings with barriers underneath to prevent visitors using their vehicles as ladders for vandalism opportunities. A large sign would give the site some presence, be hard to steal and vandalise, and if made from 6mm steel; difficult to penetrate with bullets. An estimate on the cost of making a sign similar to the one below is \$3,500, not including installation or the barriers.



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Signage Option 2

A pylon type sign constructed from corten steel – a weathering steel developed to eliminate the need for painting, and form a stable rust-like appearance after several years' exposure, which would also allow for bullet holes to be welded easily, installed with hold down bolts so that it can be removed and repaired if required. Estimate for



supply only is \$8,500.

Signage Option 3

An "old style" rusty-look corten steel sign that is fully welded on site to make it theft proof. Estimate for supply \$5,500.



#### Signage Option 4

To build a structure similar to the Information Bays in Nyngan with panels to include information such as the stories relating to the mines that were nearby, the Aboriginal history of the area, and the missing drover who has a memorial there. This has not been costed.



#### Replacement of Plaque

If the plaque is to be replaced it can be affixed with deeper screws and resin, making it harder to prise off the rock. It is estimated that a replacement plaque would cost around \$500.

#### Shelter and other site improvements

The picnic table, seats and shelter require repainting to eliminate graffiti at an estimated cost of \$2,000.

As previously mentioned, further consultation with the Collierreina Hall Committee will be undertaken to discuss signage types and locations and any other improvements to the site for Council's consideration.

### **3.4 Attachment**

Images from the recent site inspection undertaken by Council staff.

### **3.5 Recommendation**

That:

1. Council selects one or two of the signage options for further design work to obtain detailed costings, incorporating feedback from the Collierreina Hall Committee into the design.
2. Staff report on final design recommendations, including costs to a further meeting of Council for approval and budget consideration.
3. A replacement plaque be installed and that the picnic table, seats and shelter be repainted with funds to be allocated at the second budget review as required.

**Debb Wood**  
**Director People and Community Services**

**Attachment**

**Extensive graffiti sprayed on the picnic shelter and table**





**Graffiti sprayed on the sign and the main sign has been removed altogether.**



**Bronze Bicentennial plaque has been removed altogether.**



**Memorial to a missing drover.**



## 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 OCTOBER 2020

#### **Summary:-**

*The report is to outline the performance of Council's Investment Portfolio for the month of October 2020.*

*At the 31<sup>st</sup> October 2020 Council had \$12.3 million invested. There has been a decrease of \$900 thousand due to expenditure on Grants with income still outstanding.*

#### **1.1 Introduction**

The purpose of this report is to outline the performance of Council's investment portfolio for the month of October 2020

#### **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 October 2020 is shown below. At the 31<sup>st</sup> October 2020 Council had \$12.3 million invested. There has been a decrease of \$900 thousand due to expenditure on Grants with income still outstanding. 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  
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**Investment Movements for October 2020**

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

REF	Source	Maturity	Days	% rate	Bal Sep 20	Bal Oct 20
3204	NAB	07/12/2020	182	0.950%	2,000,000.00	2,000,000.00
4608	NAB	25/02/2021	365	1.450%	2,000,000.00	2,000,000.00
3994	NAB	2/03/2021	365	1.370%	2,800,000.00	2,800,000.00
9467	NAB	11/01/2021	182	0.850%	1,000,000.00	1,000,000.00
6894	NAB - Professional Funds	At Call		0.650%	5,499,492.03	4,586,769.21
	Balance securities held				13,299,492.03	12,386,769.21
	Balance Ledger 19010.8200.8200				13,299,492.03	12,386,769.21
	<b>Summary by institution</b>					
	Commonwealth				0.00	0.00
	NAB				13,299,492.03	12,386,769.21
					13,299,492.03	12,386,769.21

**1.4 Recommendation**

That the Investments Report 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<sup>th</sup> October 2020, with the same period last year.

Total arrears have increased from \$468,427 at the 31<sup>st</sup> October 2019 to \$759,388 as at 31<sup>st</sup> October this year.

### 2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 31<sup>st</sup> October, 2020, with the same period last year.

### 2.2 Discussion

This report is provided for the information of Councillors.

<b>Rate Collections</b>	<b>2020-2021</b>	<b>2019-2020</b>
Arrears Prior to 01/07/2020	611,426	373,487
First Instalment in arrears as at 31/10/2020	147,962	94,940
Second Instalment Outstanding as at 31/10/2020	999,439	971,283
Third Instalment Outstanding as at 31/10/2020	1,059,142	1,014,935
Fourth Instalment Outstanding as at 31/10/2020	1,074,224	1,029,904
<b>Total Arrears</b>	<b>759,388</b>	<b>468,427</b>
<b>Total Outstanding</b>	<b>3,892,193</b>	<b>3,484,549</b>
<b>Monthly Transactions</b>		
Amount Levied & B/Fwd	6,047,480	5,444,237
Add: Adjustments	20	22,114
Less: Payments to end of October	-2,076,638	-1,905,148
Less: Rebates	-78,669	-79,678
Add: Postponed	-	3,024
<b>Gross Total Balance</b>	<b>3,892,193</b>	<b>3,484,549</b>
<b>Arrears of total amount levied %</b>	<b>12.5%</b>	<b>8.6%</b>

Total arrears have increased from \$468,427 at the 31<sup>st</sup> October 2019 to \$759,388 as at 31<sup>st</sup> October this year. This \$759,388 is made up of prior year arrears of \$611,426. It is worth noting that, of this \$611,426, the long term debt of four ratepayers amounts to \$276,784.

Recovery action is underway to try and reduce these debts.

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Each instalment amounts to approximately \$1,513,000 (Total Rates, Waste, Water & Sewer Access Charges)

As at the 31<sup>st</sup> October 2020 Council had collected \$171,490 more than at the same time last year. At the time of writing this report an additional \$56,551 had been collected.

Arrears of total amount levied is 12.5% as at 12th Noveber 2020.

Arrears on the first instalment is 9.5% on the 12th November 2020.

### **2.3 Recommendation**

That the Rates and Annual Charges collection report be received and noted.

### 3 ANNUAL REPORT 2019/2020

#### **Summary:-**

*Within 5 months after the end of each year, a council must prepare its annual report for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.*

*The purpose of this report is to table to Council the Annual Report for the financial year 1 July 2019 to 30 June 2020.*

#### **3.1 Introduction**

In accordance with Section 428 of the Local Government Act 1993 Council must, within 5 months of the year end, prepare an Annual Report. This report must be submitted to the Minister.

#### **3.2 Discussion**

The Annual Report has been prepared and will be tabled at this meeting. This report showcases Council to the public and is another mechanism by which a Council is made accountable for its actions. It was compiled after all Senior Officers had provided input and updated their respective sections of the report.

The report is available for inspection from the Director Finance & Corporate Services, at the Council Chambers, prior to the Council meeting.

Preparation of this report means that Council is complying with the Local Government Act 1993.

#### **3.3 Recommendation**

That the report be received and noted.

## 4 LEASE FOR BOGAN COFFEE SHOP

### **Summary:-**

*This report is for Council to consider the Lease of the Coffee Shop at 76A Pangee Street to the current Lessee for a further three years.*

### **4.1 Introduction**

The purpose of this report is for Council to consider a request from the current lessee to continue leasing the Bogan Coffee Shop at 76A Pangee Street for a further three years.

### **4.2 Background**

Council at its confidential meeting held 22 November 2018 resolved to extend the lease of the Bogan Coffee Shop for a further two years with a one year option. In the meantime the lease has been transferred to the current lessee.

This lease is due to expire on the 1<sup>st</sup> January 2021.

### **4.3 Discussion**

The current lessee overlooked the date for taking up the option and has sent Council correspondence to request a new lease for a further three years.

Council has the options to grant a new lease to the current lessee or to advertise the lease of the property.

Council has had a good relationship with the current lessee with no reason to terminate the lease and the lessee has met all the terms and conditions of the current lease.

Council could choose to advertise the lease however the current lessee owns the majority of the plant and equipment in the building and this could restrict those interested in leasing the property as they would need to purchase the equipment or buy their own to operate the business.

### **4.4 Recommendation**

That Council authorises the General Manager to enter negotiations of renewing the lease with the current lessee for a three year period with an option to renew.



## 5 FINANCIAL ASSISTANCE TO COMMUNITY SERVICE ORGANISATIONS

**Summary:-**

*The report is to advise Council of a request received for Financial Assistance in relation to Rates and Charges levied on Community Service Organisations.*

*Council has in the past granted Financial Assistance to the below organisation to help with payment of their Annual Rates and Charges during the drought. The request is that the same assistance applies to this current financial year.*

### 5.1 Introduction

The purpose of this report is to advise Council of requests for financial assistance in relation to rates and charges levied on Community Service Organisations.

### 5.2 Background

Council levies rates according to the Local Government Act 1993 (The Act) and its Operational Plan.

Under Section 356 of The Act Council can legally provide financial assistance to Community Organisations if their activities can be linked to outcomes specified in the Operational Plan.

The 2020/2021 rates were levied with these ratepayers included and if Council agrees to financial assistance then Council will need to pay for these from the remaining donations budget of \$546 and find additional funds of \$341.50 for the balance.

### 5.3 Discussion

Council has received an additional letter requesting financial assistance to meet the cost of rates and charges payable.

Organisation	Levied 2019/20	Fin Assist 2019/20	Levied 2020/21	Fin Assist 2020/21	Justification
Nyngan Water Ski Cub	\$852	\$852	\$887	\$887	Sect 1.2.3 of the Operational Plan



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council  
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• **Nyngan Water Ski Club** **\$887**

This is a non-profit organisation who have requested that Council give them financial assistance for the General Rates charged in 2020/2021. The Ski Club is trying to rebuild its funds after several years of drought and no membership. Recommend Council assists with amount payable of \$887.

**5.4 Recommendation**

That Council:

1. Provides financial assistance to The Nyngan Water Ski Club to the value of \$887, which represents all rates and charges levied.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council  
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**NYNGAN WATER SKI CLUB INC.**

PO BOX 342  
NYNGAN NSW 2825  
E: nWSC2825@hotmail.com

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To: Bogan Shire Council  
Re: Rates

26 October 2020

Dear Mr Francis

Nyngan Water Ski Club is a non-profit organisation run entirely by volunteers. The Club provides economic benefit to the Bogan Shire with members purchasing fuel, groceries, accommodation and take-away food from local businesses. More than half of the membership resides in neighbouring towns and travel to Nyngan on a regular basis to use our facilities, further boosting the economy and tourism profile of our town.

The drought has had a devastating impact on the Club's finances. Last years water level of the Bogan River caused it to be unusable since 2018. The Club received minimal membership for the 2018-2019 season and no membership revenue at all for the 2019-2020 season.

With no membership revenue from last year the Club has ongoing yearly expenses including:

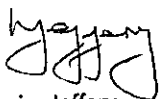
- Insurance \$1483.20 p.a.
- Electricity \$1250.00 p.a.
- Bogan Shire Council Rates \$ 887.00 p.a.
- Department of Industry Permissive Occupancy Rent \$598.00 p.a.

In order to eliminate costs the Club had the electricity disconnected for the last season. We also considered discontinuing our insurance policy, however with the existence of the Clubhouse and amenities block it is preferable to retain the policy for public liability purposes. Our insurance broker advises we would have great difficulty obtaining a new policy if we allowed the current policy to lapse.

Cleaning of the Clubhouse and toilet block and maintenance of buildings, including plumbing, pumps, outdoor furniture, access road and the boat ramp is undertaken by volunteers.

At our AGM on Tuesday 20 October, 2020 the committee undertook to canvas with Bogan Shire Council the possibility of a waiver of rates for the 2020-2021 financial year. This would assist with keeping the Club financially sustainable until membership revenue for this ski season is received and the Club is in a better financial position.

Yours faithfully

A handwritten signature in black ink, appearing to read "Louise Jeffery".

Louise Jeffery.  
Secretary.

## **6 CREDIT CARD POLICY**

**Summary:-**

*The purpose of this report is to review and re-adopt the Corporate Credit Card Policy.*

### **6.1 Introduction**

The purpose of this report is to review and re-adopt the Corporate Credit Card Policy.

### **6.2 Background**

Council currently has two credit cards in use one issued to the General Manager and one issued to the Director Finance and Corporate Services. Each card has a \$10,000 limit with the overall limit being \$20,000. Council's facility limit is \$60,000.

The credit card policy is due for review, according to Councils timetable.

### **6.3 Discussion**

Corporate credit cards are useful for Council to be able to efficiently purchase some of the goods and services required for day to day operations. A minority of Councils suppliers require payment by credit card prior to releasing the goods to Council or they only have an online platform for purchasing which requires the use of a credit card.

Some of these suppliers include airlines when making travel bookings and motels that require a credit card to reserve bookings also a lot of Councils IT products are purchased online and directly with a credit card.

Council has had strict controls on the use of the credit cards as per the policy adopted in February 2017 and Auditors are satisfied with Council's limited card users and controls around the use of the cards as credit card use has been an audit focus over the past two years.

No changes to the current policy are recommended.

### **6.4 Attachment**

Policy FIN003 Bogan Shire Council Corporate Credit Card Policy.

### **6.5 Recommendation**

That Council adopt the attached reviewed policy FIN003 Corporate Credit Card Policy.

## 7 DEBT RECOVERY POLICY

### **Summary:-**

*The purpose of this report is to review and re-adopt Councils Debt Recovery Policy.*

### **7.1 Introduction**

The purpose of this report is to review and re-adopt Councils the Debt Recovery Policy. The Policy was revised and adopted on 21 December 2017.

### **7.2 Background**

The Debt Recovery Policy is a very important Policy for Council. It has a major effect on Council's cash-flow and its relationships with ratepayers. It allows Council to send an important message to residents and ratepayers that there will be consequences if their debts are not paid on time.

The objective of this Policy is to facilitate the collection of all rates, charges and sundry debts owed to Council in an efficient and effective manner that is fair to all ratepayers and complies with Legislation.

### **7.3 Discussion**

There has been one change to the Debt Recovery Policy at this review relating to the recovery of unpaid rates during the Covid 19 Pandemic.

The following special provisions for the Covid 19 pandemic have been added to the Local Government Act 1993 and need to be considered in the recovery of unpaid rates.

#### **747AB COVID-19 pandemic—recovery of unpaid rates**

*During the prescribed period, proceedings for the recovery of a rate or charge may not be commenced against a person by or on behalf of a council under section 712 unless the council has considered each of the following—*

- (a) whether the payment of the rate or charge could be made in instalments or by way of some other financial arrangement,*
- (b) whether the person should be referred to a financial counsellor,*
- (c) whether mediation or alternative dispute resolution should be attempted first,*
- (d) whether interest on the unpaid amount should be deferred or waived.*



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The policy also states that hardship cases are reviewed on a case by case basis and arrangements are made with any ratepayer having difficulty making payments that apply to Council for consideration.

Council's Debt Recovery Policy is forwarded, when requested, to various parties to show that we are working within Council's Policy when following debt recovery procedures.

A copy of the Debt Recovery Policy FIN001 will be tabled at the meeting and is available upon request.

#### **7.4 Attachment**

Policy FIN001 Bogan Shire Council Debt Recovery Policy.

#### **7.5 Recommendation**

That Council adopt the revised Debt Recovery Policy FIN001 to be reviewed in November 2022.

**Stephanie Waterhouse**  
**Director Finance and Corporate Services**

# **POLICY FIN003**

## **Corporate Credit Card Policy**



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## 1. Purpose

The purpose of this policy and procedure is to control the use of corporate credit cards within Council and ensure sound governance of expenditure incurred on behalf of Council.

## 2. Legislative Framework and Principles

Whilst the use of credit cards is not a legislated matter the incurring of expenditure on behalf of Council is controlled by legislation and Council policy and must be undertaken ensuring consistency with the following principles:

**2.1** Expenditure paid for using corporate credit cards shall be incurred in the exercise of Council business.

**2.2** All expenditure incurred on a corporate credit card shall be authorised by the General Manager.

**2.3** Ensure the principles of good governance, financial accountability and transparency, and sound procurement processes as outlined by Council policy.

## 3. Limitations

Corporate credit cards shall only be used as follows:

**3.1** For the carrying out of Council authorised business including reasonable travel, accommodation and meal/refreshment expenses.

**3.2** For the meeting of Council liabilities where it is efficient to do so on condition of issuing a purchase requisition or other document as required by Council's relevant procurement policy.

**3.3** In emergency circumstances if private expenditure is incurred private funds should be transferred or repaid immediately, to offset the expenditure.

## 4. Transaction Methods

Transactions shall be incurred on the following basis, without exception:

**4.1** No private expenditure shall be incurred. (Except in the abovementioned instance)

**4.2** Transactions by phone shall be allowed however authorisation by way of a requisition should be completed prior to the transaction taking place and a receipt and tax invoice must be sought and provided to the Assistant Finance Officer as soon as the transaction is made.

**4.3** Internet transactions shall be allowed however authorisation by way of a requisition should be completed prior to the transaction taking place and a receipt and tax invoice

must be sought and provided to the Assistant Finance Officer as soon as the transaction is made.

## **5. Credit Limit**

**5.1** Credit limits applied to each corporate credit card shall be managed by the Director Finance and Corporate Services and any changes authorised by the General Manager in all cases.

**5.2** The overall corporate credit card limit for Council shall not be changed without the authorisation and resolution of Council. This is currently \$20,000.

## **6. Approval of Corporate Credit Card Expenditure**

**6.1** All expenditure incurred on corporate credit cards shall be supported by a tax invoice and in compliance with the requirements of the goods and services tax.

**6.2** All officers and members issued with a corporate credit card shall provide, and be responsible for, the production of supporting documentation.

**6.3** All expenditure incurred on corporate credit cards shall be reviewed and authorised monthly by the General Manager.

**6.4** Expenditure incurred on corporate credit cards must be legitimate Council expenditure, supported by appropriate documentation and authorised as per Councils purchasing policy, for which a budget provision exists. If this has not occurred it may result in the expenditure having to be repaid to Council.

## **7. Management of Cards**

All cards issued shall:

**7.1** Be signed on the reverse side of the card upon receipt; prior cards destroyed by cutting the card and returning it to the General Manager.

**7.2** Not be used for any use other than that outlined in this document.

**7.3** Be the responsibility of each person issued with a card, including the security of the card.

**7.4** If a card is lost it shall be reported immediately to the relevant bank by the holder and cancelled. The loss shall also be reported to the General Manager.

**7.5** Not be permitted to be used by any person other than the card holder unless authorised and signed by the General Manager prior to any purchase.

## **8. Cessation of Employment**

Corporate credit cards shall be returned immediately on the cessation of employment and shall be cancelled by the Director of Finance and Corporate Services on the date of the cessation of employment.

## **9. Issue of Corporate Credit Cards**

**9.1** Corporate credit cards shall be signed for, using the form at Attachment 2, by the holder and the General Manager (or for the General Manager's card, the Manager of Corporate Services/Finance Manager) and kept in Council's records system, upon the issuing or reissuing of a card.

**9.2** It is the position of Council that cards shall be issued to:

- General Manager

**9.3** Cards shall only be issued to the General Manager and to those staff nominated in writing by the General Manager.

**9.4** It is noted that Council's General Manager shall determine appropriate credit limits as per clause 5.1, but shall not exceed the credit allocation to all cards unless approval is provided under clause 5.2 of this policy and procedure.

## **10. Breaches of this Policy and Procedure**

Breaches of this Policy and Procedure will be investigated as potential breaches of Council's Procurement Policy, relevant Code of Conduct, this Policy and Procedure and/or industrial arrangements and actions taken according to outcomes from an investigation.

## **11. Review of Policy and Procedure**

The effectiveness of this Policy and Procedure will be reviewed at least once during the period of Council by the General Manager who shall report to Council recommendations for alterations, amendments or substitutions of a new policy, if required.

## **12. Availability of Policy and Procedure**

This Policy and Procedure is available for inspection at the Council Office and persons may obtain a copy of this Policy and Procedure upon payment of the fee fixed by the Council.

### 13. Adoption of Policy and Procedure

This Policy and Procedure was put forward to the Council at its meeting held on 26 November 2020.

#### Attachment 1 – Allocation of Cards

Bogan Shire Council has authorised the issuing of cards and under delegation. The General Manager has authorised credit limits as outlined in the following table:

#### Position Credit Limit

General Manager \$10,000.00

Director Finance & Corporate Services \$10,000.00

Maximum Council Authorised Credit Limit \$20,000.00

Pursuant to clause 5.1 of this Policy and Procedure the General Manager is delegated to revise this attachment as seen fit, on condition that the General Manager complies with clause 5.2 of this Policy and Procedure.

Council has, under its current banking arrangement, the ability to authorise a credit limit of up to \$60,000 and to order additional cards. This will not be done without the express approval of Council.

#### Attachment 2 – Credit Card Issue Form

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Credit Limit Issued: \_\_\_\_\_

I hereby have read and understood Council's Policy and Procedure FIN003 Credit Card Policy and Procedure and shall abide by this document when expending Council funds on the issued credit card.

I acknowledge that failure to abide by Council's Credit Card Policy and Procedure may result in investigation and potential disciplinary action.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed: \_\_\_\_\_

Title: General Manager

Name: \_\_\_\_\_

## Authority

Council Resolution no.            dated 26 November 2020.

## Policy Owner / Further Assistance

Director Finance and Corporate Services

## Related Information

- Australian Taxation Office TD 2020/5

## Review Date

- November 2023

## Revision History

Date	Description of Change	Sections Affected
15/12/2011	Policy adopted	All
27/02/2014	Policy adopted	All
23/02/2017	Policy adopted	All
26/11/2020		All



**POLICY FIN001**

**DEBT RECOVERY POLICY**



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## **Overview**

To provide parameters to facilitate the collection of all outstanding rates and charges due and payable to Council to ensure monies owed are recovered in a timely and effective manner.

## **Policy Statement**

Council has a responsibility to recover any rate, annual charge, user charge or other debt not paid by the due date that has fallen into arrears.

## **Purpose**

To collect all rates, annual charges, user charges and other sundry debts due to Council in an efficient and effective manner.

## **Policy Provisions**

Outstanding debts shall be divided into three [3] categories for the purpose of debt recovery;

- a) Recovery of Rates, Annual Fees and Charges [Domestic Waste Collection / Waste Site Maintenance and Water Access, Sewer Access and usage charges]
- b) Recovery of User Charges on Water and Sewer
- c) Recovery of Other Sundry Debts

Regardless of the type of debt, there will be no general distinction made for pensioners or any class of ratepayer. Each case will be dealt with individually according to circumstances. Council is aware that at different times ratepayers may experience genuine hardship in meeting payments and upon application suitable arrangements for payment of rates will be considered.

### **a) Recovery of Rates, Annual Fees & Access Charges [Waste/Water/Sewer]**

Rates Annual Fees & Access Charges are levied by 31<sup>st</sup> July each year and are payable by four equal installments, on the following dates:-

31<sup>st</sup> August

30<sup>th</sup> November

28<sup>th</sup> February

31<sup>st</sup> May

Any installment not paid by the due date falls into arrears and is subject to interest charges at the statutory rate.

### **Procedure**

1. Notice Issued – all owners are issued with a Rates and Charges Notice and where required, with a Rate Installment Notice.
2. Reminder notice issued after 7 days, asking for payment within 7 days.
3. Contact made by Revenue Officer if possible any time from 7 days.
4. Debt referred to Debt Recovery Agency if over \$200 or two installments overdue.
5. Debt Collector to contact by phone or issue letter if unable to make contact. A payment arrangement which is satisfactory to Council, to be made by Debt Collector if possible.
6. All debts with the Debt Collector not under arrangement will be issued a Statement of Liquidated Claim.
7. If the debt remains unpaid further litigation will be undertaken by the Debt Collector on behalf of Council. Such litigation may include but will not be limited to-
  - Judgment
  - Garnishee
  - Writ
  - Bankruptcy Notice
8. If action is unsuccessful and rates and charges remain outstanding, the relevant property is to be sold in accordance with Section 713 of the Local Government Act 1993.

At all stages in this process the opportunity to make a satisfactory payment arrangement with Council is offered and encouraged prior to the commencement of any action.

Failure to adhere to a payment arrangement that has been put in place will result in action for recovery of unpaid rates and charges.

## **Sale of Land**

Where all action to recover rates and associated property charges is unsuccessful and rates and charges are overdue for more than 5 years (1 year in the case of vacant land subject to certain conditions), the property may be sold by public auction in accordance with S713 of the Local Government Act, subject to a resolution of Council.

Once a property is listed to be sold, Council will only accept a payment of 100% on the outstanding balance provided that the balance is forthcoming at least one week prior to the date of auction. Unless full payment is received and funds cleared council will continue to proceed with the Sale of the Land.

## **b) Recovery of Fees on Water and Sewer Usage**

User charges are issued quarterly and will be due and payable after 30 days from the issued date.

Any account not paid by the due date falls into arrears and is subject to interest charges at the statutory rate.

### **Flow Restrictors**

Council will recover outstanding water charges through restriction of water supply as per Local Government (General) Regulation 2005 – Clause 144 'Cutting off or restricting water supply'.

A flow restrictor is a device that can limit the amount of water flowing through the meter into a property, ie a washer with a small hole in it. A restrictor allows only a sufficient flow of water to meet basic hygiene needs.

### **Procedure**

1. Account Issued – the account will be due and payable after 30 days from the issue date.
2. Water & Sewer Billing Reminder/Default Notice – after a minimum period of 7 days a Water & Sewer Billing Reminder Notice is issued to the owner stating that the account is overdue and requesting payment within 7 days.
3. Notice of Intention to restrict water is to be sent within three weeks after bill is due stating that should payment not be made within 7 days a flow restricting device will be fitted.

4. Notice of Restriction delivered to the door. – the notice will state the date that the restrictor is to be fitted and the additional costs if the restrictor is to be fitted and removed.
5. Flow restricting device to be fitted. The device will not be removed until the full amount of the debt plus an applicable removal fee is satisfied with cleared funds. The restrictor removal fee is per Council's adopted fees and charges.
6. Further action will commence after a further 30 days should the amount remain unpaid.
7. Vacant properties that have had a flow restrictor fitted for greater than 3 months and where further action has been unsuccessful will be disconnected.

The debtor has the opportunity to make a payment arrangement which is satisfactory to Council up to step 5.

Once half of the outstanding balance is paid and satisfactory arrangements have been made to pay the balance, application can be made to the General Manager for the removal of the restrictor. (300/2014 Council Meeting 28/8/2014)

Failure to adhere to a payment arrangement that has been put in place will result in legal action for recovery of unpaid user charges.

### **c) Recovery of Other Sundry Debts**

All other charges raised by Council through the sundry debtor accounts such as the Hire of Council Facilities & Plant will be due and payable 14 days from invoice date.

Any account not paid by the due date falls into arrears.

#### **Procedure**

1. Account/Invoice Issued – the account will be due and payable after 14 days from the invoice date.
2. The client will be contacted by phone or text immediately after the debt becomes due and payable.
3. Month-end Statement of Account – a statement of account for all transactions processed during the month will be sent to the debtor advising total due.
4. Debtor Account Reminder/Default Notice – after a minimum period of 14 days after due date a Debtor Account Reminder Notice will be issued to the

debtor stating that the debt is overdue and requesting payment within 14 days.

5. Having issued a Statement and a Debtor Account Reminder/Default Notice to the debtor, and if the amount outstanding is more than 60 days overdue it will be referred to Council's mercantile agent.
6. The mercantile agent will send a further reminder letter, for 14 days, on its letterhead and then issue a Statement of Liquidated Claim. Council is to be guided by the mercantile agent as to the most suitable form of recovery. All legal costs are recoverable from the debtor.
7. If the debt remains unpaid further litigation will be undertaken by the debt collector on behalf of Council. Such litigation may include but will not be limited to:-
  - Judgment
  - Garnishee
  - Writ
  - Bankruptcy notice

At all stages in this process the opportunity to make a satisfactory payment arrangement with Council is offered and encouraged prior to the commencement of legal action.

Failure to adhere to a payment arrangement that has been put in place may result in legal action for recovery of unpaid debtor accounts.

### **Payment of Overdue Accounts by Arrangement**

Circumstances will arise from time to time where ratepayers and other debtors are unable to make payment by the due date(s). Individuals / organisations will be encouraged to contact Council as early as possible where they anticipate falling into arrears or may have already done so with a view to establishing appropriate payment arrangements.

Payment arrangements may be entered into at any time during the recovery process except when Council has resolved to sell a property under the Sale of Land provision outlined in the Local Government Act or when a flow restrictor has been fitted.

The following guidelines should be followed before a payment arrangement is made:-

- Arrangements can be on a weekly, fortnightly or monthly basis;
- Payment arrangements made before the due date of the 3<sup>rd</sup> installment, should be made such that all the amounts are paid in full by the 30<sup>th</sup> June of that financial year;

- Payment arrangements that are made after the 3<sup>rd</sup> installment due date may extend beyond the current financial year, however, all such payment arrangements must be reviewed once the subsequent year's levy also becomes payable;
- Extenuating circumstances can be taken into consideration if any of the above three conditions cannot be met, but this must be referred to the Manager of Corporate Services for approval; and
- Details of the individuals / organisation's income and expenses may be requested to assist in determining the merit or otherwise of maintain the payment arrangement.

All payment arrangements are to be made in accordance with Council's delegated authority.

Failure by the applicant to adhere to the agreed payment schedule or the installment arrangement will result in further recovery action being taken. If a rate payer defaults on a payment arrangement twice and no attempt has been made to contact Council, the debt will be referred to Council's Recovery Agent.

In accordance with Section 747AB of Local Government Act 1993 (the Act) the following special provision for the Covid 19 Pandemic need to be considered in the recovery of unpaid rates.

**747AB COVID-19 pandemic—recovery of unpaid rates**

*During the prescribed period, proceedings for the recovery of a rate or charge may not be commenced against a person by or on behalf of a council under section 712 unless the council has considered each of the following—*

- (a) whether the payment of the rate or charge could be made in instalments or by way of some other financial arrangement,*
- (b) whether the person should be referred to a financial counsellor,*
- (c) whether mediation or alternative dispute resolution should be attempted first,*
- (d) whether interest on the unpaid amount should be deferred or waived.*

## **Sale of Land for Unpaid Rates and charges**

Under Section 713 of the Act, Council may, after meeting all the requirements of the Act, hold a sale of land for unpaid rates. In these circumstances properties offered for sale of land must be sold at auction unless all outstanding rates and charges are paid in full prior to the commencement of the Auction.

## Writing off of Accrued Interest

Applications to write off accrued interest under the hardship provisions of the Act will be assessed on a case by case basis. Excluding accounts raised in error, amounts may only be written off by a resolution of Council or under Delegated Authority.

## Writing off by Resolution

Rates, charges and other debts (including accrued interest) may only be written off by resolution of Council or under Delegated Authority.

## Authority

Council Resolution No.            dated 26<sup>th</sup> November 2020.

## Policy Owner / Further Assistance

Manager Finance & Corporate Services

## Related Information

- Local Government Act 1993
- Local Government (General) Regulation 2005

## Review Date

December 2019

## Revision History

Date	Description of Change	Sections Affected
26/07/2012	Revised policy drafted	All
27/09/2012	Policy adopted	All
22/5/2014	Policy Revised & adopted	All
28/8/2014	Additional Clause adopted – Recovery of Fees on Water and Sewer Usage	Flow Restrictors
25/08/2016	Policy Revised & Adopted	All
21/12/2017	Additional Clause adopted – Delegation to General Manager	Sale of Land for Unpaid Rates and Charges
26/11/2020	Policy Revised & Adopted	All





**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 Roads**

Road work undertaken for the reporting period 19th October 2020, to 13th November 2020 consisted of the following:

No.	Name	Comments
	<b>Local Roads</b>	
40	Plummers Road	Maintenance grading & flood damage repairs commenced.
46	Drummy's Road	Maintenance grading completed.
14	Gilgai Road	Re-sheeting commenced.
67	Paynes Road	Maintenance grading & flood damage repairs commenced.
92	Colane Road	Maintenance grading & flood damage repairs commenced.
18	Elmore Road	Maintenance grading continuing.
51	Curran's Road	Maintenance grading & re-sheeting completed.
9	Glengarriff Road	Maintenance grading commenced.
7	Warrah Road	Maintenance grading completed.
12	Coffil's Lane	Flood damage repairs continuing.
40	Plummers Road	Maintenance grading & flood repairs continuing.
78	Okeh Road	Causeway repairs completed.
86	Neeroc Road	Causeway repairs completed.
4	Dandaloo Road	Maintenance grading & causeway repairs commenced.
16	Yarrandale Road	Causeway repairs completed.

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20	Murrawombie Road	Maintenance grading commenced.
73	Jumps Road	Maintenance grading completed.
6	Days Road	Maintenance grading commenced.
61	O'Neill's Road	Flood damage repairs commenced.
25	Merryanbone Road	Maintenance grading completed.
24	Canonba Road	Maintenance grading commenced.
	<b>Regional Roads</b>	
MR 424	Monkey Bridge Road	Re-sheeting commenced.
	<b>State Highways</b>	
HW7	Mitchell Highway	Pothole patching continuing.
HW7	Mitchell Highway	Emergency culvert repairs commenced.

Council's jet patching truck has completed work on the following roads.

• Tottenham Road	• Town Streets
• Pangee Road	• Canonbar Road
• Mitchell Highway	• Barrier Highway
• Old Warren Road	• Hermidale Nymagee Road
• Cockies Road	• Arthur Hall VC Way

The upcoming works program for Council's Rural Works teams includes, but is not limited to the following works:-

- Continuing maintenance grading, re-sheeting or emergency repairs of the following roads:- Coffill's Lane, Gilgai Road, Honeybugle Road, Moonagee Road, Logan's Road, Dandaloo Road, Mulla Road, Canonba Road, Benah Road, Colane Road.
- Completing Council's RMCC heavy patching program.

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## **1.2 Works and Services**

The work undertaken during this reporting period consisted of the following:

### **Civil Works**

- Installed new fountain Centenary Park.
- Continuation of capital works Nyngan showground & racecourse.
- Assisted in road repairs at the intersection of Pangee & Hoskin Streets.
- Installed hearing booth at the Bogan Shire Medical Centre.
- Carried out inspections & repairs on air conditioning at Council buildings including the medical centre, ELC, Library, and Council Housing.
- Carried out footpath & kerb and gutter repairs in Pangee Street.
- Assisted with earthworks to rehabilitate the old Palais Theatre site.
- Carried Levee inspections.

### **Community Facilities**

- Mowing and maintenance of ovals, reserves and highway approaches to Nyngan.
- 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.
- Painting of pedestrian access bridges
- Weed spraying and ant poisoning carried out on levee
- Planting of trees on approach to cemetery

### **Water & Wastewater**

- Replaced sewer reticulation at 2 Nymagee Street.
- Replaced outlet raw water supply to Nyngan High school.
- Carried out cleaning & painting of Nyngan town streets fire hydrants.
- Connecting back up pumps to raw water rising main.
- Completing repairs of Councils water reticulation system.
- DPI carried out inspection of water filtration plant.
- Installing dripper system to new tree line on Cemetery Road.

### **Recommendation**

That the Operational Report be received and noted.

## 2 GRID REMOVAL BOORAMUGGA ROAD GIRILAMBONE

### **Summary:-**

*The purpose of this report to advise council on the letter received from Margaret Morley of "Keeley" Girilambone requesting to keep a stock grid on the Warego Road and replace a grid on the Booramugga Road.*

### **2.1 Introduction**

The purpose of this report to advise council on the letter received from Margaret Morley of "Keeley" Girilambone requesting to keep a stock grid on the Warego Road and replace a grid on the Booramugga Road.

### **1.3 Background**

The grid that Mrs Morley referred to in her letter as on her property is on a crown road reserve that is a public Council road known as Warego road. This road is currently in the process of being transferred to Council following a recent request to Crown Lands to have the road closed.

### **1.4 Discussion**

The grid is narrow, badly damaged and does not have a fence adjoining it with all traffic driving around the grid. This grid is only a short distance from the Booramuga Road and not in use. As it is on a Council road, the intention was to remove it and improve the road.

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The Warego road also has sections of formation where timber regrowth has narrowed the pavement and has limited the ability to get wide farm equipment in and out of the adjoining property. The intention is to remove this timber to improve large vehicle access.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council  
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The small grid on the Booramugga Road that is mentioned in the letter is adjacent to the Warego Road and it is on the Boundary of Mrs Morley's property and a neighbouring property to the west.

This grid is on the road to benefit the two properties only and Council has a grid removal policy to assist property owners with the cost of fencing out road reserves to allow the removal of grids. The payment of the maximum subsidy, if paid to both landowners, would cost more than the replacement of the grid.

The estimated cost of replacing a small 4 metre wide grid is \$9,000 while the cost of a 6 metre wide grid, which would be recommended for the Booramugga Road is \$12,000. Mrs Morley would be responsible for the cost of replacing the grid on the Warego Road and half the cost of the grid on the Booramugga Road

### **1.5 Recommendation**

That the property owners be advised of the estimated cost to replace the grids and be requested to pay the appropriate proportion.

## **3 PALAIS THEATRE SITE REHABILITATION**

**Summary:-**

*The purpose of this report is to provide options to Council for the completed surface of the Palais Theatre site.*

### **3.1 Introduction**

The purpose of this report is to look at two alternatives for the finished surface of the Palais theatre site. The 2000 square metre area is earmarked as a future Seniors Living Unit site.

### **3.2 Background**

The Palais Theatre was demolished in 2019 as it was assessed as an unsafe structure and the site subsequently cleared of asbestos material. Council resolved to identify the site as the preferred location for a Seniors Living Unit development.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council  
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### **3.3 Discussion**

It is considered the site could be either turfed and fitted with a spray irrigation system or bitumen sealed and used for parking or other hard stand activities. Neither option would compromise the proposed future use of the area.

The area is currently at a stage where either option is workable with an additional 200 tonne of material required to raise the area to its finished level.

The turf option capital cost is \$22,000 with an ongoing maintenance cost for mowing, watering and management of approximately \$10,000 per annum.

The bitumen sealed surface option has a capital cost of \$40,000 with minimal annual maintenance costs in the medium term.

The turf option presents a cooler and more pleasing appearance and presents options for an additional traveller's rest area but its medium term cost would be greater than that of the bitumen surface option.

The bitumen surface option provides opportunities for additional vehicle parking and other hard stand options which may present themselves.

### **3.4 Recommendation**

For Council's consideration.

**Graeme Bourke**  
**Director Engineering Services**

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council  
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The General Manager	30.09.20
Bogan Shire council	"KEELEY"
Cobar Street	GIRILAMBONE
NYNGAN	N.S.W. 2831

Dear Sir/Madam

**RE: Grid Removal,**

On the morning of 16/09/2020 I received a phone call from Bogan Shire Council to say that "the Shire planned to remove a small grid and fill in the hole on our property". This is a division fence. At no circumstances do we grant permission to remove the grid. Our property is free hold which we converted to freehold some twelve years ago. The road which runs along our Western division boundary, the lands department claims does not exist and the shire put a "no through road" sign up some years ago. To my knowledge the road has not been graded or maintained by council for many years. We have never received an account for crown rent.

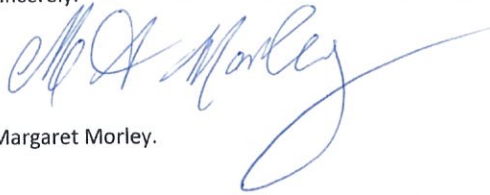
The Booroomugga road is part of the "FIDO ROAD" between Cobar and Girilambone and has wide grids till the road reaches the Western division boundary where there is a small grid (which the shire filled in some years ago despite it being a boundary.) Many large trucks use this road and more than a few have come to grief on each side of the gap.

Ideally, the better solution to this problem would be a "wide" grid on the Western division boundary and a division fence along the South Eastern side two chain off the Booroomugga road.

Could you please put this proposal to the council meeting for their consideration.

Many thanks,

Sincerely,

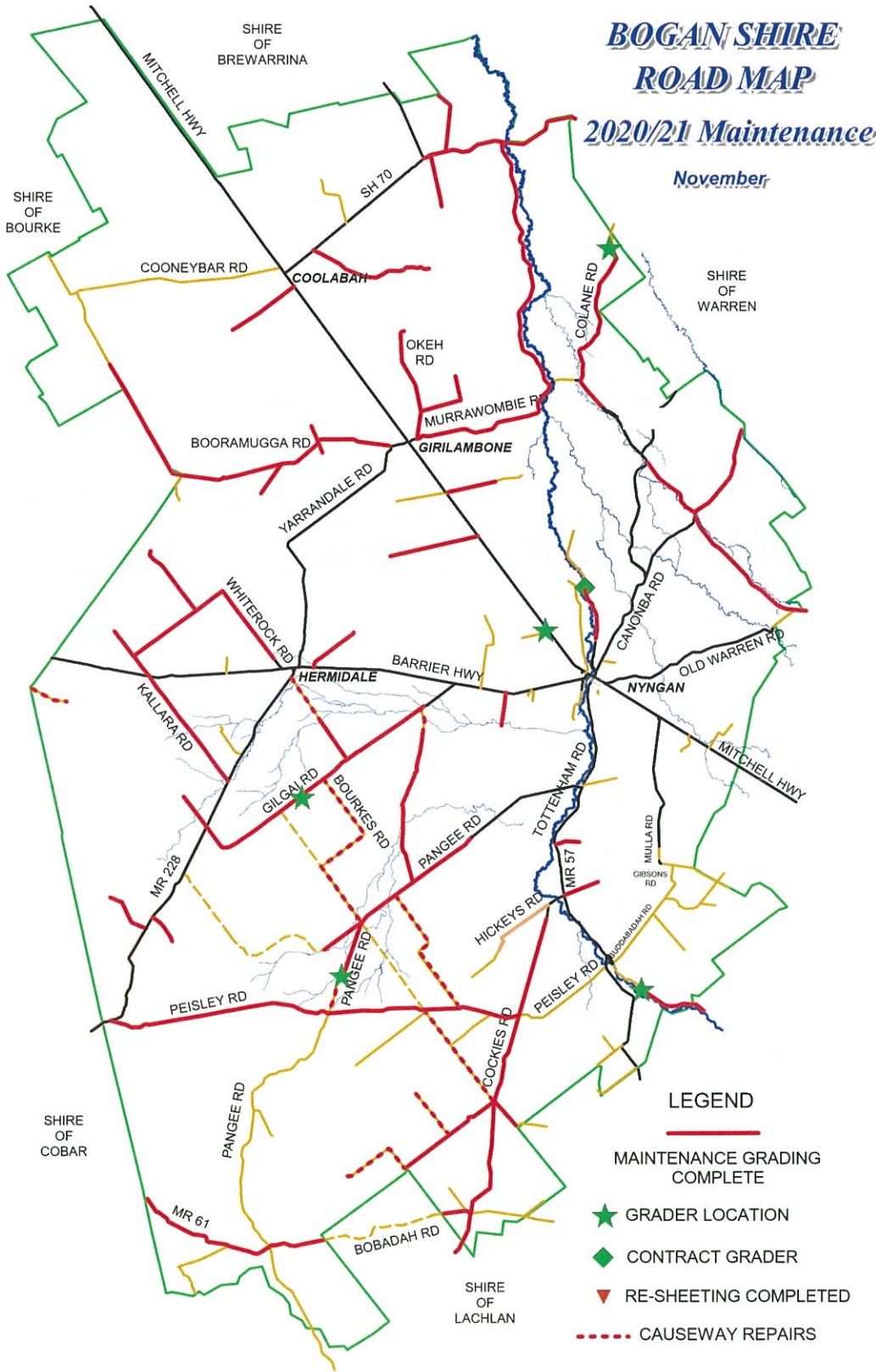


Margaret Morley.

BOGAN SHIRE COUNCIL	
FILE	R/N
03 OCT 2020	
ASSIGNEE:	



**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**



**Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

**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**

Four (4) applications have been approved and three (3) applications are under assessment since Council's meeting of 22 October 2020 as indicated in the table below:

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2020/007	ITP Development Pty Ltd	Pt Lot 2 DP 222408 Moonagee Road, Nyngan	5MW Solar Farm	\$6,600,000	Awaiting Additional Information
SSD-10415	BayWare Projects Australia Pty Ltd	Lot 21 DP 704061 Mitchell Highway, Nyngan	State Significant Development – Solar Farm	\$42,000,000	Under Assessment (DPIE)
2020/017	Bogan Shire Council	Lot 7040 DP 1020916 'Larkin Oval Precinct', Nyngan	New Youth and Community Centre	\$751,000	Approved
2020/021	Ms Evonne Young	Lot 1 DP 1143997 Oval Place, Nyngan	New Patio	\$15,000	Approved
2020/022	Mr Peter McKiernan	31 Bogan Street, Nyngan	New Private Shed	\$16,000	Approved
2020/024	Roman Catholic Church	28-34 Warren Street, Nyngan	Alterations and Additions to Education Building	\$1,650,000	Under Assessment
2020/025	Mr Jarred Jeffery	62 Flashman Avenue, Nyngan	New Private Shed	\$20,000	Approved

**1.2 Recommendation**

That this report be received and noted.

**Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

## **2 OPERATIONAL REPORTS**

### **2.1 Introduction**

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

### **2.2 Discussion**

The Gardening Team were busy with the increasingly warmer weather helping plants and grass to flourish. General routine works continued at the Nyngan Cemetery and all key areas the team are responsible for including the Seniors Living and Early Learning Centre. Watering demands have increased and will continue to do so in line with the warmer weather.

Following recent vandalism to the fountain located at Centenary Park, assistance was provided for the installation of a new fountain.

The Council Ranger completed a range of duties throughout the reporting period. Four (4) dogs were surrendered all of which were rehomed with Rural Outback Animal Rescue.

Two (2) barking dog complaints were received since the October 22<sup>nd</sup> Council Meeting, the owners have been made aware of the issue. At this stage the complaints have not been closed as further communication is required to ensure that mitigation measures put in place continue to resolve the issue.

The Ranger continued to assist with waste operations to ensure conditions of the Environmental Protection Licence are met on days when the Waste Facility is closed. This involves pushing, compacting and covering general waste which has been disposed of at the landfill by the garbage truck. The Ranger also assisted with garbage truck duties throughout the reporting period.

Weed spraying was completed at the Nyngan Cemetery and Town Streets/Laneways.

As a request from Local Lands Services, spraying of banded locusts were undertaken at Currans Road. An inspection was also completed at Westlyn Road for locusts, however when attended to it was found that the locusts were no longer banded at this location, so spraying could not be carried out.

### **2.3 Recommendation**

That this report be received and noted.

**Chris Foley**

**Acting Manager Development & Environmental Services**

## PRECIS OF CORRESPONDENCE

### 1 SUSAN MADDEN, CENTRAL WEST LOCAL LAND SERVICES

Attached is a copy of correspondence received from Susan Madden, Central West Local Land Services seeking information from Council for strategic planning.

**1.1 Recommendation:** For Council's Consideration.

### 2 THE HON. MELINDA PAVEY MP, MINISTER FOR WATER, PROPERTY & HOUSING

Attached is a copy of correspondence addressed to the Mayor, received from The Hon. Melinda Pavey MP, Minister for Water, Property & Housing with information relating to water security for Nyngan.

**2.1 Recommendation:** For Council's Consideration.

### 3 AUSTRALIAN FLOOD PLAIN ASSOCIATION

Attached is a copy of correspondence received from Australian Flood Plain Association with information relating to removal of unlicensed structures on floodplains.

**3.1 Recommendation:** For Council's Consideration.

### 4 LOUISE & STEVEN BEXON

Attached is a copy of correspondence received from Louise and Steven Bexon to offer sponsorship for the Nyngan Lights Competition.

**4.1 Recommendation:**

1. Correspondence be received.
2. Council thanks the Bexon family and establish a "Susan Bexon Memorial Award for Best Christmas Nativity Scene" to be sponsored by the family.

### 5 THE HON. SHELLEY HANCOCK MP, MINISTER FOR LOCAL GOVERNMENT

Attached is a copy of correspondence received from The Hon. Shelley Hancock MP, Minister for Local Government, regarding Local Government Elections 2021.

**5.1 Recommendation:** For Council's Consideration



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020

**6 NYNGAN AMATEUR SWIMMING CLUB**

Attached is a copy of correspondence received from Nyngan Amateur Swimming requesting Councils consideration for sponsorship for their Amateur Swimming Carnival to be in Nyngan.

General Managers Note: Last year Council donated \$500.00

**6.1 Recommendation:** For Council's Consideration

**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

Correspondence from Susan Madden, Central West Local Land Services

**From:** Susan Madden [<mailto:susan.madden@lls.nsw.gov.au>]

**Sent:** Monday, 9 November 2020 2:19 PM

**To:** Susan Madden <[susan.madden@lls.nsw.gov.au](mailto:susan.madden@lls.nsw.gov.au)>

**Subject:** Fwd: An invitation from the Central West LLS Board

Good afternoon,

As a valued member of Central West Local Land Services' stakeholder community, I am writing to seek your insights to inform our upcoming local strategic planning process.

The Central West Local Land Services (Central West LLS) Board is undertaking this process to determine what we need to focus on as a business over the next 3-5 years to ensure that our programs and services continue to deliver benefit for landholders and community members across our region.

To help us in this planning process we are seeking the input of our staff and our community in an analysis of the strengths and weaknesses of our business, and the identification of the major opportunities and threats that exist in agriculture, natural and cultural resource management, biosecurity and emergency management in the Central West region.

On behalf of the Central West LLS Board I invite you to visit our exciting new community engagement platform, the [Central West Community Engagement Hub](#), and to take our short [Community Feedback Survey](#).

While you're there, you can check out all the latest news from Central West LLS and register to participate in other engagement opportunities with Central West LLS like our [Resilient Communities Small Grants](#) program.

We look forward to hearing from you,

Susan Madden

Chair | [Central West Local Land Services](#)

M: 0422 003 049 E: [susan.madden@lls.nsw.gov.au](mailto:susan.madden@lls.nsw.gov.au)

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020

Letter from The Hon. Melinda Pavey MP, Minister for Water, Property & Housing



The Hon. Melinda Pavey MP  
Minister for Water, Property and Housing

IM20/31045

Councillor Ray Donald  
Mayor, Bogan Shire Council  
PO Box 221  
NYNGAN NSW 2825

admin@bogan.nsw.gov.au



Dear Councillor Donald

Thank you for your letter of 17 September 2020 concerning water security for Nyngan and the resolutions passed by Council.

The NSW Government is committed to ensuring we have both the infrastructure and policy mechanisms in place to ensure we can continue to supply critical town water needs in the unfortunate circumstance that we move into severe drought conditions. Below I have responded to each of the issues you have raised.

**1. That underground water is only used for critical needs when all other sources of supply are exhausted**

During the recent drought Burrendong Dam reached record low levels, and the NSW Government provided Council with a range of assistance to ensure its town water supply would not run out, including funding for the bore some 18 kilometres from Nyngan and a connecting pipeline. I understand the bore will provide longer term drought security for your community and make Nyngan less reliant on the Albert Priest Channel.

The recently released draft Macquarie-Castlereagh Regional Water Strategy (link below) lists a number of longer-term water security options, including further assessment of groundwater opportunities. Rather than adopting a position that groundwater should be an emergency option only for Nyngan, I believe it is important that all options are fully assessed and considered.

**2. That an urgent review of the amount of water held in Burrendong Dam by the Federal Government for environmental purpose be carried out**

The Commonwealth Government holds 126 GL of general security and 8.3 GL of supplementary entitlement in the Macquarie Valley, equivalent to around 11 per cent of the total storage capacity of Burrendong Dam. Further to this, water is put aside in environmental water accounts (ECAs) as required under the water sharing plan and some water licences are held for the environment by the State. In total, the water in licences or ECAs amounts to about 29 per cent of the capacity of Burrendong Dam.

However, in dry times water held for environmental purposes is also restricted. Licence allocations are reduced, just like other general security users, and the ECA rules in the water sharing plans may be suspended. In 2019/20 no water was released from Burrendong Dam for environmental purposes.

In July 2018 Burrendong Dam was holding 450 GL of water or 36 per cent of its capacity. Some 126 GL of environmental water was released between July and December 2018 to water the mid Macquarie and Macquarie Marshes. Environmental releases also contribute to providing base flows that assist in delivering water to other users. Full town, domestic and stock and high security allocations were available that year.

**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020**

-2-

Nonetheless, my clearly stated position is no more water should be recovered for the environment. The Commonwealth should now be focussing on other ways of meeting environmental outcomes.

**3. Seek clarification that the 20 per cent of Burrendong Dam capacity previously reserved for flood mitigation now be used for storage.**

Burrendong Dam's storage capacity is 1,188 GL with another 489 GL for flood mitigation. The draft Macquarie-Castlereagh Regional Water Strategy includes an option to use a portion of the flood mitigation zone for water storage, increasing the full supply capacity to 115 per cent.

Again, the impacts will need to be fully assessed. New modelling indicates the region is likely to experience longer duration droughts and reduced frequency of floods.

**4. Critical Human Needs**

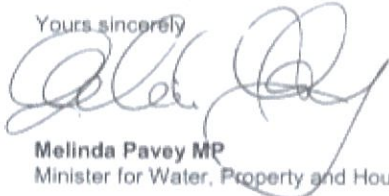
While mines and other high security commercial users are supplied for as long as possible, they are also responsible for securing alternative supplies during a drought when storages are critically low. Essential town water supply and domestic needs remain the Government's highest priority during extreme drought conditions.

As you suggest, if a commercial user seeks to access groundwater they must meet a range of required assessments and approval processes which are designed to ensure higher priority users are not impacted.

I encourage Council to review the draft Macquarie-Castlereagh Regional Water Strategy and provide comments by 13 November 2020. The draft strategy is available at <https://www.industry.nsw.gov.au/water/plans-programs/regional-water-strategies/public-exhibition/macquarie-castlereagh>.

Thank you again for bringing Council's views to my attention. I trust this information is of assistance.

Yours sincerely

A handwritten signature in black ink, appearing to read "Melinda Pavey".

**Melinda Pavey MP**  
Minister for Water, Property and Housing

11 NOV 2020



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020

Letter from Australian Flood Plain Association



AUSTRALIAN  
FLOODPLAIN  
ASSOCIATION

*Healthy Rivers - Healthy Communities*

Sarah Moles,  
Secretary AFA,  
33 Mailmans Rd, North Branch, Qld 4370  
[austfloodplain@bigpond.com](mailto:austfloodplain@bigpond.com), ph 0427 753 947

The General Manager  
Browarrina, Central Darling, Broken Hill, Cober, Bogan and Wentworth Shire Councils.

By email.

26<sup>th</sup> October 2020

Dear sir/madam,

**Re: Floodplain Harvesting - Removal of unlicensed structures on floodplains**

We seek your support as an Australian Floodplain Association (AFA) member to address a pressing issue regarding floodplain harvesting.

You will be aware that the NSW government is acting to licence and regulate floodplain harvesting in the Northern Basin. The AFA supports this long overdue action but has serious concerns about the NSW government's inaction on unapproved/illegal structures existing on floodplains.

Floodplain structures require approval unless expressly exempted. There is no clarity around what is legal and what is not, and why those that are illegal are still existing on floodplains (and indeed outside of declared floodplains, which is another problem) diverting flows and impacting on downstream ecosystems and communities.

The AFA feels it is imperative to know when unlawful structures will be removed and if the government won't act, establish what other legal options are available. We are accordingly seeking advice from the Environmental Defenders Office (EDO) regarding this matter.

To this end the AFA seeks your council's support for a letter to the NSW government from the EDO outlining the concerns of the AFA, its members and other clients of the EDO about the lack of clarity regarding management of unlawful structures on floodplains.

The AFA thanks council for its consideration of this matter and anticipates your support.

Yours sincerely,

Sarah Moles, AFA secretary.

The Australian Floodplain Association (AFA) is a non-government organisation, established in 2006. It represents floodplain and wetland landowners and their communities who depend on healthy rivers, floodplains and wetlands. Its membership resides predominantly within the Northern Murray-Darling Basin and includes floodplain graziers, community groups and shire councils.



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020

Letter from Louise and Steven Bexon

From: Louise - [mailto:louisaoz@hotmail.com]  
Sent: Wednesday, 11 November 2020 7:31 AM  
To: Admin <admin@bogan.nsw.gov.au>  
Subject: Christmas Lights Competition

Attention Derek Francis, General Manager, Bogan Shire Council

Hello Mr Francis

As discussed with Abigail McLaughlin, my brother Steven and I would be interested in sponsoring a prize for the Nyngan Christmas Lights Competition.

For 40+ years our Mum, Susan Bexon, displayed a beautiful Christmas nativity scene at the front of our home at 1 Wambiana Street, Nyngan. She was, we believe, the first person displaying an outdoor Christmas scene of that scale in Nyngan.

Every year we had hundreds of locals come to see the nativity scene and lights. Year after year we had so many people telling us that it was 'the highlight of their Christmas' and that they 'brought their kids to remind them of the real reason behind Christmas.'

It was always very important to Mum, a devout Seventh-day Adventist Christian, that amongst all the commercialism of Christmas we all still remember 'Jesus is the Reason behind the Season,' hence her displaying the nativity scene for so many years.

While she never minded Santa Claus (she helped our Dad Roley Bexon be a very popular Santa Claus for Apex and for many local community events for many many years), her focus was on the nativity scene at Christmas time, which is why we would like to sponsor an ongoing award/prize as a memorial to her decades of Christmas nativity displays.

We would like the competition to be something for 'The Best Nativity (religious) display.' We would love mention of Mum in an award. Something like 'The Susan Bexon Memorial Christmas Nativity Scene Award.' But happy to discuss and word as appropriate.

We are happy to sponsor the prize, again am happy to discuss further, but at least \$100 for first place etc etc, depending on your thoughts and I guess comparable to what other sponsors are putting forward for their awards.

We would like this to be an ongoing award in her memory.

Please feel free to contact me further to discuss.

Many thanks,

Louise Bexon and Steven Bexon

Ph 043 296 8683

Email LouisaOz@hotmail.com

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020

Letter from The Hon. Shelley Hancock MP, Minister for Local Government



The Hon. Shelley Hancock MP  
Minister for Local Government

ref: A749446

Dear General Managers and Mayors

The COVID-19 pandemic has presented significant challenges for our local communities. The NSW Government has worked tirelessly to ensure the health and safety of our citizens throughout the pandemic including investing significant funds to support our health workforce as well as to kick start our economy.

The Government's response also involved some difficult decisions, including the postponement of the September 2020 Local Government elections. The additional time between the elections gave me the opportunity to discuss with you how best we can deliver elections for our local communities, including the consideration of a proposal from the NSW Electoral Commissioner for mandatory universal postal voting.

I have considered your feedback on this important matter and I recognise there are many views on the best way to conduct Local Government elections. In direct response to calls from the Local Government sector, **I have instructed the NSW Electoral Commissioner to prepare for full attendance voting at the September 2021 Local Government elections.**

If COVID-19 is still impacting our communities next year, the cost of holding elections in a full attendance model will increase to meet a substantial rise in the electoral staff and polling booths needed to comply with physical distancing and sanitising requirements.

I recognise this decision may result in significant financial challenges to councils, which is why **I have also secured a \$56.8 million funding package** as part of the NSW Government's 2020/21 Budget.

The Government will provide the NSW Electoral Commission with this additional funding to hold COVID-Safe elections **if required**, so councils will only be billed for the cost of holding elections in a normal environment.

As the Minister for Local Government my job is to listen to the sector and deliver for councils so they can deliver for their communities. I will always strive to listen and deliver for you.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Shelley Hancock".

**The Hon. Shelley Hancock MP**  
Minister for Local Government

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council  
held on 26 November 2020



Nyngan Amateur Swimming Club  
PO Box 208  
NYNGAN NSW 2825

17<sup>th</sup> November 2020

### **SPONSORSHIP REQUEST FOR NYNGAN SWIMMING CARNIVAL**

The Nyngan Amateur Swimming Carnival will be held on the 20th December this year and we would be very grateful for any assistance you could provide in the way of sponsorship.

Our carnival has been a great success in previous years and this year we are expecting to attract a high number of competitors both locally and from away.

The carnival provides a great opportunity for young swimmers in our community and our region and would not be possible without the generous help of our sponsors. Nyngan Amateur Swimming Club is a growing club and we have many swimmers who will be undertaking their first competition swims at the carnival.

If you are able to assist our club with sponsorship, your business will be advertised in our program and advertising messages will be broadcast throughout the day.

If you would like to make a financial donation by direct deposit, we can provide you with an invoice. The bank details are as follows.

Nyngan Amateur Swimming Club: BSB 062586 Account: 10096175

All correspondence can be emailed to [nynganswimmingclub@gmail.com](mailto:nynganswimmingclub@gmail.com). Please don't hesitate to contact me if you have any questions.

Many thanks,

A handwritten signature in cursive script that reads "Clare Carter".

Clare Carter  
Secretary  
Nyngan Amateur Swimming Club  
**0429 060 979**



