



BOGAN SHIRE COUNCIL

Business Paper

15 December 2022



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7 December 2022

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers on Thursday 15 December 2022 at 8.30am.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Disclosure of Interest
5. Confirmation of the Closed and Confidential Minutes of the Council Meeting held on 24 November 2022.
6. Directors of Engineering Services Closed and Confidential Report
 1. Tender for Maintenance Grading
The General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: in accordance with the Local Government Act 1993, Clause 10A (d) (i) as involving commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
7. Director of Development and Environmental Services Closed and Confidential Report.
 1. Netwaste Tender for Processing of Garden Organics, Wood and Timber.
The General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: in accordance with the Local Government Act 1993, Clause 10A (d) (i) as involving commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
8. Confirmation of the Ordinary Minutes of the Council Meeting held on 24 November 2022.
9. General Manager's Report incorporating reports from:-
 - People and Community Services
 - Finance and Corporate Services
 - Engineering Services
 - Development and Environmental Services
10. Correspondence

Your attendance at this meeting would be appreciated.

Yours sincerely

Melissa Salter
Executive Officer



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

Mayor and Councillors

The following report is submitted for consideration:

1 CHECKLIST

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
1	23/09/2021	249/2021	Increase of train speed through Nyngan	Prior to the next state Election, Council raise the issue of the Hoskins Street Level Crossing & Train Speeds with Barwon candidates.	GM	Pending discussions closer to State Elections. Mayor and GM held site visit with Scott Barrett MLC on 13/07/2022. Email sent to Regional NSW for attention of Dugald Saunders, Minister for Western NSW 13/10/2022.

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2	27/05/2022	122/2022	Nyngan Emergency Bore	Council seeks advice from the Minister for Water, as to a mechanism for periodic extraction of water for maintenance purposes, given that it is understood that Council is unable to extract water from the bore at this stage.	GM	Letter written to Minister for Water. Scott Barrett MLC requested on 11/08/22 and 13/09/2022 to follow up on letter to Minister for Water. Followed up 08/10/2022. Email sent to Regional NSW for attention of Dugald Saunders, Minister for Western NSW 13/10/2022.
3	28/11/2019	368/2019	Repairs to Nyngan & Cobar Emergency Water Storage	The General Manager be authorised to procure sufficient quantities Geosynthetic Clay Liner & Geotextile material to complete the remediation works, according to specifications provided by NSW	DES	Remediation work postponed due to wet weather and soft floor. Floor continues to be wet and soft from rain. Requires warm weather to dry out sub- base A contract variation has been issued to the Contractor for change of scope for

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				Public Works. The procurement be carried out by way of quotations.		repairs to inside batters.
4	25/02/2021	012/2021	Nyngan Railway Wool Dump	A colour information sign be erected at the Nyngan Railway Wool Dump on stand adjacent to the dump.A cement path from the existing walkway to the sign be constructed, with available funding.	DES	Pending commencement of grant- funded works.
5	27/05/2021	126/2021	Addressing Local Job Vacancies	Council delays the launch of the marketing campaign until progress is made with establishing more housing accommodation in Nyngan.	DPCS	Planning for new residential subdivision has commenced.
6	28/10/2021	162/2021	Section 355 Committee –	General Manager to proceed with	GM	Initial meeting held with Museum Committee.

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	24/11/2022	281/2022	Nyngan Museum	<p>discussions to formalise a constitution and associated delegations for Nyngan Museum Committee as a Section 355 Management Committee of Council with a further report to Council.</p> <p>Council to progress investigations and discussions to delegate the functions of managing and operating the Nyngan Museum to the Nyngan Museum Committee as an incorporated body.</p>		<p>Draft delegations prepared for further discussions with Museum Committee. Referred to Audit & Risk Committee.</p> <p>In progress.</p>
7	25/11/2021	331/2021	Recycling Bins in Town Main Street	Recycling bins be made available in town main street.	DDES	Eight recycling bins received – considered in Council's best interest to delay

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	24/03/2022	068/2022	Recycling Bin Waste Stickers	<p>That Council, as part of the recycling education program that will be conducted through schools, supply students with a sticker and encourage to stick it to their household recycling bin.</p>		<p>installation until main street paving completed.</p> <p>UPDATE: Stickers dispatched for delivery to Council and will be distributed to students through the Gilgandra Waste/ Recycling student visits.</p>
8	23/06/2022	126/2022	New Water Treatment Plant Site	<p>A further report to Council be considered for location of the New Water Treatment Plant, including the location as presented to Council, as well as other options outside/adjacent to the levy bank.</p>	DES	<p>UPDATE: Public Works to discuss with Crown Lands regarding use of site</p>

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9	27/10/2022	246/2022	Pangee Street Paving	Council seek expressions of interest from interested parties to have old pavers delivered to an appropriate site of theirs for the public to collect, for a set time, then review the matter.	DES	<u>UPDATE:</u> To be advertised when a construction schedule has been finalised.
	27/10/2022	258/2022		The new footpath paving in Pangee Street be constructed using cast in-situ concrete in lieu of concrete pavers, subject to further advice on relative costs. A further report be brought to Council in November with recommended finishes, scope and updated costs.		<u>UPDATE:</u> Report to December meeting refers.

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10	28/07/2022	171/2022	Hoskins Street Subdivision	<p>Council approves the draft subdivision layout, with following amendments Inclusion of a laneway between lots 18-23 and lots 28-33. Accordingly reduce the number of affected blocks to retain an average size of around 1000m².</p> <p>Strong representation is made to the Minister for Western New South Wales in relation to Biodiversity Fund contributions.</p>	DES	<p>Amended plan sent back to consultants. Meetings between Alliance of Western Council and NSW Government held of 17/08/22 and 19/08/22 to discuss.</p> <p>Strong representation made to Minister for the Environment and Heritage James Griffin, via Alliance of Western Councils as well as Country Mayor's Association. Chair of Alliance of Western Councils, Cr Craig Davies has also raised the matter with the Shooters, Fishers and Farmers Party, as well as the Labor Party, ahead of</p>
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						NSW elections. UPDATE: Consultant preparing engineering designs.
11	25/08/2022	207/2022	Removal of Athel Pines	<p>Council removes all Athel Pines located adjacent to the airport.</p> <p>Council plants native species to replace the Athel Pines that will be removed, with funding to be allocated at the next budget review.</p>	DDES	Scheduled for removal November/December 2022. Planting of replacement species schedule for March 2023.

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12	27/10/2022	260/2022	Kerbside Waste	Council trial the bulky kerbside collection, as a once of collection and the take-up be gauged, and a further report to Council.	DDES	UPDATE: Currently seeking quotations from contractors to complete the kerbside collection.
13	25/08/2022	209/2022	Subdivision of Land Below the Minimum Lot Size	The General Manager investigates the costs involved in a housekeeping amendment to the Bogan LEP 2011, and report back to a future Council Meeting	DDES	Consultant attended workshop with Councillors prior to October Council Meeting. COMPLETED
	27/10/2022	261/2022	Proposed Amendment to Bogan Local Environmental Plan	The General Manager investigates a process to identify suitable land, for large lot residential and	GM	In Progress

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				undertakes community consultation, with a further report to Council.		
14	24/11/2022	274/2022	Voluntary Planning Agreement – Aurelia Resources	The General Manager negotiates a VPA with Aurelia Resources in the best interest of Council in consultation with the Mayor and Deputy Mayor.	GM	In progress
15	24/11/2022	293/2022	Nyngan Show Society	Council investigates the best option to resolve the matter of the Nyngan Show/Expo advertising signage on the Mitchell Highway, that the hedge is blocking the signage.	DDES	UPDATE: Hedge trimmed by Council's Gardening Team. COMPLETED



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16	24/11/2022	296/2022	Memorial Wall at Nyngan Cemetery	Council investigate the cost, options and suitable location for a new memorial wall at the Nyngan Cemetery	DES	UPDATE: Report to February meeting
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**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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1.1 Recommendation

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

Derek Francis

General Manager

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

Mayor and Councillors

The following reports are submitted for consideration:

1 BOGAN SHIRE YOUTH AND COMMUNITY CENTRE

Summary:

The purpose of this report is to provide information to Council on the operations and statistics of the Bogan Shire Youth and Community Centre.

1.1 Introduction

The purpose of this report is to provide information to Council on the operations and statistics of the Bogan Shire Youth and Community Centre.

1.2 Background

Council held a Community Open Day on Saturday 17 September 2022 to enable all community members to attend staff-guided tours of the Bogan Shire Youth and Community Centre, participate in games and activities, and listen to live music, have morning tea or BBQ lunch and provide feedback and suggestions on the future operations of the Centre. The event was a success, with over 100 people coming through the doors on the day, including Councillors and community group organisers.

1.3 Discussion

Below are the activities and statistics of the Bogan Shire Youth and Community Centre for the period 10 October to 2 December 2022.

Statistics

Total number of Youth Drop-in sessions:	24
Total number of Youth attending the centre:	724
Number of room/venue hire bookings:	12
Number of activities held:	7

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1			27	23	25
Week 2	26	30			32
Week 3			27	32	32
Week 4	15	29			18
Week 5			28	32	31
Week 6	29	40			40
Week 7			38	40	24
Week 8	35	38			33
TOTAL	105	137	120	127	235

Staff at the Youth and Community Centre are regularly receiving inquiries and responding to emails for venue hire, room bookings and external providers wanting to run programs for all sections and age ranges of the community from the Centre.

Activities

- The Gravity - Contemporary Dance & Aerial Workshop
- Community Hub, Mission Australia and Catholic Care – Community Fun Day
- Creative Community Concepts – Parenting through sport (four sessions)
- Creative Community Concepts - Halloween Family Fun Day
- Mission Australia and Catholic Care - Peer Support group
- Barnardos Christmas Party – private function
- Bogan Shire Council - WHS workshops and meetings
- Bogan Bush Fella - social group
- Live Better - respite
- Catholic Care - Baby massage course
- Workforce Australia - Taskforce Meeting

Council has requested on several occasions for the Office of the Deputy Premier to provide a date for the Official Opening of the Centre. Council was originally advised that the date would be within 2 weeks of the end of the current session of Parliament, however we have not received any response or notification of a date at this stage.

Council has employed a Youth Support Officer on a part time basis to assist the Youth Officer and undertake supervision duties during the Youth Drop-in sessions due to the high number of Youth attending on most days.



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During School Term 4, a trial of opening the Centre for the Youth Drop-in sessions to ascertain the usage of the Centre and to monitor and review whether certain days were more popular than others was carried out. The Centre was open on a rotating days / fortnightly basis as follows:

- Week 1: Monday, Tuesday, Friday
- Week 2: Wednesday, Thursday, Friday

Feedback received verbally from Youth attending the Drop-in sessions and also through some of the Nyngan High School teaching staff is that they would like the Centre to be open every weekday afternoon after school.

For Term 1, 2023, the Centre will be open for youth drop-in sessions every weekday afternoon on a trial basis. During this time a survey will be undertaken to collect feedback directly from Youth attending the Centre to help guide the Youth Drop-in session operations and frequency moving forward.

1.4 Recommendation

That the Operational Report for the Bogan Shire Youth and Community Centre be received and noted.

2 BOGAN SHIRE EARLY LEARNING CENTRE EXTENSIONS

Summary:

The purpose of this report is to recommend to Council adoption of the Selective Tendering method in calling for tenders for the construction of the Bogan Shire Early Learning Centre extensions.

2.1 Introduction

The purpose of this report is to recommend to Council adoption of the Selective Tendering method in calling for tenders for the construction of the Bogan Shire Early Learning Centre (ELC) extensions.

2.2 Background

Council identified a need for extensions to the ELC as part of a strategy to make more childcare places available in response to a waiting list.

Following successful applications for grants to fund the extensions under the Local Roads and Community Infrastructure (Round 3) and Resources for Regions (Round 8) Programs, Council staff commissioned an architect in December 2021 to draft concept designs and construction drawings. Unfortunately, lengthy delays due to local construction industry pressures have resulted in these drawings only now reaching finalisation.

2.3 Discussion

Council is required to expend the associated grant funds by the end of 2023 which will pose challenges given the levels of demand associated with the local construction industry.

Council's architect has recommended that Council adopts the Selective Tendering method of tendering for this project in order to streamline the process and best position Council to award the tender contract as early as February next year.

This process, which is provided for in Section 55 of the Local Government Act, 1993 read with Clause 166 of the Local Government (General) Regulation 2021, involves advertising for expressions of interest from persons interested in tendering for the proposed contract. Council has to consider all applications received and then send invitations to tender from those applicants it deems suitable.

This method streamlines the process as prospective tenderers can begin the process of determining their level of interest in the tender as soon as the required advertisement is made and, should they wish to do so, can even begin work on costing their tender proposals.

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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It also allows Council to gauge the level of genuine interest from the market early on and provides insight into the suitability of prospective tenderers even before formal tenders are received.

Also, Council's Architect has advised that due to resourcing constraints, final engineering sign off on the tender specification is only likely to take place in late January 2023. The Selective tendering method allows for prospective tenderers to consider their interest in the project and position themselves to provide a proposal within 21 days after being invited to do so.

It is envisaged that expressions of interest can be called in December 2022 with invitations to tender being issued in January 2023.

Alternatively, use of the Open Tendering method will most likely result in tenders being called in late January and, given recent history, a period of evaluation and potentially negotiation that could last until April.

It is recommended that the decision as to which applications progress to invitations to tender be delegated to the General Manager on the advice and recommendation of a panel of three comprising Council's Architect, Director Finance and Corporate Services and Director Development and Environmental Services.

2.4 Recommendation

1. That Council adopts the Selective Tendering method in calling for tenders for the construction of the Bogan Shire Early Learning Centre (ELC) extensions.
2. That the decision as which applications progress to invitations to tender be delegated to the General Manager on the advice and recommendation of a panel of three comprising Council's Architect, Director Finance and Corporate Services and Director Development and Environmental Services.

Debb Wood
Director People and Community Services

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

Mayor and Councillors

The following reports are submitted for consideration:

1 INVESTMENTS NOVEMBER 2022

Summary:

The report is to outline the performance of Council's Investment Portfolio for the month of November 2022.

The Investment Report for November 2022 is shown below.

At the 30th November 2022 Council had \$19.5 million invested. There has been an increase of \$500 thousand due to the second quarter rates instalment falling due and the second quarter Financial assistance grant payment being received.

1.1 Introduction

The purpose of this report is to outline the performance of Council's investment portfolio for the month of November 2022.

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 November 2022 is shown below.

At the 30th November 2022 Council had \$19.5 million invested. There has been an increase of \$500 thousand due to the second quarter rates instalment falling due and the second quarter Financial assistance grant payment being received.

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

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Investment Movements for November 2022

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

Bogan Shire - Investment movements						
REF	Source	Maturity	Days	% rate	Bal Oct 22	Bal Nov 22
320456998	NAB	03/03/2023	365	0.950%	2,800,000.00	2,800,000.00
9737369	Westpac	17/02/2023	365	0.950%	2,000,000.00	2,000,000.00
37908808	Commonwealth	30/05/2023	365	3.030%	2,000,000.00	2,000,000.00
6894	NAB - Professional Funds	At Call		2.950%	12,211,177.54	12,748,236.02
	Balance securities held				19,011,177.54	19,548,236.02
	Balance Ledger 19010.8200.8200				19,011,177.54	19,548,236.02
	Summary by institution					
	WESTPAC				2,000,000.00	2,000,000.00
	NAB				15,011,177.54	15,548,236.02
	COMMONWEALTH				2,000,000.00	2,000,000.00
					19,011,177.54	19,548,236.02

1.4 Recommendation

That the Investments Report be received and noted.

2 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION

Summary:

This report is to provide a comparison of rate collections as at 30th November 2022, with the same period last year.

Total arrears have decreased from \$669,773 as at the 30th November 2021 to \$688,411 as at 30th November this year.

2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 30th November, 2022, with the same period last year.

2.2 Discussion

This report is provided for the information of Councillors.

Rate Collections	2022-2023	2021-2022
Arrears Prior to 30/06/2022	618,627	572,986
First Instalment arrears as at 30/11/2022	69,784	96,788
Second Instalment outstanding as at 30/11/2022	242,390	238,115
Third Instalment outstanding as at 30/11/2022	1,018,035	1,009,950
Fourth Instalment outstanding as at 30/11/2022	1,051,019	1,034,977
Total Arrears	688,411	669,773
Total Outstanding	2,999,855	2,952,816
Monthly Transactions		
Amount Levied & B/Fwd	6,043,811	5,870,430
Add: Adjustments	17,700	12,788
Less: Payments to end of May	-2,982,179	-2,852,312
Less: Rebates	-79,477	-78,090
Add: Postponed	0	0
Gross Total Balance	2,999,855	2,952,816
Arrears of total amount levied %	11%	11%

Total arrears have decreased from \$669,773 at the 30th November 2021 to \$688,411 as at 30th November this year and have reduced to \$681,431 at the time of writing this report.

Each instalment amounts to approximately \$1,504,000
(Total Rates, Waste, Water & Sewer Access Charges)

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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As at the 30th November 2022 Council had collected \$129,867 more than at the same time last year, an additional \$59,020 had been collected at the time of writing this report making the total collected to date \$3,041,199.

4% of rates remain outstanding on the first instalment. At this time of writing this report this has reduced to 4%.

2.3 Recommendation

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

3 DEBT RECOVERY POLICY

Summary:

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

3.1 Introduction

The purpose of this report is to review and re-adopt Councils Debt Recovery Policy. The Policy was last revised and adopted on 26 November 2020.

3.2 Background

The Debt Recovery policy is a very important Policy for Council as it has a major effect on Council's cash flow and its relationships with ratepayers.

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.

3.3 Discussion

The Debt Recovery Policy is guided by the Local Government Act 1993, Chapter 15 and is supported by a Debt Recovery Procedure that is developed and approved at a management level.

The Policy contains Principles that have been established in line with recommendations from the NSW Government that Councils need to consider when adopting their Debt Recovery Policies. The principles are based on best practice across the local government sector and they maintain fairness and equity while still enabling the recovery of debts owed to Council in an efficient manner that will enable Council to continue in their business and also allows Council to take into consideration genuine hardship when these cases can be proven.

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



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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consideration. Any ratepayer can enter into a payment arrangement at any time however ratepayers applying for hardship need to be prepared to provide Council with the information required to make an equitable assessment of hardship.

A copy of the Debt Recovery Policy FIN001 is attached and the Debt Recovery Procedure recently adopted by Manex is available on request.

3.4 Attachment

1. Policy FIN001 Bogan Shire Council Debt Recovery Policy.

3.5 Recommendation

That Council adopt the revised Debt Recovery Policy FIN001 to be reviewed again in December 2025.

Stephanie Waterhouse
Director Finance and Corporate Service

Attachment 1



POLICY FIN001

DEBT RECOVERY POLICY

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

Bogan Shire Council Policy FIN001 (Debt Recovery Policy)

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Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

Bogan Shire Council Policy FIN001 (Debt Recovery Policy)

Policy Outcomes Statement

This policy will provide the parameters to Council staff to facilitate the collection of all outstanding rates and annual charges, user charges and other debts due and payable to Council to ensure monies owed are recovered in a consistent, fair, equitable and confidential manner and at minimal expense to both Council and the respective debtor as well as fulfilling the statutory requirements of the Local Government Act 1993.

Overview

Council has a responsibility to recover any rate and annual charge, user charge or other debt not paid by the due date that has fallen into arrears. Council staff need to adhere to the below principles when recovering debt on behalf of Council;

Applicability

This policy applies to all ratepayers, sundry debtors and accounts holders with Bogan Shire Council.

This policy also applies to all Council staff with delegated responsibility for carrying out the procedures, as well as debt recovery agents who act on behalf of Council.

Principles

- Council will provide clear and accessible communication and easy-to-understand information about rates and charges and how to pay as well as how to apply for hardship and who to contact at Council
- Council will use local flexibility in providing payment options and processes that meet local needs and consider any special circumstances of the community
- Council will apply fair, equitable and respectful treatment to all ratepayers, including respectful communication with those facing hardship
- Council will adopt a 'stop the clock' approach to suspend debt recovery, legal action and interest accrual while a ratepayers hardship application is awaiting determination
- Council will consider, on a case by case basis, a 'stop the clock' approach for any ratepayer complying with an approved payment arrangement. This will be removed if the ratepayer defaults on the arrangement
- Council will ensure that there is informal action first when following-up overdue amounts prior to taking formal action
- Council will aim to minimise recovery costs and try to achieve payment without increasing ratepayer debts
- Council will maintain confidentiality and privacy. All information provided by applicants will be treated confidentially and only used for appropriate purposes, such as to assess a hardship application
- Council will regularly review their policies and procedures for debt recovery with the aim to identify good practice and areas for improvement, and
- Council will apply consistent debt management and hardship approaches and policies

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

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Bogan Shire Council Policy FIN001 (Debt Recovery Policy)

Policy

Council is guided by Chapter 15, Part 7 of the Local Government Act 1993 (*the Act*).

Section 562 of the Act allows for annual rates and charges to be paid in a single instalment or by quarterly instalments. If a payment is made in a single instalment, the instalment is payable by 31 August. If payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May.

Council is to issue a quarterly notice for the payment of an instalment at least 30 days before the due date of the instalment.

Under section 566 of the Act, interest will accrue on overdue rates and charges as adopted by Council and no more than the maximum allowable rate set by the Minister by notice published in the Gazette each year.

If rates and charges and other user charges become overdue, a series of reminders and legal notices are issued to the ratepayer/debtor.

Should it be deemed necessary for Council to take legal action to recover rates and charges, any costs awarded to Council by a court in these proceedings are a charge on the land, in accordance with section 550 of the Act and are payable by the ratepayer/debtor.

Whilst Council encourages customers to enter into repayment arrangements, and endeavours to contact ratepayers via phone and email wherever possible, it may be necessary to take legal action to recover debts in some circumstances. Customers experiencing genuine financial hardship are encouraged to complete an application for relief.

A process is in place to ensure the recovery of all debts at the earliest possible date consistent with the ability of the customer to pay (refer to Debt Recovery Procedure). The process includes the following steps:

- Reminder notice
- Final notice
- Notice of Legal action
- Flow restrictors.

Legal Action

Legal action can include the following options:

- Statement of liquidated claim
- Judgement
- Writ of execution
- Garnishee issued
- Examination notice and order
- Bankruptcy proceedings
- Sale of land.

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

Bogan Shire Council Policy FIN001 (Debt Recovery Policy)

Outstanding sundry debtors;

Sundry debtor accounts are overdue if not paid within fourteen days of the issuing of the account. Council may stop the provision of credit facilities to debtors when an account is overdue for more than 30 days. This matter will be determined in consultation with the Director of the Council department that initiated the sundry debtor request.

If an account is not paid by the due date, a second monthly statement and then a third monthly statement are forwarded as a reminder. Once an account has amounts that are 90 days in arrears, recovery action may commence if all other avenues to collect the debt are exhausted.

Debt recovery action can include:

- Follow up phone calls
- Letters
- Reminder notices
- Notices of legal action

Charges on the land such as driveway and kerb and gutter works or clearing of overgrown blocks etc that have not been recouped by Council will be noted on Section 603 Certificates as outstanding debts if the property is sold.

Writing off of debts

Council will generally not write off debts legally owed to Council. However, the Local Government (General) Regulation 2005 allows debts to be written off only:

- a. if the debt is not lawfully recoverable, or
- b. as a result of a decision of court, or
- c. if Council or the General Manager believes on reasonable grounds that an attempt to recover the debt would not be cost effective.

Authority

Council Resolution No. date

Policy Owner / Further Assistance

Director Finance & Corporate Services

Related Information

- Local Government Act, 1993 - Sections 550, 562, 564, 566 and 567
- Local Government (General) Regulation 2005
- Office of Local Government Debt Management and Hardship Guidelines - November 2018
- Debt Recovery Procedures
- Hardship Application

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

Bogan Shire Council Policy FIN001 (Debt Recovery Policy)

Review Date

November 2025

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
15/12/2022		All

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**



HARDSHIP RATE RELIEF APPLICATION
FOR THE WHOLE OR PART OF THE YEAR
COMMENCING 1 JULY 20____

Please answer all questions relevant to your application by using block letters and ticking appropriate boxes.

DECLARATION

Rates Assessment Number

I,
Full Name

of

Address

Telephone No apply for a pension concession on the basis of financial hardship.

Property Description (Lot DP/SP as shown on Rate Notice)

1. Do you receive any pensions or benefits? Yes No
If Yes, please provide type of pension and amount received per fortnight.
Pension Amount \$

2. Do you have a current Pensioner Concession Card (PCC) issued by the Commonwealth Government? Yes No
Pension No. Card Start

OR
I am NOT the holder of a Pensioner Concession Card (PCC) as my pension is issued by the Department of Veterans Affairs.
Pension No Date of Grant

3. Have you claimed a Pensioner Concession on any other property this financial year? Yes No
If YES, please state the address of the other property.
 Suburb State

4. The property for which I am claiming has been my sole/principal place of living since

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

5. I am liable for the payment of Rates and Charges on this property, together with others as listed below

If no others, please write Sole Owner.

Please provide details of all other persons indicated in Question 5. All owners other than the applicant should be listed, including your spouse.

Name	PCC Holder (Y/N)	Pension No	Date of Grant	Relationship (e.g. Spouse)	Resident (Y/N)	% Owner

Evidence of joint ownership is attached/has been provided to Council previously (circle whichever is applicable)

6. Is the property owned as shares in a company title? Yes No

If you do not own the property, please explain why you are liable to pay the rates.

7. Are there people living at the property other than those listed at Question 5? Yes No

8. Please indicate who these people are

- Self
- Spouse
- Children
- Boarders
- Relatives
- Other (please specify)

9. Do you own (either fully or partially) any otherland or buildings? Yes No

If yes, list addresses of other land or buildings

10. How many children do you support? Please state age

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

11. What is the cause of your financial hardship?

12. How long have you been experiencing hardship?

13. Please state gross weekly amount received in dollars and cents from the following sources of income

a)	Pensions and Benefits	\$
b)	Compensation, Superannuation Insurance or Retirement Benefits	\$
c)	Spouse's income	\$
d)	Other residents of the property	\$
e)	Full-time/Casual/part-time employment	\$
f)	Family Payment - Centrelink	\$
g)	Interest from Banks/Credit Unions/Building Societies	\$

14. Please provide name and current balance of all Bank, Credit Union or Building Society accounts held by you.

15. Please state details of weekly outgoings

Outgoing	Owed to	Amount
Rent / Home Loan		\$
Other Mortgages		\$
Personal Loans/ Hire Purchase		\$
Health Costs		\$
Council Rates and Charges		\$
Total		\$

Please attach a separate page with any other relevant information you feel may assist your application

I, HEREBY DECLARE THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT

Signature Date

If you make a false statement in your application you may be guilty of an offence and fined up to \$2,200.00.

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2022

CUSTOMER CONSENT

For the sole purpose of **authorising** Council to confirm with **Centrelink** whether or not the details I have provided to Council matches **Centrelink** or other Commonwealth Portfolio Department or Agency records in relation to the current status of my Commonwealth Benefit.

I,
(Full Name) **authorise** Council to

confirm the following personal details with **Centrelink**

- * Pension Number
- * Full Name
- * Address
- * Postcode, and
- * That I am a valid concessional card holder.

I agree that, unless I revoke my consent, this Customer Consent Record is a permanent consent, and may be relied on by Council until such time as I revoke it.

I may revoke this Customer Consent Record at any time by giving Council **written** notice that my consent is revoked. I understand if I revoke this consent, I may not be eligible for the concession given by Council.

I acknowledge I have read and understood this Customer Consent record.

Signature

Date

PRIVACY AND PERSONAL INFORMATION PROTECTION ACT 1998

Compliance with Section 10

The information contained in this application form and any information requested for the purpose of assessing eligibility for a Hardship Rate Relief Concession is required under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

This information is required before your application for a Hardship Rate Relief Concession can be processed. The information is private and confidential and Council must not disclose the information to any person or body if it is not directly related to the purpose for which the information was collected.

If you have a complaint about the use of your personal information, please contact Council's Customer Service Centre. The information contained or referred to in this application form may be corrected and updated by you, by contacting Council.

PURPOSE OF THIS FORM

This form is to be completed by Ratepayers wishing to receive a concession on Council Rates and eligible Ratepayers are entitled to receive up to \$250.00 on ordinary rates and charges for domestic waste management services.

Generally, the concessions are available to eligible pensioners, however concessions may be granted to Ratepayers suffering financial hardship in certain circumstances.

The information provided by completing this form will enable Council to determine eligibility to receive a concession and the level of concession the Ratepayer is entitled to.

PRIVACY STATEMENT

You will need to provide personal information to Council in respect of this application. Council is required under the Privacy & Personal Information Protection Act 1998 (PPIPA) to collect, maintain & use your personal information in accordance with the Privacy Principles and other relevant requirements of the PPIPA. For further clarification please contact Council's Customer Service Centre.



Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022

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

Mayor and Councillors

I submit the following report for consideration:

1 DEPARTMENTAL ACTIVITY REPORT

Summary: *The purpose of this report is to provide Council with information that is both statistical and informative in regards to the activities of the Engineering Services Department.*

1.1 Introduction

The purpose of this report is to provide Council with information that is both statistical and informative in regards to the activities of the Engineering Services Department.

1.2 Background

A regular activity report is provided for the information of Councillors.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

1.3 Discussion

Roads

Road work undertaken for the reporting period 11th November 2022, to the 2nd December 2022 consisted of the following:

No.	Name	Comments
	Local Roads	
60	Whiterock Road	Flood damage patching repairs completed
12	Coffill's Lane	Flood damage patching repairs completed
15	Kallara Road	Flood damage patching repairs completed
11	Honeybugle Road	Flood damage patching repairs completed
16	Yarrandale Road	Flood damage & Maintenance commenced/ continuing (causeways & potholes)
10	Pangee Road	Flood damage repairs continuing
5	Peisley Road	Flood damage repairs continuing
63	Westlyn Road	Flood damage repairs continuing
8	Bobadah Road	Flood damage repairs commenced
	All Local & Regional Roads	Road Inspections continuing to open roads as they become trafficable.

	Regional Roads	
57	The Bogan Way (Tottenham Road)	Flood damage repairs continuing
228	Hermidale-Nymagee Road	Flood damage patching repairs and maintenance completed
7514	Cockies Road	Flood damage repairs continuing
	State Highways	
HW7	Mitchell Highway	Mulla Road rehabilitation on hold Yarran Hut culvert installation continuing

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

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

- Mitchell Highways
- Barrier Highway
- Hermidale-Nymagee Rd
- Nyngan Town Streets

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

- Commencing, or continuing maintenance grading, re-sheeting, or flood damage repairs on local roads as they become dry and accessible.
- Continuation of the resurfacing of Pangee Street when overnight temperatures have increased and rain forecasts reduced.
- Commencing construction, and sealing of 900m of Mulla Road.
- Commencing 10km of shoulder widening of the Mitchell Highway 14km north of Nyngan near the property Yarran Hut.
- Continuing the installation of pipe culverts as part of the Yarran Hut Shoulder Widening Project Mitchell Highway.
- Commencing heavy patching program for the Mitchell Highway, Barrier Highway, and Arthur Hall VC Way.

Works and Services

The work undertaken during this reporting period includes, but is not limited to the following works:

Civil Works

- First stage of 22/23 kerb & gutter replacement program completed with 750 linear meters of Kerb replaced
- Installed footpath to new toilet block at shearing shed museum
- Fitted out shearing shed toilet block (pans, hand basins, soap dispensers, safety rails)
- Installed seating in Davidson park terraced area
- Assisted in patrolling levee bank and pumps during flood event

Community Facilities

- Mowing/slashing and maintenance of ovals, reserves and highway approaches to Nyngan (ongoing).
- 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.
- Carried out grave digging
- Weed spraying lanes and culverts (ongoing)

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

- Ongoing mosquito spraying being carried out at council parks and sporting facilities
- Town tree maintenance(ongoing)

Water & Wastewater

- Replaced broken gate valve 19 Cannonbar Street
- Repaired brake on rising main at Hermidale
- Assisted in flood control works
- Repaired water main adjacent to the Hermidale Hotel
- Repaired RPZ valve at Nyngan Hospital
- Assisting interflow in sewer main cleaning and condition assessment
- Installed dripper system to Davidson park terraced area
- Additional water treatment ongoing due to high turbidity & colour in Bogan river during natural flow (ongoing)
- Installed dripper system at the bushcare nursery

1.4 Recommendation

That the Engineering Services Departmental Activity Report be received and noted.

Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022

2 PANGEE STREET PAVING

Summary: *The purpose of this report is to provide Council with estimated costs for the reconstruction of the Pangee Street CBD footpaths using a traditional poured concrete in lieu of laid pavers.*

2.1 Introduction

The purpose of this report is to provide Council with estimated costs for the reconstruction of the Pangee Street CBD footpaths using poured concrete in lieu of laid pavers.

2.2 Background

In June 2022 Council considered a report dealing with the need for additional funding to complete the paving of Pangee Street project which had initially received \$511,872 from the Resources for Regions grant. The funding requirement was based on estimated costs for construction using laid pavers.

This report also dealt with a proposed expansion of the scope of the project to include other areas of footpath in the CBD which would benefit from an upgrade from both a pedestrian safety and aesthetic perspective.

At this meeting, in addition to the Resources for Regions funding, Council resolved (148/2022) to allocate additional funding of \$212,228 to the project from an anticipated further round of the Local Roads and Community Infrastructure Fund (LRCI) grant. This funding was to cover the increased costs for the original project scope as well as an additional scope of works for Vanges Park, Pioneer Park and the pedestrian crossing bringing the overall total cost to \$724,100.

Following consideration of the relative benefits of paver's vs poured concrete, at its meeting in October 2022 Council considered a further report. It was resolved (258/2022) that the new footpath paving in Pangee Street be constructed using cast in-situ concrete instead of concrete pavers, subject to further advice on relative costs.

This resolution also required that a further report be brought to Council with recommended finishes, scope and updated costs.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

2.3 Discussion

Based on quotes from contractors working in conjunction with Council staff, the estimated cost of in-situ concrete is \$195 per square metre compared to the previous estimate for paving at \$210 per square metre.

Types of concrete finishes include trowel, broom, colour, stamp, stencil, polish, and exposed aggregate. It is considered that the most suitable and economical finish for the CBD is a coved trowel finish (shown below) which provides a non-slip swirled look surface. Costs vary depending on the materials used and the time required to complete but as an example, exposed aggregate is quoted at an additional \$30 per square metre.

It is recommended that a row of darker grey pavers are installed across the path at regular intervals to break up the large areas of a single colour, similar to the path shown below.



Coved Trowel Finish



Row of Pavers across Path

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

The additional areas at Vanges Park and Pioneer Park are currently concrete paths and are not considered necessary to replace at present if using a concrete surface.

As a result the original scope of works, with the addition of just the pedestrian crossing, would cost \$578,425 as set out below.

Modified Scope	Qty m2	Cost
Paving Main CBD Block	1630	\$317,850
Paving IGA	360	\$70,200
Paving Service NSW Block	670	\$130,650
Paving Vinnies	200	\$39,000
Davidson Park additional funds		\$10,000
Pedestrian Crossing	<u>55</u>	<u>\$10,725</u>
Total	2915	\$578,425

At an estimated cost of \$578,423, an additional amount of \$66,553 would need to be allocated to the current budget to complete the works.

Council already has \$150,000 allocated in the current round of the LRCI funding for “Footpath priority replacements”. Whilst it may have been Council’s intention to use this funding for the replacement of footpaths around Nyngan based on asset management principles, it could be used for the Pangee Street project with further LRCI funding allocated to priority footpaths in 2023 to compensate.

Based on the above scope and costings, only \$66,553 would need to be allocated from LRCI funding to allow the project to proceed. This is a reduction of \$145,675 from the additional \$212,228 already approved in June.

Alternatively, given the savings in construction costs from using poured concrete and the reduced scope of works (without Vanges Park and Pioneer Park), Council could again consider an increase to the scope of works. In the June report the footpath areas in the vicinity of the NAB car park, IGA side footpath and Dandaloo Street were considered but not funded. Council could also increase the allocation to the Davidson Park footpath freeing up funding from the park project to be used as a contingency for proposed works to the CWA Hall and toilet.



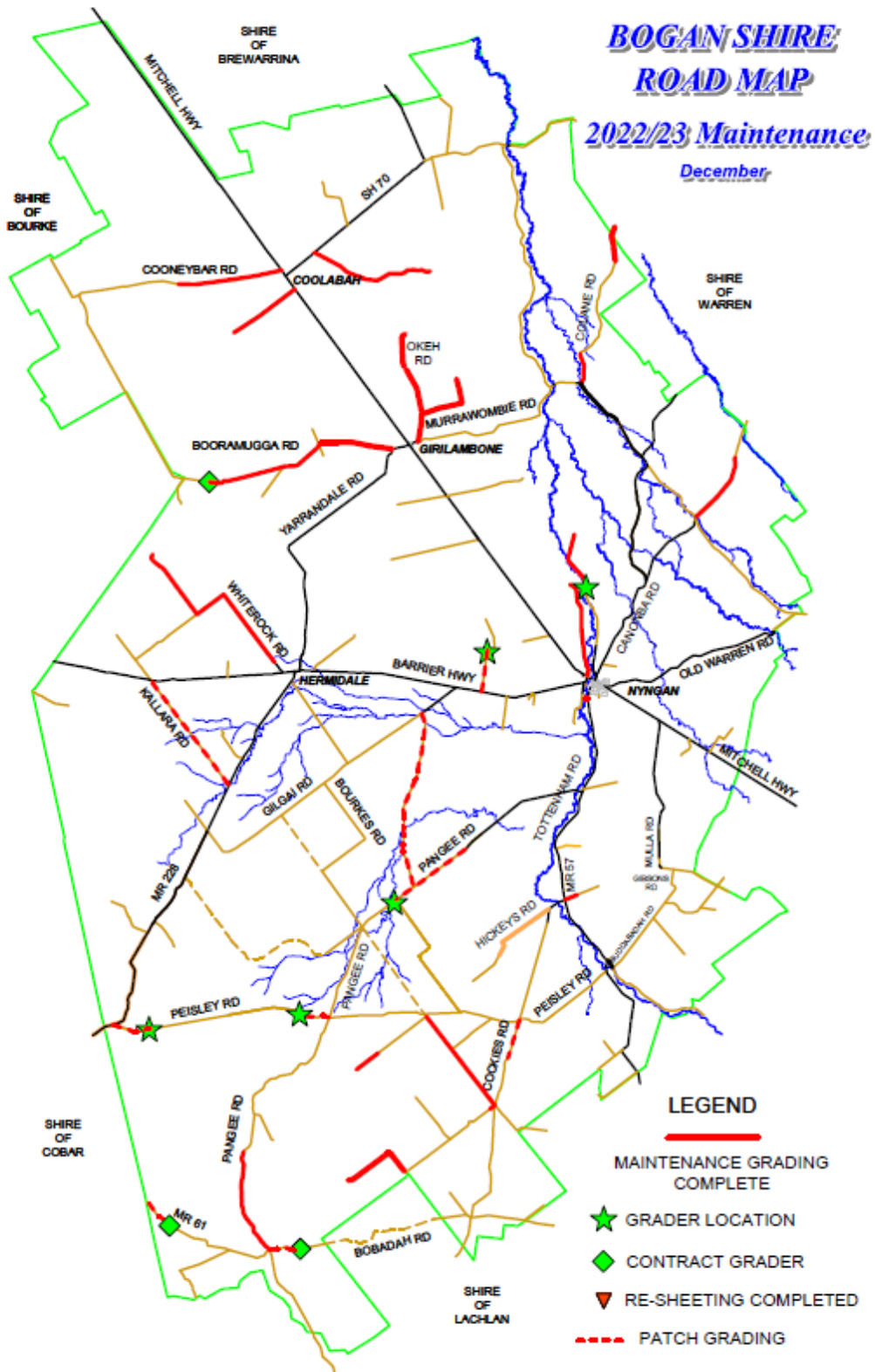
**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022**

2.4 Recommendation that:

1. The Pangee Street CBD footpath be completed with a coved trowel finish including rows of pavers installed across the path at regular intervals to break up the large areas of concrete.
2. \$66,553 be allocated to the project from the current LRCI footpath replacement funding to complete the original scope of works including the pedestrian crossing.
3. Council considers using savings gained to increase the scope of works.

Graeme Bourke
Director Engineering Services

Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2022



Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire
Council held on Thursday 15 December 2022

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

Mayor and Councillors

I submit the following report for consideration:

1 DEPARTMENTAL ACTIVITY REPORT

Summary:

The purpose of this report is to provide Council with information that is both statistical and informative in regards to the activities of the Development and Environmental Services Department.

1.1 Introduction

The purpose of this report is to provide Council with information that is both statistical and informative in regards to the activities of the Development and Environmental Services Department.

1.2 Background

A regular activity report is provided for the information of Councillors.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

1.3 Discussion

Development Application Statistics

Six applications require additional information, two applications are under assessment and two applications were approved since Council's meeting of 24 November 2022 as indicated in the table below:

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2022/025	Mr A Witherby	4081 Yarrandale Road, Hermidale	Freight Transport Facility	\$800,000	Additional Information Required
2022/026	Mr J Cox	42 Merilba Street, Nyngan	New Private Shed	\$45,000	Additional Information Required
2022/027	Mr S Bell	Bexon Street, Nyngan	Subdivision	-	Additional Information Required
2022/029	Mr A Pulver	33 Dandaloo Street, Nyngan	New Private Shed	\$40,000	Additional Information Required
2022/030	Mr L Smith	20-22 Lawlor Street, Nyngan	New Industrial Shed	\$40,000	Under Assessment
2022/032	Mr D Jeffery	71 Flashman Avenue	New Private Shed	\$45,000	Under Assessment
2022/033	Mr D Waterhouse	19-21 Wambiana Street, Nyngan	New Patio Cover and Deck	\$29,210	Approved
2022/034	Mrs C Watt	81-95 Terangion Street, Nyngan	New Private Shed/Temporary Accomodation	\$80,000	Additional Information Required
2022/035	Mr K Murphy	50 Oatley Street, Nyngan	New Single Storey Dwelling	\$731,263	Approved
2022/037	Nyngan Pre-School Inc.	11-13 Pangee Street, Nyngan	New Sign	\$22,220	Additional Information Required

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Included as Attachment 1 is statistical/historical information in relation to applications received including Development Applications, for information.

Council has taken a number of pre-Development Application enquiries since Council's meeting of 24 November 2022. Assistance continues to be provided to the community regarding the complexity in lodgment of applications on the NSW Planning Portal.

Waste Management

Kerbside recycling was unable to be transported to the Gilgandra Materials Recycling Facility for processing due to road closures during the month of November. The Nyngan waste facility has been closed for the majority of the month of November due to flooding on the Canonba Road restricting access. Waste has been transported to Narromine Waste Facility during this period. Work has commenced to construct a new cell however wet weather is impacting progress. Statistics relating to the Council waste management functions are contained in Attachment 2.

Compliance

Compliance duties continued and are reflected in the statistics relating to these functions are located in Attachment 3.

Biosecurity

Biosecurity and Weed duties continued and are reflected in the statistics outlined in Attachment 3.

Town Gardens

Regular works and maintenance were carried out during the reporting period across all routine areas of responsibility with particular attention to high priority areas.

1.4 Attachments

1. Development Application Statistics
2. Waste Management Statistics.
3. Compliance and Biosecurity Statistics

1.5 Recommendation

That the Development and Environmental Services Departmental Activity Report be received and noted.

Cathy Black

Director Development & Environmental Services

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Attachment 1

Building and Statistical/Historical Information

Table 1: Building and Development

	Application Type							Application Value \$
	Totals		Breakup					
	DA	CDC	Dwellings	Shed/Garage/Patio/Awning	Pool	Sub-division	Other	
July 2022	4	-	2	1	-	-	1	563,350
August 2022	4	-	1	2	-	1		631,140
September 2022	5	-	1	1	1	1	1	1,615,000
October 2022	7	-	1	5	1			964,473
November 2022	3	-	-	1	-	-	2	97,220 220
December 2022								-
January 2023								-
February 2023								-
March 2023								-
April 2023								-
May 2023								-
June 2023								-
Total 2022/23	23	0	5	10	2	2	4	3,871,183
Total 2021/22	26	0	13	8	2	1	5	6,354,396
Total 2020/21	34	3	5	14	3	5	9	4,107,610
Total 2019/20	24	0	0	10	1	3	10	11,294,300

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Attachment 2

Waste Management Statistics

Table 2: Kerbside Waste Collection

	No of Premises with Service	Services Provided (Bins Emptied)	Tonnes Collected
July 2022	1,035	5235*	86.90
August 2022	1,035	5627*	103.70
September 2022	1,035	6065*	99.10
October 2022	1,035	6872*	105.90
November 2022	1,035	6035	94.80
December 2022			
January 2023			
February 2023			
March 2023			
April 2023			
May 2023			
June 2023			
Total 2022/23	1,035	16,927	490.40
Total 2021/22	1,036	65,737	1085.64
Total 2020/21	1,029	N/A	302.10

Note 1 - * estimation due to technical issues

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Table 3: Kerbside Recycling Collection

	No of Premises with Service	Services Provided (Bins Emptied)	Tonnes Collected	Tonnes Recycled	% Contamination
July 2022	898	865*	10.60	8.1	24
August 2022	898	845*	13.30	10.31	22
September 2022	898	156*	2.80	2.17	22
October 2022	898	0*	0*	0*	0*
November 2022	898	0*	0	0	0
December 2022					
January 2023					
February 2023					
March 2023					
April 2023					
May 2023					
June 2023					
Total 2022/23	898	-	26.70	20.58	17
Total 2021/22	898	7,635	110.10	78.62	21.72
Total 2020/21	896	N/A	117.50	90.92	22.53

Note 1 - * estimation due to technical issues

Note 2 - September tonnes down due to issues with the garbage truck, preventing transportation of recyclables to Gilgandra

Note 3 – October tonnes down due to road closures preventing transportation to Gilgandra

Note 4 – November tonnes down due to road closures preventing transportation to Gilgandra

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Table 4: Nyngan Landfill - Disposal, Recycling and Resource Recovery

	Mixed Waste (Tonnes)	Recoverable Materials (Tonnes)			Recyclable Materials (Tonnes)		
		Organic	Masonry	Soil	Paper / Cardboard	Metal / eWaste	Other
July 2022	170.33	61.54	2.24	-	5.10	6.54	4.01
August 2022	166.85	23.55	1.24	-	4.38	10.80	0.89
September 2022	166.02	35.57	0.62	-	2.46	11.10	1.01
October 2022	6.90	-	6.00	-	0.30	-	-
November 2022	18.36	11.22	-	-	0.30	2.40	0.02
December 2022							
January 2023							
February 2023							
March 2023							
April 2023							
May 2023							
June 2023							
Total 2022/23	528.46	131.88	10.10	-	12.54	30.84	5.93
Total 2021/22	2,025.65	601.71	192.74	-	55.02	73.18	14.84
Total 2020/21	1,921.52	680.78	452.54	-	56.28	78.96	34.84

Note 1 - Other materials recycled include: used engine oil, batteries, gas bottles, fire extinguishers
Mattresses, tyres mixed recyclables and cleaned chemical drums.

Note 2 - All weights are nominal weight converted from CuM or assumed tare weights.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Table 5: Vouchers and Expected Resource Recovery

	Vouchers			Out for Recycling / Recovery			
	No Issued	No Redeemed	Value Redeemed \$	Metal / eWaste	Mattresses	Tyres	Other
July 2022		1,937	15,937	-	3.40	4.10	0.004
August 2022		466	10,805	-	-	-	-
September 2022		634	11,540	-	-	-	-
October 2022		1	50	-	-	-	0.60
November 2022		196	9,854	2.40	0.02	-	-
December 2022							
January 2023							
February 2023							
March 2023							
April 2023							
May 2023							
June 2023							
Total 2022/23	14,604	3,234	48,186	2.40	3.42	4.10	0.604
Total 2021/22	14,604	12,710.00	140,590.00	153.78	17.18	6.16	0.12
Total 2020/21	N/A	4,015	N/A	185.54	16.68	7.52	-

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

Attachment 3

Compliance and Biosecurity Statistics

Table 6: Compliance

	Animals Impounded	Animals Released		Complaints/Enquires
		To Owner	Rehomed	
July 2022	11	8	3	24
August 2022	7	0	6	27
September 2022	4	2	2	22
October 2022	5	2	3	24
November 2022	8	2	0	17
December 2022				
January 2023				
February 2023				
March 2023				
April 2023				
May 2023				
June 2023				
Total 2022/23	35	14	14	114
Total 2021/22	62	28	35	185

Note - Includes dog, cat, straying stock, dead animals, and general matters

Table 7: Biosecurity

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on Thursday 15 December 2022

	Inspections (Weeds Action Program)					Weed Control Spraying
	Private Land	Council Land	Roads (Km)	Waterways	Rail (Km)	
July 2022	3	2	482	0	0	18
August 2022	1	1	429	0	0	6
September 2022	6	1	283	0	0	23
October 2022	11	3	126	1	0	26
November 2022	19	4	450	0	0	16
December 2022						
January 2023						
February 2023						
March 2023						
April 2023						
May 2023						
June 2023						
Total 2022/23	40	11	1770	1	0	89
Total 2021/22	95	16	4247	9	200	228

Table 8 Nyngan War Memorial Pool

	Number of Visitors
October 2022	1,658
November 2022	2,168
December 2022	
January 2023	
February 2023	
March 2023	
April 2023	
Total 2022/23	3,826
Total 2021/22	18,202



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PRECIS OF CORRESPONDENCE

1 THE HON. SAM FARRAWAY MLC

Attached is correspondence received from The Hon. Sam Farraway MLC regarding Fixing Local Roads Pothole Repair Round.

1.1 Recommendation: For noting.

2 FUNDING FOR NSW PUBLIC LIBRARIES

Attached is information received regarding funding for NSW Public Libraries

2.1 Recommendation: For noting.

3 NSW RURAL FIRE SERVICE

Attached is a copy of correspondence received from NSW Rural Fire Service regarding 2022-23 Allocations – NSW Rural Fire Fighting Fund.

3.1 Recommendation: For noting.

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The Hon. Sam Faraway MLC
Minister for Regional Transport and Roads

Ref: BN22/00875

Mr Derek Francis
General Manager
Bogan Shire Council
PO Box 221
NYNGAN NSW 2825

via email: derek.francis@bogan.nsw.gov.au

Dear Mr Francis

Derek,

Reference: Fixing Local Roads Pothole Repair Round

The information contained in this letter is confidential and may not be made public until you have been contacted by your local Member of Parliament. If contact has not been made within four weeks, please contact my Ministerial office.

I am writing to advise your application under Fixing Local Roads Pothole Repair Round (PRR), has been successful in securing \$549,784.34.

The PRR is an initiative funded by the NSW Government which is specifically designed to assist regional and rural councils by supplementing existing funding to address priority repairs and ongoing maintenance of potholes in local and regional roads. This round will not only assist councils in addressing priority repairs but also deliver safer and improved journeys for communities and industry.

I am pleased to announce that under the PRR, the NSW Government is funding \$50 million across 94 eligible entities.

All PRR submissions received were reviewed and assessed against the program criteria and I congratulate Bogan Shire Council in securing \$549,784.34 funding, which is based on the length (in kilometres) of regional and local road network submitted in Council's application. Details of submitted lengths can be found in the table below:

Application Number	Local Road Network (in kms)	Regional Road Network (in kms)	Total Road Network (in kms)	Funding
PRR079	1359.00	242.00	1601.00	\$549,784.34

I remind Council that work under the PRR funding can commence from 1 December 2022, or as soon as the Funding Deed is fully executed. All work must be completed by 1 January 2024.

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Transport for NSW will contact Council shortly to discuss establishing a Funding Deed and how to finalise funding arrangements. If you have any further questions about the Fixing Local Roads Pothole Repair Round, please contact your Local Government Manager, Kristine Boggs Kristine.boggs@transport.nsw.gov.au or email potholegrantprogram@transport.nsw.gov.au

Congratulations again on receiving funding for this important work.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "S Farrow". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

The Hon. Sam Farrow MLC
Minister for Regional Transport and Roads

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State funding for public libraries

The Minister for the Arts the Hon Ben Franklin MLC announced on 10 November 2022 that the record levels of State Government funding for NSW public libraries will now be recurrent. The media release from the Treasurer and the Minister for the Arts is available on the [NSW Government website](#). The State Library is excited at the prospect of working with NSW councils to ensure that these funds significantly improve public libraries statewide.

Total funding over the next four years will be as follows:

2023/24	\$40.892M
2024/25	\$41.326M
2025/26	\$41.771M
2026/27	\$42.227M

This funding announcement builds on the 2019/20 to 2022/23 funding package that was announced by the Premier, the Hon Gladys Berejiklian, and the Minister for the Arts, the Hon Don Harwin on 24 August 2018. At the time this was the largest single commitment to increasing public library funding by the NSW Government since the Library Act was introduced in 1939.

2019/20 to 2022/23 funding

2019/20	\$36.478M
2020/21	\$37.558M
2021/22	\$38.618M
2022/23	\$40.468M

The components of the Funding Strategy that increased as a result of the additional funding included the Per Capita Subsidies, Subsidy Adjustments, the Outback Letterbox Library and the Public Library Infrastructure Grants.

The per capita amount for subsidy increased annually from \$1.85 to \$2.85 per head in 2022/23, a 54% increase in per capita subsidy payments by 2022/23 for all councils.

Year	New per capita amount
------	-----------------------

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2019/20	\$2.45
2020/21	\$2.55
2021/22	\$2.65
2022/23 and for each subsequent financial year	\$2.85

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Record funding for public libraries continues

[nsw.gov.au/media-releases/record-funding-for-public-libraries-continues](https://www.nsw.gov.au/media-releases/record-funding-for-public-libraries-continues)

Printed: 10 November 2022

Published: 10 Nov 2022

Released by: Treasurer, Minister for the Arts

[About NSW \(https://www.nsw.gov.au/media-releases?field_topic_target_id%5B644%5D=644\)](https://www.nsw.gov.au/media-releases?field_topic_target_id%5B644%5D=644) **[Arts and culture \(https://www.nsw.gov.au/media-releases?field_topic_target_id%5B26%5D=26\)](https://www.nsw.gov.au/media-releases?field_topic_target_id%5B26%5D=26)**

NSW residents will benefit from improved access to books and information with more than \$165 million to be invested into public libraries over the next four years.

Treasurer Matt Kean said the ongoing record levels of funding enables public libraries, especially those in regional areas, to better meet the changing and diverse needs of their communities.

"In 2018, this Government delivered the largest increase to public library funding since the Library Act was established in 1939," Mr Kean said.

"Today's announcement demonstrates the Government's ongoing commitment to public libraries and the extraordinary work they do to serve their communities. As part of the ongoing increase in funding, money provided to councils to support public libraries will be indexed to meet population growth."

The annual funding package includes \$30 million to councils to improve collections and services, a \$6 million capital grants program, \$2 million in Internet connectivity support and a range of targeted programs such as the Outback Letterbox Library, which is operated by Broken Hill City Library.

Minister for the Arts Ben Franklin said he is particularly pleased the record increases to annual subsidy payments will continue and an ongoing capital grants program will be maintained as part of the package.

"Libraries are a place to go to learn as well as a place to meet, providing a source of delight, education, entertainment and information," Mr Franklin said.

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"This funding ensures all councils will continue to have access to funds for library extensions, renovations and improvements, whether they are in the cities or the regions."

State Librarian John Vallance welcomed the news on behalf of NSW's 364 public libraries.

"This announcement provides certainty for councils and enables them to plan ahead and to keep improving their collections, library buildings and spaces," Mr Vallance said.

"The State Library works closely with all NSW local councils and their libraries, and we know this funding is critical to supporting free access to books and information for every citizen of NSW."

Public library funding is administered by the State Library of NSW on behalf of the NSW Government.

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NSW RURAL FIRE SERVICE

Mr Derek Francis
General Manager
Bogan Shire Council
PO Box 221
NYNGAN NSW 2825

30 November 2022

Dear Mr Francis

2022-23 ALLOCATIONS – NSW RURAL FIRE FIGHTING FUND

The Minister for Emergency Services and Resilience, and Minister for Flood Recovery, the Honourable Steph Cooke MP, has approved allocations for the 2022-23 Rural Fire Fighting Fund, which supports volunteer brigades who protect your local community.

Following amendments to the *Rural Fires Act 1997* during 2017, the statutory contribution by relevant Councils is now determined by reference to the 'rural fire brigade funding target' defined in section 103 of the Act. For 2022-23 the funding target is \$549.012 million, an increase of \$137.812 million or an increase of 33.5% from the prior year. This increase predominantly arises from the Bushfire Inquiry Recommendations that is partially offset by a reduction in presumptive cancer legislation costs.

I understand a number of Councils have concerns regarding the position of the Audit Office of NSW that Councils should recognise RFS assets in their financial statements. I acknowledge that such recognition is a matter for Councils and their auditors, and note that the RFS will not recognise these assets in accordance with Government accounting policy and legislation. Recently Treasury have circulated a list of current replacement costs by category that may aid Councils in initial recognition of RFS assets should they choose to do so, in addition a copy of our service standard that explains vehicle categories (it's available on our website with all our policies and service standards) was circulated for ease of reference.

Should Councils require any additional information regarding assets or need access to vehicles or fire stations to inspect them they should contact their District Manager in the first instance who will assist with their requirements.

As you are aware the NSW Government commissioned an independent NSW Bushfire Inquiry into the 2019/20 fires, which examined the causes, preparation and response to the devastating bushfires. The Inquiry handed down its recommendations in August 2020 and the Government has accepted all 76 recommendations.

Postal address

NSW Rural Fire Service
Locked Bag 17
GRANVILLE NSW 2142

Street address

NSW Rural Fire Service
4 Murray Rose Ave
SYDNEY OLYMPIC PARK NSW 2127

T (02) 8741 5555

F (02) 8741 5550

www.rfs.nsw.gov.au

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A number of funding packages have been announced since the Inquiry committing over \$315 million in expenditure up to the 2022-23 year and totalling \$585 million if the forward years are included. This is for the RFS to improve our preparedness and response to bush fires and support our volunteers, these include:

- \$89.7 million of investment since the Inquiry enabling the delivery of over 400 new and 122 refurbished tankers to Brigades;
- \$49.3 million of investment since the Inquiry to employ an additional 143 mitigation work crew;
- \$13.8 million of investment since the Inquiry to implement a new risk-based multi-tenure hazard reduction planning and upgraded audit and compliance functions;
- \$9.1 million of investment since the Inquiry for a new first responder mental health strategy for emergency services;
- \$1.9 million of investment since the Inquiry to increase the number of Fire Behaviour Analysts and enhanced training;
- \$4.0 million of investment since the Inquiry to enhance the integrated dispatch capability;
- \$9.0 million of investment since the Inquiry additional personal protective clothing for frontline firefighters;
- \$49.1 million of investment since the Inquiry to fund initial priority works for the fire trail network;
- \$2.7 million improvements to NSW RFS's Fires Near Me app;
- \$3.5 million of investment since the Inquiry to develop an integrated Heavy Plant management and training system;
- \$21.2 million of investment since the Inquiry to upgrade the NSW RFS aviation capability;
- \$10.6 million to implement the new National Fire Danger Rating system;
- \$71.5 million for upgrades to Fire Control Centres
- \$3.9 million since the Inquiry up to this year for improvements to bush fire risk management modelling tools.
- \$5.0 million to implement Neighbourhood safe places.

Of the 76 recommendations, 37 included a further 109 sub-recommendations requiring implementation of discrete actions or projects.

At the end of the Quarter 2, 2022 reporting period, progress on implementing all 148 recommendations was:

- 74 recommendations completed (50%) and
- 74 recommendations in progress (50%)

The RFS is responsible for implementing 87 of the 148 recommendations. Of these, 45 were completed at the end of the Quarter 2 2022 reporting period, with 42 in progress.

The RFS is jointly responsible for implementing another three recommendations, all of which were in progress.

The Mitigation Crew program provides employment across NSW with 88% of the positions being located within regional areas. With recent funding provided by Government, the RFS have 318 mitigation personnel. Existing personnel which are being transitioned to ongoing employment with recruitment for vacancies underway, this should provide further stability of employment particularly in regional areas.

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These crews carry out mitigation works focusing on local outcomes, Councils across the State have been supported by mitigation crews delivering essential hazard reduction works protecting their local communities. Should Councils need assistance in carrying out mitigation works you should contact your local Fire Control Centre who will arrange crews through the Area Commands.

It has been just over two years since we first launched our priority projects. I am proud of what we have achieved so far and am committed to continue to deliver these initiatives. These priorities were developed to establish our future capability by focusing on how we communicate and engage with members, the equipment that is provided, and ensuring our people can effectively respond to incidents and get home safely.

Across all priority projects we have our members, at the heart of what we do. We have continued to consult and engage directly with our membership to ensure what we are doing is the best practice for you. In some instances, we have paused on projects to take feedback from members and rework areas which didn't meet the needs or the standards we want.

In the past 12 months we have successfully:

- The Australian Fire Danger Rating System (AFDRS) project is a national initiative to develop a new fire danger rating system. It will improve public safety and reduce the impact of bush fires. The NSW RFS is playing a key leadership role in developing and delivering the new system. The AFDRS went live nationally on 1st September 2022.
- Expanded the number of Districts on the new Computer Aided Dispatch (CAD) system for a more seamless response. All Districts remaining will move to CAD by 2023.
- Contracts are in place for supply of Mobile Data Terminals (MDT) for firefighting vehicles. Project delivery will occur over a number of years commencing January/February 2023;
- Delivered more than 45,000 brand new BR9 helmets and accessories to brigades;
- Selected new respiratory PPE devices and have commenced delivery of these to Brigades across the State delivering over 30,000 so far;
- Continue to engage with Monash University Accident Research Centre to conduct a review of our appliances and how we can greater protect our members in the event of falling objects and roll overs. Monash University has compiled the survey results and other information they have collected, including organisational data relating to appliance incidents over the past five years. After reviewing these results, they felt it was important to conduct a small number of focus groups to elicit some further information. This has delayed the final report, which is now expected to be submitted in August/September 2022. Report findings will be shared with Engineering for fleet enhancement and feed into the Next Generation Fleet priority project;
- Following extensive stakeholder consultation over the past 18 months, and working closely with NSW Farmers, the Service has developed, and rolled out, a commitment strategy and operational guide. These documents underpin the way the NSW RFS and farming communities will work together.
- The One NSW RFS website, which went live in August 2021, is the replacement for the staff intranet and MyRFS. It is the launching pad for a number of key services and provides access to information and resources depending on a member's role. The site provides a number of benefits to members, including access in a clear and easy to understand format which is mobile friendly.

I would like to also acknowledge the NSW RFS and Brigades Donations Fund Trust (DGR), which contributed too many of these programs using donated funds received from the various communities during the 2019-20 fire season. This has allowed us to accelerate work and deliver benefits to volunteers

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that otherwise may not have occurred for many years. Projects such as Mobile Data Terminals (MDTs), \$15 million to support the helmets and respiratory protection program, \$1.5 million to support the development of the eMembership portal and \$2.5 million to support the development of the RFS ACTIV member availability system.

In addition the DGR provided \$38 million in grants to directly support volunteers in Districts and Brigades and \$3 million for volunteer training programs.

Work to enhance our future capability is continuing by focusing on how we communicate and engage with members, the equipment that is provided and ensuring our people can effectively respond to incidents and get home safely. With this aim, I initiated a number of new projects in 2021/2022 which will continue this this year.

➤ Benevolent Fund

To better support our members when they need it most, we will establish a fund to distribute money to injured or deceased firefighters and their families, and create other safe connections to support families in distress. This is a step towards our longer term vision to provide broader support for NSW RFS families suffering from financial hardship and distress.

➤ Brigade connectivity

We will explore opportunities to further connect Brigades to the organisation through internet connectivity, member e-mail addresses, and telephony services for key roles.

➤ Mapping Software

Quality in-field mapping helps us make better operational decisions and is critical for situational awareness, fire spread predictions and warnings. We will explore and scope what is needed to allow our members in the field to undertake mapping and easily transmit this to each other, incident management teams and the community.

➤ Digital ID

We will introduce a new digital identity system, where you can identify yourself as a NSW RFS member as needed, and into the future use it to replace authority cards.

➤ Mental Health

We are committed to providing the highest standard of support so members can cope with the effects and lessen the impact of stressful and potentially traumatic experiences associated with their role. To achieve this, we will implement a new Mental Health Strategy, Framework and Action Plan.

➤ Workplace Conduct

Every person has a fundamental right to a physically and psychologically safe workplace - we are steadfast in our resolve to ensuring every member feels safe and respected in the RFS. We will improve our approach to the management of grievance and disciplinary issues and put in place preventative programs to encourage an inclusive and 'speak-up' workplace.

➤ Next Generation Fleet

To identify the needs of the NSW RFS for our next generation of firefighting appliances, we will engage with all stakeholders including our members, industry, and the sector to inform the design of our future firefighting fleet.

➤ Emergency Logistics Program

By enhancing our emergency logistics systems and processes, we will ensure our firefighters and IMTs are supported with an end to end, user-friendly procurement and logistics approach that enables us to get what we need where we need it.

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The Office of State Revenue has previously provided each Council with an Annual Assessment Notice that identified the amount of statutory contribution in respect of 2022-23.

As previously advised, the NSW Rural Fire Service moved to a percentage based allocation of the Rural Fire Fighting Fund in 2016-17. This has been used to determine the contribution from each Council.

Shown at Appendix A is a schedule of key allocations including firefighting appliances, infrastructure, equipment and grants that will be provided directly to your Council in the 2022-23 year.

The approval of hazard reduction works for Councils has changed commencing this year. Councils will already have received approvals for works with one approval covering all programs. This change will simplify and streamline the approval and reimbursement process for Councils.

Your attention to completing and claiming reimbursement for the outlined infrastructure listed in Appendix A and any approved hazard reduction works during the 2022-23 year is requested. All Councils are encouraged to claim costs as infrastructure works progress rather than waiting to the end of the financial year, this will assist councils in recouping costs and minimise the need to seek carry over approvals. It should be noted that there is no guarantee that unclaimed funds will be carried forward particularly relating to hazard reduction works.

The Maintenance and Repairs grant for each Council has been increased for 2022-23. RFS will seek to make payments to Council for the Maintenance and Repairs grant towards the end of 2022, provided Council has made all Rural Fire Fighting Fund contributions due to the Office of State Revenue at that time.

Council will continue to receive ongoing additional support to Rural Fire Districts including:

- **Training and Volunteer Support**
Costs associated with volunteer relations including the cadets program, work health and safety programs for volunteers, critical incident support, Chaplaincy, learning and development, volunteer training and competency.
- **Fire Mitigation Works**
Bush fire mitigation works including the Mitigation crews that operate across Local Government areas completing mitigation works, fire trail and hazard management works.
- **Insurances**
Volunteer workers compensation insurance and other insurances (excluding red fleet insurance).
- **Radio Communications**
Costs associated with communication assets, the private mobile radio network, the paging network and the Government Radio Network.
- **Emergency Fund**
Costs associated with responding to bush fire emergencies including out of area assistance.
- **Aviation and Other Operational Support**
Provision of the State Air Desk and aviation resources for emergency events, training and support of volunteers in aircraft operations and other operational support services such as Neighbourhood Safer Places, RART team and vulnerable communities support.
- **Engineering and Other Infrastructure**

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Design and development of mobile infrastructure including tankers, other vehicles and firefighting equipment. Insurance of the red fleet of firefighting appliances. Development of designs and standards for the construction of brigade stations and fire control centres.

➤ **Communications and Public Awareness**

Management of media and corporate communications including the community advertising campaign, social media monitoring and provision of emergency messaging in emergency events.

If you have any questions or would like further information, please contact Mr Myles Foley, Director, Finance and Procurement on (02) 8741 5523 or at myles.foley@rfs.nsw.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be "Rob Rogers", written over a horizontal line.

Rob Rogers AFSM

Commissioner

cc: Mayor

General Manager

NSW RFS Area Director

NSW RFS Area Commander

NSW RFS District Manager

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Appendix A

NSW Rural Fire Fighting Fund Allocation - 2022-23

Council: BOGAN

Infrastructure Projects

Nil	-
Subtotal: Infrastructure Projects	-

Appliances

Honeybugle	2nd Hand Appliance - Cat 1 Single - (11-15 years old)	\$183,168.44
Disposed Appliance	Honeybugle - BF07594	\$0.00
Subtotal: Appliances		\$183,168.44

Equipment

Fire Fighting Equipment	\$45,000.00
Personal Protective Equipment	\$15,000.00
Subtotal: Equipment	\$60,000.00

Maintenance and Repairs

The Maintenance and Repair Grant supports Councils in meeting the costs of maintaining Appliances and Other Vehicles (not White Fleet), Stations and FCC's, Utilities and other miscellaneous costs.

Maintenance and Repairs Grant	\$88,716.54
Subtotal: Maintenance and Repairs	\$88,716.54

