



BOGAN SHIRE COUNCIL

Business Paper

February 2022



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COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers on Thursday 24 February 2022 at 5.30pm.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Declarations of Interest
5. Director of Engineering Services Closed and Confidential Report
 1. Tender for Prime Mover

The 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: in accordance with the Local Government Act, 1993, Section 10A (2) (c) 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.

6. Confirmation of the Ordinary Minutes of the Council Meeting held on 25 November 2021.
7. Confirmation of the Minutes of the Extraordinary Council Meeting held on 1 December 2021
8. Confirmation of the Minutes of the Extraordinary Council Meeting held on 24 December 2021
9. Committee Meeting Minutes
10. Mayoral Minute
11. General Manager's Report incorporating reports from:
 - People and Community Services
 - Finance and Corporate Services
 - Engineering Services
 - Development and Environmental Services
12. Correspondence

Your attendance at this meeting would be appreciated.

Yours sincerely

Melissa Salter
Executive Officer



Committee Meeting Minutes to the Ordinary Meeting
of Bogan Shire Council held on 24 February 2022

COMMITTEE MEETING MINUTES

1 ARIC MEETING

Minutes of the Audit and Risk Management Committee
held at Bogan Shire Council Chambers on 22 December 2021

The meeting opened at 9.00am.

Present: David Webb (Chair) – via GoTo Meeting, Peter Rees, Rick Warren, Derek Francis (General Manager)

Apologies: Nil

Declarations of Interest: Nil

1. Previous Minutes

Nil – Inaugural meeting.

2. Matters Arising

Nil – Inaugural meeting.

3. General Business

ARIC001/2021 RESOLVED that the following items be included on the Audit Program Plan:

1. Section 355 Committees
2. Fleet Management
3. Contractor Management

(Warren/Rees)

4. Recruitment

ARIC002/2021 RESOLVED that the General Manager call for Expressions of Interest from suitable individuals to carry out the internal audit function. **(Rees/Warren)**

Next meeting: Monday 21 March 2022, commencing at 9.00am in Nyngan.

There being no further business the meeting closed at 10.00am.



Committee Meeting Minutes to the Ordinary Meeting
of Bogan Shire Council held on 24 February 2022

2 NYNGAN MUSEUM MEETING

Nyngan Museum Meeting Date: 3rd February 2022

Present:

Glad Eldridge, Leonie Montgomery, Anna Corby, Anne Quarmby, Ray Donald, Val Keighran, Vicki Cluderay, Neville, Vince Wren, Gwen

Apologies:

Collin Pardy, Yvonne Pardy, Veneta

Guests:

Donna Pumpa

Minutes last meeting: Move: Gwen second: Leonie

Business arising from previous minutes:

Ray followed up the welding needed to complete the pew, but Giles' haven't yet returned to full production so they will be in touch in a few weeks.

Ray passed along to the volunteers and VIC employees, "thanks" from the Australia Day Ambassador, Ms Patricia Garcia AO. She toured the Museum during her visit and was impressed by all that she saw. She regretted she didn't have more time to spend looking around.

Vicki and Col Cluderay have now been added to the roster. Welcome!

At a meeting with Bogan Shire, our maintenance requests were put into a checklist so that we are able to see those that have been started or completed, and those still waiting attention. They have also been prioritised on the list and it has been identified who is to complete the items. List attached

A new councillor will be appointed to the museum to attend meetings and make sure both stakeholders are fully informed of all decisions.

Coolabah Gaol has still not arrived at the Museum.



**Committee Meeting Minutes to the Ordinary Meeting
of Bogan Shire Council held on 24 February 2022**

Treasurers Report: read and moved: Ray 2nd: Glad

Co Ordinator's Report:

Our love and sympathies are with the families of two friends we have recently lost. Our condolences to the families of Bay Lovett and Margaret Sibbald.

Gordon Gill was killed at the railway station in the 1960s when he was caught between two wagons being shunted in the yards. His son came to visit and was very impressed with our records, and will visit with his wife again in the future.

New VIC opening times Mon – Fri 8.30 – 4.00 Weekends 10.00 – 2.00 Volunteers are only available weekends on request or for special arrangements.

Stewart and Leonie will work on the shed and it will open even though it is not yet complete. The shed still floods when it rains, and we are still waiting for landscaping and internal fittings. These jobs are on the Shire list for completion, It will open on Thursday March 3rd with a morning tea at 10.am. Invitations for special guests have been sent.

The grandchildren of Maud's Johnson Nott, owner of our 1908 wedding cake, will be visiting for a reunion organized by Margaret Young. About 30 people will be here on for the tour on 15th October

Wednesday 17th August a bus of 20 people will arrive for morning tea. \$15.00 each.

The new cupboards are here and are now filled. They have been placed in the business room, and contain some Stan White items. Two others will be used in the shed, and another in the fettler's shed.

Another upstairs window was broken by stones. It has been repaired, but we need to ask the Shire to put some mesh over them as protection from such accidents. Steel mesh to match the others is all that is required, not fly screens.

At the last meeting with the Shire, it was decided that they will now procure the glass for the refreshment room display. All previous quotes were cancelled and new ones from D and C Tints of Nymagee St. have been sent to the Shire. \$3740 for 4mm Perspex doors or \$5445 for double laminated glass. Other quotes may be sought by Shire if they think it necessary.

Merchandise is running low, so Collin will look at availability and numbers and will reorder according in the best interests of the committee.

Donna is interested in providing Boomerang Bags for the Museum and VIC. They are free cloth bags, given to customers to reuse or recycle. They are made from reused materials, and the story of their beginnings would be printed on a card attached to the bag.

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Peter Tomerup has sent 2 x \$5.00 notes for postage for photos of our Cobb and Co. coaches. He makes models as a hobby and needs them for reference.

Moved Ask the Shire to contact whom ever is responsible for the grass inside the railway corridor fences. The grass is high and dead and is not only an eyesore from the museum and heritage car park, it is also a fire and snake hazard and needs to be mowed quickly before there is a problem. It is a really bad look for tourists and visitors and townspeople alike. Moved Leonie 2nd Gwen. Ray and Anna to organize.

As air conditioning had still not been repaired, the heat inside the building has meant we have had to bring fans from home. They are not enough to cool the room but help for office work.

Wendy Clissold will make hand towels and T Towels. We will trial the sale of these and then reassess for sale.

New arrivals; Billy Tea framed poster

Avoca memorabilia from Caroline Peek

Bakelite radiogramme and tins

Meeting Closed: 10 00 am





**Mayoral Minute to the Ordinary Meeting
of Bogan Shire Council held on 24 February 2022**

REPORT TO THE ORDINARY MEETING OF COUNCIL – MAYORAL MINUTE

Councillors

The following report is submitted for consideration:

1 MAYORAL MINUTE

Refugee Employment

Councillors will recall that at the Council meeting in May 2021 a relocation campaign to attract people to Nyngan was discussed and the following was decided:

Resolution 126/2021:

1. *\$30,000 be provided in the 2021/22 operating budget for a Relocation marketing campaign to promote the Bogan Shire as an attractive place to live and work. (Boag/Neill)*
2. *The campaign focuses on portraying Bogan Shire as a safe and secure country location in which to live in combination with the theme of the campaign being lighthearted and leverage off the Big Bogan publicity. (Douglas/Jackson)*
3. *An outline of this marketing campaign be presented to Council for approval prior to completion. (Ryan/Elias)*
4. *Council delays the launch of the marketing campaign until progress is made with establishing more housing accommodation in Nyngan. (Ryan/Jackson)*

Progress is now being made with the new residential subdivision however in addition it has been suggested that the Bogan Shire community considers taking part in a refugee employment program to bring people to Nyngan to resolve some of our labour shortages.

It is suggested that Council coordinates an approach to local businesses, schools and any other interested groups to gauge the level of interest in such a program and then liaises with the relevant authorities to progress the idea.

1.1 Recommendation: For Councils Consideration.



**General Managers Report to the Ordinary Meeting of Bogan Shire Council
held on Chambers 24 February 2022**

REPORT TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER’S REPORT

Mayor and Councillors

The following reports are 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.
2	24/04/2019	117/2019	Cobar Water Board	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.	GM	Further correspondence sent to CWB. UPDATE: Meeting held with CWB 30.11.2021. Further discussion to take place.



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3	25/02/2021	010/2021	Regional Water Supply Pipe Network	<p>Council seeking urgent clarification from the Minister on: Issuing of the licence for the Nyngan Emergency Bore and licence. Size of the pipe from this bore to Nyngan. Response to be given to those who lodge objections to the bore. Cobar emergency water.</p> <p>What guarantee is there for the \$4.3M funding to be retained for this pipeline 2.</p>	GM	<p>Awaiting determination from NRAR and direction from NSW Government.</p> <p>UPDATE: Report to Council refers.</p>
4	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	DES	<p>Remediation work postponed due to wet weather and soft floor. Floor continues to be wet and soft from rain.</p>

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				material to complete the remediation works, according to specifications provided by NSW Public Works. The procurement be carried out by way of quotations.		Requires warm weather to dry out sub- base UPDATE: A contract variation has been issued to the Contractor for change of scope for repairs to inside batters.
5	17/12/2020	373/2020	Lack of Vacation Care/Before and After School Care in Nyngan	Council approach both primary schools in Nyngan. Council bring this matter to the attention of local State Member and Hon. Sam Farraway MLC.	DPCS	Meetings held with Principals of Nyngan Public and St Joseph's Schools. Letter sent to Hon. Bronnie Taylor MLC, Minister for Mental Health, Rural Youth and Women. Response received from Hon. Bronnie Taylor, indicating support for funding application by Nyngan Public School to the Department of



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					<p>Education for the construction of a purpose built building for Before and After School Care.</p> <p>The Department of Education, BASC (Before and After School Care) Team have provided written confirmation to Principal of Nyngan Public School that the Community of Nyngan will have access to Before and After School Care by the end of the school year 2021. This may depend on if a standalone building is to be provided or if the program can be housed within the current school building.</p> <p>The BASC Team will communicate further with the principal of Nyngan Public School to determine if there is a need for a standalone</p>
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						<p>building or if such a program can be accommodated within the current Nyngan Public School building.</p> <p><u>UPDATE:</u></p> <p>Principal of Nyngan Public School has advised that she has requested an update from the BASC team.</p>
6	25/02/2021	012/2021	Nyngan Railway Wool Dump	<p>A colour information sign be erected at the Nyngan Railway Wool Dump on a stand adjacent to the dump.</p> <p>A cement path from the existing walkway to the sign be constructed, with available funding</p>	<p>DES</p> <p>DES</p>	<p>Pending commencement of grant- funded works.</p> <p>Pending commencement of grant- funded works.</p>

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7	25/02/2021	013/2021	Honour Board	That recipients of National Awards, prior to the 1980's, be recognised on an Honour Board. The board to include all National awards including recipients of the British Empire Medal (BEM), Australian Fire Service Medal (AFSM), and Victoria Cross.	GM	UPDATE: Honour Board ordered.
8	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	UPDATE: Planning for new residential subdivision commenced.

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9	24/06/2021	168/2021	Safety Factors of Rehabilitation & Reconstruction Roadworks	Council request RMS consider the safety factor of all rehabilitation and reconstruction work, including the current Mitchell highway at the Mulla Road Intersection, and suggest the following action be taken: that where possible the table drains be extended out from the shoulder and that material be used to widen and flatten the batters of the road shoulder.	DES	Letter sent to TfNSW advising of resolution. <u>UPDATE:</u> No reply to date
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**General Managers Report to the Ordinary Meeting of Bogan Shire Council
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10	24/06/2021	162/2021	Section 355 Committee – Nyngan Museum	General Manager to proceed with 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.	GM	<u>UPDATE:</u> Initial meeting held with Museum Committee. Work on constitution can now progress. ONGOING
11	25/11/2021	324/2021	Section 355 Committee – Bogan Shire Youth & Community Centre	Council has determined the nine members of the Bogan Shire Youth and Community Centre Section 355 Committee.	DPCS	<u>UPDATE:</u> Meetings to be scheduled for March 2022. Committee constitution to be submitted to March Council Meeting.



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12	25/11/2021	331/2021	<p>Recycling Bins in Town Main Street</p> <p>Recycling Bin Waste Stickers</p>	<p>Recycling bins be made available in town main street.</p> <p>That all resident recycling bins be issued with a sticker on recycling waste.</p>	DDES	<p>Report to Council refers.</p> <p>Currently investigating design options.</p>
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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.

1 COMMITTEE / ORGANISATION DELEGATES REPRESENTATIVES

Summary:-

The purpose of this report is for Council to consider the appointment of delegates / representatives to committees and other bodies.

2.1 Introduction

The purpose of this report is for Council to consider the appointment of delegates / representatives to committees and other bodies.

2.2 Background

Following the election of a new Council it is appropriate to nominate delegates / representatives and alternates to represent Council on committees and at meetings with certain organisations.

2.3 Discussion

1. Section 355 Committees

Section 355 of the Local Government Act 1993 allows Council to delegate some of its functions to a committee of Council. Bogan Shire Council has the following Section 355 Committees:-

- a. Collierreina Hall Committee - Councillor / alternate required.
- b. Coolabah Hall Committee - Councillor / alternate required.
- c. Hermidale Sports Ground Committee – Councillor / alternate required.
- d. Nyngan Museum Management Committee – Councillor / alternate required.

A new Section 355 Committee is to be established for the Bogan Shire Youth and Community Centre with a report on its operations, delegations and Constitution to be considered by Council at its March 2022 meeting.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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Other Committees / Organisations

Council is represented on a number of other committees / in ongoing discussions with other organisations:

- a. Bush Fire Management Committee – Councillor / alternate required and General Manager or delegate.
- b. Rural Fire Service SLA Committee – Councillor / alternate required and General Manager or delegate.
- c. Traffic Committee – Councillor / alternate required, General Manager and Manager Engineering Services.
- d. Local Emergency Management Officer / Committee Chairperson – General Manager or delegate (Must be an officer of Council).
- e. Liquor Accord – Councillor / alternate required.
- f. NSW Police Community Safety Precinct Committee - Councillor / alternate required and General Manager.
- g. Nyngan Community Services Action Group (Interagency) - Councillor / alternate required and General Manager's delegate.
- h. Showground Users – Councillor / alternate required and General Manager.
- i. Western Regional Planning Panel – 2 members / 1 alternate (*Note - Requirement that at least one of the nominated persons must have expertise in one of the following: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism.*)
- j. North West Library Association – General Manager's delegate / Councillor required.
- k. Audit Risk & Improvement Committee – (non-voting member)
- l. Outback Arts

Discussions are underway for the formation of a new voluntary Regional Association of Councils. Further details will be provided to Councillors.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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The previous delegates/ representatives and alternates are:

Section 355 Committees:		
Committee	Previous Delegate	Alternate
Collerreina Hall Committee	Clr Ryan	Clr Donald
Coolabah Hall Committee	Clr Donald	Clr Neill
Hermidale Sports Ground Committee	Clr Neill	Clr Douglas
Nyngan Museum Management Committee	Clr Dutton	Clr Deacon
Other Committees:		
Committee	Previous Delegate	Alternate
Bush Fire Management Committee	Clr Neill & General Manager's delegate (Director Engineering Services)	
Rural Fire Service SLA Committee	Clr Boag, General Manager and Director Engineering Services	Clr Neill
Traffic Committee	Clr Ryan, General Manager & Director Engineering Services	Clr Elias
Local Emergency Management Officer / Committee Chairperson	General Manager or delegate	
Liquor Accord	Clr Ryan	Clr Douglas
NSW Police Community Safety Precinct Committee	All Councillors	
Local Government Community Advisory Group, Central West LLS Board	Clr Neill	Clr Boag
Nyngan Community Services Action Group (Interagency)	Clr Jackson	Clr Douglas
Showground Users	Clr Ryan	Clr Boag
Western Joint Regional Planning Panel	Clr Ryan and Director Development and Environmental / Director Engineering	
North West Library Association	Clr Deacon	Clr Jackson
Audit Risk & Improvement Committee (Non-Voting Member)	-	-
Outback Arts	Cr Dutton	Director, People & Community Services
Bogan Shire Youth & Community Centre	-	-



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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2.4 Recommendation

1. For Council's Consideration.
2. That the Standing Committees of Finance and Works, and Planning, Development and General Purpose be the whole Council on both Committees.

3 INTERNAL AUDITOR

Summary:-

The purpose of this report is to recommend to Council the appointment of an internal auditor.

3.1 Introduction

The purpose of this report is to recommend to Council the appointment of an internal auditor.

3.2 Background

At its meeting in October 2021 Council resolved to establish an Audit Risk and Improvement Committee, appointed members to that Committee and adopted a Charter for it.

Committee members appointed by Council are:

- Chair – Mr David Webb (General Manager Hay Shire Council)
- Member – Mr Rick Warren (General Manager Carrathool Shire Council)
- Member – Mr Peter Rees (Bogan Shire LGA Community Member)

The NSW Government has advised that Council will be required to have an ARIC by June 2022 and will then have two years, until 30 June 2024 to comply with the risk management and internal audit requirements under their guidelines, and five years to comply with their audit, risk and improvement committee requirements.

As presented to the October Council meeting the NSW Government's guidelines for operations of an Audit Risk and Improvement Committee under section 428A of the Local Government Act are broken into three core requirements:

1. Audit, risk and improvement committees
2. Risk Management
3. Internal Audit Function

Core Requirement 1 - Audit, Risk and Improvement Committee (ARIC)

428A of the Local Government Act 1993 will require Councils to have audit, risk and improvement committee to independently review and advise on the following areas of Councils operations:

- i. compliance
- ii. risk management
- iii. fraud control
- iv. financial management
- v. governance
- vi. implementation of the strategic plan, delivery program and strategies
- vii. service reviews
- viii. collection of performance measurement data by the council
- ix. and any other matter prescribed by regulation

The ARIC must develop a strategic plan every four years and must develop an annual work plan. A report must be provided to Council after every committee meeting detailing its opinion and activities. A quarterly report must be provided to Council – the content to be determined by Council. The ARIC must also provide an annual assessment.

Core Requirement 2 – Risk Management

Each Council and Joint Organisation must implement a risk management framework that is consistent with current Australian Standards for Risk Management.

Councils risk management framework must demonstrate the following six elements:

1. Leadership and commitment: - management must demonstrate strong leadership.
2. Integration: - risk must be managed in every part of Council's operations.
3. Design: - the design must be structured to meet Council's needs.
4. Implementation: - risk management activities must be understood and practiced.
5. Evaluation: - Councils must regularly evaluate the framework to ensure relevance.
6. Improvement: - each Council must continually adapt and improve the design of the framework

Councils must provide sufficient resources to deliver and implement the risk management framework. Council's provide strategic leadership, the General

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Manager operational leadership, Internal Function – provides review and assurance and the ARIC provides advice and assurance.

Core Requirement 3 – Internal Audit

Each Council must have an independent internal audit function that reports to the Audit, Risk and Improvement Committee and is consistent with current international standards for internal audit.

The Councils internal audit function must operate independently of the Council and cannot be subject to direction by Council. It reports administratively to the General Manager and functionally to the ARIC.

Each Council must have a head of in-house internal audit function. This must be a Council employee and cannot be outsourced, other than through a shared arrangement with another Council, and meet the eligibility and independence criteria for the position.

Internal audit documents can be accessed by the governing body (Council), subject to the approval of the Chair of the committee.

3.3 Discussion

The first meeting of the Bogan Shire Council Audit Risk and Improvement Committee was held on 22 December 2021 (minutes included in this Business Paper).

In order to progress compliance with Core Requirement 3 above, the Committee resolved as follows:

ARIC002/2021 RESOLVED that the General Manager call for Expressions of Interest from suitable individuals to carry out the internal audit function. (Rees/Warren)

Advertising for an internal auditor was carried out in January / February 2022 and an expression of interest was received from Keith Coates Auditing.

The expression of interest details Mr Coates' experience in local government internal audit and related fields since 2001.

Mr Coates has provided internal audit services to Balranald Shire Council, Carrathool Shire Council, Griffith City Council, Hay Shire Council, Jerilderie Shire Council, Leeton Shire Council, Narrandera Shire Council, Murrumbidgee Shire Council and Warren Shire Council.

Both the General Manager and the Chair of the Audit Risk and Improvement Committee consider that Mr Coates has the required experience and qualifications for appointment and, just as importantly, a very good understanding of the workings of a small rural Council. Accordingly, both the General Manager and the Chair of the



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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Audit Risk and Improvement Committee recommend his appointment as Internal Auditor for Bogan Shire Council.

It will be necessary to provide \$12,000 in the current financial year and \$24,000 next financial year for internal audit services.

3.4 Recommendation

That Bogan Shire Council appoints Keith Coates Auditing as its Internal Auditor for the current financial year at a total cost of \$6,000.

4 COMMUNITY AND ECONOMIC DEVELOPMENT GRANTS

Summary:

The purpose of this report is to provide information to Council on the status of certain projects funded from community and economic development grants in 2020/2021 and 2021/22.

4.1 Introduction

The purpose of this report is to provide information to Council on the status of certain projects funded from community and economic development grants in 2020/2021 and 2021/22.

4.2 Background

Since 2017 Council has been successful in a number of grant applications aimed at community and economic development including from the Stronger Country Communities Fund, Resources for Regions and Drought Communities Program. These grants have provided a range of projects which are now complete, such as Affordable Seniors Living, Main Street re-vitalisation, Larkin Oval Lights and Canteen, and Nyngan Pool Improvements.

Making application for these grants, managing them and implementing works and projects has involved a significant amount of effort by Council's management and staff but, as General Manager I am very pleased to say that all involved have done so with enthusiasm to help make Nyngan and the Bogan Shire a better place.

I am also pleased to be able to say there have been no adverse queries raised by any of the funding bodies, or by Council's auditors, on the way the grants have been expended and that all projects have been completed within reasonable timeframes. In this regard it is worth noting that (with the exception of the major BSMC and BSYCC building construction projects) we have been able to maximise grant funds by absorbing all project and financial management activities internally without the



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expense of hiring additional staff or contractors. Council staff have also undertaken on-ground works wherever possible and where required have tried to engage local contractors as much as possible so that grant money circulates through the local economy.

Making application for these grants, managing them and implementing works and projects involves staff across all Departments through the various stages of the process:

- People and Community Services are responsible for coordinating input from community, councillors and staff so that Council can make funding decisions and then drawing together information (financial, technical, economic and social) into detailed grant applications.
- Finance and Corporate Services are responsible for setting up budgeting and accounting frameworks for projects, monitoring budget status, processing and submitting grant variation requests, doing grant acquittals and providing reports to funding bodies.
- Engineering Services have been primarily responsible for on-ground delivery of projects with Development and Environment / People and Community Services also responsible for some on-ground delivery.

As General Manager I would like to express sincere appreciation to all staff involved.

The latest rounds of community and economic development grants which Council has been successful in obtaining are listed below and are funding a number of projects which are mentioned in this report:

- Stronger Country Communities, Round 3 - \$764,812
- Building Better Regions Fund - \$350,218
- Drought Communities Program, Round 2 - \$1,000,000
- Resources for Regions, Round 7 - \$2,864,029
- Local Roads and Community Infrastructure, Round 1 – \$911,524
- Local Roads and Community Infrastructure, Round 2 – \$675,503
- Stronger Country Communities, Round 4 - \$769,576
- Resources for Regions, Round 8 - \$4,656,512
- Local Roads and Community Infrastructure, Round 3 – \$1,823,048

These are in addition to several roads and water infrastructure-specific grants that Council has also obtained for the benefit of our community.

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4.3 Discussion

The following table lists current projects from the latest rounds of grant funding:

	Project Name	Project Status
A - Stronger Country Communities - Round 3 - \$764,812		
1	Bogan Shire Youth and Community Centre	Construction expected to be finalised by April 2022.
B - Building Better Regions Fund - \$350,218		
1	Extensions to Bogan Shire Medical Centre	Construction to be finalised.in February 2022.
C - Drought Communities Program - Round 2 - \$1,000,000		
1	Purchase and installation of solar panels for Bogan Shire Youth and Community Centre	Construction expected to be finalised by April 2022.
2	Fit-out for the Bogan Shire Youth and Community Centre	Expected to be complete by March 2022.
3	Fit-out to Bogan Shire Medical Centre extensions	Expected to be complete by March 2022.
4	Nyngan War Memorial Pool resurfacing	Complete
5	Purchase and installation of training lights at Nyngan Junior Rugby League Oval	Complete
6	Purchase of sonography equipment for the Bogan Shire Medical Centre	Complete
7	Improvements to Collierreina Hall	Complete
8	Public toilet in Hermidale Park	Complete
D - Resources for Regions - \$2,864,029		
1	Bogan Shire Youth and Community Centre	Construction expected to be finalised by April 2022.
2	Nyngan CBD Heritage Precinct (incorporating Vanges Park, Teamsters Rest, Nyngan and Shearing Shed Museums, Flood Memorial Park and Heritage Park)	Planning commenced. Expected to be finalised by December 2023.
3	Davidson Park	Planning commenced. Expected to be finalised by December 2023.

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4	Nyngan Airport (Resealing, Fuel Tank, Fencing)	Complete
5	Housing – 70 Bogan Street	Construction underway – expected to be complete by July 2022.
6	Youth Worker salary	Dependant on completion of BSYCC construction. Recruitment process commencing in March 2022.
E - Local Roads and Community Infrastructure – Round 1 – \$911,524		
1	Nyngan War Memorial Pool Water Slide and additions to Water Play	Complete
2	Netball Courts - Sealing 2 Courts	Complete
3	Bogan River - Upper Weir (Walking tracks, toilets, bins, recreation facilities)	Complete
4	Bogan River – Lower Weir (Landscaping, pathway lighting, seating, shelters, aeration fountain)	Complete
5	Nyngan Cemetery (Perimeter fencing)	Complete
6	Frank Smith Oval (Shelter, walkway to Dandaloo Street and sight screens)	Complete
7	Hermidale Park Upgrade	Complete
8	Coolabah Toilets	Complete
9	Bitumen Reseals (2.5km)	Complete
10	Gravel Re-sheeting (3km)	Complete
F – Local Roads and Community Infrastructure – Round 2 – \$675,503		
1	Nyngan Showground Multi-Purpose Arena	Complete
2	Nyngan Showground - Paint Walker Pavilion	Complete
3	Bitumen Sealing 2Km Pangee Road	Currently underway expected to be complete by March 2022.
4	Repairs to Footpaths & Kerb & Gutter in Nyngan	Currently underway expected to be complete by July 2022.

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G - Stronger Country Communities, Round 4 - \$769,576		
1	Nyngan War Memorial Pool Return Line	To be reallocated – Council decision to undertake works at own cost because of delays in grant approval by NSW Government and imminent commencement of pool season.
2	Levee Bank Walking Paths	Planning commenced.
3	New Pony Club Amenities Block	Modular amenity block ordered.
4	Bogan River Bush Care Group	Recruitment for Bush Care Coordinator underway.
5	Street Tree Planting	Planning commenced.
6	Nyngan Showground Perimeter Fencing	Planning commenced.
7	Nyngan Golf Club - Ladies Toilet Block	Under the control of the Nyngan Golf Club
H - Resources for Regions, Round 8 - \$4,656,512		
1	Lead in infrastructure for residential subdivision in Nyngan	Planning / infrastructure design commenced.
2	Extension of the Bogan Shire Early Learning Centre	Detailed architectural plans currently being costed by Quantity Surveyor.
3	Female Amenities for Larkin Oval	Planning commenced.
4	Village Community Improvements (Collerreina amenities block, Coolabah hall improvements, Hermidale tennis courts and Girilambone amenities block)	Further consultation with village representatives scheduled for March.
5	Youth Precinct at O'Reilly Park (Playground and Skate Park)	Planning commenced.
6	Nyngan Waste and Resource Management Facility Upgrade	Planning commenced.
7	Upgrade of pedestrian footpath along Pangee Street CBD	Planning commenced.
I - Local Roads and Community Infrastructure, Round 3 – \$1,823,048		
Yet to be determined by Council.		

4.4 Recommendation

That this report be received and noted.

5 NYNGAN EMERGENCY BORE

Summary:-

The purpose of this report is to provide an update on Bogan Shire Council's application for water supply work approval for the Nyngan Emergency Bore and to seek direction on how Council wishes to proceed in this matter.

5.1 Introduction

The purpose of this report is to provide an update on Bogan Shire Council's application for water supply work approval for the Nyngan Emergency Bore and to seek direction on how Council wishes to proceed in this matter.

5.2 Background

A report on the Nyngan Emergency Bore was submitted for Council's consideration at an Extraordinary Meeting held on 2 December 2021 with the following resolution being taken:

339/2021 RESOLVED that Council make no decision at this point pending the outcome of the NRAR determination and any subsequent review processes that might be necessary. (Jackson/Dutton)

Council's Water Supply Work Approval application has now been determined by NRAR and this report is submitted for Council's consideration. The following background is relevant:

Drought Water Security

Towards the end of the last drought Council was engaged in discussions with the NSW Government about how to supply water to Nyngan and the Shire's villages for critical human needs in the event of Lake Burrendong and the Macquarie River running dry. To avoid the need to evacuate Nyngan, the NSW Government considered both carting water by train and the potential for accessing ground water sources.

The NSW Government provided \$250,000 in 2019 for the investigation of a groundwater bore east of Nyngan. A bore was drilled on the Old Warren Road approximately 13kms from Nyngan in January 2020. The specific location for the bore was chosen for its proximity to electricity infrastructure to reduce costs. Pump test results of the bore were provided to Council in February 2020, indicating a yield of 3 megalitres per day of good quality water.



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NSW Government Funding

Funding approval for \$2.43 Million for the project was received from the NSW Government in June 2020 and this was increased by \$1.2 Million in June 2021 to cover an expected increase in project costs. Also included in the letter from the Minister for Water was a statement that the additional funding was to ensure a larger pipe size was installed so that "infrastructure may be augmented at a later date to facilitate delivery of water to Cobar in a period of extreme drought." It is understood that this refers to the borefields to the north east of the existing emergency bore that were proposed by the NSW Government. (Presentation to the Council meeting 27 August 2020 refers). This could be however be interpreted as an intention on the part of the NSW Government to extract water for Cobar from the Nyngan Emergency Bore. Council also resolved to allocate \$270,000 of its own funds to the project.

Regulatory Process

As the first step in the process, Council received a water access licence on 18 November 2020 for the extraction of 200 ML from the emergency bore which is considered sufficient to supply water to Nyngan town and villages under Level 6 Water Restrictions in the event of a severe drought.

A second stage of the process has involved gaining approval from the Natural Resource Access Regulator (NRAR) for water supply work to convert the existing test bore into a production bore.

As part of this process NRAR undertook extensive consultation with property owners in the vicinity of the bore and has been working through interpretation of applicable clauses of the *Water Management (General) Regulation, 2018* and the *Water Sharing Plan for the for the NSW Great Artesian Basin Groundwater Sources 2020* to finalise this matter.

Any future extraction of water for Cobar – as referred to above - or additional extraction for any other purpose from the bore would still be subject to the NSW Government's regulatory processes.

5.3 Discussion

Exemption from Approval

A report was submitted to Council in December 2021 for consideration as to how to proceed with the bore and pipeline as, although NRAR had still not determined our application, NRAR officials had advised that "Council currently has the option under clause 39A of the Water Management (General) Regulation 2018, when drought conditions occur, to apply for an exemption to operate the bore for emergency town water supply."

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In effect this means that the Minister for Water could grant permission for Bogan Shire Council to extract water for critical human needs in drought conditions without the water supply work approval Council was seeking. A question mark still exists around permission to extract water periodically for maintenance purposes outside of drought conditions.

With the above in mind, the option was presented to Council in December 2021 of proceeding with preliminary work towards the installation of the required pipeline. This included the design and tendering processes as it was understood then that from a regulatory perspective the determination of the water supply work approval was not required for the operation of the bore in drought conditions.

The report to Council in December was presented against the background of concerns that delays would impact availability of grant funding but more significantly the ever increasing cost of materials and construction and scarcity of contractors which could impact on the project and result in Council having to fund more of the project itself. Evidence exists that construction costs increased by at least 30% during 2021.

NRAR Determination

Council's application for water supply work approval at the Nyngan Emergency Bore has since been refused. (Attachment 1 refers).

In the attached letter NRAR advises that their determination is based on clause 37 (3) of the Water Sharing Plan for the NSW Great Artesian Basin Groundwater Sources 2020 which states "A water supply work approval must not be granted or amended if the water supply work is located within – (a) 200 metres of the boundary of the landholding on which the water supply work is located, unless the owner of the landholding adjoining the boundary has provided consent in writing."

NRAR advises further that the neighbouring landowner has not provided consent in writing to the bore and consequently, they cannot grant the application for the approval.

Bore Impacts

Aside from the regulatory restriction around proximity to boundary fences, Council has no wish to affect availability of water to neighbouring agricultural business interests through adverse impacts on their existing bores so these impacts need to be understood and considered in this matter. This is especially true if Council resolves to proceed with works relying on the Minister's powers under clause 39A of the Water Management (General) Regulation 2018 rather than NRAR Water Supply Work Approval.

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An initial bore pumping test analysis report by Council's consulting hydrologist was commissioned to provide an estimate of the relevant aquifer's hydrogeological properties and to provide a prediction for our test bore's safe yield as a reliable emergency water supply for Nyngan. The report states that, based on key findings and with certain qualifications, the test bore had an estimated safe yield of at least 25L/s up to 200 days with high certainty, assuming continuous pumping over a period of 2 years. Further that an appropriately designed production bore design could achieve an estimated safe yield of at least 50L/s and up to 86.2L/s, assuming continuous use over a period of 2 years.

A copy of this report is available from the General Manager on request.

NRAR have confirmed that they commissioned an independent specialist hydrological assessment on the bore's capacity from the NSW Department of Primary Industries to assist with their determination of Council's application. Anecdotally this report indicated a plentiful water supply and that Council's extraction would not have an undue effect on others, under the conditions of our water access licence for the extraction of 200 ML in drought conditions.

A copy of the Department of Primary Industries report has been requested from NRAR in the public interest and to assist in Council's deliberations however NRAR has informed Council that they don't have the authority to provide the report to us.

Future Direction

Having now received the determination from NRAR, Council is faced with a number of options as to how to proceed with the installation of an emergency bore and pipeline.

1. Seek to again engage with the relevant landholder to gain their consent to Council's water supply works and then seek a fresh approval from NRAR.

(This option may have implications for grant funding and project cost increases depending on the duration of discussions with the landholder.)

2. Proceed anyway with the installation of the pipeline and commissioning of the emergency bore, relying on NRAR's advice that the Minister could grant permission under 39A of the Water Management (General) Regulation 2018, when drought conditions occur, to operate the bore for emergency town water supply. This would also involve making a submission to the Minister for an amendment to the Water Sharing Plan to permit periodic extraction for maintenance purposes.

(This option carries some risk in that, although exemption was given during the 2021 drought, the Minister is not necessarily obliged to grant an

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exemption in future or to approve the requested Water Sharing Plan amendments).

3. Abandon the emergency bore project, returning grant funding to the NSW Government.

(This option has implications for water security for Nyngan in future droughts)

4. Abandon the existing bore and sink a second bore further along the Old Warren Road – further than 200m from the fenceline. A second water supply work approval would have to be sought which, on the face of it, might be successful as the current NRAR determination cites proximity to a boundary fence, not aquifer capacity, as the reason for the refusal.

(This option would cost around an additional \$210,000 to construct a new bore and carries some risk as there is no absolute guarantee that the same quantities of water would be present at the new site and no guarantee that NRAR would approve the application.)

5.4 Attachment

Letter from NSW Natural Resources Access Regulator

5.5 Recommendation

For Council's consideration of the options listed above.

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Natural Resources
Access Regulator

8 December 2021

General Manager
Bogan Shire Council
PO Box 221
NYNGAN NSW 2825

Natural Resources Access Regulator
Locked Bag 5123,
Parramatta NSW 2124
T 1800 633 362
www.dpie.nsw.gov.au/nrar

Email: Graeme Bourke – Director Engineering Services
graeme.bourke@bogan.nsw.gov.au

Dear Mr Bourke

Bogan Shire Council's application A023215 for a water supply work approval

This purpose of this letter is to notify Bogan Shire Council that the Natural Resources Access Regulator has determined to refuse to grant an approval to construct a water supply work under section 95 of the *Water Management Act 2000*. Section 95 (3) states that "An approval must not be granted in contravention of the provisions of any relevant management plan."

As previously advised, clause 37 (3) of the Water Sharing Plan for the NSW Great Artesian Basin Groundwater Sources 2020 states "A water supply work approval must not be granted or amended if the water supply work is located within – (a) 200 metres of the boundary of the landholding on which the water supply work is located, unless the owner of the landholding adjoining the boundary has provided consent in writing."

The neighbouring landowner has not provided consent in writing to the bore. Consequently, the Natural Resources Access Regulator cannot grant the application for the approval.

Right of Appeal: If Council is dissatisfied with this decision, section 368 (1) of the *Water Management Act 2000* gives Council the right to appeal to the Land and Environment Court within 28 days after the date of determination.

Any questions regarding this correspondence should be directed to Jeanette Nestor on 0408 338 501 or jeanette.nestor@nrar.nsw.gov.au.

Yours sincerely

Estelle Avery

Senior Water Regulation Officer
Licensing & Approvals

6 ROADWORKS – MAYORAL MINUTE NOVEMBER 2021

Summary:-

The purpose of this report is to provide, for Council's information, the text of a mayoral minute from Council's meeting on 25 November 2021

6.1 Introduction

The purpose of this report is to provide, for Council's information, a mayoral minute from Council's meeting on 25 November 2021

6.2 Background

At Council's meeting on 25 November 2021 Mayor Ray Donald OAM presented a Mayoral Minute in relation to roadworks.

6.3 Discussion

In his Minute Mayor Donald requested that his Minute be included in the business paper for the February 2022 meeting.

The following is the text of the Minute:

I am writing this report (my last!) to provide some suggestions for the new Council to consider, being part of Bogan Shire Council Annual Roadworks Program and become part of the next five year plan, which I believe the new Council has to create.

As members of the former Council would know, roadworks and related machinery and staff make up the largest part of our annual budget. Rates paid by our rural ratepayers and families make up approximately 70% of our general fund revenue. The condition of their road to town, particularly all-weather access on unsealed roads, provides their means to commute to the towns amenities, schools and services, provide school bus and emergency access sport and socially interact, transport produce to market and deliver on-farm requirements to operate their business and have those who they employ travel. Our roads provide an essential part of our infrastructure, encourage tourism and make an important contribution to our districts economic viability. Many rural ratepayers equate the condition of their road to the rates they pay.

I believe a good balance has been kept between construction, gravel resheeting, bitumen reseals and maintenance grading during the over five years of the previous Council. The condition of our roads, particularly our unsealed roads, has greatly improved by using better gravel to resheet, improved work practices and a lot of extra government money for roadworks. Keeping traffic off unsealed roads when

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they are wet always remains a challenge, and can cause a lot of damage, costly to repair and avoidable! On the attached map, I have made some suggestions for further construction and sealing of our main local roads through the shire. A number smaller local roads feed into them. I don't think we should endeavor to seal these main local roads to the Shire boundary, but continue the existing seal for a reasonable distance. These roads are Old Warren Road (already sealed), Canonba Road (already sealed to Canonba), Colane Road, Yarrandale Road (already sealed), Pangee Road and Mulla Road.

We are responsible for the maintenance of the three State Highways through Bogan Shire funded by RMS. (Barrier, Mitchell and Arthur Hall VC Way).

Two of our five Regional Roads (works funded principally by State Government Block Grant), the Tottenham and Hermidale Nymagee Road, are sealed to the shire boundary. Portion of Monkey Bridge Road at the top of the Shire and Cobar Condobolin Road at the southern end are unsealed. Most of Cockies Road is also unsealed. The highways and some regional roads join the main local roads that can be seen on the map as the main direct access roads into Nyngan.

My suggestion is for Council to seal some local roads to connect with some of our main local roads to provide some "loops" and this provides some extra all-weather access to adjacent properties and landholders.

As per the map, I would recommend over a period of time (depending on funding), sealing Merryanbone Road between Canonba and Old Warren Road. Extending the seal on Colane Road to the river and sealing Murrawombie Road across to Girilambone. Yarrandale Road, already sealed, provides a good loop across to Hermidale. Continuing the seal on Pangee Road to Coffils Lane, and then sealing Coffils lane across to Gilgai Road, which is sealed to Miandetta. Continuing the seal on Cockies Road to its junction with Piesley Road, and perhaps to Collerina hall and continuing the seal on Mulla Road to its junction with Gibson's Road.

Some reconstruction is needed on parts of the Tottenham Road, and start of the Pangee Road, however with regular bitumen reseals (required about every 15 years) the need for reconstruction should be minimised.

Once a road is constructed and sealed (current cost \$150,000 per km), the maintenance cost is reduced to a periodic bitumen reseal as opposed to the cost of an annual maintenance grade and periodic gravel resheeting whilst it remains a gravel road.

Council is due to receive \$1.8M in another Local Roads and Community Infrastructure Grant. The criteria for this grant has just been received and is similar to previous grants, so becomes available for roadworks.



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The criteria for a lot of previous Federal and State Grants has required funding projects in town, for the benefit of all residents of Bogan Shire, project which we could never have otherwise afforded.

I suggest Council consider using a large portion of this LRCI grant for construction/roadworks.

I request this full report and map be included in the Business Paper for the February meeting of Council.

Attached to the minute was a map which is included as attachment 1 to this report.

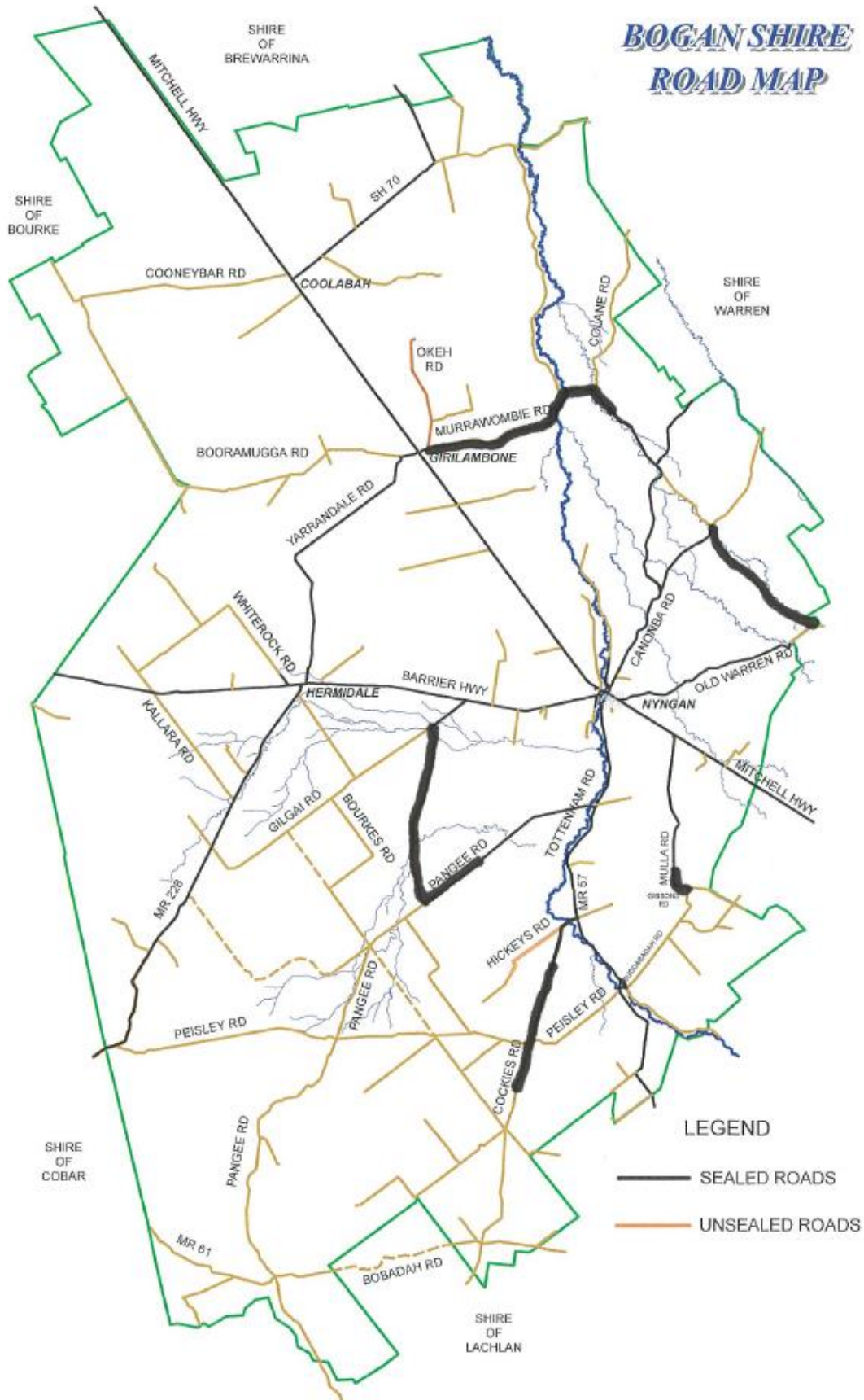
6.4 Attachment

1. Map attached to Mayor Donald's Mayoral Minute to December 2021 meeting

6.5 Recommendation

For Council's information.

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7 INTEGRATED PLANNING AND REPORTING - 2022/23

Summary:-

The purpose of this report is for Council to note certain key dates for the 2022/23 Integrated Planning and Reporting process.

7.1 Introduction

The purpose of this report is for Council to note certain key dates for the 2022/23 Integrated Planning and Reporting process.

7.2 Background

In accordance with the Integrated Planning and Reporting Framework prescribed by the *Local Government Act 1993*, Council is required to prepare the following:

- Long Term (10-year) Community Strategic Plan
- Medium Term (4-year) Delivery Program
- Annual Operating Plan and Budget

To support and inform these documents Council is also required to prepare:

- A Community Engagement Strategy
- A Long Term Financial Plan (Part 1 of Resourcing Strategy)
- A Workforce Management Plan (Part 2 of Resourcing Strategy)
- An Asset Management Plan (Part 3 of Resourcing Strategy)

The Local Government Act prescribes that following an ordinary election of Councillors, the Council must review the Community Strategic Plan before 30 June following the election. The council may endorse the existing plan, endorse amendments to the existing plan or develop and endorse a new Community Strategic Plan.

The Act also specifies that Council must establish a new Delivery Program after each ordinary election of Councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.

7.3 Discussion

The process of Integrated Planning and Reporting commences with the preparation of the Community Strategic Plan (refer Director People and Community Services Report 4 in this business paper).



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The Community Strategic Plan needs to be completed by the first week in April and approved for exhibition at the April council meeting. This is followed by consideration of other plans and documents.

The following key dates are relevant:

Date	Business
Wednesday 23 March 2022	Public Workshop for Community Strategic Plan
Thursday 7 April 2022	Community Strategic Plan Workshop for Councillors
Thursday, 21 April 2022	Budget Workshop for Councillors
Thursday 28 April 2022	Council Meeting approve exhibition of Community Strategic Plan
Thursday, 28 April 2022	Council Meeting approve exhibition of Delivery Program
Thursday, 28 April 2022	Council Meeting adopt Resourcing Strategy
Thursday, 5 May 2022	Extraordinary Council Meeting approve exhibition of Operational Plan & Budget
Thursday, 23 June 2022	Council Meeting adopt Operational Plan & Budget

7.4 Recommendation

That Council notes the key dates for the 2022/23 Integrated Planning and Reporting process.

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 BUSH MOBILE – TERM 1 REPORT

Summary:

The purpose of this report is to advise Council on the Term 4 activities of the Bogan Bush Mobile service.

1.1 Introduction

The purpose of this report is to advise Council on the Term 4 activities of the Bogan Bush Mobile service.

1.2 Background

At the end of each term a report is provided to Council on the activities and statistics of the Bogan Bush Mobile service.

1.3 Discussion

Term 1 Dates

5 October 2021 – 10 December 2021

Statistics:

Total children enrolled:	80 official enrolments, 68 families
Term 4 attendance:	279 children
Term 4 sessions:	49 sessions
KM'S travelled:	7,690 km

Current Areas being visited:

Marthaguy, Marra, Hermidale, Trangie, Collie, Tottenham, Mungery, Duck Creek, Nyngan and Narromine.

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Term 4 2021 Activities

Bogan Bush Mobile had a very busy term 4, with Christmas parties being held from 29 November - 10 December at all venues. The Service provided photo books for each of the children that were heading off to "big school" in 2022 as is customary, families appreciate this little token as a reminder of their child's time with the Bogan Bush Mobile. The spring/summer months are generally a time for much water play in the programme, which the children thoroughly enjoy. The BBM programme included Christmas art and craft studio, dramatic play and the very popular mix n' mess station.

Bogan Bush Mobile provides opportunities for engaging children in learning that would otherwise be unattainable for isolated children. Following the Early Years Learning Framework and National Quality Standards, BBM provides continued learning through following the children's interests and developmental needs.

Transition to Assessment and Rating

The Bogan Bush Mobile has historically operated as an out-of-scope service and was not subject to the assessment and rating process (A&R). As a result of legislative changes in 2019 the service will now be assessed and rated against the National Quality Standards (NQS). It was thought that this may occur in 2020/2021, however due to COVID-19 restrictions it was put on hold. It is now expected to happen in the near future, as the Department of Education has advised that they hope to have all services assessed and rated by June 2022.

Bogan Bush Mobile staff have been preparing for this and on Friday 11 February are having our first Departmental spot check at our Collie venue. We are yet to be notified of a date for Assessment and Rating and Services are usually given 6 weeks' notice as to when it will occur. All documentation has been submitted to Department in preparation for it.

1.4 Recommendation

That the Bogan Bush Mobile report be received and noted.

2 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.

2.1 Introduction

The purpose of this report is to provide Council with information both statistical and informative in regards to the library's function.

2.2 Background

A quarterly operational Library report for the information of Councillors.

2.3 Discussion

During term 4 of 2021 library staff continued Story Times, running seven sessions in the library with a total of 29 children and 15 adults attending and also visiting the Early Learning Centre nine times with a total of 107 children involved.

The library hosted a Story Time Christmas party on 14 December featuring a visit from Santa with the help of the local paramedics. The Nyngan Community Hub ran a 'Spoonville' craft session in the Library on 9 December together with library staff which 10 children attended.

The library staff organised eight crafts and activities sessions for the summer holidays for children.

The '1,000 Books before school' program was launched in early October and the Summer Reading Challenge on 1 December to encourage early literacy and the joy of reading.

The computers and printing services are still a major component of the Library with a lot of locals and visitors coming to use on a daily basis. We are continuing to display local artist's works in the Library.

This quarter also saw changes at the Library with Library Manager Maria Kinsey officially retiring on 31 December 2021. Maria will be greatly missed and is recognised for all of her work over the last 15 years at Bogan Shire Library.

The North Western AMG has been postponed until 4 March 2022 due to delays with COVID and the local election.

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Programs coming up include Library Lover's Day Chocolate Draw to be drawn Monday 14 February, school holiday crafts in April and National Simultaneous Story time for May.

Library Statistics

Statistics for the past quarter dating from 1.10.21 to 31.12.21 are as follows with a comparison of the previous year figures for the same period:

October 1st – December 31st, 2020	October 1st – 31st December, 2021
Adult Fiction 331	Adult Fiction 319
Western Fiction 13	Western Fiction 16
Large Print 87	Large Print 87
Magazines 89	Magazines 63
Adult Non Fiction 39	Adult Non Fiction 25
Talking Books 79	Talking Books MP3 72
Inter Library TB's 0	Inter Library TB's 0
Junior Fiction 75	Junior Fiction 66
Junior Non Fiction 0	Junior Non Fiction 7
Easy & Easy2 & RR 141	Easy & Easy 2 & RR 492
Toys 2	Toys 2
Stories are Magic 0	Stories are Magic 31
Junior Talking Books 0	Junior Talking Books 0
Young Adult Fiction 13	Young Adult Fiction 3
Equipment 2	Equipment 1
DVD's 78	DVD's 37
TOTAL ISSUES 947	TOTAL ISSUES 1,220
TOTAL MEMBERS 1,071	TOTAL MEMBERS 1,140
New Members 12	New Members 18
Internet usage 1/2hrs 255	Internet/computer Usage 1/2 hrs 272
IT Help 87	IT Help 48
WIFI 26	WIFI 33
People Counter 727	People Counter 1,010
Scans and emails 45	Scans and emails 72
Reference Inquiries 28	Reference Inquires 23

COVID-19 is still causing diminished borrowings, lower attendances to activities and library space use. Our Membership figures appear to have decreased as North Western Library has done a clean-up of non-active members.

2.4 Recommendation

That the Library report be received and noted.

3 ULTRASOUND SERVICES FEE

Summary:

The purpose of this report is for Council to consider changes to the fees for ultrasound services at the Bogan Shire Medical Centre.

3.1 Introduction

The purpose of this report is for Council to consider changes to the fees for ultrasound services at the Bogan Shire Medical Centre.

3.2 Background

Council was successful in obtaining funding for the purchase of a state of the art ultrasound machine in 2020 and has since offered a range of ultrasound services to the community, meaning less travel and wait times for medical imaging.

Ultrasound is a highly specialised diagnostic allied health service which is provided to the Bogan Shire community by a post graduate qualified and accredited sonographer to meet the Australian Government's Diagnostic Imaging Accreditation Scheme standards and Medicare legislation.

In addition to diagnostic ultrasound services, Bogan Shire Medical Centre also provides so-called Entertainment Ultrasound (Pregnancy) services, which include elective 3/4D pregnancy ultrasounds for keepsake purposes and to share with family and friends and which don't require a referral.

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.

3.3 Discussion

Council considered and made fees by resolution at its meeting in September 2020 (267/2020) for pregnancy entertainment services and in a further meeting in November 2020 (328/2020) for diagnostic ultrasound services.

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With the benefit of over 12 months of ultrasound operations, staff are now in a position to recommend some changes to the fees charged for ultrasound services.

The Ultrasound service provided through the Bogan Shire Medical Centre, whilst of great benefit to our community, results 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, which Council has had to outsource via a third party provider.

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 \$95.00. 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 in net income of \$1.00 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 diagnostic 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:

Patient Type	Provider A	Provider 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	\$70 - \$90 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 is in the best financial interest of Council and the community to have a fee or an out of pocket cost (gap or patient payment).

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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 funds 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.

The current fees payable are as follows:

Diagnostic Ultrasound Services Fees (out of pocket costs)

Patient Fees	\$
Pensioners	\$40.00
All other Concession Card Holders	\$40.00
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.

Entertainment (pregnancy) Ultrasound Services Fees

Pregnancy Entertainment Ultrasound Services	Fee
Package 1: Gender scan with heartbeat and 2D images only (5-10 images) 15 minute appointment	\$100
Package 2: Gender scan with heartbeat and 2 and 3/4D images (minimum 10 images) 30 minute appointment	\$150
Package 3: 3/4D bookings Standard package (minimum 10 images) 45 minute appointment	\$180
Package 4: 3/4D premium package (minimum 20 images) 60 minute appointment	\$200

Entertainment Package 1 has not proved very popular for gender requests but the package has been vital to those who have accessed it. The most common reason to attend this scan has been to offer peace of mind to anxious patients, often those who have experienced previous pregnancy loss or have had a lack of access to care due to COVID-19 limitations. It is recommended that this package is replaced by one more

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tailored to our patients needs aimed at reassurance rather than entertainment/gender only enquiries.

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

3.4 Recommendation

That:

1. Council adopt the following fees:

Diagnostic Ultrasound Services Fees (out of pocket costs)

Patient Fees	\$
Pensioners	\$40.00
All other Concession Card Holders	\$40.00
All other patients	\$60.00
12 week nuchal and morphology ultrasound	\$75.00

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

Entertainment (pregnancy) Ultrasound Services Fees

Patient Fees	\$
Package 1: The reassurance scan 15 minutes	\$70.00
Package 2: 2D, 3D and 4D imaging 45 minutes	\$165.00
Package 3: Premium 2/3D and 4D bundle (imaging and merchandise) 1 hour	\$300.00

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.

4 COMMUNITY ENGAGEMENT – INTEGRATED PLANNING AND REPORTING

Summary:

The purpose of this report is for Council to adopt a Community Engagement Strategy for engagement with the local community in developing and reviewing the Community Strategic Plan.

4.1 Introduction

The purpose of this report is for Council to adopt a Community Engagement Strategy for engagement with the local community in reviewing and developing the Community Strategic Plan.

4.2 Background

To support and inform Council's Integrated Planning and Reporting Framework Council is required to prepare a Community Engagement Strategy.

The Community Strategic Plan is the highest-level plan that a council will prepare. The purpose of the Plan is to identify the community's main priorities and aspirations for the future and to plan strategies for achieving these goals.

In doing this, the planning process will consider the issues and pressures that may affect the community and the level of resources that will realistically be available to achieve the community's aims and aspirations.

While a council has a custodial role in initiating, preparing and maintaining the Community Strategic Plan on behalf of the local government area, it is not wholly responsible for its implementation. Other partners, such as state agencies, non-government organisations, business and industry, joint organisations and community groups may also be engaged in delivering the strategies of the Plan.

The Local Government Act provides that a council must review the Community Strategic Plan before 30 June in the year following an ordinary election of council. The council may endorse the existing plan, or develop and endorse a new Community Strategic Plan, as appropriate, to ensure that the area has a Community Strategic Plan covering at least the next 10 years.

4.3 Discussion

Whilst Council's existing Community Strategic Plan is essentially sound it is recommended that it be updated to take into account changed priorities and reflect the accomplishments of the last five years since it was prepared.

This will involve the development of a Community Engagement Strategy for engagement with the local community in reviewing and amending the Community Strategic Plan. This Strategy must identify relevant stakeholder groups within the



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community and outline methods of engaging each group. Broadly speaking it is recommended that this include:

- Consultation with Schools
- Engagement with key State Agencies represented in Nyngan
- Public workshop for the whole community
- Engagement with Council staff

This process needs to be completed by the first week in April with Council approving the Community Strategic Plan for exhibition at its meeting on 28 April 2022.

4.4 Attachment

Community Engagement Strategy.

4.5 Recommendation

That Council adopts the Community Engagement Strategy for engagement with the local community in developing and reviewing the Community Strategic Plan.

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 JANUARY 2022

Summary:

The report is to outline the performance of Council's Investment Portfolio for the months of November 2021, December 2021 and January 2022.

At the 31st January 2022 Council had \$12.5 million invested. There has been a decrease of \$1.6 million dollars since the October balance due to the payment of creditors during November, December and January as well as grant funds being expended where funds were received in advance and expenditure occurring on Ordered Works and Flood Damage and claims have not been received.

1.1 Introduction

The purpose of this report is to outline the performance of Council's investment portfolio for the months of November 2021, December 2021 and January 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 Reports for November 2021, December 2021 and January 2022 are shown below. At the 31st January 2022 Council had \$12.5 million invested. There has been a decrease of \$1.6 million dollars since the October balance due to the payment of creditors during November, December and January as well as grant funds being expended where funds were received in advance and expenditure occurring on Ordered Works and Flood Damage and claims have not been received.

All money has been invested in accordance with Council's Investment Policy.

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

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Investment Movements for November 2021

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 Oct 21	Bal Nov 21
37908808	Commonwealth	02/03/2022	365	0.440%	2,800,000.00	2,800,000.00
6894	NAB - Professional Funds	At Call		0.200%	11,353,794.57	10,894,921.14
	Balance securities held				14,153,794.57	13,694,921.14
	Balance Ledger 19010.8200.8200				14,153,794.57	13,694,921.14
	Summary by institution					
	Commonwealth				2,800,000.00	2,800,000.00
	NAB				11,353,794.57	10,894,921.14
					14,153,794.57	13,694,921.14

Investment Movements for December 2021

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 Nov 21	Bal Dec 21
37908808	Commonwealth	02/03/2022	365	0.440%	2,800,000.00	2,800,000.00
6894	NAB - Professional Funds	At Call		0.200%	10,894,921.14	10,264,047.83
	Balance securities held				13,694,921.14	13,064,047.83
	Balance Ledger 19010.8200.8200				13,694,921.14	13,064,047.83
	Summary by institution					
	Commonwealth				2,800,000.00	2,800,000.00
	NAB				10,894,921.14	10,264,047.83
					13,694,921.14	13,064,047.83

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Investment Movements for January 2022

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 Dec 21	Bal Jan 21
37908808	Commonwealth	02/03/2022	365	0.440%	2,800,000.00	2,800,000.00
6894	NAB - Professional Funds	At Call		0.200%	10,264,047.83	9,724,362.27
	Balance securities held				13,064,047.83	12,524,362.27
	Balance Ledger 19010.8200.8200				13,064,047.83	12,524,362.27
	Summary by institution					
	Commonwealth				2,800,000.00	2,800,000.00
	NAB				10,264,047.83	9,724,362.27
					13,064,047.83	12,524,362.27

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 31st January 2022, with the same period last year.

Total arrears have decreased from \$797,389 at the 31st January 2021 to \$656,089 as at 31st January this year.

2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 31st January, 2022, with the same period last year.

2.2 Discussion

This report is provided for the information of Councillors.

Rate Collections	2021-2022	2020-2021
Arrears Prior to 01/07/2021	518,343	522,417
First Instalment In arrears as at 31/01/2022	46,347	76,756
Second Instalment In arrears as at 31/01/2022	91,399	198,216
Third Instalment Outstanding as at 31/01/2022	955,359	994,733
Fourth Instalment Outstanding as at 31/01/2022	1,016,390	1,046,955
Total Arrears	656,089	797,389
Total Outstanding	2,627,838	2,839,077
Monthly Transactions		
Amount Levied & B/Fwd	5,868,188	6,046,688
Add: Adjustments	23,064	548
Less: Payments to end of January	-3,184,574	-3,129,490
Less: Rebates	-78,840	-78,669
Add: Postponed	0	0
Gross Total Balance	2,627,838	2,839,077
Arrears of total amount levied %	11%	13%

Total arrears have decreased from \$797,389 at the 31st January 2021 to \$656,089 as at 31st January this year. Total arrears had decreased to \$629,407.07 by the 16 February 2022.

Each instalment amounts to approximately \$1,467,000 (Total Rates, Waste, Water & Sewer Access Charges)

Council has 3.1% in arrears on the first instalment.

Council has 6.2 % in arrears on the second instalment

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As at the 31st January Council had collected \$55,084 more than at the same time last year. At the time of writing this report, Council has collected an additional \$168,498.29.

Council recently, through the issuing of letters through our debt recovery agency, have had a very positive response and collected an additional \$100,000 in outstanding rates and have made payment arrangements with other ratepayers without having to issue summons or taking further legal action.

Further legal action will be commenced on those ratepayers who have not responded after being contacted and a Sale of Land for Rates will be scheduled for later in the year.

2.3 Recommendation ,

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

3 SECOND QUARTER 2021/2022 BUDGET REVIEW

Summary:

Council remains in a sound financial position and is broadly on budget.

Cash Balance is strong although decreasing as expected due to advance payments being expended and funding not yet being received that has been expended.

Second quarter adjustments to the year-end position are a nett unfavourable amount of \$42,000 due to additional costs caused by Covid-19 expenditure.

3.1 Introduction

The purpose of this report is twofold:

1. To review actual performance against budget for the first six months of the 2021/2022 financial year up to 31 December 2021.
2. To adjust the budget in response to changes in the financial landscape and changes to Council's corporate goals.

3.2 Background

Clause 203 (1) of the Local Government (General) Regulation 2005 requires that Council complete a budget review within 2 months of the end of each quarter. More importantly the review should be completed to enable good financial management of Council's resources.

Referring to Appendix A, the Projected Year End Result has been adjusted to allow for second quarter recommended changes. The second quarter changes are shown in a separate column and discussed below and need to be approved at this meeting. A copy of the updated Capital Budget is shown in Appendix D.

The figures in the Projected Year End Result column are the estimate of income/spending at the end of the financial year. It is the sum of the originally adopted budget for 20/21, plus or minus approved changes and carry-forwards made at the first quarter review, plus or minus recommended changes at this second quarter budget review.

3.3 Discussion

Performance Against Budget

The year to date performance against budget shows a \$175,644 change to the original projected balance. Net unfavourable adjustments for the December 2021 quarter total \$42,000.

Council originally budgeted for a cash surplus of \$402,019 overall after transferring amounts from cash reserves of \$439,290 in the General Fund and \$310,873 in the Sewer Fund. Changes to the budget still show a cash surplus of \$226,375 across all funds.

The general fund now shows a cash surplus of \$193,950 however after the plant fund is attributed its profit the General Fund is actually in deficit \$13,144. It should be noted that the plant fund surplus of \$207,094 can only be used for these purposes.

Almost all budget changes for this quarter have been offset against changes in other areas except for additional expenditure relating to Covid 19 amounting to \$42,000. These are costs that weren't in the original budget and were incurred because of Council business shutdowns or additional costs to keep Council businesses open during Covid 19. Other Capital changes have been due to additional grant funds being received in the second quarter of 2021/2022 being Resources for Regions Round 8 and Stronger Country Community Funds Round 4.

The Sewer Fund has had \$5,818 in additional income that has been offset against additional costs therefore not changing the original budget figures.

The Water Fund still shows a cash surplus of \$32,425 as there have been no changes in the Budget Review.

The state of the individual funds is shown in Appendix C:

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

As always Councillors and staff need to be aware of decisions and their impact on Councils budget. It is important that corresponding savings are found when making decisions on additional spending outside the current budget. This is particularly important as Council started the 2021/2022 year with a budget deficit and used cash reserves to fund the budget so if savings cannot be found then cash reserves will only decrease further.

Equally important is the ongoing costs of new infrastructure projects to ensure these are considered when approving budgets as these are not covered by the Grant Funding and can be quite significant and effect Councils future operating budgets.

The second quarter adjustments are divided into favourable and unfavourable and explained below.

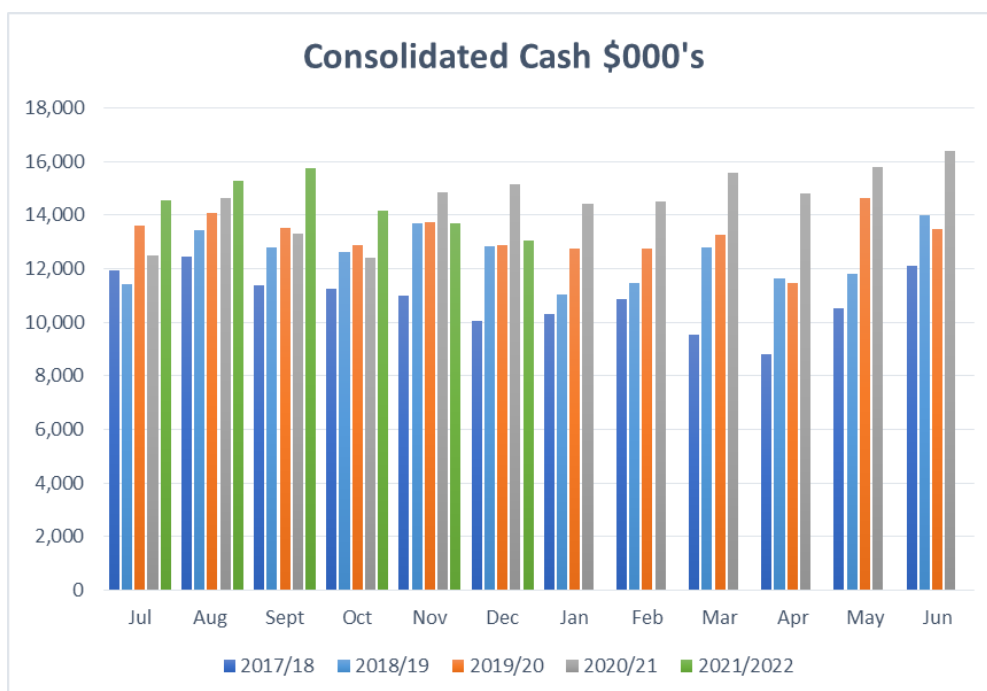
Favourable adjustments are where Council has found that it is going to get more income than budgeted or expects to spend less than originally budgeted.

Unfavourable adjustments are the reverse. These are where the program is going to cost more than originally budgeted or income is going to be less or Council has resolved to spend additional funds to the original budget. The budget is therefore adjusted accordingly to reflect these changes.

These have been summarised in Appendix B.

Cash

Council is still holding significant cash balances at the moment due to the prepayment of Fixing Local Roads Grant and Local Roads and Community Infrastructure Grants. The cash balance has decreased however and is expected to decrease further over the next six months as funds received in advance are expended.



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Consulting and Legal Expenses

The budgeted and actual spending on consultants and legal expenses is shown below. The consultancy expenditure has been spent on Library, Medical Centre, Engineering Services, Environmental Services, Economic Development, IT Services, Water and Sewer services.

A budget has been added for consultants to assist Council to prepare Asset Management Plans for the new term of Council.

CONSULTING & LEGAL EXPENSES			
Expense	Budget	Expenditure YTD	Revised
	\$	\$	\$
Consultancies	590,189	247,654	607,470
Legal	53,000	8,302	46,717

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Bogan Shire Council for the quarter ended 31/12/21 indicates that Council's projected financial position at 30/6/22 will be *satisfactory* at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Signed: _____ date: 14/02/2022
Stephanie Waterhouse
Responsible Accounting Officer, Bogan Shire Council

3.4 Recommendation

That Council:

1. That this report be received and noted.
2. That Council adopts the budget amendments shown on the Budget Review Statement (Appendix A) for the 2021/2022 Operating and Capital Budgets.

Attachments:

- Appendix A – 2021/2022 Second Quarter Budget Review Summary
- Appendix B – 2021/2022 Budget Review Statement of Adjustments
- Appendix C – 2021/2022 Cash Position of Funds Projected Operating Result
- Appendix D – 2021/2022 Capital Budget Updated

4 COUNCILLOR AND MAYORAL FEES

Summary:-

The purpose of this report is to advise the new Council of the Councillor and Mayoral Fees for the 2021/22 financial year and to ask new Councillors if they wish to donate, along with the incumbent Councillors, to a local charity of their choice.

4.1 Introduction

The purpose of this report is to advise Council of the Councillor and Mayoral Fees for the 2021/22 financial year and to seek direction from Councillors if they wish to continue to make a donation, to a local charity of their choice.

4.2 Background

In May 2021 the then Council elect resolved to adopt the following fees for 2021/2022 financial year which are paid monthly to Councillors;

	Councillor Fee	Mayor Fee	Total Fee
Councillors	\$9,370	-	\$9,370
Deputy Mayor	\$9,370	\$4,097	\$13,467
Mayor	\$9,370	\$16,387	\$25,757

At the Ordinary Meeting of Council in May 2021 it was resolved to donate the annual increase in Councillors allowances to a determined Local Charity of their choice with donations being split between Nyngan Can Assist and the Nyngan Hospital Auxiliary. This has been happening each year since 2019.

The donations from Councillors resulted in the following donations:

	<u>Nyngan Can Assist</u>	<u>Nyngan Hospital Auxiliary</u>
2019	\$2,459	\$0
2020	\$1,369.80	\$1,099.80
2021	\$1,369.80	\$1,099.80

4.3 Discussion

The incumbent Councillors currently contribute \$15 per month, the Mayor \$41.75 and the Deputy Mayor \$21.67.

For this new term of Council it is appropriate for Council to re-determine this matter including nominated charities.

Due to there being several new Councillors and a new Mayor and Deputy Mayor staff need some direction and a resolution as to how the current Council want to proceed with these donations before donating to the nominated charities.

For the new Councillors this would mean a deduction from their current fee as they are not able to approve donating the increase and for the Mayor and Deputy Mayor this would mean an increase to their current donation.

4.4 Recommendation

That Council considers whether or not to continue the donation from their Councillor fees for the amounts advised.

5 RELATED PARTY DISCLOSURES POLICY

Summary:

The purpose of this report is to review and adopt Councils Related Party Disclosures policy that has been effective since 1 July 2016.

Council adopted the revised policy at the May 2019 meeting and it is now due for review.

5.1 Introduction

The purpose of this report is to review and adopt Councils Related Party Disclosures policy that has been effective since 1 July 2016.

5.2 Background

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

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Council adopted the revised policy at the May 2019 meeting and it is now due for review.

5.3 Discussion

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

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

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

Key Management Personnel are defined as those persons having the authority and responsibility for planning, directing and controlling the activities of Council, either directly or indirectly including any manager of Council. In Bogan Shire Council these would include Councillors, the General Manager, all members of Manex. This also relates to any person that has acted in these roles or have previously been a Councillor during the reporting period.

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

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

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

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

Related parties transactions and disclosures questionnaire for the new Councillors will be handed out at this meeting.

5.4 Attachment

FIN006 Related Party Disclosures Policy

5.5 Recommendation

That Council adopt the attached policy FIN006 known as Bogan Shire Council's "Related Party Disclosures Policy" with any amendments to the previous policy.

6 CONCEALED WATER LEAK POLICY

Summary:

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

6.1 Introduction

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

6.2 Background

Council currently has a Concealed Water Leaks Policy that was adopted on the 28 May 2019 and it is now due for review.

6.3 Discussion

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

To date, since adopting the Policy in February 2019, Council has had three applications and has been able to address these within the delegations of the policy without the need to bring them to Council for any consideration. The Policy has also given guidance to Council Water Operators for when they are dealing with consumers over water usage discrepancies.

6.4 Attachment

FIN005 Concealed Water Policy

6.5 Recommendation

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

Stephanie Waterhouse

Director Finance and Corporate Service

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

1.3 Discussion

Roads

Road work undertaken for the reporting period 13th November 2021, to the 11th February 2022 consisted of the following:

No.	Name	Comments
	Local Roads	
92	Colane Road	Maintenance grading completed
25	Merryanbone Road	Emergency flood damage repairs continuing
40	Plummer's Road	Re-sheeting & maintenance completed
84	Budgery Road	Flood damage repairs completed
56	Dickson's Road	Flood damage repairs commenced
12	Coffils Lane	Flood damage repairs completed
41	Shannonvale Road	Flood damage repairs completed

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56	Dickson's Road	Re-sheeting commenced
86	Neeroc Road	Maintenance& re-sheeting commenced
9	Glengariff Road	Maintenance& re-sheeting commenced
21	Gongolgon Road	Maintenance& re-sheeting commenced
46	Drummey's Road	Re-sheeting commenced
66	Day's Road	Flood damage repairs completed
18	Elmore Road	Emergency flood damage repairs completed
20	Murrawombie Road	Re-sheeting& maintenance commenced
13	Bourkes Road	Re-sheeting& maintenance commenced
78	Okeh Road	Re-sheeting completed
16	Yarrandale Road	Causeway maintenance completed
81	Benah Road	Maintenance grading completed
60	Whiterock Road	Maintenance& re-sheeting continuing
14	Gilgai Road	Re-sheeting& maintenance commenced
51	Currans Road	Emergency flood damage repairs completed
5	Piesley Road	Emergency flood damage repairs completed
10	Pangee Road	2km of construction commenced
79	New Bogan Road	Emergency flood damage repairs completed
	Rural Roads	Slashing of roadside commenced
	Villages	Hazard reduction completed

	Regional Roads	
461	Condo Cobar Road	Emergency flood damage repairs to causeways commenced
228	Hermidale Nymagee	Pothole repair continuing
7514	Cockies Road	Flood damage repairs & maintenance completed

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
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	State Highways	
HW7	Mitchell Highway	Pothole patching continuing
HW7	Mitchell Highway	Resealing program commenced
HW7	Mitchell Highway	Mulla Road rehabilitation continuing
HW7	Mitchell Highway	Tree trimming continuing
HW7	Mitchell Highway	Heavy Patching completed
HW7	Mitchell Highway	Culverts Mulga rehabilitation completed

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

- Nyngan Town Streets
- Yarrandale Road
- Moonagee Road
- Herm/Nymagee Road
- Tottenham Road
- MR70
- Canonba Road
- Temples Lane
- Hermidale Streets
- Monkey Bridge Road
- Gilgai Road
- Pangee Road
- HW7 & HW8
- Colane Road
- Mulla Road
- Old Warren Road

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

- Commencing, or continuing maintenance grading, re-sheeting, or flood damage repairs of the following roads:- Cobar Condo Road, Murrawombie Road, Piesley Road, Warrah Road, Gongolgon Road, Merryanbone Road, and Bobadah Road.
- Commencing 12km of shoulder widening of the Mitchell Highway near Byrock.
- Completing the resealing program on the Mitchell, and Barrier Highways.
- Completing 2km of reconstruction, and sealing of Pangee Road.
- Commencing the installation of the culverts for the Yarran Hut shoulder widening of the Mitchell Highway.
- Asphaltting of the Pangee Street CBD is scheduled after Easter and expected to be completed early May.

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Works and Services

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

- Carried out preparation works for kerb & gutter replacement Dalton St
- Carried out vermin control in Council buildings (ongoing)
- Installed new footpaths connecting Nyngan Primary School & Saint Joseph's School to the Youth and Community Centre (Contractors)
- Renovations carried out on Council Chambers (Contractors)
- Erected new shelter at Hermidale Gun Club
- Internal rendering carried out at Girilambone Railway Station
- Installed soft fall for Hermidale Park play equipment
- Cleaned up debris and barricaded the racecourse grandstand after storm damage
- Renewed a section of netting fence at the racecourse
- Replaced damaged gate on levee bank
- Repainted pedestrian crossings

Civil Works

Stage One of the Pangee Street kerb and gutter works has been completed with the machine laid work being carried out by a contractor. Management were very happy with the quality and speed of their work and it was pleasing to receive comments from the co-owner of the business that Council's civil works team were the best Council team they have worked with. The team was also praised for the excellent quality of the preparation work which contributed to the smooth running of the project.

Stage Two of the kerb and gutter work on the southern side of Pangee Street commenced on the 14th February and is scheduled to be completed by mid-March, depending on weather.

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.
- Carried out tree planting in Canonbar St
- Removal of hazardous trees in Bogan St & Rotary Park (Contractors)
- Removal of rubbish at the stock bridge reserve
- Weed spraying carried out in lane ways (ongoing)
- Assisted in clean up of burnt out truck on Mitchell Highway

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Water & Wastewater

- Weeds spraying & slashing carried out along the Albert Priest Channel (APC) (ongoing)
- Renewed sewer connections and extended manhole on the corner of Mudal & Oxley St
- De-silting APC (ongoing)
- Installed new flow meter Nyngan end of APC
- Carried out cable locations at second water storage site
- Additional water treatment required due to high turbidity & colour in Bogan River at present (ongoing)
- Flushing of reticulation system being carried out (ongoing)
- Water service repairs carried out on Mid State Shearing Shed Museum
- Relocated toilet block at Works Depot
- Repairs carried out on float switches for Coolabah water supply
- Relocated sprinklers to make way for new footpath in O'Reilly Park

1.4 Recommendation

That the Department Activity Report be received and noted.

2 TRAFFIC COMMITTEE MEETING RECOMMENDATIONS

Summary: *The purpose of this report is to present the discussions of the Traffic Committee meeting held on Wednesday 17th November 2021 and for Council to consider their recommendations.*

2.1 Introduction

The purpose of this report is to present the discussions of the Traffic Committee meeting held on Wednesday 17th November 2021 and for Council to consider their recommendations.

2.2 Background

The Traffic Committee meets quarterly to discuss traffic and pedestrian facilities and related issues, and to make recommendations to Council.

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2.3 Discussion

The following issues were discussed:

Train Speeds through Nyngan

Council has had ongoing discussions with various stakeholders to have the train speeds reduced through Nyngan and to have suitable safety devices installed at the Hoskins Street rail crossing. There has been no new developments for this meeting and this issue is considered as on going.

Speed Reduction Canonba Road

Council had been requested to move the 50 km/h speed zone on the Canonba Road closer to town. Transport for NSW are in the process of formally moving the 50km/h zone back to the Moonagee Road intersection.

Heavy Vehicles Obstructing Derrybong Street When Fuelling at Nyngan Truck and Travellers Stop

Transport for NSW prepared a design for realigning traffic lanes in Derrybong St. by moving them towards the eastern shoulder and trialling line marking to assess improvements to entry and exit at the Nyngan Truck and Travellers Stop. This would allow for road trains to refuel with their trailers out onto the road shoulder without obstructing the traffic lane.

Spotting for the line marking was completed but due to Covid restrictions on contractors and delays in getting the work carried out, TfNSW funding was lost. Funding is to be requested again when available.

Hermidale & Girilambone Speed Zone Reduction on Highway

Transport for NSW advised that they would not support a speed reduction in the villages, as it doesn't meet their criteria.

Unsealed Roads Wet Weather Advisory Signs

Council has completed installing wet weather advisory signs on unsealed roads.

A suggestion was received from a resident to install a sealed roads route information sign at the Colane Road intersection on the Canonba Road to try and prevent tourists from travelling onto the black soil section on the Canonba Road during wet weather. It was suggested that the sign be repeated on the Colane Road at the Buckiinguy Road intersection.

An example of the proposed signs is attached and the estimated cost of the signs installed is \$1,000.

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Active Transport Plan Funding

Council has submitted a request to TfNSW for funding to prepare an updated Active Transport Plan which will include cycling and pedestrian paths and access. The estimated cost of the plan is \$73,600.

2.4 Recommendation that:

1. The Traffic Committee Recommendations Report be received and noted.
2. Council installs sealed route information signs on the Canonba and Colane Road.

3 INTEGRATED WATER CYCLE MANAGEMENT STRATEGY

Summary:

The purpose of this report is to request Council to proceed with the preparation of an Integrated Water Cycle Management Strategy at an estimated cost \$60,000, being Council's 25% contribution.

3.1 Introduction

The purpose of this report is to request Council to proceed with the preparation of an Integrated Water Cycle Management Strategy at an estimated cost \$60,000, being Council's 25% contribution.

3.2 Background

The preparation of the *Integrated Water Cycle Management Strategy* was reported to Council in August 2021 where due to a misunderstanding it was stated the work was fully to be fully funded by DPIE Water. DPIE Water are providing 75% of the funding and Council are required to provide the remaining 25%.

DPIE Water are providing funding through the Safe and Secure Water Program for Council's to update there *Integrated Water Cycle Management Strategy* which was previously updated in 2015. Council will require the updated strategy to be eligible for future Safe and Secure Water Program funding.

3.3 Discussion

An Integrated Water Cycle Management (IWCM) Strategy is a 30 year plan developed by Council that identifies an integrated water, sewerage and stormwater supply scenario that provides the best value for money on the basis of social, environmental and economic considerations. This encourages less reliance on limited natural water sources, less production of pollutant loads to the environment

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through stormwater and sewerage and involves efficient pricing and water management.

Council is required to prepare their IWCM Strategy in accordance with the DPIE Water's IWCM Check List and requested Public Works Advisory to submit a proposal. PWA have extensive experience in preparing IWCM Strategies and are completing them for other Councils and are also familiar with Bogan Shires water and sewer systems.

The Safe and Secure Water Program has been established to address key risks to regional water safety and security in NSW and to provide safe, secure and sustainable water and wastewater services to regional NSW towns. To ensure that the program funds the highest priority risks and issues, all eligible risks and issues are assessed against prioritisation criteria.

Whilst all outcomes of the DPIE IWCM Check List will be covered, Public Works have identified the following key activities for the engagement for the development of the IWCM strategy:

- Historical population and demand analysis
- 30-year population and demographic projections
- 30-year water cycle analysis and projections
- System capacity and performance assessment
- Preparation of an issues paper
- Evaluating and assessing feasible options
- Creating and assessing IWCM Scenarios
- Preparation of the draft and final IWCM strategy
- Preparation of the Total Asset Management Plan and Financial Plan.

Public Works Advisory allowed 14 months to complete this project at an estimated cost of **\$239,039 ex GST**. After DPIE made some changes to the scope of works in the initial Public Works proposal, the estimated cost to produce the strategy was reduced by \$28,429 from the amount reported in August 2021. Public Works have also estimated the cost of optional items that Council may want considered in the final strategy at **\$158,312**. The optional items will depend on outcomes during the preparation of the strategy and will be reported to Council when a draft is available.

Council's 25% contribution to the preparation of an *Integrated Water Cycle Management Strategy* is \$59,759.75. If all of the optional items were to be included in the final strategy, Council's contribution would be a further \$39,578.

The preparation of the strategy will commence in March and Council would need to allocate funds for this at the third budget review. As mentioned earlier in the report,

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Council will require the updated strategy to be eligible for future Safe and Secure Water Program funding.

3.4 Recommendation

That Council proceed with the preparation of an *Integrated Water Cycle Management Strategy* at an estimated cost \$60,000 as a 25% contribution.

4 PLANNING, INVESTIGATION, DESIGN AND DOCUMENTATION SERVICES FOR THE NEW WATER TREATMENT PLANT AT NYNGAN

Summary:-

The purpose of this report is for Council to accept a fee proposal from Public Works Advisory for the Planning, Investigation, Design and Documentation Services for the New Water Treatment Plant at Nyngan.

4.1 Introduction

The purpose of this report is for Council to accept a fee proposal from Public Works Advisory for the Planning, Investigation, Design and Documentation Services for the New Water Treatment Plant at Nyngan.

4.2 Background

Tendering for this fee proposal was not required under the Local Government Act as it is contract entered into by a council with a government department

A report was presented to Council in September 2021 to consider a funding offer from the Department of Planning, Industry & Environment under the Safe and Secure Water Program for Local Water Utilities to address risks to their water and sewerage services.

The report stated that funding was required to replace Nyngan's aging water treatment plant with a new one and that the Department of Planning, Industry, and Environment advised the provision of funding is made subject to an in-principle commitment from Council to proceed and to co-fund 25% of the cost of investigations.

Council resolved to provide that commitment and the first stage of the project is to complete the pre-design investigations and design documentation to be ready for tendering. PWA have provided a fee proposal to carry out the required work to complete stage 1 of the new water treatment plant project.

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4.3 Discussion

The scoping study for the upgrade was completed by PWA in 2020.

The proposed upgrade work consists of the following:

- Selection of the site for the new Water Treatment Plant (WTP) including land zoning.
- Site survey, geotechnical investigations, environmental impact assessment, power supply arrangement and other investigations.
- All required land preparation, clearing, compacting and any other civil work at the land.
- Construction of a completely new 6.5MLD WTP including sludge lagoons.
- A new treated water rising main from the new WTP to the existing 4ML treated water reservoir.
- Modification to the raw water rising main.
- Clear water tank and pumping system to transfer treated water to the town.
- Site fencing and access roads.
- New power supply and telemetry work.

The scope of work under this proposal includes only the work related to the new WTP and excludes raw water and clear water rising mains, power supply upgrade etc.

The proposed scope of work under this engagement will include the items listed below.

- a) Project planning, site visit, discussions with Council and operational staff.
- b) Preparation of a Preliminary Environmental and Planning Overview report for the proposed site.
- c) Preparation of the site selection report for the new WTP (Discussion Paper I).
- d) Review of environmental factors (REF) for the selected site.
- e) Geotechnical investigations for the site.
- f) Survey for the site.
- g) Conduct jar testing and other required water quality testing for the river and bore water.
- h) Review of water quality data and treatability to determine the treatment requirements for the raw water and prepare a Discussion Paper to document the findings.
- i) Develop options for the new WTP and prepare an options report to compare and document various options available for the arrangement and treatment process for the WTP.

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- j) Develop the concept based on the recommended option in the options report and prepare a detailed concept design report with total project cost estimate.
- k) Procurement options analysis and strategy.
- l) Design and documentation based on the agreed concept design.
- m) Prepare a Safety-In-Design report.
- n) Liaise with DPIE-Water for Section 60 approval.
- o) Preparation of Request for Tender document to call tenders.
- p) Prepare pre-tender estimates.
- q) Overall project management during the above processes.

Completion of the above scope will take the project up to the stage of calling tenders.

The procurement and construction management has not been included in this proposal and a proposal for this work can be provided once the concept has been agreed and confirmed.

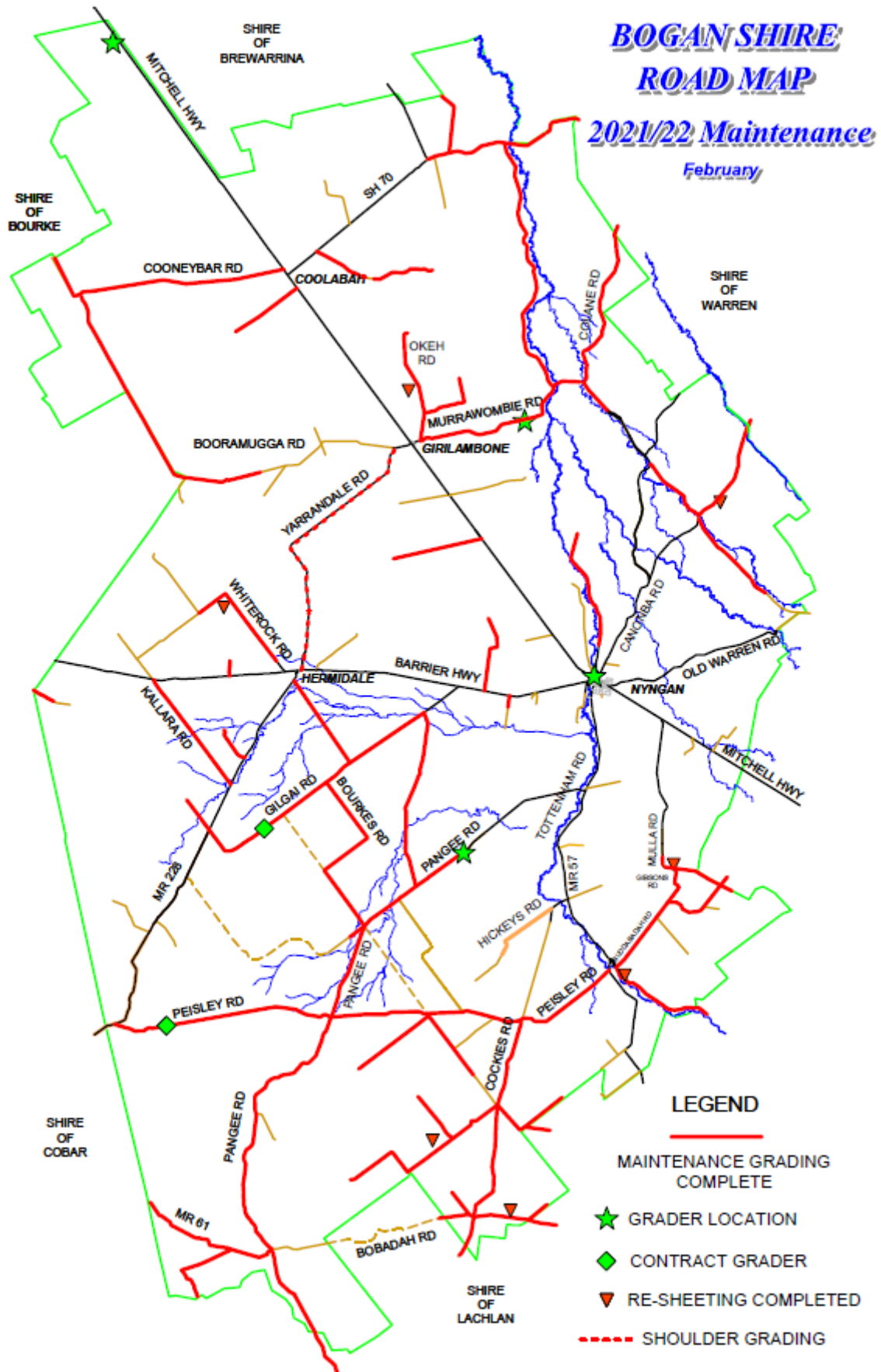
As shown in the above table, the total cost for the proposal is \$595,539. If the proposal is accepted by DPIE for funding, Council's 25% contribution will be \$148,885.

4.4 Recommendation

That Council accepts the fee proposal from Public Works Advisory for the Planning, Investigation, Design and Documentation Services for the New Water Treatment Plant at Nyngan.

Graeme Bourke
Director Engineering Services

Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
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Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

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

Mayor and Councillors

I submit the following reports 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 24 February 2022

1.3 Discussion

Development Application Statistics

Five (5) applications require additional informational and three (3) applications were approved since Council's meeting of 25 November 2021 as indicated in the table below:

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2021/019	Taylor Made Buildings Pty Ltd	4026 Cockies Road, Five Ways	New Transportable Dwelling	\$266,235	Additional Information Required
2021/020	Barnson Pty Ltd	8-10 Lawlor Street, Nyngan	New Concrete Batching Plant	\$300,000	Additional Information Required
2021/021	Mr M A Jeffress	411 Colbain Road, Five Ways	New Single Storey Dwelling	\$621,578	Approved
2021/024	Taylor Made Buildings Pty Ltd	Parish of Kidgery, Nyngan	New Transportable Dwelling	\$715,635	Additional Information Required
2021/025	Mr BS Miles	214 Cooneybar Road, Coolabah	New Single Storey Dwelling	\$544,800	Additional Information Required
2021/026	Mr David Bloomfield	70 Bogan Street, Nyngan	New Multi Dwelling Housing	\$545,457	Approved
2021/027	Mr M Sheather	82-84 Cannonbar Street, Nyngan	New Single Storey Dwelling and New Private Shed	\$600,000	Additional Information Required
2021/028	Mr BE Johnson	23-30 Merilba Street, Nyngan	New Single Storey Dwelling and New Private Shed	\$490,000	Approved

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 25 November 2021. Assistance continues to be provided to the community regarding lodgment of applications on the NSW Planning Portal.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

Waste Management

Kerbside recycling continues to be transported to the Gilgandra Materials Recycling Facility for processing. Contamination rates continued to sit between 15% – 27%.

Discussions with Netwaste are in progress to develop a waste education program specifically for Bogan shire Council.

The Nyngan waste facility continues to operate as normal, adhering to the required NSW Health protocols.

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 in Attachment 3.

Biosecurity

Biosecurity and Weeds duties continued and included 32 property inspections since Councils November 25 2021 meeting. These details and additional biosecurity statistics are 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.

War Memorial Pool

The Nyngan War Memorial Pool continues to operate to the designated summer hours with the water slide proving to be popular amongst visitors. The total number of visitors to the Nyngan War Memorial Pool is outlined in Attachment 4.

1.4 Attachments

1. Development Application Statistics
2. Waste Management Statistics.
3. Compliance and Biosecurity Statistics
4. Nyngan War Memorial Pool Statistics

1.5 Recommendation

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

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

Attachment 1

Building Statistical / Historical Information

Table 1: Building and Development

	ApplicationType							Application Value
	Totals		Breakup					
	DA	CDC	Dwellings	Shed/Garage/Patio/Awning	Pool	Sub-division	Other	
July 2021	5		2	2			1	\$ 800,620.00
August 2021	1						1	\$ 100,000.00
September 2021	2		1				1	\$ 566,200.00
October 2021	3		3					\$ 1,882,013.00
November 2021	1		1					\$ 544,800.00
December 2021	3		4	2				\$ 1,643,457.00
January 2022	1						1	\$ -
February 2022								
March 2022								
April 2022								
May 2022								
June 2022								
Total 2021/22	16	0	11	4	0	0	4	\$ 5,537,090.00
Total 2020/21	34	3	5	14	3	5	9	\$ 4,107,610.00
Total 2019/20	24	0	0	10	1	3	10	\$ 11,294,300.00

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

Attachment 2

Waste Management Statistics

Table 2: Kerbside Waste Collection

	No of Premises with Service	Services Provided (Bins Emptied)	Tonnes Collected
July 2021	1,031	5,398	41.10
August 2021	1,031	6,883	94.50
September 2021	1,031	5,903	98.20
October 2021	1,031	6,061	96.10
November 2021	1,032	6,634	112.80
December 2021	1,035	5,627	102.30
January 2022	1,035	6,458	92.54
February 2022			
March 2022			
April 2022			
May 2022			
June 2022			
Total 2021/22	1,031	42,964	637.54
Total 2020/21	1,029	N/A	302.10

Note 1 - August figures are higher than usual due to temporary closure of Gilgandra MRF for two weeks of the reporting period.

Note 2 - September figures are higher than usual due to temporary closure of Gilgandra MRF for the whole of the reporting period.

Table 3: Kerbside Recycling Collection

	No of Premises with Service	Services Provided (Bins Emptied)	Tonnes Collected	Tonnes Recycled	% Contam-ination
July 2021	898	1,062	10.30	3.08	29.89
August 2021	898	158	5.20	1.54	29.60
September 2021	898	0.00	0.00	0.00	0.00
October 2021	898	902	8.80	6.2	29.5
November 2021	899	950	10.8	7.82	27.61
December 2021	902	840	6.2	5.24	15.52
January 2022	902	88	5.4	3.8	29
February 2022					
March 2022					
April 2022					
May 2022					
June 2022					
Total 2021/22	898	4,000	0.00	0	80.56
Total 2020/21	896	N/A	117.50	90.92	22.53

Note 1 - August figures are lower than usual due to temporary closure of Gilgandra MRF for two weeks of the reporting period.

Note 2 - September figures are nil due to temporary closure of Gilgandra MRF for the whole of the reporting period.

Note 3 - October figures are lower than usual due to temporary closure of Gilgandra MRF for one week of the reporting period.

Note 4 - December recycling down due to closure of Gilgandra MRF 1/22/29 of December

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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 2021	112.97	100.47	36.00	-	4.14	12.67	0.80
August 2021	146.74	33.71	4.58	-	3.06	3.30	1.58
September 2021	146.54	17.76	21.60		4.32	6.53	0.93
October 2021	237.12	54.22	7.22	-	7.02	1.59	0.77
November 2021	165.75	49.65	1.00	-	2.22	4.14	1.07
December 2021	239.39	32.81	0.62	-	6.72	9.21	2.95
January 2022	177.91	132.54	0.62	-	7.38	6.60	1.40
February 2022							
March 2022							
April 2022							
May 2022							
June 2022							
Total 2021/22	1,226.42	421.16	71.64	-	34.86	44.04	9.50
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 and cleaned chemical drums.

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

Table 5: Vouchers and Expected Resource Recovery

	Vouchers			Out for Recycling / Recovery			
	No Issued	No Redeemed	Value Redeemed	Metal / eWaste	Matresses	Tyres	Other
July 2021		312	\$ 12,113	-	5.26	-	-
August 2021		489	\$ 7,446	-	-	-	-
September 2021		423	\$ 9,557	-	4.68	3.86	-
October 2021		1,053	\$ 13,694	-	-	-	-
November 2021		939	\$ 9,086	-	-	-	-
December 2021		1,605	\$ 13,178	-	-	-	-
January 2022		1,668	\$ 18,219	-	3.38	-	-
February 2022							
March 2022							
April 2022							
May 2022							
June 2022							
Total 2021/22	14,604	6,489	\$ 83,293	-	13.32	3.86	-
Total 2020/21	N/A	4,015	N/A	185.54	16.68	7.52	-

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**Attachment 3
Compliance and Biosecurity Statistics**

Table 6: Compliance

	Animals Impounded	Animals Released		Complaints
		To Owner	Rehomed	
July 2021	2	3	4	16
August 2021	4	2	2	10
September 2021	3	1	4	14
October 2021	6	0	6	11
November 2021	4	3	1	12
December 2021	4	3	1	10
January 2022	6	2	4	8
February 2022				
March 2022				
April 2022				
May 2022				
June 2022				
Total 2021/22	29	14	22	81

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

Table 7: Biosecurity

	Inspections (Weeds Action Program)					Weed Control Spraying
	Private Land	Council Land	Roads (Km)	Waterways	Rail (Km)	
July 2021	14	6	715	1		25
August 2021	3		535	3		18
September 2021	9		143		25	
October 2021	10	2	336		52	16
November 2021	12		448	1		17
December 2021	9		104		77	14
January 2022	11	2	90	1		12
February 2022						
March 2022						
April 2022						
May 2022						
June 2022						
Total 2021/22	68	10	2,371	6	154	102

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Attachment 4

Nyngan War Memorial Pool Statistics

Table 8 Nyngan War Memorial Pool

	Number of Visitors
October 2021	1824
November 2021	2835
December 2021	4446
January 2022	4678
February 2022	
March 2022	
April 2022	
Total	13783

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2 PANGEE STREET RECYCLING BINS

Summary:

The purpose of this report is for Council to determine the number of recycling bins to be installed and the allocation of funds to purchase recycling bins for Pangee Street.

2.1 Introduction

The purpose of this report is for Council to determine the number of recycling bins to be installed and the allocation of funds to purchase recycling bins for Pangee Street.

2.2 Background

Council resolved to introduce recycling bins to the main street of Nyngan at the November 25, 2021 Council meeting (331/2021).

2.3 Discussion

In an effort to encourage and increase recycling within Nyngan, Council opted to install recycling bins in Pangee Street.

In order to continue the existing aesthetics of Pangee Street, recycling bins will be purchased to match the existing general waste bins.

There is a total number of sixteen (16) general waste bins within the business precinct of Pangee Street, however it is for council to determine if a recycling bin should be installed at each of these locations or if they should be implemented at highly utilised areas. Additionally signage will need to be installed on both general waste and recycling bins to clarify where each waste stream should be disposed.

Costs associated with the implementation of recycling bins:

- \$3,335 per bin
- Signage per bin \$88

If Council resolves to purchase sixteen (16) recycling bins, the cost including signage will be as follows:

- \$3,335 x 16 bins = \$53,360
- \$88 x 32 signs = \$2,816

Total = \$56,176.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

Should Council resolve to purchase eight (8) recycling bins to place in highly utilised areas, the cost including signage is as follows:

- \$3,335 x 8 bins = \$26,680
- \$88 x 16 signs = \$1408

Total = \$28, 088

As this project was not included in the 2021/2022 budget Council will need to consider where the funds will be sourced.

Funds available for recycling in the capital budget currently stand at \$105,668 therefore it is feasible to use these funds to purchase the recycling bins.

2.4 Recommendation that:

Council purchase eight (8) recycling bins with signage to install at highly utilised areas to be funded from the existing budget allocation for recycling.

3 INTRODUCTION OF EMPLOYMENT ZONES

Summary:-

The purpose of this report is to provide information to Council regarding the introduction of employment zones which will result in changes to the Bogan Local Environmental Plan 2011.

3.1 Introduction

The purpose of this report is to provide information to Council regarding the introduction of employment zones which will result in changes to the Bogan Local Environmental Plan 2011.

3.2 Background

The Standard Instrument Standard Instrument (Local Environmental Plans) Order 2006 (SI LEP Order) has been amended to give effect to the employment zones reform that, on completion, will replace the existing Business and Industrial zones with new zones. All Standard Instrument local environmental plans in NSW must be made in accordance with the SI LEP Order. This means that a translation amendment to Bogan LEP 2011 is proposed. The Department of Planning, Industry and Environment is coordinating the translation of LEP amendments and is proposing a centralised public exhibition of all LEP amendments in April 2022.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

The Department of Planning, Industry and Environment (DPIE) has amended the SI LEP Order to introduce five employment zones and three supporting zones. On 1 December 2022 the Business and Industrial zones will be replaced from the SI LEP Order.

The new zones are:

- E1 Local Centre
- E2 Commercial Centre
- E3 Productivity Support
- E4 General Industrial
- E5 Heavy Industrial
- Supporting zones
 - MU1 Mixed Use
 - W4 Working Waterfront
 - SP4 Enterprise

The new employment zones came into effect within the Standard Instrument Principal Local Environmental Plan on 1 December 2021.

It was recommended by the NSW Productivity Commission to rationalise the number of employment zones in NSW and to increase flexibility within the new zones to expand the land uses that are permitted.

DPIE exhibited the employment zones framework from 20 May to 30 June 2021. Council did not object to proposed zones therefore did not make a submission.

To progress the translation to the new zones DPIE has provided a preliminary translation of Council's LEP including prepared land use tables. Council has reviewed DPIE's translation. This detail is now being prepared for public exhibition being coordinated by DPIE.

3.3 Discussion

Current considerations

Council can review the translation of the zones alongside the broader suite of employment zones to find a zone that best fits councils' strategic planning.

There may be some scope to make changes to align with endorsed employment strategies however a zone selection that generally changes the intent of the existing zone or range of permitted uses may be better dealt with as part of future planning proposal.



Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 24 February 2022

A savings and transitional provision will be made which means councils can make changes to other documents incrementally including DCPs, Local Strategic Planning Statements, council strategies, policies, plans and forms.

Next steps

A self-repealing State Environmental Planning Policy (SEPP) Explanation of Intended Effect (EIE) will be exhibited by DPIE in April 2022.

The SEPP EIE will outline each council's proposed LEP amendment.

DPIE is building a web platform so that communities can readily identify their local changes and make a specific submission on the proposed translation and associated detail relevant to their local areas.

Submissions in their entirety as well as summaries will be shared with councils following exhibition to enable finalisation of the policy between DPIE and Council second half of 2022.

It is intended that all LEPs will be amended before December 2022.

3.4 Recommendation

That the Introduction of Employment Zones Report be received and noted.

Cathy Black
Director Development and Environmental Services

PRECIS OF CORRESPONDENCE

1 JACK HARGREAVES OAM

Attached is correspondence received from Jack Hargreaves OAM

1.1 Recommendation: Correspondence be received and noted.

2 TRANSPORT FOR NSW

Attached is correspondence received from Transport NSW

2.1 Recommendation: Correspondence be received and noted.

3 PLANTING OF TREES FOR THE QUEENS JUBILEE PROGRAM

Attached is correspondence received from Mark Coulton, Federal Member for Parkes

3.1 Recommendation: For Council's Consideration.

4 NYNGAN WASTE WALKERS

Attached is correspondence received from Phillip Damon, Nyngan Waste Walkers

4.1 Recommendation: Correspondence be received and noted.

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 24 February 2022

31 January 2022

Mr Glen Neill
Mayor
Bogan Shire Council
PO Box 221
NYNGAN NSW 2825

BOGAN SHIRE COUNCIL	
FILE	R/N
02 FEB 2022	
ASSIGNEE:	

Dear Glen and Councillors

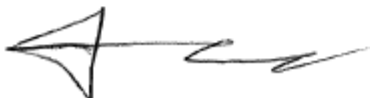
Thankyou very much for your letter of congratulations on my recent OAM. I am very honoured to receive this award along with my team mates.

I would like to thank the Bogan Shire Council and the residents of the Shire for the support they have shown me over the past years. As an athlete it's great to receive support from everyone back home when representing your country

From what I hear the Jack Hargreaves Park is a very popular spot on the Bogan with dad telling me that some days he finds it hard to get a seat down there when he wants to have his lunch there.

Once again thankyou

Cheers



Jack Hargreaves OAM

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 24 February 2022



Our Ref: 01319053

Cr Ray Donald
Councillor Ray Donald
Mayor
Bogan Shire Council
81 Cobar Street
NYNGAN NSW 2825

Dear Cr Donald

Thank you for your correspondence to the former Minister for Regional Transport and Roads about the closure of the John Holland Rail works depot at Nyngan and the Hoskins Street level crossing. I have been asked to respond.

I note your comments and acknowledge your strong feelings on this matter.

I am advised that consistent with the terms of their contract, UGL Regional Linx (UGL) has listened to the concerns raised by staff and the community at the Nyngan depot.

To accommodate these concerns UGL adjusted its employment plan and made offers of employment to all employees operating out of the Nyngan depot. One employee took up the offer and elected to move to Dubbo. The other existing John Holland Rail staff declined the offer of employment within UGL. As a result, UGL have gone back to their original proposal. While I appreciate your feedback, there is nothing further I can add at this time.

Regarding the level crossing at Hoskins Street, as you aware this crossing complies with Australian standards for train speeds up to 80km/h and while there are no plans to upgrade it, you may be assured that Transport for NSW will continue to work with Bogan Shire Council to examine what other solutions could be undertaken at the location, taking into consideration rail operations and road safety concerns.

I trust this information is of assistance.

Yours sincerely

A handwritten signature in black ink, appearing to read "Eva Lewkowicz".

11/01/2022

Eva Lewkowicz
Senior Manager Customer Response

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 24 February 2022

From: Coulton, Mark (MP) [<mailto:Mark.Coulton.MP@aph.gov.au>]

Sent: Monday, 14 February 2022 3:51 PM

Subject: Planting Trees for the Queens Jubilee

Expressions of interest for the Planting Trees for The Queen's Jubilee program are now open.

The Australian Government honours Her Majesty Queen Elizabeth II's 70 years of dedicated service to Australia and the Commonwealth.

This program is a wonderful opportunity for community groups in the Parkes electorate to play a part in the Jubilee celebrations while also benefitting the local environment.

Our Government wants to celebrate the Queen's Platinum Jubilee

- bring our communities together;
- strengthen social connections;
- build community participation; and
- create vibrant and viable communities into the future.

I invite your organisation to apply for funding through the Planting Trees for the Queens Jubilee Grant. Grants can range from \$2,500 to \$20,000.

Please find enclosed an Expression of Interest form for Planting Trees for the Queen's Jubilee, which you can complete and return to my office by 25 March 2022.

Should you require further information or have any questions, please contact my office.

Regards

Mark





**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 24 February 2022**

From: Phillip Damon [mailto:]
Sent: Wednesday, 10 November 2021 12:44 PM
To: Admin <admin@bogan.nsw.gov.au>
Subject: 'Nyngan Waste Walkers' - A new Facebook Group.

Phillip Damon
16 Oxley Street,
Nyngan 2825

To whom it may concern,

My name is Phillip Damon and I'm a new resident of Nyngan. I am so impressed with Nyngan and am looking forward to becoming more involved with the community. About 3 weeks ago, I started collecting litter on my walks. I'm keen to help out in keeping this town clean and tidy. The Bogan Shire Council has been exceptional in opening and maintaining parks, walkways and infrastructure. I feel it's far better for the Council to continue focusing and spending their time doing this whilst the community helps out with creating a litter free environment.

So, this week, I've created a new Facebook Group - 'Nyngan Waste Walkers' in an effort to attract other like minded individuals who wish to help out. Here is a link to the group:

<https://www.facebook.com/groups/294789485830711/?ref=share>

Nyngan has so much going for it...I love it here. It's not too unrealistic to envisage 'Tidy Town' awards down the track.

If you wish to contact me for any reason, you may email me or phone me on 0428630622.

Thank you so much for everything that you do and keep up the good work.

Sincerely, Phil (Phillip Damon)

