



BOGAN SHIRE COUNCIL

Business Paper

15 December 2016

Table of Contents

REPORTS TO CLOSED AND CONFIDENTIAL SECTION OF THE ORDINARY MEETING OF COUNCIL – MANAGER OF ENGINEERING SERVICES REPORT	Error! Bookmark not defined.
1 TENDER SUPPLY AND DELIVERY OF INDUSTRIAL HARDWARE REGPRO231617	Error! Bookmark not defined.
REPORT TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER’S REPORT.....	7
1 CHECKLIST.....	7
2 VILLAGE MEETINGS	13
REPORT TO THE ORDINARY MEETING OF COUNCIL – COMMUNITY SERVICES	23
1 BOGAN BUSH MOBILE – TERM 4 REPORT	23
2 VISITOR INFORMATION CENTRE OPERATIONAL REPORT	33
3 INTEGRATED PLANNING AND REPORTING - 2017/18	37
4 HIGHWAY SIGNAGE	40
5 BICENTENNIAL WALL AND CERAMIC MURAL	41
REPORT TO THE ORDINARY MEETING OF COUNCIL – CORPORATE SERVICES.....	44
1 BANK RECONCILIATION.....	44
2 INVESTMENTS NOVEMBER 2016.....	45
3 SUMMARY OF RATES & ANNUAL CHARGES COLLECTION	47
4 REVISION OF COUNCIL’S INVESTMENT POLICY – FIN002.....	49
REPORT TO THE ORDINARY MEETING OF COUNCIL – ENGINEERING SERVICES.....	61
1 OPERATIONAL REPORT	61
2 TRAFFIC COMMITTEE MEETING RECOMMENDATIONS.....	66
REPORT TO THE ORDINARY MEETING OF COUNCIL – DEVELOPMENT AND ENVIRONMENTAL SERVICES	72
1 DEVELOPMENT APPLICATIONS.....	72
2 OPERATIONAL REPORTS	74
3 PROPOSED AMENDMENT TO THE BOGAN DEVELOPMENT CONTROL PLAN 2012 FOR OUTBUILDING HEIGHT AND SIZE.....	75
PRECIS OF CORRESPONDENCE.....	78
1 LOCAL GOVERNMENT REMUNERATION TRIBUNAL.....	78
2 FLOOD DAMAGE FUNDING.....	78
3 AURELIA METALS LTD	78

4	MINISTER FOR ROADS, MARITIME AND FREIGHT.....	79
5	WILLIAM CARTER	79
6	KATHERINE CARTER	79
7	WEEKLY CIRCULARS	80
	GRANTS AND FUNDING	91

8 December 2016

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers, Nyngan on Thursday 15 December 2016 at 8.30am, following a visit to the new Engineering Offices at the depot at 8.00am.

At 9.15am Director of Children's Services Mrs Nichole Jenkins will address Council about her recent meeting with the Minister for Education and Training regarding BBM Funding.

At 10.00am, Mrs Chandni Dhwani Patel will become an Australian Citizen.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Declarations of Interest
5. Confirmation of the Closed and Confidential Minutes of the Council Meeting held on 24 November 2016
6. Engineering Services Confidential Report
 1. **Tender Supply and Delivery of Industrial Hardware REGPRO231617**

In accordance with the provision of Clause 10A (2) (d) (i) of the Local Government Act 1993, the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: because information provided and discussed involves commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
7. Confirmation of the Minutes of the Council Meeting held on 24 November 2016
8. General Manager's Report incorporating reports from:-
 - Community Services
 - Corporate Services
 - Engineering Services
 - Development and Environmental Services
9. Correspondence
10. Grants and Funding

Your attendance at this meeting would be appreciated.

Yours sincerely

Cathy Ellison

Executive Assistant

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

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

Mayor and Councillors

The following report is submitted for consideration:-

1 CHECKLIST

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
1	13/12/2012 28/03/2013	418/2012 098/2013	Davidson Park Revitalisation Program	Establish paving pathways to the mural.	MDES	To be completed in conjunction with Landscaping of Medical Centre and reinstatement of mural wall.
2	24/09/2015	342/2015	Teamster Rest Area	Invite NHS to make suggestions for internal & external painting that the school could undertake. Dump point be relocated to Flood Memorial Car Park.	MDES	Commitment from NHS to have sign completed by Christmas.
3	22/06/2014	209/2014	Tourist Information Bay	On commencement of project, Council advise owners/apparent owners of existing highway signage that existing signs to be removed.	GM	Affected business owners identified and engagement process commenced. UPDATE: Report refers.

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

				<p>Or maybe replaced by signs on the Information Bays.</p> <p>Council charge an annual fee and an initial fee.</p>		
4	26/09/2014 26/02/2015	363/2014 033/2015	Fire Safety Audit Program	<p>Further report on progress of compliance with Program.</p> <p>Legal proceedings including the issuing of Notices and Orders to commence against the owner/occupier of any premises who fails to confirm their agreement to comply with the findings of the FSAR.</p>	MDES	<p>Fire Safety Audit Reports (FSARs) to all selected properties completed. Meetings held with several owners / Boards.</p> <p>Agreement on required works achieved with several owners / Boards.</p> <p>Efforts still being made to have owners upgrade building voluntary.</p>
5	26/11/2015	440/2015	Show Day	<p>Joint approach from Nyngan Combined Schools & Council be made to the Dept of Education for schools to have a full day holiday.</p>	GM	<p>Discussions held with Schools and Local Member, awaiting feedback prior to sending another letter.</p> <p>UPDATE: Meeting held with NHS 5 December 2016.</p>

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

6	26/11/2015	457/2015	Sports Insurance	Council continue to follow up correspondence with the Minister for Sport, Minister for Health, Minister for Finance, Dept of Fair Trading, Australian Competition & Consumer Commission and Icare Workers Insurance concerning inadequate reply to Council's enquiry on what local sports insurance fees are spent on.	MPC	Ongoing.
7	25/02/2016	022/2016	Bogan Bush Mobile	Delegation is planned to meet with Minister.	GM	<u>UPDATE:</u> Report refers.
8	24/03/2016	058/2016	Dob in a Dealer Campaign	Make available at a number of locations in town, boxes that people can anonymously leave information, about: - suspected drug dealers & information about any dogs.	GM	To be done in liaison with Darling River Command Campaign.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

9	24/03/2016	078/2016	Bicentennial Wall & Ceramic Mural	Be reinstated.	MDES	<p>Around 70% of tiles on the damaged part of the wall are unbroken. However there is extensive old mortar adhering to them and all attempts at removing this have resulted in the tiles breaking. Unfortunately this is likely to mean having all the tiles remade.</p> <p><u>UPDATE:</u> Report refers.</p>
10	28/04/2016	107/2016	Village Tour	Entrance Signs into villages be pursued in conjunction with the villages' communities. Costing to be part funded from village allocation & part funded by Council.	MENG	<p><u>UPDATE:</u> Awaiting feedback from villages.</p>
11	28/07/2016	266/2016	Signs at Ovals & Parks	Investigate the history of the former Nyngan residents and sportsmen, after whom parks and sportfields are named, with a suggested wording & cost for signage.	MPC	In progress.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

12	25/8/2016	321/2016	Operational - Roads	A report be presented to Council on the proposed locations for <i>Roads Closed</i> signs.	MENG	In progress.
13	27/10/2016	423/2016	Seniors Living – Rental Units	Consult with community to gauge interest in the project before making a decision on which location & how many units to build & advise prospective tenants of what the highest rental payment will be & what they would receive for their payment.	GM	Basic site plan being prepared, expression of interest sheets ready for distribution. <u>UPDATE:</u> Public Information Meeting 14 December 2016.
14	27/10/2016	406/2016	Albert Priest Channel Pipeline	The GM request Mike Brearley & Associates to develop an option 2 for the Business Case Study prioritising the construction of an additional 700MI off-line storage adjacent to the first storage, & an additional 3000 MI off-line storage on a site to be determined.	GM	<u>UPDATE:</u> Expected to be completed in February 2017.

General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

15	24/11/2016	439/2016	Nyngan Solar Plant	<p>Council request a written proposal relating to the closure of Neeroc Road, including wording for proposed easements on affected Neeroc Road properties.</p> <p>The Deputy Mayor & GM continue discussion site access with a further report to Council.</p>	GM	<u>UPDATE:</u> Letter sent.
16	24/11/2016	442/2016	Mitchell Highway	<p>Council make urgent representation to RMS & Minister concerning the condition, safety & dangerous section of the Highway east of APC.</p>	MES	<u>UPDATE:</u> RMS District Works Manager advised RMS aware of issues raised by Council. Rehabilitation delayed as resources directed to flood repairs on the Newell Hwy. Being inspected and expecting to erect warning and temporary speed limit signs.



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

1.1 Recommendation

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

2 VILLAGE MEETINGS

Summary:-

This report is to inform Councillors of the recent Manex meeting with representatives of the Shire's villages on Tuesday 6 December 2016.

2.1 Introduction

The purpose of this report is to inform Councillors of the recent Manex meeting with representatives of the Shire's villages on Tuesday 6 December 2016.

2.2 Background

Following recent practice, Managers held mid-year meetings with representatives of Girilambone and Coolabah on 6 December 2016 to follow up on matters raised during the annual meetings between villages and Councillors and to establish whether any new matters have arisen. A meeting was scheduled for Hermidale but did not take place.

2.3 Discussion

Attached is an updated checklist for the information of Councillors.

2.4 Attachment

Village Checklist

2.5 Recommendation

That the village meetings report be received and noted

**Derek Francis
General Manager**

Coolabah

Bogan Shire Council

Coolabah Village Meeting – 16 April 2015

Coolabah Follow-up Meeting – 9 December 2015

Coolabah Village Meeting – 12 April 2016

Coolabah Village Meeting – 6 December 2016

Key discussion points and actions:

Items for Action – Previous Meetings	Responsible Officer	Status
<p>Items for action from Meeting 16 April 2015</p> <p>Incorrect house identified – item still outstanding.</p>	<p>Manager Development & Environmental Services</p>	<p>Investigations to recommence with appropriate legal action/s to be enforced if matter/s not addressed.</p>
<p>i. Recycling – investigate central point in Nyngan.</p>	<p>Manager Development & Environmental Services</p>	<p>Significant contamination occurring in trial bins at Teamster's Rest.</p> <p>Recommend to Council that the trial be discontinued as contamination increases cost to Council and defeats the purpose of recycling.</p> <p>Recycling facility incorporated into new Nyngan Waste Depot.</p> <p><u>COMPLETED</u></p>



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Items for Action – Previous Meetings	Responsible Officer	Status
Items for action from Meeting 16 April 2015		
i BBQ area – fencing required, especially along Highway – use of village funds.	Manager Engineering Services	Preparations underway. Fencing to be completed shortly.
ii Rest Stop – fenced off area needs a bigger gate.	Manager Engineering Services	To be scheduled in the first quarter 2016. Prioritised list prepared. <u>COMPLETED</u>
Items for action from Meeting 12 April 2016		
i. Silt tank – needs clearing.	Manager Engineering Services	<u>UPDATED:</u> To be carried out while loader is in the area for roadwork.
ii. Scrap metal – needs to be removed. (Price of scrap metal currently very low – contractors not available to remove).	Manager Development & Environmental Services	<u>UPDATED</u> Contact has been made with scrap metal contractor. The contractor will conduct pick-ups at the Nyngan Waste Facility as well as the Village Tips. Date to be confirmed.



General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

Items for Action – Previous Meetings	Responsible Officer	Status
iii. Road works – Tubbavilla Road needs attention. (On current program)	Manager Engineering Services	<u>COMPLETED</u>
Items for action from Meeting 12 April 2016		
i Awning at Hall – agreement to proceed.	Manager Development & Environmental Services	Obtaining quotes.

Bogan Shire Council

Girilambone Follow-up Meeting – 24 November 2014

Girilambone Village Meeting – 16 April 2015

Girilambone Follow-up Meeting – 9 December 2015

Girilambone Village Meeting – 12 April 2016

Girilambone Village Meeting – 6 December 2016

Girilambone

Key discussion points and actions:

Items for Action – Previous Meetings	Responsible Officer	Status
<p>Illegal scrap metal – concern about snakes, pests etc. and encroachment onto neighbouring blocks. Shire to investigate and address.</p> <p><u>Meeting 24 November 2014</u></p> <p>Owners have returned to property, significant community concerns about scrap metal, snakes and pests. BSC to investigate.</p>	<p>Manager Development & Environmental Services</p>	<p>Two premises have been identified and legal notices have been issued on owners.</p> <p>One property has cooperated and undertaken major clean-up.</p> <p>Other property, owners has left property and subject dwelling has recently been fire damaged.</p> <p>Investigations to recommence with appropriate legal action/s to be undertaken if matter/s not addressed.</p>



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Items for Action – Previous Meetings	Responsible Officer	Status
Items for action from Meeting 16 April 2015		
i. Playground – shade for consideration using 2015/16 village fund & community funds.	Manager Engineering Services	Unused shade frame from old BBM premises to be transferred to playground. Quotes to be obtained for shade sail.
ii. Playground – need to formalise arrangements for lawn mowing.	MPC	Community volunteers to be inducted.
iii. Park – sign required, no alcohol. Bins required.	Manager Development & Environmental Services	To be installed. <u>COMPLETED</u>
<u>Items for action from Meeting 9 December 2015</u>		
ii Sign for war memorial rather than brass plaque.	Manager of Engineering Services	Agreed to proceed at meeting 6/12/2016.
iii Council asked to investigate uniform entrance signs into each village – like Narromine.	Manager of Engineering Services	Awaiting feedback following meeting on 6/12/2016.
<u>Items for action from Meeting 12 April 2016</u>		
ii Sprinklers in park – blocking and not working effectively. (To be monitored)	Manager of Engineering Services	Entire system to be re-evaluated as silt blocks up sprinklers. Quotes to be obtained.



General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

Items for Action – Previous Meetings	Responsible Officer	Status
iii Road works – maintenance required on road to village tanks.	Manager of Engineering Services	<u>COMPLETED</u>
iv Water orange and unpleasant odour. (Overhead tank due to be cleaned out)	Manager of Engineering Services	<u>COMPLETED</u> - Tanks cleaned.
v Pathology services not available at Hospital – (Under consideration for Medical Centre)	MPC	<u>UPDATE:</u> To be negotiated with Practice Manager.

Hermidale

Bogan Shire Council

Hermidale Follow-up Meeting – 24 November 2014

Hermidale Village Meeting – 16 April 2015

Hermidale Follow-up Meeting – 9 December 2015

Hermidale Village Meeting – 12 April 2016

Key discussion points and actions:

Items for Action – Previous Meetings	Responsible Officer	Status
<p>Outstanding item for 2011 – property behind the pub. Council to address.</p> <p><u>Meeting 24 November 2014</u></p> <p><i>Request for BSC to follow up with family again.</i></p> <p><u>Meeting 16 April 2015</u></p> <p>Strong request for Council to progress as property is a fire hazard.</p>	<p>Manager Development & Environmental Services</p>	<p>Communications received from owner. Vegetation cleared. Orders to demolish issued 14 March 2013. Owner has removed vegetation nuisance and discussing demolition options with Council.</p> <p>No further communication received. Legal Action pending.</p> <p>Investigations to recommence with appropriate legal action/s to be undertaken if matter/s not addressed.</p>
<p>Nymagee Road –</p> <p><u>Meeting 24 November 2014</u></p> <p>Request for Council to reconsider, especially on dangerous bends.</p>	<p>Manager Engineering Services</p>	<p>Reconsider at Estimates Meeting.</p> <p>Not approved in 2015/16 estimates.</p>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Items for Action – Previous Meetings	Responsible Officer	Status
White lines on edges of road also needed for night time. Increased mine traffic & harvest traffic a concern.		
Items for action from Meeting 24 November 2014		
i. Hermidale – Nymagee Road:- a. Request to start seal from Nymagee end → maximise benefit for residents. b. Straighten out chicane bends on Shire boundary when constructing – in the meantime ensure appropriate warning signs.	Manager Engineering Services	2016/17 application to RMS was for the Northern End, and it was considered to be the area with greatest issues. Straightening of bends to be included in future applications and plans.
Items for action from Meeting 9 December 2015		
i. Certain town blocks not slashed or cleared because of rubble/rubbish	Manager Development & Environmental Services	Investigations to recommence with appropriate legal action/s to be undertaken if matter/s not addressed.
Items for action from Meeting 12 April 2016		
ii. Village Signs – proposal to erect uniform village signs at entrance to each village.	Manager Engineering Services	<u>For discussion.</u>



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Items for Action – Previous Meetings	Responsible Officer	Status
iii. Widening of sealed section of Hermidale – Nymagee Road. (No current funding)	Manager Engineering Services	<u>UPDATE:</u> Not approved in estimates – to be considered again for 2017/18.
iv. Water tower – large pothole needs filling.	Manager Engineering Services	COMPLETED
v. Park – please clean-up for Anzac Day.	Manager Development & Environmental Services	COMPLETED



Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

REPORT TO THE ORDINARY MEETING OF COUNCIL – COMMUNITY SERVICES

Mayor and Councillors

The following reports are submitted for consideration:-

1 BOGAN BUSH MOBILE – TERM 4 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, the Director Children's Services provides a report to Council on the activities and statistics of the Bogan Bush Mobile service.

1.3 Discussion

Term 4:

10 October 2016 - 16 December 2016

Statistics:

Total km Term 4:	43,575km
Total kms travelled in Term 4:	8,391km
Total Children Enrolled:	189 – 13.09.2016
Total Children Enrolled:	205- 02.12.2016



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Current Areas being visited:

Marthaguy, Marra, Hermidale, Girilambone, Trangie, Collie, Collereina, Tottenham, Mungery, Warren and Duck Creek.

Term 4 Activities

The Bogan Bush Mobile team have been very busy in Term 4 organising Christmas parties for each venue and photo books for children who are leaving to go to 'Big School' in 2017. We have had 16 new children enrol within our service since September. The BBM team were included in a Children's Services team training day on programming, which was run by Contact and held in Dubbo. The entire team thoroughly enjoyed working through the key areas, reflecting on the current practice and what we provide for our families and children through our programming.

Funding changes for BBM and Budget Based Funding (BBF) funded projects.

Bogan Bush Mobile received a visit from PricewaterhouseCoopers (PwC) on 14 October 2016, this being the first of two visits to assess the best way for BBM to transition into the new funding model under the 'Jobs for Families Package'. Key management staff attended this day and we were able to share an extensive insight with the PwC delegates on the operations of BBM and the difficulties we could foresee in fitting into the new funding model.

Council will receive a report from PwC once it is completed. The report will outline their recommendations to the department in relation to how they see BBM could best transition into the 'Jobs for Families Package'. There will also be a follow up visit from PwC in early 2017 to further guide this process.

On Thursday 1 December, Director of Children's Services, Nichole Jenkins attended a meeting at parliament house with Member for Parkes, Mark Coulton MP, Rachel Howard, senior advisor to Simon Birmingham, Minister for Education and Michelle Carnegie representing Bogan Shire Council on behalf of MCSA and Contact Inc. This was an extremely positive meeting where we were able to share some of our concerns and ask questions in relation to the new package and how BBM could best fit. (See attachment).



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Rachel has requested to keep the dialogue open and was very appreciative of the details we shared about Bogan Bush Mobile and our understanding of the package and how it could affect the families within the Parkes electorate.

1.4 Attachment

1. Impact of the 'Jobs for Families' Childcare Package.
2. Letter from Minister for Education and Training

1.5 Recommendation

That the Bogan Bush Mobile report be received and noted.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Attachment 1

IMPACT OF THE JOBS FOR FAMILIES CHILDCARE PACKAGE

OVERVIEW

Bogan Bush Mobile is based in Nyngan and has provided Early Education Play Sessions for children and families at 11 venues across the Western and Far Western region of NSW, for the past 26 years.

We acknowledge the letter received from Minister Birmingham today and recognition of the unique circumstances in which the mobile BBF services operate, including additional challenges and costs we face compared with other service types and mainstream childcare services. It is encouraging to read that this will be accommodated within the CCCF and that additional funds will be available outside the main competitive funding round.

Collectively, 16 mobile BBF services provide early childhood education and care at 50 venues across NSW. Over 1500 children are enrolled in Play Sessions and Childcare, where educationally based programs are delivered by qualified early childhood educators. Mobile services travel long distances on a daily basis to provide early education opportunities for some of our most geographically isolated children. Mobile services have a strong knowledge of their communities and families' needs and adjust their service delivery based on this intrinsic knowledge.

CONCERNS

While we are encouraged by Minister Birmingham's correspondence, we remain concerned about the impact of the Jobs for Families Childcare Package in three key areas. We raise these concerns on behalf of Bogan Bush Mobile, however they are concerns shared by other BBF mobile services across the State.

- 1. In order for our service to continue, we require government policy to ensure that our mobile early childhood education service is not lost due to populations being too low, to support a viable childcare model.**

Will the capacity for discretionary funding of services, outside the main competitive funding round, cover the operational shortfall associated with low enrolments in areas of low and sparse populations? Based on preliminary calculations our service requires a minimum of 15 children every operating day to be viable. We service venues where between 5 and 18 children attend on a regular basis. Will the discretionary fund meet the shortfall or will we be required to cease operating in areas of low population.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

- 2. Can we be flexible in our mode of operation, to enable us to best meet the needs of rural remote communities? Our educators are qualified and provide programs that work towards the National Quality Framework, within a Play Session setting. We firmly believe that we belong with the Department of Education and that it is in the best interests of the long-term educational benefit of our rural and remote children that we meet the current and future standards required within this Department.**

Is it possible for us to incorporate Play Sessions into Childcare where families and carers have the option to stay and learn with their children, or leave and return to work?

- 3. As you are aware, mobile services travel long distances on sealed and unsealed roads, to provide educational opportunities for our most isolated children. We are concerned about fatigue associated with longer sessions required under the Childcare model. A reasonable expectation for our educators is to commence work at 8am and be back at base at 6pm.**

Are we able to have flexibility around the hours of childcare, in relation to distance travelled? For example Collie - 2 hrs travel to the venue, 5 hours care, 1hr pack and unpack 2 hours travel back to base.

MORE ABOUT THE BOGAN BUSH MOBILE

Our Unique Value Proposition

Bogan Bush Mobile provides high quality, accessible and affordable early childhood education and care for remote and rural families. Bogan Bush Mobile believes that education and care early in life leads to better health, education, employment outcomes later in life and builds stronger rural communities. Bogan Bush Mobile understands that quality education and care in the early years shapes every child's future and lays the foundation for later development and learning.

The central focus of the Mobile service is on meeting the needs of the individual child through a range of learning experiences to support the development of early literacy and numeracy skills and future school readiness. Bogan Bush Mobile ongoing success is exemplified through its low staff turnover, the depth of experience, commitment and capacity of staff. The Early Years Learning Framework (EYLF) and the National Quality Framework (NQF) are integral to the development of a highly responsive curriculum that reflects the strengths and capacity of each individual child.



Community Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2016

Scope of Service

Bogan Bush Mobile is a play session service offered in **11 locations** serving around **210 children** from **89 families** and covers approximately **1000 kms per week**. The mobile service covers the locations of a range of community venues including local primary schools and other community facilities.

Play Sessions provide strong socialisation opportunities for geographically isolated children, where parents stay with their children and learn how to support educational and developmental progress when they return home.

Governance and administrative functions are provided by Bogan Shire Council. Bogan Bush Mobile currently receives **\$278,000 per annum** in funding from the Commonwealth Department of Education under the Budget Based Funding Program. This service is currently "Out of Scope" and as a Not-for-Profit organisation, it relies on government funding to enable ongoing delivery of high quality early education and care to isolated and remote children.

Inclusion

Bogan Bush Mobile operates against the backdrop of economic challenges and social isolation experienced by many rural and remote communities today. Bogan Bush Mobile has a strong holistic focus within its service delivery approach to provide critical support for all children. Bogan Bush Mobile ensures a culturally engaging environment that welcomes and supports Aboriginal children and families. Bogan Bush Mobile embraces the child, their family and community, and is committed to access and equity regardless of the circumstances, ability or background of each child.

Workforce Profile and Development

Bogan Bush Mobile is proud of its highly qualified staff. It has a staffing complement of **4 full time staff**, all of whom have qualifications in early childhood education including Bachelor of Early Childhood Teaching.

The service has a strong culture of professional learning and a targeted approach to staff development based on their quality improvement plan. The staff are committed to improving the quality of the service they deliver by continually updating their skills and knowledge in response to the educational needs of the children and families they serve. The professionalism of the staff at Bogan Bush Mobile is reflected in their commitment to strive for excellence in the early education of rural and remote children through the use of the ELYF and NQF as benchmarks for best practice.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Community Engagement

The staff at Bogan Bush Mobile have a deep and genuine understanding of the local issues facing the children and families in their service. Through respectful listening and encouragement of active participation by families in their events, they foster a sense of community spirit. They help parents connect with other targeted services in the community and perform the role of “social hub” in many towns. The relationships they build are designed to help children grow up with a strong sense of connection to their communities.

Testimonial Comments

“Because of the Bush Mobile experience the transition to kindergarten was amazing! My children enjoyed many different experiences through the service, which gave them the skills and confidence for the challenges of kindergarten. They felt happy and confident to go and were ready to continue their educational journey.” *(Parent)*

“The role it plays in isolated children’s lives contributing to their early social and educational development cannot be overstated. For our children and many others this is their primary early childhood development opportunity.” *(Parent)*

CONCLUSION

No BBF service should reduce or close as a result of the Jobs For Families Childcare package. We seek to continue a dialogue with our Local Member Mark Coulton and the office of Minister Birmingham, with the aim of creating sustainable solutions to consequences that arise as a result of this policy.

**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Attachment 2



Senator the Hon Simon Birmingham

Minister for Education and Training
Senator for South Australia

MC16-001696

Dear BBF Funding Recipients and Services,

I am writing to clarify the arrangements being put in place to support Budget Based Funded (BBF) services to operate under the Jobs for Families Child Care Package (the Package).

BBF services play an important role in their community, providing much needed early learning and school aged care or family support services, often in challenging circumstances. I am committed to ensuring that valuable community services continue to operate beyond the introduction of the Package. I want to assure you that you will be able to continue to tailor the delivery of your service to the needs of families in your communities. This includes delivering culturally focussed and integrated services to ensure that the needs of all children are met. The Department of Education and Training is working hard to support BBF funding recipients to enable your service to operate effectively in the new child care system. To this end, I thought it would be useful to set out my commitments to you and your communities.

Firstly, I can assure you the changes under the Package do not come into effect until July 2018. Your current BBF funding agreement ends on 30 June 2017 and as per usual practice, in 2017 we will issue funding agreements for the 2017–18 year. You should not be concerned that BBF funding will cease before the introduction of the Package.

The next 18 months is a period of transition. I will ensure my department continues to work closely with you during this time and beyond, to support your service's successful transition to the Child Care Subsidy (CCS). This work has commenced with PricewaterhouseCoopers (PwC) who have been preparing assessments of the capacity of your service to operate in the new child care system. As you know, this work has involved PwC visiting funding recipients to develop a good understanding of your service, families in your local communities and to better understand the current business and operating model in the context of the Package. PwC has also worked with funding recipients on a range of options for your service in transitioning to the new arrangements. This has been documented in your transition plans. Centre-based services should have received a copy of their plan, and mobile services will receive theirs by early 2017, if not before. This work has been conducted on a service-by-service basis because each service is unique and we want to ensure that the good things already happening continue to take place after the transition to the new package.

This is important work, but it is just the beginning. There will be more support commencing in early 2017 based on the needs identified in the transition reports. PwC and my department will work closely to tailor this support and ensure key issues are addressed.

There are a number of BBF services for which the core purpose is not child care, but family or community support. The Prime Minister, the Hon Malcolm Turnbull MP, has given a firm commitment that we will identify alternative funding sources for these services and support them to transition to these new arrangements. I am working with my ministerial colleagues to find the best solution for these services and the PwC reports will support this work.

Adelaide
107 Sir Donald Bradman Drive, Hilton SA 5033
Ph 08 8354 1644

Canberra
Parliament House Canberra ACT 2600
Ph 02 6277 7350

Community Services' Report to the Ordinary Meeting of Bogan Shire Council held on 15 December 2016

As you know, the current BBF program is capped and closed to new providers and does not have capacity to respond to changes in demand or to enable new services to open where they are needed. As a result, some BBF services receive tens of thousands of dollars per child while others have to manage on less than \$100 per child. The total funding available for BBF services has remained stagnant in real terms, while funding for mainstream child care has increased steadily for many years. I understand that some stakeholders have called for a separate grant fund for Aboriginal services. To do this would create these same issues, whereby artificial limits would be set, and services would not be paid according to the numbers of children that attend. I want to ensure that services supporting our most disadvantaged families have access to the same opportunities for additional funding available to other child care services.

The Package to be introduced in July 2018 has been designed to support a diverse range of services so that they have the flexibility to adapt to the needs of local families. As part of these reforms, families and BBF services will be able to access funding streams they have not been able to access previously. When combined, these funding streams will exceed the funding available through the BBF program:

- the Child Care Subsidy (CCS) is a per child payment. Services with more children than currently recognised through their BBF funding allocation will benefit. Families on incomes of less than around \$65,000 will receive a subsidy of 85% of the fees charged, (up to the hourly fee cap)
- the Additional Child Care Subsidy (ACCS) is a top up payment in addition to the CCS, recognising that some families require additional support. This includes:
 - temporary financial hardship
 - transition to work
 - grandparent carers
 - child wellbeing (that is children at risk of abuse or neglect) and
 - low income families who do not meet the activity test.
- the Community Child Care Fund (CCCF) which recognises the unique circumstances in which BBF services operate and the additional challenges and costs you face compared with other service types and mainstream child care services. The CCCF will have the capacity to recognise and support higher cost models of service delivery such as mobile services and services in remote communities, with low numbers of children in attendance.

I note that \$110 million is available through CCCF year on year, which is in addition to the ACCS and the uncapped CCS. Together, these three elements of the Package will offer significantly more funds than currently available through the BBF program.

I have taken on board concerns raised with me about the competitive nature of the CCCF. Based on this feedback, I have asked my department to structure the CCCF with the following key features for BBF services:

- Capacity for discretionary funding of services, outside the main competitive funding round
- Funding determinations would be informed by the work of the PwC consultants
- Capacity for 3–5 year funding agreements to enable longer term planning and to provide greater security of funding
- Funding will be available for services to supplement their fee income, in particular where a service may not otherwise be viable
- Funding agreements will include regular review points (at least six-monthly) with some capacity for funding adjustment either up or down, to respond to significant changes in circumstances affecting service income and costs (e.g. large changes to enrolment numbers or natural disasters)
- Services will know as early as possible how much CCCF they will receive from July 2018.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

These are important measures that I hope will give you assurance that we understand the challenge facing BBF services, your communities and families, in transitioning to the Package. That said, we have an iterative transition process in place to carefully inform the final arrangements and I am committed to seeing that process through, particularly since there is plenty of time to do so.

I hope I have been able to reassure you that I take very seriously my commitment to ensure that the good work of BBF services continues to serve families and children well beyond this transition process. Please continue working closely with staff in my department, who are also committed to ensuring this transition is successful for BBF services.

Further information on the Jobs for Families package is available at: www.education.gov.au - Overview Jobs for Families Child Care Package.

Yours sincerely

A handwritten signature in blue ink, which appears to read "Simon Birmingham".

Simon Birmingham



Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

2 VISITOR INFORMATION CENTRE OPERATIONAL REPORT

Summary:-

The purpose of this report is to provide information to Council on the operations of the Visitor Information Centre (VIC).

2.1 Introduction

The purpose of this report is to provide information to Council on the operations of the Visitor Information Centre (VIC).

2.2 Discussion

The VIC is operational seven days a week with staffing as follows:

- Monday through Friday, 9.00am to 12.00pm – Museum Volunteer,
- Monday through Friday, 12.00pm to 4.00pm – VIC Officer.
- Saturdays and Sundays, 9.00am to 4.30pm – VIC Officer.

Statistics

The total number of visitors through the centre and / or enquiries for the September / October / November period is as follows:

Visitors: 358

Phone: 140

Email: 25

Visitor numbers have been steady despite the large amount of rainfall received in the area over the past few months, which has meant road closures and damage to some of our rural roads. The majority of enquiries received have been about the road conditions and whether or not travelling in this direction is possible. There is currently also a lot of interest in the Solar Plant and the proposed viewing platform.

Most of the visitors to the area have been self-contained and are happy with the designated 'overnight camping' area in the Flood Memorial Park near the Shearing Shed Museum. We have also had visitors asking about other means of accommodation and the eateries in town.

**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

The VIC has received some new Big Bogan magnets, which they have starting selling over the last couple of weeks. In addition to the magnet, the VIC also has Big Bogan stubby holders and postcards which are both selling well.

Accreditation

At its meeting on 27 October 2016, Council resolved to move towards obtaining Level 2 Accreditation.

Current Level 3 Accreditation for the Nyngan VIC is at an annual cost of \$385. This does not allow for Nyngan to be included on the currently installed Visitor Information Centre locations out on the highway, nor does it allow for any other signage with the yellow italic "i" except for on Council owned property i.e. the VIC and surrounds.

In order to meet Level 2 Accreditation, Council will need to fulfil the requirements included in the table below:

Criteria	Level 3 (current Nyngan VIC)	Level 2 (allowed yellow i signage)	Nyngan VIC Currently
Opening hours	Open minimum 5 days a week including weekends for a minimum of 7 hours a day	Open 363 days per year for a minimum 43 hours per week	Open 7 days a week, 363 days per year 9am – 4pm (4.30pm weekends) = 50 hours per week Level 2
Primary Function	A business or information centre where the provision of information may or not be the primary function, can be a mixed or private business e.g. museum or craft shop	An accredited Visitor Centre disseminating visitor information	Shared building with Museum, but run as two separate entities Level 2
Scope of information provision	Local information only	Local, regional and state-wide provision	Local and regional and some state-wide Level 2

**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

<p align="center">Staffing</p>	<p>May be staffed by volunteers</p> <p>Training to include staff induction, customer service and ongoing training for product familiarisation</p> <p>Maintenance of personnel records</p>	<p>A minimum of one full time permanent staff member with appropriate experience</p> <p>Ongoing training and professional development for staff.</p> <p>Training to include staff induction, customer service and ongoing training for product familiarisation</p> <p>Maintenance of personnel records</p>	<p>Two paid part time staff – so equivalent to one full time employee</p> <p>Ongoing training and development opportunities provided to employees</p> <p>Both VIC Officers signed up to traineeships</p> <p>Personnel records on paid staff</p> <p align="center">Level 2</p>
<p align="center">Management Plan</p>	<p>Operates in accordance with both Business Plan and Operations Manual and with guidelines set up by the endorsing Level 1 or 2 AVIC of Local Council</p>	<p>Operates in accordance with a Business Plan and Operations Manual</p>	<p>Will need its own business plan and operations manual</p> <p align="center">Level 3</p>
<p align="center">Application Requirements</p>	<p>Application must be endorsed by a local Level 1 or 2 AVIC or local Council</p> <p>Requires the submission of a Business/Marketing Plan relevant to Visitor Information Centre component of the business</p>	<p>Application direct from the Visitor Information Centre to the Accredited Visitor Information Centre Network Secretariat.</p> <p>Requires the submission of a Business/Marketing Plan relevant to Visitor Information Centre component of the business</p>	<p>Currently endorsed by Bogan shire Council.</p> <p>Would need to be endorsed directly by Accredited Visitor Information Centre Network Secretariat</p> <p>Work with Consultant on development of business/marketing plan</p> <p align="center">Level 3</p>
<p align="center">Annual accreditation fees</p>	<p align="center">\$385 (incl. GST)</p>	<p align="center">\$880 (incl. GST)</p>	<p align="center">Level 3</p>

To assist with the Accreditation review process, Council has had discussions with an Economic Development consultant, liaised with The Tourism Group and is currently developing a Business Plan in readiness for the audit in 2017.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Staff are also redesigning the sign in book at the VIC in order to collect more data and information on tourists coming to the area. This information will assist with the Business Plan, Council's priorities list and reviewing our advertising spends.

The number and range of Information Guides covering a broader area of NSW has been increased. This is also one aspect that is required to be addressed in order to be eligible for Level 3 accreditation.

Council staff have contacted The Tourism Group regarding their scheduled audit of all NSW VICs over the coming 9 months. We are awaiting an earlier date for our audit visit. At the time of writing, the current date set aside is May 2017.

2.4 Recommendation

1. That the Operational Report for the Visitor Information Centre be received and noted.
2. That Council develop a Business/Marketing Plan and Operations Manual following which the General Manager makes application for Level 2 Accreditation for the Nyngan Visitor Information Centre.
3. That the necessary funds for this be committed at the second budget review.

3 INTEGRATED PLANNING AND REPORTING - 2017/18

Summary:-

The purpose of this report is for Council to:

- 1. Note certain key dates for the 2017/18 Integrated Planning and Reporting process, and*
- 2. Adopt a Community Engagement Policy for engagement with the local community in developing and reviewing the Community Strategic Plan.*

3.1 Introduction

The purpose of this report is for Council to:

1. Note certain key dates for the 2017/18 Integrated Planning and Reporting process, and
2. Adopt a Community Engagement Policy for engagement with the local community in developing and reviewing the Community Strategic Plan.

3.2 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 Strategy and Policy (Part 3 of Resourcing Strategy)
- Asset Management Plans and Policy
- A Disability Inclusion Action Plan.

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.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

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.

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

- Discussion with Nyngan High School SRC
- Engagement with all Primary Schools through creative expression
- Discussion with Nyngan Community Services Action Group
- Engagement with key State Agencies represented in Nyngan (Health, Local Land Services, Education, Family & Community Services, Police and emergency services)
- Public workshop for the whole community
- Engagement with Council staff
- Workshop with Councillors

This process needs to be completed in March with Council approving the Community Strategic Plan for exhibition at its meeting on 23 March 2017.

Starting in January 2017, Council staff will prepare the various supporting Plans, Strategies and Policies referred to in the Background to this report for consideration by Council.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

The following key dates are relevant:-

Date	Business
Thursday, 9 February 2017	OROC Asset Management Workshop for Councillors
Wednesday, 1 March 2017	Public Workshop for Community Strategic Plan
Thursday, 9 March 2017	Community Strategic Plan Workshop for Councillors
Thursday 23 March 2017	Council Meeting approve exhibition of Community Strategic Plan
Thursday, 27 April 2017	Council Meeting approve exhibition of Delivery Program
Thursday, 27 April 2017	Council Meeting adopt Resourcing Strategy
Tuesday, 2 May 2017	Budget Workshop for Councillors
Thursday, 11 May 2017	Extraordinary Council Meeting approve exhibition of Operational Plan & Budget
Thursday, 22 June 2017	Council Meeting adopt Operational Plan & Budget

3.4 Attachment

Community Engagement Strategy.

3.5 Recommendation

That Council:

1. Notes the key dates for the 2017/18 Integrated Planning and Reporting process,
2. Adopts the Community Engagement Strategy for engagement with the local community in developing and reviewing the Community Strategic Plan.

4 HIGHWAY SIGNAGE

Summary:-

The purpose of this report is for Council to consider waiving the annual fee for any business owner voluntarily agreeing to the removal of unauthorised signs situated along the highway corridor at the entrances to Nyngan.

4.1 Introduction

The purpose of this report is for Council to consider waiving the annual fee for any business owner voluntarily agreeing to the removal of unauthorised signs situated along the highway corridor at the entrances to Nyngan.

4.2 Background

At its meeting on 26 June 2014, Council resolved (209/2014) the following:-

- 1. To advise owners / apparent owners of existing highway signage on public land that the existing signs are to be removed by Council and may be replaced by signs on the Information Bays, and*
- 2. An annual fee be levied on all advertisers in addition to the initial cost of the signage.*

4.3 Discussion

By providing a concentrated advertising space for businesses at the newly installed Tourist Information Bays, Council is able to offer an alternative to the clutter of advertising signs alongside the highway – particularly on the Sydney side of town. Roads and Maritime Services has consistently highlighted to Council that there is too much signage in these areas, which is considered a distraction to drivers and consequently a potential hazard. It also provides an opportunity for other businesses to advertise.

Council will need to determine an Annual Fee for the maintenance and upkeep of the signs at the Tourist Information Bays. The advertising signs will be placed on the existing structure erected by Council and will be available to businesses in the following sizes:-

1200mm x 1800mm

1200mm x 1200mm

900mm x 1800mm

4.4 Recommendation

1. That Council charge an Annual Fee of:-

\$100.00 for 1200mm x 1800mm

\$75.00 for 1200mm x 1200mm

\$50.00 for 900mm x 1800mm

for the maintenance and upkeep of the promotional business signs at the Tourist Information Bays.

2. That Council waive the Annual Fee for the first two (2) years for any business owner agreeing to have new signs erected at the Information Bays whilst voluntarily agreeing to have their unauthorised sign removed from along the highway corridor at the entrances to Nyngan.

5 BICENTENNIAL WALL AND CERAMIC MURAL

Summary:-

The purpose of this report is to update Council on the restoration and reinstatement project for the Bicentennial Wall and Ceramic Mural.

5.1 Introduction

The purpose of this report is to update Council on the restoration and reinstatement project for the Bicentennial Wall and Ceramic Mural.

4.2 Background

The Bicentennial Wall and Ceramic Mural was badly damaged on 17 March 2016, with a section of the wall being completely knocked over.

At its meeting held on 24 March 2016, Council resolved that the Wall and the Ceramic Mural should be reinstated given its significance to the Bogan Shire community and out of respect for those people who participated in the design and carving of their family's tile.

4.3 Discussion

Council has been in contact with the artist Peter Zanetti, who was part of the original team that worked on the project with local artist Will Marr. He has agreed to oversee the restoration of the wall and mural and provided Council with a restoration schedule that includes the following:-

Stage One

Artist / Project Manager to undertake the following tasks and manage the process of remaking the mural tiles:-

- Catalogue damaged tiles;
- Retain broken tiles to assist with reconstruction;
- Pack and store salvaged tiles;
- Technical preparation – redraw tile templates so mural elements of district map and rain chart are correctly located;
- Contact those who originally participated, asking if they would like to attend tile remaking workshop in Nyngan; and
- Start communication campaign in January 2017 once project is agreed to.

Stage Two

Undertake ceramic work including:-

- Purchase raw clay;
- Manufacture (cut, press and mould) raw clay tiles by hand;
- Bisque firing and drying of carved tiles; and
- Glazing and firing of tiles to match original tiles

Stage Three

Reconstruction:-

- Organise re-carving of raw tiles using mural templates;
- Carving to be undertaken (by existing owners where practical);
- Drying and firing of tiles; and
- Work with trades to ensure appropriate installation of tiles onto the wall.



**Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Peter will meet with Council staff in the New Year to discuss the project, which is expected to commence in the cooler months to accommodate the working properties of the clay tiles. He has requested a formal agreement or a memorandum of understanding before officially commencing the project – which will involve the hire of two local artists, Will Marr and Anna Smith.

It has been suggested that Peter hold two or three tile making workshops in winter and autumn as this weather has the best conditions for handling raw clay, making the tiles and operating a kiln.

4.4 Recommendation

That the Bicentennial Wall and Ceramic Mural restoration and reinstatement report be received and noted and the General Manager work with Peter Zanetti to undertake the necessary work to complete the project.

Debb Wood
Manager People and Culture



Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

REPORT TO THE ORDINARY MEETING OF COUNCIL – CORPORATE SERVICES

Mayor and Councillors

The following reports are submitted for consideration:-

1 BANK RECONCILIATION

Summary:-

The report is to present the reconciliation of Council's Cash Book, Bank Statements and Ledger Bank Account as at 30 November 2016.

1.1 Introduction

The purpose of this report is to present the reconciliation of Council's Cash Book, Bank Statements and Ledger Bank Account as at 30 November 2016.

1.2 Background

The presentation of the reconciliation of Council's cash book, bank statements and ledger bank accounts is not a requirement of any Act, however historically it has been provided for the information of Councillors.

Bank Reconciliation for November 2016

Council General Fund

Bank Statement Balance	\$	100,000.00cr
Add Deposits not yet receipted	\$	18,022.07cr
Less Unpresented Payments	\$	7363.00dr
Balance as per Council	\$	110,659.07cr

Represented by the following in Council Ledgers

Account		
19001.8000.8000	\$	110,659.07cr
Difference	\$	0.00



Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

1.3 Recommendation

That the Bank Reconciliation Report as at 30 November 2016 be received and noted.

2 INVESTMENTS NOVEMBER 2016

Summary:-

The report is to outline the performance of Council's Investment Portfolio for the month of November 2016.

At the 30 November 2016 Council had \$11.6 million invested. There has been an increase of \$573,648 to Council's investments since the October 2016 report due to receiving the second quarter FAG Grant instalment, R2R quarterly payment, RMCC outstanding claims received and Council's second instalment of rates being payable.

2.1 Introduction

The purpose of this report is to outline the performance of Council's investment portfolio for the month of November 2016.

2.2 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.

2.3 Discussion

The Investment Report for November 2016 is shown below. At the 30th November 2016 Council had \$11.6 million invested. There has been an increase of \$573,648 to council's investments since the October 2016 report due to receiving the second quarter FAG Grant instalment, R2R quarterly payment, RMCC outstanding claims received and Council's second instalment of rates being payable. 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.

**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Investment Movements for November 2016

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

Bogan Shire - Investment movements for November 2016							
REF	Source	Maturity	Days	% rate	Interest	Bal 30/10/2016	Bal 30/11/2016
3204	NAB	11-Jun-17	270	2.650%	19,603	1,000,000.00	1,000,000.00
1203	NAB	17-Mar-17	180	2.650%	13,068	1,000,000.00	1,000,000.00
4608	NAB	1-Mar-17	180	2.650%	26,137	2,000,000.00	2,000,000.00
7985	NAB	08-Aug-17	365	2.850%	79,800	2,800,000.00	2,800,000.00
516	NAB	29-Aug-17	365	2.760%	27,600	1,000,000.00	1,000,000.00
6894	NAB Professional Funds		At Call	1.900%		3,311,825.13	1,885,473.74
3001401	BANKWEST		At Call	2.000%			2,000,000.00
	Balance securities held					11,111,825.13	11,685,473.74
	Ledger Balance					11,111,825.13	11,685,473.74
	Summary by institution						
	BANKWEST						2,000,000.00
	NAB					11,111,825.13	9,685,473.74
						11,111,825.13	11,685,473.74

2.4 Recommendation

That the Investments Report for November 2016 be received and noted.

3 SUMMARY OF RATES & ANNUAL CHARGES COLLECTION

Summary:-

The report is to provide a comparison of rate collections as at 30 November, 2016, with the same period last year.

Total arrears have increased from \$264,905 at the 30 November 2015 to \$268,252 as at 30 November this year.

Council has stepped up its debt collection processes to reduce these arrears in line with Council's Debt Collection Policy.

3.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 30 November, 2016, with the same period last year.

3.2 Discussion

This report is provided for the information of Councillors.

Rate Collections	2016-2017	2015-2016
Arrears Prior to 01/07/2016	268,252	264,905
First Instalment Outstanding as at 30/11/2016	52,153	42,000
Second Instalment Outstanding as at 30/11/2016	208,895	196,485
Third Instalment Outstanding as at 30/11/2016	935,576	929,259
Fourth Instalment Outstanding as at 30/11/2016	955,873	940,796
Total Arrears	529,300	503,514
Total Outstanding	2,420,749	2,373,445
Monthly Transactions		
Amount Levied & B/Fwd	5,004,251	4,956,742
Add: Adjustments	5,058	704
Less: Payments to end of November	-2,509,975	-2,505,963
Less: Rebates	-81,498	-81,053
Add: Postponed	2,913	3,015
Gross Total Balance	2,420,749	2,373,445
Arrears of total amount levied %	11%	11%



**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Total arrears have increased from \$264,905 at the 30 November 2015 to \$268,252 as at 30 November this year. They have however still decreased from last months figure of \$274,471.

Council has stepped up it's debt collection processes to reduce these arrears in line with Council's Debt Collection Policy.

Each instalment amounts to approximately \$1,251,000
(Total Rates, Waste, Water & Sewer Access Charges)

Council has collected \$4,012 more than at the same time last year.

4% of rates were unpaid on the first instalment.

17% of rates were unpaid on the second instalment.

3.3 Recommendation

That the Rates and Annual Charges Collection Report as at 30 November 2016 be received and noted.

4 REVISION OF COUNCIL'S INVESTMENT POLICY – FIN002

Summary:-

- *The purpose of this report is to review Policy FIN002 Investment Policy.*
- *Investment Policy is one of the most important Policies that Council has.*
- *It has a major effect on how Council invests ratepayers' money from a viewpoint of both risk and return.*
- *A requirement of the Policy is that it be reviewed at least once per year.*

4.1 Introduction

The purpose of this report is to review Policy FIN002 Investment Policy. The Policy was last adopted on 22 October 2015 and is now due to be reviewed.

4.2 Background

The Investment Policy is an important Policy of Council that has an effect on how Council invests ratepayers' money from a viewpoint of both risk and return.

The objective of this Policy is to govern how staff invests Council's money so as to obtain the highest possible return for a given level of risk.

4.3 Discussion

There is a positive correlation between risk and return when placing investments. Council wants the highest return possible but only at an acceptable level of risk. The Investment Policy governs how much risk Council staff can take when investing Council funds.

The current Investment Policy was adopted in October 2015 in a moderately uncertain economic environment with low interest rates. It allows only conservative investments allowed by the most current investment order that has been issued by the Minister for Local Government.

A requirement of the Policy is that it be reviewed at least once per year.



**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

The economic environment is very similar to one year ago, however the policy has changed a little from the previous one in the following areas.

- A list of approved investments, in line with the Ministerial Investment Order, have been included.
- Council's attitude to risk and investment guidelines strategy has been updated. Diversification Risk has been updated as well. Given the uncertainty and concern surrounding the security of Investments in the wake of the fallout of the Global Financial Crisis, Councils Investment Strategy is based on a conservative approach. This has been based on comparisons with several other Councils policies however this Council is able to amend this to reflect their attitude to risk.
- An Investment Advisor clause has been included.

4.4 Attachment

Council's Investment Policy

4.5 Recommendation

That Council adopt the current Investment Policy FIN002 for 12 months.



Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

POLICY FIN 002

INVESTMENT POLICY





**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Contents

Introduction	53
Objectives	53
Legislative Requirements	54
Delegation of Authority	54
Prudent Person Standard	54
Ethics and Conflicts of Interest.....	55
Approved Investments	55
Prohibited Investments	55
Risk Management Guidelines.....	56
Council's Attitude to Risk.....	56
Investment Advisor	58
Benchmarking.....	58
Reporting and Reviewing of Investments	58
Authority.....	59
Policy Owner / Further Assistance.....	59
Related Information.....	59
Review Date.....	59
Revision History.....	59



**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Introduction

The purpose of this Investment Policy is to provide a framework to assist Councillors, General Managers and the Responsible Accounting Officers of Bogan Shire Council to invest surplus funds, not immediately required for any other purpose, in a prudent and appropriate manner. The Policy establishes limits in which Council officers must operate and determines the general level of risk that is acceptable for monies managed on behalf of the Bogan Shire residents.

Objectives

To provide a framework for the investing of Council's funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return of investment.

- Preservation of capital is the principal objective of the investment portfolio. To prevent any loss to the amount invested, while gaining the most advantageous rate of return with minimum risk. Investments are to be placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.
- Investments are expected to achieve a market average rate of return in line with the Council's risk tolerance.

Legislative Requirements

All investments are to comply with the following:

- Ministerial Investment Order; (Attachment 1) issued 12/1/2011
- Local Government (General) Regulation 2005 (LGGR);
- Local Government Act 1993;

- Local Government Code of Accounting Practice and Financial Reporting;
- Australian Accounting Standards;
- The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14;
- Office of Local Government Circulars.

Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager may in turn delegate the day-to-day management of Council's Investment to the relevant Finance Staff.

Officers' delegated authority to manage Council's investments shall be recorded and they are required to acknowledge they have received a copy of this policy and understand their obligations in this role.

Prudent Person Standard

The investment will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy, **and not for speculative purposes.**

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent advisors are also required to declare that they have no actual or perceived conflicts of interest and receive no inducements in relation to Council's investments.

Approved Investments

Investments are limited to those allowed by the most current Ministerial Investment Order that has been issued by the Minister for Local Government and include:

- Commonwealth/State/Territory Government security eg bonds;
- Interest bearing deposits issued by an authorised deposit-taking institution (ADI);
- Bills of exchange, (< 200 days duration), guaranteed by an authorised deposit-taking institution;
- Debentures issued by NSW Local Government under Local Government Act (1993);
- Deposit with NSW Treasury Corporation (T-Corp) &/or Investments in T-Corp Hour-Glass Facility;

Prohibited Investments

In accordance with the Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash
- Standalone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) for an investment. However, nothing in the policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the expenditure of loan funds.

Risk Management Guidelines

Investments obtained are to be considered in light of the following key criteria:

- **Preservation of Capital** – the requirement for preventing losses in the investment portfolio's capital value;
- **Diversification** - the requirement to place investments in a range of products so as not to be over exposed to a particular sector of the investment market;
- **Credit risk** - The risk that a party or guarantor to a transaction will fail to fulfil its obligations. In the context of this document it relates to the risk of loss due to the failure of an institution/entity with which an investment is held to pay the interest and/or repay the principal of an investment;
- **Market Risk** - the risk that the fair value or future cash flows (Market Value) of an investment will fluctuate due to changes in market prices;
- **Liquidity Risk** - the risk an institution runs out of cash, is unable to redeem investments at a fair price within a timely period, and thereby Council incurs additional costs (or in the worst case is unable to execute its spending plans);
- **Maturity Risk** - the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities.
- **Rollover Risk** – the risk that income will not meet expectations or budgeted requirement because interest rates are lower than expected in future.

Council's Attitude to Risk

All Bogan Shire Council's investments must be made subject to the following minimum constraints:

- All investments must be of "investment grade" credit rating which implies that there is a **better than** "adequate" or "satisfactory" capacity to meet obligations.
- All investments should be dealt through reputable institutions with a Long Term Credit rating of at least "A" or a Short Term Credit Rating of "A-2" unless deposits with the institution are covered by the Government Guarantee. As per Table 1
- All investments must be for a period no longer than the period over which the underlying liability could reasonably be expected to arise.
- Where there is no identified underlying liability the term to maturity of the investments must not exceed 3 years.
- The investment portfolio must be managed in such a way that Council is able to meet its cash flow obligations at all times.
- Preservation of the capital component of all investments must be the highest priority.

Investment Guidelines/Strategy

I. Quotations on Investments

Not less than three (3) quotations shall be obtained from authorised institutions when an investment is proposed.

II. Assessment of Cashflow

Investments should be placed for a term which best suits the cashflow requirements of Council but for no longer than the 2 years prescribed by this policy.

III. Preservation of Capital

a) Credit Risk

There are two types of Credit Ratings; Short- term credit ratings and Long-term credit ratings. N.B. The credit rating is as determined by S&P, Fitch and Moody's.

Short-term credit ratings are an indication of the institutions capacity to meet short term financial commitments, i.e. less than 12 months.

Long-term credit ratings are an indication of the institutions capacity to meet financial commitment over the long term, i.e. greater than 12 months and generally apply to the rating of the institution.

b) Diversification Risk

The following tables represent the maximum allowable investment with any one Financial Institution.

Short Term Investments – Up to 12 months

Long – Term Credit Rating (Institution Rating)	Short – Term Credit Rating	Maximum % of Portfolio	
		<u>With one institution</u>	<u>Per Long Term Credit Rating</u>
AAA Category	A1	50%	100%
AA Category or Major Bank	A1	50%	100%
A Category	A1	15%	30%

Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

Long Term Investments – Greater than 12 months but less than 3 years

Long-Term Credit Rating (Institution Rating)	Maximum % of Portfolio	
	<u>With one institution</u>	<u>Per Long Term Credit Rating</u>
AAA	40%	100%
AA + or -	30%	100%
A + or -	10%	25%

Investment Advisor

An investment advisor may be appointed by the General Manager and they must be licensed by the Australian Securities and Investment Commission. The advisor must be independent and must confirm in writing that they have no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy. Independence includes receiving no commissions or other benefits in relation to the investments being recommended or reviewed, except as fully rebated to Council, promptly. Council will continue to make all decisions in relation to the placement of investments.

Benchmarking

The performance of the investment portfolio shall be compared as follows:

- (a) Cash – 11am Cash rate
- (b) Direct Investments – BBSW Rate: Average Mid - 90 day

Reporting and Reviewing of Investments

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register. The documentary evidence must provide Council legal title to the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register.

**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

A monthly report will be provided to Council. The report will detail the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and market value.

This Investment Policy will be reviewed at least once a year or as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of the policy.

Any amendment to the Investment Policy must be reported to Council at the next Council meeting.

Authority

Council Resolution No.

Policy Owner / Further Assistance

Finance Manager

Related Information

Local Government Act 1993 Investment Order

Review Date

November 2017

Revision History

Date	Description of Change	Sections Affected
26 September 2013	Adopted by Council	All
23 October 2014	Adopted by Council	All
22 October 2015	Adopted by Council	All
15 December 2016	Adopted by Council	All

**Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER

(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the *Local Government Act 1993* and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- (b) any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993* (NSW));
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act 1959* (Cwth)), but excluding subordinated debt obligations;
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

Transitional Arrangements

- (i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.
- (ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12th day of January 2011



Hon BARBARA PERRY MP
Minister for Local Government

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

REPORT TO THE ORDINARY MEETING OF COUNCIL – ENGINEERING SERVICES

Mayor and Councillors

I submit the following report for consideration:-

1 OPERATIONAL REPORT

1.1 Civil Works

Work undertaken during the reporting period from 11 November 2016 to 5 December 2016 consisted of the following:-

- Forming and pouring sections of concrete kerb and gutter in Moonagee and Derrybong Streets;
- Construction of new awning over works depot toilets;
- Forming and pouring new concrete footpath at the corner of Tabratong Street and Cobar Street;
- Forming and pouring new concrete footpath at the new Engineering offices in Nymagee Street;
- Forming and pouring new concrete footpath in Cobar Street near the Palais Theatre;
- Forming and pouring new concrete footings for the new workshop hoist;
- Forming and pouring a new concrete footpath in Flashman Avenue and Hoskins Street;
- Commencing installation of new culverts for the access to new Engineering offices in Nymagee Street;
- Repairs and maintenance to Council's Works Depot in Nymagee Street; and
- Repairs and maintenance at the Showground.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

1.2 Community Facilities

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

- Completing the top dressing and fertilising of Larkin and Junior League Ovals;
- Repairs to the irrigation system at Frank Smith Oval;
- Mowing and maintenance of ovals and reserves;
- Cleaning of town facilities;
- Cleaning and sweeping of the Nyngan CBD;
- Preparing for private functions;
- Cleaning and maintenance of town streets and nature strips;
- Cleaning of town streets gutters and culverts;
- Digging and backfilling of graves; and
- Slashed the 'Albert Priest Channel' access road.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

1.3 Roads

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

No.	Name	Comments
25	Merryanbone Road	Commenced resheeting.
24	Canonba Road	Maintenance grading completed.
82	Pepper Lane	Maintenance grading completed.
	Weir Lane	Maintenance grading completed.
60	Whiterock Road	Maintenance grading completed.
51	Curran's Road	Maintenance grading completed.
49	Temples Lane	Maintenance grading completed.
2	Prior's Road	Maintenance grading completed.
10	Pangee Road	Maintenance grading commenced.
92	Colane Road	Patch grading completed.
461	Condo Cobar Road	Maintenance grading continuing.
66	Day's Road	Maintenance grading commenced.
89	Ski Lane	Maintenance grading completed.
50	Rutherglen Road	Maintenance grading completed.
15	Kallara Road	Maintenance grading commenced.
11	Honeybugle Road	Maintenance grading commenced.
	Nyngan towns streets	Shoulder sealing/resealing commenced.
HW8	Barrier Highway	Resealing continuing.
HW7	Mitchell Highway	Resealing continuing.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

During this reporting period the Jetpatcher has carried out routine maintenance and repairs on the following roads:-

- Canonba Road
- Pangee Road
- Gilgai Road
- Colane Road
- Town Streets
- Yarrandale Road
- Mitchell Highway
- Barrier Highway

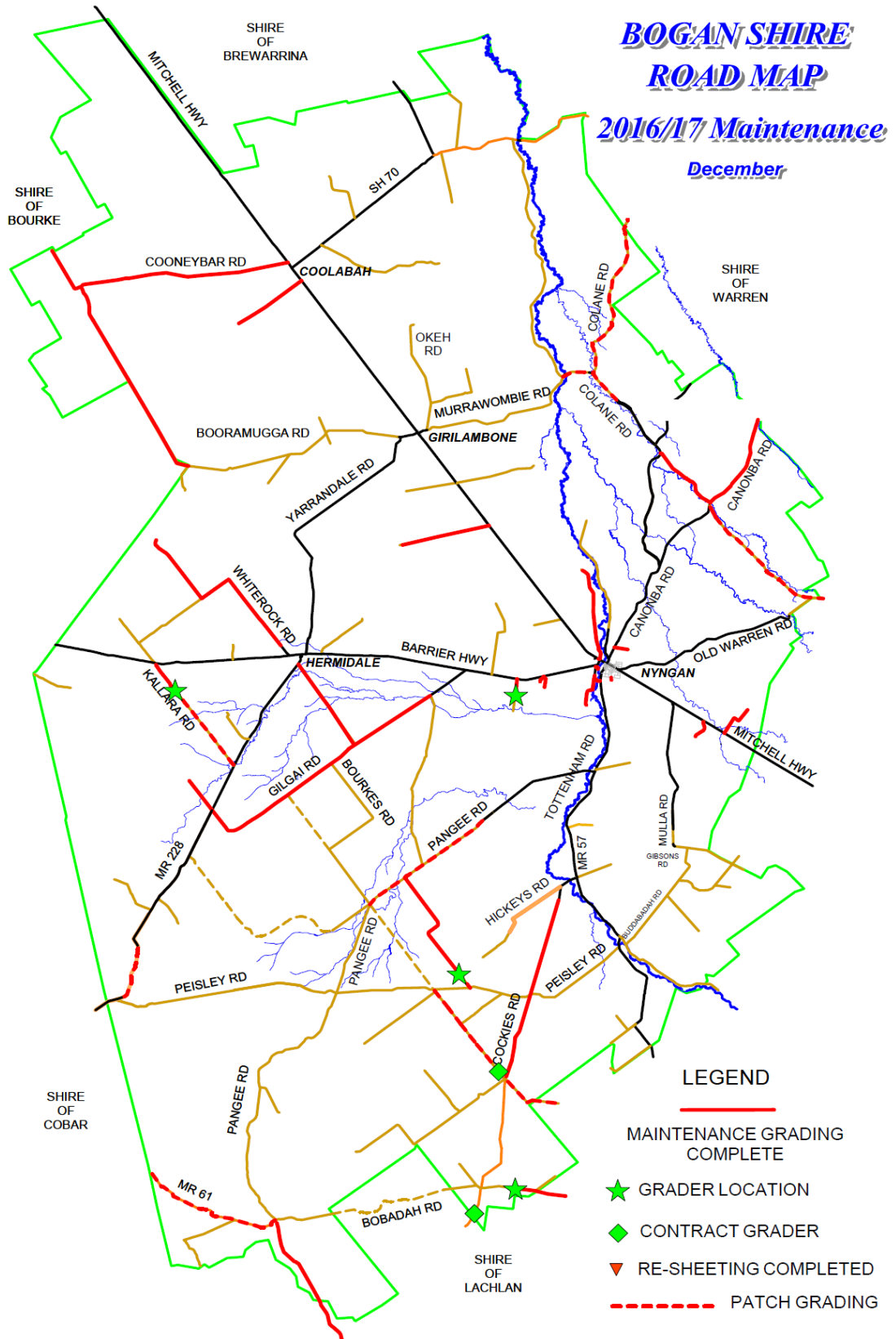
The works program for the remainder of November and the beginning of December includes but is not limited to the following works:-

- Maintenance grading and flood damage repairs on the following roads, Cobar-Condo Road, Curran's Road, Kallara Road, Cockies Road, Gongolgon Road, Hermidale Nymagee Road and Canonba Road.
- Re-sheeting of the following roads Monkey Bridge Road, Tubbavilla Road and Merryanbone Road.
- Commencing flood damage repairs on Cockies Road.
- Heavy patching of damaged sections of Hermidale Nymagee Road & Tottenham Road.
- Commencing construction and sealing of 2km of Hermidale Nymagee Road.
- Continuing to slash the rural roads network.
- Shoulder grading of the Barrier Highways.
- Resealing of the Mitchell and Barrier Highways.
- Shoulder grading on the Mitchell Highway Coolabah.

1.4 Recommendation

That the Operational Report, including Civil Works, Community Facilities and Roads, for the reporting period 11 November 2016 to 5 December 2016 be received and noted.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**



Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016

2 TRAFFIC COMMITTEE MEETING RECOMMENDATIONS

Summary:-

- A Traffic Committee Meeting was held on Wednesday 23 November 2016.
- Issues discussed included: Parking at the Nyngan Post Office and the dangerous condition of a section of the Mitchell Highway east of the Albert Priest Channel.

2.1 Introduction

The purpose of this report is to present the discussions of the Traffic Committee meeting held on Wednesday 23 November 2016 and for Council to consider their recommendations.

2.2 Background

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

2.3 Discussion

The following issues were discussed:-

Post Office Parking

This item was referred to the November Council Meeting, the day after the Traffic Committee Meeting, to allow the problem to be resolved quickly. The information is repeated here with attached comments from Australia Post.

The parking arrangements for the mail truck at the Nyngan Post Office are continuing to cause a problem for some members of the community. The Post Office proprietor has written to Council to request a review of the mail zone parking times at the Nyngan Post Office.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

The location of the mail zone does not seem to be an issue but the current length of time required for the mail zone is the problem. The current Mail Zone times are 6:30AM-7:30AM and 3:30PM-5:30PM Mon – Fri. The busiest time at the Post Office is leading up to mail closing times, which is 4:00PM Mon-Thurs and 5:00PM on Friday. Customers are presently parking illegally especially between 3:30PM and 4:00PM Mon - Thurs and 3:30PM and 5:00PM on Fridays. They are also illegally parked when going to the Post Office between 4:30PM and 5:00PM Mon to Thurs after the mail truck has gone.

As the mail truck is normally only at Nyngan for a 15 min period it has been suggested that a compromise may be made with the times to reflect the actual time the customer parking restrictions are required. The Post Office proprietor has requested the afternoon times be changed to 3:50 PM - 4:10 PM Mon - Thurs and 4:50 PM - 5:10 PM on Fridays.

One of the drivers has marked on the kerb the length they need for parking and the Post Office Manager and I both agree that we need to provide a little more space to allow an easier departure for the truck.

The mail contractor has agreed to amending the afternoon times to 3:45 to 4:15 Mon - Thurs and 4:45 - 5:15 Fridays. The Post Office has put a sign on their front counter to advise customers of the above mail zone times to help ensure there are no vehicles in the mail zone when the truck arrives.

The mail contractor has indicated that that their drivers may not collect the mail from the Nyngan Post Office if they cannot park in the allocated area at the required time and the Highway Patrol has also noted that the mail truck is also required to park legally as well.

Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016



The area marked in green above was recommended by the Traffic Committee (23/11/16) to be changed to parallel parking with a timed mail zone.

Council resolved to support the recommendation of the Traffic Committee Meeting and change the arrangements for the mail truck as per the above diagram.

Following the Council meeting, I emailed the Depot Manager of Doble Express Transport (mail contractor) to advise him of the decision to relocate the mail loading zone. He telephoned to advise me of his concerns and then contacted Australia Post who then emailed the attached letter, outlining the issues they have with moving the mail loading zone from its current location.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**



CENTRAL WESTERN OPERATIONS

9 – 11 Coventry Street
KELSO NSW2705

Telephone: 02 6330 4800
Facsimile: 02 6330 4805
australiapost.com.au

30 November 2016

General Manager
Bogan Council
Nyngan NSW 2825

RE: Post Office Loading Zone

I refer to a proposal under consideration by Bogan Council to alter loading zone arrangements in front of Nyngan Post Office.

As I understand it a proposal had been put forward by the Licensee of Nyngan PO to alter the applicable parking times for the loading zone at the PO each afternoon to 3:50 PM - 4:10 PM Mon - Thurs and 4:50 PM - 5:10 PM on Fridays.

I see a sensible compromise to this being 3:45 to 4:15 Mon -Thurs and 4:45 - 5:15 Friday. As opposed to the current times that span 2 hours each afternoon.

It has also been noted the proposal from a third may be to move the zone from directly in front of the Post Office and relocate slightly toward the fire station, whilst this change may seem minor it can add considerable issues to the drivers operation,

- Reduced security of product on the vehicle whilst walking the additional distance in unloading.
- Increased manual Handling risk with longer distance from the truck to the Post Office.
- Added work fatigue prior to the drive to Cobar.

Overall the above will add varied time to the drivers unloading task at Nyngan which in turn adds to his work hours and will impact the timing of his required rest break times as per Chain Of Responsibility and driver fatigue legislation therefore arrival at his further destinations of Hermidale and Cobar may be delayed.

Overall whilst the reduced loading zone times appear fair we would oppose the moving of the loading zone from its current location.

Your consideration is much appreciated

Yours sincerely,

Brett Corby
Manager
Network Operations

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Condition of Mitchell Highway East of the Albert Priest Channel

Alan Bridge from the local Highway Patrol reported that he had stopped a B Triple who was travelling at 80km/hr because the rear trailer was swinging a significant distance left and right. It was his opinion that this could have caused a major accident if another truck was passing in the opposite direction.

Council has been concerned about the safety of this section for some time. The pavement is narrow and deformed and is very difficult for trucks to negotiate safely.

This issue was then brought up at the Council meeting on 24 November 2016 with some Councillors having similar stories relating to the hazards of driving this section of highway.

Council resolved to make urgent representation to RMS and the Minister for Transport concerning the condition, safety and dangerous section of the Mitchell Highway east of the Albert Priest Channel.

2.4 Attachment

Response from RMS.

2.5 Recommendation

For Council's consideration

Graeme Bourke

Manager Engineering Services



**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 15 December 2016**

Hi Graeme,

Great talking to you today.

As discussed, RMS are aware of the issues raised by council. Western Plains RMD are carrying out a pavement rehabilitation project on segment 2600 early 2017. This rehab was initially programmed for November but our resources were directed to flood remediation works on the Newell Hwy. We have completed development on the Buddabadah Rehabilitation project and this is programmed for construction late in the financial year (around April dependant on progress on other projects).

I'm going to inspect this length of road next week. Based on reports, warning signage and a temporary speed limit reduction may be appropriate in the worst sections.

Regards,

Ben Gibson
A/ District Works Manager
Regional Maintenance Delivery | Asset Maintenance
T 02 6841 4720 M 0428 620 550
www.rms.nsw.gov.au
Every journey matters

Roads and Maritime Services
28 Hampden Street Dubbo NSW 2830

**Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

REPORT TO THE ORDINARY MEETING OF COUNCIL – DEVELOPMENT AND ENVIRONMENTAL SERVICES

Mayor and Councillors

I submit the following reports for consideration:-

1 DEVELOPMENT APPLICATIONS

1.1 Introduction

Four (4) Development Applications have been approved since Council's November 2016 Meeting.

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2014/001	Dr Ryan Heggie	Canonba Road, NYNGAN	Hangar	64,000	Applicant advises that the DA will continue subject to lease negotiations
2016/015	WR Nominees	Lot 101 Lawlor Street, NYNGAN	Change of Use	15,000	Further information required from applicant regarding Fire Safety Compliance
2016/016	Terry Lyons	Lot 2 DP 939430 Nyngan Street, Hermidale	Refurbishment of shed and extension	100,000	Additional information required from applicant.
2016/022	AGL c/- David Bloomfield	876 Barrier Highway, Nyngan	Viewing Platform for Solar Farm	350,000	1 submission received. Placed on hold until negotiations with objector and applicant are completed.
2016/025	Ms E Carter	Barrier Highway, Nyngan	Rural Dwelling	500,000	Approved.
2016/029	Mr Z Waterhouse	74 Bogan Street, Nyngan	Shed	20,000	Approved.
2016/030	Mr PW Pearce	64 Hoskins Street, Nyngan	Additions and Alterations to Dwelling	40,000	Under Assessment.

**Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

2016/031	Mr KD Murphy	50 Oatley Street, Nyngan	Shed	50,000	Under Assessment.
2016/032	Cunningham Homes	Lot 6 Flashman Ave, Nyngan	Transportable Dwelling	208,891	Approved.
2016/033	Cunningham Homes	33 Dandaloo Street, Nyngan	Transportable Secondary Dwelling	41,000	Under Assessment.
2016/034	Thomas Waterhouse	'Red Blair' Nyngan	Shed	20,000	Approved.
2016/035	G & J Martin	27 Cannonbar Street, Nyngan	Shed	16,000	Recently lodged.
2016/036	Taylor Made Buildings	1881 Hermidale – Nymagee Road, Hermidale	Transportable Dwelling	121,580	Recently lodged.

1.2 Recommendation

That the Development Applications Report since Council's November Meeting be received and noted.

2 OPERATIONAL REPORTS

2.1 Introduction

The purpose of this report is to outline the key works undertaken since Council's November 2016 meeting by the Parks and Gardens Team and the Noxious Weeds Officer.

2.2 Discussion

Key works that have been undertaken by the Parks and Gardens Team consisted of the following:-

- Routine maintenance duties including watering, whipper snipping, mowing, litter removal, and edging of O'Reilly Park, Lions Park, Davidson Park, Heritage Park, Vanges Park, Centennial Park, Teamsters Rest, Nyngan Cemetery and the Early Learning Centre.
- Adjustments made to the sprinkler system enabling automatic timing at the Early Learning Centre.
- Significant manual watering undertaken including to Heritage Park Stage 2.

Key works that have been undertaken by the Noxious Weeds Officer consisted of the following:-

- Weed spraying of the Nyngan Cemetery and outlying area.
- Spraying of blue heliotrope on the Barrier Highway.
- Spraying of blue heliotrope on Gilgai Road.
- Spraying of town laneways, No.1 Oval bitumen area and bike track.
- Spraying of all bitumen areas of the showground, toilet block and arena.

2.3 Recommendation

That the Operational Report, including Parks and Gardens, and Noxious Weeds, since the November Council meeting be received and noted.

3 PROPOSED AMENDMENT TO THE BOGAN DEVELOPMENT CONTROL PLAN 2012 FOR OUTBUILDING HEIGHT AND SIZE

Summary:-

- The report is submitted for Council is to consider a review to the Bogan Development Control Plan 2012 to include amendments to the current heights for sheds on residential land greater than 2,000sqm under the plan.
- As there is no Council meeting scheduled for January 2017, it is requested to delegate the responsibility of the plan amendments to the General Manager and Mayor prior to placing the amended plan on public exhibition. A report will then be presented to Council in February 2017 with the final plan for adoption along with any submissions, if received.

3.1 Introduction

The purpose of this report for Council is to consider a review of the Bogan Development Control Plan. The review is based on the number of enquiries received by Council regarding sheds being constructed on large acreage blocks (greater than 2,000sqm) zoned Residential R1 or R5 that would not currently comply with the Bogan Development Control Plan 2012 in terms of the height of the building.

3.2 Discussion

The current Development Control Plan 2012 provides the following maximum height for outbuildings, carports and detached garages (page 12 of the Plan):

1. Maximum height to the eave of 3.2m;
2. Maximum height of 3.6m to peak of roof or;
3. Match house roof pitch.

**Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 24 November 2016**

Additionally, the Plan provides on page 11 (Table 1) that Outbuildings must not be greater than the following in size (including if there are existing shed on the land):

Zone	Size	Cumulative Outbuildings
R1	100sqm	175sqm
R1 >2000sqm	160sqm	235sqm
R5	200sqm	300sqm
RU1	Not specified	
RU5	100sqm	175sqm

On two (2) occasions in 2016, Council has received development applications for sheds on larger acreage blocks of land whereby the plans have shown significant variations to the above maximum allowable height, along with greater floor areas than permitted for a single shed under the Plan. This included a large shed within Flashman Avenue which proposed to vary the above maximum height to the roof peak by 72% and was notably an 'industrial' style kit shed. This application was refused by Council in June 2016.

A second application, which has not yet been determined, proposes to vary the current plan by 24.3% to the roof peak, 12.5% to the eaves, 35% to the floor area (size) and is proposed on a large block greater than 2,000sqm in Oatley Street.

Notwithstanding such development applications since commencement of the current Plan, a number of enquiries are received by Council for the construction of sheds and it is suggested that a height of somewhat more than 3.2m to the eaves could be permitted for acreage style R1 >2000sqm residential blocks.

The only mechanism to alter the current maximum height of outbuildings and limit the need for further reports to Council on the matter, is to amend the current Development Control Plan 2012 and reconsider the maximum allowable height for such development proposals into the future.

**Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 24 November 2016**

3.4 Recommendation

That:-

1. Council review the Bogan Development Control Plan 2012 and amend the current maximum outbuilding size and height.
2. Council delegate the Plan review to the General Manager and Mayor and permit the amended plan to be placed on public exhibition for 28 days with a further report presented to the February 2016 Council Meeting in order to adopt the Plan (or make any further amendments as required post exhibition).

Ty Robson

ACTING MANAGER OF DEVELOPMENT & ENVIRONMENTAL SERVICES

PRECIS OF CORRESPONDENCE

1 LOCAL GOVERNMENT REMUNERATION TRIBUNAL

Attached is a copy of correspondence received from the Local Government Remuneration Tribunal advising the Tribunal has commenced its review for the 2017 annual determination. The Tribunal has examined the list of existing and new Councils and intends to revise the existing categorisation model for the purposes of determining fees and is yet to finalise the criteria for classifying Councils into the proposed metropolitan and non-metropolitan categories. The Tribunal is calling for submissions from individual Councils in respect to the proposed categorisation structure, criteria, and appropriate classification for their individual Council and any general matters as part of this annual review. The submission to be received by 30 January 2017.

1.1 Recommendation: For Council's Consideration.

2 FLOOD DAMAGE FUNDING

Attached is a copy of an email from RMS announcing additional Flood Damage to Western Region Councils, Bogan, Brewarrina, Cobar, Narrabri and Weddin. Council will receive \$500,000 towards repairs for local infrastructure. This funding is separate from the disaster funding that Councils are able to access for short and longer term repairs through the existing NDRRA arrangements.

2.1 Recommendation: That the information received from RMS announcing additional Flood Damage to Western Region Councils, Bogan, Brewarrina, Cobar, Narrabri and Weddin be received and noted.

3 AURELIA METALS LTD

Attached is a copy of correspondence received from Aurelia Metals Ltd regarding increased truck movements from the Hera Mine to the Hermidale rail siding. The company is seeking approval for an additional 4 truck movements (ie an additional two loads of concentrate per day) to and from the Hera Mine to the Hermidale rail siding along the existing route limited to daylight hours. This would increase the maximum truck movements to 8 per day (ie 4 trucks to and from the Hera Mine) averaged over a calendar month. The Company currently makes annual contributions to the Bogan Shire Council of \$20,000 for road maintenance and repairs. Also attached is a copy of an approval email from RMS advising RMS will not object to the proposed increase number of mine haulage movements at Hermidale from 4 to 8 per day.

Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016

3.1 Recommendation:

That Council do not object to the proposal of Hera Resources Pty Ltd to increase the number of mine haulage movements on the Hermidale – Nymagee Road from 4 to 8 movements per day.

This agreement is subject to haulage movements occurring during daylight hours only and Hera Resources Pty Ltd committing to annually reviewing the condition of the sealed section of the road in conjunction with Council.

4 MINISTER FOR ROADS, MARITIME AND FREIGHT

Attached is a copy of correspondence received from Duncan Gay MLC, Minister for Roads, Maritime and Freight advising Council will receive \$500,000 funding relief from the NSW Government to fix local roads devastated by floodwater. The funding will be administered by RMS and has already been received by Council.

4.1 Recommendation: That the correspondence received from Duncan Gay MLC, Minister for Roads, Maritime and Freight advising Council will receive \$500,000 funding relief from the NSW Government to fix local roads devastated by floodwater be received and noted.

5 WILLIAM CARTER

Attached is a copy of correspondence received from William Carter requesting Council to agree to transfer state roads encompassing the eastern, western and southern boundaries of lot 8 DP724628 to himself. It is his understanding these roads should have been transferred a number of years ago into Stephen Carter's ownership as compensation for a number of concessions he agreed to at the time of construction of the Neeroc Road, which is a Shire road. It has come to his attention that the crown roads that were meant to be transferred to Stephen Carter were in fact transferred into state roads by Council.

5.1 Recommendation: For Council's Consideration.

6 KATHERINE CARTER

Attached is a copy of correspondence received from Katherine Carter requesting Council to provide to her the reasons for their objection to the Department of Infrastructure (Lands) for her application to purchase Crown Road W390141.

6.1 Recommendation: For Council's Consideration.



**Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

7 WEEKLY CIRCULARS

Weekly Circulars 46/16 to 48/16 are tabled for Council's information. Copies of the Circulars Indices and Summary of Items have been dispatched to Councillors.

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

Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016



Local Government
Remuneration Tribunal

Ref: A3484434

To Mayors/General Managers

COPY

28 November 2016

Dear Mayors/General Managers

I write to advise that the Local Government Remuneration Tribunal has commenced its review for the 2017 annual determination.

Pursuant to s. 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination, by no later than 1 May 2017, on the fees payable to Councillors and Mayors to take effect from 1 July 2017.

The Tribunal notes that the NSW Government has published proclamations under the LG Act to amalgamate a number of council areas and constitute a total of 20 new councils commencing from the date of publication on the NSW legislation website. The Tribunal's 2017 determination will place each of these 20 new councils into a new or existing category. The Tribunal notes that the 20 new councils are currently being run by an Administrator and an interim General Manager until council elections are held in September 2017.

A number of other merger proposals are on hold as a consequence of legal action taken by councils covered by these proposals. The Tribunal may also need to consider the categorisation of further new councils following the conclusion of legal action. Whether any further councils can be considered during the 2017 annual review will depend on the timing and outcomes of the legal process.

The Tribunal notes that the NSW Electoral Commissioner has advised that for any councils created after the end of November 2016, the earliest an election may be held is March 2018. If there is insufficient time for the Tribunal to consider the categorisation of further new councils for 2017, the Minister for Local Government may direct the Tribunal to make a special determination to address these matters prior to the making of the 2018 determination.

**Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

Categorisation

The Tribunal has examined the list of existing and new councils and intends to revise the existing categorisation model for the purposes of determining fees.

The proposed model provides for metropolitan and non-metropolitan councils to be categorised into different groups as follows:

- **Metropolitan**

Five metropolitan categories are proposed. The existing *Principal City* category is proposed to be retained for Sydney City Council and renamed Principal CBD. *Major City* is proposed to be abolished and a new category created for Parramatta City Council. The Tribunal's preliminary thinking is that this category will be titled Major CBD. The existing *Metropolitan Major*, *Metropolitan Centre* and *Metropolitan* categories will be retained for the new and remaining existing councils.

Category	Council	Criteria for inclusion
Principal CBD	Sydney	<i>To be defined</i>
Major CBD	Parramatta	<i>To be defined</i>
Metropolitan Major	<i>To be determined</i>	<i>To be defined</i>
Metropolitan Centre	<i>To be determined</i>	<i>To be defined</i>
Metropolitan	<i>To be determined</i>	<i>To be defined</i>

- **Non Metropolitan**

Four non metropolitan categories are proposed. A new *Regional City* category will be created for Newcastle and Wollongong City Councils. A new *Regional Strategic Centre* category will be created for Central Coast and Lake Macquarie Councils. The existing *Regional Rural* and *Rural* categories will be retained for other new and remaining councils.

Category	Council	Criteria for inclusion
Regional City	Newcastle Wollongong	<i>To be defined</i>
Regional Strategic Centre	Central Coast Lake Macquarie	<i>To be defined</i>
Regional Rural	<i>To be determined</i>	<i>To be defined</i>
Rural	<i>To be determined</i>	<i>To be defined</i>

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council held on 15 December 2016

- **County Councils**

The Tribunal does not intend to make any change to the categorisation of county councils and will retain the existing categories of Water and Other.

Criteria for Categorisation

The Tribunal is yet to finalise the criteria for classifying councils into the proposed metropolitan and non-metropolitan categories.

The Tribunal's 2009 annual determination outlines the characteristics for the existing categories. At this stage the Tribunal intends to adopt a similar approach and will determine descriptors for the proposed categories for the purposes of classifying councils into the categories. Population is likely to remain a determining factor for differentiating categories of councils. The Tribunal will also have regard to the matters prescribed in section 240 of the LG Act.

The Tribunal would welcome submissions from councils on the proposed classification model and the criteria to which the Tribunal should have regard to when determining the categories.

Submissions may also address the proposed titles of each of the categories and suggest alternative titles if appropriate.

The Tribunal would also welcome submissions from councils on the appropriate classification for their individual council.

Fees

The Tribunal will also determine the minimum and maximum fee levels for each category in the categorisation structure.

In accordance with s. 242A of the LG Act the Tribunal is required to apply the Government's public sector wages policy to the determination of ranges of fees for Councillors and Mayors. The public sector wages policy currently provides for a cap on increases of 2.5 per cent.

Section 242A of the LG Act was amended on 30 August 2016 to insert sub-sections (3) and (4), to clarify the intent of the impact of the wages policy on a determination which may change the category of a council. Those amendments make clear that the minimum and maximum fees applicable to the existing categories cannot be increased by more than 2.5 per cent. The Tribunal is however able to determine that a council can be placed in another category with a higher range of remuneration without breaching the government's wage policy. These changes provided the Tribunal with greater flexibility in reviewing fees for existing and new councils.

Any submission you wish to make in regard to the range of fees payable to each category should be made having regard to the Tribunal's obligations under section 242A of the LG Act.

**Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

Submissions

The Tribunal calls for submissions from individual councils in respect to the proposed categorisation structure and fees, as outlined above, and any general matters as part of this annual review.

It is important to note that the Tribunal has a limited period of time to undertake the annual review and the determination is required to be made before 1 May. For that reason any comments the Council may wish to make should be received by no later than 30 January 2017 and should be emailed to catherine.power@psc.nsw.gov.au.

Please note that any material provided to the Tribunal may be made available to any member of the public under the *Government Information (Public Access) Act 2009*.

As part of the annual review the Tribunal will seek to meet with Local Government NSW, as it does each year, to receive a sector wide view on the future direction for local government in NSW.

If you require any further information please email sarah.bradshaw@psc.nsw.gov.au or telephone on 02 9272 6006.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. Lang', with a stylized flourish at the end.

Dr Robert Lang
Local Government Remuneration Tribunal



**Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

Good Afternoon All,

Tomorrow morning an announcement will be made concerning additional Flood Damage funding to be provided to twenty two additional Councils (five of which are from Western Region), affected by flooding in the Central West and Riverina districts.

These additional Councils were declared after the Minister's original announcement in early October, which provided additional funding to those twenty one Councils that were included in the initial Natural Disaster declaration of the 30 August 2016 event.

There will now be an additional twenty one Councils that will receive \$500,000 toward repairs for local infrastructure, while one council which suffered significant impact will receive \$1 million (Weddin Council).

The funding will be administered by Roads and Maritime Services directly to those affected Councils in early December 2016. In Western Region these Councils are Bogan, Brewarrina, Cobar, Narrabri and Weddin.

This funding grant is separate from the disaster assistance funding that Councils are able to access for short and longer term repairs through the existing NDRRA arrangements.

Please inform your General Managers that the Minister will be making this announcement by radio interview sometime tomorrow morning.

Regards

Harley Tom

Regional Local Govt Programs Coordinator
Western Region Asset Management | Journey Management
T 02 6861 1476 M 0488 349 183
E Harley.J.Tom@rms.nsw.gov.au

www.rms.nsw.gov.au

Every journey matters

Roads and Maritime Services

Level Ground 51 - 55 Currajong Street Parkes NSW 2870

**Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**



Bogan Shire Council
81 Cobar Street
Nyngan
NSW 2825

Tuesday 6 December 2016

Re: Increase truck movements from the Hera Mine to the Hermidale rail siding

Hera Resources Pty Ltd (the Company) own and operate the Hera Mine in general accordance with Project Approval 10_0191. The Company is seeking to adjust Condition 37A of Schedule 3 which states:

“The Proponent shall restrict the transport of concentrate to the Hermidale rail siding via the Nymagee-Hermidale Road during daylight hours and limit vehicle movements (entering and leaving the site) to 4 per day, averaged over a calendar month, unless otherwise agreed by the Secretary”.

Due to continuous operational improvements in the processing of concentrate produced at the Hera site, and a possible plant expansion planned for late 2017, this condition will significantly restrict the Company’s ability to transport concentrate in the near future.

The Company is seeking approval for an additional 4 truck movements (i.e. an additional two loads of concentrate per day) to and from the Hera Mine to the Hermidale rail siding along the existing route limited to daylight hours. This would increase the maximum truck movements to 8 per day (i.e. 4 trucks to and from the Hera Mine) averaged over a calendar month.

In discussions with the Department of Planning and Environment, the Secretary is likely to agree to additional truck movements to and from the Hera Mine, if agreement is reached with the Bogan Shire Council and Roads and Maritime Service (RMS). The RMS have agreed to the increase in truck movements (**Appendix 1**).

The Company currently makes annual contributions to the Bogan Shire Council of \$20,000 for road maintenance and repairs.

Does the Bogan Shire Council have any objections to the additional truck movements proposed by the Company? Once agreement is reached with the Bogan Shire Council, a request to adjust Condition 37A, Schedule 3 will be sent to the Secretary seeking additional truck movements.

The Hera Mine General Manager, Scott Ramsay will be available at the Bogan Shire Council Meeting on 15 December 2016 to field any questions. Alternatively, I can be contacted at all times on the details below.

Yours sincerely,



Jonathon Thompson | Environment Advisor
Aurelia Metals Ltd
2 Corporation Place | PO Box 7058 | ORANGE | NSW | 2800
T +61 2 6837 3030 | F 02 6361 4711 | M 0488 065 144
E jonathon.thompson@aureliametals.com | W www.aureliametals.com

2 CORPORATION PLACE • PO BOX 7058 • ORANGE NSW 2800
ASX Code: AMI • ABN: 37 108 476 384

Ph +61 2 6363 5200 Fx +61 2 6361 4711 Em office@aureliametals.com Wb www.aureliametals.com

Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016



Appendix 1. Approval email received from the Roads and Maritime Service.

From: MCINTYRE Andrew R <Andrew.MCINTYRE@rms.nsw.gov.au> on behalf of Development Western <development.western@rms.nsw.gov.au> Sent: Wed 23/11/2016 6:27 PM
To: Scott Ramsay
Cc: Jonathon Thompson; Development Western
Subject: RE: HERA Mine - Concentrate Truck Access to Hermidale Rail Siding Meeting 2/11/16

Dear Scott,

Thank you for your email and for your and Jonathon's time at Hermidale on 3 November 2016.

I confirm that RMS will not object to the proposal to increase the number of mine haulage movements at Hermidale from 4 to 8 movements per day. RMS agreeance to doubling the haulage movements is subject to the haulage movements occurring during daylight hours only and Hera Resources Pty Ltd committing to the following:

- Undertake a road safety audit of the haulage route between the approaches to the Barrier Highway on Nymagee Road and the access to the Hermidale rail siding and provide a copy of the audit to RMS.
- Perform an annual safety review of the truck movements on the Barrier Highway and provide copies of the review to RMS.
- In consultation with RMS, update Hera's Traffic Management Plan and Drivers Code of Conduct to include interaction protocols with the Barrier Highway for concentrate trucks, and;
- Continue to investigate the use of the service road beside the railway track with possible inclusion of this access in future Project Approval Modifications.

Could you please provide contact details for the DPE officer you have been liaising with so I can contact them tomorrow to discuss what is required from RMS.

Regards,

Andrew McIntyre
Manager Land Use Assessment
Network & Safety Management
Western Region
T (02) 6861 1453 F (02) 6861 1414
www.rms.nsw.gov.au

Roads and Maritime Services
51-55 Currajong Street Parkes NSW 2870
PO Box 334 Parkes NSW 2870

Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016



The Hon. Duncan Gay MLC
Minister for Roads, Maritime and Freight
Leader of Government in the Legislative Council

M16/0961

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

Dear Cr Donald 

I am pleased to advise flood ravaged communities across the State will be provided further funding relief of \$11.5 million from the NSW Government to councils to fix local roads devastated by floodwater. This is in addition to the \$13 million in funding relief announced on 6 October 2016.

Bogan Shire Council will receive \$500,000.

NSW Government funding will be administered by Roads and Maritime Services on behalf of Transport for NSW. Funds will be released by Roads and Maritime direct to your Council account.

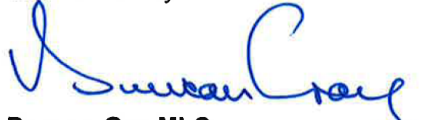
Roads and Maritime will release the funds to Councils in the first week of December 2016.

I recognise this special grant is only the initial funding Councils will require. Councils can access Disaster Assistance funding for short and longer term repairs through the existing NDRRA arrangements.

The NSW Government seeks to work with Council to restore these important community connections as quickly as possible.

Should you require more information, Mr Phil Standen, Regional Manager Western, at Roads and Maritime would be pleased to take your call on (02) 6861 1450.

Yours sincerely


Duncan Gay MLC
30-11-16

BOGAN SHIRE COUNCIL	
FILE	R/N
06 DEC 2016	
ASSIGNEE	

Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016

William Carter

P O Box 152

'Tikkara'

NYNGAN NSW 2825

General Manager

Bogan Shire Council

P O Box 221

NYNGAN NSW 2825

Dear Sir,

I am writing to request that Bogan Shire Council (BSC) agree to transfer state roads encompassing the eastern, western and southern boundaries of lot 8 DP724628 to myself.

Through the Department of Industry (Lands) process for closing crown roads, I have become aware that the roads in question are in fact state roads.

It is my understanding that these roads should have been transferred a number of years ago into Stephen Carter's ownership as compensation for a number of concessions he agreed to at the time of construction of the Neeroc Rd, which is a shire road.

- The then crown roads encompassing Lot 8 DP724628 were the designated access to Lot 31 DP752879.
- My father, Stephen Carter, agreed to provide BSC a more direct route access to Lot 31 DP752879 by providing a chain of his own land, adjacent to the crown road.
- This agreement, which resulted in privately held land being reclassified to shire road, saved BSC from clearing 7kms of heavy timber and 2.2kms of road forming. Saving BSC tens of thousands of dollars.
- As compensation for the loss of land area, it was agreed that the crown roads encompassing Lot 8 would be transferred into his name.

It has now come to my attention that the crown roads that were meant to be transferred to Stephen in lieu of Neeroc Rd concessions were in fact transferred into state roads by BSC.

Regards,



William Carter

7 December 2016

BOGAN SHIRE COUNCIL	
FILE	R/N
08 DEC 2016	
ASSIGNEE	



Precis of Correspondence to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016

Katherine Carter
P O Box 152
'Tikkara'
NYNGAN NSW 2825

General Manager
Bogan Shire Council
P O Box 221
NYNGAN NSW 2825

Dear Sir,

I am writing to you requesting that Bogan Shire Council provide me with the reasons for their objection to the Department of Infrastructure (Lands) for my application to purchase Crown Road W390141.

Regards,

Katherine Carter

7 December 2016

BOGAN SHIRE COUNCIL		
FILE	08 DEC 2016	R/N
ASSIGNEE		



**Grants and Funding to the Ordinary Meeting of
Bogan Shire Council held on 15 December 2016**

GRANTS AND FUNDING

LG Weekly 46/16 – 18 November 2016

NSW EPA Civil Construction Market Pilot Program

Grants of \$20,000 to \$75,000 are available as part of the EPA's Civil Construction Market Pilot Program, to promote the repurposing of construction waste.

LG Weekly 47/16 –25 November 2016

Commonwealth Home Support Program Growth Funding Round

The Federal Department of Health is inviting eligible organisations to apply for funding to deliver targeted Commonwealth Home Support Program services across specific aged care planning regions.

Ordinary Meeting of Council to be held on 15 December 2016 Business Paper Supplementary Information - Precis Item 6

Correspondence from Katherine Carter / William Carter

6.1 Introduction

Following preparation of the Business Paper for the Ordinary Meeting of Council to be held on 15 December 2016, William Carter met with the General Manager. Mr Carter requested that Katherine Carter's letter which had been received earlier that day (and which is contained within the Business Paper as Precis item 6) be replaced by the letter attached to this supplementary document, as Attachment 3, signed by both himself and Katherine Carter.

6.2 Background

The following information is provided to Council for purposes of clarity:

1. The Department of Industry - Lands requested Council's comments on the proposed closure of certain formed and unformed roads shown in the diagram included as Attachment 1 to this supplementary document.
2. Council staff noted that the formed, Shire-maintained road known as Rutherglen Road had not, in the past, been transferred to the Shire as was thought to be the case and was in fact a Crown road.
3. In line with Council policy, Council staff notified Lands that Council objected to the proposed closure of the formed Rutherglen Road as this closure had the potential to land-lock adjoining parcels of land. (Attachment 2).

6.3 Discussion

Council's objection to the proposed closures was limited to that constructed portion of Rutherglen Road maintained by Bogan Shire Council – that is, that red and black hatched section shown on Attachment 1 as passing between Lots 36 and 37 DP752891.

It appears, however, that Lands has taken Council's objection to extend to the other red and black hatched sections – which are unformed roads - shown on Attachment 1 as well, that is:

- Between Lots 20 and 37 DP752891,
- Between Lot 8 DP724628 and Lot 3 DP752879 and
- Between Lot 24 DP752891 and Lots 26 DP752891, 27 DP752891, 7 DP724628

Lands has informed William and Katherine Carter of this objection which has resulted in the letter to Council included as Attachment 3.

The proposed closure appears to also include two other sections of unformed road, shown in yellow and in red as portions of Shire and Crown roads respectively for which no application has been made. There does not appear to be any grounds for objection to these closures.

6.4 Recommendation









1. That Council object to the closure of the formed portion of Rutherglen Road maintained by Bogan Shire Council shown on Attachment 1 as passing between Lots 36 and 37 DP752891.
2. That Council apply to the Department of Industry – Lands to have this portion of road transferred to Bogan Shire Council ownership.
3. That Council provide a clarifying response to the Department of Industry – Lands that Council has no objection to the closure of the other unformed Crown roads shown on Attachment 2 in red and black hatching nor the unformed Shire and Crown roads shown in solid yellow and red respectively on Attachment 1.
4. That Council advises William Carter and Katherine Carter of its objection to the proposed closure of the formed section of Rutherglen Road in line with standing policy not to close formed Shire-maintained roads due to the potential for land-locking of properties. Also, that Council has no objection to the other proposed road closures shown on Attachment 1.





Graeme Bourke
Manager Engineering Services

Proposed Closure of Public Roads
Cluster 563434

LGA: BOGAN
LOCALITY: NYNGAN
PARISH: GILGAI & MIANDETTA
COUNTY: FLINDERS

Legend

	WILLIAM ROBERT CARTER
	OWEN BERNARD CARTER
	KATHERINE MARY CARTER
	RAYMOND LINDSAY DONALD
	THE STATE OF NEW SOUTH WALES
	WILLIAM HOWARD BOOTLE
	WILLIAM HOWARD BOOTLE
	RAYMOND LINDSAY DONALD

	CROWN ROADS UNDER APPLICATION & PROPOSED FOR CLOSURE
	CROWN ROADS NO APPLICATION & PROPOSED FOR CLOSURE
	COUNCIL ROADS NO APPLICATION & PROPOSED FOR CLOSURE
	CROWN LAND



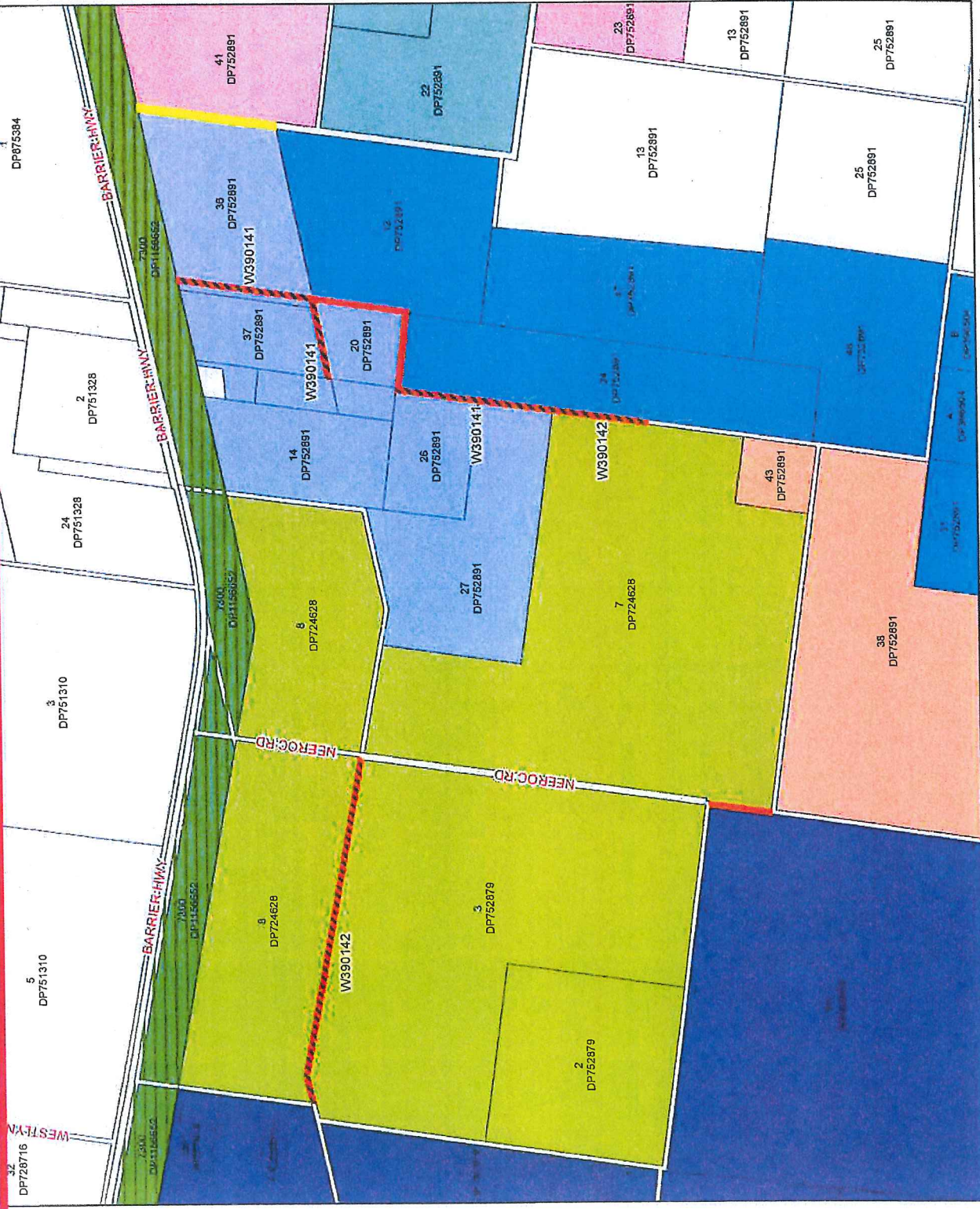
NSW GOVERNMENT

**Department of Primary Industries
 Lands**

Copyright, NSW Department of Primary Industries, Land and Natural Resources, 2015

Case Officer: MATTWATER Date: 17/02/2016 File ref: 16/00715

Diagram for Return



Disclaimer: The information contained in this map has been provided in good faith. Whilst all effort has been made to ensure the accuracy and completeness of this information, the data providers take no responsibility for errors or omissions nor any loss or damage that may result from the use of this information.



"Comfortable Country Living"

18 October 2016

Department of Industry – Lands
Ms Margaret Attwater
Lands Business Centre
P.O. Box 2215
DANGAR NSW 2309

Dear Margaret

RE: DPI FILE REFERENCE: 16/00715 ACCOUNT NO: 563434
CROWN ROAD UNDER APPLICATION & PROPOSED FOR CLOSURE
BETWEEN 36 DP752891 & 37 DP752891

Further to your letter regarding the above matter dated 16 August 2016; Bogan Shire Council would like to object to the closure of the road noted in:

Schedule 1 "Crown roads and unformed Council road at Nyngan, those within and adjoining property known as "Tikkara" located at Rutherglen Rd, Nyngan, and those adjoining and within property known as "Thornleigh" located at Neeroc Road, Nyngan. (File 16/00715 CL563434).

Furthermore, this section of road provides access to property's in that location. Bogan Shire Council request ownership of this road be transferred to the ownership of Bogan Shire Council.

I may be contacted on (02) 68359027, to discuss this matter further.

Yours sincerely

ALISTER QUARMBY
Works Manager
Engineering Department

REMAILED
19.10.16 mjk

BOGAN SHIRE COUNCIL	
FILE	R/N
08 DEC 2016	
ASSIGNEE	

Katherine and William Carter

P O Box 152

'Tikkara'

NYNGAN NSW 2825

General Manager
Bogan Shire Council
P O Box 221
NYNGAN NSW 2825

Dear Sir,

We are writing to you requesting that Bogan Shire Council (BSC) provide me with the reasons for their objection to the Department of Infrastructure (Lands) for my application to purchase Crown Road W390141.

We have on a number of occasions previously requested BSC to assist us in gaining practical access to a landlocked parcel (Lot 30 DP752879) of land. We have been constantly thwarted by BSC over a period of 20 odd years in this process.

BSC minutes 22 June 2006

"it can only be suggested that Council has no interest in taking over more Crown Roads or private land as a public road to extend Neeroc Road."

We have been forced to apply to Department of Infrastructure, Lands to purchase the Crown Road providing access to the above lot in an attempt to gain practical access to it. If successful in our purchase we will have to spend considerable funds to fence, clear and form a road.

We are currently in the process of purchasing Crown Roads on Tikkara and purchasing the aforementioned Road to provide a practical access to Lot 30 DP752879.

I hope that Councillors can appreciate the fury we felt when we were informed that BSC have objected to us closing and purchasing two of the Crown Roads that are contained within Tikkara.

One of these Roads provides access to Mr Raymond Donald and Mr Richard Bootle (Rutherglen Road). A previous error has resulted in this Road being formed approximately 2 kms West of the designated Shire Road which is proposed for closure.

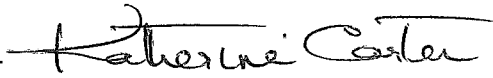
The other Road BSC have objected to us purchasing and have requested that BSC in fact take ownership does not serve as access to anyone.

We are perplexed that BSC seem happy to help others (and in the case of the second Road, no one) in gaining access but have constantly objected to our efforts to gain the same access.

We respectfully request that BSC suspend any decisions on these matters until some clarification becomes apparent

Regards

Katherine Carter



William Carter



7 December 2016