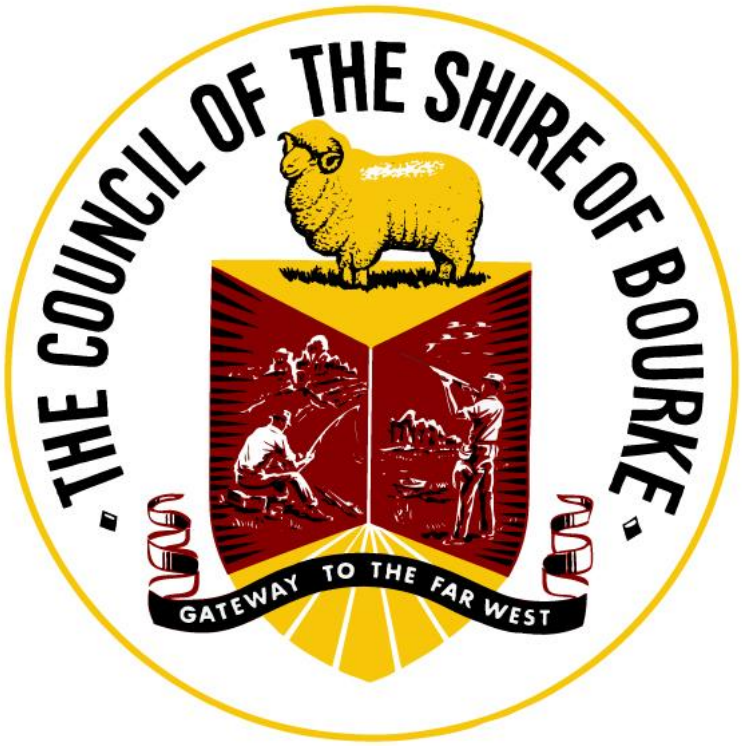


MINUTES
Tuesday, 22nd November 2016

Meeting of Council held at the Council Chambers at
Bourke Shire Council Offices
at 29 Mitchell Street, Bourke NSW 2840

General Manager: Ross Earl

PRESENT

C12.1

Councillors	18/01	12/02 Extraordinary Meeting	22/02	21/03	29/03 Extraordinary Meeting	18/04	23/05	27/06	25/07	09/08 Extraordinary Meeting	22/08	26/09	25/10	22/11
Cr Andrew Lewis	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓ Last Meeting			
Cr Barry Hollman	AP	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cr Cec Dorrington	✓	AP	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	AP	✓
Cr Jack Bennett	✓	✓	✓	✓	A	✓	✓	✓	✓	✓	Last Meeting AP			
Cr Lachlan Ford	✓	AP	AP	✓	✓	✓	✓	✓	✓	✓ 4.36pm	✓	✓	✓	AP
Cr Robert Stutsel	✓	✓	✓	AP	✓	✓	✓	✓	✓	✓	AP	✓	✓	✓
Cr Sally Davis	✓ 9.05am	✓	✓	✓ 9.05am	✓	AP	✓ 9.15am	✓	✓	AP	✓	✓	✓	✓
Cr Sarah Barton	✓	✓	✓	✓	✓	AP	✓	✓	✓	✓ 5.00pm	AP	✓	✓	✓
Cr Stuart Johnson	✓	AP	✓	✓ 9.05am	✓	✓	✓	AP	✓	A	✓Last Meeting			
Cr Victor Bartley	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cr Sam Rice												First Meeting ✓	✓	✓
Cr Ian Cole												First Meeting ✓	✓	✓
Cr John Thompson												AP	First Meeting ✓	✓

Staff

Ross Earl	General Manager
Leonie Brown	Manager Corporate Services
Phil Johnston	Manager Tourism & Development
Mark Gordon	Manager of Roads
Peter Brown	Manager of Works
Dwayne Willoughby	Manager Environmental Services
Kai Howard-Oakman	Executive Assistant/Minutes

OPENING PRAYER

The Mayor opened the meeting with a prayer.

REMEMBRANCE

Council stood in silence in the memory of Dal Carmichael.

APOLOGIES

The General Manager advised that an apology had been received from Cr Ford.

Resolution

501/2016 That the apology from Cr Ford be received and that leave of absence is granted.
Moved Cr Bartley Seconded Cr Dorrington Carried

DECLARATION OF INTEREST

No Declarations of interest were received at the Ordinary Meeting of Council held on Tuesday, 22nd November 2016.

MAYORAL MINUTE

Date	Event	Location
25/10/2016	Council Meeting	
02/11/2016	Interview with ABC Radio Re: Walkden's Bore Teleconference with Marsdens, Kelli Ennever Re: CAPRA Draft Policy	
03/11/2016	Meeting with Peter Mills – CAPRA Meeting with Pat Canty – Nurse Shortage in Bourke	
07/11/2016	Teleconference with Marsdens, Kelli Ennever & David Swan – Swan Environmental Project Management	
9–11/11/2016	Attended National Local Roads & Transport Conference 2016	Toowoomba
	Thank you to Cr Barton for standing in for the Mayor on Remembrance Day 11/11/2016	
15/11/2016	Attend the Bulloo Shire Council meeting with Cr Bartley at invitation of Bulloo Shire CEO	Hungerford
16/11/2016	Carried out General Manager's Performance Agreement with Deputy Mayor, Cr Ford and Christian Morris – Local Government Management Solutions Meeting with Sharon Grierson, RMS – Naming of Rest Areas	Council Chambers
17/11/2016	Town & Villages Committee Meeting	Council Chambers
18/11/2016	Teleconference with Kelli Ennever – Re: CAPRA Draft	

Resolution

502/2016 that the information in the Mayoral Minute be received and noted.
Moved Cr Hollman — Carried

Resolution at 9.15am

503/2016 That Council suspend Standing Orders for the presentation from Council's Auditor, Gary Mottau of Hill Rogers.
Moved Cr Barton — Seconded Cr Davis — Carried

Resolution at 9.46am

504/2016 That Council resume Standing Orders
Moved Cr Davis — Seconded Cr Barton — Carried

Resolution

505/2016 That Council note Cr Bartley's appreciation for all the assistance that was received from Bourke Shire Councillors and staff in relation to the Remembrance Day Ceremony held in Bourke on Friday, 11th November 2016.
Moved Cr Thompson — Seconded Cr Dorrington — Carried

STARRING OF ITEMS

A number of items have been starred for discussion. The Mayor received requests to star additional items to be discussed with the following items being identified.

The recommendations of all items which have not been starred will be adopted by the passing of a resolution.

Report NO	Report Name	Responsible Officer
372/2016	Hit the Ground Running Seminar	GM
511/2016	Tourism & Development	MT&D

Resolution

506/2016 That the recommendations as detailed in the un-starred items in the Agenda for the Ordinary Meeting of Council held on Tuesday, 22nd November 2016 are adopted.
Moved Cr Dorrington Seconded Cr Barton Carried

CONFIRMATION OF THE MINUTES

The minutes of the Ordinary Meeting of Council have been circulated to all Councillors and are available at Council Offices, Bourke Public Library and on Council's website.

Resolution

507/2016 That the Minutes of the Ordinary Meeting of Council held on Tuesday, 25th October 2016 be confirmed as a true and accurate record of that meeting.
Moved Cr Cole Seconded Cr Barton Carried

CALENDAR OF EVENTS

Month/ Year	Meeting Date	Time	Event	Location
2016				
November				
	9th - 11th		National Roads Congress Toowoomba	Toowoomba
	16th	3.00pm	Meeting with RMS	Council Chambers
	17th	2.00pm	Bourke Town Committee Meeting	Council Chambers
	22nd	9.00am	Council Meeting	Council Chambers
	29th	9.00am	Hit the Ground Running Seminar	Cobar Council
	30th	10.00am	Wanaaring Community Consultation Meeting	Wanaaring
December				
	1st		OROC Meeting Dinner	Bridge Inn Bourke
	6th	8.00am	Louth Community Consultation	Louth
	7th	1.00pm	Byrock Community Consultation	Byrock
	7th	2.30pm	Bourke Community Consultation	Council Chamber
	8th	9.30am	Fords Bridge Community Consultation	Fords Bridge
	8th	1.00pm	Enngonia Community Consultation	Enngonia
December				
	2nd	9.30am	OROC Board Meeting and AGM	Council Chamber
	8th	6.00pm	Celebrate Bourke Awards Dinner	Diggers on the Darling
	9th	3.30pm	Community Celebration Day - Celebrate Bourke	PCYC & Davidson Oval
	12th	6.30pm	Mayor's Christmas Party	Bourke Bridge Inn
2017				
January	24th	9.00am	Ordinary Meeting of Council	Council Chamber
	26th		Australia Day	Bourke Wharf
February	28th	9.00am	Ordinary Meeting of Council	Council Chamber
March	28th	9.00am	Ordinary Meeting of Council	Council Chamber
April	26th (Wed)	9.00am	Ordinary Meeting of Council	Council Chamber
May	23rd	9.00am	Ordinary Meeting of Council	Council Chamber
June	27th	9.00am	Ordinary Meeting of Council	Council Chamber
July	25th	9.00am	Ordinary Meeting of Council	Council Chamber
August	22nd	9.00am	Ordinary Meeting of Council	Council Chamber
September	26th	9.00am	Ordinary Meeting of Council	Council Chamber

COUNCILLOR INFORMATION LIST

Information which has been sent out to Councillors since the last meeting of Council held on Tuesday, 25th October 2016.

DATE	INFORMATION SENT	Author	Email	Précis
12/10/2016	Invitation - Retirement of Neil Driscoll & Medal Ceremony for Fire & Rescue NSW Staff of Bourke 233 Postponed	Captain John Milgate	Councillors	
13/10/2016	Councillor Induction Workshops	The Hon. Paul Toole, MP Minster for Local Government	Councillors	
18/10/2016	Correspondence received by Council Letter of Appreciation Jones Park Play Equipment Letter of Appreciation	 Judy Jakins Shirley Booth Tom Wakelam	Councillors	
19/10/2016	"From the GM's Desk"	GM	Councillors MANEX	
21/10/2016	Crown Land Management Bill introduced into NSW Parliament	Local Government NSW	Councillors	
26/10/2016	"From the GM's Desk"	GM	Councillors MANEX	
26/10/2016	"Hit the Ground Running" Seminar Gilgandra	Councillors	Councillors	
27/10/2016	Minutes of the Ordinary Meeting of Council held 25/10/2016	Councillors & All Staff	Councillors	
27/10/2016	Bourke Rest Area Renaming with Sharon Grierson - RMS NSW		Councillors	
31/10/2016	Change of Date Notification for the Town Committee Meeting		Councillors	
01/11/2016	"From the GM's Desk"	GM	Councillors & All Staff	
01/11/2016	Flyer explaining the Workings of Outback Arts		Councillors	
08/11/2016	Bulloo Shire Council - Invitation to Ordinary Meeting	Tiffany Dare, EA Bulloo Shire Council	Councillors	
09/11/2016	Invitation to attend the Retirement of Neil Driscoll & Medal Ceremony for Fire & Rescue NSW Staff of Bourke 233 Now cancelled	Captain John Milgate	Councillors	

BUSINESS ARISING FROM 25TH OCTOBER 2016

KEY: ☐ Action still pending ▒ Action

GM	General Manager	MRS	Manager Road Services
MCS	Manager Corporate Services	MES	Manager Environmental Services
MTD	Manager Tourism & Development	MW	Manager Works

206/2013	Review of Organisational Structure
Responsible Officer	General Manager
File Number	S6.41

DECISION	ACTION TAKEN
That the recommendations in relation to the realignment of any positions be considered prior to the advertising of any vacancies.	In progress
The positions descriptions of positions identified within the report from Local Government Management Solutions as requiring review be undertaken in consultation with both the employee and any union involved.	On hold
That the position descriptions of all employees be updated to reflect current duties performed and requirements of the organisation.	In progress

338/2014	Tourism & Development Activity Report
Responsible Officer	Manager Tourism & Development
File Number	T4.1

DECISION	ACTION TAKEN
Council investigate the potential to be an RV friendly town	Ongoing

386/2015 & 315/2016	Return of Air Services to Bourke
Responsible Officer	General Manager
File Number	A6.1

DECISION	ACTION TAKEN
Council provide the successful tenderer with the use of the "Booking Office" at the terminal	Fee structure to be compiled
A report be brought back to Council regarding the possible introduction of a small landing fee to off- set the additional costs involved in the maintenance of the terminal building	Ongoing
That the GM continues to investigate options of potential Airlines who may be interested in providing an air service to the district that includes Bourke.	Ongoing

41/2016	Tourism – Notice of Motion
Responsible Officer	Manager of Tourism & Development
File Number	T4.1
Decision	**Action Taken**
Report be brought back to Council, as a matter of urgency, setting out the framework for an enhanced tourism function, by involving the local tourism related industries in the planning, coordination and execution of the tourism function.	Initial information contained within MTD activity report

65/2016 & 166/2016	Cross Border Issues Impacting Barringun Village
Responsible Officer	General Manager & Manager of Corporate Services
File Number	A3.14 - V1.11
Decision	**Action Taken**
Council request the locality of Barringun be officially assigned by the Geographical Names Board. *Update from MCS: That following gazettal of boundaries and village of Barringun this will be fully finalised*	GNB has now approved Will be advertised for public comment. If no submissions are received will be approved in approximately three (3) months

259/2016	CONFIDENTIAL - Contract information National Stronger Regions Fund -. Abattoir Development
Responsible Officer	General Manager
File Number	A1.1-D2.17
Decision	**Action Taken**
Council endorse the structure of the Management Committee to oversee the construction of the Abattoir	Deed to be finalised
Council prepare a report detailing pricing options for the bulk supply of both filtered and raw water to the Abattoir site	To be advertised in conjunction with the 2017/2018 Operational Plan
That Council work with the Office of Local Government to facilitate the completion of the work required under the PPP process.	Approved

306/2016	CONFIDENTIAL – Lease over the Pre-School Premises
Responsible Officer	General Manager
File Number	A11.1.4
Decision	**Action Taken**
Bourke and District Children's Services (BDCS) will pay a lease amount of $5000.00 for the 2015/2016 period on the understanding that they have committed the installation of solar panels on the building cost in excess of $15,000.00 which effectively provides a contribution of $20,000.00	Lease being prepared Meeting scheduled

317/2016	GPS Tracking System for Council Fleet (Plant Management System)
Responsible Officer	Manager of Road Services
File Number	P4.1
Decision	**Action Taken**
1. That Council commence with the processes required to enable the introduction of a GPS Vehicle Monitoring System. 2. That Council approach known suppliers of the required equipment in relation to the possible trial of equipment so that the effectiveness of the system in this part of the State can be fully evaluated.	Trial has started on several vehicles with the NAVMAN GPS VMS

325/2016	Innovation Fund – Projects to be Funded
Responsible Officer	General Manager
File Number	L8.3
Decision	**Action Taken**
Council identify opportunities for funding under round two (2) of the innovation funding	In progress

375/2016	National Roads Congress Toowoomba, 9th - 11th November 2016
Responsible Officer	Manager Road Services
File Number	C6.41
DECISION	**ACTION TAKEN**
Mayor and Manager of Roads attend the 2016 National Roads Congress in Toowoomba on the 9th - 11th November 2016	Completed

390/2016	Murray Darling Association 2016 National Conference & AGM
Responsible Officer	General Manager
File Number	R6.9-R6.9.1
DECISION	**ACTION TAKEN**
Council be represented at the Murray Darling Association 2016 National Conference and AGM	Completed

425/2016 & 478/2016	2016 Local Government Elections – Hit the Ground Running Councillor Workshops
Responsible Officer	General Manager
File Number	C11.12
DECISION	**ACTION TAKEN**
That all available Councillor's attend the 2016 "Hit the Ground Running" workshop to be held in Cobar, Tuesday, 29th November 2016.	Nine (9) of the 10 Councillors have been registered for the Workshop

446/2016	Notice of Motion – Weir BU8
Responsible Officer	General Manager
File Number	W3.1-W3.3
DECISION	**ACTION TAKEN**
Immediate action be taken to obtain aerial photographs of the proposed upstream "regulator" site and Mr Will Turnbull's private weir, to assist in the planning for Weir BU8 near "Llandillo", provided the river height is appropriate	Ongoing

460/2016	Abattoir Update
Responsible Officer	General Manager
File Number	D2.17
DECISION	**ACTION TAKEN**
That the Mayor, Deputy Mayor and General Manager negotiate the finalisation of the Deed of Agreement with CAPRA Developments Pty Ltd.	Ongoing
That Council review the acquittal process for funding provided under the National Stronger Regions Fund.	Ongoing
That Council determine a bulk water user(s) charge for both filtered and raw water for users that can demonstrate significant economic benefit to Bourke Shire.	Completed

67/2015 & 118/2015 & 177/2015 & 203/2015	Full Birthing Unit for Bourke Hospital
Responsible Officer	General Manager
File Number	H1.1
DECISION	**ACTION TAKEN**
That Council monitor the development of a midwifery model to support the antenatal and post-natal needs of the community	Ongoing
That Council continue to work the Western NSW Local Health District staff to re-establish full birthing services if the opportunity for securing the right mix of staff is made available.	Ongoing
That further information in regards to midwife led birthing models be obtained.	Ongoing – meeting held

465/2016	Full Birthing Unit for Bourke Hospital (Cont)
Responsible Officer	General Manager
File Number	H1.1
DECISION	**ACTION TAKEN**
General Manager make enquiries clarifying that the contract with RaRMS precludes the provision of Doctors with the skills required to staff the Bourke Birthing Unit and report back to Council	Letter written Issued to Councillors

466/2016	Nurses & Allied Health Professionals
Responsible Officer	General Manager
File Number	H1.1
DECISION	ACTION TAKEN
Council approach the NSW Health, the Minister for Health, the Hon. Jillian Skinner, MP, State Member, Member for Barwon, Kevin Humphries, MP and Federal Member, the Hon. Mark Coulton with regards to the lack of incentives for attracting and retaining nurses and Allied Health professionals in Bourke and Western NSW	Letter written Obtain support from Union

467/2016	Full Birthing Unit for Bourke Hospital (Cont)
Responsible Officer	General Manager
File Number	H1.1
DECISION	ACTION TAKEN
Council write to the Minister for Health calling for the immediate re-establishment of the Birthing Unit in Bourke and a copy of the letter be forwarded to the State Member and the Chief Executive of Western Area Health	Letter written
That Council write back to the Acting CEO, Lindsay Gough, in relation to the two (2) letter asking Ms Gough to detail with numbers and dates opportunity referred to in the two (2) letters	

473/2016	Council Business Closure for the Christmas / New Year Period
Responsible Officer	General Manager
File Number	A3.10
DECISION	ACTION TAKEN
Council Office, Services NSW, Back O' Bourke Exhibition Centre and Bourke Public Library will be closed from 26th to 30th December 2016 and 2nd January 2017 with staff returning to work on Tuesday, 3rd January 2017 (26th & 27th December 2016 and Monday, 2nd January 2017 are designated public holidays)	Advertised on Council's website Will be advertised in the media closer to the holiday period

474/2016	Ordinary Meeting of Council Currently Scheduled for 25th April 2017
Responsible Officer	General Manager
File Number	A3.10
DECISION	ACTION TAKEN
That the change of meeting day for Wednesday, 26th April 2017 be advertised in the Western Herald and on the Bourke Shire Council website to allow for ANZAC Day which is Tuesday, 25th April 2017	Completed

476/2016	Australia Day Awards
Responsible Officer	General Manager
File Number	C2.3.1
DECISION	ACTION TAKEN
That all Councillors encourage residents to nominate persons and organisations to submit nominations under the various categories including the new category "Community Event of the Year"	Advertising placed

477/2016	Funding Under the NSW Government's $110 million Regional Water and Wastewater Backlog Program
Responsible Officer	General Manager
File Number	G4.79.6
DECISION	ACTION TAKEN
Council write to Minister Blair thanking him for the allocation of the funding and include a submission for hardship to receive additional funding to complete the project. Council liaise with Infrastructure NSW in relation to the project. That once the funding is finalised open tenders be called for the project. That Council approve the affixing of the seal in relation to all documentation relation to the allocation of the funding received from the Regional Water and Wastewater Backlog Program	Awaiting details

479/2016	Joint Organisations (JOs): Getting the Boundaries Right
Responsible Officer	General Manager
File Number	L8.33
DECISION	ACTION TAKEN
Council prepare a submission for lodgement by the due date of the 27th October 2016 That the submission seek to have the four (4) Councils currently members of OROC and also members of the FWI to be members of the Orana Joint Organisation (JO).	Completed Completed

481/2016	Submission in Relation to the Far West Initiative
Responsible Officer	General Manager
File Number	L8.33
DECISION	ACTION TAKEN
That a workshop be held at the conclusion of the Council Meeting on the 25th October to formulate the basis of Council's Submission in relation to the Far West Initiative. That Council endorse the action of the General Manager in seeking a further extension of the closing date of submissions	Completed

493/2016	Request for the Extension of the Louth Airstrip
Responsible Officer	Manager of Works
File Number	V1.5
DECISION	**ACTION TAKEN**
MW bring a report back to Council on the request for an extension to the Louth Airstrip.	Report being prepared by Airport Supervisor

497/2016	CONFIDENTIAL- Bulk Filtered Water Pricing Update
Responsible Officer	General Manager/Manager of Corporate Services
File Number	D2.7-W2.1-W2.2.8
DECISION	**ACTION TAKEN**
That the bulk water price be advertised for users that require 100ML of potable water per year or more and that can demonstrate significant economic development benefits to Bourke Shire Council residents. 2. That this rate be applied to large users by Council resolution.	To be included in the 2017/2018 Fees & Charges

499/2016	Submission to the Far West Initiative
Responsible Officer	General Manager
File Number	L8.33
DECISION	**ACTION TAKEN**
Mayor, Deputy Mayor and General Manager finalise the submission in relation to the Far West Initiative and circulate to Councillors for review prior to submission	Extension granted

500/2016	Invitation to Brad Hazzard, Minister for Family and Community Services, and Minister for Social Housing
Responsible Officer	General Manager
File Number	C8.9.10
DECISION	**ACTION TAKEN**
Council reissue an invitation to Brad Hazzard to visit Bourke at his earliest convenience	Invitation sent

Cr Cole left the meeting at 9.57am and returned at 11.02am.

Resolution at 10.30am

508/2016 Council suspend Standing Orders for an from Bourke High School and Superintendent Greg Moore and Inspector Michael Lauricella from Darling River Local Area Command.		
Moved Cr	Seconded Cr	Carried

Resolution at 11.15am

509/2016 That Council resume Standing Orders		
Moved Cr Barton	Seconded Cr Davis	Carried

Resolution

510/2016 That the information in the Business Arising as presented on Tuesday, 22nd November 2016 be received and noted.		
Moved Cr Stutsel	Seconded Cr Barton	Carried

ENGINEERING SERVICES

File No:	L8.3-S1.1-W2.1
Report: 109/2016	Water Management Conference
Responsible Officer:	Peter Brown, Manager Works

Report

John Kauter attended the Water Management Conference on behalf of Bourke Shire Council, the attached report are things of note from that conference.

Recommendation

That Council note the report on the Water Management Conference held in Broken Hill, 28th – 30th August 2016.

Resolution

511/2016 That Council note report 109/2016 on the Water Management Conference held in Broken Hill, 28th – 30th August 2016.

Moved Cr Dorrington | Seconded Cr Barton | Carried | Unstarred

EMC-Works

2016 LG NSW Water Management Conference
Broken Hill Musicians Club, 28 to 30 August 2016

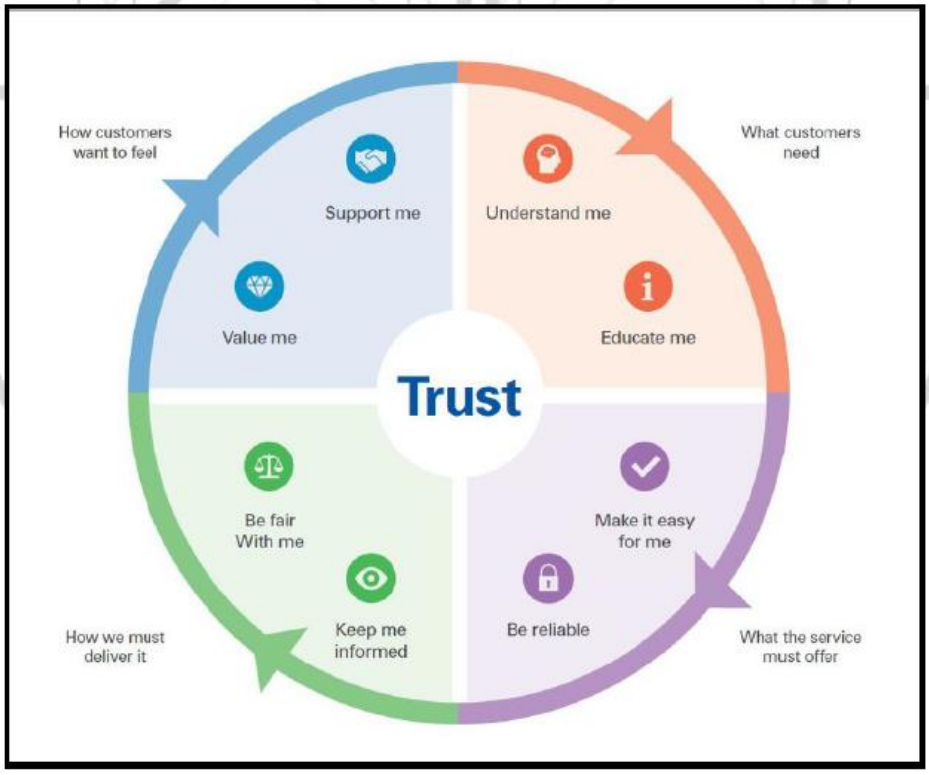
On behalf of Council I attended The Water Management Conference in Broken Hill on the 28th to 30 August 2016. The conference agenda is attached and the individual presentations are available, either from me or from the web page http://www.lgnsw.org.au/waterconference.

Council's support in attending this conference is very much appreciated.

Day 1 -- Monday 29/08/216

9:30 AM **Keynote address** **Paul Plowman** Paul Plowman is the General Manager, Liveable City Solutions Division of Sydney Water.

The main thrust of his address was on building relationships with the community but Sydney Water serves. This this was particularly relevant in regard Integrated Planning and Reporting process with its community consultation.

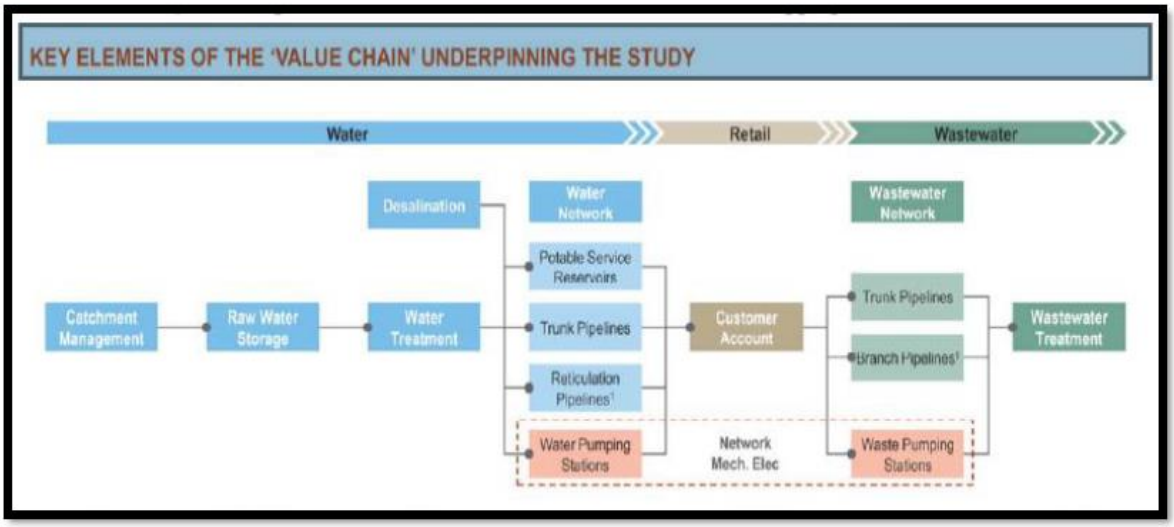


Engineering Management Consulting Pty Ltd
PO Box 1678 Gosford NSW 2250
Mobile: 0407 251 298
E-Mail: john@emcworks.com.au

10:00 AM **Keynote address**
Stuart Wilson

Stuart Wilson is the Deputy Executive Director of Water Services Association of Australia.

The main thrust of his address was on the efficiencies in delivering water and sewerage services, and in particular, the economies of scale which were evident. The research findings were based on investigations into 7 significant water suppliers in Australia and New Zealand.



11:00 AM **Keynote address Gavin Hanlon**

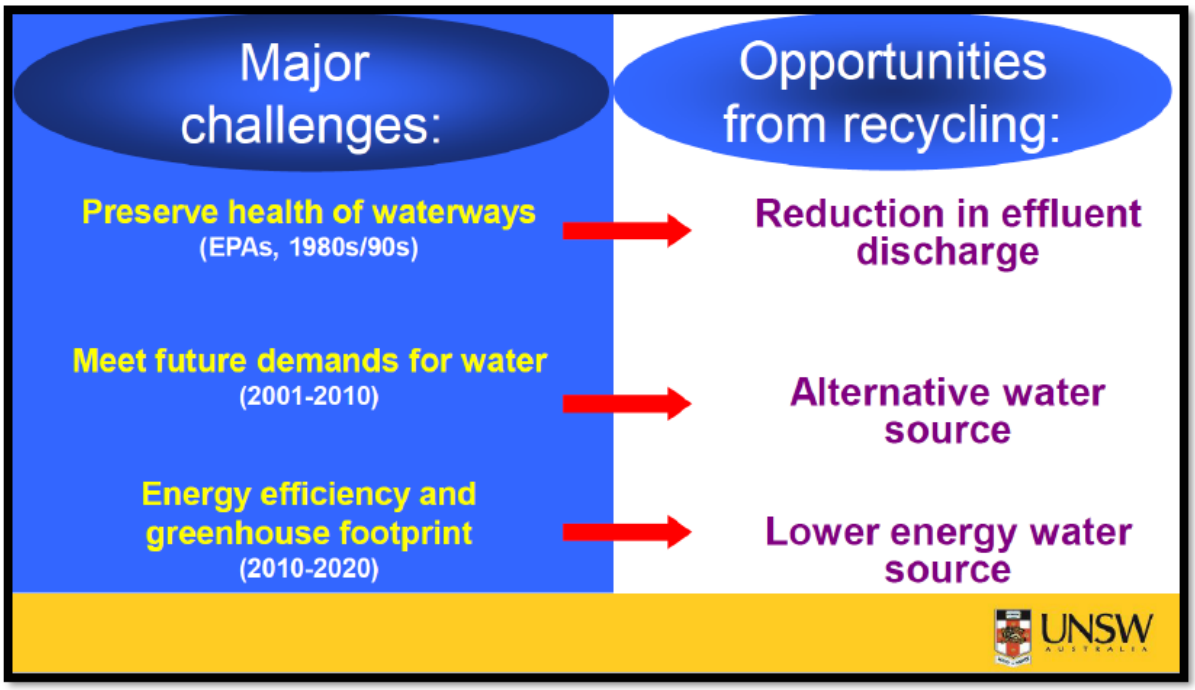
Gavin Hanlon Is the Deputy Director-General Water with the Department of Primary Industries.

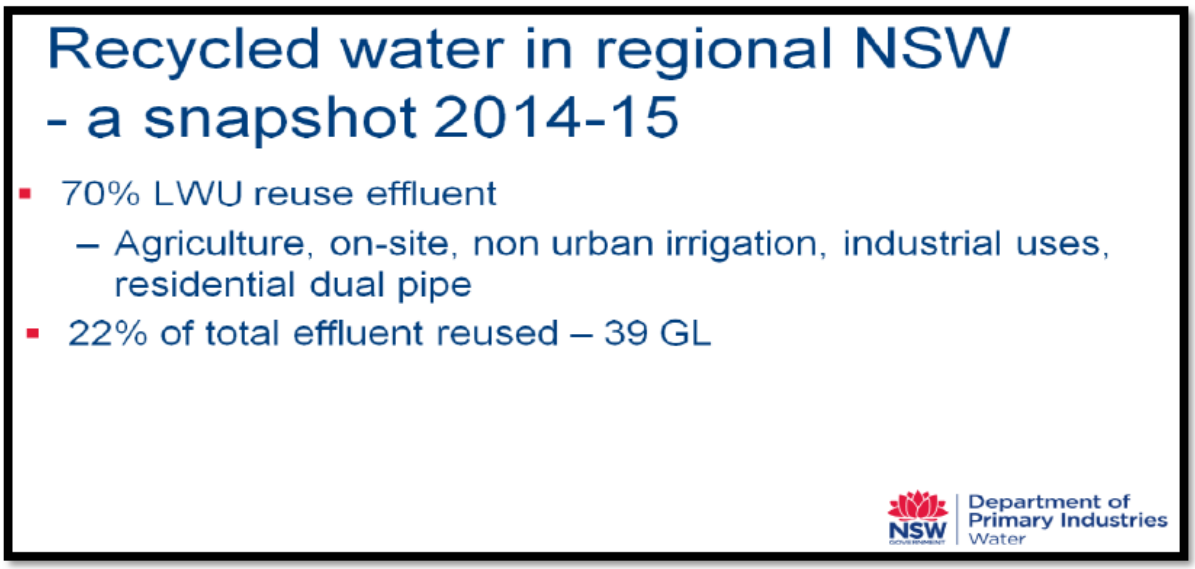
The main thrust of his address was water policy challenges and the structural and policy reforms that are underway will stop he also spoke about recent issues with Broken Hill's water supply.

12:25 PM **Presentation by Stuart Khan**

Stuart Khan is Associate Professor, School of Civil and Environmental Engineering, University of New South Wales.

The main thrust of this presentation was on recycling and reuse of water. Of particular interest was the drought proofing of dairy farms in the Shoalhaven region through the reuse of water.

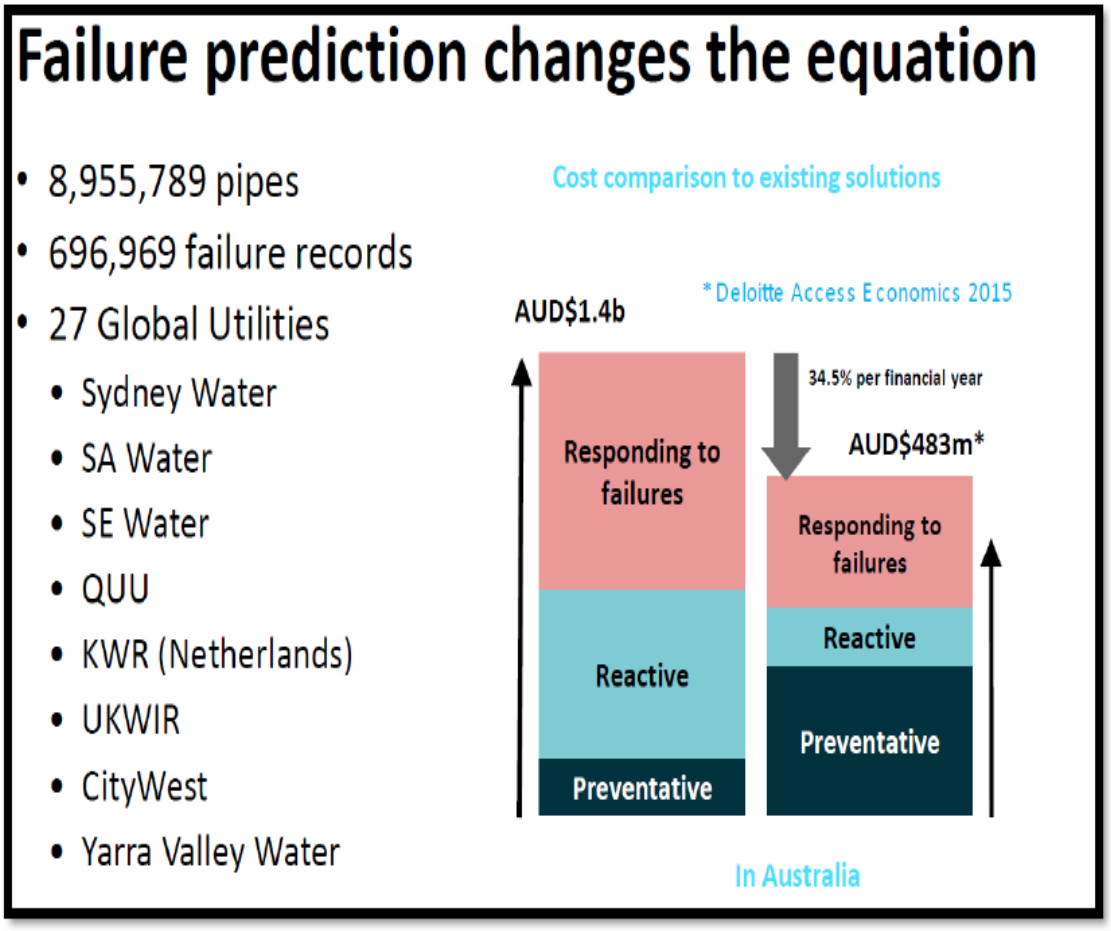




9:30 AM **Presentation by Matt Zhang**

Matt Zhang is A Senior Research Scientist with CSIRO.

The main thrust of this presentation was on the use of data to predict failure and ensure prior intervention and reproducing the overall cost.



11: a.m. **Presentation by Carmel Krogh**

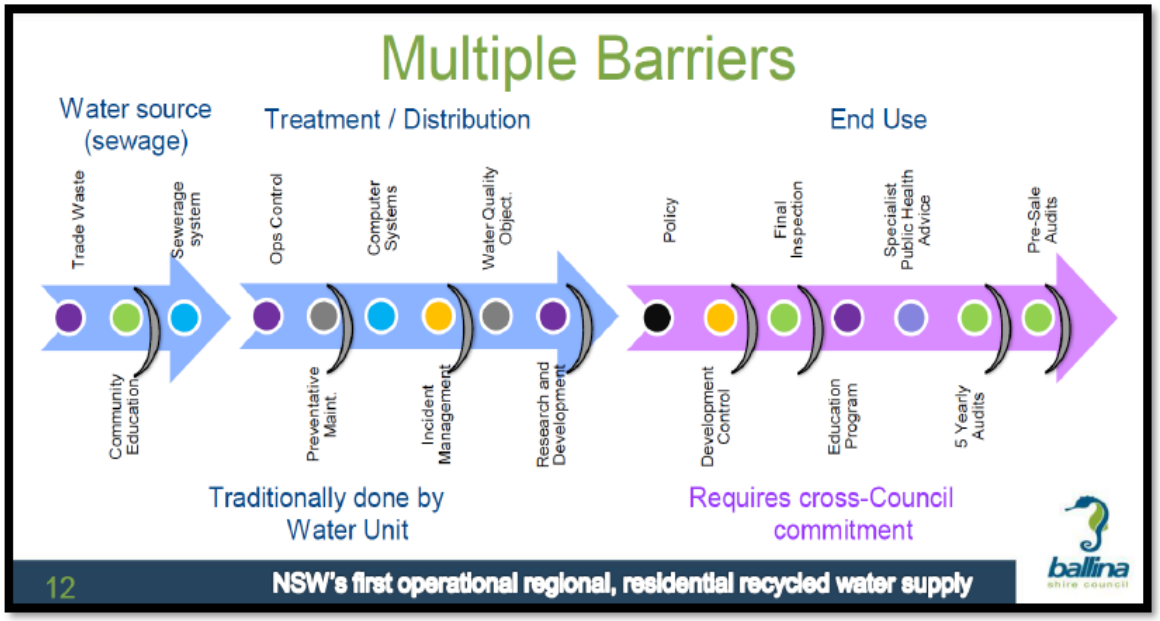
Carmel Krogh is Director Shoalhaven Water, Shoalhaven City Council.

The main thrust of this presentation was the benefits of establishing Shoalhaven Water as a semi-independent entity to Shoalhaven City Council.

2:00 p.m. **Site visit White Leeds Arid Wetlands**

The visit was to a privately developed arid wetlands which was using treated effluent water from Broken Hill. The wetlands have been constructed with guidance from Michael Boyden. The aim of developing the wetlands includes providing an education facility for the reuse of water but more particularly for the flora and fauna attracted and sustained by the wetland.

11:30 AM	**Discussion session Stream 1** (I attended this session)	What contribution can water re-use make to overcoming water shortages in inland towns and cities? This session was facilitated by Stuart Khan and involved; • Nanda Altavilla -- Recycled Water Assessment Specialist, DPI Water. • Andrew Swan -- Strategic Engineer, Water and Wastewater, Ballan Shire Council. • Simon Smith -- Regional Operations Manager, Trinity. • Tony White -- Irrigation Manager, Trinity. • David Sheehan -- General Manager Water Quality Performance, Coliban Water. • Michalis Hadjikakou -- Research Associate, Water Research Centre, University of New South Wales.

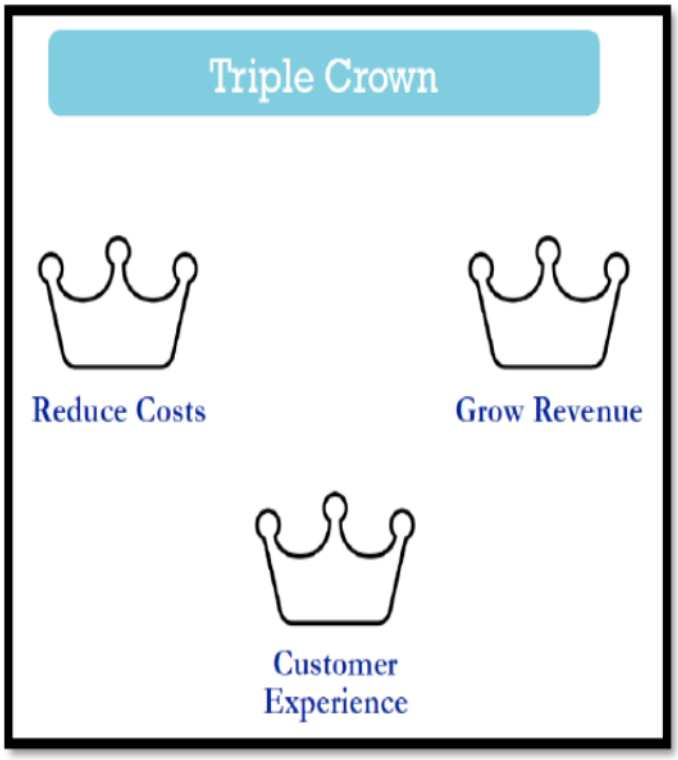


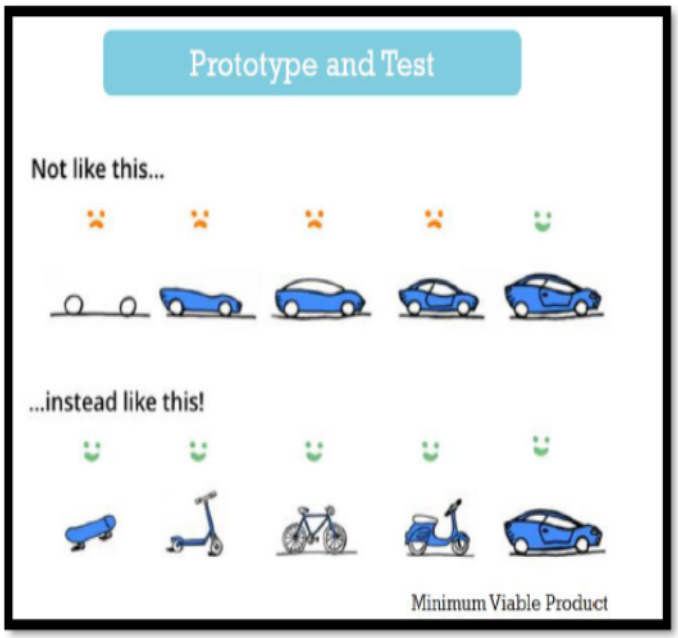
Day 2 -- Tuesday 3/08/2016

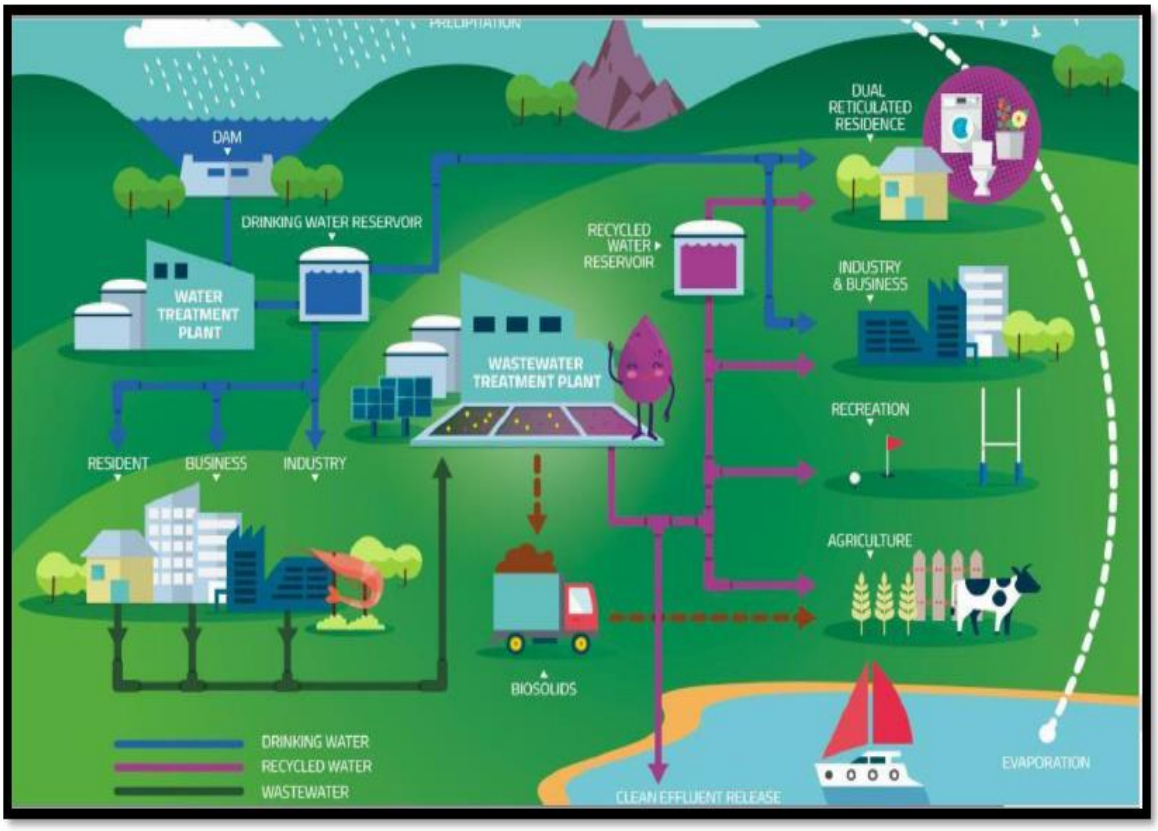
9:00 a.m. **Keynote address**
Michael Storey

Michael Storey is the Research Direction and Value Manager, Business Strategy and Resilience, Sydney Water.

The main thrust of this address was customer relations at Sydney Water, and followed on from the original addressed by Paul Plowman.

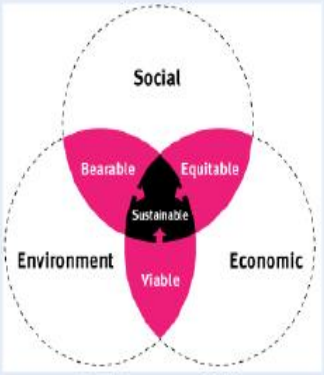




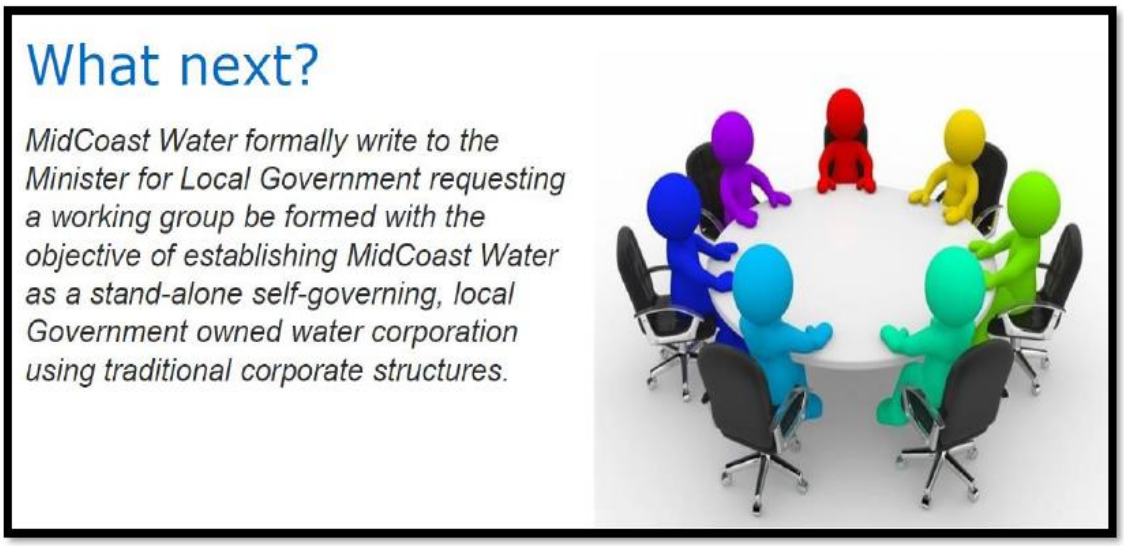


TBL – basic concept and framework

- Holistic definition of sustainability
- Basic concept is to ensure economic, social and environmental criteria are optimised
- Various methodologies used e.g cost-benefit analysis, life cycle assessment
- *No method is perfect but monetizing all costs and benefits is oversimplification*
- *Need to capture direct and indirect impacts*
- *Avoid bias by separating TBL results from the multi-criteria decision analysis*



11:30 AM	**Discussion session Stream 2** (I did not attend this session)	Local Government Water Utilites in regional NSW – what now? This session was facilitated by Grant Leslie General Manager Australia, Balmoral Group) and involved; • Brendan Guiney – Executive Manager Infrastructure Development Midcoast Water County Council • Stewart McLeod – Dubbo Regional Council • Michael Brearley and Jacqui hansen CPEa • Andrew Francis – Parkes Shire Council • Meredith McPherson – CENTROC Water utilities Alliance • Greg Mashiah – Clarence Valley Council • Rod Haig – Lismore City Council



Conclusions

- The Regional Asset Management initiative and the Performance Reporting initiative were the 2 highest priorities in the 2014 Regional Strategic Business Plan
- Actioning these two priorities as indicated above is already leading to significant improvements across the Alliance
- THANK-YOU FOR YOUR ATTENTION

Brearley & Hansen
Excellence in Asset Management Services

LOWER MACQUARIE WATER UTILITIES ALLIANCE

Basic Components of the Matrix

- Economic Efficiency
- Connection
- Grows Economy
- Equity
- Environmental impact
- Social
- Resilience
- Funding
- Risk

YOUR SAY
OUR COMMUNITY
YOUR COUNCIL

2.00pm - 5.00pm	Concurrent sessions - (Select one of two site visits or Water Directorate Forum)		
	Site Visit I - From New to Old - Broken Hill's Water Supply This conference site visit will illustrate parts of Broken Hill's present and historical water supply system and discuss current challenges of supplying water to Broken Hill. ***Umberumberka Reservoir and Waterworks*** The site visit will showcase one of the most complete surviving steam-driven water supply systems in Australia. The Umberumberka waterworks, commissioned in 1915, were built as a complete supply system consisting of dam and reservoir, steam pumping station, rising main, balance tank, and gravity main to Broken Hill covering a distance of 25 km. Most of the original system is still in place except for the original steam pumping engines which were replaced by diesel driven pumps in 1960. These days the reservoir is a standby facility, adding to Broken Hill's main water supply. ***Mundi Mundi Lookout*** The site visit will pass Silverton and make a short stop at the Mundi Mundi Lookout. ***Mica Street Water Treatment Plant and Desalination Facility*** This recently commissioned desalination facility is located on top of a hill and provides for a great lookout over Broken Hill and its water supply facilities. Broken Hill obtains most of its water supply from the Menindee Lakes system. Raw water from the lakes is pumped and transferred via a 120 km pipeline to the Mica Street Water Treatment Plant where it is treated to drinking water standards. The current drought has significantly reduced storage levels in the Menindee Lakes which poses a significant risk to the security of water supply for Broken Hill's 20,000 residents. What is left in the lakes and the supplementary bore water from shallow aquifers at Menindee has become increasingly saline requiring desalination. Site Visit Sponsor: Osmoflo	**Site Visit II - White Leeds Arid Wetlands** Delegates visiting White Leeds Arid Wetlands will be inspired by the purpose built, artificial arid zone wetland that supports a wildlife refuge located 8km south of Broken Hill. In a two hour bus and walking tour through the wetlands system demonstrating its unique environment and capabilities. White Leeds Arid Wetlands receives treated effluent water from Broken Hill City and manages the treated effluent through a subterranean wetlands system, including: • A surface wetland known as Sanctuary Lake, which is designed to provide habitat for wildlife, support ecosystems, provide visual amenity, and offer educational opportunities; and • A final storage dam, known as Pioneer Dam, designed to receive wetland overflows and mitigate flood potential. The wetlands system has an estimated footprint of 20 hectare and holds approximately 438 megalitre of water. The system takes only three days to produce deep blue primary contact water. White Leeds Arid Wetlands aspires to become an education hub on conservation and the benefits of reusing water. Information will encompass: • Natural resource management; • Regeneration and growth of flora and fauna of high diversity and threatened species, including water plants, migratory birds, lizards, snakes, and small mammals; • Low costs, low evaporation management of wetlands (e.g. no pumps on the property); and • Water purification processes including nutrients recycling, filtering out sedimentation and decomposing vegetative matter. Site Visit Sponsor: Atom Consulting	**Water Directorate Forum** The forum is organised by the Water Directorate NSW and provides an opportunity to discuss issues around the operations of local water utilities. Chair: Gary Mitchell, Executive Officer, Water Directorate. Topics include: • Smart Approved WaterMark and continuation of *savewater!* IP Presenter: Chris Philpot, CEO, Smart Approved WaterMark • Management of water entitlement • Return flows policy • Changes to dam safety regulation • Telcos on tanks • Training and workforce development
From 6.30pm	**Transfer**		
7.00pm - 10.00pm	**Conference Dinner**		

2 of 4

Tuesday 30 August, Broken Hill Musicians Club, Broken Hill		
8.00am	**Conference registration opens**	
8.15am	**Trade exhibition opens**	
8.50am	**Welcome and overview of the day**	Gerry Gannon
9.00am	**Keynote address** Water data and information to better prepare for water security and future challenges	Dr Amgad Elmahdi Manager Water Resources Assessment Section Bureau of Meteorology
9.30am	**Presentation** Making the data work for you - innovative and strategic data use and analysis for water utilities	Dr Matt Zhang Senior Research Scientist Data & City Team Leader Analytics program DATA61 CSIRO
10:00	**Keynote** Sydney Water's innovative approach in transforming the customer experience using human centred design	Michael Storey Research Direction & Value Manager Business Strategy & Resilience Sydney Water
10.30am	**Product/organisation overview by Murray-Darling Basin Authority**	
10.35am	**Broken Hill on the Fringe**	
10.40am	**Morning tea sponsored by Murray-Darling Basin Authority**	
11.00am	**Presentation** Local water utilities in regional NSW – what now?	Carmel Krogh Director Shoalhaven Water Shoalhaven City Council
11:30am – 2:00pm	**Concurrent conference streams (Select one stream!)**	
11:30am – 2:00pm	**STREAM 1 – What contribution can water reuse make to overcoming water shortages in inland towns and cities?** Policy, regulation and case studies of a range of potable and non-potable reuse projects from around the country. *Facilitated by Stuart Khan, Associate Professor, School of Civil & Environmental Engineering, University of New South Wales*	
11.30am	Introduction	Stuart Khan Associate Professor School of Civil & Environmental Engineering University of New South Wales
11.35am	Regulation of water reuse in NSW	Nanda Altavilla Recycled Water Assessment Specialist Department of Primary Industries – Water
11.55am	Residential reuse	Andrew Swan Strategic Engineer, Water and Wastewater Civil Services Group Ballina Shire Council
12.15pm	Water reuse for irrigation	Simon Smith Regional Operations Manager Trility Tony White Irrigation Manager, Water Reticulation System Virginia Trility

3 of 4

12.35pm	Potable water reuse	David Sheehan General Manager Water Quality Performance Coliban Water
12.55pm	A triple bottom line approach to decision making	Michalis Hadjikakou Research Associate School of Civil and Environmental Engineering's Water Research Centre University of New South Wales
1.15pm	Facilitated discussion	Stuart Khan Associate Professor, School of Civil & Environmental Engineering University of New South Wales
11:30am – 2:00pm	**STREAM 2 – Local water utilities in regional NSW – what now? Discussion on amalgamations, alliances, county councils and regulatory reform.** *Facilitated by Grant Leslie, General Manager Australia, Balmoral Group*	
11.30am	The future of county councils – a fork in the road?	Brendan Guiney Executive Manager Infrastructure Development Midcoast Water County Council
12.00pm	Regional asset management and best practice initiatives – Lower Macquarie Water Utilities Alliance 2016	Stewart McLeod Director Technical Services Western Plains Regional Council Michael Brearley Director, Collaborative Planning & Engineering CPE Associates Jacqui Hansen Consulting Engineer CPE Associates
12.30pm	Centroc Water Utilities Alliance – current innovations in the context of local government reform	Andrew Francis Director Infrastructure Parkes Shire Council Chair Centroc Water Utilities Alliance Meredith MacPherson Program Manager Centroc Water Utilities Alliance
1.00pm	How does five into one go? Experiences from the Clarence Valley Council amalgamation	Greg Mashiah Manager Water Cycle Clarence Valley Council
1.30pm	Beyond Best Practice – what the future holds for the LGA-based local water utility and the national water initiative	Rod Haig Strategic Engineer (Water and Wastewater) Lismore City Council
2:00pm	**Summary and future commitment**	
2.10pm	**Broken Hill on the Fringe**	
2.15pm	**Lunch sponsored by Murray-Darling Basin Authority**	
Close of conference		

This program is correct at the time of printing; speakers and program details may have changed due to unforeseen circumstances.

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GENERAL MANAGER'S REPORT

File No:	S6.29
Report: 372/2016	Hit The Ground Running Workshop- Cobar - 29th November 2016
Responsible Officer:	Ross Earl, General Manager

Background:
Councillors have been aware of the "Hit the Road Running" workshops which are being conducted throughout the state by the Office of Local Government.

Current Situation:
All available Councillors together with the Manager of Corporate Services and I have been registered for the workshop in Cobar on the 29th November 2016 at the Cobar Bowling and Golf Club.

I understand that a representative from Local Government New South wales will also attend each of the workshops.

The Seminar registration commence at 9.30 am with the actual presentations commencing at 10.00am.

Transport will be leaving at 8.00am on the day from the Council Chambers

Financial Implications:
The workshops are free of charge and the only cost involved for Council will be the travelling costs and the commitment of time.

Resolution

512/2016 That Councillors note the timing of the "Hit the Road Running Workshop" to be conducted at Cobar on the 29th November 2016.		
Moved Cr Barton	Seconded Cr Davis	Carried

File No:	P4.2
Report: 373/2016 ★	Meeting of The Orana Regional Organisation of Councils (OROC) Bourke 2nd December 2016
Responsible Officer:	Ross Earl, General Manager

Background:
The Orana Regional Organisation of Councils (OROC) will be meeting in Bourke on the 2nd December 2016.

The meeting is the Annual General Meeting of OROC and with the previous Chairman Bill McAnally electing not to recontest the elections in September and one on the Vice Presidents Andrew Lewis doing likewise there will be a "changing of the guard" in the executive of OROC. Councillor Rex Wilson who was a Vice- President has been acting as the interim Chair.

Current Situation:
With the proposed boundaries for the Joint Organisation (JOs) of Councils being recently announced and the likelihood that the that legislation regarding the introduction of JOs to be tabled in Parliament either late this year or early next year it is important that this group gets a clear understanding of their role going forward.

At this stage the four (4) Councils currently determined as members of the Far West Initiative , Bourke, Brewarrina, Cobar and Walgett have not been included as members of the proposed Orana JO, however, Mid-Western Regional Council have been included. The option is open for the four (4) Councils to be associate members which means that they would not have voting rights

It is important to note that there is nothing to stop the Orana JO and ROC operating in parallel and it is anticipated that this would occur in at least the short term.

At this stage the mandated functions of JOs are likely to be:-
- Regional strategic Planning and Priority Setting
- Intergovernmental Collaboration
- Regional Leadership and Advocacy

In our submission to the Minister of Local Government, the Hon. Paul Toole, MP, Council highlights strong linkages to the Orana Region and its desire to maintain these linkages.

OROC as a collective expressed their desire to have the four (4) Councils retained as members.

Financial Implications:
Council will be responsible for the cost of hosting the meeting including the provision of lunch and morning tea. Council will also meet the costs of the attendance of their delegates and other interested Councillors.

Resolution

513/2016
1. That Councillors note the hosting of the Annual General Meeting of the Orana Regional Organisation of Councils (OROC) to be held in Bourke on the 2nd December 2016.
2. That Council monitor the future role to be played by both the Joint Organisation of Councils and the existing Regional Organisation of Councils to ensure that Council maximises its benefits from its membership of either or both
3. That any available Councillor be invited to attend the dinner on the evening prior to the meeting.

Moved Cr Dorrington Seconded Cr Stutsel Carried

File No:	P4.1
Report: 374/2016 ★	Community Consultation Meetings in Relation to the Community Strategic Plan – Timetable and Format
Responsible Officer:	Ross Earl, General Manager

Background:

Under the Integrated Planning and Reporting Framework Council is required to prepare a series of documents which will provide some guidance to ongoing operation of for Councils and at the same time assist in stating the strategic direction of Council.

The Development of a Community Strategic Plan to some degree underpins the operation of the Integrated Planning and Reporting framework.

Under section 402(5) of the Local Government Act, following an ordinary election of Councillors, the Council must review the community strategic plan before June 30 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, as appropriate to ensure that the area has a community strategic plan covering at least the next 10 years.

Similarly, Council is required to review its delivery plan for the next four (4) years.

Details of the legislative requirements in full are attached.

Current Situation:

As Council staff will commence the preliminary work on the development of its budget in the early part of 2017 it is important that the review of the community strategic plan takes place as soon as possible and well before the due date of the 30th June 2017.

It is proposed to start the process by conducting consultation meetings in each of the villages and towns within the Shire late November and early in December and these meetings will be supplemented but other meetings targeting different groups with the shire early next year and these will include, aged, children's services, youth services and disability services. It is also proposed to engage with representatives of the State Government agencies.

The Manager of Tourism and Economic Development, Phil Johnston has previously developed a Community Engagement Strategy that he will be submitting to the meeting for endorsement following his amendment to that document to reflect for contemporary issues and media options.

The time table for the community consultation meetings is as follows:-

Wanaaring	30th November	10.30am
Louth	6th December	8.00am
Byrock	7th December	1.00pm
Bourke	7th December	5.30pm
Fords Bridge	8th December	9.30pm
Enngonia	8th December	1.00pm

It is important to note that these meetings will be facilitated meeting to try and draw from the community their strategic objectives and requests for our shire wide community.

The meetings are not intended to be a review of what we have done or not done but looking at the requirements of the community going forward.

It is also important to note that the Community Strategic Plan is not limited to the services provided by Council but can include services provided by State and Federal Government Agencies and other providers. Council can act as an advocate for the community in relation to these issues

There will be time at the end of each of the meetings for the community to raise issues relating to current concerns.

Financial Implications:
There will be costs incurred for travelling, hall hire and catering but these have been provided for in the Operational Plan (Budget).

I would like to think that the costs involved in the conduct of the Strategic Community Plan Consultation meetings would be seen as in investment in the future rather than an expense. It is important we are pro-active in addressing the community concerns and not re-active. The concept of the CSP, Delivery Plan, Long Term Financial Plan and Work Place Plan is an attempt to ensure that Councils do in fact remain pro-active.

Resolution

514/2016
1. That Council note the report regarding the legislative requirement to update the Community Strategic Plan
2. That Council note the proposed timetable for the Consultative Meetings in the towns and villages.
3. That Council continue with its ongoing consultation with community groups to obtain broad and comprehensive input into the plan.

Moved Cr Dorrington Seconded Cr Barton Carried

File No:	E4.4
Report: 375 /2016	Emergency Services Property Levy (ESPL)
Responsible Officer:	Ross Earl, General Manager

Background:
The State Government Emergency Services Property Levy (ESPL) will be introducing the ASPL on the 1st July 2017.

From July next year the Government expects that the EPSL will appear as a separate line item in Council rate notices, distinct from Council rates and charges.

Currently the funds to finance the Emergency Services come from the Emergency Services Levy which is collected as part of insurance policies and given the fact that not everyone pays insurance it was seen as needing to change and that all property owners contribute and hence the decision to introduce the ESPL. The system is seen as fairer as the Emergency Services personnel do not discriminate when responding to emergency on the fact of whether the person seeking help has insurance or not.

It is important to note that Councils already contribute to the Emergency Services Levy and if the charge is to apply to all property then the level of contribution by Councils needs to be review and LGNSW has made representations in this regard.

Current Situation:

Council is required to, under the classification of all land within the Shire under one of the following classifications:-

- Government Land
- Public Benefit Land
- Farmland
- Residential Land
- Industrial Land
- Commercial Land- it should be noted that this is also the default classification

Council has engaged Les Harding to undertake the classification of the land which involves an inspection of all villages within the shire as well as determining the use of land in some of the rural areas. The work needs to be done by the 31st December 2016.

Council was paid an upfront payment of $6876.00 to offset some of the costs which is based on a flat rate of $4000.00 plus $1 per head of population and I was asked by LGNSW to comment on the fee structure and I have indicated that it is likely to fall short of what is required to do the job properly and in particular cover the distances involved and associated travel costs and driving time involved. Having met with the Treasury staff involved in the implementation I am confident at Council will recoup all the costs involved.

Financial Implications:

There are number of financial issues involved in the implementation of the EPSL and these include:-

- The cost of categorising/ classification of the land
- Any costs involved in the alteration to the computer software
- The cost of any review of the classification
- The costs for Collection
- The cost for handling enquiries
- Responsibility for the cost of collection of outstanding amounts
- The recovery of amounts required to be written off or subject to a section 713 sale (sale of Land for unpaid rates.)

Local Government New South Wales have made representation on behalf of Councils regarding the potential costs involved and I was invited to meet with representatives of Treasury and LGNSW to detail the particular concerns of Councils in the Far West of the State.

Resolution

515/2016

1. That Council note the involvement of Council in the classification of land within the Shire for the purposes of the Emergency services Property Levy (ESPL).
2. That Council lodge a claim for the actual costs incurred in undertaking the classification of land for the purpose of ESPL.
3. That Council support the representations being made by Local Government New South Wales to ensure that Councils across the state are adequately compensated for the work involved in all aspects of the introduction and ongoing operation of the ESPL

Moved Cr Dorrington | Seconded Cr Barton | Carried | Unstarred

NSW GOVERNMENT | The Treasury

Contact: Caralee McLiesh
Telephone: (02) 9228 5235
Our Reference: P16/4005

Mr Ross Earl
General Manager
Bourke Shire Council
PO Box 21
BOURKE NSW 2840

Dear Mr Earl

The NSW Government is undertaking major reform to the funding of fire and emergency services. From 1 July 2017 the insurance-based Emergency Services Levy (ESL) will be replaced by an Emergency Services Property Levy (ESPL) bringing NSW in line with all other mainland states.

I am writing to ask for your assistance in preparing for the move to a property-based emergency services levy. This proposed reform will result in a fairer and simpler way to fund our critical emergency services while at the same time improving the affordability of property insurance.

Your role is vital to the success of the reform. The Government is preparing legislation under which councils will be responsible for collecting the levy from land owners. From July next year, the Government expects the ESPL will appear as a separate line item on council rates notices, distinct from council rates and charges.

Preparing for the introduction of the ESPL

As previously announced, it is intended that the ESPL for individual properties will be based on their ESPL classification and land value. Each council will need to classify all land within their boundaries against one of the ESPL property sectors by 31 December 2016. In order to give you sufficient time to complete this work, I am asking that you begin this task as soon as possible.

To support you, NSW Treasury, in collaboration with the Office of Local Government, Local Government NSW, NSW Revenue Professionals and the Office of State Revenue, will conduct two information sessions by 'webinar'. More detail about these is attached.

Financial support for councils

To further assist in implementing the ESPL, the NSW Government will advance your council $6,876 to meet costs associated with land classification. The allocation will reflect estimated fixed and variable costs of the classification task and will be payable immediately upon signing the attached agreement.

Councils will also be reimbursed all reasonable start-up and ongoing costs associated with collecting the ESPL. NSW Treasury has been working with the sector to determine an appropriate reimbursement framework. In the initial years it is expected that you will be required to report costs against agreed cost heads and that these costs will be subject to audit. Further details will be provided at the time of the webinar.

I would like to emphasise that the ESPL reform will be budget neutral to the Government and the level of funding provided to the fire and emergency services will of course not be adversely affected.

The land classification task will be the first of a number of activities we will be asking you to undertake over the next 12 months. We will ensure we provide you with the resources required to make this important reform a success. In the meantime, additional information is available from the attached fact sheet or at emergencyservicespropertylevy.nsw.gov.au.

If you have urgent questions about this process please write to me, or email espl.info@treasury.nsw.gov.au.

I very much appreciate your assistance in implementing this important reform. Should you have any questions please contact Caralee McLiesh, Deputy Secretary, NSW Treasury, on 9228 5235 or via email caralee.mcliesh@treasury.nsw.gov.au

Yours sincerely

Rob Whitfield
Secretary

Attachments:

1. Financial support agreement
2. ESPL fact sheet
3. Further information for councils - webinars information sheet

NSW GOVERNMENT | The Treasury

NSW EMERGENCY SERVICES PROPERTY LEVY
MEMORANDUM OF UNDERSTANDING BETWEEN THE STATE AND BOURKE SHIRE COUNCIL

Parties

a) The parties to this Memorandum of Understanding are as follows:
   a. Bourke Shire Council
   b. The Crown in right of the State of New South Wales (represented by the Treasury) ('State')

Purpose

b) The purpose of this Memorandum of Understanding is to outline the land classification work to be undertaken to enable timely implementation of the NSW Emergency Services Property Levy (ESPL), and how the State will provide funding in support of this work.

Scope

c) The scope of this Memorandum is limited to the ESPL land classification task and funding provided by the State for the purposes of that work. The Government expects that additional funding will be provided by the State to the Council in support of ESPL implementation for purposes other than land classification. This additional funding will be provided under a separate instrument at a later date.

Legal force

d) This Memorandum is not intended to create legally binding obligations on the Parties.

Undertakings

e) The Council will:
   a. Assess land within its administrative boundaries to determine its ESPL classification (definitions of land classifications will be provided in the week prior to the webinars):

      For the purposes of this classification, each property subject to strata title or company title shall be treated as a separate parcel of land.

   b. Provide land classification data to NSW Treasury by 31 December 2016, in a form to be agreed in consultation with the local government sector, but to include at least, for each parcel of land:
      i. The Valuer General's property ID
      ii. The street address
      iii. The land value
      iv. The ESPL classification determined by Council.

f) State agrees to:
   a. Provide the Council with funding equal to $6,876 within 30 days of both parties having signed this Memorandum.

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(signature)	*(signature)*
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Date	*Date*
Ms Caralee McLiesh ***Deputy Secretary,*** ***NSW Treasury***	Mr Ross Earl ***General Manager,*** ***Bourke Shire Council***

Please return the completed MOU to Kevin.Pugh@treasury.nsw.gov.au

NSW GOVERNMENT | The Treasury

Proposed changes to the NSW Emergency Services levy

What is the Emergency Services levy?

The Emergency Services Levy contributes funds from the community to support the work the NSW Fire Service, Rural Fire Service and State Emergency Service do to help NSW residents and business owners protect their properties from fire, flood, storms and other natural disasters.

The levy helps fund the life-saving equipment, firefighters, staff and volunteers, training, infrastructure and community education activities of these important and highly valued community services. The NSW Government and local government also make a direct contribution to funding these services.

What is changing?

There are a number of changes that will occur on 1 July 2017.

- **The way the levy is collected will change**

From 1 July 2017 the levy will no longer be collected by insurance companies as part of property insurance premiums. Modelling suggests that the average residential property insurance premium will fall by around $200 as a result. From 1 July 2017, the levy will be collected by local councils from all property owners. Councils will clearly list the new levy on rates notices as a separate line item and it will be paid in the same way as council rates. The name of the Levy will change. The Emergency Services Levy (ESL) will be replaced by the Emergency Services Property Levy (ESPL).

- **The new levy amount will be based on land value and ESPL property sector**

The levy will be different for different property sectors to be identified in the ESPL legislation, such as residential, industrial, commercial and farmland. These classifications will be used for the new levy and are expected to be finalised in October 2016 after further consultation and modelling.

- **The new system will bring NSW in line with all other mainland states**

The change enacts one of the recommendations of the Henry Review and the Royal Commission into the Victorian Bushfires and will bring NSW in line with all other mainland states.

- **Concessions will apply**

Pensioners, war veterans and other concession cardholders will be eligible for a concession under the ESPL. Eligibility will be consistent with that applying to council rates and charges under the LG Act.

GPO Box 5469, Sydney NSW 2001 ■ Telephone: (02) 9228 4567 ■ www.treasury.nsw.gov.au

- **An Insurance Monitor will ensure insurance premium savings are passed on to customers**

Professor Allan Fels AO and Professor David Cousins AM have been appointed as Insurance Monitors and given a range of powers to ensure that the savings that will be generated when the insurance based levy is abolished are passed onto customers. The Insurance Monitor will set guidelines, undertake investigations, share information with the community and take enforcement action against any insurers not passing on the savings to consumers.

Why is this change being made?

- **The new system is fairer**

The Levy provides a significant proportion of the funding for our fire and state emergency services. Currently this levy is only collected from individuals and businesses that buy property insurance, despite these services being available to everybody in our community. Under the new system, nearly all property owners will contribute to the cost of these services.

- **The new system will help make property insurance more affordable**

The change will help address the serious issue of underinsurance in NSW by reducing the cost and improving the affordability of insurance. Abolishing the levy will reduce the cost of insurance, enabling more people and businesses to take out insurance to protect their properties from fire, floods, storms and other natural disasters.

For more information

Go to emergencyservicespropertylevy.nsw.gov.au or send your question to espl.info@treasury.nsw.gov.au.

File No:	H1.1
Report: 376 /2016 ★	Birthing Facilities at Bourke and visit by Professor Sally Tracy
Responsible Officer:	Ross Earl, General Manager

Background:

Council at its meeting held on Tuesday, 25th October decided to once again make representations regarding the re-opening of the Birthing Unit at Bourke Hospital.

Current Situation:

A letter was sent to the Minister for Health, the Hon. Jillian Skinner, MP requesting the immediate re-opening of the Birthing Unit at Bourke with a copy sent to Local Member, Kevin Humphries and the Chief Executive of Western Area Health, Scott McLaughlin.

Professor Sally Tracy, who has for some time now been concerned about the lack of maternity services in Bourke and surrounding districts and will be in Bourke during the week commencing 21st November and has taken the opportunity whilst in Bourke to arrange a meeting with Council. Professor Tracy is aware of Councils ongoing advocacy in trying to have the birthing unit in Bourke re-opened.

Given the importance of the matter and Council's ongoing advocacy in relation to the re-opening of the birthing unit Professor Tracy has been invited to address Council at 2.00pm. Other members of the public are also welcome to attend.

In her roles as the midwifery adviser for the Poche Centre for Indigenous Health and also as a Professor at the Royal Hospital for Women (which is a state-wide service) Sally has continued to lobby for funding and to raise awareness for the plight of the women in Bourke.

She is currently actively involved in funding for a "Women's Business Bus" to be based at Bourke which will provide antenatal/postnatal care and advice where appropriate.

Professor Tracy will be travelling with Mrs Janet McDonald a senior Board Member of the South Eastern Sydney Local Health District who also has a very strong interest in seeing the Royal Hospital for Women involved in helping out where possible.

Financial Implications:

Whilst there are no significant implications for Council there are significant financial implications for the community.

The costs incurred currently by women having to travel to Dubbo prior to the birth of their children can be quite substantial particularly if they don't have friends or relatives with whom they can stay. Whilst there is some provision for financial assistance this would fall short of the actual expenses incurred. This expense is on top of the inconvenience caused particularly if the women have other small children for whom she has to provide care.

Resolution

516/2016
1. That Council note the report in relation to the Birthing Unit.
2. That Council decide what further representations may be required following the receipt of any responses from its letters and considering any issues raised by Professor Tracy.

Moved Cr Stutsel | Seconded Cr Bartley | Carried

File No:	L8.33
Report: 377/2016 ★	Local Government Reform Process
Responsible Officer:	Ross Earl, General Manager

Background:
The Local Government Reform Process continues with both the Fit for the Future process and the review of the Local Government Act being undertaken concurrently.

Current Situation:
A number of changes have already been proclaimed and introduced and Councillors have been notified of these changes via circulars from the Office of Local Government.

Following the most recent amendments to the Local Government Act 1993 (the Act) the pecuniary interest provisions of the Act and the Local Government (General) Regulation 2005 incorporated into the Model Code of Conduct for Local Councils in NSW (the Model Code).

Circular 16-42 from the Office of Local Government details the implementation of the Review of the Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct. (A copy of the circular is attached.)

Councils Code of Conduct Review Panel is appointed in conjunction with other member Councils of OROC and they should be advised of the proposed changes and possible implications.

Financial Implications:
There are no significant financial implications for Council at this stage

Resolution

517/2016
1. That Council note the contents of the of Circular 16-42
2. That should any Council wish to make a submission in relation of the review that they do so prior to the closing date of the 2nd December 2016
3. That Council's Code of Conduct Review Panel is advised of the proposed changes via OROC.

Moved Cr Barton | Seconded Cr Davis | Carried

Strengthening local government

NSW GOVERNMENT Office of Local Government

Circular to Councils

Circular Details	Circular No 16-42 / 3 November 2016 / A515866
Previous Circular	16/30 Local Government Amendment (Governance and Planning) Act 2016
Who should read this	Councillors / General Managers / Complaints Coordinators/ Conduct Reviewers
Contact	Council Governance Team – 02 4428 4100
Action required	Response to OLG

Review of the Model Code of Conduct and Procedures for the Administration of the Model Code of Conduct

What's new or changing

- The recent amendments to the *Local Government Act 1993* (the Act) will see the pecuniary interest provisions of the Act and the *Local Government (General) Regulation 2005* incorporated into the *Model Code of Conduct for Local Councils in NSW* (the Model Code).
- Once commenced, these reforms will consolidate all ethical standards for council officials into a single statutory instrument. They will also mean that breaches of pecuniary interest obligations by councillors are treated as misconduct under the Act and will be subject to the "three strikes" misconduct rules.
- As part of the process of incorporating the pecuniary interest obligations in the Act and Regulation into the Model Code, the Office of Local Government is undertaking an implementation review of the Model Code and the associated *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Procedures).
- The Office is also undertaking a review of the requirements for the disclosure of interests by councillors and designated persons in returns of interests currently submitted under section 449 of the Act

What this will mean for your council

- The Office is seeking the assistance of councils and conduct reviewers in undertaking its review. In particular, the Office is seeking suggestions for improvement from councils and conduct reviewers in relation to the following:
  - The ethical standards prescribed under the Model Code.
  - The operation of the Procedures.
  - Requirements for the disclosure of interests by councillors and designated persons in returns of interests currently submitted under section 449 of the Act.

Key points

- Submissions may be made by email to olg@olg.nsw.gov.au.
- Submissions should be labelled "code of conduct review" and marked to the attention of the Office's Council Governance Team.
- Council complaints coordinators should bring this circular to the attention of their council's conduct reviewers so that they may make submissions.
- Submissions should be made before **2 December 2016.**

Where to go for further information

- For further information, contact the Office's Council Governance Team on 02 4428 4100.

Tim Hurst
Chief Executive

CORPORATE SERVICES DEPARTMENT REPORT

File No:	F1.1
Report: 447/2016 ★	Bank Reconciliation & Statement of Bank Balances
Responsible Officer:	Leonie Brown, Manager Corporate Services

Bank Reconciliation for the period ending 31st October 2016

Balances as per Bank Statement	$768,088.06
Plus: Deposit not shown	$8,159.15
Less: Unpresented Cheques	$445,844.83
Less: Unpresented Auto Pays	$584.95
Balance as per Cash Book	$329,817.43

Reconciled Ledger Accounts as at 31st October 2016

Fund or Account	Current Balance	Overdraft Statutory Limit
General	$8,881,699.48	$200,000.00
Water	$3,395,793.71	
Sewer	$1,228,095.45	
Trust	$134,219.73	
Total Funds	$13,639,808.37	

Investments as at 31st October 2016

National Australia Bank	$2,069,009.07	3.05 %	275 Days	A1+
National Australia Bank	$1,072,671.64	3.05 %	275 Days	A1+
National Australia Bank	$408,512.27	3.00 %	184 Days	A1+
National Australia Bank	$634,078.56	2.95 %	184 Days	A1+
National Australia Bank	$1,015,291.79	2.95 %	184 Days	A1+
National Australia Bank	$1,553,774.65	2.95 %	184 Days	A1+
National Australia Bank	$1,283,408.21	2.70 %	184 Days	A1+
National Australia Bank	$1,045,934.81	2.75 %	184 Days	A1+
National Australia Bank	$1,097,505.21	2.60 %	90 Days	A1+
National Australia Bank	$1,000,000.00	2.70 %	181 Days	A1+
National Australia Bank	$731,204.35	2.60 %	91 Days	A1+
National Australia Bank	$617,790.25	2.60 %	90 Days	A1+
National Australia Bank	$375,995.21	2.60 %	90 Days	A1+
National Australia Bank	$404,814.92	Flex		
Total Investments	$13,309,990.94			

In accordance with Clause 212 of the Local Government Act (General) Regulation 2005 is certified that the above investments have been made under Sec 625 of the Local Government Act and Council's Investment Policy.

Reconciliation at 31st October 2016

Balance as per cash book	$329,817.43
Investments	$13,309,990.94
Total, equalling Reconciled Ledger	$13,639,808.37

Statement of Bank Balances as at 31st October 2016

	Balance	Transaction	Balance
	30th September 2016		31st October 2016
General Fund	$8,847,188.25	$34,511.23	$8,881,699.48
Water Fund	$3,193,652.78	$202,140.93	$3,395,793.71
Sewer Fund	$1,231,008.11	-$2,912.66	$1,228,095.45
Trust Fund	$128,395.21	$5,824.52	$134,219.73
Investments	-$13,809,314.28	$499,323.34	-$13,309,990.94
Totals	-$409,069.93	$738,887.36	$329,817.43

Balance of all Funds as at 30th September 2016 -$409,069.93

Add Receipts for	
Rates	$132,567.69
Other Cash	$1,404,505.73
Deduct payments for	
Paid since last meeting	$1,297,509.40
New Investment	-$499,323.34
Balance as 31st October 2016	$329,817.43

Resolution

518/2016 That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 31st October 2016 be noted.
Moved Cr Dorrington Seconded Cr Stutsel Carried

Leonie Brown
MANAGER OF CORPORATE SERVICES

File No:	F1.1
Report:448 /2016 ★	Investment Report as at 31st October 2016
Responsible Officer:	Leonie Brown, Manager Corporate Services

Introduction

Under the Local Government Act 1993 and Local Government (General) Regulation 2005, the Responsible Accounting Officer is required to report on Council's Investment portfolio on a monthly basis.

Background

The report is submitted monthly to Council

Issues

- Investments are in accordance with Division of Local Government Guidelines and Council's Investment Policy
- Statutory obligations are being met
- Councillors roles as resource allocators and policy directors are satisfied

Assessment

1. Legal Implications Including Directives and Guidelines

Local Government Act 1993
Local Government (General) Regulation 2005

The management of Council's investments is delegated by the General Manager to the Manager Corporate Services.

2. Financial Implications/Consideration

The 2016/2017 Budget estimates the total investment revenue as $295,000 which represents an estimated return of 2.49%. This revenue is split proportionally across General, Water and Sewer Funds and changes on a monthly basis in accordance with cash flow requirements

The market value of Council's Investments held as at 31st October 2016 is $13,309,990.94.

Investment income earned as at 31st October 2016 was $92,411.271.

3. Policy Provisions – Council Policy and Procedure

Policy 1.8.10 – Investment Policy adopted 28th May 2012.
Ministerial Investment Order – 12th January 2011

4. Strategic Implications – Implications For Long Term Plans/Targets

Funds are invested in accordance with identified cash flow requirements

Investment Portfolio

Council's current Investment Portfolio is as follows

Investments as at 31st October 2016

National Australia Bank	$2,069,009.07	3.05 %	275 Days	A1+
National Australia Bank	$1,072,671.64	3.05 %	275 Days	A1+
National Australia Bank	$408,512.27	3.00 %	184 Days	A1+
National Australia Bank	$634,078.56	2.95 %	184 Days	A1+
National Australia Bank	$1,015,291.79	2.95 %	184 Days	A1+
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National Australia Bank	$617,790.25	2.60 %	90 Days	A1+
National Australia Bank	$375,995.21	2.60 %	90 Days	A1+
National Australia Bank	$404,814.92	Flex		
Total Investments	$13,309,990.94			

Term Deposits

Percentage of Total Portfolio 100%
Average Investment Yield 2.807%

Discussions/Comments

The Investment portfolio decreased by $499,323.34 during the period.

The investment portfolio is invested in term deposits with the National Australia Bank. The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk.

The Government Guarantee on Investments up to $1 million dollars has now expired and the new cap of $250,000 has replaced the scheme.

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

Resolution

519/2016

1. That the report regarding Council's Investment Portfolio as at 31st October 2016 be received and noted.
2. That the Certificate of the Responsible Accounting Officer be noted and that the report be adopted.

Moved Cr Dorrington Seconded Cr Stutsel Carried

File No:	A13.2
Report:449/2016 ★	2015/2016 Audited Financial Statements and Auditors Reports
Responsible Officer:	Leonie Brown, Manager Corporate Services

Introduction

In accordance with Section 419 (1) of the Local Government Act, this report is presenting Council's Audited Financial Reports and the Auditors Report to Council.

Background

The Local Government Act 1993, Section 49 (1) stipulates that Council must present its audited Financial Reports, together with the auditors reports to a meeting of Council.

Prior to the report being presented to Council, public notice in accordance with Section 418 of the Local Government Act must be undertaken. Such notice has been given by advertising in the Western Herald and on Council's website.

Issues

The Statements are prepared in accordance with the Office of Local Government Code of Accounting Practice and Financial Reporting Guidelines.

Assessment

a) Legal Implications Including Directives and Guidelines
   Local Government Act 1993 – Sections 418/419/420.
   Local Government Code of accounting Practice and Financial Reporting – Update 22 issued June 2014.

b) Financial Implications/Considerations
   The Annual Financial Statements reflect the transactions previously reported to Council at the Quarterly Budget Reviews and the end of year adjustments. The Financial Statements were referred to audit by Council at the 25th August 2014 Ordinary Meeting of Council.

c) Strategic Implications – Implications for Long Term Plans/Targets
   Community Strategic Plan
   Delivery Program and Operation Plan

Report

Council's operating result was a surplus of $3.606 million as compared with $3.668 million in the previous year.

Summarised outlines of the operating result and financial position are detailed below:

Summary of Financial Reports
For the year ending 30th June 2016

Income Statement	2016 ($000's)	2015 ($000's)
Total Operating Revenues	21,055	22,576
Total Operating Expenses	17,449	18,908
Net Operating Result for Year	3,606	3,668
Net Operating for year Before Grants for Capital purposes	1,274	1,494

Balance Sheet	2016	2015
Current Assets	16,132	14,205
Current Liabilities	5,694	5,816
Non-Current Assets	225,504	224,186
Non-Current Liabilities	3,339	4,019
Net Assets/Equity	232,603	228,556

Other Financial Information

Note 13 of the Financial Statements provide performance measurement indicators and these are summarised below:

Indicator	2016	2015
Operating Performance Ratio	6.99%	7.39%
Own Source Operating Revenue Ratio	45.45%	58.62%
Unrestricted Current Ratio	2.69:1	2.26:1
Debt Service Cover Ratio	4.45:1	5.30:1
Rates and annual Charges , interest and Extra Charges Outstanding Percentage	15.86%	14.75%
Cash Expense Cover Ratio	10.08 months	9.44 months

Special Schedule 7 report on Infrastructure Assets

Indicators	2016	2015
Building and Infrastructure Renewal Ratio	113.67%	158.74%
Infrastructure Backlog Ratio	2.17%	9.43%
Asset Maintenance Ratio	1.08	.96
Capital Expenditure Ratio	1.20	1.81

Financial Position as at 30th June 2016

Unrestricted Current Ratio

The unrestricted current ratio is an indicator that Council is able to pay its debt as and when they fall due. Council has marginally increased the unrestricted current ratio this financial year. The benchmark for this ratio is a minimum of 1.5:1.

Available Working Capital

These are funds available to Council to meet unforeseen and unbudgeted expenditure, and exclude any funds in reserve.

Available working funds in 2015/16 increased by $1,557 million taking the 30/06/2016 figure to $7,621 million compared to $6,064 million as at 30/06/15.

Councils Auditors have indicated the Available Working Capital to be sound after taking into consideration the nature and level of internally restricted assets (reserves) that have been set aside.

Debt Service Cover Ratio

This is a ratio that measures the availability of operating cash to service debt including interest, principal and lease payments. The benchmark for this ratio is a minimum of 2:1.

For 2016, the ratio indicated that operating results before capital, interest and depreciation covered payments required to service debt by a factor of 4.45:1

Cash Assets as at 30th June 2016

Cash and Investments

This figure includes funds held in internal and external reserves across all of the Council's functions along with any unspent specific purpose grants and contributions.

The total cash and investments figure increased by $1.549 million during 2015/16; taking the figure of $11.630 million as at 30th June 2015 to $13.179 million as at 30th June 2016.

Externally restricted cash and investments total $4.658 million, internally restricted cash and investments total $1.132 million, and unrestricted cash and investments total $7.389 million, which is available to provide liquidity for day to day operations.

Receivables as at 30th June 2016

Rates and Annual Charges

Council's net Rates and Annual Charges amounted to $3.674 million and represented 17% of Council's overall revenue for 2015/16.

Including arrears, the total rates and annual charges collectible was $4.183 million of which $3.596 million (86%) was collected.

Outstanding Rates and Annual Charges

The Rates and annual charges outstanding percentage has increased in 2015/2016 from 14.75% to 15.86%. This is due to the amount of land that the owners have effectively walked away from and will be subject to a sale for unpaid Rates. Provision is made annually to account for this amount.

Payables as at 30th June 2016

Employee Leave Entitlements

Employee Leave Entitlements (ELE) are the leave entitlements which were accrued as at the 30th June 2016, and equate to $2,795 million.

Council had a cash reserve of $600,000, funding the liability at 22%.

Council's Auditors have indicated that the Office of Local Government requires Council to fund ELE at a minimum of 20%.

Other

Building and Infrastructure Renewal

The Building and Infrastructure renewal ratio is an indicator of the proportion of depreciation which is being funded by expenditure on new assets. A ratio greater than 100% indicates that Council is spending more on asset renewal than the depreciation charge for the year.

Councils Asset Renewal was 113.67%.

Audit Opinion

1. The Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13 part 3 Division 2; and
2. The financial statements:

a. have been presented in accordance with the requirements of this Division;
b. are consistent with the Council's accounting records;
c. presents fairly the Council's financial position, the results of its operations and its cash flows; and
d. are in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia.

3. All information relevant to the conduct of the audit has been obtained; and
4. There are no material deficiencies in the accounting records or financial report that we have become aware of during the course of the audit.

Conclusion

The Unrestricted Current Ratio has marginally increased over the past year. The Unrestricted Current Ratio is a financial indicator and represents Council's ability to meet its debts and obligations as they fall due. The available Working Capital position was also maintained at an acceptable level.

Council continues to maintain a relatively low level of debt and is in a sound financial position as reflected in our Auditor's reports and demonstrated by the financial performance indicators.

Council will need to continue to closely monitor the budget during the current and future years to ensure that the positive result continues to ensure the ongoing consolidation of the Councils financial position.

Summary

The Financial Statements were submitted to the Office of Local Government on 28th October 2016.

Copies of the Audited Financial Statements are available at the meeting, and are available for viewing by the public via the web page, at the Council Office and the Bourke Public Library.

Section 420 of the Local Government Act stipulates that Council must allow a period of 7 days after accepting the Financial Statements for the public to make written submissions on the audited Financial Reports and/or the Auditors Report. Any submissions are referred to Council's Auditors for further comment as required.

Resolution

520/2016 That Council adopts the 2015/2016 Audited Financial Statements and Auditors Reports as presented at the Ordinary Meeting of Council held on Tuesday, 22nd November 2016.		
Moved Cr Davis	Seconded Cr Dorrington	Carried

File No:	P4.1
Report: 450/2016 ★	Operational Plan Review to 30th September 2016
Responsible Officer:	Leonie Brown, Manager Corporate Services

Introduction

Clause 203 (1) of the *Local Government (General) Regulation 2005* (the Regulations) requires a Council's responsible accounting officer to prepare and submit a Quarterly Budget Review Statement (QBRS) to the governing body of Council within two months of the end of the quarter. Submitted hereunder is that report:

Background

The Office of Local Government released guidelines on the preparation of QBRS to Council in December 2010 with mandatory reporting in line with the guidelines commencing in July 2011

The QBRS must show, by reference to the estimated income and expenditure that is set out in the operational plan adopted by Council for the relevant year, a revised estimate of income and expenditure for that year.

The guidelines also require the budget review statement to include a report by the responsible accounting officer as to whether or not they consider the statement indicates Council to be in a satisfactory financial position (with regard to its original budget) and if not, to include recommendations for remedial action.

Issues

- The QBRS must be prepared by the Responsible Accounting Officer and presented to Council within two months of the end of the quarter.
- The minimum format of the QBRS is governed by the Office of Local Government's Guidelines in December 2010.

Assessment

(a) Legal Implications Including Directives and Guidelines

Local Government (General) Regulation 2005 (the Regulations) clause 203 requires a Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the governing body of Council within two months of the end of the quarter
Office of Local Government – Quarterly Budget Review Guidelines issued December 2010

(b) Financial Implications/Considerations

Council's original budget was adopted as part of the 2016/2017 Operational Plan on 23rd May 2016 and reflected an overall cash based surplus of $539,800.

(c) Policy Provisions – Council Policy and Practice

Nil

(d) Strategic Implications – Implications for Long Term Plans/Targets

Community Strategic Plan
Delivery Program/Operational Plan

Discussion

The QBRS has been prepared for the September 2016 review period and is presented to Council for consideration as an attachment.

This review has been undertaken in consultation with the General Manager, Managers and other officers where applicable and the changes are included in the "Variation for this Quarter" column of the QBRS document.

A review at the Waste Depot has identified that the current cell that contains the waste will reach full capacity before the end of June 2017. Council has $97,000.00 held in reserves and has contributed a further $25,000.00 in the 2016/2017 budget to bring the total amount to $122,000.00. A recommendation to include the new cell development in the 2016/2017 year is now included in this report. There is not expected to be any additional costs to Council.

Overall Financial Position

The revised consolidated budget result following the September QBRS is estimated to be a surplus of $475,814

A break-up of the funds are detailed in the table below once depreciation has been added back:

Fund	Expenses	Revenues	Depreciation	Operating result
General	($27,679,044)	$24,007,528	$3,671,516	($62,746)
Water	($11,597,195)	$11,596,785	$345,500	$345,090
Sewer	($1,441,740)	$1,458,010	$177,200	$193,470
Total	**($40,717,979)**	**$37,062,323**	**$4,131,470**	**$475,814**

The adjustments which have been identified during the Review are summarised below:

Operating and Capital Works Budgets:

Adjustment Description	Budget Impact
Operational Income – additional	1,005,720
Operational Expenses – additional	(1,069,706)
Capital Income and Contributions - increase	1,684,492
Capital Expenditure - additional	(1,684,492)
Transfer to/from Reserves	
Net adjustment - Budget	**(63,986)**

Summary	Budget Impact
Original Budget surplus	539,800
Adjustments from QBRS September 2016	(63,986)
Revised Budget Surplus	**$475,814**

Conclusion

The financial position of Bourke Shire Council as at 30th September 2016 is considered to be satisfactory and is confirmed by the Report from the Responsible Accounting Officer provided under separate cover to Council.

Resolution

521/2016 1. That the document entitled "Quarterly Budget Review Statement – September 2016" be received and noted 2. That the variations of income and expenditure as identified in the "Quarterly Budget Review Statement – September 2016" be Adopted. Moved Cr Davis Seconded Cr Stutsel Carried

File No:	R2.5
Report: 451/2016 ★	Rates Write-Off – Assessment 1113-00000-2
Responsible Officer:	Leonie Brown, Manager Corporate Services

Background

Assessment number 1113-00000-2 located at 9 Wortumertie Street, Bourke is owned by the Aboriginal Housing Office. The house at this property became vacant on 1st April 2016 and was demolition on 7th June 2016. The Local Government Act 1993, Section 555 1(a) states that land owned by the Crown is non-ratable when the land including dwelling is not being leased for private purposes or is vacant land.

The Aboriginal Housing Office has requested that the property become non-ratable for the period 01 April 2016 to 30 June 2017.

The land is now categorized as non-ratable, and is thus exempt from all Rates and Charges.

Financial impact

Rates levied for the period 01 April 2016 to 30 June 2016 total $528.00, Rates Levies for 1 July 2016 to 30 June 2017 total $2196.90 plus interest of $26.88. The total write-off is $2,751.78.

Resolution

522/2016 That Council write-off rates for Assessment 1113-00000-2 to the value of $2,751.78 for the 2015/16 & 2016/17 rating periods. Moved Cr Stutsel Seconded Cr Dorrington Carried

POLICIES

File No:	P4.1.4
Report: 811/2016	Policy reviews
Responsible Officer:	Ross Earl, General Manager

Background

Council has been undertaking a systematic review of all its policies reviewing those which have been developed previously and developing new policies as voids are identified.

The existence of clear policies provides the staff and the public clear guidelines and/or the requirements of Council.

Current Situation

The Policies relating to Work Health and Safety and Workplace Surveillance and Internal Filtered Water Leaks have been reviewed by the MANEX team and are placed before Council for review and adoption, subject to any identified amendments.

Financial Implications

No significant financial implications are anticipated.

Recommendation:

That Council adopt the Work Health & Safety Policy labelled 2.8.1(v4), Workplace Surveillance Policy labelled 2.12.1(v2), Internal Water Leaks Policy labelled 3.7.9(v2), as presented to the Ordinary meeting of Bourke Shire Council on Tuesday, 22nd November 2016.

Resolution

523/2016 That Council adopt the Work Health & Safety Policy labelled 2.8.1(v4), Workplace Surveillance Policy labelled 2.12.1(v2), Internal Water Leaks Policy labelled 3.7.9(v2), as presented to the Ordinary meeting of Bourke Shire Council on Tuesday, 22nd November 2016.

Moved Cr Cole Seconded Cr Barton Carried

Cr Stutsel requested that his vote be recorded against Policy Internal Water Leaks labelled 3.7.9(v2).

SECTION 2 Staff Management
PART 2.8 Work Health & Safety

	POLICY NO:	2.8.1(V4)
	POLICY TITLE:	Work Health & Safety
	DATE ADOPTED:	
	RESOLUTION NO:	
	SUPERSEDES:	2.8.1(v3) Occupational Health & Safety Date adopted: 22/02/2010 Resolution No: 81/2010
	PROPOSED REVIEW DATE:	

POLICY

Bourke Shire Council is committed to ensuring the health and safety of all persons in the workplace.

In Particular, Bourke Shire Council is committed to:-

- A Risk Management approach to identify, assess, eliminate and control hazards which have the potential to harm workers and other persons in the workplace
- Complying with relevant Work Health and Safety Legislation
- Establishing measurable objectives and targets of Work Health and Safety to ensure continuous improvement aimed at elimination of work related illness and injury
- The provision of appropriate Work Health and Safety training to all workers
- A consultation process to ensure all workers are included in the decision making processes impacting on Workplace Health and Safety
- The dissemination of Work Health and Safety information to all workers and other persons in the workplace
- The effective implementation of the Work Health and Safety Policy
- Injury Management and the timely return of employees to duties in accordance with the Workers Compensation Act 1987, Workplace Injury Management, Workers Compensation Act 1998, Workers Compensation Regulations 2003 and Workers Compensation Amendments 2010
- Ensuring continuous improvement, development and monitoring of the Work Health and Safety Management System by conducting regular reviews

Bourke Shire Council will develop, implement and keep under review a Work Health and Safety System for managing work health and safety. This system will be supported by appropriate policies and procedures that are implemented and reviewed on a regular basis.

PURPOSE

The purpose of this policy is to document Council's commitment to providing and maintaining a safe and healthy workplace for its workers and other persons in the workplace.

Council is committed to achieving this through the effective implementation of a Work Health and Safety Management System.

This Policy is part of the Bourke Shire Council Work, Health and Safety system and reflects Council's commitment to the NSW Work Health and Safety Act 2011.

Bourke Shire Council must ensure, so far as is reasonably practicable, that the health and safety of workers while the workers are at work.

Bourke Shire Council must ensure, so far as is reasonably practicable, the health and safety of other persons is not put at risk from work carried out by Council.

Under the Work Health and Safety Act, 2011 Bourke Shire Council has a legal requirement to protect the health and safety of all workers and other persons in the workplace.

AIM

The aims of this policy are that Council must ensure, so far as is reasonably practicable:

- the provision and maintenance of a work environment without risks to health and safety, and
- the provision and maintenance of safe plant and structures, and
- the provision and maintenance of safe systems of work, and
- the safe use, handling, and storage of plant, structures and substances, and
- the provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities, and
- the provision of any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out by Council, and
- that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business or undertaking.

RESPONSIBILITIES AND DUTIES

General Manager, and Managers: Have a duty to exercise due diligence to ensure that the Council complies with the WHS Act and Regulations. This includes taking reasonable steps to provide and maintain as far as reasonably practicable:

- an up-to-date knowledge of WHS matters
- have an understanding of Council business and the hazards and risks associated with it
- ensure that Council has (and uses) appropriate processes to receive information about incidents, hazard and risks and responding in a timely manner to that information
- ensure that Council has and implements processes to comply with any duty or obligation under WHS laws. These include:

1. reporting notifiable incidents
2. consulting with workers
3. ensuring compliance with notices
4. providing training and instruction to workers about WHS
5. ensuring that health and safety representatives receive their entitlements to training if and when health and safety representatives are a requirement of the Council

Work Supervisors and Team Leaders who supervise workers must:

- demonstrate active and visible leadership in work health and safety
- identify hazards and work health and safety risks from jobs, tasks and projects under their supervision
- assess and control identified risks in consultation with those involved or affected
- promptly address work health and safety issues raised, in consultation with those involved or affected

- investigate work related incidents, seeking to identify the causes and take steps to prevent recurrence

Workers while at work must:

- take reasonable care for their own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply with any reasonable instruction from Council so far as reasonably practicable
- cooperate with reasonable policy or procedures of Council relating to health and safety

A worker includes an employee, labour hire staff, volunteer, apprentice, work experience student, sub-contractor, trainee, contractor, outworker and Councillor.

An elected member of the Council does not, in that capacity conduct a business or undertaking. (PCBU means "person conducting a business or undertaking")

PROCEDURES

WORK HEALTH AND SAFETY MANAGEMENT SYSTEM

In order to implement the general provisions of this policy, a program of activities and processes will be set up, continually updated and effectively carried out. The program will relate to all aspects of work health and safety including:

- WHS Training and education;
- Work design, workplace design and standard work methods;
- Changes to work methods and practice; including those associated with technological change;
- Emergency procedures and drills;
- Provision of WHS equipment, services and facilities;
- Workplace inspections and evaluations;
- Reporting and recording of incidents, accidents, injuries and illnesses;
- Injury Management (Rehabilitation) and;
- Provision of information to workers, contractors and sub-contractors.
- Management of EEO and Anti-Discrimination

References

NSW Work Health & Safety Act, 2011
NSW Work Health Safety Regulation, 2011
Bourke Shire Council WHS Consultation Policy

VARIATION

Council retains the right to review, vary or revoke this policy at any time.

The General Manager has the right to review or vary these procedures

Presented to Manex: 24/10/2016

Presented to Health Safety Committee: 30/09/16

SECTION 2 Staff Management
PART 2.12 Surveillance

	POLICY NO:	2.12.1(v2)
	POLICY TITLE:	Workplace Surveillance Policy and Procedure
	DATE ADOPTED:	
	SUPERSEDES:	Workplace Surveillance Policy and Procedure 2.12.1 Adopted: 27/06/2016 Resolution: 287/2016
	PROPOSED REVIEW DATE:	24/11/2020

INTRODUCTION

Bourke Shire Council recognises its obligations to ensure, where reasonably practicable, a safe and healthy workplace for its employees and others.

BACKGROUND

This policy provides the framework from which Bourke Shire Council's Workplace Surveillance will be managed.

OBJECTIVE

To ensure that Bourke Shire Council complies with the requirements of the Workplace Surveillance Act 2005 and Surveillance Devices Act 2007.

LEGISLATION

The Workplace Surveillance Act 2005 deals with surveillance of employees by means of camera, computer or tracking devices and requires that employees are notified as to the nature of the surveillance. Section 10(4) of the Act states that the notice must indicate:

(a) The kind of surveillance to be carried out (camera, computer or tracking) and
(b) How the surveillance will be carried out, and
(c) When the surveillance will start, and
(d) Whether the surveillance will be continuous or intermittent, and
(e) Whether the surveillance will be for a specified limited period or ongoing.

The Surveillance Devices Act 2007, Section 7(1) states:

(1) A person must not knowingly install, use or cause to be used or maintain a listening device;
(a) To overhear, record, monitor or listen to a private conversation to which the person is not a party, or
(b) To record a private conversation to which the person is a party.

Any surveillance type activity that is undertaken by Council must be in accordance with the Acts and specifically the notice provided to employees. Any surveillance outside the parameters of the notice is considered to be covert surveillance and must be authorised by a Magistrate.

Work Health and Safety Act 2011 states that Council has a duty of care to ensure so far as is reasonably practicable, that the workplace, the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person.

Protection of the Environment Operations Act 1997 – under the Act Council may appoint any officer or employee of that authority as an authorised officer for the purpose of the Act and may undertake surveillance in accordance with the Surveillance Devices Act.

DEFINITIONS

Under the Workplace Surveillance Act 2005, surveillance of an employee means:-

(a) Camera surveillance, which is surveillance by means of a camera that monitors or records visual images of activities on premises or in any other place.

(b) Computer surveillance, which is surveillance by means of software or other equipment that monitors or records the information input or output, or other use, of a computer (including but not limited to, the sending and receipt of emails and the accessing of Internet websites).

(c) Tracking surveillance, which is surveillance by means of an electronic device the primary purpose of which is to monitor or record geographical local or movement (such as a Global Positioning System tracking device).

APPLICATION

This policy and procedure applies to all workplace surveillance of Bourke Shire Council resources and employees.

POLICY STATEMENT

1. Council is committed to meeting its statutory obligations under the Workplace Surveillance Act 2005, Surveillance Devices Act 2007 and this Policy and Procedure in conjunction with Council's Code of Conduct and Internet and Email Usage Policy. This policy represents the formal notification to employees about the activities of the Council that fall within the statutory definitions of surveillance.

2. The Procedure Schedules to this Policy detail instances of activity by the Council that are covered by the surveillance provisions, being: camera surveillance, computer surveillance and tracking surveillance.

3. Council will also comply with the legal requirements of the Acts where surveillance is prohibited. Sections 15 – 18 of the Workplace Surveillance Act 2005 states:-

   (i) An employer must not carry out, or cause to be carried out, any surveillance of an employee of the employer in any change room, toilet facility or shower or other bathing facility at a workplace.

   (ii) An employer must not carry out, or cause to be carried out, surveillance of an employee of the employer using a work surveillance device when the employee is not at work for the employer unless the surveillance is computer surveillance of the use by the employee of equipment or resources provided by or at the expense of the employer.

   (iii) An employer must not prevent, or cause to be prevented, delivery of an email sent to or by, or access to an Internet website, by an employee of the employer unless the employer is acting in accordance with a policy on email and Internet access that has been notified in advance to the employee in such a way that it is reasonable to assume that the employee is aware of and understands the policy, and in addition, in the cause of preventing delivery of an email, the employee is given notice (a "prevented delivery notice") as soon as practicable by the employer, by email or otherwise, that delivery of the email has been prevented. An employee is not required to be given a prevented

delivery notice for an email if the content of the email or attachment to the email is perceived to be spam, or a threat to the security of Council's systems or contains potentially menacing, harassing or offensive content.

An employer cannot prevent delivery of an email or access to a website merely because the email was sent by or on behalf of an industrial organisation of employees or an officer of such an organisation or the website or email contains information relating to industrial matters (within the meaning of the Industrial Relations Act 1996).

(iv) An employer must ensure that any surveillance record made as a result of that surveillance is not used or disclosed unless:-

- That use or disclosure is for a legitimate purpose related to the employment of employees of the employer or the legitimate business activities or functions of the employer or
- Disclosure is to a member or officer of a law enforcement agency for use in connection with the detection, investigation or prosecution of an offence, or
- Use or disclosure is for a purpose that is directly or indirectly related to the taking of civil or criminal proceedings or
- Use or disclosure is reasonably believed to be necessary to avert an imminent threat of serious violence to persons or substantial damage to property.

4. This policy and procedure will be emailed to all employees and posted to employees who do not have email accounts. It will also be attached periodically to payslips of all employees and placed in the staff newsletter. It will be published on Council's internal policy register.

5. The policy and procedure will be provided by the Human Resources Officer to all new staff prior to their undertaking employment with Council.

6. This policy and procedure will be reviewed every 3 years or as required by legislative or other regulatory requirements.

WORKPLACE SURVEILLANCE PROCEDURES SCHEDULE 1

CAMERA SURVEILLANCE

Council operates surveillance cameras to monitor and record activity in the following locations:-

- Customer Service reception area at the Council Chambers
- Bourke Waste Depot
- Bourke Council Depot
- Water Treatment Plant
- Airport
- Back O' Bourke Exhibition Centre

The purpose of this monitoring and recording is to provide a safe and secure working environment for Council staff and its customers. Cameras are only used in the areas listed above. These areas have been selected as they are considered to be the locations at which aggressive and unlawful behaviour is most likely to occur.

The purpose of the cameras is to discourage aggressive and unlawful behaviour and to increase the likelihood of apprehending offenders. Should an incident occur, the recordings will be provided as evidence to the Police to assist them with their enquiries. The cameras and their

records will not be used to monitor staff performance, but may be used to investigate allegations of serious misconduct by staff. Any serious indictable offences recorded will be brought to the attention of the NSW Police.

Appropriate signage is installed on the external entrance to the properties and also on internal areas where applicable that camera's operate, advising that cameras are in operation, identifying Bourke Shire Council as the owner of the system and giving a telephone number and address should further information be required.

MOBILE SURVEILLANCE CAMERAS

Council also uses mobile surveillance cameras throughout the Shire as part of the process to reduce the extent of illegal dumping and unlawful behaviour.

Only officers duly appointed by the General Manager and authorised pursuant to the POEO Act and Local Government Act 1993 may install, maintain and operate surveillance cameras.

These officers will maintain a surveillance file which will include evidence of the date on which a camera is installed, the location of the camera and the person who installed it. When the camera is checked or maintained the responsible officer will make a note on a surveillance file. If the camera is relocated, this will be recorded and the same details recorded about the relocated camera.
The authorised officers will also include in the surveillance file the details of what type of camera it is, what recording mechanism is used, how frequently it records, and what it does or does not record.

The authorised officers will produce a log of images captured by the camera; identifying the time/date that all images were captured and the location these images were captured. These records should be generated and recorded automatically by the camera.
If the authorised officers delete images whilst in the field, the officer will make a note on the surveillance file that images were captured on a specific date at a specific location but were deleted by that person because no relevant or potentially relevant images were captured.

The authorised officers will move relevant or potentially relevant electronic images from the camera to a storage device which will be placed in a locked cabinet only accessible to those officers or persons authorised by the General Manager. A record will be maintained of every time any person accesses the images and the reason for such access.

MOBILE TELEPHONE CAMERAS

Cameras in mobile telephones supplied by Council are not to be used to record inappropriate images of any persons without their knowledge or consent (e.g. photographs of people in swimmers, nude pictures, up-skirting, pictures of children etc.). Such devices are not authorised by Council to be used to carry out camera surveillance as defined in the Workplace Surveillance Act.

WORKPLACE SURVEILLANCE PROCEDURES SCHEDULE 2

COMPUTER SURVEILLANCE

The use of Council's computers and associated systems is governed by the Internet and Email Usage Policy.

In accordance with the Internet and Email Usage Policy, authorised staff or other authorised personnel may access Council computers, computer logs and other system records, databases and backups to ensure the security, confidentiality, availability and integrity of Council's IT systems.

Council may from time to time, investigate alleged breaches of the law or Council policies by staff using its IT systems and facilities and this can involve accessing the staff member's computer and electronic records. For staff, such investigations may involve misconduct or serious misconduct and are managed in accordance with Council's established disciplinary procedures (as per the Local Government (State) Award 2014).

Council monitors staff use of Council computers and IT systems in the following areas:-

1. Council workstations, servers, email and network services, printers, network connected devices and connections to the internet.

2. Council retains logs, backups and archives of computing activity which may be audited. Such records are the property of Council and are subject to State and Federal laws and may be used as evidence.

3. Monitoring may include, but is not limited to; store volumes, download volumes, breaches of intellectual property laws, suspected malicious codes or viruses.

Computer surveillance is continuous and is in place as at the date of approval of this policy and procedure.

INTERNET AND EMAIL

Council's Internet and Email Usage Policy forms part of this notice to staff

Emails of staff members is not routinely read or monitored. However, emails are records of Council and State Records for the purposes of the State Records Act and should be managed accordingly and will be accessible in that context. An email may also be the subject of an application under GIPA or privacy legislation.

Council may access and monitor staff use of the Council email and internet systems in the following way:-

Council monitors email server performance and retains logs, backups and archives of emails sent and received through the Council server. Even where the user has deleted an email, the Council may still retain archived and/or backup copies of the email. Only staff authorised by the General Manager may examine such records.

1. Council retains logs, backups and archives of all internet access and network usage. These records may be audited, are subject to State and Federal laws and may be used as evidence. While individual usage is not routinely monitored, unusual or high volume activities may warrant more detailed examination.

2. For producing an email in response to a legal requirement or other lawful investigation.

3. For determining, as part of an investigation by Council, whether there has been unacceptable use of email to abuse or harass other persons.

4. For investigating allegations of misconduct or to provide material to external investigative authorities lawfully investigating possible criminal conduct.

Email and internet surveillance is continuous and is in place as at the date of approval of this policy and procedure and subject to receipt by employees of the notice contained in this policy and the Email and Internet Access Policy.

USE OF GPS AND SURVEILLANCE DEVICES

Plant and Equipment

This protocol is limited to plant and equipment use of GPS or other vehicle or plant surveillance technology and applies to all Bourke Shire Council workers who operate Bourke Shire Councils plant and equipment.

PROTOCOL

The use of certain GPS and surveillance devices may assist Bourke Shire Council in providing improved customer service by collating additional information in regard to our service delivery and also to improve employee safety by allowing Bourke Shire Council to identify the location of employees.

The devices available for this may include:-

1. The provision of tracking devices (GPS)
2. The provision of CCTV
3. Computer and IT devices

Bourke Shire Council is committed to meeting its statutory obligations under the Workplace Surveillance Act and this protocol provides a document that employees can access to understand the procedures followed by Bourke Shire Council.

Where devices such as GPS are to be installed in Bourke Shire Council vehicles, all staff who access that vehicle(s) are to be advised of the potential for continuous monitoring for operational reporting. This advice is to be in writing. GPS in vehicles has the benefit of identifying the geographical location of a worker, particularly if they are in need of emergency assistance and through monitoring of data it allows Bourke Shire Council to manage compliance with Bourke Shire Councils Light Motor Vehicle Procedure for commuter and full private use lessees.

Where a new employee commences with Council, he/she is to be made aware in writing, that Council vehicles or plant are subject to GPS tracking or other surveillance.

The Manager of Roads has been appointed by the General Manager to administer the installation of GPS devices for Council's motor vehicles and plant.

All Councils vehicles and plant items that could be installed with a GPS device will have a decal indicating the vehicle or plant item may be subject to GPS tracking and may have the geographical location, movement, engine performance or operation monitored and recorded. As determined

by the General Manager, private use vehicles may be exempt from GPS device or monitoring requirements.

The following light and other fleet vehicles may be subject to GPS tracking:-

- Commuter Use Vehicles
- On-Call & Pool Vehicles
- Plant & Trucks
- Small Plant

Refer Attachment "A" for example of GPS vehicle decal.

The primary purpose of GPS tracking to be installed in vehicles will be to improve safety, operational efficiency and/or productivity improvement.

Requests by Managers or for GPS tracking to be installed in vehicles and request to have the software installed on their computer will require the approval of the General Manager.

Misuse of Bourke Shire Councils property detected through the use of GPS tracking is to be reported immediately to the Managers responsible for that section. The Manager (responsible for the employee who allegedly has breached Bourke Shire Councils' procedures) must review the GPS information prior to determination of any disciplinary action. Where it is identified that breach of Bourke Shire Council procedure is identified, the employee will be counselled in accordance with the Local Government State Award provisions.

A breach of procedure may include but not be limited to:

- Unauthorized or misuse of Councils resources,
- Unlawful use of councils resources
- Private use of Councils resources (excluding employment agreements) either during or outside Councils working hours.

Employees must avoid any action or situation that may be seen as improper use of Councils resources.

RELATED POLICIES

- Bourke Shire Council Code of Conduct
- Internet and Email Usage Policy
- Closed Circuit Television Policy
- Enforcement Policy

VARIATION

The General Manager reserves the right to review, vary or revoke this policy and procedure.
Presented to MANEX: 24/10/2016
Presented to Health and Safety and Consultative Committees: 28/10/2016
Adopted by Council:

ATTACHMENT A

The following provides of an example of the GPS decal that will be affixed to vehicles/plant that may have a GPS devise installed.

THIS VEHICLE MAY BE MONITORED BY A
GPS TRACKING DEVICE IN ACCORDANCE
WITH BOURKE SHIRE COUNCIL PROTOCOL

SECTION 3 Service Provision Section
PART 3.7 Bourke Water Supply

	POLICY NO:	3.7.9(2)
	POLICY TITLE:	Internal Filtered Water Leaks
	DATE ADOPTED:	29/11/2016
	RESOLUTION NO:	385/2016
	SUPERSEDES:	Policy No:3.7.9 Internal Water Leaks Date Adopted: 22/08/2016 Resolution No: 385/2016
	PROPOSED REVIEW DATE:	

POLICY

This policy relates to internal water leaks on the property owner's / resident's side of the filtered water meter at properties located in Bourke and North Bourke.

1. Council is responsible for general maintenance through normal wear and tear of the service connection from the Council main, up to and including the tap on the water service. Any fittings or materials on the service after the tap (including the water meter) are the responsibility of the property owner.

2 The property owner is responsible for the rectification of any damage to the water service connection, including vandalism. For example, if a water service connection is run over by a vehicle (that may or may not be owned by the landowner) then the property owner is responsible for all costs associated with the repair of the same.

3. Once water has passed through and registered on any water meter, cost of the water is the responsibility of the property owner.

4. In extremely extenuating and exceptional circumstances, when an excessive filtered water meter reading is recorded, a concession may be given under the following conditions:-
   - The variation exceeds the average use for the two previous corresponding water account periods by greater than 50%.
   - The pipeline is in good condition and constructed of approved material for domestic use.
   - The leakage was located on the main internal water supply pipe servicing the premises.
   - A defect in the service has occurred which is totally hidden, and not visible.

The General Manager is satisfied that there has been immediate and effective action to make repairs.

- A copy of the invoice for repairs by a Licenced plumber and a signed report by the plumber that provides the address and details the nature and location of the repairs is provided to the General Manager. A signed statement that the defect was not readily visible or apparent will also be required in this report.
- The property owner / resident will be required to provide a statutory declaration setting out the date, how the leak was identified and what action was taken.
- The statutory declaration along with the plumbers report is to be forwarded to Council's rate section within 2 weeks of the work being carried out. Arrangements will then be made for the water meter to be read as soon as practical by Council staff.

- A similar claim has not been granted for the property in the previous 3 years. (This is due to the condition of the internal water piping and the possibility that it may need replacing).
- A similar claim has never been granted to that person as a ratepayer either as a sole owner or on any joint ownership arrangement.
- The customer has a good credit payment of accounts record with Council.

5 Council reserves the right to have a Council Staff member inspect the condition of the water line if it is felt necessary.

6 If the leak has been identified to have carried across two (2) water billing periods a concession may be claimed on each of the affected accounts. Council will grant a maximum of two (2) reduction concessions per incident.

7 Consideration will not be given where claims are made for:-
- properties serviced with non-standard/approved poly lines and those designated as private lines.
- water loss or leakage occurring from above ground fixtures such as internal or external taps, toilet cisterns, hot water systems or other fixtures.
- water loss or leakage occurring from swimming pools or from supply lines to swimming pools.

8 The General Manager is authorised to determine applications for variations to accounts due to hidden leaks on internal services in accordance with the above conditions.

9 Should the request for an adjustment to the charge be approved, the concession granted by Council will be to reduce the volume of water to be charged to 50% of the difference between the volume metered and the average of the volume metered for each of the same corresponding water billing periods in the previous two years. If so determined by the. General Manager, one or more of these figures may be adjusted to daily rates to facilitate calculations.

Note:
While-ever there is no volumetric charge for raw water, there is no need for consideration of applying a similar policy for raw water.

Property owners are to be encouraged to ensure that there is no excess usage or wastage of raw water.

RELATED POLICIES
Policy 3.7.4 Water Connections Policy

VARIATION
Council retains the right to review, vary or revoke this policy at any time.
The General Manager has the right to review or vary these procedures.
Presented to MANEX on: 24/10/2016
Policy adopted by Council:

PRÉCIS OF CORRESPONDENCE

File No:	D5.1-D5.2
Report: 945/2016	Community Contribution – Request for Donation Towards Water Rates
Author:	Sr Margritta M.C. Superior – Missionaries of Charity

Requesting a donation in the amount of $172.80 plus any accrued interest for the water rates for the 18/03/2016 – 16/09/2016 period.

Resolution

524/2016 That Council donate the amount of $172.80 including any accrued interest for water rates for the period 18/03/2016 – 16/09/2016.
Moved Cr Davis Seconded Cr Bartley Carried

Cr Thompson requested that his vote be recorded against the motion.

Resolution

525/2016 That Council recognise the work carried out in Bourke by the Missionaries of Charity over the last 46 years.
Moved Cr Barton Seconded Davis Carried

File No:	R6.14
Report: 946/2016	Public Exhibition of the Draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017
Author:	Rebecca Ballard, Senior Water Planner – Water Planning & Policy Department of Primary Industries (DPI) Water

Advising the community that they are invited to make comment on the draft Barwon-Darling Valley Floodplain 2017 during the exhibition period from Monday, 31st October to Friday, 9th December 2016. This exhibition period allows for any interested persons to review and make a submission on the draft plan.

Resolution

526/2016
1. That Council note the report regarding the Public Exhibition of the Draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017 as presented to Council on Tuesday, 22nd November 2016.
2. That Council prepare a submission in relation to the possible construction of additional water storages which may impact on some aspects of the plan.

Moved Cr Barton Seconded Cr Davis Carried

Resolution

527/2016 That Council makes a submission to the Murray Darling Basin Authority calling on them to implement the original plan and that the over recovered water in the Barwon Darling be reinstated.
Moved Cr Cole Seconded Cr Stutsel Carried

To be eligible, organisations must:-

- submit an application on the prescribed form
- meet the criteria and the guidelines set out in this policy, and
- explain why their request was not submitted through the annual process

APPLICATIONS FOR FINANCIAL ASSISTANCE (DONATIONS, SPONSORSHIP, "IN KIND" SUPPORT)

Name of applicant organisation:	Missionaries of Charity
Postal Address:	P.O.Box 192 Bourke NSW 2840
Contact person:	SR. Margritta mc
Position:	Superior - Bourke community
Phone number:	(02) 68722719
Mobile number:	
Fax number:	
Email address:	

Enquiries are to be made to Council's Manager Corporate Services on 0268308000.

Completed applications are to be returned to Council no later than 4pm Friday,

(Date(s) to be specified each year)

An electronic version of the form can be made available upon request, or applications can be posted or hand delivered to:-

Bourke Shire Council
Financial Assistance Program
P O Box 21 / 29 Mitchell Street
BOURKE NSW 2840
Phone: 02 68308000 Fax: 02 68723030
Email: bourkeshire@bourke.nsw.gov.au

INFORMATION REGARDING YOUR REQUEST FOR FINANCIAL ASSISTANCE

Please provide a brief overview of your group /organisation:-

We are a Religious order - (Nuns) SRS. Founded by St. Teresa of Calcutta (INDIA) Missionaries of Charity, A non profitable organization, we totally rely on Divine providence and Donations.

Is the Group/organisation based in Bourke Shire?:- (Yes)/No

If no, where is it located?

What is the number of current members of your group/organisation?

Purpose for which the donation will be used:-

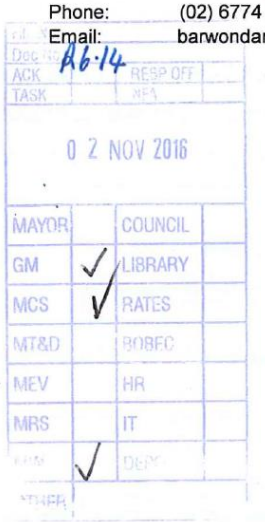
If not stated above, briefly describe the way in which this donation will benefit Bourke Shire:-

Providing free service to the Community of Bourke

Has your group/organisation received financial or in kind support from Bourke Shire in the last 12 months? (Yes) No
If yes, please provide amount and details of purpose: $ 2516.00 was Donated by Council to cover the water Rates 2016/2017 Council waived General Rates for this property.
Has your group/organisation received any grants from the State or Federal Government in relation to the project for which this donation is sought? Yes (No)
If yes, briefly list details and amount of grant
Rates Donations – if you are only applying for a donation of rates (general or water) please provide the following details:-
Property for which rates donation is sought: 1 Meek St. Bourke
Council's Rates Assessment Number: 507-00000-8
Owner of land on which property is located: The Trustee - Missionaries of Charity
Purpose for which the property is used: Worship and Charity
Approximate number of days per year that the property is used for these purposes: 365 Days.

Department of Primary Industries
Water

Contact: Rebecca Ballard
Phone: (02) 6774 9583
Email: barwondarling.fmp@dpi.nsw.gov.au



Mr Ross Earl
General Manager
Bourke Shire Council
PO Box 21
BOURKE NSW 2840

31 October, 2016

Dear Mr Earl,

Public Exhibition of the draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017

The NSW Minister for Lands and Water, Niall Blair, has announced the public exhibition of the draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017 (Barwon-Darling Valley FMP).

A factsheet containing a summary of key information about the draft Barwon-Darling Valley FMP is attached to this letter.

What is public exhibition?

The community is invited to make comment on the draft Barwon-Darling Valley FMP during the public exhibition period from **Monday 31 October to Friday 9 December, 2016**. This exhibition period allows for any interested persons to review and make a submission on the draft Plan. Public comment is essential to ensure that the management zones, rules and assessment criteria contained within the Plan are appropriate.

All submissions will be referred to the NSW Government's Interagency Regional Planel for consideration in formulating its recommendations for the final Plan. The Barwon-Darling Valley FMP is scheduled to commence in 2017.

Why is it important to me?

We have identified you as a key stakeholder and believe you may be particularly interested in the draft Barwon-Darling Valley FMP. We also encourage you to promote the draft plan amongst your networks.

All new flood works and amendments to existing flood works will require approval in line with the Barwon-Darling Valley FMP prior to their construction. The Barwon-Darling Valley FMP provides management zones and rules for determining flood work applications that govern:

- The types of flood works that may be considered for approval, including roads, infrastructure protection works, supply channels and stock refuges
- The thresholds that will apply to flood works that may be considered for approval, including the construction specifications of roads, stock refuges and other flood works
- The areas of the floodplain where flood works require advertising as part of the approval process.

How can I access information?

A suite of information and supporting documents have been developed to assist you in understanding the draft Barwon-Darling Valley FMP. Please visit the DPI Water website at: http://www.water.nsw.gov.au/water-management/floodplain-management for more information.

You may also view key documents on display at various locations as listed below:

Mungindi Moree Plains Shire Council CTC Building, 153 George St, Mungindi	**Collarenebri** Collarenebri Post Office 6 Wilson St, Collarenebri
Walgett Walgett Shire Council 77 Fox St, Walgett	**Brewarrina** Brewarrina Shire Council 57 Bathurst St, Brewarrina
Bourke Bourke Shire Council 29 Mitchell St, Bourke	

If you are unable to access the plan from the website or a display point, limited numbers of hard copies may be obtained by contacting Rebecca Ballard on (02) 6774 9583 or barwondarling.fmp@dpi.nsw.gov.au

Where can I find out more information?

DPI Water is offering 20 minute, individual appointments at the locations described below to answer your questions about the draft Barwon-Darling Valley FMP and discuss what the Plan means for your LGA. Appointments need to be booked in advance; please contact Rebecca Ballard on (02) 6774 9583 to book an appointment.

Place	Bourke	Brewarrina	Walgett
Date	15 November	16 November	17 November

How do I make a submission?

You can make a submission on the draft Plan by using the submission form enclosed (also available from the website, display locations and information appointments).

Submissions on the draft Barwon-Darling Valley FMP can be sent to:

- **Email:**
  barwondarling.fmp@dpi.nsw.gov.au
- **Post:**
  Submission Barwon-Darling Valley FMP, DPI Water, PO Box 68 Armidale, NSW 2350

The closing date for receipt of submissions is Friday 9 December, 2016

For information on privacy and confidentiality please see DPI Water's statement on public access to submissions at **www.water.nsw.gov.au** and follow the 'privacy' link located at the foot of each page.

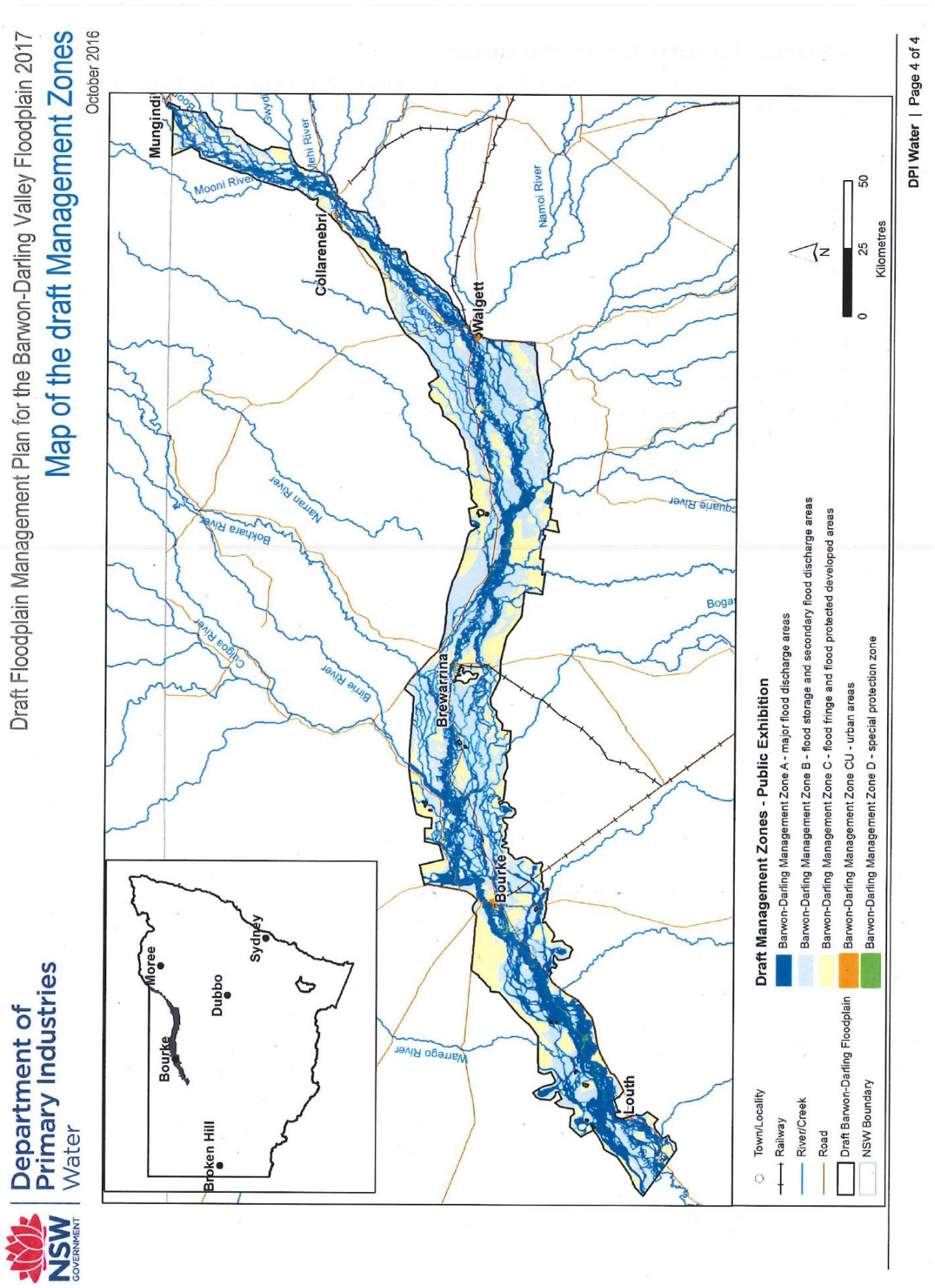
Who should I contact if I have further questions?

If you have further questions about the draft Barwon-Darling Valley FMP, please contact Rebecca Ballard on (02) 6774 9583.

We look forward to receiving your comments on this draft plan.

Yours sincerely,

Rebecca Ballard
Senior Water Planner
Water Planning and Policy


Draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017
Map of the draft Management Zones
October 2016
Department of Primary Industries
Water
NSW GOVERNMENT
Mungindi
Mooni River
Mehi River
Collarenebri
Namoi River
Walgett
Narran River
Bokhara River
Culgoa River
Birrie River
Brewarrina
Bourke
Warrego River
Louth
Moree
Dubbo
Sydney
Bourke
Broken Hill
Draft Management Zones - Public Exhibition
Barwon-Darling Management Zone A - major flood discharge areas
Barwon-Darling Management Zone B - flood storage and secondary flood discharge areas
Barwon-Darling Management Zone C - flood fringe and flood protected developed areas
Barwon-Darling Management Zone CU - urban areas
Barwon-Darling Management Zone D - special protection zone
Town/Locality
Railway
River/Creek
Road
Draft Barwon-Darling Floodplain
NSW Boundary
N
0
25
50
Kilometres
DPI Water | Page 4 of 4

Department of Primary Industries Water

Draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017

October 2016

Purpose of the plan

The Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2017 (Barwon-Darling Valley FMP) will manage the development of flood works on the Barwon-Darling Valley Floodplain to:

- Provide clarity for landholders about where they can construct flood works
- Streamline the approval process for new and amended flood works
- Manage the passage of floodwaters through the floodplain to minimise the risk to life and property from the effects of flooding and
- Maintain flood connectivity to key ecological and cultural assets on the floodplain.

What the plan means for you

All new flood works and amendments to existing flood works will require approval in line with the Barwon-Darling Valley FMP prior to their construction. The Barwon-Darling Valley FMP provides management zones, rules and assessment criteria for determining flood work applications that govern:

- The types of flood works that may be considered for approval, including roads, infrastructure protection works, supply channels and stock refuges
- The thresholds that will apply to flood works that may be considered for approval, including the construction specifications of roads, stock refuges and other flood works
- The areas of the floodplain where flood works require advertising as part of the approval process.

How the plan was developed?

The draft Barwon-Darling Valley FMP has been developed based on consideration of:

- Hydraulic factors including the passage, flow and distribution of flood waters
- The distribution and priority of flood-dependent ecological and cultural assets
- Current floodplain management planning arrangements.

Who developed the plan?

The draft Barwon-Darling Valley FMP has been developed in partnership between DPI Water and the NSW Office of Environment and Heritage.

When preparing the technical content, the NSW Office of Environment and Heritage consulted with a Technical Advisory Group that was made up of NSW Government agencies, the Murray-Darling Basin Authority and the Commonwealth Environmental Water Office.

To get the balance right, the draft Barwon-Darling Valley FMP has been reviewed and agreed to by an Interagency Regional Panel consisting of representatives from DPI Water, the NSW Office of Environment and Heritage, the Department of Primary Industries (agricultural and fisheries interests), and Local Land Services.

Further information

A suite of information has been developed to assist you in understanding the draft Barwon-Darling Valley FMP. Report Cards summarise the rules and key factors for each management zone, and are a great place to start. The Report Cards and other supporting documents are available from the DPI Water website www.water.nsw.gov.au

Document name	Description
Report Cards for each Management Zone of the draft Barwon-Darling Valley FMP	A summary of the draft rules, assessment criteria and key factors developed for each management zone of the draft Barwon-Darling Valley FMP
Map of the Draft Barwon-Darling Valley FMP	A colour map illustrating the floodplain boundary and management zones contained within the draft Barwon-Darling Valley FMP
Draft Rural Floodplain Management Plans: Technical Manual	A general description of the method employed for development of Floodplain Management Plans across rural New South Wales.
Draft Rural Floodplain Management Plans: Background Document to the Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2016	A description of how the method presented in the Technical Manual has been applied across the Barwon-Darling Valley Floodplain and should be read in conjunction with the Technical Manual.
Draft Floodplain Management Plan for the Barwon-Darling Valley Floodplain 2016	The legal document that includes all of the rules and requirements, in a statutory format.
Floodplain Management Under the Water Management Act 2000: A Guide to the Changes	A guide to the transition of floodplain management planning from the Water Act 1912 to the Water Management Act 2000 in NSW.
An overview of Floodplain Management Plans under the WMA 2000	A general, plain English explanation of the key provisions of floodplain management plans. The overview is a summary that should be read in conjunction with the draft Barwon-Darling Valley FMP.
Submission Form for Public Exhibition	A template that you can use to provide your comments on the draft Barwon-Darling Valley FMP during public exhibition.

Key contacts

Should you have any questions in relation to the draft Barwon-Darling Valley FMP, please contact Rebecca Ballard on (02) 6774 9583 or barwondarling.fmp@dpi.nsw.gov.au

Background information

Rural floodplain management planning is being transitioned from the *Water Act 1912* to the *Water Management Act 2000*. As part of this transition, floodplain management plans are being developed for the Gwydir, Border Rivers, Namoi (Upper and Lower), Macquarie and Barwon-Darling valleys of New South Wales. The new floodplain management plans will integrate existing floodplain management arrangements into a single plan that covers the entire extent of major floodplains in each valley.

Acknowledgements

Floodplain management plans are being developed in partnership between NSW DPI Water and Office of Environment and Heritage under the *NSW Healthy Floodplains Project,* which is funded by the Australian Government's Sustainable Rural Water Use and Infrastructure Program as part of the implementation of the Murray-Darling Basin Plan in NSW.

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (October 2016). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Primary Industries, Water or the user's independent adviser.

Published by the Department of Primary Industries, Water.

Department of Primary Industries Water	**Submission form for comments on the *draft Floodplain Management Plan for the Barwon-Darling Valley 2017***

Office Use Only		Submission No.	

How to fill out this form

This form is for use in the submission of comments on the draft Barwon-Darling Valley Floodplain Management Plan (the draft FMP).

Comments on all aspects of the draft FMP are welcome during the public exhibition period.

Please attach additional pages to this form if you wish to provide more detailed comment.

Closing date for submissions on the draft Plan is Friday 9 December, 2016

You are invited to lodge your submission by:

Post: Submissions - Barwon-Darling Valley FMP, DPI Water, PO Box 68, Armidale, NSW 2350

Email: barwondarling.fmp@dpi.nsw.gov.au Subject: Submissions - Barwon-Darling Valley FMP

A suite of information and supporting documents have been developed to assist you in understanding the draft Barwon-Darling Valley FMP. Report Cards summarise the rules and key information for each management zone within the draft Barwon-Darling Valley FMP area are an excellent place to start. The Report Cards and other supporting documents are available for download from the DPI Water website www.water.nsw.gov.au from display locations, from information appointments, or by request.

Please note: Some aspects of a floodplain management plan are unable to be changed as they must meet the statutory requirement of the *Water Management Act 2000.*

Information on privacy and confidentiality

Submissions received by DPI Water in relation to floodplain management plans will assist in reviewing the draft FMP. DPI Water values public input into the floodplain management planning process and appreciates that the information you provide may be private and personal.

If you wish your submission or your personal details to be treated as confidential for any reason then you can request that this occurs. Please indicate your preference by ticking the relevant box on the submission form below. You should be aware that DPI Water may be required by law to release copies of submissions received to third parties. A request for access to a confidential submission will be determined in accordance with the *Government Information (Public Access) Act 2009.*

Please be aware that if you **do not** make a request for confidentiality, then DPI Water may make your submission, including any personal details contained in the submission, available to the public, if requested to do so.

I would like my submission to be treated as confidential:	☐ **yes**	☐ **no**
I would like my personal details to be treated as confidential:	☐ **yes**	☐ **no**

Name:			
Organisation: (if applicable)			
Postal address:			
		Postcode:	
Contact phone:			
Contact email:			
Stakeholder Group Please indicate which of the following **best represents your interest** by ticking one box	☐ Irrigator Interests ☐ Fishing Interests ☐ Local Govt. ☐ Other (please specify) : _____	☐ Aboriginal Interests ☐ Local Landholder ☐ Commercial (non-irrigator)	☐ Environment Interests ☐ Community Member

Submission If you are suggesting a change to the draft Plan, please also tell us why you are suggesting the change so that we can consider your feedback effectively. You may attach additional pages if you wish to provide more detailed comment.
Comments on the draft Boundary:
Comments on the draft Management Zones:
Comments on the draft Rules:
Comments on the draft Assessment Criteria:
Other Comments:

Barwon-Darling Valley FMP Submission No.:

BOURKE SHIRE COUNCIL

ACTIVITY REPORTS

Tuesday, 22nd November 2016

ENGINEERING SERVICES ACTIVITY REPORT

File No:	E7.1
Report: 111/2015	Works Completed
Responsible Officer:	Scott Parnaby/ Roads Supervisor

The following information outlines works completed from 7th October 2016 to 4th November 2016.

1. NORTH SECTOR – Dennis Tiffen, Team Leader

Location	Work Carried Out
RLR19 Dungarvon	Top grade completed
RLR50 Mooleyarah	Top grade completed
MR 421 Bourke – Cobar	Gaps Project widening in progress
RLR 20 Wampra	Top grade in progress
RLR 45 Tarcoon	Formation of Causeways Completed

2. SOUTHWEST SECTOR – John Reed, Team Leader

Location	Work Carried Out
RLR 6 Ben Lomond	Top grade completed
RLR10 Toorale	Formation Grade Completed

3. TRANSPORT SECTOR – Jack Wielinga, Team Leader

Location	Work Carried Out
Town Stockpile	Crusher Dust
Town Stockpile	Red Sand
MR 421 Bourke – Cobar	Gaps Project widening in progress

4. BITUMEN MAINTENANCE SECTOR – John Bartley, Team Leader

Location	Work Carried Out
Bourke Township	Patching undertaken
All State Highways	Patching undertaken
All State Highways	Edge Patching Undertaken
All State Highways	Slashing in Progress
MR 404 Bourke - Hungerford	Patching undertaken

PARKS & GARDENS – Terry Rankmore, Team Leader	
Location	Work Carried Out
General	All parks and sporting grounds gardens, regular mowing and maintenance carried out Sporting grounds facilities cleaned and maintained Public toilets cleaned and maintained General graffiti removal carried out on Council facilities
Small Plant	Maintenance and service carried out on all ground plant
Works Requests	Actioned and ongoing
1 Tudor St	General maintenance carried out
Wharf	General maintenance carried out
Renshaw Complex	Grounds and facilities cleaned and maintained Prepare grounds for Pony Club
Coolican Oval	Mow and maintain oval Prepare ground for BAHS Bourke Fit exercise program
Waters Park	Mowed and maintain
Davidson Oval	Mow and maintain oval Prepare grounds for Touch Footy Prepare grounds for Bourke Public School Touch Footy Gala Day Prepare grounds for Junior and Senior cricket
Central Park	Skate Park- regular mowing and maintenance carried out General graffiti removal Reclaim the Night Event FaCS Mobile Service Delivery Van Small Biz Bus
Villages	Mow grounds and facilities cleaned and maintained
Airport	Mowed airstrip
Training	Nil

TOWN SERVICES – Troy Hayman, Team Leader	
Location	Work Carried Out
Work Requests	Daily
Cemetery	Graves prepared:- Grave 23/9 & 27/9/2016 Move headstone
Rest Areas	Weekly cleaning, rubbish removal and cleaning road side Mow and Poison Sydney Road rest areas
Staff Training	Nil
General	Gravel entrance into IGA lane Erect new bollards next to Rotary park due to levee repairs Pick up falling branches from footpath in Richard Street Pick up and Remove needle from laneway of FaCS building Mow Vision Way Mow Tancred Drive Slash tops of levee bank Remove dead tree's from Sydney Road Cold mix Deadman's Bridge approaches Set up for Hospital Garden Party Sand for Davidson Oval for hill area Gravel in bridge approach Dry Bogan Crusher dust for pool Gravel to Deadman's Bridge approach Cut concrete for Splash Park Clean up behind Shire Office and car park Whipper snip traffic island Tarcoon Street Mow airport Start pruning tree's footpaths
Sundry Debtors	Nil

7. WORKSHOP – Neil Driscoll, Plant Foreman			
Plant No	Rego	Description	Work Carried Out
131	AY22KL	2008 Caterpillar 12M	Found broken wire in loom, replaced Anderson plug and rewired, replace exhaust system, replace broken fuel line and test
135	BD37AJ	2009 Volvo	Repair circle and blade bushes, replace wiper arms
137	DH91BK	2010 Volvo G940	Replace alternator and belt
140	AK24LO	Caterpillar 12H	Replace cab air-conditioner filter, check gas and test, replace o-rings on engine oil sensor
150	BV55RE	2013 Caterpillar	Remove shims from circle drive
23	CE72MA	2015 Mazda BT50	Change engine oil and filter. Clean out windscreen washer nozzle, road test
41	YCJ49T	2014 Mazda BT50	Fixed UHF, fix rear window leak
6	YGM48H	Mazda BT560	Change engine oil and filter, general check over, 5,000km service
7	CTQ11G	2014 Toyota GXL	85,000km service
90	CB73JP	Isuzu D/Max	50,000km service
294	09363C	2013 Mahindra Tractor	Replace blades on slasher, replace front deck rubber, replace ware pads
92	CA52JC	2014 Western Star	Straighten and weld tail light mounts make new ad blue mount, replace rear marker plates, repair rear lights, repair front park light, 130,000km service
59	Z37484	2014 Transtech Quadaxle	Replace left hand rear rocker box and bushes, replace 58 tyres
68	X50802	2011 Moore	Replace bushes and box, repair lights, tighten u-bolts on springs, fit new pin to side tipping trailer for rego
69	X50803	2011 Moore	Replace rocker boxes, tighten u-bolts, replace springs
76	P95814	2004 Moore Road Train Tipper	Repair 6 main springs, rocker boxes and bushes, adjust brakes, replace rear lights
171	BN04EY	2002 Isuzu 1400 FY FVZ	Recharge batteries and test, repair broken wire on rear valve, Solder top tank and test, fill with coolant, needs new radiator
60	AV25YJ	2008 Freightliner Columbia	Repair air leaks, repair all electrical wiring to engine brake, cruise control
78	CA80TI	2014 Isuzu	Adjust brakes, found RH rear brake adjustments seized, parts ordered
93	CE53WX	2015 Colorado	Remove ram, sent ram, refix cylinder ram to hoist and test, 115,000km service
20	CF75DI	2015 Nissan X-Trail	25,000km service, changed oil and filter, check air cleaner
61	CQG23T	2014 Mazda BT50	70,000km service
199		Quick Spray	Repaired pull start, check over

299		Komatsu	Refit belt, modify bracket
218	BR67WH	2012 Hino	Replace rear tail gate rubber seal, replace brake pedal assembly
51	AB97TB	2004 Isuzu	Rear tail lights replaced, repair for rego
2	BR69LX	2013 Toyota Kluger	1450,000km service, changed oil and filters, general check over
4	BS86YC	2013 Toyota Prado	Replaced tail light
8	YCJ72Y	2015 Mazda BT50	25,000km service
34	BPV02A	2010 Mazda BT50	Inspected for registration, replace gearbox support frame, replace fuel filter and test
109	07615C	2011 Toro	Fix PTO shaft, replaced belts, changed engine oil and filter, replace air filter
19	CE73MA	2015 Isuzu D/Max	Change oil and filter, fuel filter, checked air cleaner, checked diff
144	AH13CI	Franna	Repair lights and adjust brakes, tighten tail shaft bolts, fixed rear work light, fixed revolving light
64		2011 Gason	Replace clutch pack, replace bearings and seals in gear box, replace seal in main gear box
77	AY40UT	2008 Case	Tighten up A/C belt, fixed leaking hose. Weld up muffler
57	CC20UJ	2015 Hino	Replace rim and tyre, replace inner and outer studs
404	BH77WN	2010 Isuzu	55,000km service, replace number plates, fix lights for rego
11	BZ24PA	2014 Isuzu D/Max	55,000km service

8. Water and Wastewater – Shane Hopley, Team Leader			
Water Supply Planned Maintenance			
Activity	Required Interval	Date Carried Out / Or Programmed For	
River mains flushing	12 months or as required		Ongoing
Potable mains flushing	12 months or as required		Ongoing
Hydrant painting and cleaning	12 months		As required
Bourke river pumps annual maintenance	12 months		Ongoing
Alignment of stop valve covers checked	12 months		Ongoing
Instrumentation test and calibration (flow meters)	12 months	Next Service July 2017	
Reservoir cleaning	5 years	2020	Ongoing
Reservoir inspection	24 months	2017	Completed

Water & Sewerage System Planned Maintenance		
Activity	Required Interval	Date Carried Out / Or Programmed For
Bourke WTP daily maintenance	Daily	Ongoing
Bourke WTP tests	Daily	Ongoing
Bourke STP and WTP weed spraying / slashing	As required	Ongoing
Bourke STP bank grading (to fill scours & cracks)	Annually	As Required
Bourke WTP chemical pump calibrations	Daily	Ongoing
Sewerage pump monitoring	Daily	Ongoing
Sewer manholes & risers inspection	Annually	Ongoing
Preventative maintenance sewer pump inspection	Annually	Ongoing
Instrumentation test and calibration (flow meters)	Annually	July 2016
Main cleaning & pump station desilting	As required	March 2017
Bore Inspection	5 Years	NSW Office of Water

Water Supply & Sewerage System Unplanned Maintenance – 2016			
Main breaks repaired for October	16	Sewer chokes for October	15
Annual Main Breaks	180	Annual Sewer Chokes	116
Raw:	16	Boundaries replaced	0
Potable:	0		
Faulty Meters replaced	0		
New Connections	0		
Training	Fluoridation Theory and Maths Exam Fluoridation of Public Water Supplies		

Bourke Sewerage Treatment Plant EPA Licence Compliance

Record of Effluent Analysis

	Unit Of Measure	Licence 100 Percentile Concentration Limit	JUNE 2016 Test	JULY 2016 Test	AUG 2016 Test	Sept 2016 Test	OCT 2016 Test	NOV 2016 Test
Oil & Grease	*mg/L*	10	<2	<2	<2	<2	2	
pH		*6.5-8.5*	8.4	8.7	n/a	8.9	9.3	
Nitrogen (total)	*mg/L*	*15*	6.1	7.1	9.1	3.8	6	
Phosphorus (total)	*mg/L*	*10*	2.10	2.20	3	3	2.5	
Total suspended solids	*mg/L*	*20*	48	70	52	21	50	
Biochemical oxygen demand	*mg/L*	*15*	15	19	14	10	16	

Record of Water Usage

For the period, 01/01/16 to 31/12/2016 Council's meters indicated the following water usage:

Water usage for January through to December 2016: Yearly totals for 2016

Water Scheme	Annual Allocation (Ml)	Total Usage For The Period (Ml) October	Usage Year To Date (Ml)	Daily Average For The Period (Ml)	Daily Average Year To Date (Ml)
Bourke Potable		36	387	1.1	1.3
Bourke River	3500	90	983	2.1	3.3
North Bourke Village Raw	750	12	107	0.3	0.6

- Rainfall in Bourke for October 2016 so far is 29.6mm
- Hottest day for October 2016 was 36.9 degrees

Resolution

528/2016 That the information in the Engineering Services Department Activity Reports as presented to Council on Tuesday, 22nd November 2016 be noted.
Moved Cr Dorrington Seconded Cr Barton Carried Unstarred

ACTIVITY REPORT FOR THE ENVIRONMENTAL SERVICES DEPARTMENT

File No:		D3.2	
Report: 211/2016		Developments Approved Report	
Author:		Carolyn Crain, Development Assessment Officer	
Responsible Officer:		Dwayne Willoughby, Manager Environmental Services	
Delegated Authority or Council	Consent Type & Consent No.	Subject Land	Nature of Development
Delegated	DA 2017/0003	Lots 1 & 2, DP 916186 70 Oxley Street, Bourke	Construction of 2 x two bedroom detached dwellings with attached garages, dual occupancy
Delegated	DA 2017/0004	Lot 1, DP 943667 5 Warraweena Street, Bourke	Construction of awning structure
Delegated	DA 2017/0005	Lot 5, Section 14, DP 1275 Bloxham Street, Louth	Construction of Residential Shed

Total value of Approved works for October 2016	= $337,800
No. of Development Application Approvals for October 2016	= 3
No. of Complying Development Application Approvals for October 2016	= 0

File No:	A11.1.1
Report: 211/2016	Building Services Report
Author:	Paul Faulkner, Environmental Co-ordinator
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services
Location	Work Carried Out
Work Requests	Actioned and ongoing
Risk Assessments	Completed with every job
Training	Nil
Office	Monthly check and test Emergency Generator Replace glass to broken window
Cemetery	General maintenance – watering ,mowing and fill in holes Replacement of crosses and labels
Buildings	Servicing of air conditioners
Town	Install camera poles, BOBEC and Central Park
Depot	Power, water and sewer connections to caretakers cottage Setup Training Room building

File No:	A8.1	
Report: 211/2016	Animal Control/Environmental Issues Report	
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services	
Bourke Shire Council Holding Facility	**Dogs**	**Cats**
Animals in Pound beginning of Month	3	0
Seized	5	3
Surrendered	3	0
Dumped	0	0
Total	**11**	**3**
Euthanized	0	3
Returned to Owner	2	0
Released from Pound	2	0
Re-housed	3	0
Died in Pound	0	0
Escaped from Pound	0	0
Animals Remaining at End of Month	4	0
Total	**11**	**3**
Micro-chip Implantations	3	0
Infringement Notices	0	0
Wandering Stock	0	
Stock Rested in Stock Yards	180	
Shopping Trolley Impounded	0	

- Attended complaints in regards to dogs causing trouble to the general public
- Ongoing patrols of the township enforcing the Companion Animal Act
- Water sampling for the township, villages and Darling river
- Patrols of Councils Reserve's

File No:	S10.2.1		
Report: 211/2016	Swimming Pool Report		
Author:	LOWMAC Pty Ltd, Pool Managers		
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services		
Attendance for October 2016			
Season Ticket Holders		**Non- Season Ticket Holders**	
Adults	56	Adults	246
Children (2+)	117	Children (2+)	1357
Children (<2)	4	Children (<2)	33
Pensioners	0	Pensioners	0
School Groups	609	**Total for Month**	**2422**

Resolution

529/2016 That the information in the Environmental Services Activity Report as presented to Council on Tuesday, 22nd November 2016 be received and noted.			
Moved Cr Dorrington	Seconded Cr Barton	Carried	Unstarred

GENERAL MANAGER'S ACTIVITY REPORT

File No:	G2.1
Report: 311/2016	"From the GM's Desk"
Responsible Officer:	Ross Earl, General Manager

20th October 2016

The Mayor, Councillor Barry Hollman and I attended the 2016 Annual Conference of Local Government NSW South Wales held in Wollongong from Sunday, 16th October 2016 to Tuesday, 18th October 2016.

The Sunday session of the conference involved a meeting of all General Managers in New South Wales to discuss the introduction of a new State Award in 2017 and also the impact of the new Local Government legislation currently being rolled out. At the same time the elected members had the option of going to one of three (3) seminars looking at either the changes to the Local Government Act, Planning matters or the principles of good governance.

The Mayor of Wollongong hosted a welcome function on Sunday evening which was followed by a dinner with the Western Division Councils.

The Western Division Councils also held a briefing meeting at 7.30am on Monday prior to the opening of the first day of the business section of the conference. The afternoon session of the conference was attended by the Premier of NSW, the Hon Mike Baird MP.

On Monday night the Minister for Local Government, the Hon Paul Toole, MP hosted the Mayors and General Managers of the eight (8) Councils involved in the Far West Initiative (FWI) at a small function during which we had the opportunity to informally meet with the Minister to discuss the current status of the FWI.

Minister Toole also spoke to the conference on Tuesday morning.

There a number of changes on the horizon for Local Government and the conference highlighted a number of those changes.

The next Meeting of Bourke Shire Council will be held on *TUESDAY*, 25th October 2016 commencing at 9.00am.

As usual the opportunity exists for members of the public to address Council during the public forum which is held at 10.00am on each meeting day.

Whilst there is no need to book it would be advantageous if you could advise the Executive Assistant, Kai Howard- Oakman of your proposed attendance and matter of concern so that if required, necessary background information can be prepared.

The Remembrance Day commemoration service will be held at the Cenotaph in Central Park on the 11th November. Persons intending to participate in the services are asked to be at the cenotaph no later the 10.50 am. The Bourke Remembrance Day Service is coordinated by the Local RSL and enquiries can be directed to Victor Bartley.

Mayor Barry Hollman reminds residents that on each Monday he will be available to meet with residents between 2.00pm and 4.00pm at the Council Offices. Residents who have any issues or concern can take the opportunity to raise these with him.

Nominations are now open for the 2017 Bourke Shire Australia Day Awards. Nominations close on the 11th January 2017.

While nominations will not close until January the opportunity exists for organisations and individuals to consider nominating someone for these important awards which recognise the contributions many people make to ensure our community enjoys the services and amenity it does.
The categories are:
Citizen of the year,
Young citizen of the year (under 25),
Sportsperson of the Year
Junior Sportsperson (under 25) of the year,
Service through employment Awards,
Village Service Award
Emergency Services Volunteer of the Year

It is proposed to introduce a new section to the awards with a section to be added to recognise the community event of the year. There have been a number of events held throughout 2016 that would be worthy of a nomination.

It is important that the quiet achievers within our community are recognised and the Australia Day Awards can provide this recognition.

Don't say someone will nominate a person be that "someone"!

The construction of the splash park at the Bourke swimming pool continues with works on the foundations and laying of the pipeline that will supply the water. We would expect that later this week the concrete pour will begin with work also soon to start on the new filtration plant. Further updates will be provided as the construction continues.

We would ask all members of the public to stay clear of the worksite and remain behind the site fencing that is in place.

Bourke Shire Council hosted the Human Resources (HR) Officers Group based in the Orana Regional Organisation of Councils (OROC). The meetings are held throughout the region on a regular basis and provide the opportunity for the Human Resources staff from each of the

Councils to build networks, share problems and identify solutions. The meetings also feature a guest speaker with expert knowledge on one of the number of areas under the HR banner.

Council recently signed a contract with CIVICA for the upgrade of our current accounting software to a system known as Practical. Practical is used by a number of other Councils in the region and should be able to provide much improved reporting capabilities and facilities. Council was fortunate to secure funding through the Office of Local Government's Innovation fund and this will be utilised to assist in the costs incurred in improving Council's software across the organisation.

Council's Auditors, Hills Rogers, from Sydney have completed the "on site" component of their audit in relation to the preparation of Councils 2015/2016 Financial Reports and are working with our accounting staff to finalise the reports in readiness for their publication.

The Financial Reports are required to be lodged by 31st October each year and need to be presented to a meeting of Council. It is anticipated that Council's Audit Financial Statements will be presented to Council on the 28th November 2016.

Council's input has been sought in relation to the introduction of the new Emergency Services Property (ESPL) which will apply from 1st July 2017. The idea is that ESPL will ensure that ALL landowners fund the cost of emergency services and not just those who are insured. However, the expectation that Councils will both charge and collect the levy as part of its rating system has not been universally embraced by the Local Government sector although it seems that it will happen regardless.

The issue for Local Government now centres on the ongoing operation of the ESPL. There are still a number of issues to be finalised including the requirement to classify individual blocks of land, the level of payment to Councils for the levy and collection, the handling of complaints and the method of collecting outstanding amounts and the apportionment of amounts collected.

Representatives from the National Broadband Network and their construction partner Downer were in town last week to further develop their plans for the construction of the network in Bourke. Council staff met with these representatives to discuss the fibre installation including the timing, reinstatement after the build and layout of Council infrastructure. It is expected that the installation of fibre will begin in Bourke in November with much of the work completed by Christmas. Details of the availability of this network to retail customers will follow.

Quote of the week!
"Team work divides the task and multiplies the success"- Unknown

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27th October 2016

Bourke Shire Council has renewed calls for the re-establishment of the Birthing Unit at the Bourke Hospital. Council at its meeting on Tuesday, 25th October 2016 resolved to write to the Minister for Health, the Hon Jillian Skinner, MP calling for the immediate re-establishment of the Birthing Unit at Bourke with copies of the letter to be sent to both the Member for Barwon, Kevin Humphries, MP and the Chief Executive of Western Area Health, Scott Mc Laughlin.

Council has previously lobbied to have the Birthing Unit re-established but to no avail and the Council will again intensify its efforts in this regard.

Council will be also writing to the New Wales Department of Health expressing concern at the lack of incentives available for attracting and retaining nurses and Allied Health Professionals to Bourke and Western New South Wales. Other agencies have utilised incentives with great success.

Despite ongoing issues in ensuing an adequate numbers of trained nursing and Allied Health Professionals are available in this part of the state there has been little provided in the way of incentives such as the provision of subsidised housing or ongoing professional development opportunities

An investment in these incentives would in all probability be offset by a reduction of costs involved in the employment of agency nurses, the ongoing cost associated with recruitment and inductions.

In an effort to increase its communication and contact with all sectors of the community Bourke Shire Council has launched its own Facebook page.

The Facebook page will complement the information currently available in the website and will include such things as road condition reports, Council's Events, notification of planned water outages and seek feedback in relation to planned activities.
https://www.facebook.com/bourkeshireCouncil

Council has received a number of calls from residents regarding young children jumping into the river from the wharf and expressing concern at the potential danger of the practice. Council has erected signed which prohibits the practice and would seek the co-operation of all people in actively discouraging the practice which could lead to a tragedy. In all warnings in relation to flood waters people are discouraged from entering the water due to the danger that it presents.

In all SES bulletins in relation to flood waters it is emphasised that people should not attempted to drive or walk through flood water and this certainly includes swimming or jumping in flooded water ways just for fun.

Council has received its first progress payment from the Commonwealth Attorney's- General Department under the 2015-2016 Safer Streets Programme for the upgrade of the CCTV cameras in and around the Bourke Township. The project includes the installation of seven (7) new

cameras and the upgrade of another eight (8) with most of those to be upgraded currently utilising out- dated technology.

Work has already commenced on the installation of the poles to house the new cameras.

The total grant was for $146,020 and Council's contribution will be $45,050 making the total project amount $191,060.

The Darling River was still rising as of Wednesday morning, with a height of 10.27 meters having been reached earlier this week. I was interested to note the statistics on the front page of last week's Western Herald regarding the amount of water that is actually passing through Bourke at the moment. When you consider that two (2) weeks at the current flow levels would fill Sydney Harbour it gives an indication of the amount of water that most people can relate. The flows should see Menindee Lakes once again full and the communities and lanowners downstream of Menindee, benefitting from the increased flows.

At the conference of Local Government New South Wales held in Wollongong last week one of the key speakers was Kitty Chiller who delivered a powerful and inspiring presentation about the challenges she faced as Australia's Chef de Mission for the 2016 Rio Olympics. Following her speech Kitty received a standing ovation from the crowd which was thoroughly deserved.

She is certainly a very inspiring woman and her efforts in undertaking what is essentially a voluntary role for a period of four (4) months with such dedication and passion is to be applauded.

The next meeting of the Local Emergency Management Committee (LEMC) is to be held on the 8th November 2016 with all agencies involvement in the provision of emergency services represented.

Last week the Waste and Resource Recovery Amendment (Container Deposit Scheme) Act 2016 was passed by Parliament, providing a legislative framework for the scheme to commence in July 2017. This is a landmark event given that Local Government through their peak bodies and individually have advocated for a container deposit scheme for more than 20 years. Many of the finer details of the scheme's operation are being worked through, including the process for providing refunds for containers collected through kerbside. Bourke Shire Council has been a strong advocate for the Container Deposit Scheme and will be closely following the progress to ensure that the implementation of the scheme recognises the difficulties of the Councils in the west of the State in relation to population density and distances.

The long-anticipated Crown Land Management Bill 2016 was introduced into the NSW Parliament on last week and it will see significant changes to the management of crown land throughout the state. Like all Councils across the state Bourke Shire Council will be supporting the stance of Local Government New South Wales in ensuring that any transfers of Crown land to Councils should be subject to Council agreement, in order to protect Councils from cost and responsibility shifting.

Recently at the Local Government New South Wales Conference I had the opportunity to catch up with a number of people with whom we deal with on a regular basis but with whom face to face contact is rare and it is good to be able to put a face to a name. I also caught with ex- Bourke residents Ashley Wielinga now General Manager at Warren and Gary Lavelle now General Manager at Temora both of whom started their Local Government careers at Bourke Shire.

The Remembrance Day commemoration service will be held at the Cenotaph in Central Park on the 11th November. Persons intending to participate in the service are asked to be at the cenotaph no later the 10.50am. The Bourke Remembrance Day Service is coordinated by the Local RSL and enquiries can be directed to Victor Bartley.

Mayor Barry Hollman reminds residents that each Monday he will be available to meet with residents between 2.00pm and 4.00pm at the Council Offices. Residents who have any issues or concern can take the opportunity to raise these with him. On Monday, Mayor Hollman had a number of persons who were keen to bring to his attention issues or concerns.

Nominations are now open for the 2017 Bourke Shire Australia Day Awards. Nominations will close on the 11th January 2017 at 4.00pm.

While nominations will not close until January the opportunity exists for organisations and individuals to consider nominating someone for these important awards which recognise the contributions many people make to ensure our community enjoys the services and amenity it currently enjoys.

The categories are:-

- Citizen of the year,
- Young citizen of the year (under 25),
- Sportsperson of the Year
- Junior Sportsperson (under 25) of the year,
- Service through employment Awards,
- Village Service Award
- Emergency Services Volunteer of the Year
- Community Event of the Year

A new section to the awards, the category being added to recognise the Community Event of the Year. There have been a number of events held throughout 2016 that would be worthy of a nomination.

It is important that the quiet achievers within our community are recognised and the Australia Day Awards provided a mechanism for these valuable contributors to our community are recognised.

Don't say someone will nominate a person be that "someone"!

Bourke Shire Council will once again be an active participant in the Asbestos Awareness month in November, Council staff through the month of November will be actively promoting the importance of Asbestos Awareness across our LGA not only households but for businesses and trades people.

A key component of the campaign is the community education tool, Betty. Betty is a house on wheels designed to raise awareness of the dangers of asbestos in homes and buildings and she's very effective. Bourke Shire Council Staff has secured 'Betty' to visit the township as part of Asbestos Awareness Month.

Betty's Visit to Bourke
Day and Date: Tuesday, 22nd November 2016
Display Time: 11:30am – 1:30pm

Quote of the week!
"Always laugh when you can. It is cheap medicine -Lord Bryon

3rd November 2016

Advice has been received from the Minister of Local Government, the Hon. Paul Toole, MP that the closing date for the lodgement of submissions in relation to the consultation paper prepared on the Far West Initiative (FWI) have been extended until the 16th December 2016.

There are still three (3) communities, Tibooburra, Wanaaring and Ivanhoe within the region to be covered by the Far West Initiative that are yet to have the community consultation meetings conducted in their town due to the road closures and the impact on the ability of the facilitators to get to the venues and the residents from the surrounding areas to travel in to attend the meetings.

The proposed formation of the FWI has the potential to significantly change the operation of Local Government and the delivery of other Government services and it is important that residents take the time to familiarise themselves with the Consultation Paper and make a submission.

Copies of the paper can be found on the website at
http://www.fitforthefuture.nsw.gov.au/far-west-initiative

Copies of both the consultation paper and background paper are available at the Bourke Public Library and the Shire Offices and if required.

In an effort to increase its communication and contact with all sectors of the community Bourke Shire Council has launched its own Facebook page.

The Facebook page will complement the information currently available in the website and will include such things as road condition reports, Council's Events, notification of planned water outages and seek feedback in relation to planned activities.

https://www.facebook.com/bourkeshirecouncil

The Darling River peaked at Bourke at 10.31 metres last Sunday, 30th October 2016 and the high river levels are expected to last for some weeks.

With the good winter rains bringing a fantastic season for pasture growth, which is evident right across the shire, it also brings the heighten risk of bushfires and I would ask that all residents be mindful of the risk and do their best to ensure that the risk of fire is minimise. This includes ensuring that any outbreak is able to be contained. One of the obvious risk minimisation factors is not to light fires in open areas but care can also be taken to ensure undergrowth is reduced and that any build-up of rubbish is minimised, particularity in and around buildings.

There will be further consideration given to the location of the playground equipment for which Council recently received a grant. The initial proposal saw Jones Park as the idea location, however, other existing parks will also be considered should they meet the criteria under the funding conditions.

Council earlier this year in response to a request from local residents raised an issue of the village of Barringun being identified on some computer applications and by some sections of the Emergency Services as being located on the Queensland side of the boarder which had resulted in confusion in a number of areas including mail delivery and the dispatch of emergency services for accidents. The problem was also raised within the Local Emergency Management Committee (LEMC).

With the assistance of the Geographical Names Board the situation is now in the process of being rectified with the village of Barringun being deemed a "locality" in its own right. The process will require the calling of submissions and will take around three (3) months to finalise. Whilst seeming a relatively minor issue on the service the delays in the dispatch of emergency services could be a matter of live or death and it is a great result to seen a resolution not far away.

The next meeting of the Bourke Shire Local Emergency Management Committee (LEMC) is to be held on the 8th November 2016 with all agencies involved in the provision of emergency services being invited to be represented. One of the major items on the agenda is the consideration of the adoption of the Emergency Management Plan for Bourke.

The Remembrance Day commemoration service will be held at the Cenotaph in Central Park on the 11th November 2016. Persons intending to participate in the services are asked to be at the cenotaph no later the 10.50am. The Bourke Remembrance Day Service is coordinated by the local RSL and enquiries can be directed to Victor Bartley.

Mayor, Councillor Barry Hollman reminds residents that on each Monday he will be available to meet with residents between 2.00pm and 4.00pm at the Council Offices. There have already been

a number of people who have taken the opportunity to speak to Mayor Hollman on a variety of issues and where possible he will try and provide a solution or a way forward on the issues raised with him.

Council would like to give early notification that the Council Offices, the Library, Services NSW and The Back O Bourke Exhibition Centre will close on the afternoon of the 23rd December 2016 and will re-open on the 2nd January 2016. The Waste Management Depot will be closed on the statutory Public Holidays being, Christmas Day Boxing Day and New Year's Day.

The Waste Depot will be closed on Sunday, 25th December 2016 and Monday, 26th December 2016 being Christmas Day and Boxing Day and will be open on Tuesday, 27th and Wednesday, 28th December. The Waste Depot will be closed on Sunday, 1st January 2017 for New Year's Day but otherwise business as usual. Waste collections will remain unchanged.

Council completed a submission to the Office of Local Government in respect of the recently announced boundaries for the Joint Organisations (JOs) which are proposed for establishment either late this year or early next year. The current proposal for the Orana JO includes all the existing members of the Orana Regional Organisation of Councils (OROC) with the exception of Bourke, Brewarrina, Cobar and Walgett who have been identified as members of the Far West Initiative. The Orana JO will also see the addition of Mid-Western Regional Council based in Mudgee.

Bourke Shire's submission highlighted the benefits derived from its membership of OROC and its close community of interest to the Orana region including social and economic linkages and the provision of most State Government Services. The submission lodged by the OROC Board was also supportive of the four (4) councils identified for the FWI retaining their association with the Orana Region and the Orana JO.

Council will shortly be conducting a series of community consultation meetings in each of the villages throughout the shire and the town of Bourke.

With the election of each new Council comes the requirement to review the Community Strategic Plan (CSP) and the Delivery Plan. These documents provide the cornerstone for the determination of Council's priorities over the next quadrennial period for which the Council is elected. The dates for the meetings will be finalised over the next couple of weeks and will be advertised throughout the Shire. It is important to note that the determination of the strategic priorities for the shire community is not restricted to those which are solely the responsibility of Council but can also include areas which are the responsibility of the other tiers of Government. As a general rule Council undertakes an advocacy role on behalf of the community.

The Splash Park at the Bourke Pool is starting to take shape and it is still on track to be opened by the end of the month.

It is interesting to note that the Slash Park was in fact one of the items which was identified as a priority in the compilation of the Bourke Community Strategic Plan developed in 2012 and it is

good to see it finally come to fruition. The fact that it was identified as a community priority would have been of assistance when the merit of the funding application was being considered.

Quote of the week!

"Life is like a camera. Just focus on what's important and capture the good times, develop from the negatives and if things don't work out just take another shot."

10th November 2016

At the meeting of Council on Tuesday, 22nd November Councillors will have the opportunity to meet with Professor Sally Tracy, who has for some time now been concerned about the lack of maternity services in Bourke and surrounding districts and has taken the opportunity whilst in Bourke to arrange a meeting with Council. Professor Tracy is aware of Councils ongoing advocacy in trying to have the birthing unit in Bourke re-opened.

In her roles as the midwifery adviser for the Poche Centre for Indigenous Health and also as a professor at the Royal Hospital for Women (which is a state-wide service) Sally has continued to lobby for funding and to raise awareness for the plight of the women in Bourke.

She is currently actively involved in funding for a 'Women's Business Bus' to be based at Bourke which will provide antenatal/postnatal care and advice where appropriate.

Professor Tracy will be travelling with Mrs Janet McDonald a Senior Board member of the South Eastern Sydney Local Health District who also has a very strong interest in seeing the Royal Hospital for Women involved in helping out where possible.

Council has determined the dates for the round of Committee consultation dates to seek input into the update of the Community Strategic Plan. The dates for the visits to the villages are as follows:-

Wanaaring	30th November	10.30am
Louth	6th December	8.00am
Byrock	7th December	1.00pm
Bourke	7th December	5.30pm
Enngonia	8th December	1.00pm
Fords Bridge	8th December	9.30pm

With the election of each new Council comes the requirement to review the Community Strategic Plan (CSP) and the Delivery Plan. These documents provide the cornerstone for the determination of Councils priorities over the next quadrennial period for which the Council is elected. The dates for the meetings will be finalised over the next couple of weeks and be advertised throughout the Shire. It is important to note that the determination of the strategic priorities for the Council is not restricted to those which are solely the responsibility of Council but can also include areas which

are the responsibility of the other tiers of Government. Council undertakes an advocacy role on behalf of the community

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The Mayor and I travelled to Brewarrina last Wednesday evening to attend a function to mark the late 50th Anniversary of the opening of the Brewarrina Pool. The pool was constructed by local contactor H.H. "Boobar" Lucas and all the concrete for the job was hand mixed which would have been a huge effort. In a testimony of his construction ability the pool in one of very few around the state that doesn't leak.

The Remembrance Day commemoration service will be held at the Cenotaph in Central Park TOMORROW, 11th November 2016. Persons intending to participate in the services are asked to be at the cenotaph no later the 10.50 am. The Bourke Remembrance Day Service is coordinated by the Local RSL Sub Branch and enquiries can be directed to Victor Bartley.

Mayor Barry Hollman reminds residents that on each Monday he will be available to meet with residents between 2.00pm and 4.00pm at the Council Offices. There have already been a number of people who have taken the opportunity to speak to Mayor Hollman on a variety of issues and where possible he will try and provide a solution or a way forward on the issues raised with him.

Please contact the Mayor's Executive Assistant, Kai Howard-Oakman on 02 68308000 or by email at khoward@bourke.nsw.gov.au to make an appointment, meetings will be limited to 15 minutes and people with appointments will be seen prior to walk-ins.

Nominations are now open for the 2017 Bourke Shire Australia Day Awards. Nominations close until 11th January 2017.

While nominations will not close until January the opportunity exists for organisations and individuals to consider nominating someone for these important awards which recognise the contributions that many people make to ensure our community enjoys the services and amenity it does.

With a number of organisation going into a Christmas/New Year recess from early December there is in all probability only one more meeting of most organisations for the year so it is time to get organised and submit a nomination.

The categories are as follows:-

- Citizen of the year
- Young citizen of the year (under 25)
- Sportsperson of the Year
- Junior Sportsperson (under 25) of the year
- Service through employment Awards
- Village Service Award
- Emergency Services Volunteer of the Year
- Community Event of the Year

It is important that the quiet achievers within our community are recognised and the Australia Day Awards provided a mechanism for these valuable contributors to our community are recognised.

The Splash Park at the Bourke Pool continues to take shape and the construction team are working long hours to get the project completed. It will certainly be an added attraction to the pool Complex and town generally.

Long serving and dedicated Bourke Shire Council employee John Keely retired last week after 29 years' service with Bourke Shire Council. On behalf of Councillors and all his workmates I would like to wish "Brushy" all the best for the future and trust he enjoys a happy and healthy retirement.

He will join Councillors for lunch during the next meeting of Council to be held on Tuesday, 22nd November 2016 as well as being farewelled by his workmates with a barbeque at the depot.

It is good to see the local business get together to once again stage a Christmas Promotion aimed at encouraging people to shop locally during the Christmas period. Bourke is well served by a small but very diverse retailed sector that carries a wide range of products and are generally able to be very competitive with retailers in the larger centres. Shopping locally not only supports the retail sector but ensues that jobs are provided locally and very importantly if you buy locally you can expect local back up service.

Bourke Rotary Club will be hosting the 2016 Senior Citizens Christmas Dinner on Saturday, 3rd December 2016 at the Bourke Bowling Club commencing at 12.00. Transport will be arranged for those persons who require it. All senior citizens within the community are invited to attend what over the years been a very popular and well attended event.

Some invitations have been posted out but it is difficult to capture everyone within the community.
If you would like to attend you can put name down at Bourke Shire of at the Bourke Post Office.

One of the items on the agenda for the ordinary meeting of Council to be held on Tuesday, 22nd November 2016 is the receipt and adoption of the 2015/2016 Financial Reports and an advertisement in relation to this appears in today's edition of the Western Herald. Council's financial position is quite strong and this is reflected in the financial reports and the auditor's report. Council's Auditor, Gary Mottau of Hills Rogers will be joining the meeting via Skype to both present his report and accept questions from Councillors.

I would like to acknowledge the efforts of our small but dedicated Finance Team led by Manager of Corporate Services, Leonie Brown whose efforts have ensure that our expenditure levels are being kept within budget and income opportunities capitalised upon. During the Local Government Reform Process much has been written about the long term sustainability of Councils

and it is pleasing to note that Bourke Shire Council has continued to improve its position in this regard.

The Bourke "mud map" which is a very popular guide with all the tourists is currently being reprinted and with each print run lasting around twelve (12) months it is important that we get the information in the guide as accurate and up to date as possible. If you have any potential changes, suggestions or comments please contact the Manager of Economic Development and Tourism, Phil Johnston at the Council Office.

The Orana Regional Organisation of Councils (OROC) will meet in Bourke on Friday, 2nd December this will include the Annual General Meeting of that organisation. Bourke Shire Councillors will join with the OROC Board Members for a Dinner on the night before the meeting.

Q*uote of the week!*
"The secret of change is to focus all of your energy, not on fighting the old, but on building the new" - Socrates

Ross Earl
General Manager

Resolution

530/2016 That the information in the General Manager's Activity Report as presented to Council on Tuesday, 22nd November 2016 be received and noted.			
Moved Cr Dorrington	Seconded Cr Barton	Carried	Unstarred

CORPORATE SERVICES ACTIVITY REPORT

File No:	L4.1
Report: 411/2016	Library Report
Author:	Jodi Hatch, Library Manager
Responsible Officer:	Leonie Brown, Manager of Corporate Services

The following items for the 2016/2017 period are presented for your information.

Item	October 2015	Item	October 2016
Audio Visual	376	Audio Visual	270
Adult Fiction	333	Adult Fiction	239
Non-Fiction	143	Non-Fiction	91
Junior Fiction	204	Junior Fiction	250
Magazines	74	Magazines	66
Interlibrary Loans		Interlibrary Loans	7
Total	1130	Total	923

Other statistical information

	October 2015		October 2016
New Members	15	New Members	15
Internet/Word Processing	109	Internet/Word Processing	115
Wireless Tickets	9	Wireless Tickets	7
Number of Visitors	2238	Number of Visitors	1044
Scans	10	Scans	16
Information Requests	64	Information Requests	74
Technical Assistance	15	Technical Assistance	16
Faxes	12	Faxes/Laminating	8

- Craft & Storytime theme this month had seven (7) children attending.
- Another eight (8) Books for Babies bags were handed out this month.
- Jodi attended the CareWest Carers' lunch this month to give a talk on the library resources and services.

If there are any questions about these items, or any library issues, please do not hesitate to contact the library.

Jodi Hatch
Library Manager

Resolution

531/2016 That Council note the information in the Corporate Services Activity Report as presented to Council on Tuesday, 22nd November 2016.
Moved Cr Dorrington Seconded Cr Barton Carried
Unstarred

TOURISM AND DEVELOPMENT MANAGER'S ACTIVITY REPORT

File No:	T4.3
Report: 511/2016	BOBEC and VIC October 2016 Activity update
Responsible Officer:	Phil Johnston, Manager Tourism and Development

The strong finish to the season has continued with visitor numbers up on the same period from last year. The mild weather has also continued into November along with the now dry weather which has improved access throughout the State.

Unfortunately the Jandra has not been able to continue operations throughout October as we continued to wait for a flood peak of just over 10 metres. The Outback Show finalised its season early in October after the long weekend with a busy season reported. Overall it seems most operators have reported on a reasonable visitor season and are preparing for the quieter summer months.

Graph showing the number of visitors per month to the Tourist Centre

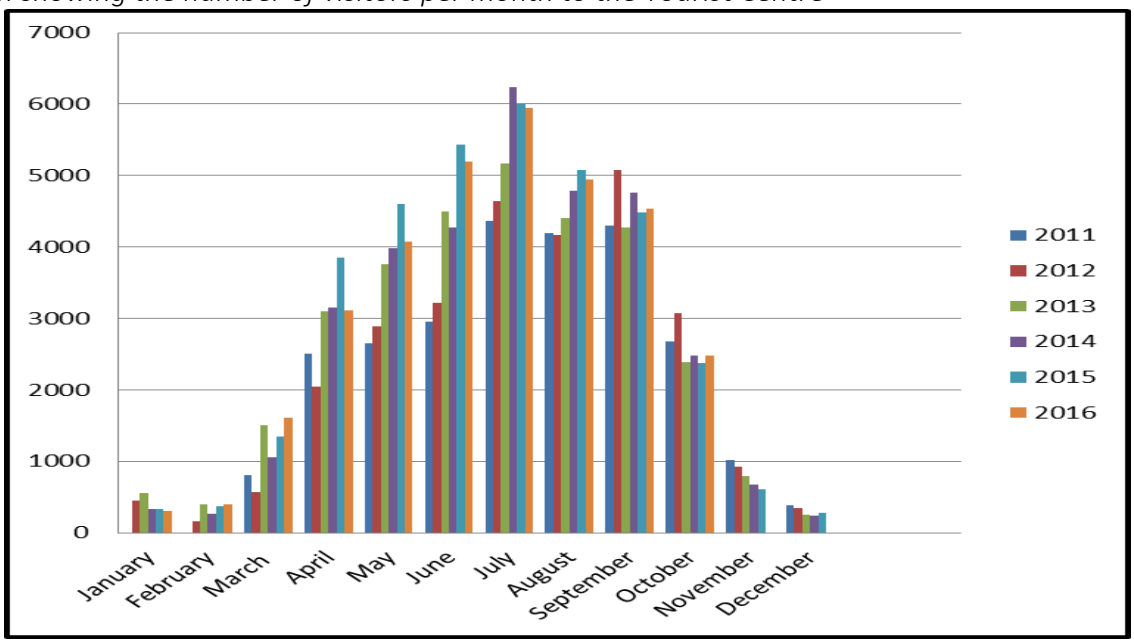


Table showing number of visitors to the Tourist Centre by month

	2011	2012	2013	2014	2015	2016
January		448	560	325	326	302
February		157	397	271	373	391
March	810	570	1500	1051	1342	1612
April	2507	2044	3103	3146	3849	3118
May	2656	2891	3758	3988	4602	4073
June	2952	3216	4492	4275	5437	5199
July	4362	4643	5173	6241	6002	5941
August	4187	4162	4410	4793	5078	4951
September	4295	5074	4275	4764	4489	4532
October	2674	3067	2383	2486	2370	2475
November	1012	930	789	671	610	
December	386	347	254	242	272	

Visitation to Back O' Bourke Exhibition Centre

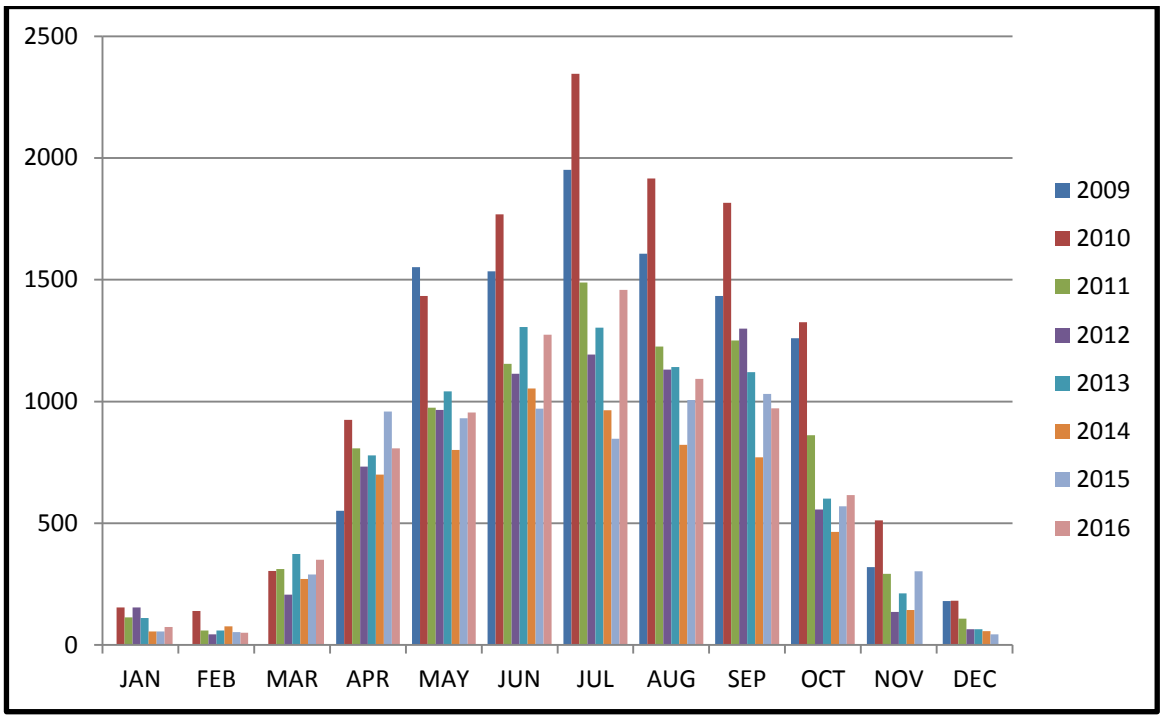


Table showing visitation to Back O' Bourke Exhibition Centre

Month	2009	2010	2011	2012	2013	2014	2015	2016
January		154	113	154	110	55	56	74
February		139	60	44	60	76	53	50
March		304	312	207	373	271	289	350
April	551	925	807	732	778	699	959	807
May	1551	1433	974	965	1042	801	931	954
June	1535	1769	1154	1114	1306	1053	971	1274
July	1951	2345	1489	1193	1303	964	847	1458
August	1607	1916	1225	1131	1141	822	1006	1093
September	1433	1816	1251	1299	1120	770	1031	972
October	1259	1325	861	556	601	464	569	615
November	320	512	292	136	212	143	302	
December	180	182	108	65	65	57	43	

Table showing visitation on board the PV Jandra

Month	2010	2011	2012	2013	2014	2015	2016
January	Not Cruising	Not Cruising	Not Cruising	Not Cruising	Not Cruising	Not Cruising	Not Cruising
February	25	Not Cruising	Not Cruising	Not Cruising	Not Cruising	Not Cruising	Not Cruising
March	213	Not Cruising	Not Cruising	Not Cruising	64	290	513
April	Not Cruising	1008	519	442	980	1035	888
May	1325	932	1035	894	1123	917	1036
June	1459	1241	1003	984	890	240	1075
July	1578	1386	1238	1300	1059	1197	1624
August	1165	1186	640	1194	1041	1212	1159
September	1429	1411	1459	1215	900	1099	638
October	188	1085	760	830	631	550	Not Cruising
November	Not Cruising	Not Cruising	423	403	Not Cruising	Not Cruising	
December	Not Cruising	Not Cruising	180	20	Not Cruising	Not Cruising	
Total	7382	8249	7257	7282	6688	6540	6933

It is worth noting that in early 2017 the PV Jandra will once again be taken from the water to undertake cleaning on the hull and our out of water survey. We expect to begin this process on the 9th January 2017 with charter bookings already being taken for mid-March 2017. In 2013 this process took about six (6) weeks to complete.

Resolution

532/2016 That Council note the information in the Tourism and Development Manager's Activity Report as presented to Council on Tuesday, 22nd November 2016.
Moved Cr Davis Seconded Cr Barton Carried

Phil Johnston
Manager of Tourism & Development

COMMITTEE MEETING MINUTES

COMMITTEE MEETING MINUTES

File No:	C6.6 – V1.9
Report: /2016	Report and Recommendation of the Meeting of the Town & Villages Committee Meeting Held on Thursday, 17th November 2016 Commencing at 2.00pm
Responsible Officer:	Phil Johnston, Manager of Tourism & Development

Background:

Town & Villages Committee Meeting Held on Thursday, 17th November 2016 Commencing at 2.00pm in the Bourke Shire Council Chambers at 29 Mitchell Street, Bourke.

The report and recommendations of that meeting are attached.

Resolution

533/2016 That the report of the Town & Villages Committee Meeting Held on Thursday, 17th November 2016 be received and the recommendations contained therein be adopted.
Moved Cr Barton Seconded Cr Bartley Carried

ATTENDANCE/APOLOGIES

C12.1

Mayor - Cr Barry Hollman (chair)	✓	Ross Earl - GM	✓
Cr Cec Dorrington	✓	Mark Gordon - MRS	✓
Cr Ian Cole	✓	Peter Brown - MW	✓
Cr John Thompson	✓	Dwayne Willoughby - MES	✓
Cr Lachlan Ford	✓	Leonie Brown - MCS	✓
Cr Robert Stutsel	AP	Phil Johnston - MT&D	✓
Cr Sally Davis	AP		
Cr Sam Rice	AP		
Cr Sarah Barton	✓	Lynette Gooch – ESSO - (Minutes)	
Cr Victor Bartley	✓		

OPEN MEETING

The Mayor opened the meeting at 2:00pm

APOLOGIES

The General Manager advised that apologies had been received from Cr Davis, Cr Rice and Cr Stutsel

Committee Recommendation

That the apologies from Cr Davis, Cr Rice and Cr Stutsel be received and that leave of absence is granted.
Moved Cr Barton Seconded Cr Dorrington Carried

DECLARATION OF INTEREST

No Declarations of interest were received at the Ordinary Meeting of Council held on Tuesday, 25th October 2016.

BUSINESS ARISING

Item	Report	Responsible Officer	Status
1	Bicentennial Mural moved from TAFE to Diggers on the Darling	MT&D	Complete
2	Big Splashe Can Proposal – Morven Street Water Tower	MW	Letter sent outlining Council position. No further information at this time
3	Water Supply Options for Bourke	MW	Ongoing
4	Enngonia Oval - Ongoing Maintenance	MW	Complete
5	The Repairs to the Wharf	MW	Complete
7	Construction of an Additional Mooring Site for PV Jandra	MT&D	Ongoing
8	Social Media	MT&D	Complete

Committee Recommendation

The minutes as distributed be confirmed as an accurate record of the meeting.
Moved Cr Barton Seconded Cr Dorrington Carried

REPORTS FROM STAFF

Report No	Report	Responsible Officer	Page No
01/2016	River Walk	Manager Works	3
02/2016	Community Strategic Plan	General Manager	4
03/2016	Inspection of Walkden's Bore	Manager Works	7
04/2016	Historic River Height Indicator		
05/2016	CCTV upgrade	Manager Tourism and Development	9
06/2016	Location of New Playground Equipment	Manager Environmental Services	10
07/2016	Naming of Rest Areas	Manager of Roads	10
08/2016	Splash Park Update	Manager Environmental Services	

File No:	P1.5
Report No: 01/2016	River Walk - Walking Track from Water Treatment Plant to Meek Street
Responsible Officer:	Peter Brown, Manager of Works

Background:

A river walk along the town levee bank and the edge of the river has been a consideration for Council for some time. It is an item that was included in the Community Strategic Plan and it is one item that is likely to remain a community want into the future.

Bourke Shire Council staff have previously applied for funding for various amounts to complete the walk which would join the wharf area in town to the Back O' Bourke Centre with the potential to continue around the levee bank or join with the bike path out to North Bourke. Bourke Shire Council has so far been unsuccessful in its attempts to see this work undertaken.

The following email has been received that would lend its support for a continuation of the walking track.

From: Jon Sarvis [mailto:Jon.Sarvis@hotmail.com]
Sent: Thursday, 29 September 2016 6:25 PM
To: bourkeshire@bourke.nsw.gov.au
Subject: Suggestion

Dear Councillors

My wife and I spent a very pleasant five days in your lovely town last week and during our stay we walked the river walk at least once per day.

We would like to make a suggestion.

The walk is such an attractive feature of the town with the beautiful trees lining the riverbank, we feel that it is in urgent need of a concrete path to be built on top of the levee. I would suggest the path runs from the old water tower through to Meek Street.

Whilst touring South QLD/North NSW we have noticed that these well-built river walks attract a diverse cross section of the population from young parents with babies to Senior Citizens and rapidly become an important feature for residents and a big attraction for travellers.

Yours Sincerely,
Jon Sarvis
Maianbar, Sydney

Recommendation:

That Council seek feedback from the community during the consultation phase for the community strategic plan to gauge support for the project.

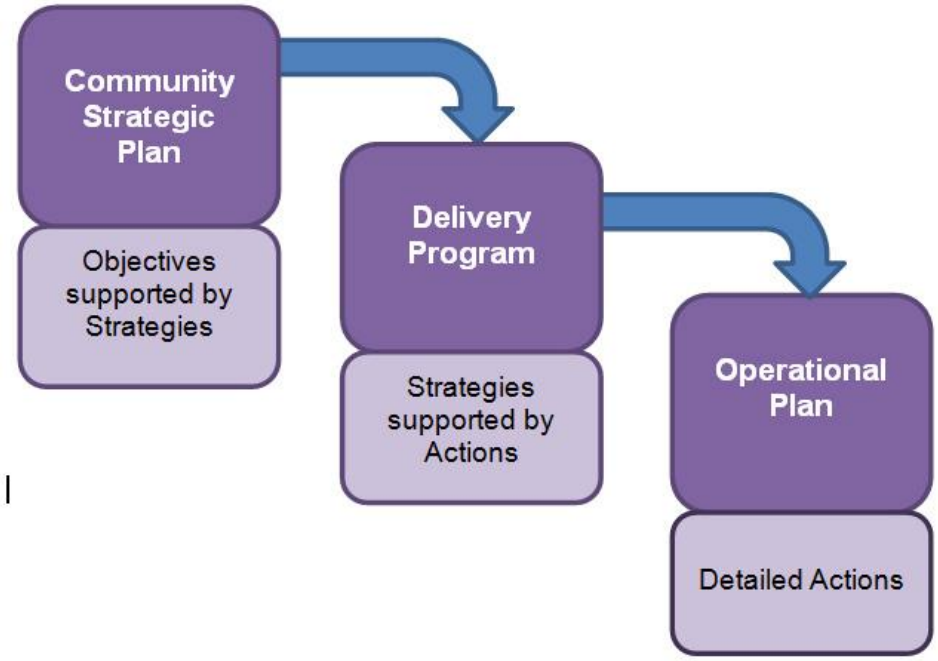
Committee Recommendation

That Council seek feedback from the community during the consultation phase for the community strategic plan to gauge support for the project.		
Moved Cr Barton	*Seconded Cr Dorrington*	*Carried*

File No:	V1.9
Report No: 02/2016	Community Strategic Plan
Responsible Officer:	General Manager

Community Strategic Plan

The Community Strategic Plan represents the highest level of strategic planning undertaken by a local Council. All other plans developed by the Council as part of the Integrated Planning and Reporting framework must reflect and support the implementation of the Community Strategic Plan.



The Community Strategic Plan should identify the main priorities and aspirations of the community, providing a clear set of strategies to achieve this vision of the future. Building the Community Strategic Plan takes time and must involve a whole-of-community engagement process. It is important to note that while the Council is the custodian of the Community Strategic Plan, it may not be responsible for the delivery of all of the activities the Plan identifies.

It is important that the Community Strategic Plan identifies who is responsible for its implementation, including other partners such as State agencies, non-government organisations, business partners and community groups.

The Community Strategic Plan essentially addresses four key questions for the community:-

- Where are we now?
- Where do we want to be in ten years' time?
- How will we get there?
- How will we know when we have arrived?

The Community Strategic Plan must be based on the social justice principles of access, equity, participation and rights. It should also address the quadruple bottom line (social, environmental, economic and civic leadership) issues. It is recommended that a Council uses a multi-disciplinary team to manage and implement the integrated planning process.

At the end of each Council term a report is prepared by the Council to the community which examines what progress has been made towards the achievement of outcomes identified in the Community Strategic Plan.

Bourke Shire Council undertook this process in 2011 and developed the previous Community Strategic Plan which was adopted in 2012. The plan was utilised to assist in setting priorities for the Delivery and Operational Plans and helped in formulating the Long Tern Financial Plan and Asset Management Plan.

The Planning Process takes some time involving community consultation, preparation of documents, Council and community review and adoption. The diagram below shows the Community Strategic Plan and where it sits in relation to the four (4) year Delivery Program of Council along with the yearly Operational Plan. The Resourcing Strategy outlines how Council will achieve the goals within the Community Strategic Plan and includes the Long Term Financial Plan, Assets Management Plan and Work Force Plan.

The Office of Local Government in the Integrated Planning and Reporting Manual outline best practice in regards to the development of the Community Strategic Plan gives guidance on timelines and highlights what must be contained within the Plan.

The Local Government Act specifies that Council must prepare and implement a Community Engagement Strategy based on social justice principals for engagement with the local community in developing and reviewing the Community Strategic Plan.

A draft copy of the proposed Community Engagement Strategy is enclosed for Council's comment and input.

The timelines to achieve the development of the Community Strategic Plan and the other reports required is outlined as:

Timing	Activity	Comments
6 – 12 months before Local Government election.	Outgoing Council oversees a review of progress in implementing the Community Strategic Plan. The report is presented to the final meeting of the outgoing Council, and is published in the Annual Report. Preliminary consultation with target groups or community satisfaction surveys may be conducted to improve the information base for the Plan.	Complete List being developed
First 3 months of new Council: October to December	New Councillors undertake an induction program and become familiar with their responsibilities in the planning process and review the progress report on the Community Strategic Plan from the previous Council. Background information to support a revision of the Community Strategic Plan is presented to Councillors via reports/discussion papers/workshops etc. The General Manager oversees a revision of the Community Engagement Strategy, in consultation with Councillors.	Underway. Councillors to attend the 'hit the road running' seminar in Cobar on 29th of November. Suggest mid November. Possibly to Town and Village meeting
3 – 6 months after election: December to March	A community engagement program is undertaken which includes Councillor leadership and involvement, and a draft Community Strategic Plan is prepared. The Resourcing Strategy is reviewed in light of the Draft Community Strategic Plan. Work commences on the Delivery Program.	Suggest first week in December and then late Jan/ early Feb to finish
6 – 9 months after election: April to June	The Community Strategic Plan, Delivery Program and Operational Plan are finalised and adopted. The Resourcing Strategy is updated to enable the achievement of the Delivery Program and Operational Plan, and is adopted.	
1 July following election	Council commences implementation of the plans, with the Delivery Plan effective from this date.	

The following dates for initial Community meetings are suggested:-

Wanaaring	30th November	10.30am - followed by an Office of Local Government hosted Far West Initiative consultation meeting
Louth	6th December	8.00am
Byrock	7th December	1.00pm
Bourke	7th December	5.30pm
Fords Bridge	8th December	9.30pm
Enngonia	8th December	1.00pm

Committee Recommendation

That the information provided in regards to the development of Community Strategic Plan and other associated documents be received and noted.
Moved Cr Cole *Seconded Cr Barton* *Carried*

File No:	W2.2.12
Report No 03/2016	Inspection of Walkden's Bore
Responsible Officer:	Peter Brown, Manager of Works

Report

The Walkden's Bore project to secure the town's potable water supply commenced with the concept study and the drilling of a bore in June 2010, Council received initial funding of $550,000.00 from the NSW State Government, this allowed Council to drill the first bore, install a 80,000 litre storage tank, acquire land and complete all design and tender documents.

Council again applied for funding through Restart NSW (INSW) and were successful in obtaining a further $2,550,000.00 to help complete the Bore Project, with all plans in place Council called for tenders for the design and installation for the completion of the Bore; Public Works were engaged to Project Manage the installation on behalf of Bourke Shire Council.

On Wednesday 19th October 2016 Public Works Engineers arrived in Bourke for the commissioning of the bore, following initial testing and the bore was activated on Friday 21st October 2016, on commissioning the bore was suppling 40% of the Towns water.

The bore will run periodically to ensure its ongoing functionality and will also be able to provide Council with an accurate indication of running costs.

Council has invited the Hon. Niall Blair Minister for Primary Industries and Minister for Land and Water to officially open the plant at his earliest convenience

Recommendation:

That Council note Report on the Commissioning of Walkden's Bore and we invite the Hon. Niall Blair, MP to Bourke to officially open the plant.

Committee Recommendation

That Council note the report on the Commissioning of Walkden's Bore and the invitation to the Hon. Niall Blair, MP to Bourke to officially open the plant.
Moved Cr Barton *Seconded Cr Bartley* *Carried*

File No:	R6.1-R6.12
Report No: 04/2016	Historic River Height Indicator
Responsible Officer:	Peter Brown, Manager of Works

For Discussion

Council staff has been approached by various members of the public and the local SES group to install an historical river flood gauge that could serve various purposes including tourism and flood data for emergency services etc.

Council has the compiled flood data from known records and these could be used to show heights at various locations to give an indication of historical heights.

The following sites have been suggested as possible locations for the indicators:-

- Old North Bourke Bridge pylon
- Wharf
- Bourke Weir

North Bourke Bridge

It has been suggested that historical heights could be painted on the North Bourke Bridge to assist visitors with interpretation of the historical river heights and add additional information to the PV Jandra Cruise.

Heights painted on the pylons would also mean that Emergency Services have an easy reference point of upcoming river heights in times of high-river.

Wharf

Flood markers at the wharf would also prove to be popular for visitors and would also give locals a reference point for future flooding. Markers could be installed on the Wharf timbers.

Councillor feedback in regards to these ideas would be appreciated as they will incur a small cost that could be budgeted either by way of variation to this year's budget or included in next year's budget.

At this time an indicative cost is not yet known.

Committee Recommendation

That Council note the report on the possible installation of historical river level indicators at Bourke.
Moved Cr Dorrington *Seconded Cr Cole* *Carried*

File No:	C8.9.6
Report No 05/2016	CCTV upgrade
Responsible Officer:	Phil Johnston, Manager Tourism and Development

In July 2016 Bourke Shire Council was notified that it had been successful in obtaining a grant for the upgrade of the CCTV network in Bourke.

The upgrade allows for the removal of all of the towns existing analogue cameras and replaces them with new digital technology. This process also allows for the installation of cameras with multiple heads on them effectively quadrupling the coverage of a fixed camera in some instances.

As well as replacing these cameras the budget allows for the installation of additional cameras at the Bourke wharf area, the BOGAS corner, in Mitchell Street and in Central Park. During this upgrade we will also continue to remove the cameras across to poles that are owned by Bourke Shire Council. We will also for the first time in Bourke be trialling the use of a wireless link for some of the cameras which may lead to the development of the ability to have mobile cameras.

As part of the grant acquittal we are also required to undertake a community education program about the location of the cameras.

Budget

Category	Description	Amount
Grant awarded	Safer Streets Program	$146,020
Bourke Shire Council	Contribution	$45,040
		$191,060

Provision has been made for Bourke Shire Council's contribution in the 2016-2017 Budget.

Recommendation:
That the report in regards to the upgrade of the CCTV network be noted.

Committee Recommendation

That the report in regards to the upgrade of the CCTV network be noted.
Moved Cr Dorrington *Seconded Cr Barton* *Carried*

File No:	P1.1
Report No 06/2016	Location of New Playground Equipment
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services

Introduction

Council has been successful in gaining funding through the Social Housing Community Improvement Fund to build a new playground precinct.

Location

Prior to the lodging of the application, consultation was conducted with social housing tenants and the Department of Family and Community Services to identify a park which would be best suited for new playground equipment, Jones Park and Waters Park were identified as potential locations for the playground equipment, with Jones Park the most favored.

Council has since received a letter of objection about the playground equipment being put into Jones Park. Council Staff conducted an assessment on both locations with factors identified in their assessment being fencing, off street parking, access, shade, locality to social housing stock, locality to residential areas.

Staff concluded after their assessment of the parks that Waters Park would be a more viable area for the erection of the playground equipment for community use. Staff has since consulted with the Department of Family and Community Services to determine that Waters Park would be a better option for the playground equipment.

The Department has given their approval for the playground equipment to be erected at Waters Park.

Financial Considerations

As part of the application Council would provide some minor in-kind works, this will be absorbed into current operational plan budgets. On-going maintenance of the projects would also be undertaking within current operational plan budgets with maintenance likely to be minimal.

Committee Recommendation

That the new playground equipment funded from the Social Housing Community Improvement Fund be built at Waters Park.

Moved Cr Barton *Seconded Cr Bartley* *Carried*

File No:	R7.7.17
Report No: 07/2016	Naming of Rest Areas
Responsible Officer:	Mark Gordon, Manager of Roads
Author	General Manager

The naming of rest areas within the Shire has been under consideration for over four (4) years and Council has previously forwarded their suggestions to the Roads and Maritime Services (RMS) for their approval. In accordance with the RMS the consultation was also sought with the Aboriginal community who in turn have submitted alternatives to the names submitted by Council.

Representatives of the RMS will meet with Councillors and staff on Tuesday the 16th to discuss the options put forward.

Recommendation:
For Councillors further consideration

General Managers Note:
Representatives of Council and the Roads and Maritime Services met in Bourke yesterday, Wednesday, 16th November and it was agreed that the best way forward was for the process of the naming of the Rest Areas to be restarted.

It was thought that the level of community consultation undertaken before Councils initial recommendations had not been as extensive as it could have possibly been.

As such it was thought that if the process were to be restarted would it provide the opportunity for all members of the Community to provide suggestions for consideration and decision.

With this in mind Council will place an advertisement in the Western Herald calling for suggestions on the naming of each of the eleven (11) rest areas to be named with the location of each of the rest areas.

Additionally a copy of the advertisement would be placed on both Council's Website and the Council Facebook Page.

Each of the advertisements will reference the availability of a map depicting the exact location of the rest areas.

The advertisements will give a period of 28 days for the lodgement of any suggested names.

Prior to the publication of the advertisement it will be forwarded to the Roads and Maritime Services for their comments.

The names of the rest areas could be for a particular rest areas or the name could be one to be considered for any of the rest areas.

Following the closing date for the receipt of suggested names that a further meeting be convened with the Roads and Maritime Services to determine those names to be utilised.

Recommendation

1. *That Council place advertisements seeking suggestions from the public of potential names to be utilised for the naming of the eleven (11) rest areas along the State Highways within the Shire areas.*
2. *That Council continue to liaise with the Roads and Maritime Services on the issue of naming of the rest areas*
3. *That a further meeting with the Roads and Maritime Services be convened following the closing date for the submission of suggestions*

Committee Recommendation

1. *That Council place advertisements seeking suggestions from the public of potential names to be utilised for the naming of the eleven (11) rest areas along the State Highways within the Shire areas.*
2. *That Council continue to liaise with the Roads and Maritime Services on the issue of naming of the rest areas.*
3. *That a further meeting with the Roads and Maritime Services be convened following the closing date for the submission of suggestions.*

Committee Recommendation

That council place advertisements seeking suggestions from the public of potential names to be utilised for the naming of the rest areas along the State Highways within the Shire areas.
Council would like further consultation with "RMS" Roads and Marine Services on the number of rest areas to be named.
Moved Cr Dorrington *Seconded Cr Barton* *Carried*

File No:	
Report No: 08/2016	Bourke War Memorial Olympic Pool - Verbal Report
Responsible Officer:	Dwayne Willoughby

Contractors are well underway with the development of the Splash Park at the Memorial pool. The contractors are back on site this week with work on the shade structure and wider apron area underway.

The completion phase will include turfing and a tidy up of the general area as well as allowing time for testing. At this time we are still aiming for a mid-December finish.

Committee Recommendation

That the verbal report in regards to the development of the Splash Park at the Bourke Memorial Pool provided by the Manager of Environmental Services be noted.
Moved Cr Bartley *Seconded Cr Barton* *Carried*

QUESTIONS ON NOTICE

The Manager of Environmental tabled a letter from the Bourke Swimming Club regarding change of date to their Regional Swimming Carnival now to be held in Bourke on the 7th-8th January 2017.

Committee Recommendation

That Council note the letter received by the Bourke Swimming Club and allow the change of date as suggested of the 7th and 8th January 2017 to hold their regional swimming carnival.
Moved Cr Barton *Seconded Cr Thompson* *Carried*

TOWN & VILLAGES COMMITTEE CHARTER

1. NAME
Bourke Shire Council Town Committee

2. STATUS
The Committee shall be a committee of Council in accordance with clause 260 of the Local Government (General) Regulation 2005.

3. ESTABLISHMENT
The Committee was established by resolution of Council on Monday, 24th September 2012.

4. FUNCTION
Functions of the Committee is to consider all aspects of Councils operation covered under the terms of reference of the committee (see 5 below) a view to ensure that the service provided to the residents are maintained at the highest possible standards but also reflect current best practice and technologies and represent value for money.

5. TERMS OF REFERENCE:
Provide advice to Council as to priorities in relation to the improvements to the facilities and infrastructure within the urban areas and villages including the following:

a. Aerodromes
b. Emergency Management
c. Flood Mitigation
d. Drainage Issues
e. Water and Sewer
f. Planning and Development issues
g. Waste Management
h. Noxious Weeds
i. Ranger Services
j. Parks Gardens Sports Grounds, Reserves and other recreational facilities
k. Swimming Pool
l. Cemeteries
m. Undertake on an as needs basis each of the village areas.

6. MEMBERSHIP
Councillors:
The membership of the Committee shall be all Councillors.

Community Representation:
Nil

Staff: (Advisory and Service Capacity Only)

The Meeting will be attended by the following:

- General Manager
- Manager Corporate
- Manager Roads
- Manager Environmental and Development
- Manager Services
- Manager Tourism Economic Development
- Other Staff as required from time to time

7. APPOINTMENT OF COUNCIL MEMBERS

Members of the Committee shall be elected at the meeting of Council convened annually to elect the Mayor.

8. TERM OF THE COMMITTEE

The Committee shall serve for a twelve month period from the date of appointment or until the next election referred to in clause 7.

The Committee may be dissolved at any time by a resolution of Council.

9. ROLE OF THE MAYOR

Clause 260(2) of the Local Government (General) Regulation 2005 states that a committee comprising only of Councillors is to consist of the Mayor and such other Councillors as elected or appointed by the Council. Accordingly, the Mayor is automatically a member of each Council committee consisting of Councillors only, and has the discretion as to whether he or she will attend the meetings of each committee (Clause 268 (1) of the Regulation).

The Mayor will be the Chair of the Committee should he or she wish.

10. ATTENDANCE AT MEETINGS OF NON-MEMBER COUNCILLORS

In accordance with Local Government (General) Regulation 2005, Regulation 263, a Councillor who is not a member of a Committee is entitled to attend and to speak at a meeting of the Committee. However, the Councillor is not entitled to give notice of business for inclusion in the agenda for the meeting, to move or second a motion at the meeting, or to vote at the meeting

11. THE CHAIRMAN AND DEPUTY CHAIRPERSON

Should the Mayor not wish to Chair the Committee the Committee will elect a Chairperson from within their membership.

The Chairman shall be elected at the first meeting of the committee each year following the election of committee in accordance with clause 7 above.

The Committee may if they wish elect a Deputy Chair a Deputy Chairperson.

12. CODE OF MEETING PRACTICE

The Provisions of Councils adopted Code of Meeting Practice shall apply to the conduct of meetings of the Committee.

13. POWERS

a. The Committee shall not have the power to incur expenditure, unless specifically delegated authority to do so under the provisions of Section 377 of the Local Government Act 1993.
b. The Committee shall not have the power to bind the Council unless being given specific delegation authority to do so by resolution of Council

14. DELEGATIONS

Nil

15. PUBLIC ATTENDANCE AT MEETINGS

All Meetings of the Committee shall be opened to the public, when however; the Chairman shall have the power to exclude members of the Press and public from Committee Meetings in accordance with provisions – 10 D of the Act Local Government Act 1993.

Public Notice shall be given in respect of each meeting of the Committee in accordance with section 9(1) of the Local Government Act 1993.

16. TIMETABLE OF MEETINGS

Meetings will be held at least on a quarterly basis and will be convened by the Services Manager in consultation with the General Manager and Chairman of the Committee.

The General Manager must send to each Councillor at least three (3) days prior to each meeting of the Committee a notice specifying:

a. The time and place at which the meeting is to be held
b. The business propose to be transacted at the meeting
c. In the case of a meeting called in an emergency less than three (3) days' notice may be given.

17. PROVISION OF ADMINISTRATIVE SERVICES

The Engineering Support Officer will provide the Administrative Support to the Committee including the preparation and circulation of the agendas and the taking and circulation of minutes.

18. RECOMMENDATIONS

a. Any recommendation of a Committee, or any portions thereof, may be amended by the Council in any manner that the Council may think fit or may be referred back to the Committee for further consideration.
b. The recommendations of the Council, shall as far as adopted by the Council, be resolutions of the Council, provided that recommendations of the Committees shall not have effect when and until adopted by Council.
c. The minutes, are recommendations of the meeting shall be submitted to the next available meeting of Council for consideration.

19. MINUTES OF THE MEETINGS

Each Committee of Council must ensure that full and accurate minutes of the proceedings of its meetings are kept. In particular, a Committee must ensure the minutes include details of each motion moved and any amendments moved to it, the names of the mover and seconder or the motion or amendment, and whether the motion or amendment is passed or lost.

20. CODE OF CONDUCT

The Code of Conduct of Bourke Shire Council shall apply.

21. QUORUM

A quorum shall be at least 50% of membership of the Committee. Five (5) Councillors, being a majority of members.

22. VOTING RIGHTS

The Chairperson has the casting vote

23. VENUE

Unless otherwise specified in the meeting notice the venue for all meetings of the committee shall be Council Chambers 29 Mitchell Street Bourke.

24. RESPONSIBLE MANAGER

The Manager of Services will be the Manager responsible for the coordination of Town and Village Committee

Committee Recommendation

That the changes to the Charter to the Town and Villages Committee be noted as presented.
Moved Cr Barton *Seconded Cr Ford* *Carried*

NEXT MEETING

The next meeting of the Town & Village Committee will be TBA

There being no further business the meeting closed at 3:10 pm.

GENERAL MANAGER'S REPORT - CONFIDENTIAL

File No	S10.2-S10.2.1-LD
Report: 1051/2016	Request for Contract Variation - Bourke Swimming Pool
Responsible Officer	Ross Earl, General Manager

The subject report is proposed to be held in Closed Session under Section 10A (2) (c) of the Local Government Act, 1993 commercial information of a confidential nature that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Resolution

534/2016 The subject report is proposed to be held in Closed Session under Section 10A (2) (c) of the Local Government Act, 1993, commercial information of a confidential nature that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
Moved Cr Barton Seconded Cr Dorrington Carried

File No	D2.17
Report: 1052/2016	Deed of Agreement with CAPRA Pty Ltd
Responsible Officer	Ross Earl, General Manager

The subject report is proposed to be held in Closed Session under Section 10A (2) (c) of the Local Government Act, 1993 commercial information of a confidential nature that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Resolution

535/2016 The subject report is proposed to be held in Closed Session under Section 10A (2) (c) of the Local Government Act, 1993, commercial information of a confidential nature that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
Moved Cr Barton Seconded Cr Dorrington Carried

Resolution at 1.02pm

536/2016 That That Council move into Closed Council to consider business identified, together with any late reports tabled at the meeting.
2. That pursuant to section 10A (1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) (c) as outlined above
3. That the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

Moved Cr Davis | Seconded Cr Barton | Carried

Resolution at 2.00pm

537/2016 That Council move into Closed Council.

Moved Cr Barton | Seconded Cr Dorrington | Carried

Resolution at 2.07pm

538/2016 That Council revert to Open Council.

Moved Dorrington | Seconded Cr Bartley | Carried

RESOLUTIONS FROM THE CLOSED SESSION OF COUNCIL MEETING

The Mayor reported that the following resolutions have been passed in closed Council.

Resolution for Report 1051/2016

539/2016
1. Council note the letter from Cathy Lowe of LOWMAC Pty Ltd regarding a request for an increase in the value of the tendered amount for the contract in relation to the management of the Bourke Swimming Pool Complex based on the loss of income during the construction period of the new splash park and the ongoing cost involved in providing supervision of the increased area.
2. That Council advise Cathy Lowe that it is felt rather than providing a net reduction in patronage over the twelve months it will result in an increase in patronage.
3. That Council advise Cathy Lowe that it is felt that supervision should still be able to be provided with the allocated resources
4. That Council advise Cathy Lowe that in its opinion the construction of the splash park will result in increased patronage and should result in an increase in revenue more than offsetting any potential short-term decreases.

Resolution for Report 1052/2016

540/2016 That Council authorise its representative under the deed, General Manager, Ross Earl, to sign the Deed of Agreement with CAPRA Pty Ltd in relation to the allocation and expenditure from the National Stronger Regions Fund.

Cr Stutsel left the meeting at 2.08pm

Resolution at 2.10pm

/2016 That Council suspend Standing Orders in order to hear a presentation from Professor Sally Tracey from the Poche Centre for Indigenous Health, School of Medicine, University of Sydney and Professor, Royal Hospital for Women and Mrs Janet McDonald, Senior Board Member of the South Eastern Sydney Local Health District also present was Tanya Martin.		
Moved Cr Barton	Seconded Cr Bartley	Carried

A discussion was held regarding:-

- the reestablishment of the Bourke Birthing Unit
- Women's Business Bus
- Establishment of Eligible Midwives
- Housing Incentives for Midwives
- Insurance for Obstetricians and Gynaecologists
- Chairman & Board will be making decisions from 1st January 2017

There being no further business the meeting closed at 3.30pm