Bourke Shire Council
Minutes

Ordinary Meeting of Council held at the
Council Chambers at
Bourke Shire Council Offices
At 29 Mitchell Street, Bourke

Monday, 22nd June 2015

General Manager: Ross Earl

AGENDA

C12.1

Councillors	19/01	16/02	23/03	27/04	6/05 Extraordinary	25/05	22/06	22/06	24/08	28/09	26/10	23/11
Cr Andrew Lewis	✓	✓	✓ 9.38am	✓	✓	AP	✓					
Cr Robert Stutsel	AP	✓	✓	✓	✓	*AP*	✓					
Cr Victor Bartley	✓	✓	✓	✓	✓	✓	✓					
Cr Sally Davis	✓	✓ 9.04am	✓ 9.05am	✓	AP	AP	AP					
Cr Cec Dorrington	✓	✓	✓	✓	✓	✓	✓					
Cr Lachlan Ford	AP	✓	✓	✓	✓	✓	AP					
Cr Barry Hollman	AP	✓	✓ Chair	✓	✓	✓ Chair	✓					
Cr Jack Bennett	AP	✓	✓	✓	AP	✓	✓					
Cr Sarah Brown	✓	✓	✓	✓	✓	✓	✓					
Cr Stuart Johnson	✓	AP	✓	✓	✓	✓	✓					

Staff

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

OPENING PRAYER

Cr Lewis opened the meeting with a prayer.

REMEMBRANCE

Council stood in silence in the memory of the following:-

Jennifer Barker
Alex Dixon (Boney)
Carl McNeil
Alex Doole

APOLOGIES

The General Manager advised that apologies had been received from Cr Davis and Cr Ford.

Resolution

200/2015 That the apologies from Cr Davis and Cr Ford be accepted and that leave of absence be granted.
Moved Cr Dorrington Seconded Cr Stutsel Carried

DECLARATION OF INTEREST

No Declarations of interest were declared at the meeting of 22nd June 2015.

MAYORAL MINUTE

Date	Event
27/05/2015	Dubbo – Meeting with President, members and staff of NSW Farmers, Mayors and the General Manager of Walgett, Brewarrina & Rural Counselling Services to discuss the drought and effects on Local Communities
01/06/2015	Cobar - Mid Term Meeting of Western Division Council
02/06/2015	Cobar – Western Lands Advisory Council
04/06/2015	Sydney – Rural/Regional Issues Workshop
05/06/2015	Bondi Beach – Launch of "One Child, One Tree"
10/06/2015	Byrock – Met Governor of NSW David Hurley and Mrs Hurley at airport and travelled to Byrock
10/06/2015	Meeting in Medicare Local Office with Western Area Health Board, CEO and staff as well as locals to discuss the closing of Birthing Facilities in Bourke
11/06/2015	Governor of NSW – Reception at Diggers on the Darling
11/06/2015	NAB 150 Years in Bourke – Diggers on the Darling
11/06/2015	Mayoral Dinner for Governor of NSW, David Hurley and Mrs Hurley and small group of local business people

Resolution

201/2015 That the information in the Mayoral Minute as presented to Council on Monday, 22nd June 2015 be noted.
Moved Cr Lewis Carried

STARRING OF ITEMS

A number of items have been starred for discussion. The Mayor received a request to star additional items to be discussed. The following additional items were identified for discussion.

Report No	Report Name	Responsible Officer
006/2015	Business arising	Mayor
105/2015	Integrated Water Cycle Management Strategy	MW
328/2015	Proposal to Consider Construction of Additional Weir Capacity	GM
330/2015	Drought Stimulus Package	GM
331/2015	Submission of a "Fit for the Future Proposal"	GM
106/2015	Engineering Activity Report	MW
206/2015	Environmental Activity Report	MES
506/2015	Tourism & Development Activity Report	

Resolution

202/2015 That recommendations as detailed in the Un-starred Items in the Agenda for the Ordinary Meeting of Council held on Monday, 22nd June 2015 be adopted.
Moved Cr Stutsel Seconded Cr Dorrington Carried

Resolution

203/2015 That Council endorse sending of a letter to the Minister of Health, the Hon. Jillian Skinner, MP and the Member for Barwon, MP strongly objecting to any proposal to dismantle the Birthing Facilities at Bourke Hospital.
Moved Cr Barton Seconded Cr Bennett Carried

CONFIRMATION OF THE MINUTES

Resolution

204/2015 That the minutes of the ordinary meeting of Council held on Monday, 25th May 2015 be confirmed as a true and accurate record of that meeting.
Moved Cr Dorrington Seconded Cr Barton Carried

CALENDAR OF EVENTS

Month/Year	Meeting Date	Time	Event	Location
2015				
June	1st		Western Division Councils of NSW	Cobar
	4th		Rural/Regional Issues Workshop	Sydney
	5th		"One Tree Per Child" Tree Planting Ceremony with Waverly Council	Bondi Beach
	22nd	9.00am	Council Meeting - 4th Monday	Council Chambers
July	14th – 17th		Northern Basin Tour	
	27th	9.00am	Council Meeting - 4th Monday	Council Chambers
	31st	9.30am	OROC Meeting	Cobar
August	24th	9.00am	Council Meeting - 4th Monday	Council Chambers
September	28th	9.00am	Council Meeting - 4th Monday Mayoral Elections	Council Chambers
October	11th – 13th		Annual Conference of Local Government New South Wales	Rosehill Gardens Race Course
	26th	9.00am	Council Meeting - 4th Monday	Council Chambers
November	23rd	9.00am	Council Meeting - 4th Monday	Council Chambers

COUNCILLOR INFORMATION LIST

Information which has been sent out to Councillors since the last meeting of Council held on Monday, 25th May 2015.

DATE	INFORMATION SENT	Author	Email/Fax	Post	Précis
13/05/2015	Memo – Grant Application Funding	GM	Councillors MANEX		
15/05/2015	Media Release - NSW Govt tips its hand on forced amalgamations	LG NSW	Councillors MANEX		
18/05/2015	LG Weekly	LG NSW	Councillors All Staff		
18/05/2015	ALGA - NEWS 15 May 2015	ALGA	Councillors All Staff		
18/05/2015	Government News		Councillors		
20/05/2015	"From the GM's Desk"	Acting GM	Councillors All Staff		
20/05/2015	Business Papers	MANEX	Councillors All Staff	Cr Bennett	
21/05/2015	Leave of Absence Form		Councillors	Cr Bennett	
25/05/2015	LG Weekly	LG NSW	Councillors All Staff	Cr Bennett	
27/05/2015	"From the GM's Desk"	Acting GM	Councillors All Staff		
27/05/2015	Government News		Councillors		
29/05/2015	Media Release – Western Council's Future	Western Division Councils of NSW	Councillors All Staff	Cr Bennett	
30/05/2015	LG Weekly	LG NSW	Councillors All Staff	Cr Bennett	
30/05/2015	ALGA - NEWS 29 May 2015	ALGA	Councillors All Staff	Cr Bennett	
03/06/2015	Issue at the Sewer Treatment Plant – Memo	GM	Councillors MANEX		
04/06/2015	"From the GM's Desk"	GM	Councillors All Staff	Cr Bennett	
04/06/2015	Invitation – Carbon Farming Workshop		Councillors		
11/06/2015	"From the GM's Desk"	GM	Councillors All Staff		
12/06/2015	LG Weekly	LG NSW	Councillors All Staff	Cr Bennett	
16/06/2015	"From the GM's Desk"	GM	Councillors All Staff		
16/06/2015	Government News		Councillors		

BUSINESS ARISING FROM 25TH MAY 2015

KEY: Action still pending Action

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

206/2013 - Review of Organisational Structure
Responsible Officer: GM

DECISION	ACTION TAKEN
1. That the Council obtain advice from Brewarrina Shire as to their willingness to continue negotiations in relation to a shared appointment of a qualified Engineer in the capacity of a Group Leader or similar.	1. In progress
2. That the recommendations in relation to the realignment of any positions be considered prior to the advertising of any vacancies.	2. Ongoing
3. 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.	3. In progress
4. That the position descriptions of all employees be updated to reflect current duties performed and requirements of the organisation.	4. In progress

350/2013 – Proposed Amendment of LEP
Responsible Officer: MES

DECISION	ACTION TAKEN
1. Prepare a planning proposal to have the Bourke Local Environmental Plan 2012 (BLEP 2012) amended to rezone IN2 Light Industrial land located in the western end of Bourke encompassing that land between Meek, Anson and Church Streets to R1 General Residential. 2. That a further report be presented to Council to obtain consent to submit that planning proposal to the NSW Department of Planning.	• No public submissions received

163/2014 – CONFIDENTIAL- Enforcement of Fines on Local Roads
Responsible Officer: MR

DECISION	ACTION TAKEN
Council to continue to investigate methods for enforcing fines on closed roads and continue to ensure that the public are aware that fines may be levied if vehicles are driven on closed roads	Ongoing

179/2014 – Investigation of the Establishment of an Internal Audit Function for Bourke Shire Council in Conjunction with other Members of OROC
Responsible Officer: GM

DECISION	*ACTION TAKEN*
General Manager continues to liaise with the other members of OROC in relation to the provision of Internal Audit on a joint basis	Held in abeyance pending the outcome of Fit for the Future process

263/2014 – Cenotaph/Rotunda Heritage Listing
Responsible Officer: MES

DECISION	*ACTION TAKEN*
Heritage Advisor to prepare a report detailing the potential for applying for a heritage listing on both the Cenotaph and Rotunda located in Central Park detailing the benefits and potential implications of such listings	Ongoing

306/2014 – CONFIDENTIAL - Proposal to Undertake Accommodation Project
Responsible Officer: GM

DECISION	*ACTION TAKEN*
The General Manager be authorised to further investigate the proposal of development of accommodation in conjunction with Government Departments	Ongoing FACS - Awaiting Consultant report

338/2014 – Tourism & Development Activity Report
Responsible Officer: MT&D

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

35/2015 – Tree Planting Initiative of Jon Dee and Olivia Newton-John – "One Tree per Child"
Responsible Officer: GM

DECISION	*ACTION TAKEN*
1. That Council liaise with the school principals from all primary schools within the shire to actively encourage cooperation and support of the schools with a view to planting some of the trees within the school grounds 2. That the trees be planted in areas where ongoing maintenance is able to be provided. 3. That the Mayor be authorised to approve Council's participation in any promotion of the "One Tree Per Child" concept aimed at awareness and increasing participation.	Completed - Awaiting contact from Jon Dee Tree planting ceremony took place at Bondi Beach, Waverly Council and Bourke Shire Council along with Bourke Public School on 05/06/2015

67/2015 & 118/2015 & 177/2015 – Full Birthing Unit for Bourke Hospital

Responsible Officer: GM

DECISION	***ACTION TAKEN***
• Write to Scott McLachlan, CEO of Western Area Health, expressing dissatisfaction at the progress towards resuming the Birthing Unit in Bourke and reiterating the community's desire for a Surgical Unit in Bourke, with full procedural facilities.	• Letter sent • Lobbying ongoing
• *Continue with its efforts to ensure that the full procedural birthing services are returned to Bourke and continue to investigate the options presented by the Western Health District.*	• *Ongoing*
• *Write to the Member for Barwon, Kevin Humphries seeking his support for the return of the full procedural birthing facilities noting the potential impact of other services with the reduced need for additional GP skills such as Anaesthetics.*	• *Letter sent*
• *Seek a report detailing the outcome of the "Yarning Groups" to discuss the mid-wife led birthing service and the general community acceptance or otherwise of the concept*	• *Invitation sent*
• That Council continue to work with the Western NSW Local Health District staff to ensure there is no further loss of services and a report with milestones for improvements is developed and provided to the community	• *Meeting held*
• That Council meet with the Western NSW Local Health District Board on 9th June 2015	• *Meeting held*
• 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*

72/2015 – Orana Regional Organisation of Councils (OROC)

Responsible Officer: GM

DECISION	***ACTION TAKEN***
That Bourke Shire Council participate in discussions in relation to the transition of OROC to a Joint Organisation	Ongoing

74/2015 & 119/2015 – Fit for the Future Proposal to be Submitted by Bourke Shire Council
Responsible Officer:

DECISION	*ACTION TAKEN*
• That Bourke Shire Council utilise the "Rural Council Template 3" for the preparation of its "Fit for the Future "proposal. • That should external resources be required to assist with the proposal that the engagement of a suitably qualified and experienced consultant be delegated to the Mayor, Deputy Mayor and General Manager. • *That the information regarding Fit for the Future proposal be noted and that a brief report be bought back to an extraordinary meeting*	• See General Manager's Report

96/2015 – Ledknapper Wild Dog Action Group (LWDAG Inc.)
Responsible Officer: MES

DECISION	*ACTION TAKEN*
Council approach the appropriate agencies seeking their assistance in carrying out a microchipping and desexing program with dogs around the Enngonia area and that landholders be encouraged to undertake effective dog controls.	Awaiting confirmation for dates for Desexing/Microchipping Program

113/2015 – (Resolution 95/2015 Murray Darling Basin Tour)
Responsible Officer: GM

DECISION	*ACTION TAKEN*
That Council invite Ken Harrison to Bourke to discuss Environmental Water Flows.	Mr Harrison will be addressing the June Meeting of Council

116/2015 – Local Government Regional and Rural Issues Workshop
Responsible Officer: GM

DECISION	*ACTION TAKEN*
Mayor and General Manager (or their nominees) attend the Rural and Regional Issues Workshop being hosted by Local Government New South Wales, 4th June 2015	Mayor and MT&D to attended workshop 4th June 2015

139/2015 – Repairs to Grandstand at Davidson Oval
Responsible Officer: GM

DECISION	*ACTION TAKEN*
Settlement offered in respect of the repair of Davidson Oval Grandstand accepted and the repair work be undertaken by Council staff and commence as soon as possible	• Deed of release signed • Work has started on the repairs for the grandstand

156/2015 – Old Gateway Bridge (Old North Bourke Bridge)

Responsible Officer: MRS

DECISION	*ACTION TAKEN*
1. Council to seek Heritage funding to restore the Old North Bourke Bridge structure. 2. If funding is received Council to go to tender to carry out the major repairs required to reopen the Old North Bourke Bridge. 3. Council to budget $50,000 per year for the ongoing maintenance of the Old North Bourke Bridge to assure it is able to support emergency vehicles and pedestrians	Ongoing

165/2015 – Delivery Program 2013/2017 and Operation Plan 2015/2016

Responsible Officer: MCS

DECISION	*ACTION TAKEN*
Amendment to the 603 Certificate costs to $75.00 and additional wording to the Corporate Services fees and charges to recover costs.	Completed

170/2015 – Councillors Remuneration

Responsible Officer: MCS

DECISION	*ACTION TAKEN*
Maintain the policy of paying the minimum fee prescribed for a Category 4 Council and the maximum fee applicable to the Mayor, within the Rural Group as specified by the Local Government Act, with those fees being $8,330 and $24,030 respectively	Completed

173/2015 – Western Division Councils of NSW - Mid Term Meeting – Cobar 1st June 2015

Responsible Officer: MCS

DECISION	*ACTION TAKEN*
The Mayor, Deputy Mayor, Cr Dorrington and the Manager of Corporate Services attend the Western Division Councils of NSW Mid Term Meeting – Cobar 1st June 2015.	Meeting attended

175/2015 – Rates Write-off Assessment Number 374-00000-5

Responsible Officer: MCS

DECISION	*ACTION TAKEN*
Write-off Rates and Charges for Assessment 374-00000-5 to the value of $2,370.33 for the 2013/14 and 2014/15 rating periods	Completed

176/2015 – Rates Write-off Assessment Number 236-00000-6
Responsible Officer: MCS

DECISION	*ACTION TAKEN*
Write-off Rates and Charges for Assessment 236-00000-6 to the value of $487.00 for the 2014/15 rating period	Completed

179/2015 – Murray Darling Diversification Fund
Responsible Officer: MT&D

DECISION	*ACTION TAKEN*
1. Council staff continue to work with those administering the Murray Darling Diversification Fund to investigate the potential to lodge an amended application. **2.** Council staff and the Mayor continue to work with our local Federal and State Members to ascertain if the Bourke to the Core project can be funded.	Letters sent, meetings held

180/2015 – Community Contribution – In-kind Support RFDS Rally
Responsible Officer: MW/MES

DECISION	*ACTION TAKEN*
Provide the in-kind support for the RFDS Rally as requested	Completed

181/2015 – Community Contribution – Request for Waiving of Water Rates
Responsible Officer: MCS

DECISION	*ACTION TAKEN*
Council waive the water rates to the amount of $365.04 including any accrued interest for the Missionaries of Charity for the September 2014 to March 2015 period.	Completed

187/2015 – Community Contribution – "A" Day Bowls Tournament
Responsible Officer: GM

DECISION	*ACTION TAKEN*
Community contribution in the amount of $100 towards the "A" Day Bowls Tournament to assist with the purchase of prizes and to assist with catering costs.	Completed

196/2015 – CONFIDENTIAL- Provision of Bitumen Spray Sealing TO51516OROC
Responsible Officer: MCS

DECISION	*ACTION TAKEN*
1. That Council select the best three (3) or four (4) suppliers that best suit its operation in no ranked order as panel suppliers for the period 1/7/2015 to 30/6/2018, and **2.** That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contact through to 30/6/2019.	Completed

197/2015 –Barwon Darling
Responsible Officer: GM/MCS

DECISION	*ACTION TAKEN*
Write to the Hon. Niall Blair MP, Minister for Primary Industries and Minister for Land and Water asking the Minister to immediately lift the embargo currently placed on the Barwon Darling System.	Completed Embargo lifted

198/2015 – Barwon Darling
Responsible Officer: GM/MCS

DECISION	*ACTION TAKEN*
Council write to the Hon. Niall Blair MP, Minister for Primary Industries and Minister for Land and Water inviting him to Bourke to see firsthand the impact that the drought and other Government decisions are having on this area.	Completed

199/2015 – Barwon Darling
Responsible Officer: GM/MCS

DECISION	*ACTION TAKEN*
First Assistant Secretary of the Water Reform Division with the Department of Environment in Canberra, expressing concern that the Commonwealth has opened a tender for further water purchases from licence holders in the Barwon Darling. These buy backs reduce production, effect local communities, reduce cropping, reduce employment and reduce business.	• Completed – Letter to Minister following representations in Bondi and Bob Baldwin's Office. • Bob Baldwin to visit Bourke 15th July 2015

Resolution

205/2015 That the information in the Business Arising as presented on Monday, 22nd June 2015 be received and noted.
Moved Cr Bartley Seconded Cr Johnson Carried

ENGINEERING SERVICES DEPARTMENT REPORTS

File No:	**S3.1, S3.1.1, S3.1.2**
Report: 104/2015	**Progress of Work at Mertin Street Well**
Responsible Officer:	**Peter Brown, Manager of Works**

Background

NSW Public Works were engaged for the project management of the construction phase of the Mertin Street Well on the 25th November 2014.

Based on the post tender negotiation with Lucas Engineering & Construction Pty Ltd on the alternative tender received, a revised tender recommendation was submitted to Council on 17th September 2014. Bourke Shire Council on its meeting held on 27th October 2014 resolved to accept the alternative tender to compete the upgrade to the Mertin St Pump Station.

The Contractor was given access to the site on 12th January 2015 and the first site meeting was held on the 20th January 2015. A Contract Deed was formally signed off on 30th January 2015 between Council and Lucas Engineering & Construction Pty Ltd.

Original Sewerage Pumping station

Report

A temporary bypass pumping system has been installed to allow work on the existing pumping station. This system includes a duty bypass pump, stand by pump and a monitoring system to ensure no overflows occur.

Demolition of the existing inner well was completed on 11th April 2015. Installation of the new inner well using precast units was completed on 14th April 2015. Inlet and discharge pipeline works and valve pit refurbishment were completed on 5th May 2015. Factory testing of the switchboard was completed on 14th May 2015 and installed on site on 18th May 2015. Hydrostatic testing of the new pump well is currently underway.

Switchboard site wiring/ terminations, pumps installation, hydrostatic testing of the new pump well, backfilling the annular gap with blue metal, concrete paving and installation of odour control system are scheduled to complete during the month of June.

Summary of project timeline

A preliminary project program completed for the delivery of this project is attached.

Project Milestones and key activities so far completed are:

1.	Negotiate Alternative tender	17th September 2014
2.	Construction Phase (Client Approval)	25th November 2014
3.	Awarding construction tender	1st December 2014
4.	Site Possession	12th January 2015
5.	Contract Agreement Sign off (Date of commencement)	19th January 2015
6.	Date of completion	3rd August 2015

Removal of old Building

The project is behind the schedule by only one (1) week. Lucas Engineering forecasts that completion of works shall be achieved by 29th July 2015

New Sewer Well inserted inside the old sewer well

Upcoming project activity milestones for the coming months are as follows:-

1.	Backfill annular void between the wells
2.	Concrete paving & footing for OCU
3.	Pump installation
4.	Handrail, stairs, OCU frame
5.	Odour Control Unit installation
6.	Switch & Control Assembly terminations
7.	Testing & Commissioning
8.	Disestablishment and decommissioning
9.	Temporary bypass system

Financial

The project is currently on budget with no anticipated additional costs.

Resolution

206/2015 That Council note the report on the renewal of Mertin Street Well.			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

File No:	**S3.1, S3.1.1, S3.1.2**
Report: 105/2015	**Integrated Water Cycle Management Strategy (IWCMS)**
Responsible Officer:	**Peter Brown, Manager of Works**

Background

To meet best practice and NOW guideline's Bourke Shire Council is required to adopt an Integrated Water Cycle Management Strategy (IWCMS). The Evaluation Study identified a number of issues requiring action in the next 30 years that could impact on the health of catchments where Council provides services or on the provision and management of urban water services.

Report

In 2012, the alliance commissioned NSW Public Works to undertake IWCM Strategy phase, this started with the review of the issues identified in the IWCM Evaluation Study by a Project Reference Group (PRG) to confirm that they were still valid and identify any new issues. The validated issues were split into two groups based on whether the responsibility to address the issue was held by Council's water and wastewater services section or whether it was held by another authority (for example, the Catchment Management Authority) or a separate area of Council (for example, the public health section). Potential solutions for the issues were then developed by NSW Public Works, confirmed through a second PRG Meeting and documented in the draft IWCM Strategy.

This draft IWCM Strategy was updated in early 2015 to take into account the changes that have occurred since 2012/2013. The most significant changes are:

- Council has received a $2.5million grant from the Infrastructure NSW to fund the completion of the pipeline connection to Walkdens' Bore.
- The Mertin Street sewage pumping station replacement has commenced and the Warraweena Street sewage pumping station replacement has been completed.

Many of the issues are able to be resolved through Council's existing strategies, these strategies are referred to as the "Business as Usual" (BAU) options and together these options form the BAU Scenario. The remaining issues may be solved by management measures and/or capital works. If major capital works are required within 10 years and have not been formally adopted, then "full IWCM Scenarios" need to be completed, otherwise a "Simplified IWCM Scenario" can be undertaken.

This document details the:

- options available to Council to solve the outstanding IWCM issues
- the results of the Short Listing process undertaken at the first PRG
- the IWCM scenario created by bundling these shortlisted options
- an implementation plan for the preferred IWCM Scenario that outlines the expected cost and implementation year for the actions required under the preferred IWCM Scenario.

A copy of the report is attached.

Recommendation:

That Council adopt the Integrated Water Cycle Management Strategy (IWCMS) as part of Best Practice.

Resolution

207/2015 That Council adopt the Integrated Water Cycle Management Strategy (IWCMS) as part of Best Practice subject to following changes

- **Page 16, Point 4.3.4 Drought Management Plan, second paragraph addition wording is added – "It is expected that this bore will have sufficient capacity to supply the town's potable needs *at a reduced rate*".**
- **Page 20, Table 5-2: BAU Actions – Bourke Potable & Non-Potable in the section Business as Usual solutions to issues, point 1 is removed *"NOW and Bourke Shire Council have agreed that weir maintenance is the responsibility of Council".***

Moved Cr Stutsel Seconded Cr Johnson Carried

Cr Bennett requested to have his vote against the motion be recorded.

GENERAL MANAGER'S REPORT

File No:	**F1.7**
Report: 322/2015	**Comparative Information on Councils**
Responsible Officer:	**Ross Earl, General Manager**

Background:
Each year the Office of Local Government releases comparative information in relation to all Councils in New South Wales.

The information within the publication provides the basis for Councils to compare their performance with that of other Councils. The information also provides members of the community with information on how their Council is performing and how this performance compares to that of similar Councils.

Current Situation:
Bourke Shire Council is in Group 9 along with Balranald, Bogan, Bombala, Boorowa, Carrathool, Central Darling, Coolamon, Coonamble, Gilgandra, Gundagai, Harden, Guyra, Hay, Lockhart, Murrumbidgee, Tumbarumba, Walcha and Weddin.

A copy of the full report detailing information for all Councils is located on the website www.olg.nsw.gov.au

Some of the information contained within the reports also looks at Council's performance in comparison with the benchmarks established by T-Corp.

There is a tremendous amount of information in the spread sheet and it is worthy of a review.

Financial Implications:
No significant financial implications are identified at this stage

Resolution

208/2015 That the report in relation to the release of the comparative information on NSW Councils for 2013-2014 be received and noted.			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

File No:	**L8.3**
Report: 323/2015	**Annual Conference of Local Government New South Wales**
Responsible Officer:	**Ross Earl, General Manager**

Background:
The third Annual Conference of Local Government New South Wales will be held at Rose Hill Gardens Racecourse in Sydney from Sunday, 11th October 2015 to Tuesday, 13th October 2015.

Council has been represented at the Annual Conference of the peak bodies by the Mayor and General Manager and at times by other Councillors who are interested in attending.

Current Situation:
The format for the Conference this year is again being reviewed in line with comments emanating from the previous conferences and I note that the conference has been allocated two full days.

Both the Premier of New South Wales, the Hon. Mike Baird, MP and Minister for Local Government the Hon. Paul Toole, MP are on the agenda and with the announcement of the outcome of the "Fit for the Future" process likely to be released around that time it will provide for some interesting debate at the conference.

Councils are invited to submit motions to the conference and they should preferably be lodged by the 24th August 2015 with the cut off being 14th September 2015

Bourke Shire Council submitted a number of motions to the Annual Conference of the Western Division Councils which should have been referred to Local Government New South Wales for consideration for inclusion in Conference Agenda.

Should any Councillor have a motion which they would like to see debated at the Annual Conference they can contact me prior to the July meeting so that motions can be put it into the required format and considered at the July meeting noting that the motions should be submitted by the 24th August 2015.

While there is still plenty of time to allow for registrations the early notice will provide Councillors with the opportunity to ascertain their ability to attend and also allow for accommodation close to the venue to be secured.

Financial Implications:
The cost of registration and travel has been provided for in Councils Operational Plan for 2015-2016

Resolution

209/2015

1. That Council note the proposed attendance of the Mayor and General Manager at the Annual Conference of Local Government NSW to be held in October 2015

2. That any proposed motions be tabled at the July meeting for endorsement by Council

3. That any Councillors who wish to attend the conference register their interest at the July Meeting.

Moved Cr Hollman Seconded Cr Barton Carried

File No:	**T3.1**
Report: 324/2015	**Launch of "One Tree Per Child" Initiative**
Responsible Officer:	**Ross Earl, General Manager**

Background:
Council resolved to participate in the "One Tree per Child" initiative following the visit to Bourke by Jon Dee as Bourke's 2015 Australia Day Ambassador. Jon Dee together with well-known singer and actress Olivia- Newton John founded "One Tree per Child"

Bourke Shire Council was the first Council in New South Wales to commit to participating in the project closely followed by Waverley whose area includes Bondi and the concept of Bourke to Bondi was first mentioned.

The International launch took place in Bristol in the United Kingdom earlier in the year and the concept of; Bristol to Bondi to Bourke has now been mentioned.

A launch was to be held to promote the "One Tree per Child" concept and with the aim of attracting as much media coverage as possible.

Current Situation:
The launch of the "One Tree Per Child" initiative that was held at Bondi Beach on the 5th June 2015 and was a tremendous success with a very strong interest being shown by all sections of the community.

The Federal Minister for Communication Hon Malcolm Turnbull MP was in attendance as was the Federal Minister for the Environment Hon. Greg Hunt MP who announced funding of $300,000 to allow 100,000 trees to be planted as part of the initiative.

Mayor Andrew Lewis together with Councillor Sarah Barton and Manager of Corporate Services Leonie Brown who were already in Sydney joined the Captains and Vice Captains from Bourke Public School, Bradley Parnaby, Tara Brookman, Jordan Kane and Nikyra Suckling in representing the community of Bourke.

The students had the opportunity to assist with the planting of trees, visited Bondi Primary School and also had the opportunity to assist Costa planting several smaller trees. Costa has his own Television program "Costa's Garden Odyssey".

The launch had the by-line of Bourke to Bondi and received considerable amount of press coverage. The launch was covered by the Sunrise Show and involved a live cross to Olivia Newton- John in America. Olivia Newton -John and John Dee together with Estelle Dee are the founders of the concept of "One Tree per Child.

There was considerable interest from a number of television stations and by Sydney and Regional newspapers.

The students from Bourke Public School were excellent ambassadors for Bourke and received a number of positive comments in relation to their appearance, the maturity they

displayed in their participation of the launch as well as their interaction with all others in attendance.

Bourke Shire Council presented Waverley Council with a small plaque noting the involvement of both Councils and in turn received a book from Waverley again in recognition of the involvement of both Councils.

Copies of the various television clips have been provided by Waverley and are able to be given to any Councillor interested in viewing same.

Financial Implications:
The cost for Council was met out of existing budgetary provisions with the travel expenses being provided for the school children coming from the youth activities budget.

The cost of the launch was met by Waverley Council and they also assisted with the accommodation costs of the students

Resolution

210/2015 That Council note the report and information contained therein regarding to launch of "One Tree per Child".			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

File No:	**R6.9.3 – R6.12 – W2.1**
Report: 325/2015	**Economic and Social Impacts of Water Buy Backs on Bourke**
Responsible Officer:	**Ross Earl, General Manager**

Background:
The economic and social impact of the buyback of water from the Barwon –Darling River System has been significant on the town of Bourke and surrounding district and has resulted in a loss of agricultural production and as a consequence employment opportunities.

Council has been vocal in expressing its concern in relation to this impact on Bourke and has on numerous occasions highlighted these impacts to various Ministers and Departmental representatives.

The mater was subject to discussion at the May meeting when it was resolved to write to the First assistant Secretary of the Water Reform Division with the Department of Environment in Canberra expressing Concern.

Current Situation:
There is currently a new tender being called to purchase water entitlements for environmental use and the calling of this tender takes place before any definitive study and/or report being made available in relation to the impacted of the buybacks that have already taken place.

The current tender is targeting inactive or "sleeper licences" as they are termed.

At the launch of the "One Tree per Child" initiative the Mayor, Cr Andrew Lewis and the Manager of Corporate Services, Leonie Brown took the opportunity to raise the matter with the Federal Minister for the Environment, the Hon. Greg Hunt, MP and following discussions indicated that they would like to meet with him to discuss the matter. A letter has been written requesting a meeting with Minister Hunt. (See Copy attached).

Council has had discussions with the staff of Bob Baldwin, the Parliamentary Secretary to the Minister for the Environment in relation to the impact of the buybacks and the lack of any substantive report in relation to the impact on the communities along the Barwon Darling River System.

During those discussions the allocation of the Murray Darling Basin funding was also raised and in particular the absence of any funding for the Northern Basin.

Council representatives will again have the opportunity to discuss the impact of the buybacks on our community when Mr Baldwin visits Bourke on the 15 July 2015 as part of a tour of the Northern Basin. He will be accompanied by the member for Parkes, Mark Coulton plus a number of his staff.

In addition to Council, representatives Barwon Darling Water have also been invited to attend the meeting with Mr Baldwin.

At today's meeting Ken Harrison from the Environment Water Holders Office will address Council on the role of his organisation and the utilisation of the water purchased.

Financial Implications:
Whilst there is no direct financial cost to Council as a result of the buybacks the cost for the community is enormous and will only magnify with any subsequent buybacks.

Resolution

211/2015

1. **That Council note the report in relation to the economic and social impact of Bourke of the Water Buybacks from the Barwon Darling System.**
2. **The Council avail itself to the opportunity to meet with the Minister for Environment the Hon. Greg Hunt, MP should it arise.**
3. **Council continue to seek an evaluation of the economic and social impact of the water buybacks on the communities along the Barwon Darling River.**

Moved Cr Hollman **Seconded Cr Bartley** **Carried**

File No:	**C2.4.2**
Report: 326/2015	**Visit By The Governor of New South Wales His Excellency, General David Hurley and Mrs. Linda Hurley**
Responsible Officer:	**Ross Earl, General Manager**

Background:
The Minister made a visit to Bourke and District on the 10th and 11th of June 2015 and undertook a number of visits within the area based on the program developed for him by the Department of Premier and Cabinet and other government agencies, with some consultation with Council.

Current Situation:
Council staff were involved in the coordination of some of the events and providing assistance with others as requested.

The Governor visited Byrock and laid a wreath at the Memorial Wall in recognition of those from the district who served in the various conflicts in which Australia was involved and the high number of awards for bravery that were awarded to the service personnel from that town.

The Governor visited the Maranuka Office and met with representatives from that organisation as well as attending the football at Davidson Oval and also met with Youth off the Streets.

On the Thursday the Governor visited both the Public and High Schools and Centrecare and then went to Tony and Meredith Thompson's property "Prattenville Irrigation" and talked to local landowners and Department staff regarding issues impacting on the agricultural sector.

The Governor hosted a Vice Regal reception early on Thursday evening before attending a Mayoral Dinner at the Back O' Bourke Centre.

Financial Implications:
The costs incurred for Council related to the hosting of the Mayoral Dinner and staff time in coordinating the functions with which Council was involved all of which were covered by existing budgetary provisions.

Resolution

212/2015 That the report in relation to the visit to Bourke by the Governor of New South Wales, His Excellency David Hurley be received and noted.		
Moved Cr Stutsel	**Seconded Cr Barton**	**Carried**

File No:	**C11.2 – P4.1**
Report: 327/2015	**Councils Policy in relation to the Payment of Expenses and Provision of Facilities to Councillors**
Responsible Officer:	**Ross Earl, General Manager**

Background:
The legislative requirements for the payment of expenses and the provision of facilities for Councillors are detailed below and are required to be reviewed on an annual basis.

In addition to the legislative provisions The Division of Local Government has also developed guidelines to assist Councils in the development of their individual policies. These guidelines have been produced under Section 23A of the Local Government Act 1993.

The current policy which was revised in 2013 takes into consideration the provisions of these guidelines.

The legislative requirements in relation to the preparation, advertisement and adoption of a Policy in relation to the Payment of Expenses and Provision of Facilities for Mayor and Councillors are as follows;

252 Payment of expenses and provision of facilities

(1) Within 5 months after the end of each year, a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
(2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
(3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
(4) A council may from time to time amend a policy under this section.
(5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

253 Requirements before policy concerning expenses and facilities can be adopted or amended

(1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.
(2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
(3) Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.

(4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:
(a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and
(b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and
(c) a copy of the notice given under subsection (1).
(5) A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

254 Decision to be made in open meeting

The council or a council committee all the members of which are councillors must not close to the public that part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or amended, or at which any proposal concerning those matters is discussed or considered.

Financial Implications

Council budget provides for the Payment of Expenses and the Provision of Facilities for Councillors.

Current Situation:

The Council policy in relation to the Payment of Expenses and the Provision of Facilities was subject to a comprehensive review in 2013 and the policy was developed in accordance with the legislative provisions and the guidelines issued by the Division of Local Government under Section 23A of The Local Government Act 1993

A copy of the current policy is attached.

Resolution

213/2015

1. **That Council give public notice of its intention to adopt the policy in relation to the Payment of Expenses and Provision of Facilities to Councillors.**
2. **The after the expiration of the statutory advertising period the Council consider any submission received during the period of public exhibition.**
3. **That Council make any changes resulting from the consideration of submissions and then adopt the policy.**

Moved Cr Dorrington Seconded Cr Barton Carried

PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR MAYOR AND COUNCILLORS

Policy No: 1.8.5(v5)

Date Adopted: 22/09/2014

Resolution No: 362/2014

Supersedes: 1.8.5(v4)

Verified by..... **Verified by.....**

(Presented to at the Ordinary Meeting of Council 22.09.2014)

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Status of the Policy
Date of Adoption:
Responsible Department: General Manager
Mandatory Annual Review: Date: September
Policy Amended:
Public Exhibition:

1. Title and Commencement of Policy

This policy is to be known as Bourke Shire Council Policy regarding the Payment of Expenses and Provision of Facilities to Councillors.

2. Purpose of the Policy

The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. This policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.

3. Objectives and Scope of the Policy

The policy provisions are aimed at being non-discriminating and will be used in an equitable manner to enable the full participation by all Councillors.

The policy provisions are at a level to encourage members of the community to seek election to Council by ensuring that they would not be financially disadvantaged in undertaking the civic roles of a Councillor.

The policy will ensure accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors.

The policy will provide clear details of benefits available to Councillors.

The policy fulfils the statutory obligations of Council under section 252 of the Local Government Act 1993.

4. Making and Adoption of the Policy

This policy will be reported to Council annually in September. The proposed policy is required to be will be placed on public exhibition for 28 days each year even if Council has resolved to adopt the same policy (Section 253 (5))

Council is also required to give public notice of any changes made throughout the year. However, Council is not required to give notice if the changes are deemed not to be substantial as per section 253 (3) of the Local Government Act.

5. Legislative Provisions

The policy is governed by the Local Government Act 1993, specifically but not limited to; sections 252, 253 and 254 and the Local Government (General) Regulation 2005.

6. Other Government Policy Provisions.

In addition to the legislative provisions as detailed above the following should also be taken into consideration:

- Bourke Shire Council Code of Conduct
- ICAC Publication- No excuse for Misuse, Preventing the Misuses of Council resources
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- Local Government Circular 05-08 legal assistance for Councillors and Council Employees.

PART 2 - PAYMENT OF EXPENSES - GENERAL PROVISIONS

7.1 Exclusion of General Expense Provision

In accordance with clause 403 of the Regulation no provision has been made for the payment of an allowance in the nature of a general expense allowance.

(A general expense allowance is a sum of money paid by a council to a Councillor to expend on an item or a service that is not required to be receipted and/or otherwise reconciled according to a set procedure and within a specific time frame.)

7.2 Monetary Limits on Expenses

This policy identifies and publishes monetary limits and standards applicable to the payment of various expenses to Councillors. This allows members of the public to know the expected cost of providing services to Councillors and to make comment during the public consultation phase of making or amending the policy.

The Mayor and General Manager may under exceptional circumstances vary the monetary limits with such variation to be reported to Council.

7.3 Gifts and Benefits to be of Token Value

In circumstances where it is appropriate for councillors to give a gift or benefit (for example, on a council business related trip or when receiving visitors), these gifts and benefits should be of token value and in accordance with the Model Code of Conduct adopted by the Council. For clarification on what token gifts and benefits are you should refer to the Code of Conduct. Whilst the Code of Conduct does not put a monetary value on what is determined to be token value a figure of $50.00 should be utilised for the purposes of this policy

7.4 Approval and Dispute Resolution Process

The approval for expenses in accordance with this policy shall be undertaken by the General Manager.

Where a dispute arises concerning the payment of expenses or provision of facilities, the matter shall be referred for determination jointly by the Mayor and Deputy Mayor.

Where the dispute involves either of the Councillors holding one of the positions, it shall be referred for determination at a meeting of the Council.

7.5 Reimbursements and Reconciliation of Expenses

(a) Reimbursement of costs and expenses to Councillors will only be made upon production of appropriate receipts and tax invoices and completion of a Councillor's Expense Claim Form. Expenses and costs incurred must be in accordance with the requirements of this policy.

(b) Claims for reimbursement of expenses should be submitted within three (3) months of the expense being incurred. Expense claims submitted in excess of three (3) months of the expense being incurred will not be reimbursed.

(c) Payment will be made within one (1) month of an approved claim being received unless documentation is inadequate, in which case the claimant will be notified immediately.

7.6 Payment in Advance

Councillors may request payment in advance in anticipation of expenses to be incurred in attending conferences, seminars and training away from home. Councillors may also request an advanced payment for the cost of any other service or facility covered by this policy. The Mayor or the General Manager is to authorise pre-paid expenses. A reconciliation of the funds expended, and accompanying receipts, are to be submitted to the General Manager within 10 days following the conclusion of the Conference, Seminar or Training together with any unspent funds.

SPECIFIC EXPENSES FOR MAYOR AND COUNCILLORS

8.1 Civic Business within the Bourke Shire Local Government Area

Expenses will be paid for Councillors to attend:

- Meetings of the Council and Committees;
- Meetings of other committees, bodies, organisations or groups to which those Councillors are Council delegates or representatives;

- Other meetings or inspections which are authorised by the Council, the Mayor or the General Manager;

- Training courses, seminars or conferences authorised by the Council (except in those circumstances where there is insufficient time for a Council decision and in those cases the Mayor and General Manager have the authority to approve the attendance and report back at the next Council meeting for endorsement of that decision);

- No Expenses are to by Councillors to support attendance by Councillors at political fund-raising functions.

CATEGORIES OF PAYMENT / REIMBURSEMENT

(a) <u>Council and Committee Meetings</u>

(i) <u>Travel</u>

Councillors are entitled to be reimbursed for the use of their private vehicle for travel to and from meetings.

Payment for the use of a Councillor's private vehicle will be based on the relevant kilometre rate for vehicles as determined in the Local Government (State) Award and applicable as at 1st July each year.

The allowable distance claimed will be for travel, by the most practicable route from the Councillor's usual place of residence or other place where the Councillor might be (whichever is lesser), immediately prior to the meeting.

(ii) <u>Meals/Refreshments</u>

Arrangements will be made for a light meal and/or refreshments to be provided at each meeting depending on the scheduling of each meeting.

(iii) Accommodation

Should a meeting be scheduled to finish later that 9.00pm or start earlier than 7.00a.m and the Councillor lives more than 50 kilometres from Bourke or in other circumstances where, in the opinion of the Mayor or General Manager, because of the timing of the meeting, it would be impractical or introduce undue risk for the Councillor to travel home before/after the meeting, Council will meet reasonable accommodation costs (including sustenance and telephone calls) on the evening of or prior to the meeting for the Councillor.

Accommodation will generally be booked by Council staff and will be limited to $150.00 per night. Council will not meet any expenses incurred from mini bars.

(b) Meetings of Other Committees, Bodies, Organisations or Groups to Which Those Councillors are Council Delegates or Representatives or Other Authorised Meetings or Inspections Training Courses, Seminars or Conferences within Bourke Shire Area

(i) Travel

Council vehicles will generally be made available, however, in circumstances where a Council vehicle is not available or the use thereof is impractical, Councillors may use their private motor vehicle. Councillors should check with the Engineering Section to ascertain whether a Council vehicle is available and should make arrangements to collect the vehicle at a mutually suitable time.

Payment for the use of a Councillor's private vehicle will be based on the relevant kilometre rate for vehicles as determined in the Local Government (State) Award and applicable as at 1st July each year.

When a private vehicle is used when a seat in a Council vehicle is available reimbursement will be at the discretion of the General Manager and the Mayor

The allowable distance claimed will be for travel, by the most practicable route from the Councillor's usual place of residence or other place where the Councillor might be (whichever is the lesser), immediately prior to the meeting or inspection.

(ii) Out-of Pocket Expenses

Reasonable out-of-pocket expenses will be reimbursed for costs associated with attendance, but excluding expenses of a normal personal nature. Out of pocket expenses are to be limited to $50.00 per day when attending functions within Bourke Shire Area.

(iii) Accommodation

Should a meeting be scheduled to finish later that 9.00pm or start earlier than 7.00a.m and the Councillor lives more than 50 kilometres from Bourke or in other circumstances where, in the opinion of the Mayor or General Manager, because of the timing of the meeting, it would be impractical or introduce undue risk for the Councillor to travel home before/after the meeting,

Council will meet reasonable accommodation costs (including sustenance and telephone calls) on the evening of or prior to the meeting for the Councillor.

Accommodation will generally be booked by Council staff and will be limited to $150.00 per night. Council will not meet any expenses incurred from mini bars.

(iv) Registration

Includes all registration fees involved in the attendance at the conferences, seminars etc as well as associated official luncheons, dinners and tours.

8.2 Civic Business outside the Local Government Area

Expenses will be paid for Councillors to attend:

(i) Conferences, seminars and training courses at which attendance has been authorised by the Council (except in those circumstances where there is insufficient time for a Council decision and in those cases the Mayor and General Manager have the authority to approve the attendance and report back at the next Council meeting for endorsement of that decision);
(ii) Meetings of other committees, bodies, organisations or groups to which those Councillors are Council delegates or representatives; and
(iii) Other meetings or inspections which are authorised by the Council, the Mayor or the General Manager.

Categories of Payment/Reimbursement

(i) Registration
Includes registration fees for attendance at conferences, seminars etc as well as associated official luncheons, dinners and tours.
(ii) Travel
Council will either pay or reimburse Councillors for travel by air, private motor vehicle, rail or taxi/hire car, as appropriate and as set out below: (With all travel arrangements, due consideration is to be given to the physical capacity of the Councillor and any variation to the arrangements below will be with the approval of the Mayor).

(a) Air
Where travel is undertaken by air, this will be by economy class. All bookings for travel will generally be made by Council staff.
(b) Motor Vehicle
Council will endeavour to make a vehicle available and Councillors are asked to clarify the availability of a vehicle with Council's Engineering Division.

Where a Council vehicle is not available a private motor vehicle may be used. Councillors are entitled to be reimbursed for this use.

Payment for the use of a Councillor's private vehicle will be based on the relevant kilometre rate for vehicles as determined in the Local Government (State) Award and applicable as at 1st July each year.

Where a private vehicle is used when a Council vehicle is available reimbursement will be at 50% of the determined rate unless otherwise approved by the General Manager.

If a councillor chooses to travel in their own vehicle when a seat is available in a Council vehicle travel will not be reimbursed unless otherwise approved by the General Manager and Mayor.

The allowable distance claimed will be for travel, by the most practicable route from the Councillor's usual place of residence or other place where the Councillor might be (whichever is the lesser), immediately prior to the meeting, function, training course, seminar or conference.

This claim will be subject to the cost not exceeding the economy class airfare as applicable.

(c) Rail

Where travel is undertaken by train, Council will meet the cost of a first class ticket, or equivalent, including sleeping berths where necessary.

(d) Taxi/Hire Car

Where travel is undertaken by taxi/hire car, Council will reimburse fares paid upon presentation of relevant receipts.

(iii) Accommodation

Council will meet reasonable costs (including sustenance and telephone charges) including the night before and after the meeting, training course, seminar or conference where necessary. Accommodation will generally be booked by Council staff and will be limited to $150.00 per night in regional areas and $300.00 in capital cities.

Council does not meet any expenses incurred from mini bars.

Note: Should accommodation be in excess of this amount at the conference venue the General Manger is able to approve this additional cost.

(iv) Out-of-Pocket Expenses

Reasonable out-of-pocket expenses will be reimbursed for costs associated with attendance, but excluding expenses of a normal private nature. Expenses are to be limited to the those amounts as detailed in Table 2 of the Australian Taxation Office's Determination for reasonable travel and meal expenses for that financial year. All claims are to be accompanied by receipts.

Note: It is expected that Councillors who attend conferences and seminars will provide Council with a brief report on such conference unless when accompanied by a staff member who will undertake this reporting function. Additionally it is expected that all conference/seminar attendees will actively participate in all sessions of the conference unless engaged in other business on behalf of Council.

8.3 Interstate Visits

All interstate visits should be approved by Council and the expenses payable will be in accordance with that for travel outside the Local Government Area.

Note: For the purposes of this policy travel to South Western Queensland will not be regarded as interstate travel given the relationship of Council with that region. The ACT is also not deemed to be interstate.

8.4 Overseas Visits

Overseas travel must be approved by the Council prior to a Councillor undertaking a trip.

Travel must be approved on an individual trip basis.

Council will not allow the retrospective reimbursement of overseas travel expenses unless prior authorisation of the travel has been obtained.

Travel proposals shall be included in the Council business papers and not via a Mayoral Minute and must include full details of the travel itinerary, cost, reasons for the travel and benefit to Council.

After returning from overseas, Councillors (unless accompanied by a Council staff member) should provide a detailed written account to Council on the aspects of the trip relevant to Council business and/or the local community.

Should the Mayor or other Councillor accept an invitation to travel overseas, details of travel will be included in the Council's Annual Report as required by the Local Government Act and Regulations.

8.5 Legal Expenses and Obligations

In the particular circumstances outlined below and subject to the receipt of legal advice, Council may indemnify or reimburse the reasonable legal expenses of:

(i) A Councillor defending an action arising from the performance in good faith of a function under the Local Government Act (section 731); or

(ii) A Councillor defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Act; or

(iii) A Councillor for an inquiry, investigation or hearing into the Councillor's conduct by an appropriate investigative or review body including but not limited to:

- (a) Local Government Pecuniary Interest and Disciplinary Tribunal
- (b) Independent Commission Against Corruption
- (c) Office of the NSW Ombudsman
- (d) Division of Local Government, Department of Premier and Cabinet
- (e) NSW Police Force
- (f) Director of Public Prosecutions
- (g) Council's Conduct Review Committee/Reviewer

This is provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of the Councillor's functions under the Act and the matter before the investigative or review body has proceeded

past any initial assessment phase to a formal investigation or review. In the case of a conduct complaint made against a Councillor, legal costs shall only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct review committee to make formal enquiries into that matter in accordance with procedures in the Council's Code of Conduct. In the case of a pecuniary interest or misbehaviour matter legal costs will only be made available where a formal investigation has been commenced by the Division of Local Government.

In addition, legal costs will only be provided where the investigative or review body makes a finding that is not substantially unfavourable to the Councillor. This may include circumstances in which a matter does not proceed to a finding. In relation to the Councillor's conduct, a finding by an investigative or review body that an inadvertent minor technical breach had occurred may not necessarily be considered a substantially unfavourable outcome.

Note

a) Council will not meet the costs of an action in defamation taken by a Councillor as plaintiff in any circumstances.

b) Council will not meet the costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

c) Council will not meet the costs in respect of any legal proceedings initiated by the Mayor and/or Councillors, acting as individuals, in any circumstances.

8.6 Insurance

Councillors will receive the benefit of insurance cover for:

(i) **Personal injury** while on Council business. The cover does not include medical expenses for illness in Australia.

(ii) **Professional indemnity** for matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors provided the performance or exercise of the relevant civic duty is, in the opinion of Council, in good faith or proper. This is subject to any limitations or conditions set out in the policy of insurance that is taken out from time to time.

(iii) **Public liability** for matters arising out of Councillors' performance of civic duties or exercise of their functions under the Local Government Act. This is subject to any limitations or conditions set out in the policy of insurance that is taken out from time to time.

(iv) **Councillors and Officers liability**. This policy provides protection in respect of actions against the individual Councillors in addition to legal costs incurred by them in defending an allegation of a wrongful act made in the course of their duties as Councillors. This is subject to any limitations or conditions set out in the policy of insurance that is taken out from time to time.

(v) **Travel Insurance-** Councillors will be provided with travel insurance when travelling outside the Bourke Shire Local Government area for those situations not covered under the personal injury policy.

8.7 Telecommunication Expenses

(i) **Councillor Supplied Fax/Phone Line**
Council will meet the cost of identified Council related calls and will make contribution to any consumables in proportion to the level of identified usage.

(ii) **Mobile Phone Calls**
Council will meet the cost of calls made on behalf of Council for from private mobiles. Such calls should be clearly identified on the monthly accounts issued by service providers.

(iii) **Limits on Expenditure on Calls**
The limit on the cost of reimbursement of calls shall be $150.00 per month in the case of the Mayor and $25.00 per month in the case of Councillors.

8.8 Carer and other related expenses

In accordance with the principles of participation, access and equity Council will reimburse the reasonable cost of carer arrangements, including childcare expenses and care of elderly, disabled and/or sick immediate family members of Councillors, to allow Councillors to undertake their Council business obligations.

Reimbursement of these expenses will be limited to a maximum of $1,000.00 per annum, plus $200.00 per annum for carers expenses incurred in relation to the attendance at a conference/seminar or training course.

Council business obligations in this context shall include Council and Committee meetings, Councillor briefings, attendance as an appointed Council delegate to meetings and functions of external agencies on which the Council is represented, Council Citizenship Ceremonies, but not functions that are primarily social in nature.

All claims should be accompanied by a receipt verifying payment to a care provider.

8.9 Councillors with Disabilities

In addition to other clauses on this policy regarding the provision of facilities to Councillors, in the event of a Councillor having a disability that would prevent them from performing their civic duties without the provision of additional facilities, where necessary, and with the agreement of the Mayor and General Manager, additional appropriate facilities will be made available to that Councillor.

8.10 Spouse and partner Expenses

(i) There may be limited instances where certain costs incurred by a Councillor on behalf of their spouse, partner or carer are properly those of the Councillor in the performance of his or her functions (hence they are properly incurred by and reimbursable to the Councillor).

(ii) As a consequence, meeting the reasonable costs of spouses and partners or carer for attendance at official Council functions that are of a formal and ceremonial nature, is considered appropriate when accompanying Councillors within the Local Government Area. Such functions would be those that a Councillor's spouse, partner or accompanying person could be reasonably expected to attend. Examples could include, but not be limited to, Australia Day award ceremonies, Citizenship ceremonies, Civic receptions and charitable functions for charities formally supported by the Council.

(iii) Limited expenses of spouses, partners or carers associated with attendance at the Local Government and Shires Associations annual conferences will be met by Council. These expenses will be limited to the cost of registration and the official conference dinner. Travel expenses, any additional accommodation expenses, and the cost of partner/accompanying person tours, etc. will be the personal responsibility of individual Councillors.

(iv) Consideration will also be given to the payment of expenses for the spouse, partner or carer of a Mayor, or a Councillor when they are representing the Mayor, when they are called on to attend an official function of Council or carry out an official ceremonial duty while accompanying the Mayor outside the Council's area, but within the State. Examples could include charitable functions to which the Mayor has been invited to represent the Council.

(v) The above circumstances should be distinguished from spouses, partners or carers who accompany a Councillor at any event or function outside the Council area, including interstate and overseas, where the costs and expenses of the spouse or partner or accompanying person will not be paid by Council (with the exception of attendance at the Local Government and Shires Associations annual conference, as noted above.)

(vi) The above examples should also be distinguished from circumstances where spouses, partners or carers accompany Councillors at seminars and conferences and the like. In these situations all costs, including any additional accommodation costs, must be met by the Councillor or the spouse/partner/ accompanying person.

(vii) The payment of expenses for spouses, partners or carers for attending appropriate functions as permitted above should be confined specifically to the ticket, meal and/or the direct cost of attending the function.

(viii) The processing and payment of registration and associated fees on behalf of spouses, partners or carers may be undertaken by Council in conjunction of the registration of delegates with any fees paid to be reimbursed within thirty (30) days.

9. ADDITIONAL EXPENSES FOR THE MAYOR

9.1 Corporate Credit Card

The Mayor shall be supplied with a corporate credit card to facilitate payment of official Council business expenses, including hosting official visitors and dignitaries to the Shire. Use of the card will be in accordance with the adopted credit card policy.

PART 3 – PROVISION OF FACILITIES

10. GENERAL PROVISIONS

Provision of facilities generally (principles and processes)

10.1 Private use of facilities and mechanism for reimbursement.

Councillors should not generally obtain a private benefit from the provision of equipment and facilities.

However, it is acknowledged that incidental use of Council equipment and facilities may occur from time to time. Such incidental use is not subject to reimbursement.

10.2 **No Use of Council Resources for Political Purposes**

Council facilities and equipment are not to be used to produce election material or for any other political purpose.

11. PROVISIONS OF EQUIPMENT AND FACILITIES FOR COUNCILLORS

11.1 **Equipment and facilities provided**

(i) **Business Cards** – with approved details.
(ii) **Letterheads** – for responding to matters raised by constituents.
(iii) **Meeting Room**
Subject to availability the meeting room or conference room will be able to be used for Councillors to conduct interviews etc.
Tea/Coffee making facilities will also be made available.
(iv) **Corporate Apparel**
Council will supply each Councillor at the beginning of each quadrennial term a shirt/blouse embroidered with Council's logo or of Council design with such cost not to exceed $100.00
(v) **Personal Protective Equipment**
Each Councillor required to undertake inspections as part of their role as a Councillor will be supplied upon request with personal protective equipment required as a condition of entry onto the individual work site.
(vi) **Name badge.**
(vii) **Laptop Computer or I Pad**

12. PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR MAYOR

Additional equipment and facilities provided to Mayor
In addition to those facilities provided to the Councillors, the Mayor is to receive the benefit of:

(i) Council Vehicle.
A vehicle will be supplied for the use of the Mayor and will be available at all times for use whilst undertaking his/her Mayoral Duties. A fuel card will be provided for use with the Mayoral vehicle. The Mayor is required to undertake the completion of a log book.
(ii) **Mobile Telephone** with a car kit (Note monthly limit of $150.00)
(iii) Official stationary incorporating Mayoral letterhead for official Council correspondence issued under the hand of the Mayor.
(iv) **Business Cards** for his/her role as Mayor.
(v) **Secretarial Services** - word-processing and administrative support provided by the Executive Assistant.
(vi) **Administrative Support** - assistance with the coordination of functions, organisations, meetings, etc.
(vii) Where practicable and available provision of an appropriate facilities, suitable for interviews and small civic receptions.
(viii) Use of ceremonial Chains of Office.
(ix) A suitable name badge.

PART 4 – OTHER MATTERS

13. ACQUISITION AND RETURNING OF FACILITIES AND EQUIPMENT BY COUNCILLORS

Acquisition or return of facilities and equipment by Councillors

Councillors must return all equipment and other facilities in good condition to the Council when they cease to be an elected member of Council or are granted extended leave of absence.

On cessation of their civic duties Councillors may purchase the equipment provided by the Council at an amount determined at an agreed fair market price or at the written down value of the asset on appearing on Council's Asset Register

This clause shall exclude uniforms and protective equipment which are able to be retained and the Mayor Chains of Office which shall always remain the property of Council and the Mayoral vehicle.

Appendix 1

LEGISLATIVE PROVISIONS

Local Government Act 1993

The relevant provisions of the Local Government Act 1993 are set out below:

Section 252 Payment of Expenses and Provision of Facilities

(1) Within five (5) months after the end of each year, a Council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor (if there is one) and the other Councillors in relation to discharging the functions of civic office.

(2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the Mayor or a Councillor of a facility provided by the Council to the Mayor or Councillor.

(3) A Council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the Mayor, the Deputy Mayor (if there is one) or a Councillor otherwise than in accordance with a policy under this section.

(4) A Council may from time to time amend a policy under this section.

(5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

Section 253 Requirements Before Policy Concerning Expenses and Facilities can be Adopted or Amended

(1) A Council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least twenty eight (28) days for the making of public submissions.

(2) Before adopting or amending the policy, the Council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.

(3) Despite subsections (1) and (2), a Council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the Council is of the opinion that the proposed amendment is not substantial.

(4) Within twenty eight (28) days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a Council is to forward to the Director-General:

(a) A copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and

(b) A statement setting out, for each submission, the Council's response to the submission and the reasons for the Council's response, and

(c) A copy of the notice given under subsection (1).

(5) A Council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the Council proposes to adopt a policy that is the same as its existing policy.

Section 254 Decision to be made in Open Meeting

The Council or a Council committee all the members of which are Councillors must not close to the public that part of its meeting at which a policy for the payment of expenses or provision of facilities is adopted or amended, or at which any proposal concerning those matters is discussed or considered.

Section 12 (What information is publicly available) provides that the public is able to inspect during office hours at the Council, and at no charge, the current version and the immediately preceding version of the Council's expenses and facilities policy. The public are also entitled to a copy of the policy either free of charge or on payment of a reasonable copying charge.

Section 23A (Director General's guidelines) makes provision for the Director-General of the Department of Local Government to prepare, adopt or vary guidelines that relate to the exercise by a council of any of its functions. It also requires that a Council must take the relevant guidelines into consideration before exercising any of its functions.

Section 428(2) (f) (Annual Reports) requires a Council to include in its annual report: The total amount of money expended during the year on Mayoral fees and Councillor fees, the Council's policy on the provision of facilities for use by Councillors and the payment of Councillors' expenses, together with a statement of the total amount of money expended during the year on the provision of such facilities and the payment of such expenses.

In addition **Section 428 (r)** requires that Councils must report on any other information required by the regulations.

Local Government (General) Regulation 2005

The relevant provisions of the Local Government (General) Regulation 2005 are set out below:

Clause 217 (Additional information for inclusion in annual reports) states in part:

(1) For the purposes of section 428(2)(r) of the Act, an annual report of a Council is to include the following information:

(a) Details (including the purpose) of overseas visits undertaken during the year by Councillors, Council staff or other persons representing the Council (including visits sponsored by other organisations).

(a1) Details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, Councillors in relation to their civic functions (as paid by the Council, reimbursed to the Councillor or reconciled with the Councillor), including separate details on the total cost of each of the following:

(i) The provision during the year of dedicated office equipment allocated to Councillors on a personal basis, such as laptop

computers, mobile telephones and landline telephones and facsimile machines installed in Councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),

(ii) Telephone calls made by Councillors, including calls made from mobile telephones provided by the Council and from landline telephones and facsimile services installed in councillors' homes,

(iii) The attendance of Councillors at conferences and seminars,

(iv) The training of Councillors and the provision of skill development for Councillors,

(v) Interstate visits undertaken during the year by Councillors while representing the Council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,

(vi) Overseas visits undertaken during the year by Councillors while representing the Council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,

(vii) The expenses of any spouse, partner (whether of the same or the opposite sex) or other person who accompanied a Councillor in the performance of his or her civic functions, being expenses payable in accordance with the *Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW* prepared by the Director-General from time to time,

(viii) Expenses involved in the provision of care for a child of, or an immediate family member of, a Councillor, to allow the Councillor to undertake his or her civic functions,

Clause 403 (Payment of Expenses and Provision of Facilities) states:

A policy under section 252 of the Local Government Act 1993 must not include any provision enabling a Council:

(a) To pay any Councillor an allowance in the nature of a general expense allowance, or
(b) To make a motor vehicle owned or leased by the Council available for the exclusive or primary use or disposition of a particular Councillor other than a Mayor.

OTHER GOVERNMENT POLICY PROVISIONS

DLG Guidelines for Payment of Expenses and Provision of Facilities

This policy takes into account the following Circulars:

- Circular 05108 - Legal assistance for Councillors and Council employees.
- Circular 02134 - Unauthorised use of Council resources.

These guidelines replace Circular 04160 Policy on payment of facilities to the mayor, deputy mayor and other councillors.

Model Code of Conduct

This is consistent with the Model Code of Conduct for Local Councils in NSW, Department of Local Government, and Council's Code of Conduct which implements the Model Code.

The part of the Model Code headed `Use of Council resources' is particularly relevant to s252 policies, and is implemented by the Council's Code of Conduct.

ICAC publications

Councillors should also be aware of and take account of the Independent Commission against Corruption (ICAC) publication No Excuse for Misuse, Preventing the Misuse of Council Resources (Guidelines 2), November 2002.

This publication is available on the ICAC website at www.icac.nsw.gov.au.

GENERAL MANAGER'S SUPPLEMENTARY REPORT

File No:	**W3.1**
Report: 328/2015	**Proposal to Consider Construction of Additional Weir Capacity**
Responsible Officer:	**Ross Earl, General Manager**

Background:
Cr Jack Bennett asked that a document prepared by Mr Alan Amos in relation to the options available for increasing weir capacity for Bourke be circulated to all Councillors which has been done under separate cover.

Council have previously had a report undertaken in relation to options for increasing water supply for Bourke Shire and this was done in 2011 and amongst the options was increasing the capacity of the current weir and construction of an additional weir.

The ongoing water supply issues would indicate that a review of the options is warranted.

Current Situation:
Council is currently completing the work involved in piping water from Walkden's Bore into Bourke. This project was commenced around four years ago with the sinking of the Bore as the first stage and through funding of 2.5 million secured in 2014 the completion of the project has been made possible. The Walkden's Bore Project is a great asset to the Bourke Community but will only supply enough water for essential domestic internal usage.

With the current State Government obvious commitment to improving water security in regional New South Wales it will be an ideal time to have a "shovel ready" project at the ready.

The initial study is somewhat dated and probably the first step would be to have that study and costs contained therein updated.

The options could be referred to the Town and Village Committee for discussion as the study was commissioned prior to the term of the current council.

Councils current priority is the upgrade of the water Treatment Plant and Council has already resolved to have NSW Public Works proceed with the development of a concept plans and costing for this project.

Financial Implications:
All the options for increasing the weir capacity will come at a significant cost; however, with the current Government's commitment to improving the water security in regional NSW there is the opportunity to secure the required funding.

Once updated figures are available on the cost of the options in relation to the increasing of weir capacity consideration can be made to lodging an application for funding when the opportunity arises.

Recommendation:

1. **That Council seek a quotation for the updating of the existing report.**
2. **That the matter be referred to the Town and Village Committee for a more detailed review**

Resolution

214/2015 Council support the updating of the report in relation to increasing the water supply for Bourke including the inclusion of the information held by the then Water Conservation and Irrigation Commission and the issue of water storage be referred to the Town & Village Committee for a more detailed review.
Moved Cr Bennett Seconded Cr Stutsel Carried

File No:	**A6.1**
Report: 329/2015	**Expression of Interest to Re-Establish an Air Service to Bourke**
Responsible Officer:	**Ross Earl, General Manager**

Background:

The Department of Premier and Cabinet (DPC) have been determining the feasibility of the re-establishment of an air service for Bourke with the service being considered a triangular service linking Bourke and Walgett with Dubbo and then connecting with the regular services into Sydney.

Part of the proposal involves the pre-purchase of tickets by State Government agencies

Current Situation:

The Department of Premier and Cabinet (DPC) sought indicative usage information from both state agencies and other potential regular users and combining this with historical data.

This information was then used in a market sounding exercise before the calling for expressions of interest which closed at the end of April.

Work on the project is continuing within the DPC.

Financial Implications:

There will be some additional costs involved for Council when the Regular Passenger Transport (RPT) Air Service returns primarily with the maintenance of the terminal facilities as a result of the additional usage. This could be offset by any introduction of landing fees. However, the broader economic and social impact on the Bourke Community would be far outweighed by the availability of the service.

Resolution

215/2015 That the Information be received and noted and that Council continue to work with the Department of Premier Cabinet in their efforts to have an air service re-established for Bourke.
Moved Cr Stutsel Seconded Cr Dorrington Carried Unstarred

File No:	**W2.2.9.1**
Report: 330/2015	**Drought Stimulus Package**
Responsible Officer:	**Ross Earl, General Manager**

Background:
Following representations by the Minister for Agriculture Hon. Barnaby Joyce M.P. and our Local Member Mark Coulton the Prime Minister announced the availability of funding to assist communities in North West New South wales and Southern Queensland who have been in the grip of extended drought conditions.

Current Situation:
As detailed in the report to the May meeting of Council guidelines for the funding were being developed. It is anticipated that these will be finalised by the end of this month and that funding should be available to successful applicants early in the new financial year.

Council has previously nominated a number of "shovel ready" projects and once the guidelines are released these projects will be submitted.

Financial Implications:
The Stimulus Package will provide the opportunity of a much needed boost to the economies of various communities involved.

Resolution

216/2015 That Council receive and note the information in relation to the Drought Stimulus Package.		
Moved Cr Hollman	**Seconded Cr Johnson**	**Carried**

File No:	**L8.33**
Report: 331/2015	**Submission of a "Fit for the Future Proposal."**
Responsible Officer:	**Ross Earl, General Manager**

Background:
Council has previously resolved to progress the preparation of a "Fit for The Future" proposal but has not resolved to submit the proposal.

Current Situation:
The submission of a "fit For the Future" proposal is optional for the eight (8) councils in the Far Western Initiative including Bourke.

The only Council of the eight (8) considering the development of a proposal was lodgement of a proposal was Bourke who had only resolved to progress the preparation but had not resolved to actually submit a proposal.

A number of factors have contributed to a decision that Council is not in a position to lodge a proposal at this time and following discussions amongst staff and the Mayor that be the recommendation to Council.

Financial Implications:
There are no significant financial implications for Council.

Resolution

217/2015

1. **That Council not submit a "Fit for the Future Proposal" at this time.**
2. **That Council staff Continue to work through the requirements of the "Fit for the Future" Template Three for Rural Councils with a view to identifying opportunities for ongoing productivity and service delivery improvement and efficiency.**
3. **Council continue to be involved in the ongoing discussions relating to the development of the Far West Initiative.**

Moved Cr Hollman **Seconded Cr Stutsel** **Carried**

CORPORATE SERVICES DEPARTMENT REPORT

File No:	**F1.1**
Report: 442/2015	**Bank Reconciliation & Statement of Bank Balances**
Responsible Officer:	**Leonie Brown, Manager Corporate Services**

Bank Reconciliation for the period ending 31st May 2015

Balances as per Bank Statement	$1,048,386.79
Plus: Deposit not shown	$22,067.41
Less: Unpresented Cheques	$10,103.12
Less: Unpresented Auto Pays	$494.05
Balance as per Cash Book	**$1,059,857.03**

Reconciled Ledger Accounts as at 31st May 2015

Fund or Account	Current Balance	Overdraft Statutory Limit
General	$7,263,513.52	200,000.00
Water	$2,144,667.58	
Sewer	$1,999,460.00	
Trust	$139,525.36	
Total Funds	**$11,547,166.46**	

Investments as at 31st May 2015

National Australia Bank	$600,000.00	3.48 %	180 Days	A1+
National Australia Bank	$1,000,000.00	3.20 %	180 Days	A1+
National Australia Bank	$610,860.00	3.20 %	184 Days	A1+
National Australia Bank	$1,425,340.00	3.15 %	92 Days	A1+
National Australia Bank	$700,000.00	3.15 %	90 Days	A1+
National Australia Bank	$359,862.99	3.00 %	90 Days	A1+
National Australia Bank	$500,000.00	3.00 %	184 Days	A1+
National Australia Bank	$977,711.19	3.00 %	184 Days	A1+
National Australia Bank	$1,237,417.16	3.00 %	180 Days	A1+
National Australia Bank	$2,017,588.20	3.05 %	305 Days	A1+
National Australia Bank	$1,058,529.89	3.00 %	90 Days	A1+
Total Investments	**$10,487,309.43**			

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 May 2015

Balance as per cash book	$1,059,857.03
Investments	$10,487,309.43
Total, equalling Reconciled Ledger	$11,547,166.46

Statement of Bank Balances as at 31st May 2015

	Balance	Transaction	Balance
	30th April 2015		**31st May 2015**
General Fund	$5,282,531.13	$1,980,982.39	$7,263,513.52
Water Fund	$2,470,961.48	-$326,293.90	$2,144,667.58
Sewer Fund	$2,140,726.71	-$141,266.71	$1,999,460.00
Trust Fund	$139,174.36	$351.00	$139,525.36
Investments	-$9,904,589.73	-$582,719.70	-$10,487,309.43
Totals	**$128,803.95**	**$931,053.08**	**$1,059,857.03**

Balance of all Funds as at 30th April 2015	**$128,803.95**
Add Receipts for	
(a) Rates	$324,544.53
(b) Other Cash	$2,963,680.93
Deduct payments for	
(a) Paid since last meeting	$2,274,452.68
(b) New Investment	$82,719.70
Balance as at 31st May 2015	**$1,059,857.03**

Resolution

218/2015 That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 31st May 2015 be noted.
Moved Cr Dorrington Seconded Cr Johnson Carried

Leonie Brown
MANAGER OF CORPORATE SERVICES

File No:	**F1.1**
Report: 443/2015	**Investment Report as at 31st May 2015**
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 2014/15 Budget estimates the total investment revenue as $315,000 which represents an estimated return of 3.68%. This revenue is split proportionally across General, Water and Sewer Funds and changes on a monthly basis in accordance with cashflow requirements.

   The market value of Council's investments held as at 31st May 2015 is $10,487,309.43.

   Investment income earned as at 31st May 2015 is $321,263.39

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

National Australia Bank	$600,000.00	3.48 %	180 Days	A1+
National Australia Bank	$1,000,000.00	3.20 %	180 Days	A1+
National Australia Bank	$610,860.00	3.20 %	184 Days	A1+
National Australia Bank	$1,425,340.00	3.15 %	92 Days	A1+
National Australia Bank	$700,000.00	3.15 %	90 Days	A1+
National Australia Bank	$359,862.99	3.00 %	90 Days	A1+
National Australia Bank	$500,000.00	3.00 %	184 Days	A1+
National Australia Bank	$977,711.19	3.00 %	184 Days	A1+
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National Australia Bank	$2,017,588.20	3.05 %	305 Days	A1+
National Australia Bank	$1,058,529.89	3.00 %	90 Days	A1+
Total Investments	**$10,487,309.43**			

Term Deposits

Percentage of Total Portfolio 100%
Average Investment Yield 3.11%

Discussions/Comments

The Investment portfolio increased by $582,719.70 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

219/2015
1. That the report regarding Council's Investment Portfolio as at 31st May 2014 be received and noted.
2. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.
Moved Cr Dorrington Seconded Cr Johnson Carried

File No:	**C11.10-S6.29**
Report: 444/2015	**Pecuniary Interest Returns**
Responsible Officer:	**Leonie Brown, Manager Corporate Services**

Background
The purpose of this report is to remind Councillors and designated persons of the necessity to lodge Pecuniary Interest Returns.

A Councillor or designated person holding that position on 30th June in any year must complete and lodge a Pecuniary Interest Return by 30th September in that year.

The returns can be inspected by members of the public and assist in ensuring transparency and accountability in Local Government decision-making. The obligation upon Councillors and others to returns is as much a protection for them as it is to the community.

Information and blank returns are included with your business paper.

Resolution

220/2015 That Council notes the information received in relation to Pecuniary Interest Returns.
Moved Cr Stutsel Seconded Cr Dorrington Carried Unstarred

File No:	**L8.19**
Report: 445/2015	**Local Government Information (Public Access) Act 2009 (NSW) (GIPA) Agency Information Guide**
Responsible Officer:	**Leonie Brown, Manager Corporate Services**

Background
Council is required to review Bourke Shire Council – Agency Information Guide – Government Information (Public Access) Act 2009.

Detailed below is a copy of the reviewed Guide.

Resolution

221/2015 That Council adopts the amended Agency Information Guide and forward the Agency Information Guide to the Information Commissioner for approval.			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

Agency Information Guide – Government Information (Public Access) Act 2009

Preface
The *Government Information (Public Access) Amendment Act 2012* was passed by Parliament on 14 March 2012, amending certain provisions of the *Government Information (Public Access) Act 2009* (GIPA Act). It also amends other legislation.

The provision of the Act came into effect on 19 March 2012

Section 6 of the GIPA Act makes it mandatory for agencies to disclose some information proactively and free of charge, unless there is an overriding public interest against disclosure. Section 20 of the GIPA Act requires agencies to develop and adopt a Agency Information Guide as part of their mandatory open access information.

Council's Agency Information Guide is a summary of what we do, how we do it and the type of information we hold and generate through the exercise of our functions, with a particular focus on how those functions affect members of the public.

Structure and Functions
Structure
Bourke Shire Council is a Council constituted under Section 219 of the Local Government Act 1993. Section 220 provides that Council is a body corporate and Section 222 provides that the elected representatives called 'Councillors' comprise the governing body of the Council.

About Council
The Council is an undivided area with 10 Councillors. The mayor is elected each year by the Councillors from among their numbers.

The role of the Councillors, as members of the body corporate are:

- To direct and control the affairs of the Council in accordance with the Local Government Act and other applicable legislation
- To participate in the optimum allocation of Council's resources for the benefit of the area
- To play a key role in the creation and review of Council's policies, objectives and criteria relating to the exercise of the Council's regulatory functions
- To review the performance of the Council and its delivery of services, management plans and revenue policies of the Council

The role of the Councillor is, as an elected person:

- To represent the interests of the residents and ratepayers
- To provide leadership and guidance to the community
- To facilitate communication between the community and the Council

The Mayor presides at meetings of the Council, carries out the civic and ceremonial functions of the office, exercises, in cases of necessity, the decision making functions of the body, between its meetings and performs any other functions that the Council determines. The Principal Officer of the Council is the General Manager. The General Manager is responsible for the efficient operation of the Council's organisation and for ensuring the implementation of Council decisions. The General Manager is also responsible for the day to day management of the Council, the exercise of any functions delegated by the Council, the appointment, direction and where necessary, the dismissal of staff, as well as the implementation of Council's Equal Employment Opportunity Management Plan.

How Council Works

To assist the Council in its policy decision- making role, the Council utilises a 'committee system' through which the majority of matters which need determination by Council are considered comprehensively. It has three standing committees: these being the Town and Village Committee, Roads and Plant Committee, Corporate Planning Committee**.**

Functions

Chapter 5 of the Local Government Act 1993 specifies the functions of the Council as follows:

CHAPTER 5 – WHAT ARE COUNCIL'S FUNCTIONS

This chapter specifies a Council's functions. In doing so, it recognises that all functions of a Council come from statute, either from this Act or another Act.

(s21) Functions under this Act

A Council has the functions conferred or imposed on it by or under this Act.

Note: This Act classifies certain of a Council's functions as service that is non-regulatory (Chapter 6), regulatory (Chapter 7) or ancillary (Chapter 8). Ancillary functions are those functions that assist the carrying out of a Council's service and regulatory functions.

A Council also has revenue functions (Chapter 15), administration functions (Chapter 16 and 11, 12 and 13) and functions relating to the enforcement of this Act (Chapters 16 and 17).

(s22) Other functions

A Council has the functions conferred or imposed on it by or under any other Act or Law.

Note: While the main functions of Councils are provided for under this Act, Councils also have functions under other Acts. An important general provision is contained in section 50 of the Interpretation Act 1987 which provides, in part:

(1) A Statutory corporation:
   (a) has perpetual succession;
   (b) shall have a seal;
   (c) may take proceedings and be proceeded against in its corporate name;
   (d) may for the purpose of enabling it to exercise its functions, purchase, exchange, take on lease, hold dispose of and otherwise deal with property; and
   (e) may do and suffer all other things that bodies corporate may, by law, do and suffer and that are necessary for, or incidental to, the exercise of its functions.

(4)This section applies to a statutory corporation in addition to, and without limiting the effect of, any provision of the Act by or under which the corporation is constituted.

Some other Acts and some of the functions they confer include:

- Community Land Development Act 1989 – planning functions as consent authority
- Companion Animals Act 1998 – companion animal registration and control
- Conveyancing Act 1919 – placing covenants on Council land
- Environmental Planning and Assessment Act 1979 – environmental planning
- Fire Brigades Act 1989 – payment of contributions to fire brigade costs and furnishing of returns
- Fluoridation of Public Water Supplies Act 1957 – fluoridation of water supply by Council
- Food Act 2003 – inspection of food and food premises
- Impounding Act 1993 – impounding of animals and articles
- Library Act 1939 – library services
- Protection of the Environment Operations Act 1997 – pollution control
- Public Health Act 2010 – inspection of systems for purposes of microbial control
- Recreation Vehicles Act 1983 – restricting use of recreation vehicles
- Roads Act 1993 – roads
- Rural Fires Act 1997 – issue of permits to light fires during bush fire danger periods requiring the furnishing of information to the Rural Fire Service Advisory Council and its Co-ordinating Committee
- State Emergency Service Act 1989 – recommending appointment of local controller
- Strata Schemes (Freehold Development) Act 1973 – approval of strata plans
- Strata Schemes (Leasehold Development) Act 1986 – approval of leasehold strata plans
- Swimming Pools Act 1992 – ensuring restriction of access to swimming pools

The exercise by a Council of its functions under this Act may also be modified by the provisions of another Act. Some of those Acts and some of the modifications they affect include:

- Coastal Protection Act 1979 – limitation on coastal development by Councils
- Environmental Offences and Penalties Act 1989 – forfeiture of Council functions to person appointed by Governor

- Government Information (Public Access) Act 2009 – Council required to publish certain information and to grant access to certain documents
- Heritage Act 1977 – rating based on heritage valuation
- Privacy and Personal Information Protection Act 1998 – Council required to amend certain records that are shown to be incomplete, incorrect, out of date or misleading
- State Emergency and Rescue Management Act 1989 – Council required to prepare for emergencies
- Unclaimed Money Act 1995 – unclaimed money to be paid to the Chief Commissioner of Unclaimed Money

(s23) Supplementary, incidental and consequential functions

A Council may do all such things as are supplemental or incidental to, or consequential on, the exercise of its functions.

In order to undertake its functions, Council has identified the following Principal Activities and Functions.

Principal Activities	Functions
Administration	• Governance • Management Accounting Services • Financial Accounting Services • Human Resource Services • Information Technology Services • Administrative Services • Technical Support Services • Rates and General Revenue • Customer Services • Commercial Activity • Risk Management • Asset Services • Strategic Activities • Community and Social Consultation • RTA Agency • Depot Services • Works Services • Fleet Management
Economic Affairs	• Land Development • Tourism and Area Promotion • Special Projects • Economic Development • Community Development • Back O' Bourke Exhibition Centre, PV Jandra, Crossley Engine • Saleyards and Markets • Industrial Development
Public Order & Safety	• Fire Protection • Animal Control • Emergency Services • Other Public Order and Safety • Abandoned Buildings
Health	• Environmental And Health Services • Environmental Support Services • Land Use Services • Other Health • Noxious Plants

Community Services	• Aged and Disabled Services • Education • Youth Services • Other Community Services
Housing & Community Amenities	• Housing • Town Planning • Development Approval & Control • Domestic and Trade Waste Management Services • Street Cleaning • Urban Stormwater Drainage • Cemeteries • Community and Village Amenities • Environmental Protection
Water Supplies	• Bourke & Villages Water Supply
Sewerage Services	• Sewerage Services
Recreation & Culture	• Library Services • Community Centres • Public Hall • Sporting Grounds and facilities • Other Cultural Services
Public Facilities	• Bourke Olympic Swimming Pool
Recreational Facilities	• Parks, Gardens & Reserves
Mining, Manufacturing & Construction	• Construction and Building • Quarries & Gravel Pits
Transport & Communication	• Road Network • Town and Village Streets and Lane • Aerodromes • Footpaths and Cycleways • Traffic Management • Street Lighting • Kerbing and Guttering • Street Trees

Expanded details of Council's Management structure, strategic direction, values, charter, principal activities and functions are available publicly in the current Delivery Program and Operational Plan.

Effects of Council's Functions on Members of the Public

The table sets out a general description of the powers exercised by Council in the performance of its functions.

A COUNCIL EXERCISES FUNCTIONS UNDER:						
THIS ACT						OTHER ACTS
Service Functions	Regulatory Functions	Ancillary Functions	Revenue Functions	Administrative Functions	Enforcement Functions	Various Functions
• Providing community health, recreation, education & information services • Environmental Protection • Waste Removal & disposal • Land & Property, industry & tourism development & assistance • For other functions, see Introduction to Chapter 6 LGA 1993	• Approvals • Orders • Building Certificates	• Resumption of land • Powers of entry	Rates Charges Fees Borrowings Investments	• Employment of staff • Operational Plan and Delivery Program • Financial reporting • Annual Reports	• Proceedings for breaches of the Act • Prosecution of offences • Recovery of rates and charges	See the Note to section 22 on page 4 of this document

Public Participation in Policy Formulation

Members of the community have an opportunity to participate in the formulation of Council's policies and the exercising of its functions as follows:

- Attending meetings of Council and most of its Standing Committees.
  - Ordinary Meetings of Council are held on the fourth Monday of the month, except November which is determined each year to coincide with the December meeting, December (when no meeting is held) and January is determined to coincide with Australia Day, June Meeting is determined to coincide with the adoption of the Delivery Program and Operational Plan. All Council meetings are open to the public and includes' a public forum.
  - Committee meetings are held as required. The recommendations are submitted to the Ordinary Meetings of Council for consideration and adoption.
- Making submissions for Council's consideration in relation to the development of its Operational Plan and Delivery Program.
- Making submissions, comments or objections to proposals relating to development, subdivision and building approvals in accordance with the requirements of the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979.
- Voting at Local Government Elections and in Constitutional Referendums conducted by Council.

A Council may not do any of the following unless approval to do so has been given at a Constitutional Referendum:

- Divide its area into Wards or abolish any Wards in its area.
- Change the basis on which the Mayor obtains office.
- Increase or decrease the number of Councillors in accordance with the Local Government Act 1993.
- Change the method of Ordinary Election of Councillors for an area divided into Wards or the voting system used in Council Elections.

Documents held by Council

The Government Information (Public Access) Regulation 2009 (NSW) requires that the following list of general documents held by Council are to be made publicly available for inspection, free of charge. The public is entitled to inspect these documents on Council's website or from Council's Administration Office during ordinary office hours or at any other place as determined by the Council. Any current and previous documents of this type may be inspected by the public free of charge. Copies can be supplied for a reasonable copying charge.

Codes, Plans, Policies and Reports

- Code of Conduct
- Code of Meeting Practice
- Any Codes Referred to in the Local Government Act 1993
- Other Council Policies
- Operational Plan and Delivery Program
- EEO Management Plan
- Social/Community Plan
- Plans of Management for Community Land
- Payment of Expenses and Provision of Facilities to the Mayor and Councillor Policy
- Annual Report

- Annual Financial Reports
- Auditors Reports
- Annual Reports of Bodies Exercising Delegated Council Functions (available by contacting the Public Officer)
- Departmental Representatives Reports presented at a meeting of the Council in accordance with section 433 of the Local Government Act 1993 (available by contacting the Public Officer)

Registers and Returns

- Contracts Register (available by contacting the public Officer)
- Land Register (available by contacting the Public Officer)
- Roads Register (available by contacting the Public Officer)
- Register of Investments (available by contacting the Public Officer)
- Register of Delegations (available by contacting the Public Officer)
- Gifts Register (available by contacting the Public Officer)
- Returns of the Interests of Councillors, Designated Persons and Delegates (this document is available for inspection at Council's Administration Office only, and not on the website, in accordance with the Information Commissioner's guidelines)
- Returns for Candidates' Campaign Donations (available by contacting the Public Officer)
- Council Use of Common Seal Register (available by contacting the Public Officer)
- Register of Graffiti removal work kept in accordance with Section 67C (available by contacting the Public Officer)

Agendas, Business Papers and Minutes

- Agendas and business papers for Council and Committee Meetings, not including business papers for matters considered when part of a meeting is closed to the public
- Minutes of Council and Committee Meetings – if any part of a meeting is closed to the public then only the resolution and recommendations that were made are included in the minutes

Planning and Development Documents

- Building and Development Applications under the Environmental Planning and Assessment Act 1979 and associated documents (available by contacting the Public Officer)
- Records of Approvals Granted, any variation from local policies with reasons for the variation and decisions made on appeals concerning approvals (available by contacting the Public Officer)
- Local Policies adopted by Council concerning approvals and orders (available by contacting the Public Officer)
- Records of Building Certificates under the Environmental Planning and Assessment Act 1979 (available by contacting the Public Officer)
- Plans and Land Proposed to be Compulsory Acquired by Council (available by contacting the Public Officer)
- Leases and Licences for the use of Public Land Classified as Community Land (available by contacting the Public Officer)
- Environmental Planning Instruments, Development Control Plans and plans made under sections 94A and B of the Environmental Planning and Assessment Act 1979 that apply to land within Council's area (available by contacting the Public Officer)

Copies of documents provided are given for information purposes only and are provided by Council to meet its requirements under relevant legislation. Copyright laws still apply to each document. The copy-right-owner's consent is required if any part of the document is used for any other purpose.

In addition, from time to time Council will make as much other information as possible publicly available in an appropriate manner, including on our website. The information will be available free of charge or at the lowest reasonable cost. Such other information includes frequently requested information or information of public interest that has been released as a result of other requests.

Council will endeavour to release other information in response to an informal request, subject to any reasonable conditions as Council thinks fit to impose. However, notwithstanding the lodgement of an informal application, Council may require a formal access application to be submitted where the information sought:

- Is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure, or
- Contains personal information about a third party that requires consultation, or
- Would involve an unreasonable amount of time and resources to produce Exemption to Access

Council may refuse a request for information if there is an overriding public interest against disclosure or if searching for the requested information would require unreasonable and substantial diversion of Council's resources.

Council will always explain to the applicant its reasons for applying an exemption. Council will not classify information as exempt unless there are clear reasons for doing so. Where documents contain certain information, any remaining information contained within the requested document will be available under the Act.

In determining whether there is an overriding public interest against the disclosure of the information, Council will fully consider the Public Interest Test.

The GIPA Act provides an exhaustive list of public interest considerations against disclosure. These are the only considerations against disclosure that Council will consider in applying the public interest test.

Considerations are grouped under the following headings:

- Responsible and effective government
- Law enforcement and security
- Individual rights, judicial processes and natural justice
- Business interests of agencies and other persons
- Environment, culture, economy and general matters
- Secrecy provisions (legislation other than those listed in schedule 1)
- Exempt documents under interstate Freedom of Information legislation

In applying the public interest test, Council will not take into account

- That disclosure might cause embarrassment to, or loss of confidence in, the Council
- That any information disclosed might be misinterpreted or misunderstood by any person

Council will consider any submissions made by an applicant in relation to public interest considerations, as well as any factors personal to the applicant.

Under GIPAA there are 12 categories of information, eight of which appear to affect local government, for which there is a conclusive presumption of an overriding public interest against disclosure. These eight are:

1. Information subject to an overriding secrecy law (26 specifically named Acts)
2. Information subject to direction or order of a court or other body with the power to receive evidence in oath
3. Information subject to legal professional privilege
4. 'Excluded Information' (judicial and prosecutorial information, information about complaints handling and investigative functions, competitive and market sensitive information in relation to specific functions of the Public Trustee
5. Documents affecting law enforcement and public safety
6. Specific information relating to transport safety
7. Specific reports concerning the care and protection of children
8. Specific information relating to Aboriginal and environmental heritage

Generally under GIPAA, Council must not publish and must refuse requests to disclose information in the above categories. Formal applications for 'excluded information' are invalid under the Act.

In dealing with informal applications Council may apply similar decision making framework. How Members of the Public May Access and Make an Application.

Access to Council documents may be obtained by searching Council's website at www.bourke.nsw.gov.au to see if the information is already available or by contacting Council's Administration Office 29 Mitchell Street Bourke between 8am and 4.30pm on 02 68308 000 or Fax: 02 68723 030 Monday to Friday.

If the documents required are not available on the website email Council at bourkeshire@bourke.nsw.gov.au or contact Council's Administration Office on (02) 68308 000.

If you ask for records or documents and you are not able to obtain them, you may apply for them under the Government Information (Public Access) Act 2009 (NSW) by:

- Completing a GIPA Application Form downloadable from Council's website. If you cannot download this form you may obtain a copy from Council's Administration Office.
- Present the form and the appropriate fee (if applicable) to Council's Administration Office, 29 Mitchell Street, Bourke.

If a fee for photocopies of documents provided under GIPA Act is payable, it will be listed in Council's adopted Fees and Charges and is GST inclusive.

Further details of procedures and fees are detailed in the Government Information (Public Access) Act 2009 (NSW) or may be obtained from Council's Administration Office.

Arrangement can be made for amendments to records concerning personal information of members of the public by contacting Council's Public Officer.

For further information about the GIPA Act you may contact Office of the Information Commissioner NSW Level 11, 1 Castlereagh Street Sydney NSW 2000 Phone: 1800 472 679 Fax: 02 8114 3756 Email: ipcinfo@ipc.nsw.gov.au Website: www.ipc.nsw.gov.au

File No:	**R8.4**
Report: 446/2015	**Service New South Wales Agency Agreement**
Responsible Officer:	**Leonie Brown, Manager Corporate Services**

Introduction
Council has been approached by Service NSW to enter into an agreement to deliver essential services for the local community. Entering into the Agency Agreement with Service NSW will provide a shop front for a number of New South Wales Government Departments.

Background
Council has conducted a shop front agency for the Roads and Maritime Service (RMS) for approximately 25 years. After recent negotiations a satisfactory cost recovery fee was negotiated.

Current Situation
The New South Wales Government has been rolling out Service NSW for the last three years. A Service NSW Shop has the capacity to handle payments and enquires for several government departments, not just the RMS.

A Service NSW Shop can be one of two forms – in larger regional centres such as Dubbo the shop is operated by Service NSW; in smaller areas such as Bourke an Agency Agreement is used to engage a third party.

The Government Access Centre (GAC) in Bourke is currently the Court House. It is proposed that the majority of GAC cash type services be now handled by the Service NSW Agency operating at Bourke Shire Council.

The volume of transactions currently expected to arise from GAC is very minimal. The additional services will include Births, Deaths and Marriages, NSW Fair Trading and Seniors Card.

A smart state of the art self- kiosk may also be considered as an additional service. This will assist customers minimise wait times.

Bourke Shire Council has a reputation for providing good service levels to Roads & Maritime Services customers and it is anticipated that the transition to the Service NSW model will see this level continue.

The target start date is prior to December 2015.

Financial Implications
Service NSW advised that the new agreement will be a flat fee paid monthly. The current contract is a transaction base fee arrangement.

Service NSW has agreed to pay an estimated additional $12,000 annually to undertake the additional transactions

The fee is considered satisfactory based upon the current earnings plus indexation plus the GAC work.

Resolution

222/2015

1. That Council agree to the terms and conditions of the Agency Agreement provide by Service NSW to deliver essential services for the local community.

2. That if required Council authorise the fixing of the Seal of Council to the amended agreement with Services NSW.

Moved Cr Hollman Seconded Cr Stutsel Carried

DELEGATES REPORT

File No:	
Report: 601/2015	**Rural/Regional Issues Workshop**
Responsible Officer:	**Phil Johnston, Manager of Tourism & Development**

Report

On the 4th June 2015 the Mayor, Cr Andrew Lewis and Manager of Tourism and Development, Phil Johnston attended the Rural and Regional Issues Workshop hosted by Local Government NSW. The forum was designed to discuss the issues facing rural and regional communities specifically in the lead up to the annual Local Government Conference. Issues covered included:

- An update on Rural and Regional Planning by new Minister, the Hon. Rob Stokes, MP
- An update on Financial Assistance Grants
- A presentation by the new Chief Executive of the Office of Local Government, Marcia Doheny
- Discussions in regards to Social Issues, Rural Roads, Water Utilities and Biodiversity

Most rural and Regional Councils were represented and a number of motions will be developed as a result of the forum to take to the annual conference.

Of particular note for Bourke Shire Council was the presentation by the Hon. Rob Stokes, MP in regards to his vision for the future of planning and the encouragement provided that local Council's would gain more control of future LEP planning. The Minister outlined that in his view local anomalies such as with Business Zoning issues and the use of Residential Zoning would be best dealt with at a local level.

The meeting was a worthwhile forum and the timing this year allowed the Mayor to also attend the launch of the One Tree project.

10.19am Cr Stutsel left the meeting

Resolution

223/2015 That Council note the Delegates Report regarding the Rural/Regional Issues Workshop as presented to Council on Monday, 22nd June 2015.		
Moved Cr Hollman	**Seconded Cr Dorrington**	**Carried**

POLICIES

File No:	**P4.1.4**
Report: 806/2014	**Review of Policies**
Responsible Officer:	**Ross Earl, General Manager**

The following policies are new policies reviewed by staff and are now provided to Council for further comment and adoption.

Policy Name and Number	Recommendation
1.8.10(v4) Investments Policy	Review and Adoption

Councillors should note that the policies in regards to Investments Policy has been reviewed.

Resolution

224/2015 That Council adopt the Policy in regards to Investments Policy labelled 1.8.10(v5) as presented to the Ordinary meeting of Bourke Shire Council on Monday, 22nd June 2015.

Moved Cr Stutsel Seconded Cr Dorrington Carried Unstarred

SECTION 1 Service Management
PART 8 Financial Accountability

	POLICY NO:	1.8.10 (5)
	POLICY TITLE:	INVESTMENTS
	DATE ADOPTED:	23/06/14
	RESOLUTION NO:	242/2012
	SUPERCEDES:	Policy No:1.8.10(v2) Investments Date Adopted: 29/11/2010 Resolution No: 485/2010
	PROPOSED REVIEW DATE:	June 2016

POLICY

1. OBJECTIVES

- To undertake investment of surplus funds in line with Council's current Investment Strategy.
- To maximise earnings from authorised investments and ensure the security of Council Funds.

2. AUTHORITY FOR INVESTMENT

All investments are to be made in accordance with:

- Ministerial Investment order: issued 12/01/2011 Attachment A
- Local Government (General) regulation 2005 Attachment B
- Local Government Act 1993 Attachment (C)
- Local Government Code of Accounting Practice and Financial Reporting Australian Accounting Standards
- Office of Local Government Circulars as applicable
- Trustee Act 1925

3. DELEGATION OF AUTHORITY

The General Manager, Manager of Corporate Services and Senior Finance Officer or other persons as authorised by the General Manager have authority to invest surplus funds.

PRUDENT PERSON STANDARD

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

ETHICS AND CONFLICT OF INTEREST

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

4. AUTHORISED INVESTMENTS

The Officers delegated authority to manage Council's Investment is limited to

investments allowed by the Ministerial Investment Order Noting the following:

- All investments must be denominated in Australian Dollars. Authorised Investments would include but not necessarily be limited to:
- Local/State/Commonwealth Government Bonds, Debentures or Securities;
- Interest bearing deposits/securities issued by an authorised deposit taking institution Investments with NSW Treasury Corporation
- Bills of exchange, (< 200 days duration), guaranteed by an authorised deposit taking institution
- Debentures Issued by NSW Local Government
- NSW Treasury Corporation

PROHIBITED INVESTMENTS

This investment policy prohibits any investment carried out for speculative purposes including but not limited to:

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

This policy also prohibits the use of leveraging (borrowing to invest) of an investment or investments that are themselves leveraged.

EXPLANANTIONS AND PROCEDURES

1. TYPES OF APPROPRIATE MANAGED FUNDS

Cash funds invest solely in cash and bank bills, but offer much greater flexibility than Council investing in bills direct (which are held to maturity), since they offer immediate access to funds at all times with no penalty.

Both Rated and Unrated Cash-Plus funds invest primarily in bank bills and floating rate notes and only make strategic entry into longer term government securities when appropriate to enhance returns. They aim to outperform bank bills over a 6-12 month time horizon and should primarily be used for Council's longer-term "core" investments. Access to funds is still normally available within 24 hours at no penalty.

2. APPROVED INVESTMENTS WITH FUND MANAGERS WOULD INCLUDE:

Fund Type	Minimum Investment Time Horizon	Maximum Exposure as % Total Investment Portfolio
Cash Funds (at call) Cash Plus/Cash Enhanced Funds/or Equivalent	0 – 180 days 3 – 12 months	0 – 100 0 - 90

The asset structure and features of the fund are to be consistent with the desired outcomes of Council's Investment Strategy.

3. COUNCIL'S DIRECT INVESTMENTS

(i) Quotations in Investments

No less than three quotations shall be obtained from authorised institutions when an investment is proposed and will be authorised by two signatories.

(ii) Term of Maturity

The term to maturity of any of Council's direct investments may range from "at call" to twelve (12) months, for a term which best suits the cashflow requirements of Council. Council is specifically to approve if outside these terms.

4. GENERAL PROCEDURE GUIDELINES FOR DIVERSIFICATION/CREDIT RISK

i. Managed Fund Investments

The total amount invested with any one fund manager should not exceed 45% of average annual funds invested by Council.

ii. Direct Investments

The amount invested with any one financial institution should not exceed the following percentages of average annual funds invested by Council.

Long Term Rating (Standard & Poors)	Short Term Rating (Standard & Poors)	Maximum Percentage of Total Investments
AAA to AA-	A1+	100%
A+ to A-	A1	45%

(iii) Credit Ratings

If any of Council's investments are downgraded such that they no longer fall within these investment policy guidelines, they will be divested as soon as is practicable.

5. PERFORMANCE BENCHMARKS

Investment	Performance Benchmark
Cash / Cash Plus / Direct Investments	11 AM Cash and Rate
Direct Investments	AFMA BBSW Rate: Average mid – 90 days Bank Bill Index

AFMA – Australian Financial Markets Association
BBSW – Bank Bill Swap

6. REPORTING

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

A monthly report is to be provided to Council, which complies with the requirements of the Local Government Act, Regulations and Code of Accounting Practice and details performance and counterparty percentage exposure of total portfolio.

The report should also detail investment income earned versus budget year to date. For audit purposes, certificates must be obtained from the banks/fund managers confirming the amounts of investment held on Council's behalf at 30th June each year. All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.

7. VARIATION TO PROCEDURE

The General Manager or his delegated representative is authorised to approve variations to these procedures if the investment is to Council's advantage and/or due to revised legislation. The Investment Policy will be reviewed at least annually and any amendments to the Investment Policy must be by way of Council resolution.

All changes to these procedures are to be reported to Council within ~~21~~ 28 days.

8. INVESTMENT STRATEGY

Council's current investment strategy provides that Council Officers invest any surplus funds. Individual investments are selected, involving staff time, to ensure access to cash on a rolling monthly basis.

9. INCONSISITENCIES OF POLICY OR PROCEDURES

If there are any aspects in which this Council Policy is inconsistent with the Office of Local Government Policy Guidelines of May 2010, and any subsequent relevant Local Government policies, the Office of Local Government Policy Guidelines are to apply.

RELATED POLICIES

There are no related Council Policies.

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.

Policy adopted by Council:

Attachment 1

LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER

(Relating to investments by councils)

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

(a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;

(b) any debentures or securities issued by a council (within the meaning of the *Local Government Act* 1993 (NSW));

(c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act* 1959 (Cwth)), but excluding subordinated debt obligations;

(d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;

(e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

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

Transitional Arrangements

(i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.

(ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

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

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

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

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

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

Dated this 12th day of January 2011

Hon BARBARA PERRY MP
Minister for Local Government

Attachment 2

LOCAL GOVERNMENT (GENERAL) REGULATION 2005 - REG 212

Reports on council investments

212 Reports on council investments

(1) The responsible accounting officer of a council:

(a) must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:

(i) if only one ordinary meeting of the council is held in a month, at that meeting, or

(ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and

(b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.

(2) The report must be made up to the last day of the month immediately preceding the meeting.

Note: Section 625 of the Act specifies the way in which a council may invest its surplus funds.

Attachment 3

LOCAL GOVERNMENT ACT 1993 - SECT 625

How may councils invest?

625 How may councils invest?

(1) A council may invest money that is not, for the time being, required by the council for any other purpose.

(2) Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.

Note: See Gazettes No 152 of 24.11.2000, p 12041; No 94 of 29.7.2005, p 3977; No 97 of 15.8.2008, p 7638 and No 160 of 24.12.2008, p 13140.

(3) An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.

(4) The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.

PRÉCIS OF CORRESPONDENCE

File No:	**D5.1-D5.2**
Report: 9/2015	**Community Contribution – Australian Indigenous Team to Tour France**
Author:	**Atholone Edwards on behalf of Jalen Rose, Clinton Edwards, Connah Elwood**

Requesting a donation from Council to assist with accommodation and travel for Jalen Rose, Clinton Edwards and Connah Elwood in representing Bourke High School, Bourke and Australia in the Australian Indigenous Team to Tour France in November 2015. (Information attached).

Recommendation:
For Council's consideration

Resolution

225/2015 That Council give a contribution of $100 per person towards the cost of travel and accommodation for Jalen Rose, Clinton Edwards and Connah Elwood to represent Bourke High School, Bourke and Australia in the Australian Indigenous Team to Tour France in November 2015.
Moved Cr Hollman Seconded Cr Bartley Carried

Atholone Edwards
12 Oxley Street,
Bourke NSW 240

17th June 2015

Board of Directors
Bourke Shire Council
Mitchell Street
BOURKE NSW 240

Dear Bourke Shire Council

I Atholone Edwards am speaking on behalf of all parents of the young achievers, which includes my son (Jalen Rose), Clinton Edwards and Connah Elwood who has been selected to represent The Austrailian Indigenous Team to tour France in November 2015.

All three are local boys of Bourke, that represent the local football club (The Bourke Warriors), along with representing Bourke High School where all three attend.

This is a once in a life time opportunity for our local boys to display their talent and represent our small community on a world stage.

We are seeking a kind donation which will help towards the boy's journey, which will help with the cost of their travel and accommodation, which would be very much appreciated.

Please find attached details of the tour and where donations can be made for each individual. We look forward to hearing from you and can be contacted on **0401640454.**

Regards

Atholone Edwards

APPLICATIONS FOR FINANCIAL ASSISTANCE (DONATIONS, SPONSORSHIP, "IN KIND" SUPPORT) 2011/12

Name of applicant organisation:	Indigenous Young Achievers - 2015
Postal Address:	
Contact person:	Atholone Edwards
Position:	
Phone number:	
Mobile number:	0401 640 454
Fax number:	
Email address:	atholone edwards @ yahoo. com. au

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:-

Please find attached information & documentation in regards to three young local boys of Bourke NSW. Who has been selected to represent the Australian Indigenous team to tour France for Rugby League Football. This is a once in a life time opportunity for our local boys from Bourke to participate. We as parents of the three boys, ask the Bourke Shire Council for a Kind donation towards their trip, which will take place in November 2015.

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

If no, where is it located?

NSW Rugby League.

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

Purpose for which the donation will be used:-

Your Kind donation would go towards the cost of the boys trip. Details of the journey is attached, along with information where donations can be made for each child/representative.

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

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:
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:
Council's Rates Assessment Number:
Owner of land on which property is located:
Purpose for which the property is used:
Approximate number of days per year that the property is used for these purposes:

APPLICATION FOR FINANCIAL ASSISTANCE

What is the total amount of your request (exclusive of GST)?	$	
Is your group / organisation registered for GST	Yes	No
Does your group / organisation have an ABN (Australian Business Number)?	Yes	No
Is your group / organisation incorporated?	Yes	No
If yes, please quote your ABN If yes, please quote your Incorporation No		
Does your group / organisation have Public Liability Insurance?	Yes	No
If yes, please attach a Certificate of Currency		

To be completed for "in kind" support:-
(Please arrange appointment with appropriate Council staff to obtain a quote where necessary)

ITEM	**Applicant's Contribution**	**Support sought from Council**
A. Monetary		
Total (A)		
B. Equipment costs		
Total (B)		
C. Labour costs		
Total ©		
D. Other project costs		
Total (D)		
TOTAL COSTS (A+B+C+D)		

ORGANISATION'S BANK ACCOUNT DETAILS

Name of bank:	
Name of bank account:	
Bank BSB Number:	
Bank Account Number:	

APPLICATION CHECKLIST

- For first time applicants, a copy of your group/organisation's constitution and if that constitution changes, then an updated copy is to be forwarded with any subsequent application
- A copy of the most recent annual report (including financial statements of income and expenditure) – preferably audited
- Copy of notification of ABN Number and GST Registration (if applicable) from the Australian Taxation Officer
- Evidence of Incorporation
- A copy of the applicant's current public liability insurance policy (i.e. Certificate of Currency)
- Where the applicant is a registered public charity, a copy of the registration certificate is required

CERTIFICATION

I certify that all the details supplied in this application form and in any attached documents are true and correct to the best of my knowledge, and that the application has been submitted with the full knowledge and agreement of the applicant group / organisation.

I have read the Financial Assistance Policy provided with this application form.

Signed: Athalone Edwards

Name: Athalone Edwards

Position: .....

Date: 17/6/2015

Dear Families

Congratulations on your son being accepted to tour with the 2015 NSW Under17 Indigenous Young Achievers team throughout Europe in November.

This is an opportunity of a life time for everyone touring to represent and celebrate our aboriginal heritage as we take our culture to the world stage for everyone to see.

On the field; football makes up a very small part of this trip, and it's off the field, that the biggest impact will be made and as such we have a few rules which all players will be expected to adhere to:

1. Every player must be registered in a RL competition in season 2015.
   If you are not registered to play Jnr or Senior RL in 2015 you will not be covered for Insurance. Therefore you will not be able to participate in the tour.

2. All players must be attending school / tafe and have an 80% or better attendance record (principal's and school councillors will be contacted to confirm).

3. If the selected player is out of school, then he needs to be in the workforce and contributing to society.

4. Any players suspended from football, or suspended from attending school will not be eligible to tour.

5. The payment schedule must be followed, failure to do so, will put in jeopardy our airline and accommodation bookings, sight-seeing tours that have already been put in place and the roll out of tour clothing.

6. Every person MUST have a current passport, if you don't you won't be able to leave the country.

This tour is also an alcohol free tour for all players and staff members, and there will be no exceptions to this rule, all our staff also have a current and valid working with children number and it's been checked by NSWRL. We can't ask the boys to have high standards if the staff who you are intrusting your boys with can't live up to their requirements, plus you all need to have confidence in the knowledge that the touring staff attending this tour have all been handpicked and your child's safety and welfare is the most important aspect of this tour.

This tour coincides with the 100th anniversary of the ending of World War 1, and we are playing a major role in these celebrations in France, and as such this is a one off experience that will never happen again for everyone.

If you have any questions regarding anything written above, then please don't hesitate to contact me on 0419 492 779

Thanks
Steve Hall

Steve Hall
Indigenous Programs Officer

NSW Rugby League Limited
Rugby League Central | Driver Avenue, Moore Park NSW 2021 | Locked Bag 5000, Paddington NSW 2012 | T +61 2 9359 8573 | nswrl.com.au

2015 INDIGENOUS YOUNG ACHIEVERS TOUR TO FRANCE/ITALY

Sunday 8th November	Meet 10am Rugby League Central Moore Park ♦ 10:00am: Roll Call and Introductions ♦ 10.30am: Team kit handout ♦ 11:30am: Touring Families kit handout ♦ 12.00: Sausage sizzle ♦ 1pm: Load all gear on Bus ♦ 1:15pm: Bus departs for Airport ♦ 2pm: Parents and families to meet at Airport ♦ 2:15pm Touring party to start check in baggage and clear customs ♦ **QF 0001 depart 4:50pm Terminal 1**
Mon 9th November **Family Hotel** **Appart City Villettes/Bobigny**	♦ Arrive Dubai 12:40am Terminal 3 ♦ **Depart Dubai EK 0071 at 320am Terminal 3** ♦ Team arrival into Paris 7.55am. ♦ Transfer to Appart'Hotel Clichy – La - Garenne ♦ Drop of bags in secured area with rooms available from 2pm. ♦ Day at leisure sightseeing ♦ Team briefing on return to go over tomorrows big events
Tuesday 10th November	♦ AM: Breakfast and depart for Australian Embassy in Paris ♦ Official Welcome, Cultural Dance and didge Playing Sightseeing Paris
Wednesday 11th November	♦ AM breakfast and depart for Battlefields in the Somme 100 years of Gallipoli ♦ All day event and ceremonies ♦ *Possible double header game in Somme or Paris TBC game 1* ♦ Pm return to Paris
Thursday 12th November	♦ AM breakfast and free day at Euro Disney

Friday 13th November **Family Hotel** **Aquarius Hotel** www.aquarius66.com	♦ AM breakfast and team transfer 10.30am to Gare de Lyon for TGV express train trip to Perpignan ♦ Arrive Perpignan and transfer to accommodation - UCPA Rue de Verdi 66750 ST CYPRIEN tel. 04 68 21 90 95 ♦ Team training light permitting ♦ PM dinner and team briefing
Saturday 14th November	♦ AM breakfast and team training ♦ Depart for Carcassonne spend the day at Medi Evil City ♦ Return Home
Sunday 15th November	♦ AM breakfast and team outing to Collioure and coast line visit Barcelona. Lunch and free day for shopping and sightseeing Return
Monday 16th November	♦ AM breakfast and free time ♦ Transfer to match day venue game ♦ 6pm and 8pm matches ♦ Post-match function and return to base
Tuesday 17th November **Family Hotel** **Adagio City Avignon**	♦ AM breakfast and team preparations for Avignon ♦ 3 hrs bus trip and new camp site for 2 days ♦ **Team accommodation Avignon Souvines** ♦ Team briefing and local visit
Wednesday 18th November	♦ AM recovery and breakfast and 10am training followed by city visit. ♦ Dinner and team briefing and Match day in Avignon ♦ PM match 1 against local province team ♦ PM match 2
Thursday 19th November	♦ AM breakfast & recovery ♦ Bus transfer to Nice and Monte Carlo packed lunch for players ♦ Evening Dinner at AIS camp site in Italy arrive late evening.
Friday 20th November	♦ AM breakfast ♦ Free day and familiarization ♦ PM briefing and match preparations ♦ 7.00pm Evening dinner
Saturday 21th November	♦ AM Breakfast - light and easy and get ready for training ♦ **Match preparations v Italy afternoon !** ♦ Team briefing for early morning departure.
Sunday 22th November	♦ 8 AM breakfast ♦ Depart for Rome via bus ♦ Arrive Rome and settle in to accommodation ♦ MONASTERY OSSO (LAR 197 ROME.

Monday 23th November	♦ AM breakfast and depart for Rome city visit ♦ City visit Colosseum, Trevi Fountain ♦ Return to Base
Tuesday 24th November	♦ Am breakfast and city visit and papal city ♦ Free day ♦ Return to base
Wednesday 25th November	♦ Prepare for return journey home…Bus transfer to airport Rome airport for connecting flight home ♦ **Depart Rome EK 0096 at 8:45pm Terminal 3**
Thursday 26th November	♦ **Arrive Dubai 5:30am Terminal 3** ♦ **Depart Dubai 9:55am Terminal 3**
Friday 27th November	♦ **Arrive Sydney 6:50am Terminal 3** ♦ **Clear Customs and collect baggage** ♦ **Parents Collect Boys** ♦ **End of Mission**

10.24am Cr Stutsel returned to the meeting

10.25am Council broke for morning tea and the Manager of Tourism & Development left the meeting

BOURKE SHIRE COUNCIL

ACTIVITY REPORT

Council Meeting, 22nd June 2015

ENGINEERING SERVICES DEPARTMENT ACTIVITY REPORT

File No:	**E7.1**
Report: 104/2015	**Works Completed**
Responsible Officer:	**Scott Parnaby / Roads Supervisor**

The following information outlines works completed from the 8th May 2015 to the 29th May 2015.

1. NORTH SECTOR – Dennis Tiffen, Team Leader

Location	Work Carried Out
MR 404 Bourke-Hungerford	Fords Bridge Gravel resheet in progress Kerribree gravel resheet completed

2. SOUTHWEST SECTOR – John Reed, Team Leader

Location	Work Carried Out
MR 404 Bourke-Hungerford	Top grade completed

3. TRANSPORT SECTOR – Jack Wielinga, Team Leader

Location	Work Carried Out
MR 404 Bourke-Hungerford	Fords Bridge gravel resheet in progress Kerribree gravel completed

4. BITUMEN MAINTENANCE SECTOR – John Bartley, Team Leader

Location	Work Carried Out
Bourke Township	Pothole patching Town Streets
All State Highways	Pothole patching undertaken

5. PARKS & GARDENS – Terry Rankmore, Team Leader

Location	Work Carried Out
General	All parks and gardens, regular mowing and maintenance carried out Sporting grounds mowed 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 facilities cleaned and maintained Prepare grounds for Bourke Public School Horse Sports
Coolican Oval	Mow and Maintain Oval Prepare for BAHS Bourke Fit Prepare for Junior Soccer
Davidson Oval	Mow and Maintain Oval Prepare ground for Bourke Junior League and Little Athletics Prepare grounds for Bourke High Schools Athletics Carnival Prepare grounds for St Ignatius Schools Athletics Carnival
Central Park	Skate Park- regular mowing and maintenance carried out General graffiti removal
Villages	Mow grounds and facilities cleaned and maintained
Training	Nil

6. TOWN SERVICES – Troy Hayman, Team Leader

Location	Work Carried Out
Work Requests	Daily
Cemetery	Grave 12/5/2015
Rest Areas	Weekly cleaning and rubbish removal and cleaning road side
Staff Training	CIVENEX 2015
General	Pick up needles in the gutter from 153 Anson Street Pick up screws in front of Bourke Bowling Club on the road Remove grandstands from Davidson oval and take to tip Service levee bank pump stations/gates Prune bottom of tree's in Becker Street on footpath Cold mix Brewarrina Road culvert dip Erect business flags Main Street Erect bollard at skate park to stop cars Clean wash bay depot Crane Mertin Street sewer well Clean aggregate from footpaths and corner reseals Erect new keep left signs at Oxley and Charles Streets Take white board back to chambers from library Cold mix Brewarrina Road dip in road

	Relieving garbage truck Sand North Bourke new sub division Crane sewer well and start to put in aggregate Backhoe North Bourke new sub sand in trenches
Sundry Debtors	Sand 919932 Crane 919933

7. WORKSHOP – Neil Driscoll, Plant Foreman

Plant No	Rego	Description	Work Carried Out
135	BD 37 AJ	2009 Volvo G 940	250 hr service Replace side shift ram Replace 2 hydraulic hoses
137	DH 91 BK	2010 Volvo G 940	Replace coolant bottle and tighten tandem bolts
22	YC J6 0C	2015 Mazda BT 50	15,000 km service
35	CO R7 4B	2013 Mazda BT 50	75,000 km service
7	CT Q1 1G	2014 Toyota GXL Wagon	35,000 km service
80	K 33876	1996 Jakab Industries	Replace smoke detector and water pump
47	R 71368	Moore Tipper	Replace trailer plug
69	X5 08 03	2011 Moore	Replace ring feeder pad and rocker box on RHR axle Replace rocker bushes and brake drums on two axles
48	AZ 90 ZJ	2009 Freightliner CL 120	Repair rear lever boot, window winder and fix lights Replace shocks and springs
78	CA 80 TI	2014 Isuzu	Replace radiator, mud flaps Tightened door indicator and rewire battery
61	CQ G2 3T	2014 Mazda BT 50	35,000 km service
74	WY C8 11	Case	Service and check all oils Replace fan speed switch in air con
10	CA 17 WX	2015 Holden Colorado 7	10,000 km service
21	BX 51 PF	2014 Holden Commodore	35,000 km service
18	CH P2 4W	2012 Mazda BT 50	Repair coolant hose
86	N 85143	2002 Snorkle	Tighten hydraulic fittings
27	BD 40 GF	2009 Isuzu	155,000 km service
32	BM 39 KN	2011 Isuzu	Change engine oil and filters
46	BX 92 HR	2013 Hino	35,000 km service Replace FLH blinker
55	AU 97 TV	2007 Hino	Service to motor Adjust spring on sucker box 100,000 km service
57	CC 20 UJ	2015 Hino	Replace centre brush
11	BZ 24 PA	2014 Isuzu D/Max	25,000 km 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	July 2015, Next Service	
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 2015
Main cleaning & pump station desilting	As required	March 2016
Bore Inspection	5 Years	NSW Office of Water

WATER SUPPLY & SEWERAGE SYSTEM UNPLANNED MAINTENANCE – 2015			
Main breaks repaired for May	15	**Sewer chokes for May cleared:**	8
Annual Main Breaks	65	**Annual Sewer Chokes**	60
Raw:	49	**Boundaries replaced:**	0
Potable:	16		
Year to date: 2015 Water Meters			
Faulty Meters replaced	0		
New Connections	0		
Total Replacements in 2014	103		

BOURKE SEWERAGE TREATMENT PLANT EPA LICENCE COMPLIANCE

Record of Effluent Analysis

POLLUTANT	UNIT OF MEASURE	LICENCE 100 PERCENTILE CONCENTRATION LIMIT	Dec 2014 TEST	Jan 2015 TEST	Feb 2015 TEST	Mar 2015 TEST	Apr 2015 TEST	May 2015 TEST	June 2015 TEST	July 2015 TEST
Oil & Grease	***mg/L***	10	<2	2	n/a	<2	<2	<2		
pH		*6.5-8.5*	9.3	9.1	n/a	8.9	8.7	9.1		
Nitrogen (total)	***mg/L***	*40*	7.8	11.2	n/a	11.1	11	7.9		
Phosphorus (total)	***mg/L***	*10*	0.78	0.84	n/a	1.7	1.6	1.4		
Total suspended solids	***mg/L***	*65*	40	76	n/a	84	76	57		
Biochemical oxygen demand	***mg/L***	*55*	11	27	n/a	39	16	14		

RECORD OF WATER USAGE

For the period, 01/01/15 to 31/12/2015 Council's meters indicated the following water usage:

Water usage for January through to December 2015: **Yearly totals for 2015**

WATER SCHEME	ANNUAL ALLOCATION (ML)	TOTAL USAGE FOR THE PERIOD (ML)May	USAGE YEAR TO DATE (ML)	DAILY AVERAGE FOR THE PERIOD (ML)	DAILY AVERAGE YEAR TO DATE (ML)
Bourke potable		33	179	1.1	1.6
Bourke River	3500	155	852	5.1	5.6
North Bourke village raw	750	35	153	1.1	1.1

Rainfall in Bourke for May 2015 period: 22.6mm

Resolution

226/2015 That the information in the Engineering Services Department Activity Reports as presented to Council on Monday, 22nd June 2015 be noted.
Moved Cr Hollman Seconded Cr Johnson Carried

ACTIVITY REPORT FOR THE ENVIRONMENTAL SERVICES DEPARTMENT

File No:	**D3.2**
Report: 206/2015	**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 2015/0023	Lot 1873, DP 763755 Kinchela Station, Bourke	Two (2) lot subdivision
Council	DA 2015/0020	Lot 10, DP 829041 64-70 Anson Street, Bourke	Installation of 24hr unmanned truck refuelling facility
Delegated	DA 2015/0019	Lot 1, DP 725330 2 Culgoa Street, North Bourke	Install two (2) Railway Carriages and convert them to two (2) accommodation units per carriage construction of 4 x verandahs & 2 x carports, install prefab staff accommodation quarters, and a new prefab amenities block with an ensuite for staff accommodation and two WC/Showers and hand wash basins for visitors. Construction of Awning over staff accommodation & ablution block

Total value of Approved works for May 2015 =$230,000
No. of Development Application Approvals for May 2015 = 3
No. of Complying Development Application Approvals for May 2015 = 0

File No:	**A11.1.1**
Report: 206/2015	**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	Install New A/C unit Monthly check and test Emergency Generator
Cemetery	General maintenance – Watering ,Mowing and fill in holes Trim and remove trees
1 Tudor Street	Adjust roller doors
Town	General town clean up
Medical Centre	Shelving and cupboards
Pool	Hardwire A/C unit
Airport house	Manual watering
Airport	ARO Inspection Mowing Around Lights
Contractors	Repairs to exit lights - PCYC Check all power and lights – Renshaw Erect and remove PA system – Renshaw Repairs to pump stations and A/C units Service all A/C units
Renshaw	Repairs to all buildings

File No:	**A8.1**
Report: 206/2015	**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	21	9
Surrendered	0	0
Dumped	0	0
Total	**24**	**9**
Euthanased	3	9
Returned to Owner	5	0
Released from Pound	0	0
Re-housed	0	0
Died in Pound	5	0
Escaped from Pound	0	0
Animals Remaining at End of Month	11	0
Total	**24**	**9**
Micro-chip Implantations	2	0
Infringement Notices	1	0
Wandering Stock	0	
Stock Rested in Stock Yards	212	
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

Resolution

227/2015 That the information in the Environmental Services Activity Report as presented to Council on Monday, 22nd June 2015 be received and noted.
Moved Cr Hollman Seconded Cr Johnson Carried

GENERAL MANAGER'S ACTIVITY REPORT

File No:	**G2.1**
Report: 306/2015	**"From the GM's Desk"**
Responsible Officer:	**Ross Earl, General Manager**

21st May 2015

The trees along both Tancred Drive (North Bourke Road) and Vision Way (Nyngan Road) are both looking really strong and healthy.

Ian Langdon-Smith and his family are the driving force behind the tree planting and maintenance program despite their home being in Sydney. They travel up to Bourke each few months to ensure that the trees are cared for. Ian is helped locally by a small number of volunteers who are coordinated by Phil Parnaby and they have also done a tremendous job. Well done to all concerned.

The Outback Show will be returning to Bourke after the summer break and is expected to begin the winter season on the 2nd of June. This is the third season in Bourke for Luke and Karen and it is pleasing that they can return to Bourke and offer the Outback Show. If any locals haven't seen the show as yet then I would encourage you to do everything you can to go out and see the Show. It is also a great activity to take your family and friends along to if they are visiting Bourke. The Show will once again run from Tuesday to Sunday at 11am.

Council staff will soon be compiling the changes for this year's Mud Map booklet. The books have proved to be a very effective tool to let visitors know what is available in the town and promoting the many activities.

Council staff are also in the process of developing a new promotion highlighting the many short drives available west of Bourke. This promotion is driven by requests for information from an increasing family market and those looking to get off the bitumen roads.

Also on the local activity scene don't forget the Enngonia Races that are coming up on 4th July, another great event in the Bourke calendar.

On Wednesday, 27th May at 9am in the Council Chambers, Orana Regional Development Australia will be hosting a forum that will among other things discuss the Emissions Reduction Fund and the potential for business as well as farmers to be involved. Technical experts will be in attendance and the meeting is open to Farmers, Transport Companies, Manufacturers, Local Council's and Commercial Building Owners and anybody interested to find out more information.

On Monday, 18th May the Manager of Tourism and Development attended a consultation session in Dubbo in regards to the increasing use of crystal methamphetamine. The meeting was instigated by Senator Fiona Nash with local Member Mark Coulton attending along with Deputy Premier Troy Grant.

Thank you to our local Member, Mark Coulton and Robyn for visiting schools in Bourke this week to give an insight into how parliament works. I understand that each of the sessions was well received and we are grateful for giving us your time this week in what has been a busy week.

The fourth rate instalment is due on 29th May 2015 as are the charges for the usage of filtered water.

If you are experiencing difficulty in paying these accounts and wish to make arrangements for the payment of these accounts please contact Councils Rates and Water Billing Officer.

The Ordinary Meeting of Council to be held on Monday, 25th May 2015 will commence at 9.00am in the Council Chambers. All meetings of Council and Committees of Council where members of that Committee are Councillors are open to the Public.

On the agenda will the consideration of any submissions received in relation to the 2013/2017 Delivery Plan and the 2015/2016 Operational Plan.

A Public Forum is scheduled at each Council Meeting at 10.00am. It would be appreciated if you wish to attend the Public Forum if you would please contact Kai Howard-Oakman on 68308000 or by email at khoward@bourke.nsw.gov.au so that your items can be placed on the agenda and if necessary any back ground information can be obtained.

Leonie Brown
Acting General Manager

28th May 2015

This week Councillor's finalised the Delivery Program and Operation Plan (budget) for the next financial year 2015-2016. There are many competing needs within the total operating expenditure of slightly over $20 million dollars and difficult decisions regarding priorities are often made. The budget provides for a General Fund balanced budget and a considerable amount of work was required to get it to that level. The budget reflects how Council will best work for the community, maintain its essential services, satisfy legislative demands and ensure financial sustainability.

Up to 27 NetWaste member Councils, from around NSW will come together in Bourke on Friday to discuss common waste issues under one of the organisation's quarterly Forums. NetWaste is a voluntary regional waste organisation that coordinates the provision of waste services and community education for its member Councils. NetWaste member Councils cover a vast area of Regional NSW branching from Broken Hill to Lithgow. Council's take it in turns hosting the Forums and the Bourke event will allow waste officers to see what advances have occurred in waste management over the last few years.

From the 6th July, licensed premises, restaurants and cafes need to comply with changes to the Smoke-free Environment Act 2000 that apply to their business. The changes are that commercial outdoor dining areas must be smoke-free and areas within 4 metres of a pedestrian entrance to or exit from a licenced venue, restaurant or café must be smoke-free. Penalties for customers and business owners who do not comply with the new smoking bans will be enforced by NSW Health Inspectors following the introduction of these bans.

The fourth rate instalment is due on 31st May 2015 as are the charges for the usage of filtered water.

If you are experiencing difficulty in paying these accounts and wish to make arrangements for the payment of these accounts please contact Councils Rates and Water Billing Officer.

The Western Division Mid Term Meeting will be held in Cobar on 1 June 2015, the Mayor, Cr Andrew Lewis, Deputy Mayor, Cr Barry Hollman, Cr Cecil Dorrington and I will attend the meeting.

Member for Barwon, Kevin Humphries will be attending the meeting to provide a NSW Government update.

Council has been approached by Waverley Council to attend the Launch of "One Tree per Child" on Friday, 5th June 2015 at Bondi. Council supported participation in the "One Tree per Child" initiative which was developed by our 2015 Australia Day Ambassador, Jon Dee in association with Olivia Newton John.

The concept has gained international support with Jon Dee travelling to Bristol in the United Kingdom to launch the concept in that city, which will see every primary aged student, plant a tree.

Following the meeting with Western NSW Local Health District on Wednesday, 19th May 2015 Council has expressed their disappointment on the closure of the Bourke Maternity Service.

Council will continue to work with the senior staff of the Western NSW Local Health District to ensure there are no further loss of services and a report with milestones for improvements to the health service as discussed at the meeting should be developed and provided to the community.

Council will monitor the development of a midwifery model to support both antenatal and post-natal needs of the community

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The old North Bourke Bridge is in need of some repair work and the ongoing maintenance of the bridge falls to Council following an agreement struck between Council and the Roads and Maritime Services.

Whilst the steel sections of the bridge are still in pretty good condition some of the timber sections are showings signs of deterioration and Council's Manager of Roads, Mark Gordon will be putting together a report on options for the repair of that section of the bridge and the estimated costs that will be involved.

Council has agreed to seek funding to carry out the necessary repair on the bridge to make it safe.

Council has written to the Hon. Niall Blair MLC the Minister for Primary Industries inviting him to visit Bourke so that he could meet with Council representatives first hand to discuss a range of issues within his portfolio affecting this part of the state. Issues include the ongoing drought conditions and the lack of water flow in the Darling River and availability of water for irrigation along with the current embargo on pumping from the Barwon Darling River System.

I understand the Bourke Clay Target Shooting Club held a very successful shoot on Friday and Saturday at the Bourke Renshaw complex. Approximately 50 competitors competed in the competition. Congratulations to the Committee.

I am sure you have noticed the tree lopping service currently working around town. Essential Energy has engaged the contactor to remove trees that are within one meter of the power lines. Work started on Monday and should be completed within two (2) weeks.

Manager of Works, Peter Brown travelled to a Regional Emergency Management meeting held in Cobar on Tuesday, items discussed were the water security of Menindee Lakes, town airports and reports form all Regional Emergency Officers.

Council continues to cart water to Byrock, although the area has received recent rain fall it has not been sufficient enough to fill the Byrock water tank, restrictions are in place for Byrock and all residents are reminded that the conservation of water is critical.

Regards

Leonie Brown
Acting General Manager

4th June 2015

On Sunday, 31st May 2015 Mayor, Cr Andrew Lewis, Deputy Mayor, Cr Barry Hollman, Cr Cec Dorrington and Manager of Corporate Services, Leonie Brown all travelled to Cobar to attend the mid-year Meeting of the Western Division Councils which was held on Sunday evening and Monday.

The focus of the meeting as expected revolved around the far Western Initiative and the ongoing role that Local Government will play in the delivery of services in Far Western NSW. The Member for Barwon Kevin Humphries, MP attended part of the meeting and his involvement in discussions is valued given that his electorate covers all but two (2) of the eight Councils earmarked to be part of the Far Western Initiative.

Mayor, Cr Andrew Lewis and Manager of Tourism and Development, Phil Johnston are in Sydney today to attend a workshop convened by Local Government New South Wales to discuss Rural and Regional issues. The workshop is a result of representations made by a number of Councils that the Annual Conference of Local Government New South Wales did not allow sufficient time for these issues to be discussed.

Presentations included the Financial Assistance Grants, the Local Government Reform Process, the future Local Water Utilities, Rural Roads and Regional and Rural Panning. Time will also be taken to allow, Western Councils, Regional City Councils, Inland Councils and Coastal Councils to meet within these groupings to look at issues impacting on them as a collective

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Mayor, Cr Andrew Lewis, Cr Sarah Barton and Manager of Corporate Services Leonie Brown together with the school captains of Bourke Public School will tomorrow attend the Australian Launch of the “One Tree Per Child Project”. The project is an initiative of well-known Australian Actress and Singer Olivia Newton- John and world renowned environmentalist Jon Dee.
The launch will take place at Bondi Beach tomorrow and the representatives from Bourke Public School will join with students from the Bondi area in planting trees as part of the launch that will also be attended by a number of prominent Federal Politicians.

I would like to thank Scott Parnaby for assisting in transporting the students to Sydney.

The involvement of Waverley Council whose area includes the iconic Bondi Beach and Bourke Shire Councils brings together two extremely well known places in Australia.

Bourke Shires Council's involvement stems from the visit from Jon Dee to Bourke as its 2015 Australia Day Ambassador and discussions regarding the "One Tree Per Child over dinner on the evening prior to the Australia Day Celebrations and it is great to see Bourke involved in what will hopefully become an extremely important and successful initiative involving thousands of children across the nation.

Bourke Shire Council was the first Council in New South Wales to commit to "One Tree Per Child" and was closely followed by Waverley. A number of other Councils including Sydney City Council have also since agreed to participate.

Jon Dee launched the project in Bristol earlier in the year and it already has an international flavour.

Bourke Shire Council hosted the quarterly meeting of Netwaste last week with 30 representatives attending the meeting including Councils like Bathurst, Parkes and Cabonne. Representatives from both the EPA and Waste Aid travelled from Sydney to attend and make presentations.

Waste Aid provided a presentation on the Pilot Program being conducted in Bourke for discrete Aboriginal Communities.

Amongst the matters discussed were the operation of the regional contracts for the chipping of green waste, scrap metal collection, e-waste (Old computers etc.) and collection of used oil.

The Netwaste education officer provided a presentation on the educational resources available for the implementation of school based awareness and educational programs. The group also had the opportunity to review the Bourke Waste Management facility and its operation and layout brought considerable favourable comment.

The favourable comments also extended to the appearance of the town and the variety of activities available for the touring public including the Back of Bourke Centre and National Parks.

The hosting of such events provides the opportunity to show case our town and Bourke Shire Staff have encouraged other groups to visit in the past and will continue to do so in the future

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Hungerford Field Days will be on this Friday and I would encourage anyone who has the opportunity to attend to do so as it is a great day out. The small community is to be commended on the presentation of the Field Days and they are able to attract a very diverse range of exhibitors and activities.

I had the opportunity to attend two (2) years ago and was surprised that amongst the goods that Annette purchased, were numerous pieces of patchwork material and quilt making accessories, a watch from the Jewellers who were to my surprise there for the day, and will be there again this year apparently.

All in all, it should be a good day offering something for everyone and importantly raises funds for the Royal Flying Doctor Service who provide such a great service for the outback areas.

The work crew from Murdi Paaki Regional Enterprise Corporation have been undertaking a considerable amount of work in the northern section of town with the positive impact of their efforts being clearly visible. The crew commenced work prior to the Back to Bourke weekend and their efforts at the Racecourse were very much appreciated by the Race Committee and the appearance of the facility which drew considerable favourable comment from the numerous visitors to town was, in no small way, assisted by their efforts. This good work has continued and will no doubt result in an ongoing enhancement of the appearance of our town

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My first few days back from my trip to Canada have been relatively busy and I feel that perhaps I could have certainly become accustomed to the leisurely lifestyle that I enjoyed for a couple of weeks.

It was certainly good to catch up with the family over there and for Annette and I to meet our new grandson Olivier for the first time. Gillian and Jean-Luc live in Quebec which is primarily a French speaking province and grand-daughter Pascale naturally speaks French as her first language. Given our very basic French, conversing with a two year old who speaks French was interesting, however, but was made slightly easier by the fact that she understands English as well.

The rain last week was extremely welcome and although not drought breaking will assist in putting rainwater into a number of very dry tanks and provide the moisture for some growth of grass.

The wet conditions resulted in the closure of much of the unsealed road network in the western part of the state and as I have mentioned on numerous occasions in the past the use of closed roads in not only illegal but causes significant damage to the road surface. With a road network that includes over 2000 kilometres of unsealed road Bourke Shire Council struggles to maintain the roads within its budgetary provisions and can ill afford the cost of additional repairs as a result of traffic on closed roads.

Mayor Andrew Lewis and I have been invited to meet with representatives of Western NSW local Health District Board to discuss their decision in relation to maternity and birthing facilities in Bourke.

Bourke Shire Council has been a strong advocate for the re-establishment of full Midwifery services for Bourke and has resolved to continue to work with Western NSW Local Health District staff to re-establish full birthing services if the opportunity for securing the right mix of staff is available.

In the interim Council has also resolved to monitor the development of a midwifery led model to support the antenatal and post- natal needs of the community. Council will also be seeking further information of midwife led birthing models.

As part of its Community Strategic Plan Council has an advocacy role to play in ensuring that the health services provided in Bourke adequately address the needs of the community

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Council at the May meeting also expressed concern in relation to the recent announcement that the Commonwealth has opened a tender for further water purchases from licence holders along the Barwon Darling river system. Council will be making representations to our Local Member Mark Coulton, MP expressing its concern and the impact that the buy back and sales of properties such as Tooralé have had on the economy of this region.

Thought for the week

"Believe you can and you are half way there "- Theodore Roosevelt

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11th June 2015

The Governor of New South Wales His Excellency, General the Honourable David Hurley AC. DSC and Mrs Hurley are visiting Bourke this week as part of a Vice Regal Tour.

Yesterday the Governor visited Byrock and laid a wreath at the monument at Byrock and visited the Byrock Rock Holes before returning to Bourke meeting up with representatives of the Maranuka Initiative.

Included in activities whilst he is in town will be a visit to some of the schools and attending a Vice-Regal Reception.

The launch of the "One Tree Per Child" initiative that was held at Bondi Beach last Friday was a tremendous success with very strong interest being shown by all sections of the Community. The Federal Minister for Communication, the Hon, Malcolm Turnbull, MP was in attendance as was the Federal Minister for the Environment, the Hon. Greg Hunt, MP who announced funding of $300,000 to allow 100,000 trees to be planted as part of the initiative.

Mayor, Cr Andrew Lewis and Cr Sarah Barton, Manager of Corporate Services, Leonie Brown and Roads Supervisor, Scott Parnaby were joined by the Captains and Vice Captains from Bourke Public School, Bradley Parnaby, Tara Brookman, Jordan Kane and Nikyra Suckling in representing the community of Bourke. They had the opportunity to assist with the planting

of trees, visited Waverly Primary School and also had the opportunity to assist Costa planting several smaller trees. Costa has his own Television program "Costa's Garden Odyssey".

The launch had the by-line of Bourke to Bondi and received considerable amount of press coverage. The launch was covered by the Sunrise Show and involved a live cross to Olivia Newton- John in America. Olivia Newton-John and John Dee together with Estelle Dee are the founders of the concept of "One Tree per Child.

Bourke Shire Council was the first Council in New South Wales to commit to participating in the project.

There was considerable interest from a number of television stations and by Sydney and Regional newspapers.

The students from Bourke Public School were excellent ambassadors for Bourke and received a number of positive comments in relation to their appearance, the maturity they displayed in their participation of the launch as well as their interaction with all others in attendance.
Bourke Shire Council is appreciative of the work undertaken by Waverley Council in coordination of the launch and would like to congratulate and thank Mayor Sally Betts and her staff on their efforts in this regard.

Bourke Shire Council presented Waverley with a small plaque noting the involvement of both Councils and in turn received a book from Waverley again in recognition of the involvement of both Councils.

Mayor, Cr Andrew Lewis, Manager of Tourism and Development, Phil Johnston and I were amongst a number of local representatives who met with the Western NSW local District Health Board at the Offices of Medicare Local last Tuesday night to discuss the decision of the Board not to proceed with the reopening of the Birthing Facility at the Bourke Multi-Purpose Centre.

The decision is disappointing and that disappointment was relayed to the Board.

There has been some talk around the possibility of a mid-wife led service; however, this is also off the agenda.

There was an assurance that the Health Service will in part supplement the loss of the birthing unit with an increased focus on both ante and post- natal care programmes.

Amongst the other issues raised with The Western NSW Local District Health Board was the announcement date of the successful tenderers for the provision of Visiting Medical Officer (VMO) Services for Bourke and any possible impact of Health Services in Bourke as result of the removal of the requirement of the successful tenderer to provided specialist skills including Obstetrics and anaesthetics.

Council has continued to make representation to the Parliamentary Secretary for the Minister for the Environment Bob Baldwin regarding the recent announcement that the Commonwealth has opened a tender for further water purchases from licence holders along the Barwon Darling river system.

The Mayor, Cr Andrew Lewis and I have a teleconference planned this afternoon with staff from Mr Baldwin's Office and we will be making it very clear to them the social and economic impact that has occurred as result of the reduction of water availability for agricultural purposes in our region.

The benefit of having properly developed plans in place to cater for emergency situations was demonstrated last week when an alteration to the normal flow at the Waste Water Treatment Plant resulted in effluent water being discharged onto land where it was not intended to flow. Staff at Council activated the Pollution Incident Response Management Plan (PIRMP) to ensure that the water was contained and that the appropriate authorities were notified and advised of remedial action.

There are times when we question the need to develop such plans but their availability in times of need provides clear guidelines for staff and the course of action to be undertaken has generally been approved by all agencies.

Despite the recent widespread rain across the region the catchment servicing the Byrock town water supply has again missed out on any substantive falls meaning that water carting to the village of Byrock will continue. Council has written to the Minister for Water Hon. Niall Blair MLC seeking permission to continue carting for the remainder of this financial year and also into 2015/2016 should it be necessary. Council is appreciative of the assistance given by the New South Wales Office of Water (NOW) in coordinating the application for the subsidy available for water carting during times when the normal catchment facility is dry.

A number of businesses in town conduct agencies for various national or state wide businesses for the payment of accounts which provide a valuable service to our community and in particular those without a computer. Payments for many of these can be done via the internet but when we stop and think about it this takes business from Bourke and removes the personal touch from the transaction and more importantly may ultimately lead to the reduced availability of some of these facilities or at least their downgrading. The payments made over the counter all contribute to the maintenance of employment opportunities within the town.

It is great to see the ongoing visitation to Bourke for sporting and social events with large numbers being in town for the Bowls Tournament over the long weekend and good numbers expected for the Golf Pro-Am next weekend. Along with the visitation generated by the influx of tourists at this time of the year these additional events provide a substantial injection of cash into the local economy.

Local Member for Barwon, Kevin Humphries was in town last Friday to present awards to both Dot Martin and Doreen Orcher who received Local Achievement Awards for Seniors Week. Kevin had earlier in the day been up to Hungerford for the Field Days. I took the opportunity to catch up with Kevin to raise with him a number of concerns of Council and also get an up-date on issues which had been previously raised with him.

Spare a thought for the travelling involved last week for Mayor, Cr Andrew Lewis who last Sunday and Monday was in Cobar for the Western Division Meetings, back in Cobar for the Western Lands Advisory Committee Tuesday, then drove to Sydney on Wednesday to attend the Local Government Regional Rural Workshop on Thursday and then attended the launch of "One Tree Per Child" on Friday also in Sydney, he was then in his home town of Gulgong on Saturday to participate in their Annual Street Parade to feature a number of his vintage pieces of equipment.

The PV Jandra has been out of action due to an electrical fault in one of the drives that supplies power to the starboard paddle. It has taken some time to identify the issue and source the part required. It is hoped to have the Jandra back in the water over the next few days.

Thought for the week!

We can't help everyone- but everyone can help someone- Ronald Regan

18th June 2015

The visit to Bourke and District by the Governor of New South Wales, His Excellency General the Honourable David Hurley AC. DSC and Mrs Hurley was extremely well received and appreciated by all those who had the opportunity to meet with them. Both were extremely approachable and were very interested in finding out about the town and the people within the town.

The first function that The Governor and Mrs Hurley attended was the ceremony to mark the involvement of people from the Byrock village in the Australian Armed Forces in both World War I and World War 11 and the very distinguished service of the men from this area and the remarkable demonstrations of bravery that saw three Victoria Crosses awarded and a number of other high awards. Thanks to the President of the Local RSL Sub Branch, Victor Bartley for his role in the coordination of the ceremony. It was great to have Cecily Hampton to be able to provide a welcome to country as part of the ceremony with two (2) of her Uncles amongst those who enlisted from Byrock and are recognised on the wall of remembrance.

At the Vice Regal Reception hosted by Government House Mrs Hurley joined the Bourke Choir for a song and she obviously is a keen singer and her participation was very much appreciated by the members of the choir and those in attendance.

The Mayor hosted a small dinner at the Back O' Bourke Centre on the Thursday Night for the Governor and Mrs Hurley which was catered for by the Bourke High School Year 11 Hospitality class and the meal presented was excellent. The students led by their teacher Kristie Hibbotson not only cooked the meal but also prepared the table settings, served the meal and cleaned up all of which they did in a very professional manner and they are certainly a credit to the school. The opportunity to cater for such a distinguished guest is something that they will remember and the Governor and Mrs Hurley assisted in the preservation of that memory by having their photograph taken with the students.

Council has received advice that the Parliamentary Secretary for the Minister for the Environment, Bob Baldwin will be visiting Bourke in July as part of his Tour of the Northern Section of the Murray Darling Basin and Mr Baldwin will be accompanied by the Member for Parkes Mark Coulton. The Tour was initially scheduled in May but the devastating storms that hit the area north of Newcastle resulted in the tour being cancelled as that area forms part of Mr Baldwin's electorate and Mr Baldwin rightly determined the welfare of his constituents should take precedence.

The 39th Annual Bourke Pro-Am Golf Tournament was held last weekend and again attracted a good field and the local Golf Committee have already it seems started planning for the 40th Pro Am to be held in 2016. I was interested in learning that the Bourke Pro Am is the longest continuing running Pro Am in Australia which is certainly a significant achievement for such a small community and a credit to those who have assisted in running and sponsoring the event over that period.

Work is continuing to rectify the fault in the electronic componentry that resulted in the PV Jandra being out of action for the past couple of weeks. It is unfortunate that due to the age of the vessel and the electronics within the vessel, that the sourcing of replacements has proved quite difficult. In an era when there are very rapid changes in technology it is an issue that will face all sectors of our community. The days of changing elements in jugs which people from my era will remember and getting things like small appliances repaired are basically a thing of the past as we move into greater mass production and into what has become a throw-away society.

Together with the Mayor, Cr Andrew Lewis, his wife Lorraine and I represented Council in attending a function held last Thursday night to acknowledge the fact that the National Australia Bank, including its predecessors, has provided 150 years of continuous service to Bourke and District which is a remarkable achievement and in a time when many Banks

seem to be withdrawing or reducing their services in many rural areas is very much appreciated.

The Bank was represented by Senior Staff from both Orange and Dubbo.

The Mayor, Cr Lewis presented the Bourke Branch with a plaque to mark this significant milestone.

It was interesting to note that for all this period the National Australia Bank had provided banking services to the Murray Family from Louth and Mr Dermott Murray was a special guest for the occasion and spoke on the long association that his family had enjoyed.

The next meeting of Council will be on Monday, 22nd June 2015 commencing at 9.00am as usual. A Public Forum will be held at 10.00am on the day and anyone with an issue that they would like to bring up to Councillors are invited to attend. Council encourages anyone who may be attending to present at the forum to contact the Executive Assistant, Kai Howard-Oakman on 0268308000 so that, if required, arrangements can be made for any computer presentation or additional information sought.

Council continues to make representations in relation to the economic and social impact that the water buy backs have had on our community both economically and socially and have written to the Minister for the Environment the Hon. Greg Hunt, MP questioning the announcement of another round of buy backs prior to any substantive evaluation of the impact of the previous decisions to reduce the availability of water for irrigation and other agricultural purposes in the region.

New South Wales Farmers have arranged a meeting with the NSW Minister for Regional Development, the Hon. John Barrilaro, MP to discuss the effects of the drought and in particular its effects on Small Business. The meeting is a follow up on the meeting held recently in Dubbo. Representatives from Walgett, Brewarrina and Coonamble Councils will also attend. Mayor, Cr Lewis attended the meeting in Dubbo and Council continues to advocate strongly for the impact of the drought within our communities to be recognised.

The guidelines for funding to be provided by the Drought Stimulus Package announced late in May to assist communities impacted by drought are close to being finalised and looking forward to their release so that a number of projects can be submitted for funding.

The Cuttaburra Bridge no. 3 on the Wanaaring Road is taking shape with the pylons having already been put into place. The contractors are hopeful that the bridge will be finalised before the end of June.

Remember booking for all Council facilities are to be made through Councils Engineering Department to ensure that we do not have multiple uses on the one day and also to ensure that they are properly prepared.

I received a number of positive comments regarding the condition of the road to Hungerford from people who travelled out for the Field Days and it is good to get such positive comments. As I have mentioned before it is extremely difficult to maintain a road network as large as we have with the limited funding available. Council strives to maximise the value for the dollars spent. The co-operation of residents and visitors in minimising the use of the unsealed road network during wet weather and adhering to the road closure notifications is appreciated and significantly reduces the damage to the road surface.

Thought for the week!

Genius is 1% inspiration and 99% perspiration – Thomas Edison

Ross Earl
General Manager

Resolution

228/2015 That the information in the General Manager's Activity Report as presented to Council on Monday, 22nd June 2015 be received and noted.			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

CORPORATE SERVICES ACTIVITY REPORT

File No:	**L4.1**
Report: 404/2015	**Library Report**
Author:	**Jodi Hatch, Library Manager**
Responsible Officer:	**Leonie Brown, Manager of Corporate Services**

1. Circulation statistics for May 2015:

Audio Visual	242
Adult Fiction	290
Non-Fiction	144
Junior Fiction	224
Magazines	106
Interlibrary Loans	2
Total	**1008**

During the same period in 2014, the figures were as follows:

Audio Visual	373
Adult Fiction	327
Non-Fiction	210
Junior Fiction	298
Magazines	112
Interlibrary Loans	7
Total	**1327**

2. Other statistical information:

New Members	8
Internet/Word Processing	154
Wireless Tickets	20
Number of Visitors	2722
Scans	4
Information Requests	71
Technical Assistance	6
Faxes	14

During the same period in 2014, the figures were as follows:

New Members	8
Internet/Word Processing	131
Wireless Tickets	15
Number of Visitors	1999
Scans	10
Information Requests	38
Technical Assistance	14

3. Children's craft and story time this month had 13 children attending.

4. Lego Club this month had 6 (six) children attending.

5. Simultaneous story time was held this month. Emma visited the preschool and read the story to 25 pre-schoolers. This was very successful, and preschool have asked us to return for more story time and activities.

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

Jodie Hatch
Library Manager

Resolution

229/2015 That Council note the information in the Corporate Services Activity Report as presented to Council on Monday, 22nd June 2015.			
Moved Cr Stutsel	**Seconded Cr Dorrington**	**Carried**	**Unstarred**

TOURISM AND DEVELOPMENT MANAGER'S ACTIVITY REPORT

File No:	**T4.3**
Report: 506/2015	**BOBEC and VIC May 2015 Activity update**
Responsible Officer:	**Phil Johnston, Manager Tourism and Development**

We have once again enjoyed an excellent start to the Visitors season with the number of visitors this year to the Visitors Centre already over 10,000. The feedback we have received in regards to the product on offer is again good with the added attractions now of the Outback Show and recommencement of the town tour.

Councillors will already be aware that the Jandra had a break down in one for the variable speed drives which supplies power to the electric motor. This fault has taken some time to diagnose and has meant that Jandra operations ceased on the June long weekend.

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

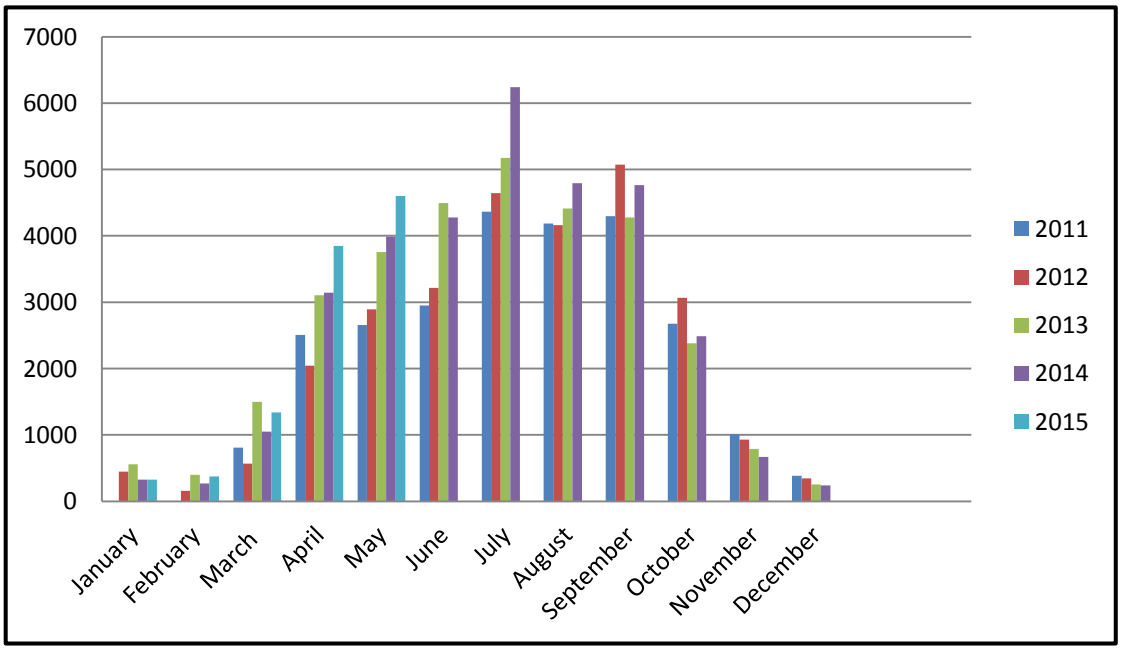

Table showing number of visitors to the Tourist Centre by month

	2011	2012	2013	2014	2015
January		448	560	325	326
February		157	397	271	373
March	810	570	1500	1051	1342
April	2507	2044	3103	3146	3849
May	2656	2891	3758	3988	4602
June	2952	3216	4492	4275	
July	4362	4643	5173	6241	
August	4187	4162	4410	4793	
September	4295	5074	4275	4764	
October	2674	3067	2383	2486	
November	1012	930	789	671	
December	386	347	254	242	

Visitation to Back O' Bourke Exhibition Centre

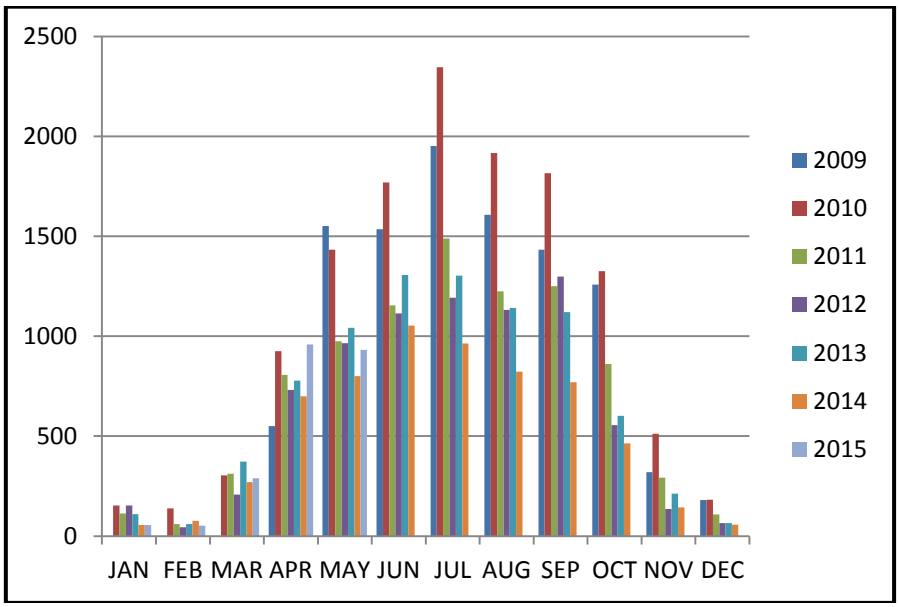

Table showing visitation to Back O' Bourke Exhibition Centre

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

Table showing visitation on board the PV Jandra

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

The Caravan and Camping Shows have now been completed for the year with the Sydney and Queensland Shows being well attended and very worthy for promotion of the Kidman Way. Planning of dates for next year is already underway.

The new Kidman Way brochure has also been produced and the new mud map brochure soon to be printed.

Resolution

230/2015 Council note the information in the Tourism and Development Manager's Activity Report as presented to Council on Monday, 22nd of June 2015.
Moved Cr Hollman Seconded Cr Johnson Carried

Phil Johnston
Manager of Tourism & Development

Resolution at 10.58am

231/2015 That Council suspend Standing Orders to receive and update from Darling River Local Area Command representatives, Inspector Scott Parker and Inspector Andrew Hurst to be followed by a presentation from Ken Harrison, Local Engagement Officer, Commonwealth Environmental Water Office. Then a Naturalisation Ceremony will be held.
Moved Cr Bartley Seconded Cr Stutsel Carried

11.25am – Manager of Tourism & Development returned to the Meeting

12.20pm – Cr Bartley left the meeting
12.30pm – Cr Bartley returned to the meeting

12.38pm – Cr Johnson left the meeting
12.43pm – Cr Johnson returned to the meeting

Resolution at 12.53pm

232/2015 That Council resume Standing Orders.		
Moved Cr Dorrington	**Seconded Cr Barton**	**Carried**

File No:	**T3.1, P3.2**
Report: 106/2015	**Plant Hire - CONFIDENTIAL**
Responsible Officer:	**Mark Gordon, Manager of Roads**

The subject report is proposed to be held in Closed Session under Section 10A (2) (d) (i) of the Local Government Act, 1993 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Resolution

233/2015 The subject report be held in Closed Session under Section 10A (2) (d) (i) of the Local Government Act, 1993 being commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.		
Moved Cr Barton	**Seconded Cr Dorrington**	**Carried**

CLOSED SESSION OF COUNCIL

Pursuant to section 10A (2) (d) (i), section 10A (2) (a), the public were invited to make representations to the Council Meeting before the meeting was closed, as to whether the meeting should be closed to consider the identified, being report 106/2015 – Plant Hire.

No members of the public made representation.

Resolution at 12.55pm

234/2015

1. **That Council resolve 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) 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 Barton	**Seconded Cr Dorrington**	**Carried**

Resolution at 12.58pm

235/2015 That Council move out of Closed Council and into open Council.		
Moved Cr Dorrington	**Seconded Cr Stutsel**	**Carried**

RESOLUTIONS FROM THE CLOSED SESSION OF COUNCIL MEETING

The resolution passed by Council while the meeting was closed to the public was read to the meeting by the Mayor and was as follows:-

Resolution

236/2015 That Council accept the tenders as detailed, Attachment (a) for the Plant Hire Tender for the 2015/2016 financial year.

There being no further business the meeting closed at 1.00pm