

Bourke  
Shire  
Council  
Annual  
Report  
2011/2012



**OUR GUIDING OPERATING  
PRINCIPLE  
(Our Motto)**

“Building a strong united  
community, proud of our past and  
committed to our future”

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## MAYOR'S MESSAGE

I have great pleasure in presenting the annual report for Bourke Shire Council for the 2011-2012 year. I continue to be heartened by the work that Bourke Shire Council staff and Councillors undertake in the community and the contributions made to achieving our strategic goals and objectives.

Throughout 2011 and 2012 I have continued to lobby for Bourke Shire in a number of forums. On trips to Canberra and Sydney I had the opportunity to raise issues such as Water Reform, Transport Services, Law and Order, Parental Responsibility and Education with a number of Party Leaders, Ministers, Members of Parliament and Senior Bureaucrats with a view to improving local social and economic circumstances.

Bourke and Districts are well represented at these forums with government looking to the Bourke community for leadership with a number of these activities.

Locally Bourke Shire Council completed the Community Strategic Plan which provides the local community with a strategic direction over the coming ten years. Highlights of the plan are the continued improvement of the local social and economic environment, maintaining the important road networks, ensuring good governance for Bourke Shire Council and the development of infrastructure such as new water treatment plant, Aboriginal Cultural Centre and youth facilities.

Throughout the year the community has come together and shown its strength and resilience on many occasions. A large flood from Queensland rains occurred in the western areas over the summer holiday period and into 2012. Flooding was widespread and caused damage and loss in productivity over three months. Natural Disaster funding has allowed for the repair of much of the community infrastructure and I would personally thank all those involved in the management of this disaster throughout much of January and February.

Once again I extend my sincere thanks to the Deputy Mayor, Cr Bob Stutsel and fellow Councillors who give up a considerable amount of time in maintaining the governance of Council and working for the betterment of the Bourke Shire area.

Andrew Lewis  
**MAYOR, BOURKE SHIRE COUNCIL**

## GENERAL MANAGER'S FOREWORD

The 2011-2012 financial year has been a positive one for Bourke Shire Council and the community with the Council working to achieve its goals as set out in its management plan.

Council is involved in a diverse range of activities throughout the region across its Roads, Town Services, Water & Wastewater, Environmental Services, Tourism and Economic Development Departments.

As we look back across the year, highlights across Council have been:

- \$835,000 construction of the Coonbilly Bridge on the Dowling Track
- \$669,400 spent on general maintenance of the Louth, Wanaaring, Cobar and Hungerford roads
- The completion of storm damage repairs on the Wongareena Creek and Back Creek sections of the Wanaaring Road and Dowling Track
- \$149,000 on the emergency town bore at Walkdens Bore
- Emergency repairs to the Louth and Alice Edwards Village levees as part of flood preparation over January 2012
- The completion of a new toilet block and change room and the War Memorial Swimming Complex along with the completion of the Pool Masterplan
- \$378,000 development of the industrial subdivision at North Bourke and the securing of NBN Co as a major tenant for the location of one of the networks satellite ground stations
- \$565,239 as part of Council's ten year plan for reseals we sealed 2.180 km on the Dowling Track (MR 404) and 15.508 km on the Louth Road (MR 68 Sth)

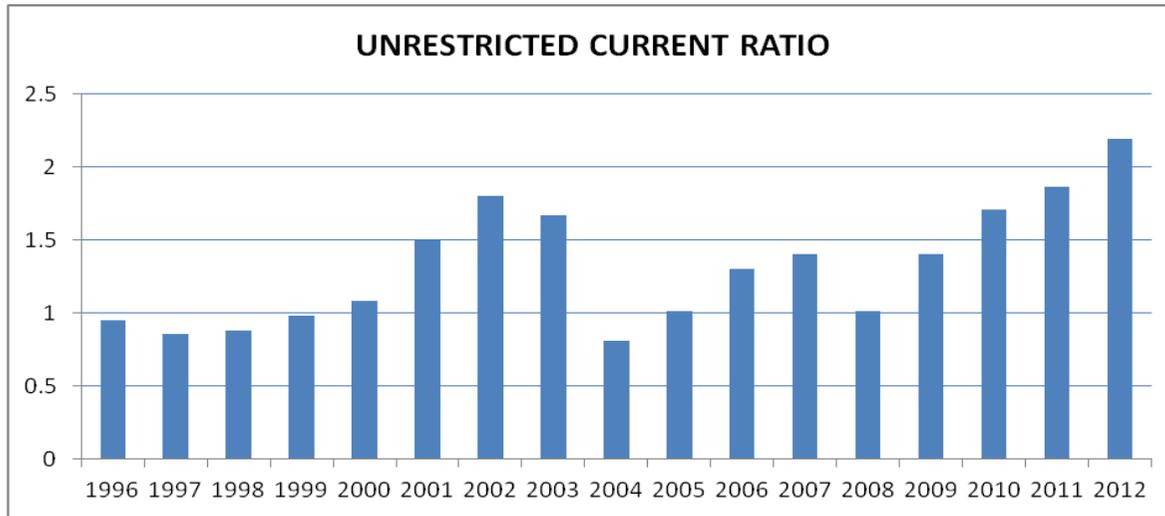
Council continues to work on the improvement of its financial position and ensuring that its Long Term Financial Plan, Work Force Plan and Asset Management Plan matches the direction provided in the Community Strategic Plan and Council being financially sustainable.

It is pleasing that throughout the year there has been a marked improvement in two key indicators of financial viability. The unrestricted current ratio and available working capital. Also significant was the reduction both the level of outstanding rates and the reduction in the debt services ratio.

I thank all Managers and staff of Council for their commitment to the organisation and the communities within the Shire. It is a difficult task to balance the expectations of the community, the financial constraints that we have and the legislation that that we work within. I would also like to thank the Mayor and Councillors for their efforts and support shown to me over the past year as General Manager.

Geoff Wise  
**General Manager**

## FINANCIAL INDICATOR TRENDS OVER 15 YEAR PERIOD



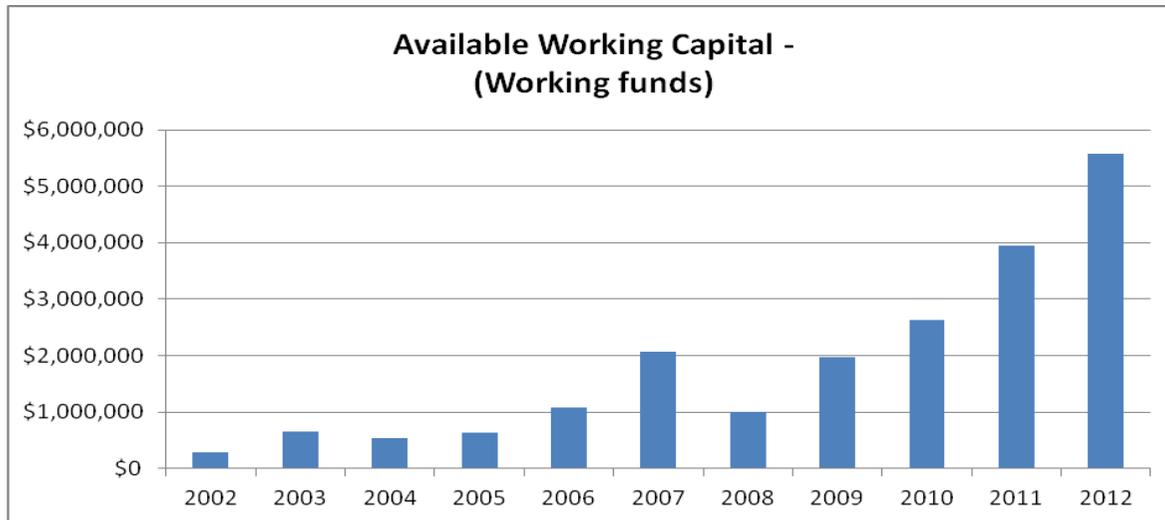
The Unrestricted Current Ratio is a financial indicator specific to local government and represents Council's ability to meet its debts and obligations as they fall due. The ratio assesses the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities.

Acceptable Measures:

Less than 1:1	= RED
Between 1:1 & 2:1	= AMBER
Between 2:1 & 10:1	= GREEN
Greater than 10:1	= RED

Two year forward target for Bourke Shire Council:

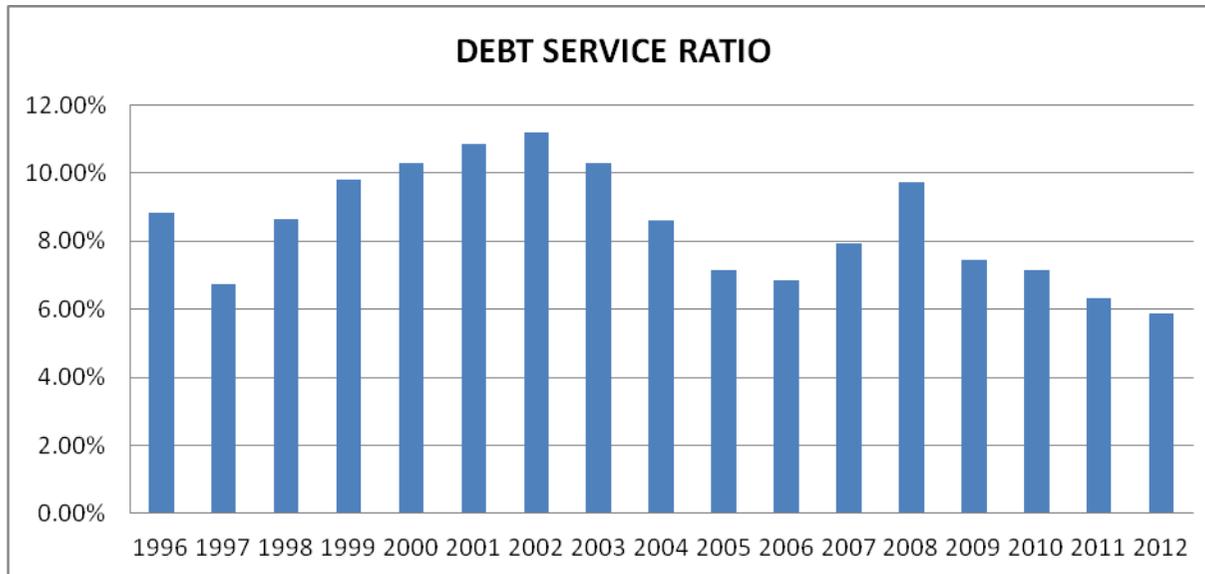
Over 2:1	RED	Remedial action required
	AMBER	Must monitor trend closely
	GREEN	Acceptable



The Available Working Capital – (Working Funds) is a more meaningful financial indicator specific to local government.

Net Current Assets are adjusted by eliminating both external and internal reserves held for future purposes.

Two year forward target for Bourke Shire Council: Greater than \$4,500,000

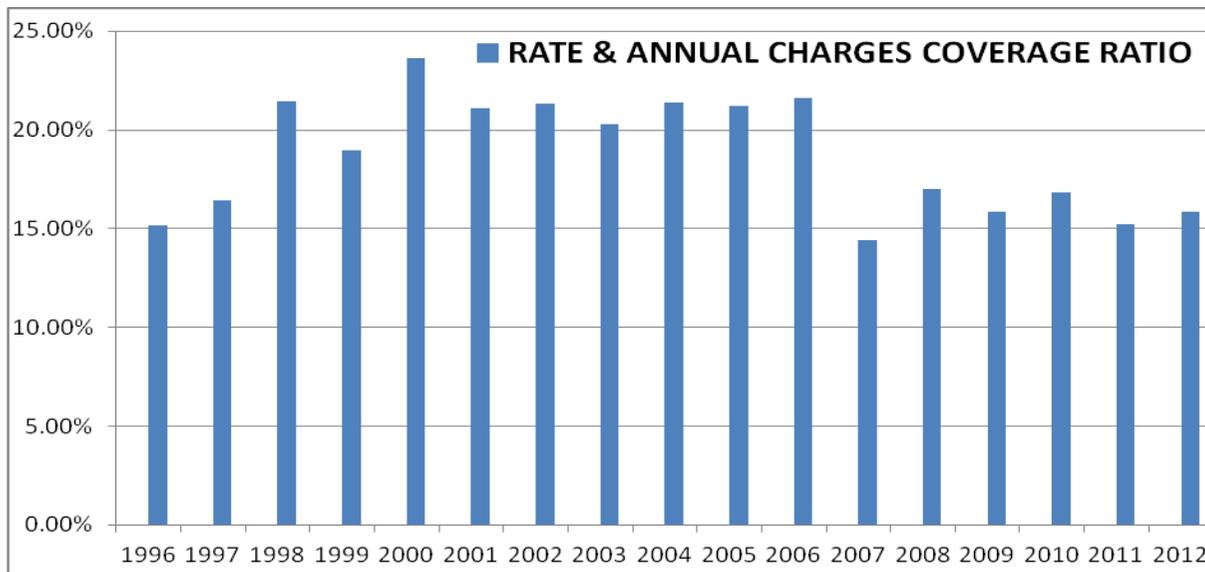


The Debt Service Ratio assesses the impact of loan principal & interest repayments on the discretionary revenue of Council.

**Acceptable measures:**  
 Less than 10% = Green  
 Between 10% & 15% = Amber  
 Greater than 15% = Red

**Two year forward target for Bourke Shire Council:** Less than 5.5%

**RED** Remedial action required  
**AMBER** Must monitor trend closely  
**GREEN** Acceptable



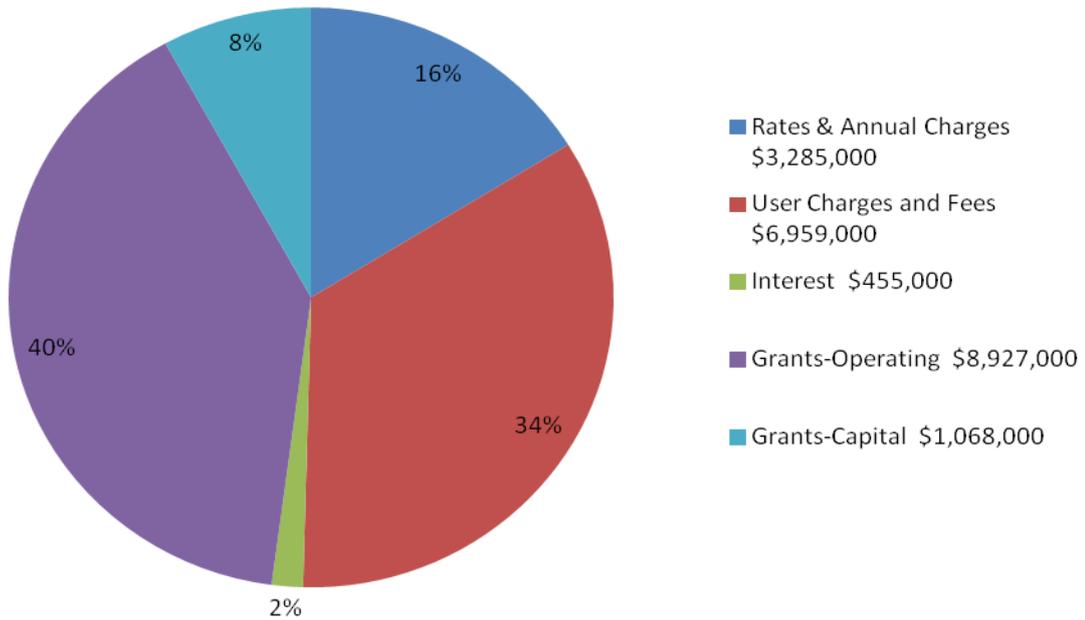
The Rates & Annual Charges Outstanding Percentage assesses the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

**Acceptable measures:**  
 Less than 6% = Green  
 Between 6% & 9% = Amber  
 Greater than 9% = Red

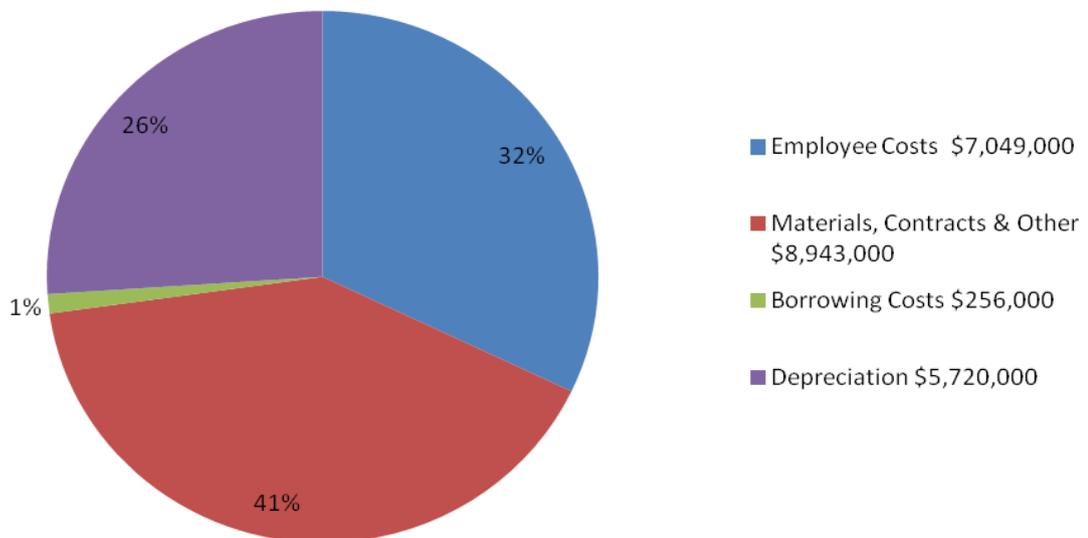
**Two year forward target for Bourke Shire Council:** Less than 9%

**RED** Remedial action required  
**AMBER** Must monitor trend closely  
**GREEN** Acceptable

**2011-12 REVENUE  
from CONTINUING OPERATIONS  
Total Revenue - \$20,694,000**



**2011-12 EXPENSES  
from CONTINUING OPERATIONS  
Total Expenses - \$21,968,000**



**BOURKE SHIRE COUNCIL'S STRATEGIC DIRECTION FOR THE NEXT  
DECADE (2011 - 2021)**

**OUR GUIDING OPERATING PRINCIPLE  
(Our Motto)**

Building a strong united community, proud of our past and  
committed to our future

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**WHAT WE WANT OUR FUTURE COMMUNITY TO BE  
(Our Vision)**

Bourke Shire will continue to grow as an iconic, outback,  
regional community and destination, which is united and  
productive, thriving on practical access to all modern  
services

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**OUR PRIMARY PURPOSE AND FOCUS  
(Our Mission)**

To provide leadership and initiative in maintaining and  
improving services and opportunities that meet the needs  
of the communities in the Shire, through proactive  
Councillor representation, responsible asset management  
and efficient, effective service delivery by staff.

# BOURKE SHIRE COUNCIL'S STRATEGIC DIRECTION FOR THE NEXT DECADE (2011 - 2021)

## OUR STRATEGIC AREAS OF FOCUS

### Growing Prosperity

- Improving the economic prospects for people who live in the region
- Promoting Bourke as a regional service centre
- Developing industry and business
- Promoting population growth

### Enhancing Community Wellbeing

- Taking leadership with our community and governments, to improve social issues in the region
- Encouraging and supporting initiatives with local indigenous communities, particularly through the Community Working Parties
- Promoting participation and coordination between the community and Council
- Encouraging and supporting community initiatives to enhance community benefits

### Living in the Environment

- Managing the natural and built environment responsibly
- Securing a sustainable water supply for all users
- Considering future generations in all our decision making

### Delivering Better Services

- Providing infrastructure to support community needs
- Effectively managing Council's assets
- Planning for future service needs of our communities
- Pursuing continuous improvement in the business of Council

### Promoting Leadership

- Advocating the iconic regional benefits of Bourke Shire areas, its people and resources
- Providing strategic leadership for the community
- Being recognised as an employer of choice

## OUR PLATFORM FROM WHICH WE OPERATE (Our Strategic Pillars)

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Community:	primary stakeholders and service recipients
Councillors:	provide governance, representation and leadership
Staff:	manage assets; deliver services to the community and to Councillors.
Assets:	roads; water and sewerage; plant, equipment and machinery; community facilities and service buildings; staff and finances
Legislation:	meet all legislative requirements

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## STATEMENT OF VALUES

Everyone who deals with Council or works in Council has the right to expect that Councillors and Council staff will make decisions based on consistent and high ethical standards in line with the principles of Council's Code of Conduct:-

- Openness
- Honesty
- Respect
- Accountability
- Objectivity
- Leadership
- Selflessness
- Integrity

To realise our Strategic Directions for the next 10 years, all Councillors, staff and agents of Council will act in a manner which:-

- Provides sound civic leadership to the communities in Bourke Shire
- Continually strives for improvement in every aspect of Council's activities
- Focuses on our customers
- Protects and enhances the environment for future generations
- Recognises initiative
- Is fair, equitable and does not discriminate.

## BOURKE SHIRE COUNCIL STATISICAL INFORMATION

Population:	2868 (September 2011)	
Area:	43,116 sq km	
Address:	PO Box 21 / 29 Mitchell Street Bourke NSW 2840	
Phone:	02 68308000	
Fax:	02 68723030	
Email:	<a href="mailto:bourkeshire@bourke.nsw.gov.au">bourkeshire@bourke.nsw.gov.au</a>	
Web:	<a href="http://www.bourke.nsw.gov.au">www.bourke.nsw.gov.au</a>	
Employees:	86	
Salaries & Wages:	\$4,439,000	
Income:	\$21M	
Rate Income:	\$3.3M	
Rate in Dollar	Town	4.65 cents per dollar
	Village	3.06 cents per dollar
	Rural	.75 cents per dollar
Total Operating Expenditure	\$22M	
Land Valuation:	\$110,702,845	
Rates Assessments:	1,749	

## COUNCILLORS

### Councillors

Since September 2008 Council elections, Council has comprised of:-

Cr Andrew Lewis (Mayor)

Cr Robert Stutsel (Deputy Mayor)

Cr Victor Bartley

Cr Olga Collis-McInnespie

Cr Sally Davis

Cr Cecil Dorrington

Cr Barry Hollman

Cr John Holmes

Cr Wal Mitchell

Cr Lachlan Ford (Elected by-election in May 2010, 1<sup>st</sup> Meeting 24<sup>th</sup> May 2010)

Cr Steve Greentree (Resigned 21/01/2010)

### Function of Councillors

Collectively, Councillors exercise the following functions:-

- To develop and monitor the implementation of strategic plans and budgets
- To determine and monitor the application of policies, plans and programs
- The efficient and effective provision of services and facilities
- The efficient and effective management of assets
- To facilitate and encourage the planning and development of the Shire in the best interests of the communities
- To appoint and monitor the performance of the General Manager
- To determine and review Council's resource allocation and expenditure activities
- To monitor the manner in which services are provided by Council.

### Public Forum

Members of the public can make representation to Council at the Public Forum which is held at 10.00am at each Ordinary Meeting of Council. Anyone wishing to take the opportunity is asked to contact Council's Executive Assistant on 68308000 and advise of their intention, giving as much notice as possible to Council. Ordinary Meetings of Council are normally held on the 4<sup>th</sup> Monday of the month. Any changes to this schedule are advertised in the Western Herald and broadcast on Radio Station 2WEB and will also be advertised on Council's website.

### Committees

Council has a variety of Committees as follows:

- Corporate Planning
- Roads Committee
- Town Committee
- Traffic Committee
- Villages Committee
- Back O' Bourke Advisory Committee
- Economic Development Committee

A list of members on each committee is available from Council's Office if required.

## COUNCIL STAFFING STRUCTURE

GENERAL MANAGER GEOFF WISE	<b>MANAGEMENT TEAM</b>	
	<b>MANAGER OF ENVIRONMENTAL SERVICES</b> <b>Dwayne Willoughby</b>	
	Environmental Support Officer	Senior Weeds Officer
	Admin Officer Trainee (PT)	Waste Depot Operator
	Environmental Operators x 2	Animal Control Operator
	Environmental & Development Officer	Cemetery Operator
	Ranger (Vacant)	
	<b>MANAGER OF ROAD SERVICES</b> <b>Mark Gordon</b>	
	Roads Maintenance x 8	Maintenance Relief Operators x 3
	Bitumen Maintenance x 3	Transport Services x 5
	Workshop x 4 Apprentice x 1	Roads Technical Officer
		Roads Inspector (RTA SIMC)
	Works Supervisor	Storeman
	<b>MANAGER OF TOWN SERVICES</b> <b>Bruce Gray as at 30/06/2012</b>	
	Town Services x 7	Building Maintenance Apprentice Building Maintenance
	Services Technical Officer x 1	Parks & Gardens x 4
	Engineering Secretary	
	<b>MANAGER OF WATER &amp; WASTEWATER SERVICES</b> <b>Vacant as at 30/06/2012</b>	
	Water & Wastewater Services x 7	
	<b>MANAGER OF TOURISM &amp; DEVELOPMENT</b> <b>Phil Johnston</b>	
	Manager Back O' Bourke Exhibition Centre	
	Captain x 1	Administration Assistant x 1
	Deckhand x 1 Deckhand Casual x 5	Retail Assistant (vacant)
	General Hand x 1	
	VIC Guides Casual x 5	Volunteers
	<b>MANAGER OF CORPORATE SERVICES</b> <b>Leonie Brown</b>	
	Senior Finance Officer	Executive Assistant
	Human Resource Officer	IT/GIS Officer x 1 IT Trainee x 1
	Rates & Water Billing Officer	Records Coordinator/Customer Service Officer x 1
	Finance Officer	Customer Service Officer
RTA Officer	Admin/Finance Trainee x 1 (Vacant)	
Community & Governance Officer	Library Manager x 1	
WHS/Risk Inspection Officer	Library Assistants x 2 (PPT)	
Cleaner		

## STATUTORY INFORMATION

### **Audited Financial Reports LGA s428 (2)(a)**

Bourke Shire Council has an improved financial position for the 2011/2012 financial year. Spencer Steer Chartered Accountants audit Councils Financial records. A full copy of the Financial Statements are included as an appendix to this report or are available for viewing from Council's Office, Library or on the Webpage [www.bourke.nsw.gov.au](http://www.bourke.nsw.gov.au)

### **Performance against Plan LGA s428 (2)(b)**

Refer to "Principal Activity Section" within this Annual Report.

### **STATE OF THE ENVIRONMENT REPORT s428A(1)**

In the 2011/12 reporting year, council participated in a joint State of the Environment (SOE) report coordinated by the Central Catchment Management Authority. This report covered the local government areas of Bourke, Brewarrina, Coonamble, Gilgandra, Warren, Narromine, Mid-Western, Dubbo, Lachlan, Warrumbungle, Blayney, Oberon, Cabonne, Bathurst, Wellington, Weddin and Orange. A copy of this report can be obtained by contacting Council's Office on 02 68308000, or from Council's website, [www.bourke.nsw.gov.au](http://www.bourke.nsw.gov.au)

The 2011/12 period required preparation of a comprehensive SOE report. Council participated in the joint report in the hope that a collaborative approach to what are mostly region wide issues might assist in making the reports a more useful tool in assisting council to measure and act against the community impacts on the environment.

Council has previously produced and adopted a Strategic Direction for the next decade 2010-2020, further development of this document, including its implementation through longer term 'strategic' and shorter 'operational' objectives, in the annual Management Plans, is predicted to more accurately link the SOE reporting to council's annual plans.

### **Condition of Public Works**

#### **LGA s428 (2)(d)**

The Audited Financial Reports (Special Schedule No7, Condition of Public Works), contains this information and is included as an appendix to this report.

### **Legal Proceedings**

#### **LGA s428 (2)(e) REG cl 217(1)(a3)**

#### **Rates and Charges**

Council retains a debt recovery service for the recovery of outstanding rates and charges. All charges incurred in using the service are recovered as a charge against the ratepayers.

Legal proceedings incurred by Council during this reporting period.

**Legal Costs:**

<b>Organisation</b>	<b>Status</b> cl 217(1)(a3)	<b>Amount</b> cl 217(1)(a3)
DLA Piper (Fluoride Disposal)	Completed	\$43,907.10
Marsdens Law Group (Fluoride Disposal)	Completed	\$8,073.09
(Dangerous Dog Advice)	Completed	\$1,590.05
Jamie Fisher Associates (713 Sale) for unpaid rates	Completed	\$4,194.85
<b>Total</b>	<b>Total</b>	<b>\$57,765.09</b>

**Councillor Expenses and Provision of Facilities****LGA s428 (2)(f) & REG 217 (1)(1a)**

Councils Payment of Expenses and Provision of Facilities to Mayors and Councillors Policy allows for the payment of expenses incurred by, and the provision of facilities to the Councillors in relation to their roles as elected persons and members of the governing body of the Council. The policy is included as an appendix to this document.

**Councillors Expenditure****Sec 428 2 (f), cl 217 (1)(a1)**

Council expended \$92,140.00 on Mayoral fees and Councillor Fees during 2011/12

The distribution was as follows:

Mayoral Fees	\$21,770.00
Councillors Fees	\$70,370.00

Total amounts of money expended during the year on the provision of facilities for use by Councillors and the payment of Councillor's expenses was \$19,025.59 The breakup of this expenditure is as follows:

Provision of dedicated office equipment to Councillors - cl217(1)(a1)(i)	\$344.90
Telephone calls made by Councillors - cl217(1)(a1)(ii)	Nil
Attendance of Councillors at Conferences and seminars - cl217(1)(a1)(iii)	\$18,680.69
Training of Councillors and provision of skills development - cl217(1)(a1)(iv)	Nil
Interstate visits by Councillors, including transport, accommodation and other out of pocket expenses - cl217(1)(a1)(v)	Nil
Overseas visits by Councillors, including transport, accommodation and other out of pocket expenses - cl217(1)(a1)(vi)	Nil
Expenses of any spouse, partner or other person who accompanied a Councillor - cl217(1)(a1)(vii)	Nil
Expenses involved in the provision of care for a child or an immediate family member of a Councillor - cl217(1)(a1)(viii)	Nil

**Overseas Visits****REG cl 217 (1)(a)**

Councillors and staff were not involved in overseas travel in 2011/12

## Senior Staff

### LGA s428 (2)(g), Sec 332 REG cl 217 (1)(c)

The General Manager is the only designated Senior Staff member as prescribed by Section 332 of the Act as at 30<sup>th</sup> June 2012, Council has two Managers who are paid on contracts to fulfil the delegation provided by the General Manager. Council also has a flat structure that includes six senior staff. The term 'Management' is used within Council and by the Councillors to describe the Management Executive, including the General Manager.

## Senior Staff Remuneration

### REG cl 217 (1)(b)

During 2011/12 the total remuneration package of the General Manager was \$175,974.00. This figure includes salaries paid, fringe benefit tax expenses, private use of a Council motor vehicle, employer's superannuation contribution and housing.

## Contracts Awarded

### REG cl 217 (2) (a)

The following contracts/tenders for \$150,000.00 or more were awarded during the year:

Name of Contractor cl 217(1)(a2)	Nature of Good or Services Provided cl 217(1)(a2)	Total amount payable under the contract cl 217(1)(a2)
Roads & Maritime Services	Road Works	\$1,244,097.87
A Ryan	Road Works	\$393,812.50
Caltex	Fuel Purchase	\$752,490.01
B Bowden Transport	Road Works	\$210,903.00
R Parnaby	Road Works	\$187,694.10
NAK Graders	Road Works	\$198,106.25
Mark Bowden Transport	Road Works	\$181,361.40
Calvani Crushing	Gravel Crushing	\$275,000.00
John Davis Mazda	Motor Vehicle Purchase	\$194,356.12
Boral Resources	Aggregate	\$424,511.89
Lionel Moore Trailers Pty Ltd	Side Tippers	\$213,092.56
Crossroad Tyres	Tyre Purchases	\$157,999.13
BHC Plumbing Contractors	Pumping Contract	\$190,042.44
Dearnu Constructions Pty Ltd	Bridge Building	\$620,400.00

## Section 67 Work on Private Land LGA s67(3) cl 217(1)(a4)

Details or a summary (as required by section 67(3) of resolutions made during 2011/12 under section 67 concerning work carried out on private land and details or a summary of such work if the cost of the work has been fully or partly subsidised by the Council, together a statement of the total amount by which the Council has subsidised any such work during 2011/12.

No resolutions under section 67 concerning work carried out on private land were made and no works of this nature were carried out during 2011/12.

### **Contributions and Donations (S.356) REG 217 cl(1)(a5)**

The total amount contributed or otherwise granted by Council under Section 356 of the Local Government Act, 1993 was \$38,922.40

### **Equal Employment Opportunity (EEO) Programs cl 217 (1)(a9) LGA s428 (2)(n)**

Council has a comprehensive EEO Management Plan, with some of the objectives from the plan are noted below:-

- To ensure that management and all employees understand EEO and Anti-Discrimination principles and their responsibilities in relation to them, and the EEO and Anti-Discrimination Management Plan, and its implementation
- To ensure the active participation of all employees and relevant unions in decision making about the EEO and Anti-Discrimination Management Plan and its implementation
- To review recruitment policies and practices to ensure they conform with EEO and Anti-Discrimination principles and to demonstrate fair practice. It will also provide opportunity for increased representation of EEO and Anti-Discrimination target groups in the various areas of Council employment
- To ensure that the Selection Committee members have sufficient skills and are fully aware of, and implement the principles of EEO and Anti-Discrimination
- To ensure that the various Council workplaces and facilities are accessible to people with physical disabilities
- To give the opportunity for people with a physical disability to gain a place in Council's workforce
- To ensure that appointment, promotion and transfer policies and practices conform with EEO and Anti-Discrimination principles and to demonstrate fair practice
- To increase the representation of women and other minority groups, in which they are currently under represented in Council
- To implement and maintain an accessible and effective grievance procedure

### **External Bodies Exercising Council Functions cl 217(1)(a6)**

No external bodies exercised functions delegated by Council.

### **Companies in Which Council has an Interest cl 217 (1)(a7)**

Council did not hold a controlling interest in any company during this financial reporting period.

### **Partnership, Cooperatives and Joint Ventures cl 217 (1)(a8)**

Partnerships, Cooperatives and Joint Ventures have included the following:-

- Australian Airports Association
- Darling River Run
- Kamilaroi Highway Committee
- Lower Macquarie Water Utilities Alliance
- Mungindi Menindee Advisory Council
- Murray Darling Association
- Orana Regional Organisation of Councils (OROC)
- Outback Arts

- Outback Regional Tourism Organisation (ORTO)
- Regional Development Australia – Orana Region
- Shires Association of NSW
- Western Catchment Management Authority
- Western Division Councils of NSW

**Rates & Charges Written Off LGA s428 (a) and REG cl(132) the following amounts of Rates & Charges were written off during the period**

<b>Pensioner Concessions</b>	<b>\$</b>	<b>Written Off \$</b>
General Rate - Pensioner	30,313.40	
Water – Pensioner	10,633.02	
Sewer - Pensioner	9,408.02	
<b>Sub Total Gross Pensioner Concessions</b>	<b>50,354.44</b>	
<b>State Subsidy Refund to Council</b>	<b>27,694.94</b>	
<b>Net Loss to Council for Pensioner Rebate Concessions</b>		<b>22,659.50</b>
<b>General Rates &amp; Charges</b>		<b>7,958.40</b>
<b>Total Rates &amp; Charges Write Off</b>		<b>30,617.90</b>

*It should be noted that Council received a subsidy payment from the Department of Local Government for 55% of the pensioner write offs for the year. In 2011/12 the subsidy amounted to \$27,694.94.*

### **Stormwater Management**

#### **LGA 428 (2) and REG cl 217(1)(e)**

- Maintained Stormwater Infrastructure
- Major repairs to flood damaged river outlet
- Services all stormwater gates prior to the December 2011/February 2012 floods
- Effective Kerb and Gutter replacement

## Government Information (Public Access) Act 2009

Council received one request in 2011/12.

### STATISTICAL INFORMATION ABOUT ACCESS APPLICATIONS (SCHEDULE 2)

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private Sector business	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	0	0	0	0	0	0	0	0
Members of the public (other)	1	0	0	0	0	0	0	0

\*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal Information applications*	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	1	0	0	0	0	0	0	0
Access applications that are partly personal information applications and partly others	0	0	0	0	0	0	0	0

\*A personal information application is an access application for personal information (as defined in clause 4 of Schedule to the Act) about the applicant (the applicant being an individual).

<b>Table C: Invalid applications</b>	
<b>Reason for Invalidity</b>	<b>No of applications</b>
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

<b>Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act</b>	
	<b>Number of times consideration used*</b>
Overriding secrecy laws	0
Cabinet Information	0
Executive Council Information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

\*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

<b>Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of Act</b>	
	<b>Number of occasions when application not successful</b>
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interest of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information	0

<b>Table F: Timeliness</b>			
	<b>Number of applications</b>		
Decided within the statutory timeframe (20 days plus any extensions)	0		
Decided after 35 days (by agreement with application)	1		
Not decided within time (deemed refusal)	0		
<b>Total</b>	<b>1</b>		
<b>Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)</b>			
	<b>Decision Varied</b>	<b>Decision upheld</b>	<b>Total</b>
Internal review	0	0	0
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by ADT	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

<b>Table H: Applications for review under part 5 of the Act (by type of applicant)</b>	
	<b>Number of applications for review</b>
Applications by access applicants	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

### **Privacy & Personal Information Protection Act 1998**

No reviews were conducted by, or on behalf of Council under Part 5 of the PPIP Act 1998.

### **Environmental Planning & Assessment Act 1979 s(93)(g)(5)**

Council complies with its Local Environmental Plan 1998, and development is assessed in accordance with the Environmental Planning and Assessment Act. Council in partnership with Brewarrina and Central Darling Shire Councils have received funding from the Department of Planning, under the Planning Reform Program, to prepare new Local Environmental Plans. Work has commenced on this project and a new plan is to be introduced by early 2013

### **ICAC Statistics**

Council had no formal request from ICAC, in the reporting year.

## PRINCIPAL ACTIVITIES

### OVERVIEW

#### Performance in Terms of Principal Activities

##### LGA s428 (2)(b)

In accordance with the provisions of the Local Government Act 1993, reports have been submitted to Council on a quarterly basis as to the extent to which the performance targets set by the 2011/2012 Management Plan have been achieved during the year.

#### Governance

To ensure the sound management of Council and the promotion of a favourable image of Council and its staff

#### Strategies

- Ensure Council's organisational structure is effective
- Ensure policies are relevant and meet objectives
- Ensure the objectives and targets identified in the Management Plan are met
- Establish Bourke Shire Council's Strategic Directions for the next decade
- Establish a Community Integrated Planning & Reporting Strategic planning process

#### Progress

- Policies are being methodically reviewed, amended or developed as identified
- Management Plan reviewed quarterly
- Strategic Directions document reviewed, endorsed and publicised

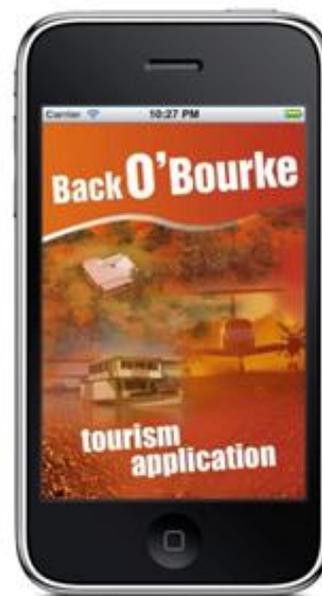
## TOURISM & ECONOMIC DEVELOPMENT

### BACK O' BOURKE EXHIBITION CENTRE AND PV JANDRA

The 2011- 2012 financial year has again been busy for all of the Back O' Bourke Experiences. The visitor centre has been consolidated inside the Exhibition Centre and staff have been working throughout the year to maximise information provided to customers as well as ensuring a full range of giftware is available for purchase.

Minor modifications to the foyer area were made to accommodate the additional information. The trend for visitation is up on the previous year although flooding in early 2012 meant a slow start to the calendar year.

Back O' Bourke staff continue to operate the Crossley Engine five days per week throughout the visitors season which has become another highlight in peoples visit to Bourke.



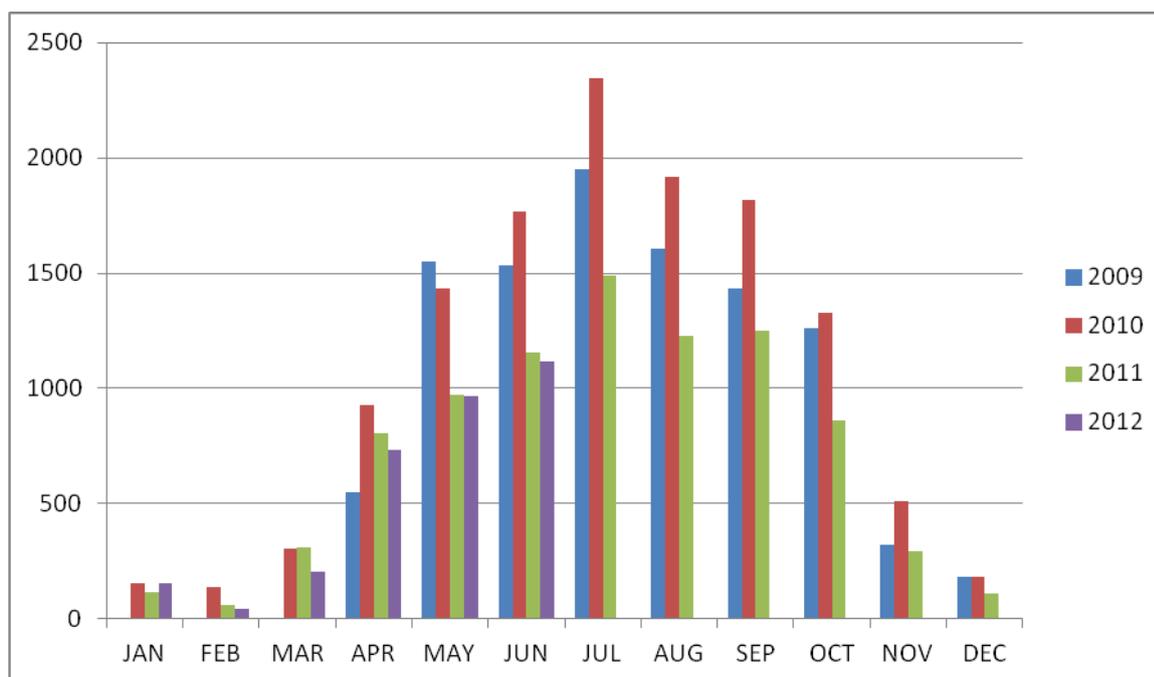
**Table 1- Visitors to the Visitor Information Centre 2011- 2012**

	2011	2012
January		448
February		157
March	810	570
April	2507	2044
May	2656	2891
June	2952	3216
July	4362	
August	4187	
September	4295	
October	2674	
November	1012	
December	386	

The Exhibition Centre and Jandra were equally busy although numbers to the Exhibition Centre were slightly lower than for the same period the year before. Despite this the feedback given for both the Exhibition Centre and the Jandra remains very strong. Minor changes to several displays were made and further landscaping took place.

In 2012 the cafe reopened under a lease arrangement and has operated throughout the 2012 calendar year.

**Graph 1 - Visitors through the Exhibition Centre from July 2011 to June 2012**



**Table 2- Visitors through the Exhibition Centre from July 2011 to June 2012**

Month	2009	2010	2011	2012
January		154	113	154
February		139	60	44
March		304	312	207
April	551	925	807	732
May	1551	1433	974	965
June	1535	1769	1154	1114
July	1951	2345	1489	
August	1607	1916	1225	
September	1433	1816	1251	
October	1259	1325	861	
November	320	512	292	
December	180	182	108	

**Table 3 - Visitors on the PV Jandra Paddleboat 2011 to 2012**

Month	2009	2010	2011	2012
January	Not Cruising	Not Cruising	Not Cruising	Not Cruising
February	Not Cruising	25	Not Cruising	Not Cruising
March	Not Cruising	213	Not Cruising	Not Cruising
April	Not Cruising	Not Cruising	1008	519
May	Not Cruising	1325	932	1035
June	949	1459	1241	1003
July	1532	1578	1386	
August	1174	1165	1186	
September	1212	1429	1411	
October	788	188	1085	
November	233	Not Cruising	Not Cruising	
December	42	Not Cruising	Not Cruising	
<b>Total</b>	<b>5930</b>	<b>7382</b>	<b>8249</b>	

## ECONOMIC DEVELOPMENT

Council have continued to assist in the area of economic development. Over the year Council staff have:

- Worked with local businesses particularly in the area of tourism development
- Organised additional upgrade to CCTV
- Been an active member of the Community Working Party
- Assisted to organise visits by students from Griffith University, Queensland
- Finalised the development of the Bourke Community Strategic Plan
- Worked with the local community throughout the emergency flooding early in 2012
- Developed additional web sites for Bourke tourism as well as mobile applications
- Procured the old Ambulance station for Council to be used by local community groups
- Developed the North Bourke industrial land site and worked to secure NBN Co as a developer within the site
- Supported the Country Week initiative of the Orana group of Economic Development Officers

Census figures were published during the year highlighting Bourke's continued population decline to 2868 residents. The census also highlighted Bourke's growing Aboriginal population by proportion and an increasingly younger community. Unemployment continues to be above the national averages along with high levels of welfare.

**Country Week 2011**



**Griffith University Exhibition of Bourke images opening in Brisbane**



**Artists impression of the approved NBN ground station to be built at the North Bourke Industrial Estate**



## CORPORATE SERVICES SECTION

### ADMINISTRATION

To provide effective administration support services to the Council, Mayor, General Manager and Departments and to fulfil Council's broad range of services and activities.

### Australia Day Celebrations

Australia day was held on 26<sup>th</sup> January 2012 at the Back O' Bourke Exhibition Café, with Steve Mortimer representing as the Australia Day Ambassador. A breakfast was held in conjunction with the Rotary Club and awards were presented.

- Young Sportsperson of the Year - Clare Lienesch
- Sportsperson of the Year – Richard McLean
- Emergency Services Volunteer Of The Year – Steve Walsh
- Village Community Services – Bruce Hughston
- Community Service Through Employment – Sharon Knight
- Young Citizen of the Year – Jacob Randall
- Citizen of the Year – Stan Douglas



### Wal Mitchell Wharf Precinct

On Australia Day 2012 the Wal Mitchell Wharf Precinct was dedicated for the lifelong work and achievements of Cr Wal Mitchell AM.

Throughout Cr Mitchell's entire career he has been the strongest of advocates for the people of Western New South Wales along with the Bourke and Louth communities. Of particular note his achievements and work have included:

- Being the Foundation Chair and National President of the Isolated Children's Parents Association. This Association was formed in Bourke 40 years ago last year, under the vision of Wal and a small number of other local people, and now is nationally recognized with numerous active branches across Australia.
- Being a Councillor with Bourke Shire Council continuously for 38 years, since 1974

- Leading the Bourke Shire Council as Mayor for 12 years from 1987 to 1999
- Serving as President of the NSW Shires Association for three years from 1993 to 1995.
- Representing the Bourke community on the Namoi Valley County Council, Barwon Darling Total Catchment Management Committee and the Barwon Darling Alliance.
- Being a Board Member of the Rural Counselling Service for 19 years
- Being awarded a Member of the Order of Australia, or AM, in 1999 for his service to Local Government as an advocate for social welfare, employment creation, water management and education programs
- Being awarded a Centenary Medal for his service to the community
- Receiving the Inland Tourism Champions Award as well as being a long term Board member and Chairman of the Back O' Bourke Exhibition Centre

In recognition of Wal Mitchell's work for the community and in understanding his passion for our history it was an honour for the Mayor to honour Cr Mitchell by the naming of the Wal Mitchell Wharf Precinct.



### **Seniors Week**

Seniors Week celebrations were held from Sunday, 18<sup>th</sup> March – Sunday, 25<sup>th</sup> March 2012. The week included BBQ's, live music by Mark Gordon, lunch at Diggers on the Darling, trivia games, craft, Daycare activities, live music and lunch at the Bowling Club. The week was attended by over 150 Seniors from Bourke and surrounding areas.



### **ANZAC Day/Remembrance Day**

Council takes part every year in the ANZAC Day March and Remembrance Day at Bourke by placing a wreath at the Cenotaph in memory of the fallen.

## Bourke Public Library

### Circulation Statistics

Audio Visual	3577
Adult Fiction	4853
Non-Fiction	1824
Junior Fiction	2901
Magazines	764
Interlibrary Loans	45
<b>Total Issues</b>	<b>13964</b>

### New Memberships

Adults	89
Temporary Adults	22
Junior	38
Organisations	2
<b>Total New Members</b>	<b>151</b>

### Previous Years Circulations Figures

Audio Visual	4342
Adult Fiction	5312
Non-Fiction	1896
Junior Fiction	2650
Magazines	735
Interlibrary Loans	60
<b>Total Issues</b>	<b>14995</b>

### Previous Year New Memberships

Adults	102
Temporary Adults	25
Junior	23
Organisations	0
<b>Total New Members</b>	<b>150</b>

## Highlights for the Year

### Building

New shelving was installed, increasing the height of existing shelves and giving more space for non-fiction, large print and talking book collections. We have purchased cabinets to house our DVD collection, which are purpose built for storing DVDs, and so we can fit twice the amount of DVDs in the same space. The new furniture and cabinets has allowed us make the most of the available space.

### Children's Services

Our children's services have been a great success this year, with new staff member Kate doing a fantastic job with the storytime and craft activities. Children's Book Week was celebrated during August. The library ran a number of competitions and had a good response with 123 entries. Prizes were awarded to 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place-getters in 2 age groups.

A Halloween children's party was held in the library in October, as part of our Children's Week celebrations. It was a big success, with 14 children attending and having a great time. There was a storytime session, craft activities and party food. A great job was done by Kate and Belinda in organising and running this event.

Throughout December the library ran a series of Christmas crafts and storytime sessions. We had excellent turnouts for all events, and received very positive feedback from those who attended.

During April the library held Easter crafts and storytime. We had a great turnout, with 17 children attending. Craft and storytime sessions are now being run every month and are proving very popular.

In June, we had 2 visits from the Preschool. We had about 15 children to each session. A storytime session was held, and the children enjoyed exploring the libraries picture books.

### Programs and Services

In November, we conducted a survey on the organisation of our collections, and the results showed that the majority of people would prefer the non-fiction to be organised more like a bookshop. We have therefore made a start at re-categorising the non-fiction. This will be a lengthy process, but when completed it will make the non-fiction collection much more accessible.

Work has begun on scanning and cataloguing the library collection of photographs. So far she has done around **150 photos** have been scanned. We have a long way to go, but once complete it will make the photograph collection much more accessible.

We have re-commenced visits to the Rivergum Lodge, as there are now persons requiring library services in the Lodge once again.

High school students visited the library in June for a Living Libraries project. Four community members attended the library to act as Living Books, telling their stories to the students and answering questions.

### **Grants**

In May we obtained a grant from the State Library of NSW for \$27509. The grant funding will be used to digitise the Western Herald newspapers. The newspapers will then be available online via Trove. We are very excited about this project.

Our local priority grant was used to upgrade our library computer system to the latest version of the software in April. We were also able to purchase some new hardware and software with the grant.

The library received a grant of \$16000 from the State Library of NSW Revitalising Libraries fund. This is being used to provide additional shelving and furnishings for the library, as well as new audio books.

### **Other**

Bourke hosted the meeting of the Central West Zone of Public Libraries NSW in October. We had 14 librarians and Councillors attending from around the zone. A dinner was held the evening before the meeting.

## ROADS SECTION OF ENGINEERING

### Regional Road Block Grant

**Budget:** \$2,154,000.00

**Sealed Road** – 104.54 km    **Unsealed Road** – 467.07 km

**Roads under Regional Road Block grant:** MR 68 Sth Bourke – Tilpa, MR 407 Louth – Cobar, MR 405 Bourke – Wanaaring & MR 404 Bourke – Hungerford.

**Expenditure General Maintenance on these roads:** (\$669,411.03) this includes grading, clearing of table drains, grid maintenance, signage, bitumen patching, reformation, clearing mitre drains.

**Expenditure Reseals:** (\$565,239.04)

As part of Council's ten year plan for reseals we sealed 2.180 km on MR 404 and 15.508 km on MR 68 Sth

**Expenditure Bridge & Major Culvert Maintenance:** (\$84,974.33)

No major repairs on bridges or culverts, only minor repairs and inspections completed.

### Coonbilly Creek Bridge Construction (MR 404 The Dowling Track)

Expenditure: (\$834,375.60)

This program was completed in September 2012 with the bridge construction completed by Dearnu Constructions of Peak Hill and the Approaches (new alignment) completed by Bourke Shire Council. Funding was provided under the Regional Road Repair program \$395,000.00 and Council's contribution of \$144,000 from the supplementary component and \$295,375.60 from the Roads Component of the Regional Road Block Grant.



**Construction of Coonbilly Creek Bridge**





**John Reed, Trevor Thomas & Phil Wilson working on the new approaches of Coonbilly Creek Bridge**





**Cameron (Bear) Brown working on the new alignment at Coonbilly Creek Bridge**



### **Storm Damage Regional Roads**

Council received funding to complete storm damage repairs on its Regional Roads as a result of the December 2010 events. A total of \$50,963.00 not spent was carried over into the 2011/2012 financial year.



**Wongareena Creek Wanaaring Road Dec 2010 Flood / Storm Damage**



**Back Creek MR 404 The Dowling Track Dec 2010 Flood / Storm Damage**



**Back Creek MR 404 The Dowling Track Dec 2010 Flood / Storm Damage**

### **Rural Local Roads**

**Budget:** \$800,000.00

**Sealed:** 11.29 km

**Listed Roads:** 48

**Unsealed:** 1,834.96

Expenditure: \$841,442.60

These figures are for routine maintenance for, grading, signs, gravel resheeting, reseals and patching, grid and culvert repairs etc.

### **Storm Damage Local Roads**

Council received a further \$356,896.00 as result of the December 2010 storm event. This was carried over into the 2011/2012 financial year.

### **Roads to Recovery**

Budget: \$845,889.40

Expenditure: \$912,149.51

### **RLR 46 Lanihuli Road**

Expenditure: \$58,953.04

Gravel resheeting of Warrego Creek crossing with rock material completed.

### **RLR 5 Coronga Peek Road**

Expenditure: \$42,903.75

Approximately 13km of Formation grading was completed, from Boral Quarry to the boundary.

**RLR 6 Ben Lomond Road**

Expenditure: \$11,101.92

Completion of Yanda Creek Crossing 2010/2011. The expenditure was carried over to this financial year to complete the project.

**RLR 34 Tuon Road**

Expenditure: \$93,931.32

This road received a full formation grade and some gravel resheeting of Tuon Creek was completed.

**RLR 50 Mooleyarrah Road**

Expenditure: \$176,596.52

Council completed a full formation grade on two thirds of this road with the final third receiving a normal maintenance grade due to over expenditure.

**RLR 10 Toorale Road**

Full formation grade completed from Louth to Dicks Dam.

Expenditure: \$16,002.18

**RLR 16 River Road**

Expenditure: \$43,197.32

Gravel resheeting completed.

**RLR 41 Long Meadows Road**

Expenditure: \$48,725.90

Gravel resheeting completed.

**RLR 6 Ben Lomond Road**

Expenditure: \$105,531.76

Full formation grade completed.

**RLR 28 Janbeth Road**

Expenditure: \$54,706.69

Gravel patching completed.

**RLR 49 West Culgoa Road**

Expenditure: \$11,981.84

Approach rail installed to the approaches of Whiskey Creek Bridge.

**RLR 10 Toorale Road**

Expenditure: \$12,679.35

Approach rail installed to the approaches of Tallyawalka Creek Bridge.

**RLR 42 Dry Bogan Road**

Expenditure: \$12,679.35

Approach rail installed to the approaches of the Dry Bogan Bridge.

**RLR 13 Landsdowne Road**

Expenditure: \$49,549.05

Full formation grade completed from crossroads to the Wanaaring road.

**RLR 29 Emaroo Road**

Expenditure: \$14,738.00

Formation grade in progress and will be completed in the 2012/2013 financial year.

**RLR 24 Ellavale Road**

Expenditure: \$18,559.74

Formation grade completed.

**Town Streets Reseals & Stabilisation**

Expenditure: \$100,778.69

Reseals were completed in Moculta, Warraweena and Tarcoon Streets

**Wortumurtie Street Lime Stabilisation**

Expenditure: \$33,623.09

Lime Stabilisation and Primer Seal was completed in Wortumurtie Street.

**State Roads**

**Sealed Road:** 357 km

**Unsealed:** Nil

**RMCC Routine Budget:** \$562,000.00

**Expenditure:** \$689,614.22

Routine activities carried out were pot hole patching, edge patching, sign & guide post maintenance, correct surface shape, shoulder grading, rest areas and rubbish removal, ground vegetation control, repair wearing surface, grid repairs and restoration of stock pile sites.

The over expenditure was paid by RMS under the RMCC contract.

## RMCC Works Orders

**Funding Received:** Approximately \$4,084,644.33



**Rehabilitation SH 29 Kamilaroi Highway**

Council received approximately \$4,084,644.33 in works orders for the financial year including accruals for works completed during the months of July and August.

Major works included 32.1 km of resealing, 13.5 km of shoulder widening, heavy patching and rehabilitation / widening of 2 km on the Kamilaroi Highway.



**Rehabilitation HW 29 Kamilaroi Highway**



**Rehabilitation HW 29 Kamilaroi Highway**

## PLANT

### Plant M&R

Budget: \$1,650,000.00

Expenditure: \$2,027,755.78

Council experienced many major breakdowns this financial year which contributed towards the over expenditure. As a result Council plant return was approximately \$300,000.00 below its 2010/2011 financial year estimate.

### Small Plant Replacement Maintenance & Repair

Budget: \$35,000

Expenditure: \$40,841.76

### Light Plant Replacement 2010/2011

Budget: \$120,000.00

Expenditure: \$130,878.00

### Heavy Plant Replacement 2010/2011

Budget: \$419,000.00

Expenditure: \$408,886.00

Isuzu 4x4 crew cab	\$43,905.00
Isuzu 450 NQR Tipper	\$52,169.00
Moore side tippers x 2	\$155,091.00
New caravan	\$66,239.00
Toro GM360 2WD Mower	\$23,001.00
Slasher Gason side shift	\$26,000.00
Fuel tank 6,000 litre	\$21,000.00
Mahindra Tractor	\$21,482.00
<b>Total</b>	<b>\$408,887.00</b>



**6,000 litre emergency fuel tank**



**New Mahindra tractor for Enngonia & Barrington Villages**



**New Side Tippers**



**Gas on side shift slasher**



**Town Services Tipper**



**Road Maintenance Caravan**



**New Toro Mower**

## WATER AND WASTEWATER SECTION OF ENGINEERING

To provide a cost effective Water and Wastewater service that meets customer service standards and complies with Health and Environmental Regulations

### Strategy

- Continue membership of the Lower Macquarie Water Utilities Association
- Drought proof Bourke and North Bourke with the installation of pipeline, from new bore site situated 13kms from North Bourke on the Fords Bridge Road. (Walkden's Bore). Six kilometres of pipe has been installed, a further \$2,450,000 is needed to complete the project, Federal funding has been applied for to treat bore water and deliver to the potable supply at all times to keep the bore active
- Meet Australian drinking water guidelines (ADWG) standards where possible and practical
- Meet best practice guidelines set out by NSW Office of Water
- Explore cost saving measures to reduce council expenditure
- Reduce Shire water demand with implementation of water wise education activities
- Renew and maintain Bourke's aging water assets
- Upgrade councils ageing Water and Sewerage infrastructure



*Walkdens Bore pipeline – Bourke's New Emergency Supply*

**Progress** -100% Government funding of \$550,000 was approved for the bore drilling and ongoing works (breakdown of expenditure below)

- Artesian bore has been drilled
- 6kms of Pipeline has been installed form the Walkden's Bore end
- REF (Regional Environmental Ractors) has been completed
- Public works – concept design for pipe work completed
- Continue to investigate cost effective methods to meet EPA licence standards and reduce load base licence fees at the sewerage treatment plant where practical
- Refurbish / replace Council's main sewerage pumping station (Mertin Street)
- Maintain a sewerage manhole lid replacement program
- Continue to replace all troublesome sewerage boundary traps
- Comply with key customer service performance requirements



***Drought –Bourke Weir - 5140ML- 42km Long when full***

- Best practice is implemented and the following are complete:-
  - IWCM (Integrated Water Cycle Management)
  - DMP (Demand Management Plan)
  - SBP (Strategic Business Plans)
  - DMP (Drought Management Plan)
  - DWQMP (Drinking Water Quality Management Plan)
  - LTWP (Liquid Trade Waste Policy) - part complete
- Bourke Shire Council has joined the Save Water Program and are constantly updated with save water ideas and techniques
- Bourke Shire Council also are part of the Water Wise Programs with opportunities for funding and water saving initiatives
- A structural investigation and scope of works program currently being completed on how to repair or replace Council's main sewerage pumping station
- Fluoride plant was commissioned 18<sup>th</sup> May 2011 and introduced into the potable water supply on the 15<sup>th</sup> June 2011

#### **Asset Improvement/ Replacement**

- A new power switch board has been installed at the Warraweena street pumping station
- Two new sludge lagoons have been prepared at the water plant
- Internal cleaning of all Councils water towers has been completed
- A new sewerage magflo meter has been install at the Warraweena Street Well
- New signage has been installed at all Council sewerage pumping stations
- Redirection of a water main to feed the Back O' Bourke Exhibition Centre completed
- Warraweena Street refurbishment has commenced

## TOWN SERVICES SECTION OF ENGINEERING

### Town Streets and Footpaths

- Resealing of various Town streets under the R2R (Roads to Recovery) Program completed
- Programmed and routine repairs and maintenance on streets, footpaths and lanes completed
- Traffic facility improvement completed at Intersection of Glen and Oxley Streets
- Installation of back lane gates as per requests
- School signage replacement through Town
- Installation of vandal resistant bin in main street
- Emergency levee repairs to Louth & Alice Edwards village



### **Parks, Gardens and Sporting Grounds**

- Programmed and routine repairs and maintenance completed



### **Council Buildings and Structures**

- Repair work at swimming pool kiosk
- Instillation of drain pipes and barriers in Louth levee and repair fencing
- Programmed and routine repairs and maintenance completed to Council properties
- Instillation of culvert SH7 at vision way



## Airport

- Programmed and routine repairs and maintenance on Bourke airport
- Audit of Bourke Airport carried out by CASA with an extremely favourable report
- Re-fresher training for all ARO's
- Executed emergency management with aircraft incident
- Grinding off ridges in runway as suggested by Airport Inspector



### **Village Amenities**

- Programmed and routine repairs and maintenance completed
- Installed flood gates Wanaaring levee
- Installed new windsocks and heads at Byrock, Enngonia & Fords Bridge airstrips



## **ENVIRONMENTAL SERVICES SECTION**

### **LAND USE PLANNING AND REGULATION**

#### **STATUTORY INFORMATION**

##### **STATE OF THE ENVIRONMENT REPORT s428A(1)**

In the 2011/12 reporting year, Council participated in a joint State of the Environment (SOE) report coordinated by the Central Catchment Management Authority. This report covered the local government areas of Bourke, Brewarrina, Coonamble, Gilgandra, Warren, Narromine, Mid-Western, Dubbo, Lachlan, Warrumbungle, Blayney, Oberon, Cabonne, Bathurst, Wellington, Weddin and Orange. A copy of this report can be obtained by contacting Council's Office on 02 68308000, or from Council's website, [www.bourke.nsw.gov.au](http://www.bourke.nsw.gov.au)

The 2011/12 period required the preparation of a comprehensive SOE report. Council participated in the joint report in the hope that a collaborative approach to what are mostly region wide issues might assist in making the reports a more useful tool in assisting Council to measure and act against the community impacts on the environment.

Council has previously produced and adopted a Strategic Direction for the next decade 2010-2020, further development of this document, including its implementation through longer term 'strategic' and shorter 'operational' objectives, in the Community Strategic Plan and the Delivery and Operational Plan, is predicted to more accurately link the SOE reporting to Council's plans.

##### **ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979 (s93G.5)**

Council complies with its Local Environmental Plan 1998, and development is assessed in accordance with the Environmental Planning and Assessment Act. Council in partnership with Brewarrina and Central Darling Shire Councils have received funding from the Department of Planning, under the Planning Reform Program, to prepare new Local Environmental Plans. Work has commenced on this project and a new local environment plan is to be introduced by late 2012 early 2013.

#### **ENVIRONMENTAL SERVICES**

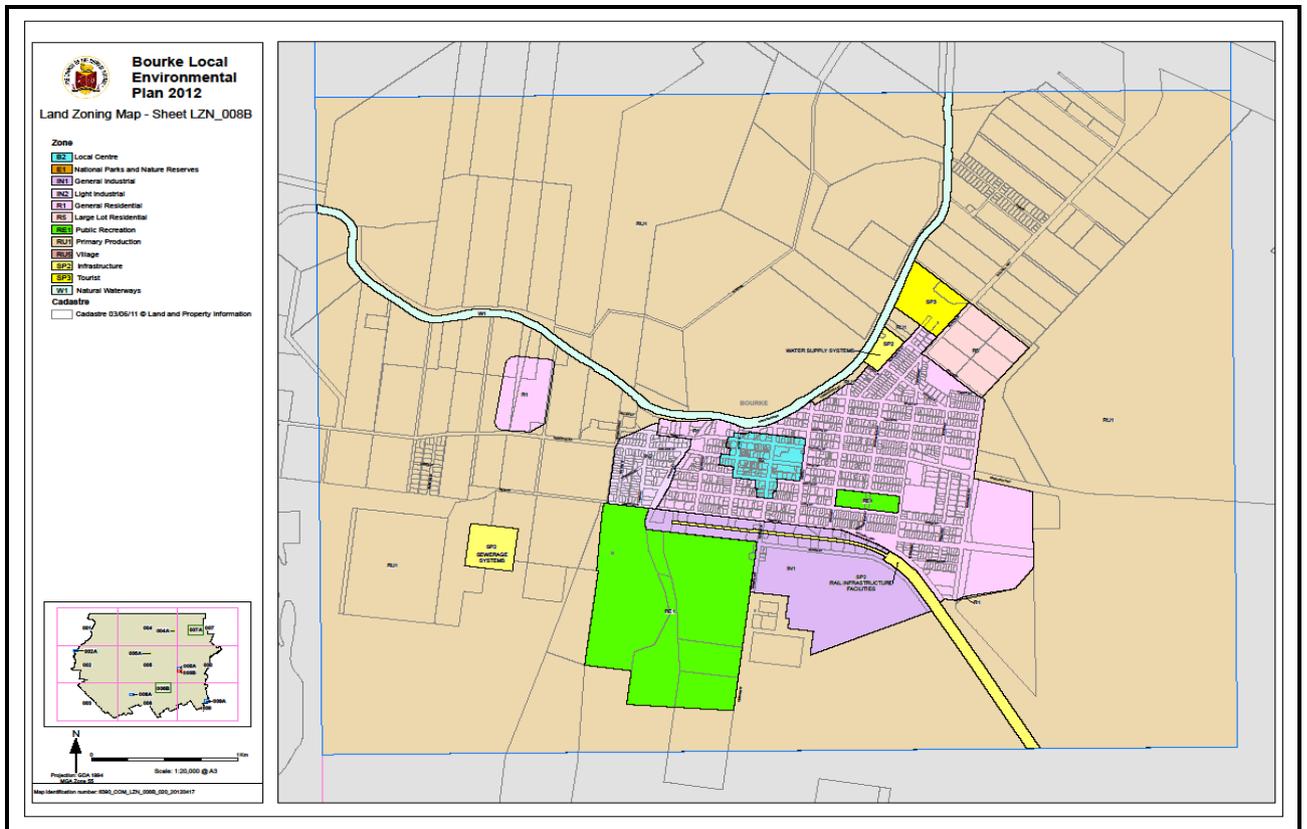
### **LAND USE PLANNING AND REGULATION**

Council continued to adhere to its principal land use planning and regulation instrument, the Bourke Local Environmental Plan 1998 in the reporting year.

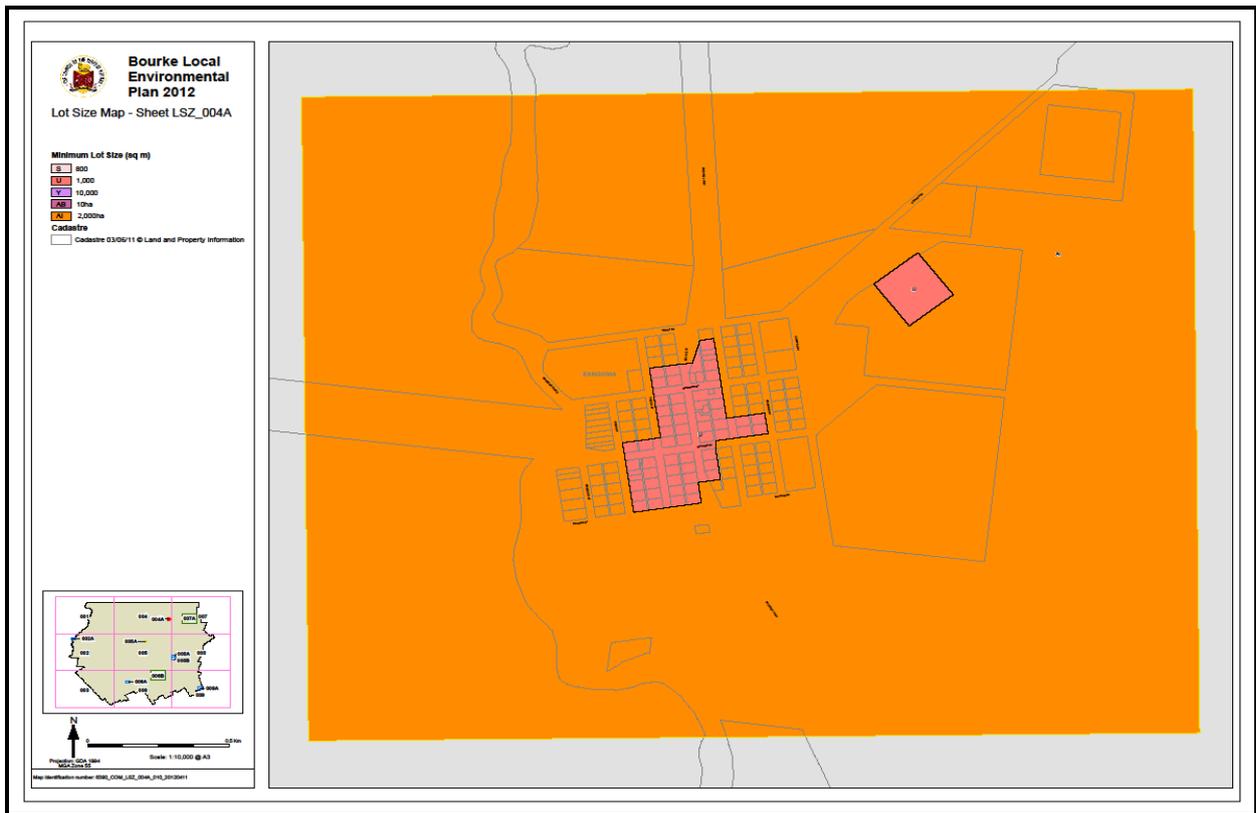
Development applications approved for 2011/12 were 26. The total value of projects amounted to \$10,844,854.00

Council have been working with consultants and the Department of Planning for the new LEP to be completed by the end of 2012. In December 2007 Council were advised that a joint funding application by Bourke, Brewarrina and Central Darling Shires, to the Department of Planning was successful. This provided \$100,000 towards the preparation of individual LEP's and associated zoning maps for the three Councils. This money was

provided under the Planning Reform program, which is an initiative of the Department of Planning, funded by a levy collected on all development over \$50,000, to fund improvements to planning instruments. The new LEP has been through the consultation and draft stage and Council is awaiting the Section 68 certificate report to be completed so the LEP can be submitted to the Department of Planning for final adoption.



**New Zoning Map**



**New Lot Size Map**

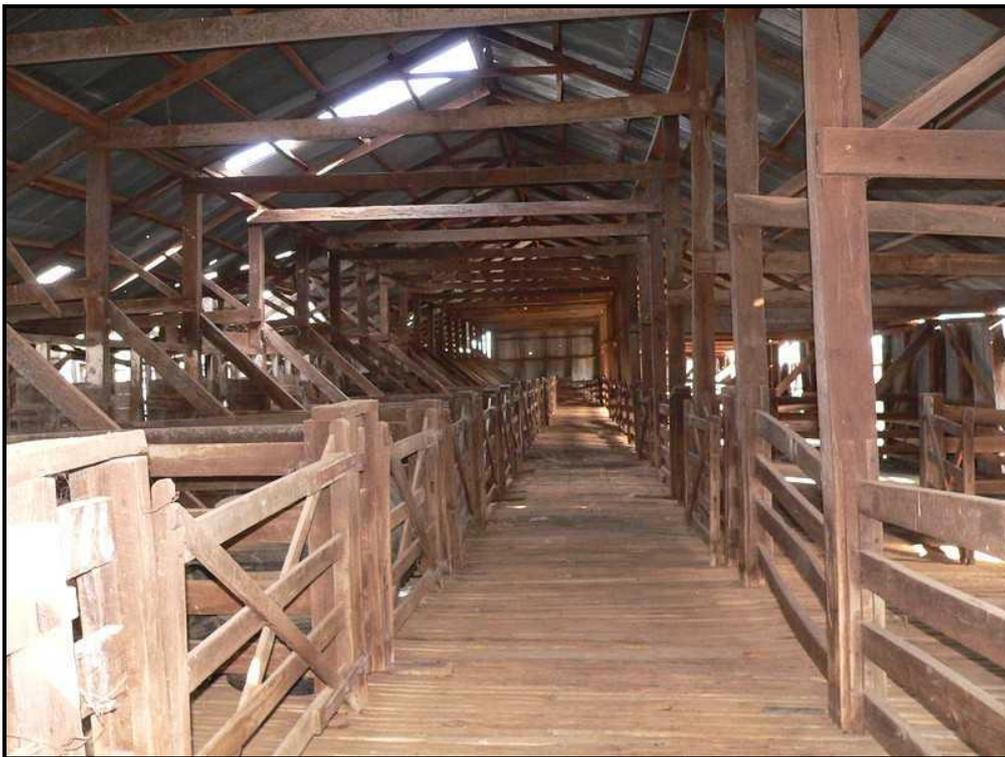
**HERITAGE CONSERVATION**

Council continued its commitment to providing Heritage services in the reporting period, by funding the employment of Comber Consultants as Council’s Heritage advisor, to continue their work in Heritage consultancy services. The Heritage advisory service, along with Councils annual \$15,000 Local Heritage Fund, is funded jointly by the NSW Heritage Office and Council.

Council is working with the NSW heritage office on completing an Aboriginal Heritage Study. There is still some work to be completed on consultation, and discussions are still occurring in the community as to the appropriate people to speak for country and therefore whose names should appear in the report. There is also ongoing discussion regarding confidentiality, as the community are concerned about site information appearing on websites and the like, and require assurances as to how the Heritage Office will maintain confidentiality before site information is released.



**Dunlop Station Quarters**



**Dunlop Station Shearing Shed**

**RANGER SERVICES cl 217(1)(f) 16.2(a) Guidelines**

Animal control continued to be the main focus in the provision of ranger services for the year. The number of animals impounded showing a slight rise, compared to 2010/11, as shown -

<b>Year</b>	<b>Animals Impounded</b>
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2009/10	127
2010/11	76
2011/12	86

The numbers show that the amount of animals impounded are still down from 2009/10, this is considered to be from a greater community participation rate in subsidised de-sexing and responsible pet ownership clinics provided by Council, in conjunction with the RSPCA and Greater Western Area Health Service in Bourke and Villages. A stronger focus has also been placed on greater liaison and more positive relationships with the community, particularly in relation to assisting in capturing stray animals and surrendering of unwanted pups, and education programs.



**Micro-chipping as part of the NSW Health Program**

## **WASTE MANAGEMENT**

Council continued its Waste Management (collection and disposal) operations for the period. The operation continues to be structured on a cost recovery basis, as provided for under the reasonable waste charges of the *Local Government Act 1993*.

Significant achievements for the 2011/12 year were the grinding of green waste to provide garden mulch to the community at no cost, increased education through the local school's targeting recycling and continued support and assistance to the Birrang organisation through their recycling enterprise. New landfill cells were constructed at the small village Waste Depots at Louth and Enngonia and improved signage at our village waste facilities was installed.

The 'Recovery Shop' operated at the Bourke Waste Depot has gained significant community acceptance and appreciation and importantly diverts waste from landfill to encourage reuse. Goods are selected and diverted by staff and re-sold through the shop at a minimal price.

Council continue to separate scrap metal from the waste stream and sell the metal for recycling as part of the Netwaste contract through Sims Metal collections. During the reporting period a total of 135 tonnes of steel had been collected. Council also continued to promote its Village Scrap Metal program, where village residents are being encouraged to

separate steel from their general waste. Council will then collect the steel and recycle, with any money then donated back to the village for community projects.

Council once again was a participant in the Netwaste group which is focused on collaborative approaches to waste and resource management, Council benefits highly from being a part of the Netwaste group and were proactive in participating in the development of Netwaste Strategic Waste plan from 2012 through to 2015.

Council continued to support Netwaste's Waste to Art program, which runs across the Netwaste member Councils. It is an initiative where residents are encouraged to produce artwork made from material that would otherwise go to landfill. Local Bourke entries took out the several prizes at the awards ceremony held in Forbes earlier in the year. Bourke has been selected to host the 2013 Waste to Art Exhibition.



**Bourke Shire Councils Garbage Compactor**



**New Signage at Louth Landfill Site**



**E-Waste Collection at Bourke's Landfill**

## **ENVIRONMENTAL HEALTH – Administration, Inspection, Control**

Routine water sampling continued throughout the year, for sampling and testing to ensure Council's potable water supply meets the NSW Health and *Australian Water Quality Guidelines*. Samples were collected weekly and sent to the Division of Analytical Laboratories (DAL) in Sydney for micro-biological analysis. Chemical samples were collected every 6 months and Fluoride Sampling were taken monthly to be analysed by DAL. Non compliant samples were acted upon. Routine water sampling of the untreated non-potable village water supplies, as recommended by NSW Health was undertaken and analysed by DAL. Residents are reminded that it is a non potable supply and should not be used for human consumption when non-compliant samples are detected.

Council also assisted the Department of Water and Energy in collecting raw river samples and sending to Hunter Laboratories for analysis, for monitoring and control of Blue Green Algae under the *River Watch* scheme.

Council continues to apply it's On Site Sewerage Management Policy, with all new applications for onsite sewerage management systems requiring applications, assessment and approval under relevant guidelines and legislation. Council has a register of systems, and will shortly commence routine inspections of existing systems, as outlined in the policy on a risk priority basis.



**Bourke Weir**



**Piezometer testing a Bourke Landfill**

## **CEMETERIES ADMINISTRATION AND MAINTENANCE**

Grave location queries are now being mapped, and as a result the many visitors that pass through, wishing to visit relatives or past friends graves are able to receive a colour map of the area, with the grave clearly marked.

The aerial photography has also greatly assisted in future planning of rows and long term planning of the cemetery. Maintenance of the cemetery was undertaken to keep the area in a clean and tidy state. A beautification program has been devised and started with the planting of new native trees and the spraying of weeds and burrs ongoing. New gardens beds are planned in the future to enhance the visual appearance of the cemetery. New signage to assist visitors to the cemetery has been erected to help with entrance and location of the different portions of the cemetery.



**New Signage at the Bourke Cemetery**



**Niche Walls Bourke Cemetery**

## **NOXIOUS WEEDS MANAGEMENT**

Council continued its progress in ensuring it meets its responsibilities in noxious weeds management. Existing weeds management plans were reviewed and adopted at a regional level. Regular inspections were conducted of Council owned/controlled property to ensure the obligations under Noxious Weeds Act are met. Regular property inspections were also undertaken to provide advice to land owners with respect to noxious weeds control.



**Rubber Vine near the Wanaaring Waste Depot**



**Athel Pines which were removed from the Golf Course**

### **COUNCIL'S WAR MEMORIAL SWIMMING POOL COMPLEX**

Council awarded a new three year contract to the existing contractors for the ongoing management of the swimming pool complex. The pool continues to present a financial challenge to Council, given its aging infrastructure, it is nevertheless one of the most important and most well frequented facilities in the town, and Council are committed to its future. Council in the period allocated funding for two major projects at the Swimming Pool Complex these being development of a master plan for the complex and a new multifunctional toilet and change room block.

The Master plan was developed to assess the current pool complex and develop a concept design and costing for future development and upgrading of the Bourke Swimming Pool Complex. The Master plan was developed through a significant public consultation process which involved organisations such as local schools, health departments, sporting groups and swimming pool group users.

The new toilet block encompasses both Male and Female toilets facilities, showers, change rooms and an accessible shower and toilets for each sex. The design of the toilet block is a multifunctional design which allows the toilet block to be separated into sections so users of both the pool and Coolican Oval can now have access to toilets and showers and change rooms.

Water quality remains high at the pool, with no complaints in this area. Regular daily and hourly testing and analysis is undertaken on site, and routine samples are also sent to an independent laboratory to confirm the onsite data.

## New Multi-purpose Amenities Building at the Memorial Pool Complex



## **FOOD PREMISES**

Bourke Shire Council is an active member of the North West Region Food group who meet regularly with the NSW Food Authority to discuss issues concerning food premises. Being part of the group enables Council staff to keep abreast with new legislation and procedures and provides a Council members with a good network of colleagues in which food related issues can be discussed.

Bourke Shire Council is a Category B Enforcement Agency in food safety. All required food premises were inspected in Bourke with 29 inspections undertaken with one re-inspection required, overall the standard of food premises in the Bourke Shire Council was generally good. The NSW food authority standard assessment inspection report books were used, which provides a consistent approach throughout. These assessments are signed off by the proprietor and a copy provided and the end of the inspection, the details of which are discussed on site which relieves the need for additional letters to be sent out.

Bourke Shire Council also organised training for food premises in the local government area through the TAFE for the Food Safety Supervisor certificate. The Food Safety Supervisor requirement applies to businesses serving food that is ready to eat, potentially hazardous and not sold and served in its package.



**Inspection of food Premise in Bourke**

## **CROWN AND PUBLIC LAND**

Council continues to administer and manage the many parcels of Crown Land within the Shire. It strives to ensure all Crown and Public Land under Council's control is managed in accordance with the Crown Lands Act and the Local Government Act 1993. A register of all land is maintained to assist with planning for future requirements.

A Draft Management Plan for the Fishing Reserve, a river front reserve just downstream of the Bourke Weir has been developed. Meetings and consultation have occurred and are ongoing in the finalisation of the draft plan, but it is considered a step in the right direction in the management of such Reserves. It is hoped that this plan can be used as a template to assist in the preparation of other plans for similar reserves within the Shire.



**Banks of the Darling River**



**Bourke Maritime Trial**