Bourke Shire Council
Minutes
Monday, 29th October 2018

General Manager: Ross Earl

Present

C12.1

Councillors	31/01	26/02	06/03	26/03	23/04	2/05	28/05	25/06	23/07	27/08	24/09	29/10	26/11
Cr Barry Hollman	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Cr Cec Dorrington	✓	✓	✓	✓	✓	✓	✓	AP	AP	✓	✓	✓	
Cr Lachlan Ford	✓	✓	AP	AP	✓	✓	✓	AP	✓	✓	✓	✓	
Cr Robert Stutsel	✓ 4.10	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Cr Sally Davis	✓ 4.25	✓ 9.19am	✓	✓	AP	✓	✓	✓	✓ 9.04am	AP	✓	✓	
Cr Sarah Barton	✓	✓ 9.17am	✓ 5.01pm	✓ 9.07am	✓	✓	AP	✓	✓	✓	✓	✓	
Cr Victor Bartley	✓	✓	✓	✓	✓	✓	✓	✓	✓	AP	✓	✓	
Cr Sam Rice	AP	✓	✓ 5.02pm	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Cr Ian Cole	✓	✓	✓	✓	AP	✓	✓	✓	✓	✓	✓	✓	
Cr John Thompson	AP	✓	✓	✓	✓	✓	✓	✓	AP	✓	✓	✓	

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

Opening Prayer

The Mayor opened the meeting with a prayer.

Remembrance

Council stood in silence in the memory of:-

Richard Wielinga
Victor Azzopardi
Kim Anderson (Jones)
Steven Johnson

Apologies

All Councillors were present

Declaration of Interest

A Declaration of Interest was received from Cr Barton regarding Report 601/2018 – Delegates Report, JB Renshaw Sporting Complex Users Meeting

Mayoral Minute

Date	Meeting	Location
24/09/2018	Council Meeting	Council Chamber
	Meeting with CAPRA Developments	Conference Room
27/09/2018	Men's Shed Anniversary	Men's Shed
28/09/2018	National Police Remembrance Day	Holy Innocents Church
28/09/2018	Meeting with Richard Stutchbury	Main Street
02/10/2018	Meeting with Kevin Humphries, MP Stronger Communities Grants	Council Chamber
08/10/2018	Meeting with Daria Turley – Labour Candidate for Seat of Barwon	Council Chamber
16/10/2018	Bushtracker Muster – Meeting with President	Council Chamber
16/10/2018	Bourke Building Future Communities Workshop Department of Planning	Council Chamber
17/10/2018	Meeting with RDA Orana	Conference Room
21-23/10/2018	LGNSW Annual Conference	Albury
23/10/2018	Far West JO Meeting	Albury
25/10/2018	Welcome to Bourke Better Business	BOBEC
29/10/2018	Council Meeting	Council Chamber

The Mayor thanked John Beer for his contribution to the Bourke community during his time in Bourke.

Resolution

389/2018 That the information in the Mayoral Minute as presented to the Ordinary Meeting of Council held on Monday, 29th October 2018 be noted.
Moved Cr Hollman Carried

Starring of Items

The Mayor invited requests for the starring of additional items and the following items were listed for discussion.

Report NO	Report Name	Responsible Officer
501/2018	Tourism & Events Activity Report	MT&E

Resolution

390/2018 That recommendations as detailed in the un-starred items in the Agenda for the Ordinary Meeting of Council held on Monday, 29th October be adopted.
Moved Cr Barton Seconded Cr Dorrington Carried

Confirmation of the Minutes

Resolution

391/2018 That the Minutes of the Ordinary Meeting of Council held on Monday, 24th September 2018 be confirmed as a true and accurate record of that meeting.
Moved Cr Barton Seconded Cr Dorrington Carried

Notice of Motion

File No:	T6.1-C12.5
Report: 0009/2018	Notice of Motion
Responsible Officer:	Councillor Victor Bartley

That Council review its Current Street Tree Policy to provide greater clarity as to the way in which trees to be removed are determined on an annual basis and the procedure to be adopted in relation to the notification of the trees proposed for removal.

Cr Victor Bartley

Recommendation:
For Council's consideration

Resolution

392/2018 That Council review its current Street Tree Policy to provide greater clarity as to the way in which trees to be removed are determined on an annual basis and the procedure to be adopted in relation to the notification of the trees proposed for removal.
Moved Cr Bartley Seconded Cr Barton Carried

File No:	L8.21-C12.5
Report: 0010/2018	Notice of Motion
Responsible Officer:	Councillor John Thompson & Councillor Robert Stutsel

Motion to be put before the meeting of The Council of the Shire of Bourke on Monday, 29 October 2018

THAT when considering tenders for the supply of plant or machinery, on a wet or dry basis, Council give preference to local suppliers.

MOVED: ..... SECONDED: .....
Cr John Thompson Cr Robert Stutsel

General Manager's Note:
Attached to the Business Paper is Council's current Procurement Policy

Motion

That when considering tenders for the supply of plant or machinery, on a wet or dry basis, Council give preference to local suppliers.		
Moved Cr Thompson	Seconded Cr Stutsel	Lost

Amendment

That when considering tenders for the supply of plant or machinery, on wet or dry basis, Council continue to give preference to local suppliers in line with current policy.		
Moved Cr Cole	Seconded Cr Ford	Carried

The amendment became the resolution

Resolution

393/2018 That when considering tenders for the supply of plant or machinery, on wet or dry basis, Council continue to give preference to local suppliers in line with current policy.		
Moved Cr Cole	Seconded Cr Ford	Carried

Calendar of Events

October	21st-23rd		LGNSW Annual Conference 2018	Albury
	22nd	9.00am	Council Meeting	Council Chamber
November	9th – 11th		Regional NSW Tidy Towns Awards	Orange
	20th-22nd		National Local Roads & Transport Congress	Alice Springs Northern Territory
	26th	9.00am	Council Meeting	Council Chamber
December	4th	6.00pm	Bourke Public School Presentation Night	Bourke High School MPC

Councillor Information List

DATE	INFORMATION SENT	Author	Email
14/09/18	Media: Instant Asset Write-Off Resilience Measure for Farmers During Drought	National Farmers Federation	✓
18/09/18	Bourke Building Future Communities Workshop	Dept of Planning	✓
25/09/18	"From the GM's Desk" 18/09/27	GM	✓
27/09/18	Barwon Media Release - Relief For Preschools In Barwon	Kevin Humphries Member for Barwon	✓
27/09/18	Memo - Visit by Kevin Humphries MP & FNWJO	GM	✓
28/09/18	Barwon Media Release - Invictus Games Experience For Barwon Students	Kevin Humphries Member for Barwon	✓
28/09/18	Breeze Into Back O Bourke - Spring Holiday Fun Promotion	MT&E	✓
02/10/18	Barwon Media Release - LAUNCH OF BOURKE JOBS BOARD	Kevin Humphries Member for Barwon	✓
02/10/18	Barwon Media Release - $1.7 MILLION IN STRONGER COUNTRY COMMUNITIES GRANTS FOR BOURKE SHIRE	Kevin Humphries Member for Barwon	✓
03/10/18	COUNCILLORS PLEASE READ - Councillor Work Value Project - Survey of all NSW Councillors	Vikki Sultana Industrial Officer Local Government NSW	✓
08/10/18	Council Circular 18-31 Special Variation and Minimum Rate Variation Guidelines and Process for 2019-20	Tim Hurst Chief Executive	✓
08/10/18	$1 MILLION TO TACKLE ILLEGAL DUMPING ON ABORIGINAL LAND	Kevin Humphries Member for Barwon	✓
08/10/18	"From the GM's Desk" 181008	GM	✓
08/10/18	Minutes 181008		✓
08/10/18	Local Government Area Consultation for proposed Designated Area Migration Agreement for the Orana region	Megan Dixon Director of Regional Development RDA Orana	✓
11/10/18	Meeting with Belinda Dimarzio-Bryan for the Concept Meeting for the Council Chambers	EA	✓
15/10/18	Reminder of Planning Workshop - Tuesday, 16th October 2018	GM	
18/10/18	Barwon Media Release - CAMPAIGN CONFRONTS BARWON COMMUNITY TO HELP FIREPROOF SURVIVAL PLANS	Kevin Humphries Member for Barwon	
19/10/18	VMO tender spec		
19/10/18	Midwifery Services		
22/10/18	Invitation - Public consultation - Additional criteria for on-farm efficiency measures	Dept Agriculture & Water Resources	
22/10/18	Meeting at Enngonia - Community Meeting & Water Diary Entry	EA	

Business Arising From 24th September 2018

KEY: ☐ Action still pending ▒ Action

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

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

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

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

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

67/ 118/ 177/ 203/2015	Full Birthing Unit for Bourke Hospital
Responsible Officer	General Manager
File Number	H1.1

DECISION	ACTION TAKEN
That further information in regards to midwife led birthing models be obtained.	Ongoing

516/2016	Birthing Facilities at Bourke and Visit by Professor Sally Tracy
Responsible Officer	General Manager
File Number	H1.1
DECISION	ACTION TAKEN
That Council decide what further representations may be required following the receipt of any responses from its letters and considering any issues raised by Professor Tracy	Still to be finalised

64/2017	Unfenced and Unsealed Airstrips
Responsible Officer	General Manager
File Number	LD11.1 –A6.1
DECISION	ACTION TAKEN
1. Council seek public comment regarding the need to maintain the airstrips at Enngonia, Fords Bridge and Byrock. 2. That Council engage Tom Griffiths of Airport Plus to prepare a report detailing the issues to be considered in deciding whether to maintain the three (3) strips.	In progress

202/2017-250/2017	Western Local Health District (WLHD)
Responsible Officer	Mayor
File Number	H1.1
DECISION	ACTION TAKEN
Council write to Western Local Health District (WLHD) requesting information and statistics for births to Bourke women for the period 01/07/2015 to date, including:- 1. Numbers of births 2. Places where born 3. Mother and baby mortality rate 4. Number of induced births 5. Number of forceps – assisted delivery 6. Number of Caesarean sections performed 7. Effects on mothers of giving birth away from Country 8. Results of any patient satisfactory survey 9. Location of Plant & Equipment previously used in Birthing Unit at Bourke District Hospital 10. Details of the model of care in place at present	Correspondence received and forwarded to Councillors

Resolution

394/2018 That Council again write to the Western Area Local Health District (WLHD) requesting information and statistics for births to Bourke women for the period 01/07/2015 to date, which was not included in their response,

1. Effects on mothers of giving birth away from Country
2. Results of any patient satisfactory survey
3. Location of Plant & Equipment previously used in Birthing Unit at Bourke District Hospital
4. Details of the model of care in place at present

Moved Cr Thompson Seconded Cr Stutsel Carried

386/2017	Bourke School of District Education
Responsible Officer	General Manager
File Number	E1.8
DECISION	ACTION TAKEN
General Manager organise a meeting with Sean Andrews of the Department of Education with a view to ascertain plans for the long-term future and administration of the Bourke School of Distance Education	Changes to boundaries have necessitated a delay

450/2017	Finalisation of Lease to Bourke and District Children's Services
Responsible Officer	General Manager/MCS
File Number	A11.1.4
DECISION	ACTION TAKEN
1. Council prepare a Plan of Management in respect of the Golf Course Precinct 2. Council agree to the lease of the both the Old Golf Club Building and the New Pre-School building for a period of five (5) years from 1st July 2016 to 30th June 2021 with the option for two (2) additional periods of five (5) years, subject to them meeting the terms and conditions of the lease agreement. 3. That the intent to lease the premises to BDCS be advertised in accordance with the provisions of the Local Government Act. 4. That the terms and conditions of the lease be as determined	To be completed

451/2017	Strategic Land Purchase
Responsible Officer	General Manager
File Number	B3.4
DECISION	ACTION TAKEN
Council ascertain information regarding the availability of land that may be suitable to meet the long term strategic needs of Council.	Contact made with vendor

78/2018	Late Notice of Motion – Australia Day Awards
Responsible Officer	General Manager
File Number	B3.4
DECISION	ACTION TAKEN
Report be brought back to Council detailing options for the procedure in relation to the selection process for the Australia Day Awards	See GM's October Report

109/2018	2019 Western Division Conference
Responsible Officer	General Manager
File Number	L8.5

DECISION	ACTION TAKEN
1. A tentative date be determined after consultation with both Local Government New South Wales and the NSW Parliamentary sitting day schedule to allow for the early issue of invitations to proposed speakers. 2. That the General Manager takes appropriate action to secure sponsorship for the Conference.	Deputy Premier the Hon. John Barilaro, MP to open 23-25 February 2019

140/2018	Confidential – New Administration Building/Hub
Responsible Officer	Manager of Corporate Services
File Number	A3.10

DECISION	ACTION TAKEN
Council contribute up to $20,000 from the Infrastructure Renewal Reserve to develop a concept plan to build a new administration hub including library and commercial facilities for public/professional use	Meeting to be held 12.00pm 01/11/2018

152/2018	Changes to Native Vegetation Management
Responsible Officer	General Manager
File Number	D2.1-L1.12

DECISION	ACTION TAKEN
That the matter be referred to Local Government New South Wales to ascertain the impact on rural Councils in NSW	To be completed

154/2018	Candidates for the 2019 State Election
Responsible Officer	General Manager
File Number	E2.4

DECISION	ACTION TAKEN
Council identify the priorities for funding for our community and convey those to those persons who have already indicated their intention to nominate and those who will nominate prior to the close of nominations	See GM's October Report

182/2018	CONFIDENTIAL - Disposal of Assets to Whiddon Group
Responsible Officer	Manager of Corporate Services
File Number	A11.1

DECISION	ACTION TAKEN
Council transfer the land made up of Lot 1 DP 1145233, Lot 2 Section 11 DP 758144, Lot 3 Section 11 DP 758144, Lot 2 DP 227656 to The Frank Whiddon Masonic Homes Group for $1.00 with the following conditions:- 1. Registration of a restriction on use/positive covenant which imposes a requirement that the land is used only for the provision of aged care facilities/services; 2. Execution of a deed between Council and The Frank Whiddon Masonic Homes Group that imposes an obligation on The Frank Whiddon Masonic Homes Group to re-transfer the land to Council in the event that The Frank Whiddon Masonic Homes Group proposes to sell the land to a third party (except with prior approval of Council); and 3. Registration of a caveat over the land to protect Council's interests referred to in the Deed referred to in 2. Above.	In progress

199/2018	Request for the Extension of the Louth Airstrip
Responsible Officer	Manager of Works
File Number	V1.5

DECISION	ACTION TAKEN
1. Council explore options for funding for the extension of the Louth Airstrip. 2. Council start negotiations with the current land owner to purchase a parcel of land that would allow for the proposed extension of the Louth Airstrip. 3. Council continue to monitor the Louth Airstrip and maintain the status quo.	Ongoing – contact to be made with RFDS to determine their requirement

233/2018	Confidential - New Waterline to North Bourke
Responsible Officer	Manager of Works
File Number	W2.2.1-W2.2

Council re-affirm the decision that the pipeline from the Water Treatment Plant to North Bourke and then on to the Abattoir site in its entirety, including ancillary costs and other associated works be funded from the National Stronger Regions Fund (NSRF)	Ongoing

242/2018	RaRMS – Permanent Doctors in Bourke
Responsible Officer	General Manager
File Number	H1.1

Council write to the Department of Health seeking a copy of both the tender documents and the completed contract in relation to the supply of Doctors in the town of Bourke. (Meeting held with CEO of RaRMS on 03/07/2018 in Bourke)	Correspondence received & forwarded to Councillors

273/2018	Retention of Health Service Staff in Bourke
Responsible Officer	General Manager/Mayor
File Number	H1.1

Council have a discussion with the Local Health Service Manager with regard to the attraction and retention of staff and any difficulties this causes in the provision of health services in Bourke.	Ongoing

320/2018	Far North West Regional Organisation of Councils - Strategic Direction
Responsible Officer	General Manager
File Number	L8.33

1. That should any concerns be identified with any of the Draft Documents adopted at the Inaugural Meeting of the FNWJO then those concerns be relayed to the interim Executive Officer. 2. That Councillors determine the following additional items should be added to the list of strategic priorities already identified and those matters be forwarded to the interim Executive Officer. • Roads • Water • Reversal of regionalisation of services • Rail • Tourism • Provision of State Government Services delivered locally	Letter sent

321/2018	Renaming Senior Citizens Building to Bourke Community Centre
Responsible Officer	General Manager/Manager Works
File Number	A11.2.24

1. That a Plan of Management for the Bourke Community Centre be developed which details the allowable uses of the building and the fee required to be paid for the use and any bond that need to be lodged. 2. That the Plan of Management be submitted to Council on completion for their endorsement	Ongoing

349/2018	CONFIDENTIAL - Correct Identification of Council Owned Land to be transferred to Bourke Aboriginal Health Service
Responsible Officer	Ross Earl, General Manager
File No	A11.1.5

1. That Council agrees to the disposal of the land as detailed subject to both the clarification of the planning restrictions and confirmation that the project will proceed with all required approvals obtained. 2. That Council transfer the land made up of Lot 8 DP 35739, Lot 9 DP 36335 and Lot 10 DP 36335 to the Bourke Aboriginal Health Service for $1.00 with the following conditions:- 3. Registration of a restriction on use/positive covenant which imposes a requirement that the land is used only for the provision of a Clinic and Administration Centre; a Music School; a Gymnasium and a Training School; 4. Execution of a deed between Council and the Bourke Aboriginal Health Service that imposes an obligation on the Bourke Aboriginal Health Service to re-transfer the land to Council in the event that the Bourke Aboriginal Health Service proposes to sell the land to a third party (except with prior approval of Council); and 5. Registration of a caveat over the land to protect Council's interests referred to in the Deed referred to in 3. Above. 6. If the grant application is not successful and/or no construction has begun within a period of two (2) years that the land offer will be reassessed	Ongoing

Resolution

395/2018 That Council request from the Bourke Aboriginal Health Service; a progress report on the funding application they have submitted for the provision of a Clinic and Administration Centre; a Music School; a Gymnasium and a Training School for which they have requested transfer of ownership of Council owned land.
Moved Cr Dorrington Seconded Cr Thompson Carried

353/2018	Delegates to Committees
Responsible Officer	EA
File Number	C6.1

Delegates to the outside organisation be notified to those organisations with appropriate contact details	Completed

358/2018	Monument to Percy Hobson
Responsible Officer	General Manager
File Number	G4.28-W2.2.9

Council investigate the development of a suitable monument to recognise the achievements of Percy Hobson	In progress

362/2018	Biodiversity Conservation Act 2016 - update
Responsible Officer	Manager Environmental Services
File Number	E6.1-E6.4-L8.1

1. Council undertake a review of the potential impact on the sale of land held for industrial development including obtaining specialist advice as appropriate. 2. That on finalisation of that review a further report be brought back to Council	Ongoing

367/2018	Council Office Closure for the Christmas Period
Responsible Officer	General Manager
File Number	A3.10.1

1. That Council agree to the closure of the Office , Service New South Wales and the Library from the 21st December 2018 – and re-opening on 2nd January 2019 2. That the closures and emergency contacts be advertised in the Western Herald and on both Councils Website and Facebook Page	In progress

369/2018	Grants Under Crown Lands Improvement Fund
Responsible Officer	General Manager
File Number	G4.1-G4.68

That Council write to the Minister for Land and Forestry, the Hon, Paul Toole, MP and The Member for Barwon, Kevin Humphries expressing Councils appreciation of the funding.	Completed

372/2018	Enngonia Water Supply
Responsible Officer	General Manager
File Number	V1.3.2

1. Council work with The New South Wales Aboriginal Lands Council, New South Wales Department of Health and New South Wales Aboriginal Communities Water and Sewer Program to convene a public meeting and formal consultation process in relation to the project. 2. That subject to positive community acceptance being obtained for the proposal Council proceeds with the development of plans in conjunction with the New South Wales Aboriginal Lands Council, New South Wales Department of Health and New South Wales Aboriginal Communities Water and Sewer Program.	Meeting to be held on 31st October 2018

377/2018	Louth Community Church – Charges write-off
Responsible Officer	Manager of Corporate Services
File Number	R2.5
Council advise that they are unable to accede to the request from the Louth Community Church to waive the charges applicable to their building.	Letter sent

378/2018	Legal Costs – City of Sydney Council, North Sydney Council & Bayside City Council
Responsible Officer	General Manager - EA
File Number	L8.8
Council not accede to the request from Local Government NSW regarding assistance towards the legal costs relating to the case involving City of Sydney Council, North Sydney Council & Bayside City Council	Letter sent

388/2018	General Manager's Contract Review
Responsible Officer	Mayor & Deputy Mayor
File Number	L8.21
That the Mayor and Deputy Mayor be authorised to finalise all details relating to the extension of the General Manager's contract until October 2020	Completed

Resolution

396/2018 That Council note the information in the Business Arising as presented to Council on Monday, 29th October 2018.
Moved Cr Barton Seconded Cr Dorrington Carried

9.54am - Cr Barton/Cr Cole left the meeting

9.57am – Cr Barton returned to the meeting

9.58am – Cr Cole left the meeting

Open Forum

Resolution at 10.00am

397/2018 That Council suspended Standing Orders to conduct Open Forum.		
Moved Cr Dorrington	Seconded Cr Barton	Carried

- Allan Ryan from Allan Ryan Machinery

Resolution at 10.04am

398/2018 That Council resumed Standing Orders		
Moved Cr Ford	Seconded Cr Davis	Carried

Resolution at 10.05am

399/2018

1. That Council move into Closed Session of Council under the provisions of under Section 10A (2) (c) of the Local Government Act, 1993 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; to further discuss the issues raised by Mr Allan Ryan.
2. That Council move into Closed Council to consider business identified, together with any late reports tabled at the meeting.
3. 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
4. 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 Davis	Carried

Resolution at 10.27am

400/2018 That Council move out of Closed Council and into Open Council.		
Moved Cr Ford	Seconded Cr Barton	Carried

Engineering Services Report

File No:	T6.1-T6.2
Report: 105/2018	Removal of Distressed Trees
Responsible Officer:	Peter Brown - Manager of Works

Background

There are 11 Queensland Fig trees between Warraweena Street and Tarcoon Street on Mitchell Street on the north side of the road. These trees became stressed and lost most of their leaves approximately three (3) years ago. Council staff have continued to monitor the trees since the trees first started to show signs of stress.

Current Situation

Some of the trees have improved slightly over the time, with a number growing some leaves. In a recent storm one of the trees blew over. On investigation it was found that the tree had decayed and this caused the tree to snap in the storm.

Photo of fallen tree

Photo of the decaying timber

A further investigation has been carried out on the remaining 11 trees due to the safety of the public. This inspection has determined that two (2) of the remaining 11 trees are dead and nine (9) have some moisture in their trunks. Eight (8) of the remaining trees are showing signs of stress.

Live tree shavings

Dead tree shavings

It is now determined that 10 of the 11 trees should be removed.

I understand that a Notice of Motion included in the Business Paper is looking to review Councils current procedures in relation to the removal of trees but the trees in question are far from healthy and may pose a risk to Council and the public given that one of these blew down in a recent wind storm.

Councillors may like to take the opportunity to view the trees prior to the meeting. If you would like me to accompany you on a site inspection I would be happy to arrange.

Financial:
The total estimated cost to remove the 10 trees is $27,000.

Recommendation:
That Council remove the 10 distressed trees in Mitchell Street as a matter of priority to prevent an incident that could cause damage to property or persons.

Resolution

401/2018 That subject to advice of an Arborist as to the condition of the trees, Council remove up to 10 of the distressed trees in Mitchell Street as a matter of priority to prevent an incident that could cause damage to property or persons.		
Moved Cr Ford	Seconded Cr Bartley	Carried

Resolution at 11.16am

402/2018 That Council suspend Standing Orders for an update from Acting Inspector Gavin Smith from Central North Police District.		
Moved Cr Stutsel	Seconded Cr Bartley	Carried

Resolution at 11.28am

403/2018 That Council resume Standing Orders		
Moved Cr Stutsel	Seconded Cr Bartley	Carried

11.41am Cr Barton left the meeting

Environmental Services Report

File No:	H1.5
Report: 212 /2018	Alcohol Free Zone – Village of Enngonia
Author:	Carolyn Crain, Development Assessment Officer
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services

Background

It is proposed to continue the Alcohol Free Zone (AFZ) within the village of Enngonia for a further four (4) years from 1 November 2018 until 31 October 2022. Council has notified all interested parties in accordance with the Ministerial Guidelines and advertised for public comment and consultation. Council received no objections to the zone.

The Anti-Discrimination Board has responded and has no objections to the re-establishment of the alcohol free zone in village of Enngonia, provided the Council has followed the Ministerial Guidelines in all respects.

The proposed AFZ for the village of Enngonia is in accordance with the Ministerial Guidelines.

Financial Implications – Cost for replacement of signage has been budgeted for in the current budget.

Legal Implications – Nil – the process for declaring an Alcohol Zone under the Local Government Act has been followed.

Resolution

404/2018 That Council approves the continuation of the Alcohol Free Zone within the village of Enngonia from 1st November 2018 to 31st October 2022 and to notify the public in accordance with the Ministerial Guidelines.

Moved Cr Barton Seconded Cr Dorrington Carried Unstarred

File No:	H2.1
Report: 213 /2018 ★	Heritage Advisory Committee
Author:	Carolyn Crain, Development Assessment Officer
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services

Background

In January 2018, Council adopted the draft Bourke Heritage Strategy 2017-2019 as the Final Strategy, resolution number 08/2018.

As part of this strategy, Council is required to establish a Heritage Advisory Committee to support the natural, cultural and historic heritage of Bourke Shire Council.

Council's Heritage Advisor, Kate Higgins, in conjunction with Council staff, has drafted committee Terms of Reference, for approval by Council.

Expressions of interest will be called for from the community to sit on the committee and be appointed by the General Manager, with the Mayor and/or up to two Councillors to be appointed by Council.

Meeting will be held four (4) times per year to coincide with the visits of the Heritage Advisor, with the first meeting proposed to be held in April 2019.

Financial Implications – Budget associated with meetings will be absorbed out of current Council Heritage budget.

Legal Implications – Nil known

Recommendation

1. That Council endorse the formation of the Bourke Shire Council Heritage Advisory Committee.
2. That Council appoint up to (2) two representatives to sit on the Bourke Shire Council Heritage Advisory Committee.
3. That Council refer the draft terms of reference to the first meeting of the Advisory Committee for comment and refer back to Council any suggested changes.

Resolution

405/2018

1. That Council endorse the formation of the Bourke Shire Council Heritage Advisory Committee.
2. That Council appoint Councillor Thompson and Councillor Cole to sit on the Bourke Shire Council Heritage Advisory Committee.
3. That Council refer the draft terms of reference to the first meeting of the Heritage Advisory Committee for comment and ask that they refer any suggested changes back to Council.

Moved Cr Dorrington Seconded Cr Bartley Carried

Bourke Shire Council

Heritage Advisory Committee

Draft Terms of Reference

16 October 2018

Name of the committee

The name of the Committee is the Bourke Shire Council Heritage Advisory Committee.

Objectives

- To support the natural, cultural and historic heritage of the Bourke Shire Council
- To support Council in advancing the aims of Council's Heritage Strategy

Role of the Advisory Committee

The Heritage Advisory Committee will:

- have a particular focus on heritage tourism and identifying potential projects suitable for Council's Local Heritage Assistance Fund;
- provide advice on the development and implementation of Council's Heritage Strategy;
- harness the views and expertise of the wider community with regard to heritage matters;
- provide information on heritage places and buildings of identified or potential heritage significance;
- assist Council in its understanding of, and approach to, specific or localised issues, initiatives or community assets with regard to heritage matters, and;
- Provide a structured approach to the ongoing involvement of community members in local heritage matters.

Membership of the Advisory Committee

Councillors

- The Mayor and/or up to two Councillors who have been appointed by Council.

Community representatives:

- Up to six local community members

Community representatives are to be appointed by Council's General Manager after an expression of interest process.

Council

- Heritage Advisor
- Local Studies Librarian

Term of the Heritage Advisory Committee

Members of the Committee will be appointed for a period up to a maximum of four (4) years. A committee term is completed at the end of the council term unless the committee is previously dissolved by council resolution.

Meetings

Meeting frequency

- Meetings are to be held four times a year to coincide with the visits of Council's Heritage Advisor. Additional meetings may be held if required.
- Meetings will generally be held during business hours, preferably during lunch time so employed members can attend during their lunch break. Alternatively, meetings could be held in the evenings after work. The Committee will nominate the time that best suits the Committee members.

Notice of Meetings

- Notice will be provided to Committee members and Councillors at least 5 days prior to the meeting. The notice will specify the time, place and date of the meeting and the agenda. Notice of less than 5 days may be given on occasion.

General Meetings

A chairperson is to be elected by the Committee, or alternatively the meeting will be chaired by Council's Heritage Advisor.

A quorum of the committee shall be at least four (4) members.

Staff from Council and Councils Heritage Advisor will attend to help facilitate the meeting as well as to provide technical advice, guidance and administration support.

Meeting Notes

- Notes of the discussions and any agreements made at the meeting will be taken by Council's Development Assessment Officer with the assistance of Council's Heritage Advisor.

Attendance by non-members

- Committee members can invite non-members to attend however they must first seek the approval of Council's General Manager (via Council's Development Assessment Officer).

Reporting

- Recommendations of the Heritage Advisory Committee shall be conveyed to Council in a report prepared by Council staff.

Responsibilities of Committee Members

- Give advice to the best of their knowledge and ability that will help achieve the objectives of the committee
- Behave in a manner that respects the interests and viewpoints of other members
- Declare any potential or actual conflict of interest or matters that are bought before the committee
- All committee members will abide by Councils policy for Code of Meeting Practice.

General Manager

File No	L8.5
Report: 374/2018	Motions presented at the 2018 Annual Conference of Local Government New South Wales
Responsible Officer	Ross Earl, General Manager

Background:

Council has developed a number of motions the majority of which were presented to the Annual Conference of Western Division earlier this year where they were each passed unanimously.

All motions submitted are reviewed to see whether or not they are covered by existing local Government New South Wales Policy and then a determination is made as to their suitability to be put before Conference

Current Situation:

Following the process as detailed above Council has three (3) policies going before Conference with the Mayor to present the motions and speak to them as required.

1. FROM BOURKE SHIRE COUNCIL- Employment Initiatives

That the Association lobby the NSW Government to develop a range of incentives that will encourage experienced and qualified staff from all departments and from all disciplines to seek employment opportunities in Western New South Wales.

Note from Council

The Police and other NSW Governments Departments have introduced incentives such as subsidised rental, increased training opportunities and preferential transfers to mentioned a few whilst other departments have lagged behind with the resultant shortages of qualified staff in some areas.

Whilst understanding that you cannot have ongoing subsidies, initial subsidies may encourage some staff to come west and hopefully come to recognise the benefits of living in the area.

2. FROM BOURKE SHIRE COUNCIL- Disposal of Syringes and other Sharps

That the New South Wales Ministry of Health be asked to:-

- Reinstate the Community Sharps Program to assist in the provision of funding to purchase sharps bins/containers, signage and to assist to raise awareness of the dangers of incorrect disposal of needles and other sharps. The cost of collecting and managing sharps that are indiscriminately disposed of in towns across New South Wales is yet another burden that Councils have to carry.
- Work with sharps manufacturers and suppliers to introduce a producer responsibility approach for sharps, whereby the industry assists with the costs of managing their products.

Note from Council

Discarded needles both pose a health risk for the innocent members of the community and the collection of the needles an added cost to Councils. While appreciating the funding that has been made available for education in the past there is an ongoing need for this funding to continue in the future.

3. FROM BOURKE SHIRE COUNCIL - Need For Drought Declaration Criteria

That The New South Wales Government as a matter of urgency develop a policy framework which clearly defines when an area is deemed to be in "drought" and also develops a range of measures that provide assistance to farmers and small business impacted by drought conditions including clear criteria which needs to be straight forward and inclusive, so that such assistance can be accessed in a timely fashion.

Note by Council

There is no current mechanism for areas to be drought declared and as such with each drought period comes the question of what indicators are used to determine when the an area is impacted by an extended period of abnormally dry conditions.

Drought conditions should be treated in a similar way to both fire and flood as all are disaster situations.

Often, pleas by the impacted landowners and businesses to have measures put in place to alleviate the financial hardship being experienced as a result of the abnormally dry period, result in that assistance being provided far too late to be effective.

Should loan funding de made available the repayment period for such loans should be of a sufficient period to enable those accessing the loans to improve their financial capacity to do so.

In the days when organisations such as Rural Lands Protection Board were in existence such policy framework existed and worked effectively. The transition to Local Land Services (LLS) has seen the framework disappear and there is an ongoing debate on what constitutes drought and what should be provided by way of assistance. The delays means that support, if it becomes available, often comes too late for those most impacted.

Note: This Motion will be a lead motion and if carried a number of other motions will also be carried as they deal with similar or related issues.

Financial Implications

Whilst there is no direction financial implication for Council in presenting the motions there could be significant cost savings and benefits for Councils and the community should each of the motions be adopted.

Resolution

406/2018 That Council note the fact that three (3) motions have progressed for inclusion in the conference Business Paper			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

Note: The Mayor reported that all three Council resolutions were passed at the Conference.

File No	L8.3
Report: 375/2018	Election of Vice- President Rural/ Regional of Local Government New South Wales
Responsible Officer	Ross Earl, General Manager

Background:

The Vice President Rural and Regional for Local Government New South Wales resigned earlier this year causing a vacancy. Under the rules of LGNSW an election via postal ballot was required to be held to fill the vacancy

Current Situation:

Blayney's Mayor Cr Scott Ferguson, has been elected as the new Vice-President of Local Government New South Wales representing Rural/Regional Councils across the State. Cr Ferguson brings many years' experience to the position, having served on Blayney Shire Council since 1999 as a councillor, interim Mayor and Mayor

The Mayor has written to Councillor Ferguson Offering his congratulations on his election and inviting him to Bourke when he has the opportunity.

Financial Implications

There is no significant financial implication for Bourke Shire Council

Resolution

407/2018 That Council note the election of Councillor Scott Ferguson as the new Vice Rural/Regional of Local Government New South Wales			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

File No	C2.3-C2.3.1
Report: 376/2018 ★	Australia Day Nominations, Selection and Function
Responsible Officer	Ross Earl, General Manager

Background:

Council has asked that a report be prepared detailing options for the way in which the Australia Day Awards are determined each year.

I thought we should also take the opportunity to encompass a review of the Australia Day Celebrations generally including the categories for the awards, eligibility, categorisation of

Senior and Junior nominees i.e. suitability of current age ranges, method of selection, the confidentiality of nominees, the determination of the recipients, the hosting of the Australia day Ambassador and the Australia Day function itself. The function itself will look at the venue, catering, invitation list and the structure of the program.

The current arrangements are as follows:-

Nominations for the Awards

Nominations are invited from the public, with the nomination form itself being published in the local paper and containing an outline of the required information. Nominees are encouraged to supply additional information to support each nomination.

There are no real guidelines for those being nominated save for the fact that it is generally anticipated that nominees would be residents of Bourke Shire Council and the same would be also generally expected that submitting the nomination would also be a resident of Bourke Shire.

Having said that there is no stipulation that this has to be the case and there have been nominations from people outside the Shire who have been nominated for their service to Bourke Shire in various capacities and also people from outside the shire who have sought to ensure that residents from within the shire are recognised.

This can often be the case when an individual's or organisation service or achievements have also included regional recognition if not higher.

Award Categories

- Shire Village Community Service
- Emergency Service Volunteer of the Year
- Community Event of the Year
- Community Service through Employment
- Young Sportsperson (Under 25)
- Sportsperson
- Young Citizen of the Year (Under 25)
- Citizen of the Year

Selection of Award Recipients

This has been undertaken by Councillors following the January Council Meeting

Nominations

All nominations are kept confidential and only the winners are announced

Venue for Australia Day Celebrations

Over the past few years this has been the Wal Mitchell Wharf Precinct.

Hospitality for the Australia Day Ambassador

The Ambassador is hosted for a meal on the evening prior to the Australia Day Function with Councillors, Senior Staff and community representatives are invited if available. They are also provided with a tour of the town and district depending on their commitments

Australia Day Breakfast

Rotary Club of Bourke have for a number of years provided breakfast for the nominal amount of $5.00

Lunch with the Award winners

After the Australia Day Celebrations the award recipients and their family are invited to dinner with the Mayor, the Ambassador and General Manager

Format of the Australia Day Ceremony

The Australia Day Ceremony programme is attached and has been relatively unchanged for a many years

Current Situation:

I have sought advice from neighbouring Councils as to the way in which the Australia Day celebrations are conducted in those towns and a summary is attached.

Options/Alternatives

Award Categories

These could be reduced if Council deemed that there were currently too many categories. The categories as detailed to provide the opportunity for recognition of all groups within the Shire.

The Emergency Services Award and Village Service Award were introduced around eight years ago and the Community Event of the year two (2) Years ago to provide additional coverage.

Consideration could also be given to reducing the age of the Junior Citizen and Junior Sportsperson to fewer than 21 as opposed to the current age of 25

Nominations

Nominations should be only be on a standard form that requests details regarding the applicant to prove residency. The form should include the identification of the top (5) achievements that recognises the nominee. The person nominating the nominee can include addition information but the highlighting of the five (5) standout items will make it easier for a judging panel. Currently we accept a range of nomination formats.

Confidentiality

It has been suggested that the current system of keeping the nominations confidential doesn't allow the unsuccessful nominees to be recognised at all. In a number of categories there have been several worthy nominees but there can only be the one winner. The downside of making the nominee public sometimes give rise to the public opinion as who should have got the award and can detract from actual winner.

However, this can be overcome by announcing the nominees but not the category. While this will enable people to speculate, the details of the category and achievements will remain confidential although the persons who nominate the individual will be aware of the category.

The acknowledgement of nominees prior to Australia Day also provides a greater opportunity for them to attend the Australia Day Celebrations

Recognition of Nominees

Rather than have a function to welcome the Ambassador to town this function could be changed to invite all nominees and up to say three guests to attend a function on the evening prior. It would give all nominees the chance to both be recognised and also meet the Ambassador on a personal basis.

This function could take the place of the dinner with the award recipients and there would be little difference in costs

Breakfast

There has been a comment that the breakfast could be put on free of charge. Rotary do this on a breakeven basis and from my enquiries Rotary would still be prepared to cook breakfast if Council were elect to make it available free of charge.

The free breakfast may also encourage a few extra people to come along and enjoy that part of the Australia Day Celebrations.

Venue

The Function has been held at the Wal Mitchell Wharf Presinct for a number of years and was previously held at the Pool.

The pool is seen by some as a better venue and allows a greater engagement with some of the young members of the community.

The wide expanse of grass certainly makes it an attractive option.

Like the Wharf suitable arrangements would need to be made in case of rain, albeit it is unlikely.

The pool lessee could be approached to have a number of Pool based activities which would further enhance the day.

Under the terms of the lease Council has the option to utilise the pool for its own functions for three (3) days and this could be one on these days.

This part of the day could be changed and replaced with the Dinner / Function the night before the awards.

While not providing the opportunity to the winners to have a separate function it can be difficult for everyone to make the function. This is particularly the case if the actual nominees are kept confidential.

Format of the Australia Day Celebration

The current format which is attached in my view provides a good mix of formality and provision for the hot days that we experience in January. Save for some minor amendments if the function

was to move to the War Memorial Swimming Pool I think the format is fine. Provision has been made to conduct citizenships ceremonies on the Day and from the point of view of the person undertaking their citizenship pledge does provide the formality that such an occasion deserves.

Selection of Award Recipients

This section of the process was the catalyst to undertake the review.

The Councillors make the selection via a pre-determined voting system and while not unusual for Councillors to make such a determination other Councils have Australia Day Committees, appoint one of the local service clubs to make the awards and organise the function.

Consideration could be given to the establishment of a Committee which is representative of the community groups including sporting, service and social groups and could include a Council representatives

Financial Implications

Council provides an allocation for the conduct of the Australia Day Awards and Celebrations in the Annual Operational Plan. The allocation currently provided should be adequate to again meet the required expenditure depending on the level of changes

Recommendation:

1. That the Venue for the Australia Day Celebration be changed to the Bourke War Memorial Swimming Pool
2. That the Australia Day Breakfast be provided free of charge
3. That all nominees be invited to a function to welcome the Ambassador where each can also be recognised as a nominee generally, with no categories being announced.
4. That nominees and those nominating people can be either residents or non -residents of the Shire but need to have a strong affiliation with the Shire.
5. That the Nomination form be amended to provide for eligibility criteria and the listing of the 5 (five) most significant achievements that make the nominee a worthy recipient.
6. That no significant change be made to the current format except those required to be made due to the change of venue.
7. The current categories be maintained including the age guidelines distinguishing senior and junior nominees
8. That Council appoint a committee to determine the award winners for 2019 with that committee being reflective of the broader community and all groups within the town.

Resolution

408/2018

1. That the Venue for the Australia Day Celebration be changed to the Bourke War Memorial Swimming Pool
2. That the Australia Day Breakfast be provided free of charge
3. That the nomination form be amended to provide for eligibility criteria and the provision of listing the most significant achievements that make the nominee a worthy recipient.
4. That Council remove the following two (2) Awards, Community Service through Employment and Community Event of the Year
5. That the Young Sportsperson of the Year and Under and Young Citizen of the Year be changed to 18 Years and Under.
6. That the recipients of the awards be determined by Councillors.

Moved Cr Stutsel Seconded Cr Bartley Carried

AUSTRALIA DAY
FRIDAY
26th JANUARY

MAIN EVENT

Bourke War Memorial Swimming Pool

8.00AM – 9.30AM

Cooked Breakfast – FREE - provided by Rotary Club

9.30AM – OFFICIAL CEREMONY

Welcome To Country

Opening prayer, Flag Raising Ceremony and National Anthem

Mayoral welcome

Australia Day Ambassador Address

Presentation of Australia Day Awards:

- Young Sportsperson (18 Years & Under)
- Sportsperson
- Emergency Services Volunteer
- Village Community Services
- Young Citizen of the Year (18 Years & Under)
- Citizen of the Year

Please be sure to include eligibility criteria and the listing of the most significant achievements that make the nominee a worthy recipient

File No	L8.17
Report: 377/2018 ★	Matters to be brought to the attention of Candidates for the Seat of Barwon
Responsible Officer	Ross Earl, General Manager

Background:

The State election is scheduled for the 23rd March and current Member for Barwon Kevin Humphries MP is standing down and there will be a new representative elected.

Council has previously resolved to prepare a list of issues for consideration during discussions with candidates for all parties who will stand at the election.

Current Situation:

In light of the proposed visit by Darriea Turley the endorsed Labor Party candidate to Bourke recently, I prepared a draft listing of some the issues that have been raised over the last few years. The list is reasonably comprehensive but is still in the development stages and should be seen as a draft.

The list could be seen as "generic" but does try to identify all issues.

A copy of the list has been sent to all Councillors under separate cover.

Once the listing is finalised perhaps then Council may elect to target some particular items.

We can look at individual matters or ones grouped under an overarching heading.

Looking at the overarching listing the five items which can form the basis of that listing could be Health, Water Security, Road Maintenance and Repair, Infrastructure Renewal and Employment initiatives. These are a suggestion only.

Financial Implications

Whilst there is little expense in the preparation of the listings the outcome in the longer term could be quite significant

Resolution

409/2018

1. That Councillors review the listing provided and suggest possible inclusions.
2. That once the list in finalised that Council select six (6) items to form the basis of Council's discussion with Candidates.

Moved Cr Dorrington Seconded Cr Bartley Carried

- It was suggested that the need for an upgrade to the electricity supply be added to the list.

File No	A7.1.22-W2.1.3
Report: 378/2018	Membership of the Orana Water Utilities Alliance
Responsible Officer	Ross Earl, General Manager

Background:

With the establishment of the Joint Organisation of Councils the Orana Regional Organisation of Councils (OROC) was wound up.

The Lower Macquarie Water Utilities Alliance which had sat under OROC from an administrative point of view was therefore also to be wound up.

However, at the meeting held in Coonamble it was resolved that the Lower Macquarie Water Utilities Alliance would now fall under the Orana Joint Organisation of Councils and all existing members would be invited to remain as members.

Mid-Western General Manager, Brad Cam agreed to be the sponsoring General Manager and host the administrative arm of the new organisation including the employment of a Project Officer. The employment of a Project officer was one of the recommendations coming out of a review of the Lower Macquarie Water Utilities Alliance.

Current Situation:

All Members of the former Lower Macquarie Water Utilities Alliance have indicated their intention to be members of the new Organisation being the Orana Water Utilities Alliance with the exception at this stage of Dubbo Regional Council and Coonamble.

The Membership of the Lower Macquarie Water Utilities Alliance provided a wide range of benefits for Bourke Shire Council and it is expected that similar Benefits will flow from its membership of the Orana Water Utilities Alliance.

Each of the General Managers from the member Councils will be part of the Board of Management and there will also be a Technical Committee to look at the operational issues.

The change of name in some way reflects the changed footprint of the Alliance.

An advertisement has been placed for the role of Project Officer and an agreement distributed for the signing by all member Councils. The project Officer will work on a part –time basis of three (3) days a week.

The agreement provides for membership up until 30th June 2023.

Financial Implications

The cost for membership will be $7,000.00 per year plus GST with this to fund the cost of the employment of a project Officer who will be hosted by Mid -Western Regional Council.

All other projects will be funded by those who participate with the costs to dependant on the number of water connections with this being the method of distribution of Costs.

Resolution

410/2018

1. That Bourke Shire Council joins the Orana Water Utilities Alliance and commit to membership of the Orana Water Utilities Alliance until 30th June 2023.
2. That the General Manager Represent Council on the Board of the Orana Water Utilities Alliance
3. That the Manager of Works be Council's representative on the Technical Committee of the Orana Water Utilities Alliance.

Moved Cr Ford Seconded Cr Rice Carried

12.27pm Cr Cole left the meeting
12.28pm Cr Cole returned to the meeting

Corporate Services Department Report

File No:	F1.1
Report: 431/2018 ★	Bank Reconciliation & Statement of Bank Balances
Responsible Officer:	Leonie Brown, Manager Corporate Services

Bank Reconciliation for the period ending 30th September 2018

Balances as per Bank Statement	$51,729.85
Plus: Deposit not shown	$3,178.02
Less: Unpresented Cheques	$2,293.03
Balance as per Cash Book	$52,614.84

Reconciled Ledger Accounts as at 30th September 2018

Fund or Account	Current Balance	Overdraft Statutory Limit
General	$12,695,637.70	$200,000.00
Water	$4,096,086.13	
Sewer	$1,756,814.76	
Trust	$124,857.26	
Total Funds	$18,673,395.85	

Investments as at 30th September 2018

National Australia Bank	$1,012,602.74	2.50 %	365 Days	A1+
National Australia Bank	$1,141,185.66	2.51 %	273 Days	A1+
National Australia Bank	$1,039,116.76	2.52 %	365 Days	A1+
National Australia Bank	$390,685.38	2.59 %	215 Days	A1+
National Australia Bank	$1,627,345.71	2.60 %	309 Days	A1+
National Australia Bank	$1,020,606.08	2.62 %	334 Days	A1+
National Australia Bank	$1,341,990.90	2.63 %	330 Days	A1+
National Australia Bank	$430,708.87	2.63 %	210 Days	A1+
National Australia Bank	$1,070,256.16	2.75 %	210 Days	A1+
National Australia Bank	$2,861,321.00	2.76 %	180 Days	A1+
National Australia Bank	$696,285.17	2.71 %	272 Days	A1+
National Australia Bank	$1,100,595.74	2.67 %	270 Days	A1+
National Australia Bank	$672,163,98	2.65 %	210 Days	A1+
National Australia Bank	$769,258.30	2.72 %	182 Days	A1+
National Australia Bank	$646,298.16	2.72 %	180 Days	A1+
National Australia Bank	$1,782,352.50	2.75 %	365 Days	A1+
National Australia Bank	$1,018,007.90	Flex		
Total Investments	$18,620,781.01			

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 30th September 2018

Balance as per cash book	$52,614.84
Investments	$18,620,781.01
Total, equalling Reconciled Ledger	$18,673,395.85

Statement of Bank Balances as at 30th September 2018

	Balance	Transaction	Balance
	31st August 2018		30th September 2018
General Fund	$14,857,351.49	-$2,161,713.79	$12,695,637.70
Water Fund	$3,854,073.86	$242,012.27	$4,096,086.13
Sewer Fund	$1,520,271.09	$236,543.67	$1,756,814.76
Trust Fund	$121,553.26	$3,304.00	$124,857.26
Investments	-$19,467,283.88	$846,502.87	-$18,620,781.01
Totals	$885,965.82	-$833,350.98	$52,614.84

Balance of all Funds as at 31st August 2018 $885,965.82

Add Receipts for	
(a) Rates	$186,535.90
(b) Other Cash	$698,168.24
Deduct payments for	
(a) Paid since last meeting	$2,564,557.99
(b) New Investment	-$846,502.87
Balance as 30th September 2018	$52,614.84

Resolution

411/2018 That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 30th September 2018 be noted.
Moved Cr Dorrington Seconded Cr Bartley Carried

Leonie Brown
Manager of Corporate Services

File No:	F1.1
Report: 432/2018 ★	Investment Report as at 31st September 2018
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 2018/19 Budget estimates the total investment revenue as $295,000 which represents an estimated return of 2.3%. This revenue is split proportionally across General, Water and Sewer Funds and changes on a monthly basis in accordance with cash flow requirements.

The market value of Council's investments held as at 30th September 2018 is $18,620,781.01

Investment income earned as at 30th September is $113,086.13

3. Policy Provisions – Council Policy and Procedure

Policy 1.8.10(v5) – Investment Policy adopted 22nd August 2016.
Ministerial Investment Order – 12th January 2011

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

Funds are invested in accordance with identified cash flow requirements

Investment Portfolio

Council's current Investment Portfolio is as follows:-

Investments as at 30th September 2018

National Australia Bank	$1,012,602.74	2.50 %	365 Days	A1+
National Australia Bank	$1,141,185.66	2.51 %	273 Days	A1+
National Australia Bank	$1,039,116.76	2.52 %	365 Days	A1+
National Australia Bank	$390,685.38	2.59 %	215 Days	A1+
National Australia Bank	$1,627,345.71	2.60 %	309 Days	A1+
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National Australia Bank	$646,298.16	2.72 %	180 Days	A1+
National Australia Bank	$1,782,352.50	2.75 %	365 Days	A1+
National Australia Bank	$1,018,007.90	Flex		
Total Investments	$18,620,781.01			

Term Deposits

Percentage of Total Portfolio 2.58%
Average Investment Yield 100%

Discussions/Comments

The Investment portfolio increased by $846,502.87 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

412/2018

1. That the report regarding Council's Investment Portfolio as at 30th September 2018 be received and noted.
2. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.

Moved Cr Dorrington Seconded Cr Bartley Carried

Delegates Report

Bourke Shire Council

Minutes of the Inaugural Meeting of the JB RENSHAW SPORTING COMPLEX USER GROUP ADVISORY COMMITTEE

Monday 10th September 2018

Commencing at 5.12pm

Minutes

Present

Committee Members		Representing	
Mayor - Cr Barry Hollman (Chair)		Mayor - Bourke Shire	
Cr Robert Stutsel		Council Delegate	
Sarah Barton Frank Kerr		Bourke Race Club	
Ainslie Smith Heather McInerney		Bourke Pony Club	
Kevin Hatch Tracy Boon		Bourke Gun Club	
John Beer Ben Richie		Bourke Show Committee	
Jess Beer		Observer	
Ross Earl		General Manager - Bourke Shire	
Dwayne Willoughby		Manager Environmental Services -Bourke Shire	

1. Welcome

Mayor Barry Hollman welcomed all in attendance and thanked those present for their interest and indicated that the General Manager Ross Earl and Manager of Environmental services would take us through the agenda

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2. Apologies

Apologies were received from Aaron Marsh as a representative of the Gun Club

Committee Recommendation

That the apologies of Aaron Marsh be received and noted.
Moved Tracey Boon *Seconded Kevin Hatch* *Carried*

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3. Declarations of Interest

The concept of declaring an interest in a matter was explained and will be further detailed at future meetings

NB: While each of the Committee members has the interest of their organisation at heart the declaration of interest is more in the lines of a personal interest.

4. Outline of the Purpose of the Committee – General Manager Bourke Shire

Ross Earl detailed the purpose of the meeting which was also detailed in the draft charter.

The primary focus of the committee was to ensure the smooth running of a multipurpose facility and that all works and expenditure were prioritised in accordance with the requirement of all users.

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5. Introduction of Members

Whilst Bourke is a small community it is important that everyone knows the other members of the Committee and the organisation they represent on the Committee. It was noted that some members were on more than the one (1) Committee but were the delegates of only one (1) organisation on the Committee.

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6. Review of Charter and Possible Amendments.

Recommended that the Charter as presented be adopted		
Moved John Beer	Seconded Ben Richie	Carried

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7. Need for Bookings irrespective of normal or accepted use

The need for booking for a Council preparation perspective was explained and the need to avoid clashes of use from each users perspective

Noted

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8. Identification of Planned Works

Manager on Environmental Services, Dwayne Willoughby gave an outline of some of the works that have been under taken and planned to be undertaken.

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9. Identification of Grant Applications which have been lodged

a. Grant for $29,975 for painting was successful
b. Application for Irrigation system had been lodged
c. Grants had been received to upgrade the existing toilets
d. A kitchen has been obtained through the Sydney Agricultural Show
e. Funding was obtained for a new roof over the Pavilion and kitchen area

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10. Strategic Priorities

Some of the strategic priorities identified and at this stage in no order of priority were as follows;

a. Toilets
b. Irrigation system
c. Pavilion
d. Painting
e. Lighting
f. Secretary Office and Associated Amenities
g. Upgrade of Power
h. Improvements to the arena Surface
i. All weather access
j. Signage
k. Shade Structures
l. Race Callers Stand
m. All weather internal roads

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11. Issues from Users

A number of minor issues were brought to the attention of Council staff who indicated they would be undertaken from the existing budgetary allocations these include:-

a. Restricted access and in particular vehicular access
b. Damaged power outlets
c. Surface of the arena
d. Lights in toilets
e. Keys to various sections

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12. Questions on Notice

Nil.

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13. Next Meeting

To be determined however it was agreed that the venue should be at the JB Renshaw Sporting Complex itself and the time should 5.30 pm.

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14. Closure

There being no further business the meeting closed at 6.08 pm

Resolution

413/2018 That the information in the Delegate Report regarding the JB Renshaw Sporting Complex User Group Advisory Committee be noted.			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

Policies

File No:	P4.1.4
Report: 810/2018	Policy Reviews
Responsible Officer:	Ross Earl, General Manager

Background

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

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

Current Situation

The Policy relating to Electronic Telecommunications Acceptable Use policy was previously known as Internet and Email Usage and is placed before Council for adoption, subject to any identified amendments.

Other policies to be received this meeting are:-

- Provision of information to and Interaction between Councillors and Staff.
- Records Management

Financial Implications

No significant financial implications are anticipated.

Resolution

414/2018 That Council adopt the Electronic Telecommunications Acceptable Use labelled 1.1.2(v2), Provision of Information to and Interaction between Councillors and Staff labelled 1.15.5(v4), Records Management labelled 1.11.2(v3) as presented to the Ordinary Meeting of Bourke Shire Council on Monday, 29th October 2018.

Moved Cr Ford Seconded Cr Rice Carried

SECTION: 2 Staff Management
PART: 2.1 Staff Accountability

Policy No: 2.1.2(V2)

Policy Title: Electronic Telecommunications Acceptable Use

Date Adopted:

Resolution No:

Supersedes: 2.1.2 Internet & Email Usage

Proposed Review Date:

Responsible Officer: General Manager

Verified By:

General Manager.....

Verified By:

Mayor.....

POLICY

Use of Internet, Email and Computer

Where use has been allowed, Users are entitled to use Council's electronic telecommunications facilities and equipment only for legitimate business purposes. All downloads and uploads that enter or leave Council's web server gateway remain the property of Council.

OBJECTIVE

This policy sets out the standards of acceptable use and behaviour of Users operating Council's electronic telecommunications facilities.

SCOPE

This policy applies to Councillors, Council employees, members of the public and other users (jointly referred to as "Users"). The policy applies to all usage of Council's computer network and other electronic telecommunications facilities and equipment which is used or able to be used when a User is at any workplace of the Council or other place where work or duties of the Council occur.

The policy also sets out the type of surveillance that will be carried out relating to the use of Council's electronic telecommunications facilities and equipment by all Users.

DEFINITIONS

Electronic telecommunications facilities and equipment

Includes all Council's internet, email, hand held device and computer facilities which are used by Users, inside and outside working hours, in the Council workplaces or at any other place where work or duties of the Council are being performed. It includes, but is not limited to, desktop computers, laptop computers, mobile phones including smart phones, tablet devices, PDA's, other means of accessing Council's email, internet and computer facilities (including, but not limited to, a personal home computer which has access to Council's IT systems).

Computer surveillance

Surveillance by means of software or other equipment that monitors or records information input or output, or other use, of Council's electronic telecommunications facilities and equipment (including, but not limited to, the sending and receipt of emails, text messages and the accessing of websites).

Intellectual property

This includes copyrights, patents and trademarks, trade secrets, publicity rights, moral rights and rights against unfair competition. Artistic works like music and literature, as well as some discoveries, inventions, works, phrases, symbols and designs, can be protected as intellectual property.

User responsibility

All Users are expected to take reasonable precautions to protect Council's electronic telecommunications facilities and equipment against unauthorised access, illegal and inappropriate use, disclosure, modification, duplication and/or destruction.

Specifically, this includes:

a) Understanding and complying with the security rules of these services.
b) Using available mechanisms and procedures to protect their own information, information under their control and information downloaded from the internet or intranet.
c) Not providing or allowing inappropriate access to information and not discussing that information with others.
d) Being accountable for authorising or allowing access to information they create on behalf of Council.
e) Obtaining appropriate authorisation in order to access restricted information.
f) Not attempting any unauthorised access to information and systems, whether internal or external, including email services and internet or intranet services or sites.
g) Using anti-virus software (standard anti-virus software where available) as identified in this policy.
h) Maintaining security and confidentiality of User identifications and passwords.
i) Reporting any suspected unauthorised access by others to the network using their User identification and password.
j) Reporting any inappropriate use of internet, intranet or email services, or any suspected violation of this policy.
k) Reporting any accidental access to inappropriate internet sites.
l) Ensuring corporate records of continuing value are not destroyed prior to their capture on the appropriate official Council record keeping system.

Acceptable usage

Users must understand that access to the Council's electronic telecommunications facilities and equipment is a privilege and not a right and must be used responsibly, lawfully, ethically and in accordance with this policy. Users must behave appropriately online in accordance with Council's values, Code of Conduct, policies and the law.

Access to the internet must only be via Council provided connection. Users may not use modems or alternate connections to connect to the internet.

The following are examples of acceptable, unacceptable and unlawful use of the Council's electronic telecommunications facilities and equipment.

Examples of Acceptable Usage

Acceptable use of the Council's electronic telecommunications facilities and equipment includes, but is not limited to:

a) Communication with other organisations and people, including graphic files and other files relating to the work of Council.
b) Research, analysis, professional memberships, industry information or development activities related to the User's role or duties.
c) Distribution of relevant information with prior management approval.
d) Occasional personal use, subject to the conditions specified in this policy.

Examples of Unacceptable Usage

Unacceptable use of the Council's electronic telecommunications facilities and equipment includes, but is not limited to:

a) Visiting or attempting to visit internet sites that contain obscene, hateful or other objectionable materials.
b) Sending materials that may offend, annoy, threaten, intimidate, discriminate or harass any likely readers whether they are the intended reader or otherwise. If such material is received, it should be brought to the attention of your supervisor, Manager or System Administrator.
c) Propagating hoaxes, chain email or sending unsolicited email or text messages, including the sending of 'junk mail' or other advertising material to individuals who did not specifically request such material (email Spam).
d) Making unauthorised representations on behalf of Council. For example making promises or undertakings on behalf of Council, or representing personal opinion as that of the Council.
e) Sending materials defaming any person, company or other entity.
f) Soliciting non-work related business for personal gain or profit.
g) Using the Council's electronic telecommunications facilities and equipment for any unlawful purpose.
h) Providing images that are likely to offend.
i) Downloading large files such as MP3, video, broadcasts, etc. which are not work related.
j) Downloading games or music.
k) Disrupting or interfering with the use of Council's electronic telecommunications facilities and equipment.
l) Knowingly obtaining unauthorised access to information or damaging, deleting, inserting or otherwise altering such information carelessly or with malicious intent.

Examples of Unlawful activity

Users may be personally liable if engaged in unlawful activity or when aiding or abetting others. Examples of this unlawful activity include, but are not limited to:

a) Attempting to circumvent Council's security controls or attempting to illegally access a computer (hacking).
b) Sending information considered libellous, defamatory, discriminatory or offensive. This includes aiding or abetting others who discriminate, harass or vilify colleagues or any member of the public.
c) Viewing or distributing child pornography.
d) Misrepresentation or fraudulent activity.
e) Copyright infringements such as the downloading or uploading of music and movies or other copyrighted material.
f) Conduct contrary to legislation such as the Trade Practices Act, Anti Discrimination Act, Corporations Act, Crimes Act, Privacy Act, etc.
g) Misrepresenting, obscuring, suppressing or replacing a User's identity on Council's electronic telecommunications facilities and equipment.

Any unlawful activity will be dealt with appropriately including referral to the relevant law enforcement agency. Any User who is considered to have abused the Council's electronic telecommunications facilities and equipment will have their access revoked and may face disciplinary proceedings.

Procedure following suspected breach

Any use of Council's telecommunications facilities and equipment thought to be inconsistent with this policy may be monitored and investigated.

If inappropriate or prohibited use occurs, disciplinary or other action may be taken including the issue of a warning, suspension, demotion or termination of employment, or for Users other than employees, the termination or non-renewal of contractual arrangements. Following investigation, the Users' rights to access any and all the facilities and equipment may be revoked.

Users other than employees will be managed on a case by case basis. In addition, Council may refer the matter to appropriate authorities for prosecution under the relevant law.

Monitoring and surveillance of Council's electronic telecommunications

Users should be aware that although access controls and security features of Council's electronic telecommunications facilities and equipment give the User the illusion of privacy, the browsing activities, email, text message and file content can still be scrutinised. Access controls are put in place to prevent unauthorised access, not to guarantee privacy.

Users should understand that:

a) The System Administrator is authorised to access an area, files and electronic telecommunications on the network. Even those that are password protected. This authority extends to local resources including hard drives and removable media;
b) All files, data and electronic telecommunications that are stored on the network are routinely subject to backup. Backups of data are retained in accordance with legislative requirements. Backups may be accessed at any time for the purposes of file retrieval and for monitoring use of Council's electronic telecommunications facilities and equipment;
c) Council, by default, blocks access to certain sites and content. Users who require access to blocked websites should contact the System Administrator in the first instance and may require the approval of their Manager.
d) Files or data that are inappropriate or non-work related may be deleted without notice;
e) Filtering devices to detect and block inappropriate communications or which deny access to websites or other content which is inappropriate may be deployed and monitored;
f) Unauthorised use that breaches this policy may lead to measures as outlined throughout this policy;
g) Council reserves the right to prevent or cause to be prevented the delivery of an email or text message sent to or from a User, or access to an internet website by a User, if the content or the email or text message or the internet website falls within the examples of Unacceptable Usage and Unlawful Activity listed above;

h) Council reserves the right to scrutinise and determine the suitability of any information distributed through electronic telecommunications facilities and equipment using any Council resources.

On a continuous and ongoing basis, Council may carry out electronic monitoring and surveillance of any user at such times of Council's choosing and without further notice to any User.

Electronic monitoring and surveillance occurs in relation to:

a) Storage and download volumes;
b) Internet sites – every website visited is recorded including time and duration of access and the volume of material downloaded;
c) Emails – the content of all emails sent, received and stored on the network, including deleted emails;
d) Computer hard drives – Council may access any hard drive on the computer network or owned by Council or used in Council business;
e) Text messages – Council may access any text messages store on a User's hand held device and the User must provide Council with the device for the purpose of allowing such access;
f) Mobile telephone records – Itemised telephone accounts may be checked for private usage. It is the User's responsibility to reimburse Council in accordance with current procedures; and
g) Suspected malicious code or viruses, applications and software.

Council retains logs, backups and archives of computing activities which it may audit from time to time. These records are the property of Council, are subject to State and Federal laws and may be used as evidence in legal proceedings or in workplace or other investigations into alleged misconduct.

Council may use and disclose the monitoring and surveillance records for the following purposes:

- Related to the employment of any employee, the retention of any other User or related to Council's business activities; or
- To a law enforcement agency in connection with an offence; or
- In connection with legal proceedings; or
- Where it is reasonably believed to be necessary to avert an imminent threat of serious violence or other injury to any person or substantial damage to property.

Reasonable personal use

Reasonable personal use of Council's electronic telecommunications facilities and equipment is a privilege and should be undertaken in the User's own time and kept to a minimum. It should not impact on any work-related priorities or Council resources, or violate this policy or any other Council policy or procedure. Such use must not involve information or attachments that are unacceptable or unlawful (see above). The underlying principle is that Users must act ethically and reasonably in the use of Council resources.

While Council respects the right of Users to privacy, Council gives no warranty or assurance about the confidentiality or privacy of any personal information disclosed or saved by any User in the course of using Council's electronic telecommunications facilities or equipment for the User's personal purposes. Users should be aware that:-

- Copies of personal files may be made in the course of Council's usual network backup procedures;
- A User's personal files may be reviewed in the course of Council's usual network administration procedures;
- Random samples of files may be taken to ensure that breaches of this policy or any law are not occurring;
- Council is not responsible for any loss that a User may incur if personal files are lost because of network or backup procedure failure;
- Those provided with a Council mobile phone also have the benefit of using the mobile phone for their personal use and therefore have the additional responsibility of accounting and paying for the cost of any personal use of the phone in accordance with the relevant procedures that may be implemented from time to time.

Council will not under any circumstances permit the use of Council's electronic telecommunications facilities or equipment for unacceptable or unlawful purposes and will take immediate action against any User found to be engaging in any unacceptable or unlawful activities.

Record keeping

Records stored or transmitted electronically are official documents which are subject to the same laws and record keeping requirements as other official documents.

Accordingly, all Users are responsible for ensuring their electronic communications (inwards, outwards and internally) and all other electronic records are recorded on the relevant Council file in line with document management policies and procedures. This includes emails, text messages, photographic messages and voice messages.

Manager and supervisor responsibilities and obligations

Managers and supervisors must ensure that all employees and other persons in their area of responsibility who have access to any of Council's electronic telecommunications facilities and equipment have understood and agree to comply with the provisions of this policy.

RELATED LEGISLATION

- State Records Act 1998
- State Records Regulation 2010
- Workplace Surveillance Act 2005

RELATED POLICIES AND PLANS

- Code of Conduct
- Antidiscrimination and EEO Policy
- Respect at Work Policy
- Social Media Policy
- Mobile Phone Policy

SECTION: 1 Service Management
PART: 1.15 Information & Communication

POLICY NO: 1.15.5(V4)

POLICY TITLE: Provision of Information to and Interaction between Councillors and Staff

DATE ADOPTED:

RESOLUTION NO:

SUPERCEDES: 1.15.5(V3)

PROPOSED REVIEW DATE:

RESPONSIBLE OFFICER:

Verified by	Verified by
General Manager.....	Mayor.....

1. INTRODUCTION

Based on the provisions of the Local Government Act 1993 (LGA), Councillors and staff have distinctly different roles to play in Council. The elected Council is responsible for the strategic direction and for determining the policy framework of Council. The Council also has a statutory role as the consent authority under both the Environmental Planning and Assessment Act 1979 and the LGA, for applications for development consent and local approvals. The General Manager with the assistance of the senior officers of Council is responsible for the effective management of the organisation and carrying out of Council's policies and strategic objectives.

2. AIMS

This policy will:

- Provide clear communication channels to ensure the speedy provision of accurate information;
- Recognise the particular circumstances of the Council;
- Require adequate training of staff and Councillors on the need for the policy and its requirements;
- Provide appropriate sanctions for non-compliance; and
- Be reviewed periodically to monitor its effectiveness and compliance.

3. OBJECTIVES

The objectives of this policy are to:

- Provide a documented process on how Councillors can access Council records;
- Ensure Councillors have access to all documents necessary for them to exercise their statutory role;
- Ensure that Councillors receive advice to help them in the performance of their civic duty in an orderly and regulated manner;
- Provide direction on Councillors' rights of access to Council buildings; and
- Provide a clear and consistent framework for the reporting of and appropriate application of sanctions for breaches of this policy.

4. SCOPE

This policy establishes the principles by which Councillors may access information and interact with staff in order to undertake their civic functions, while facilitating a positive working relationship between Councillors and staff.

This policy applies to all Councillors, staff and contractors of Council and their interactions.

4.1 Rights of Access to Council information

Councillors have the same general right as members of the public to inspect and take away copies of records and documents and are subject to the same constraints.

The Government Information (Public Access) Act 2009 (GIPA Act) replaced Section 12 of the LGA and the Freedom of Information Act 1989 from 1 July 2010. Part 2 of the Government Information (Public Access) Regulation 2009 incorporates the information that was previously contained under Section 12 of the LGA. This information is open access information and is required to be made publicly accessible by councils.

The right to inspect a document includes, within certain limits, the right to take away a copy.

4.1.1 Councillor Access to Council information

Councillors must be provided with full and timely access to information sufficient to enable them to carry out their civic office functions, in accordance with the LGA and the Code of Conduct.

Councillors are entitled to access Council files, records or other information identified as open access under the GIPA Act as identified in Councils Access to Information Guidelines or that information relating to a matter currently before the Council.

If Councillors have a private (as opposed to civic) interest in a document, they are afforded the same rights as members of the public and are required to make application for access under the GIPA Act. No Councillor will be provided preferential treatment in the provision of any service when that Councillor is acting outside their elected role and in the capacity of a private citizen.

Councillors requesting access to files and records shall make a request to the General Manager, the Public Officer of a person nominated by the General Manager.

When making a request for information, Councillors should draft the request carefully and should precisely detail the information, or the nature of the information being sought. It is expected that Councillors will act reasonably in making an application for access to information.

When dealing with a request by a Councillor for information, the General Manager, Public Officer or person nominated by the General Manager must act reasonably. Given that a Councillor may need information to perform their civic duty, if a request is to be denied, reasons for refusal must be provided.

Where it is believed that significant resources will be required to respond to a request for information, the General Manager, Public Officer or person nominated by the General Manager should advise the Councillor and provide details of the estimates of time and/or costs that are likely to be incurred in providing the information. An indication might also be given of what other matters will not be able to be attended to as a result of compiling the requested information.

The information provided to a particular Councillor in the performance of their civic duties shall also be made available to other Councillors, upon request or where considered appropriate by the General Manager.

Requests for access to information by Councillors will be responded to as soon as practical.

A Councillor who has been refused access to a Council document is entitled to lodge a request under the GIPA Act and has rights of review applicable under that Act.

This policy does not preclude a Councillor from making a request for access to information through a Notice of Motion at a Council Meeting.

A record shall be maintained of all requests by Councillors for access to information and details of such requests will be reported regularly to the Council.

4.1.2 Use of Council information

In regard to accessing information, a Councillor of staff member must:

- Only access Council information needed for Council business;
- Not use that Council information for private purposes;
- Not seek to obtain, either directly or indirectly, any financial benefit or other improper advantage for themselves, or any other person or body, from any information to which they have by virtue of their office or position with Council; and
- Only release Council information in accordance with established Council policies and procedures and in compliance with relevant legislation.

4.1.3 Security of Confidential information

The integrity and security of confidential information in the possession of a Councillor or staff member must be maintained.

In addition to general obligations relating to the use of Council information, a Councillor or staff member must:

- Protect confidential information;
- Only release confidential information if they have authority to do so;
- Only use confidential information for the purpose for which it is intended to be used;
- Not use confidential information gained through their official position for the purpose of securing a private benefit for themselves or for any other person or body; and
- Not disclose any information discussed during a confidential session of a Council meeting.

4.1.4 Personal Information

When dealing with personal information, a Councillor or staff member must comply with:

- The Privacy and Personal Information Protection Act 1998
- The Health Records and Information Privacy Act 2002
- The Information Protection Principles and Health Privacy Principles
- Council's Privacy Management Plan
- The Privacy Code of Practice for Local Government

4.2 Interaction between Councillors and Staff

The LGA provides that the General Manager is to direct staff in the performance of their duties. Any and all access to staff by Councillors, other than the General Manager, is to be authorised by the General Manager.

A Councillor of member of staff must not take advantage of their official position to improperly influence other Councillors or members of staff in the performance of their civic or professional duties for the purpose of securing private benefit for themselves or foe some other person or body.

4.2.1 Inappropriate Interactions for Councillors

- Endeavour to direct Council staff, other than by giving appropriate direction to the General Manager in the performance of Council's functions by way of a Council resolution, or by the Mayor exercising their power under Section 226 of the LGA;
- In any public or private forum, direct or influence, or attempt to direct or influence, any member of staff or delegate of the Council in the exercise of the functions of the staff member or delegate;
- Contact a staff member on Council related business outside of the avenues available under this policy and any related procedures;
- Contact or issue instructions to any of Council's contractors or tenderers, including Council's legal advisors, unless by the Mayor exercising their power under Section 226 of the LGA;
- Approaching staff to discuss individual staff matters and not broader industrial policy issues;
- Councillors who have lodged a development application with Council, discussing the matter with staff members in staff-only areas of the Council office;
- Being overbearing, abusive or threatening to staff;
- Making personal attacks on staff in a public forum;
- Making threatening or derogatory comments about other Councillors or staff;
- Directing or pressuring staff in the performance of their work, or recommendations they should make;
- Requesting any staff member to undertake work for the Councillor or any other person;
- Approaching any staff member directly for confidential or otherwise sensitive information that does not relate to the exercise of their civic duties and is not generally available to the public; and
- Personally reprimanding staff, rather than raising the matter with the General Manager.

4.2.2 Inappropriate Interactions for Council Staff

- Approaching Councillors directly to discuss individual staff matters and not the broader industrial policy issues;
- Refusing to give information that is available to other Councillors to a particular Councillor;
- Providing ad hoc advice to Councillors without recording or documenting the interaction as they would if the advice was provided to a member of the community;
- Meeting with applicants or objectors alone AND outside of office hours to discuss development applications or proposals;
- Lobbying Councillors to change resolutions of Council; and
- Giving preferential treatment or service to one or more Councillors.

4.2.3 Interactions during Meetings

The interaction between Councillors and staff at Council meetings is regulated by:

- Council's Code of Meeting Practice;
- The Local Government Act 1993;
- The Local Government (General) Regulation 2005; and
- Councils adopted Code of Conduct.

Councillors and staff must show respect to the Chair, other Council officials and any members of the public present during Council meetings or other formal proceedings of Council.

4.2.4 Interactions Outside of Meetings

Councillors may contact the General Manager, the relevant Manager or other staff member as authorised by the General Manager to discuss or make arrangements to meet to discuss Council business.

Only staff authorised by the General Manager will provide advice to Councillors.

4.3 Councillor Access to Council Offices and Buildings

As elected members of the Council, Councillors are entitled to have access to the Council Chamber and public areas of Council offices.

Councillors who are not in pursuit of their civic duties have the same rights of access to Council buildings and premises as any other member of the public.

A Councillor may only enter staff-only areas in accordance with guidelines determined by the General Manager.

5. BREACHES OF THIS POLICY

A breach of this policy will be taken to be a breach of the Code of Conduct and complaints alleging a breach of this policy must be made in accordance with the Procedures for the Administration of the Code of Conduct.

6. RELATED LEGISLATION

Local Government Act 1993
Local Government (General) Regulation 2005
Government Information (Public Access) Act 2009
Privacy and Personal Information Protection Act 1998
Health Records and Information Privacy Act 2002

7. RELATED POLICIES

Code of Conduct
Procedures for the Administration of the Code of Conduct
Code of Meeting Practice

9. DEFINITIONS

Councillor

Elected Council representatives, including the Mayor.

Public Officer

Manager Corporate Services

Open Access Information
Government information that is required to be made publicly available by Council under Section 6 of the GIPA Act.

Formal Access Application
An application for access to government information under Part 4 of the GIPA Act.

Informal Access Application
An application for access to government information which is not open access information or does not require a formal access application.

Personal Information
Information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion.

Private Interest
Information not relevant to the performance of a Councillor's civic duty.

VARIATION
This policy may be varied by the Council at its absolute discretion.

SECTION 1 Service Management
PART 1.11 Location, Development & Management of Files

POLICY NO: 1.11.2(V3)

POLICY TITLE: Records Management

DATE ADOPTED:

RESOLUTION NO:

SUPERCEDES: 1.11.2(V2)

PROPOSED REVIEW DATE:

RESPONSIBLE OFFICER:

Verified by

General Manager.....

Verified by

Mayor.....

POLICY

The purpose of this policy is to ensure that full and accurate records of all activities and decisions are created, managed and retained or disposed of appropriately, and in accordance with relevant legislation. This will allow Council to meet its obligations for accountability while ensuring that it protects the rights and interests of Council, its staff, clients and the community.

Introduction

The State Records Act 1998 provides that Council must establish and maintain a records management program to manage the organisation's records.

This policy outlines Council's requirements for managing records to:

- Support our ongoing business activity and customer services
- Meet legislative requirements and community expectations
- Manage records efficiently and effectively
- Be accessible to meet our business needs
- Store them cost effectively and when no longer required ensure they are disposed of in a timely and efficient manner
- Ensure that records of long term value are identified and protected for historical and other research
- Maintain digital and other technology dependent records in an accessible format for as long as they are required
- To comply with all external requirements relating to record keeping practices

Scope

This policy applies to all Councillors and staff who deal with corporate records and to anyone performing work on our behalf including casuals, volunteers, contractors and consultants.

It applies to any corporate record in any format, created, received or maintained by Council for official business. Communications sent or received via an electronic message system which are relevant to the information gathering, policy formulation or decision making processes of Council are included within the scope of this policy.

Objectives

Council's Records Management Program seeks to ensure that:

- it has the records it needs to support and enhance ongoing business and customer service, meet accountability requirements and community expectations
- these records are managed efficiently and can be easily accessed and used for as long as they are required
- records are stored as cost-effectively as possible and when no longer required they are disposed of in a timely and efficient manner
- Council complies with all requirements concerning records and records management practices including the NSW Government's objectives for recordkeeping
- Records of longer term value are identified and protected for historical and other research.

Elements of Records Management Program

Creation and Capture

Staff should ensure that they create official records of all decisions and actions made in the course of their official business. This includes, but is not limited to, letters, emails, file notes, meetings, phone conversations and social media interactions. For example, if business is transacted by telephone, file notes of the key points in the conversation should be documented. Official meetings should include the taking of minutes.

All records defined by the organisation as important to create should be captured Into Council's recordkeeping systems so they can be managed appropriately.

Records should be placed on an official file. Files are registered in the records management system and given a unique number. File titles are developed within a Business Classification Scheme based on that provided by NSW State Records.

Access to Council Records

Access to Council records will be considered in conjunction with the requirements of:

- Privacy and Personal Information Protection Act 1998; and
- Government Information (Public Access) Act 2009.

Records Security

Records of all formats should be stored securely to prevent unauthorized access, destruction, alteration or removal.

Council staff are responsible for the safe custody of all files and documents allocated to them and confidential information must be stored securely. Physical files should be returned to Records when action is complete. Electronic records should be retained on line (on servers) or offline (on CD ROMs, DVDs, magnetic discs or other removable media).

Records which are no longer active and rarely used should be transferred to the Government Records Repository (GRR) or an authorized Archival Storage Facility.

Tracking

Records staff conduct a scan of file movements on a periodic basis (normally weekly). Scanners are provided in records storage areas so that staff can record file movements, details of which will be uploaded on a daily basis.
Staff are aware of their mandatory responsibility to record the movement of files through training, policy and procedures.

Storage and Maintenance

Current hardcopy records should be stored in appropriate and secure premises. Any use of the hardcopy records should be noted in the records management system. Rarely used records or records no longer in use for official purposes that are still required to be retained in accordance with the current *Retention and Disposal Authority* should be forwarded to an appropriate off-site storage facility.

Electronic records (such as emails) of short term value which have not been archived in the records management system will be disposed of at suitable intervals. Electronic records of long term or archival value should be retained online wherever possible.

Maintenance of electronic records can also entail the migration of data. Migrations must be authorised and must produce authentic, complete, accessible and useable records.

Disposal

Administrative records common to all or many public offices such as financial and personnel records are covered under general retention and disposal authorities compiled by State Records NSW. Council recommends that disposal actions are assigned to records in all formats at creation to ensure they are managed appropriately. No records of Council can be disposed of unless In accordance with these retention and disposal authorities.

Any sentencing of records must be supervised by the Team Leader, Records (or other authorised person). Approval and signed authorisation for retention, destruction or transfer of records must be sought from the Manager Corporate Services (or other authorised person) before any disposal takes place.

Normal Administrative Practice

The State Records Act provides for limited disposal of records without specific authorisation of State Records under the Normal Administrative Practice provisions. These include records of little value that only need to be kept for a short period or routine instructional documents which need to be kept for a few hours or a few days.

Schedule 2 of the State Records Regulation 2015 sets out guidelines on what constitutes Normal Administrative Practice and outlines what can be disposed of under this provision. This should be consulted to make a decision if in doubt.

Value of records as a corporate asset

The records of Council are vital asset as they:

- Document precedents council can use to made future decisions
- Exist for a variety of administrative, functional, historical and legal reasons
- Are a major component of the Council's corporate memory and provide evidence of business transactions and decisions
- Support policy formulation and consistent and equitable decision making
- Are evidence of business activity ensuring staff meet their legislative and administrative responsibilities

RESPONSIBILITIES

General Manager

- Ensures that Council complies with the requirements of the State Records Act 1998 and the standards and requirements issued under the Act.

Manager Corporate Services

- Ensures that the Records Management Program is adequately resourced
- Has ownership of the Records Management Policy
- Ensures the preservation of digital records is addressed in policy, planning and implementation of the Council's records management program
- Ensures that the essential characteristics of digital records are identified prior to any preservation process taking place
- Reports to the State Records Authority on the records management program
- Provides support and infrastructure to ensure that records kept in electronic form are managed so that they are accessible, readable, inviolate, complete, comprehensive, and authentic for as long as required
- Implements information security measures
- Performs routine and comprehensive system backups of data
- Ensures the migration of digital records or digital control records/metadata is conducted carefully and in line with the conditions stated in the Genera! Retention and Disposal Authority.

Team Leader, Records

- Compiles recordkeeping procedures and standards in relation to all aspects of records management
- Monitors compliance with the Records Management Policy and recordkeeping procedures and makes recommendations for improvement or modification of practices
- Establishes and maintains a customised recordkeeping metadata scheme and business rules regarding how metadata is to be managed
- Assists with automated metadata capture, for example, ensuring that details of format are automatically saved into the records management system
- Manages Council's records management software
- Authorises the disposal of records, in liaison with the relevant staff
- Ensures that all staff are aware of their recordkeeping responsibilities
- Coordinates a records management training program
- Develops strategic and operational plans for the records management program
- Formulates and maintains thesaurus and retention and disposal authorities
- Responsible for the conduct of records management operations.

Business Unit Managers

- Ensure that records are created and managed within their business unit in a way which complies with the Records Management Policy and recordkeeping procedures
- Provide feedback on the success of migration processes to help ensure records remain authentic, complete, accessible and useable
- Ensure that staff are trained in how to create and manage records
- Authorise the destruction of records, along with the Team Leader, Records
- Consult with the Team Leader, Records when introducing new activities and systems to ensure that records are created, and that relevant terms appear in the thesaurus
- Determine legislative requirements for records relating to their specific activities
- Ensure that contract with service providers contain records management clauses in accordance with this Records Management Policy.

Records Section

Implementation of the Records Management Program is the responsibility of the Manager Corporate Services in conjunction with the Records Team Leader and Records staff who:

- Monitor compliance with this policy;
- Ensure that all staff are aware of their recordkeeping responsibilities;
- Are responsible for the conduct of records management operations;
- Identify and document records and information with long term value and arrange storage as per the General Retention and Disposal Authority; and
- Ensure that records and information are systematically and accountably destroyed when legally appropriate to do so.

Manager ICT

Ensures the migration of digital records or digital control records/metadata is conducted in line with the conditions stated in the General Retention and Disposal Authority and that the records and information are protected from unauthorised or unlawful access, destruction, loss, deletion or alteration.

All Staff

- Comply with Records Management Policy and recordkeeping procedures
- Create full and accurate records of their business activities, including records of all decisions and actions made in the course of their official business. This includes letters, emails, meetings, phone conversations and social media
- Ensure that all records are saved into the organisation's recordkeeping systems.

Councillors

- Comply with Records Management Policy and recordkeeping procedures
- Create full and accurate records of their business activities related to Council, including records of all decisions and actions made in the course of their official Council business. This includes letters, emails, meetings, phone conversations and social media
- Ensure that all records are saved into Council's recordkeeping systems.

Contractors

- Manage records that they create on behalf of Council according to the terms of their contract.
- Be aware that as part of their contract, all records created while performing work on behalf of Council belong to Council as well as being State Records under the State Records Act 1998. This includes the records of contract staff working on the premises are well as external services providers.

Training

Council will support staff by including records management training in induction programs.

Monitoring the records management program

The records management program will be monitored regularly by the Manager Corporate Services and Records Team Leader.

An internal survey will be conducted every two years with results and recommendations sent to MANEX for consideration.

DEFINITIONS

Active Records
Records in frequent use, required for business transactions or information.

Archives
Records which have been appraised as having continuing value to the organization or required as State Archives.

Business Activity
Umbrella term covering all the functions, processes, activities and transactions of an organisation or its employees.

Classification
Systematic identification and arrangement of business activities and/or records into categories according to logically structured conventions, methods and procedural rules represented in a classification system.

Disposal
A range of processes associated with appraising documents and files for retention, deletion or destruction.

Electronic Messages
Communications sent or received via an electronic messaging system. These may be in the form of electronic mail, voice mail or electronic data interchange (EDI) messaging and includes attachments. Messages may be received or sent internally and/or externally.

File
A file is a collection of documents, which show organizational activities through an identifiable sequence of transactions. A file can be physical or electronic.

Normal Administrative Practice
A provision under the State Records act 1998 that provides for the destruction of records, the destruction of which is not otherwise covered by a specific law or an authorized records authority.

Record
A document or other source of information in any format, created, received or maintained by Council.

Recordkeeping
Making, maintaining and capturing a complete, accurate and reliable evidence of business activities.

Records Management

Field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, use and disposition of records, including processes for capturing and maintaining evidence or and information about business activities and transactions in the form of records.

Sentencing

The method used to action records according to a retention and disposal authority.

Social Media

Social media is a form of electronic communication (as web sites) for social networking and microblogging) through which users create online communities to share information, ideas, personal messages and other content (such as videos).

State Record

Any record, made and kept or received and kept by any person in the course of the exercise of official functions in a public office, or for any purpose of a public office, or for the use of a public office.

Legislative Requirements

State Records Act 1998 - including standards and retention and disposal authorities *issued* under the Act
State Records Regulation 2010
Government Information (Public Access) Act 2009
Privacy and Protection of Personal Information Act 1998
Evidence Act 1995
Health Records and Information Privacy Act 2002
Local Government Act 1993

Related Policies and Plans

Council's Code of Conduct
Access to Information held by Council
Privacy Management Plan

Précis of Correspondence

File No:	C2.1-C2.9
Report: 932/2018	Centenary of Armistice
Author:	The Honourable. David Elliot, MP Minister for Counter Terrorism Minister for Corrections Minister for Veterans Affairs

I am writing to ask for your support to encourage your community to stop and pause for reflection at 11am on Sunday, 11th November 2018 for one (1) minute, to remember our veterans who paid the ultimate sacrifice and express gratitude for the peace and prosperity that we enjoy today.

Recommendation:
For Council's consideration

Resolution

415/2018 That Council note the information regarding the Centenary of Armistice Moved Cr Davis Seconded Cr Rice Carried

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File No:	T4.1
Report: 933/2018	Smith Flight Commemoration Group
Author:	Tom Lockley, Aviation Historical Society Of Australia (NSW) INC

In 1919 Ross Smith was the captain of an aircraft that made the first flight from England to Australia. Taking 29 days and arriving in Darwin on 10th December 1919 En route to Adelaide, the aircraft called at Bourke. (See correspondence attached)

Resolution

416/2018 That Council note the information in relation to the Smith Flight Commemoration Group. Moved Cr Davis Seconded Cr Rice Carried

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The Honourable David Elliott MP

Minister for Counter Terrorism
Minister for Corrections
Minister for Veterans Affairs

COPY

C2-1 C2-9

24 SEP 2018

Reference: D18/122498/DJ

MAYOR	✓	COUNCIL	
GM	✓	LIBRARY	
MCS		RATES	
MT&D		BOBEC	
MEV		HR	
MRS		IT	
MW		DEPOT	
OTHER			

Councillor Barry Hollman
Mayor, Bourke Shire Council
PO Box 21
BOURKE NSW 2840

CC: The Hon. Kevin Humphries, Member for Barwon

Dear Mayor

On the 11th of November this year New South Wales will join communities across Australia, and the world, to commemorate the Centenary of Armistice that marks the end of The Great War.

I am writing to ask for your support to encourage your community to stop and pause for reflection at 11am on Sunday 11th November, for one minute, to remember our veterans who paid the ultimate sacrifice and express gratitude for the peace and prosperity that we enjoy today.

The Department of Veterans Affairs is working with all States to coordinate and encourage nationwide participation. Specific branding has been produced – The *NSW Remembers Armistice* logo can be utilised throughout the community to promote and commemorate Armistice. I encourage you to share this widely, and use in your local area. The logo and branding guidelines are available for download via this link: www.centenaryofanzac.nsw.gov.au/armistice

Whether attending a commemoration, walking down the street, listening to the radio or watching television, on public transport or in shopping centres, it would be wonderful to see the state come to a standstill at 11am and remember our fallen.

We hope there will be many local commemorations and events taking place, and we recommend people organise, promote and attend local community events and commemorations.

Please contact the Office for Veterans Affairs, Mr Nick Young on 8061 9258, or via email nick.young@veterans.nsw.gov.au if you would like any further information.

Thank you for your support of our service men and women.

Yours sincerely

David Elliott MP
MINISTER FOR COUNTER TERRORISM
MINISTER FOR CORRECTIONS
MINISTER FOR VETERANS AFFAIRS

13 September 2018

GPO Box 5341, SYDNEY NSW 2001
Phone: (02) 8574 6290 Fax: (02) 9339 5564 Email: office@elliott.minister.nsw.gov.au

For the attention of Ms Fran Carter

Thank you for taking to me.

In 1919 Ross Smith was the captain of an aircraft that made the first flight from England to Australia. This was an epic journey, taking 29 days and arriving in Darwin on 10 December 1919. En route to Adelaide, the aircraft called at Bourke .The purpose of this email is to alert you to the situation. It might be possible to have an event where light, historic and experimental aircraft fly over the same route as followed in 1919. The favoured time seems to be late December, unfortunately arriving sometime just before Christmas in the hottest time of the year!

I am sending some stuff by snail mail.

The main event for commemorating the centenary next year is a 'race' for electric, hybrid or similar fuel-saving aircraft to arrive in Darwin on 10 December 2020 and planning is well under way. See https://www.greatairrace.com.au/. Contact is 'Milton O'Brien' <milton@inspiress.com.au>
In Adelaide *Greg Mackie OAM, CEO of the History Trust of South Australia, is coordinating efforts to leverage the centenary for public awareness-raising, and to advocate for better display of the Vickers Vimy.* Lainie Anderson, a prominent South Australia journalist, recently completed a major study of the 1919 flight, downloadable from https://www.churchilltrust.com.au/fellows/detail/4093/Lainie+Anderson and essential reading for anyone interested. She is now working part-time on the plans for the South Australian activities and on a documentary on the 1919 flight. Her email is Lainie Anderson <lainieanderson@internode.on.net>

Australia Post has decided to issue some form of commemorative postal material and ideally these items could be carried on the flight. Other philatelic and historical is groups might also consider producing their own material.

We think that something should be done between Darwin and Adelaide to commemorate the flight and have been informally talking to many people. We had an information table at *Wings over Illawarra* early this year and attracted a great deal of interest. An information sheet we handed out is attached, slightly modified in the light of later events.

AHSA NSW Airmail Centenary Commemoration Group was co-ordinator for the commemoration flight of the first airmail in Australia. In July 1914 French aviator Maurice Guillaux flew from Melbourne to Sydney, and with wonderful help from the aviation community, the event was very successful. We have formed a committee to look at encouraging a similar event: basically the aircraft carrying the philatelic material could be 'escorted' by an all-weather aircraft, and as the flight called at the various airfields the local people and groups were invited to arrange welcomes and similar activities. This is a much bigger operation than the Melbourne-Sydney flight and ideally we are seeking to get a commercial firm to sponsor it. Basically we are thinking of an event of twelve days or so, timed to arrive in Adelaide, for example, on New Years' Day 2018. Greg Mackie has indicated that such an event, arriving in Adelaide on New Years' Day 2020, could be very helpful to further raise public awareness of the importance of the centenary of the epic flight.

What we want to do is to put together a list of people and organisations that might be interested in participating in any commemorations of the Darwin to Australia section of the flight. No commitment from any person or group is needed yet, just an expression of interest to Tom Lockley (tomlockley@gmail.com or ahsanswsmithflight@gmail.com). The Northern Territory people hope to make a major announcement about their program on 10 December this year and it would be good if we had a basis for planning the Darwin to Adelaide section by then.

The attachment is the summary of the idea as distributed at *Wings over Illawarra,* and it would be appreciated if this email and the attachment was forwarded to anyone that you think might be interested, And we would also appreciate an email expressing general support for the idea, from organisations or individuals; no commitment from anyone at this stage, or indeed for some months!
Thanks for reading this; please phone 0403 615 134 to discuss any matters raised, or use this email or tomlockley@gmail.com .

Smith Flight Commemoration Group
AVIATION HISTORICAL SOCIETY OF AUSTRALIA (NSW) inc
Tom Lockley ahsanswsmithflight@gmail.com +61 (0)403 615 134

Bourke Shire Council

Activity Reports

Monday 29th October 2018

Engineering Services Activity Report

File No:	E7.1
Report: 109/2018	Works Completed
Responsible Officer:	Christopher Morrall - Roads Supervisor

The following information outlines works completed from the 10th September 2018 – 22nd October 2018 inclusive.

1. NORTH SECTOR – Denis Tiffen, Team Leader	
Location	Work Carried Out
RLR 27 Burrawantie Road	Grading Completed
RLR 12 Multagoona Road	Grading Completed
RLR 20 Wampra Road	Grading Completed
RLR 24 Ellavale Road	Grading Completed
RLR 25 Lower Lila Road	Grading Completed
RLR 26 Mascot Road	Grading Completed
RLR 34 Tuon Road	Grading Completed
RLR Lanihuli Road	Grading Completed
MR 405 Gumbalie Section	Sealing Works Commenced

2. SOUTHWEST SECTOR - John Reed, Team Leader	
Location	Work Carried Out
MR 405 Gumbalie Section	Sealing Works Commenced

3. TRANSPORT SECTOR - Jack Wielinga, Team Leader	
MR 405 Gumbalie Section	Sealing Works Commenced

4 BITUMEN SECTOR - John Bartley, Team Leader	
Location	Work Carried Out
Bourke Township	Patching undertaken
Regional roads	Patching undertaken
State Highways	Patching undertaken

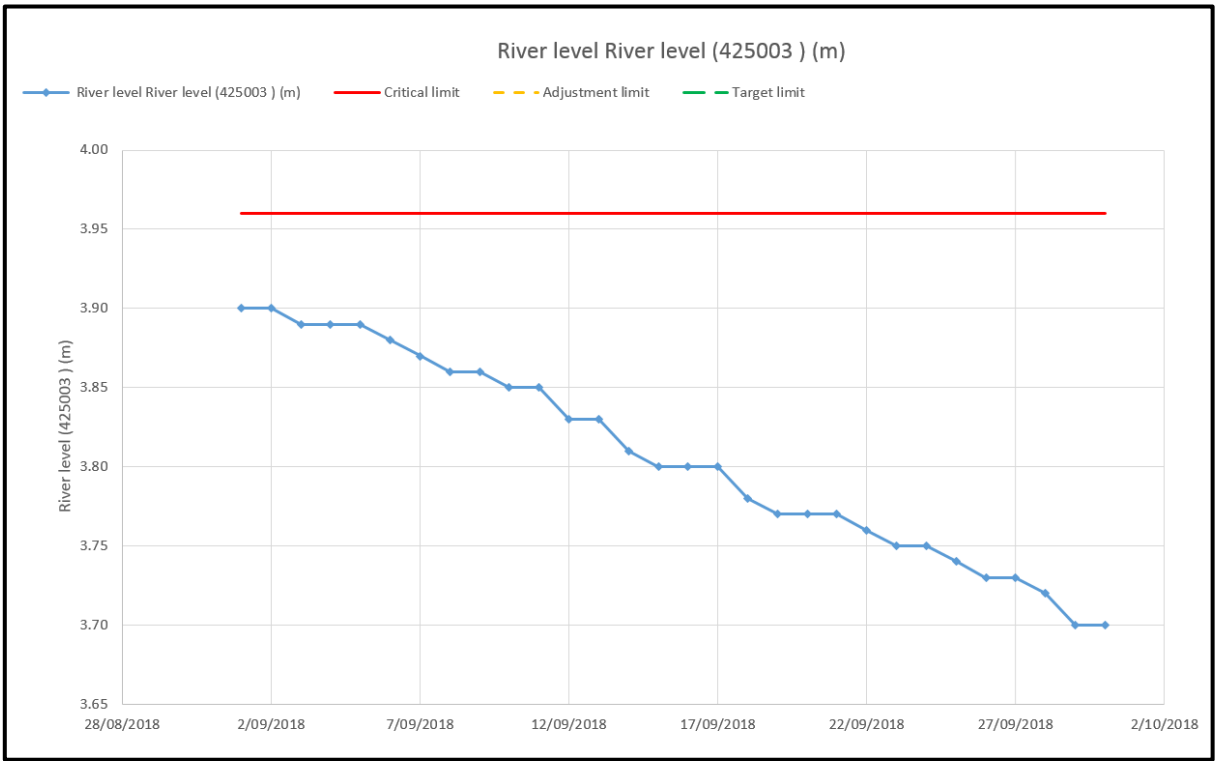
5.PARKS & GARDENS – Terry Rankmore, Team Leader	
Location	Work Carried Out
General	All parks & sporting grounds gardens, regular mowing & maintenance carried out Sporting grounds facilities cleaned & maintained Public toilets cleaned & maintained General graffiti removal carried out on Council facilities
Small Plant	Maintenance & service carried out on all ground plant
Works Requests	Actioned & ongoing
1 Tudor St	General maintenance carried out
Wharf	General maintenance carried out Grounds prepared for bootcamp-8 week challenge
Renshaw Complex	Grounds, facilities cleaned & maintained Prepare grounds for Park Run
Coolican Oval	General maintenance carried out Prepare grounds for Junior Soccer Prepare ground for Movie Night
Davidson Oval	General maintenance Prepare grounds for Junior Rugby League Prepare grounds for School Holiday Community Activities Prepare grounds for NPWS fitness training
Central Park	Skate Park - regular mowing & maintenance carried out, graffiti removal Prepare ground for Mobile Playgroup Grounds prepared for boot camp - 8 week challenge
Villages	Mow grounds, facilities cleaned & maintained
Airport	Mowed airstrip
Training	Nil

6.TOWN SERVICES – Troy Hayman, Team Leader	
Location	Work Carried Out
Work Requests	Actioned & ongoing Weekly sand footpaths Weekly Town mowing
Monthly Requests	Actioned
Cemetery	Prepared graves: 06/09/201/,13/09/201/,20/09/2018 and 11/10/2018 Move headstone 26/9
Rest Areas	Weekly rubbish removal & cleaning along road side Mow & poison Sydney Road rest areas
Staff Training	Nil
General	Sand footpaths weekly Poisoning of streets and corners town and drains Daily airport inspections Teaching garbage truck run new operator Put directional arrows in main street Erect, rest area signs Cobar Road after road works been completed Pick up rubbish main street Put sign's together for bridges west side of Enngonia Patch holes in car park behind council office Main street remove trees court house and brick columns Main street move bollards Cold mix ramp Barringun Erect bridge signs west of Enngonia Yantabulla road Clean up main street after car crashed through barriers Poison airport Poison floor of new play equipment and put soft fall in North Bourke Main street forklift Night line around play equipment North Bourke Remove car Oxley Street Pick up rubbish from library Remove trip hazards Port of Bourke Hotel Truck with plumbers water breaks Pull out trip hazards Mitchell street near old ambulance station Replace keep left sign corner of Oxley and Charles street Set up for hospital garden party Take forklift to Yandaroo Fix seat main street Barrier mesh boat ramp for commenced works Take down goal posts Davidson oval Take Bunding out to boat ramp for new concrete slab Take signs down main for new traffic conditions Erect pedestrians signs main street newsagent end Take pavers down main street Footpath mowing and whipper snipping ongoing Airport inspections daily

	Clean up around old net ball courts at golf club Pick up steel for boat ramp Take bridge truck to pick up pipe and take to water works Truck to Newcastle pick up pumps Clean sails Exhibition Centre Deliver sand stone blocks to main street Remove dirt/concrete from boat ramp Put old pump back at pump site Sydney road until power put on Fill holes in drive way of pool Clean drains after rain Cold mix main street around garden beds Take crusher dust out to boat ramp Crusher dust main street Patch hole lane way Mertin street Remove dirt/concrete take to tip Cut Rio bar off trip hazard Tarcoon street Relieving garbage truck
Sundry Debtors	4950-2650-1374 4950-2650-1376 4950-2650-1377 4950-2650-1378

7. WORKSHOP – Aaron Coyne, Tradesman Plant Mechanic			
Plant no	Rego	Description	Work Carried Out
135	BD37AJ	2009 Volvo	Changed oil, cab and fuel filters
137	DH91BK	2010 Volvo	Changed oil, fuel filters, blew air cleaners. Solder end on 32way cable, replace air conditioner compressor and receiver dryer
140	AK24LO	Caterpillar 12H	Replaced horn, service
150	BV55RE	Caterpillar 12M	Service, adjust door, fixed wiring on tracker, fix broken lights
178	CO73PY	Isuzu	Put new battery in truck, compressor on truck, tank cracked
22	CM09EW	Holden Colorado	Service
231	X22672	Kohler	Service
510	73228D	Smooth Drum Roller	Replace door latch, service
70	CM03EW	Holden Colorado	Service
92	CA52JC	Western Star	Banged and WD40 lock on toolbox
102	K46895	Airport Trailer	Rewired and put new clamps on
148	TC60FS	Dolly	Replace broken side marker lights, repair wiring to lights, replaced broken mud flap
59	Z37484	Transtech Quad-axle	New motor fitted, few alterations made, repaired exhaust, replace two blown hydraulic hoses
69	X50803	2011 Moore	Replaced bushes, brakes fixed
76	P95614	2004 Moore	Replaced brakes, replaced rod and rocker bushes, replaced side marker lights
60	AV25YJ	Freightliner Columbia	Replaced hoses
93	CE53WX	Isuzu	Adjust and bleed brakes, made adjustments to hand brake
97	YUB437	Isuzu	Tail light fixed, shocks ordered
161	YGU33D	2017 Mazda BT 50	Service
20	CJ68XA	Nissan X Trail	Fit new battery
55	CQ28KZ	Mitsubishi Pajero	Service, replaced engine oil and filter
218	BR67WH	2012 Hino	Tightened bolts, fit light bar
111	Dolly	TB60BR	Re wire tail lights and side clearance lights
8	YCJ72Y	2015 Mazda BT 50	Service, removed tonneu cover, fit new light bar
34	BPV02A	2010 Mazda BT 50	Fit new wiring on hoist
40	CP40FZ	Isuzu	Service
511	73229D	Smooth Drum Roller	Service, grease and check
77	AY40UT	Case	Repair broken wires and pump on seat
46	BX92HR	Hino	Service, ordered bonnet
57	CC20UJ	Hino	Replaced fuel filters, replace blown water line, loose hose replaced
404	CI35TV	Isuzu	Service, ignition barrel, immobiliser, computer and door locks replaced, replaced light

8. Water & Wastewater – Shane Hopley, Team Leader	
Water Supply Planned Maintenance-September	
13 Mitchell Street	Sewer Choke
97 Mertin Street	Sewer Choke
7 Harris Street	Sewer Choke
10 Wilson Street	Sewer Choke
33 Green Street	Sewer Choke
8 Wilson Street	Sewer Choke
30 Tarcoon Street	Sewer Choke
23 Mitchell Street	Sewer Choke
51 Hope Street	Sewer Choke
30 Hope Street	Sewer Choke
3 Harris Street	Sewer Choke
38 Mitchell Street	Sewer Choke
29 Darling Street	Sewer Choke
119 Oxley Street	Sewer Choke
47 Mitchell Street	Sewer Choke
63 Darling Street	Sewer Choke
Alice Edwards Village, Cottage 14	Sewer Choke
11 Mitchell Street	Sewer choke, dug sewer main clear choke
Pool	Set up and repair chemical dosing system
Byrock	Dug 100mm filtered water main and repaired main
Renshaw Complex	Dug 100mm filtered water main and repaired main
2 Becker Street	Dug 100mm filtered water main and repaired main
Renshaw Complex	Dug 100mm raw water main repaired 25mm service
31 Moculta Street	Dug 100mm Raw water main repaired 25mm service
9 Moculta Street	Dug 150mm raw water main and repaired main
34 Mitchell Street	Dug 150mm filtered water main and repaired main
5 Wilson Street	Dug 225mm filtered water main and repaired main
72 Darling Street	Repaired leaking 20mm filtered water service
22 Meek Street	Repaired leaking 20mm filtered water service
80 Tudor Street	Repaired leaking 20mm filtered water service
17 Charles Street	Repaired leaking 20mm raw water service
Coolican Oval	Connect water and sewer to new canteen
Wanaaring Road	Install new bore pump
Louth	Replace pump in park
Macquarie Street North Bourke	Extend filtered and raw water mains, installed fire hydrant
Yandaroo Bush Camp	Connect water and drainage to portable buildings
Clara Hart Village	Routine Maintenance & Monitoring as per ACP Management Plan
Alice Edwards Village	Routine Maintenance & Monitoring as per ACP Management Plan Replace pump at sewer pump station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River level River level (425003) (m)
Critical limit
Adjustment limit
Target limit
River level (425003) (m)
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3.90
3.85
3.80
3.75
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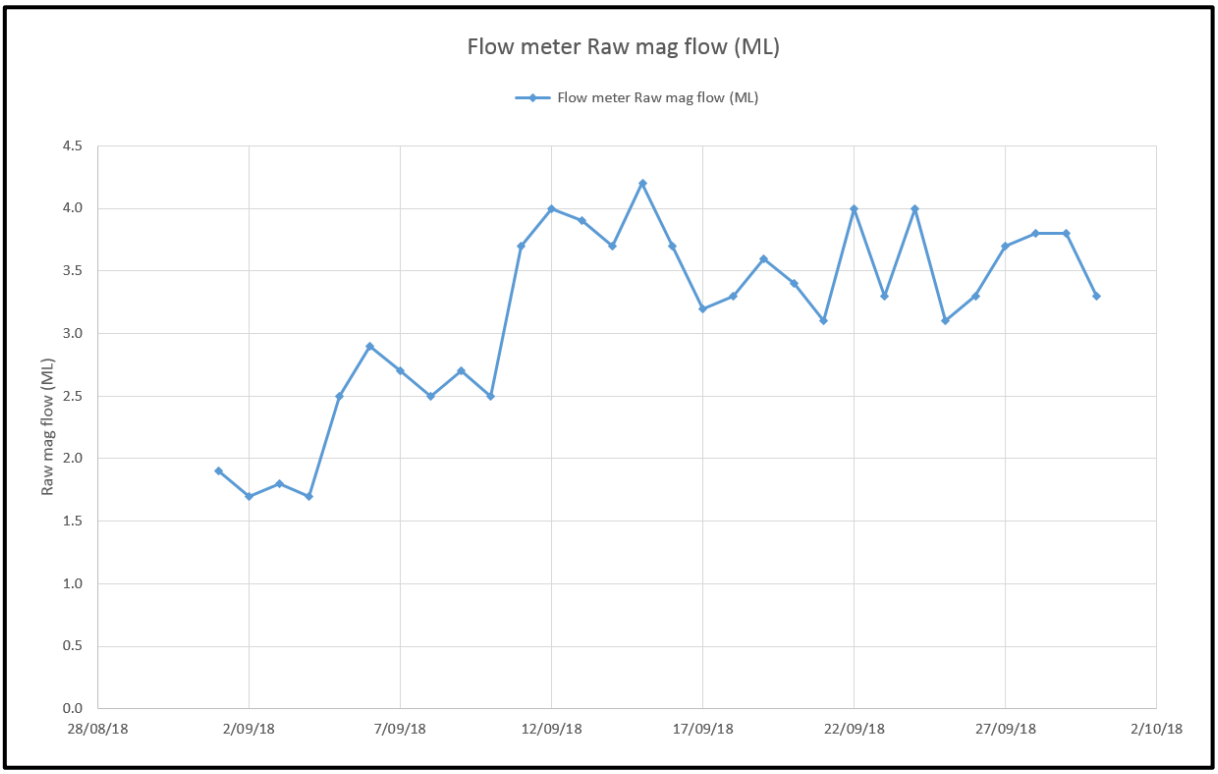
2/10/2018


Flow meter Raw mag flow (ML)
Flow meter Raw mag flow (ML)
Raw mag flow (ML)
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4.0
3.5
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2.0
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28/08/18
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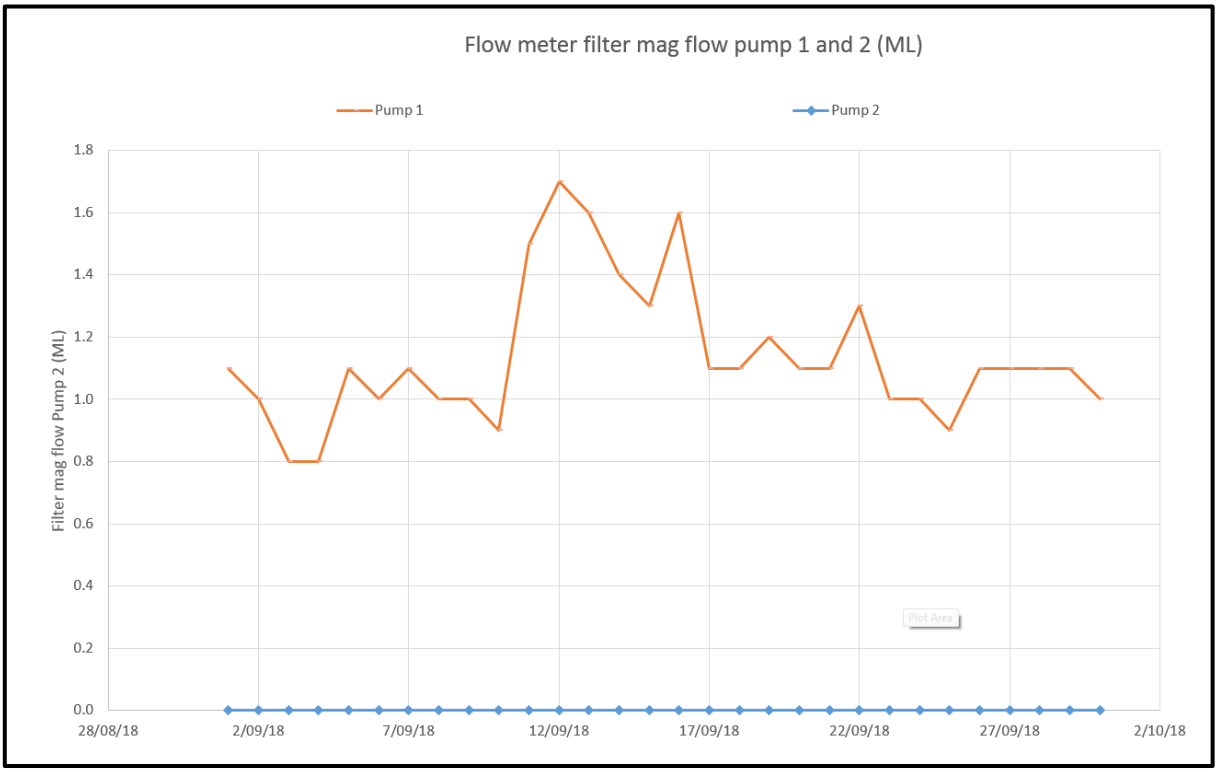
22/09/18
27/09/18
2/10/18



January 2018	222	38	8	50,217	42,614	2,760	176 -	5
February 2018	150	43	-	41,126	26,917	2,220	107	2
March 2018	159	47	-	42,735	17,033	3,085	113	4
April 2018	176	44	-	44,985	27,350	2,967	132 -	1
May 2018	125	39	-	41,359	17,650	2,548	86 -	2
June 2018	106	37	-	43,879	13,444	2,204	70 -	7
July 2018	92	35	-	37,185	12,448	2,163	57 -	2
August 2018	90	34	-	34,619	1,550	-	56 -	0
September 2018	95	34	-	35,126	-	-	61 -	1

Critical Control Points (at 17/4/2018)

No	CCP	Monitoring Parameter	Location	Frequency	Target	Adjustment Level	Critical limit
CCP 1	Clarification	Turbidity	After clarifier	Daily grab sample	<1 NTU	4 NTU	>4 NTU
CCP 2 *	Filtration	Turbidity	After Filters	Daily grab sample	0.4 NTU	1 NTU	>1.2 NTU
CCP 3	Disinfection	Chlorine residual	Filtered Water	Daily grab sample	1.5-2 mg/L	<1.5 mg/L for more than 3 days	<0.5 mg/L or > 5 mg/L
CCP 4	Fluoridation	Fluoride concentration	After filters	Daily grab sample	1.0 mg/L	<0.95 mg/L or >1.0 mg/L	<0.9 mg/L for > 72 hours Or >1.5 mg/L
CCP 5	Reservoirs	Reservoir Integrity	Reservoirs	Weekly	Integrity maintained	Signs of integrity breach	Unable to rectify breaches

Sewerage Treatment Plant EPA Licence Compliance

Record of Effluent Analysis

Pollutant	Unit Of Measure	Licence 100 Percentile Concentration Limit	JAN 2018 Test	FEB 2018 Test	MAR 2018 Test	APR 2018 Test	JUN 2018 Test	JUL 2018 Test	Aug 2018 Test	Sept 2018 Test	Oct 2018 Test	Nov 2018 Test	Dec 2018 Test
Oil & Grease	*mg/L*	10	3	2	4	<2	10	3	<2	<2			
pH		*6.5-8.5*	9.2	9.07	9.17	8.84	9.01	9.19	7.77	8.21			
Nitrogen (total)	*mg/L*	*15*	15.4	17.1	25	11.2	6.6	9.5	9.7	6.9			
Phosphorus (total)	*mg/L*	*10*	1.8	2.5	2.4	2.8	<0.05	2.4	3.7	3.9			
Total suspended solids	*mg/L*	*20*	134	178	172	140	78	78	41	17			
Biochemical oxygen demand	*mg/L*	*15*	18	28	32	20	23	32	29	5			

Council notes the provisions of clause L2.5 (a) and (b) of its licence conditions of a chlorophyll exemption due algal growth, which also exempts the above exceedances.

- Rainfall in Bourke for September 2018 was 1mm
- Hottest day for September 2018 was 32 degrees
- Coldest day for September 2018 was 14.8 degrees

Resolution

417/2018 That Council note the information in the Engineering Services Department Activity Reports as presented to Council on Monday, 29th October 2018.			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

Activity Report for the Environmental Services Department

File No:	D3.2
Report: 210/2018	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 2019/0005	Lot 5, Section 11, DP 758781 11 Macquarie Street, North Bourke	Installation of Transportable Dwelling

Total value of Approved works for September 2018	= $278,000
No. of Development Application Approvals for September 2018	= 1
No. of Complying Development Application Approvals for September 2018	= 0

File No:	A11.1.1
Report: 210/2018	Building Services Report
Author:	Paul Faulkner, Environmental Co-ordinator
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services
Location	Work Carried Out
Work Requests	Actioned and ongoing
Risk Assessments	Completed with every job
Training	Nil
Office	Monthly check and test Emergency Generator
Cemetery	General maintenance – watering ,mowing and fill in holes trim and remove trees and poisoning
Contractors	Electrical works to buildings and Water & Sewer Department
Council Buildings	Pest control and minor maintenance
Yandaroo	Set up base camp
Grants	Commence Boat Ramp replacement
Plant	Repairs and maintenance
Louth Village	Install fence, top up soft fall and grade airstrip parking area

File No:	A8.1	
Report: 210/2018	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	4	1
Seized	5	1
Surrendered	3	0
Deceased	3	0
Total	15	2
Euthanased	0	1
Returned to Owner	0	0
Deceased	3	0
Re-housed	5	1
Died in Pound	3	0
Escaped from Pound	1	0
Animals Remaining at End of Month	3	0
Total	15	2
Micro-chip Implantations	3	0
Infringement Notices	0	0
Wandering Stock	0	
Stock Rested in Stock Yards	1021	
Shopping Trolley Impounded	0	

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

File No:	S10.2.1		
Report: 210/2018	Swimming Pool Report		
Author:	Mark Hollman, Pool Manager		
Responsible Officer:	Dwayne Willoughby, Manager Environmental Services		
Attendance for September 2018			
Season Ticket Holders		Non- Season Ticket Holders	
Adults	18	Adults	42
Children (2+)	12	Children (2+)	130
Children (<2)	0	Children (<2)	0
Pensioners	0	Pensioners	0
School Groups	0	Total for Month	202

Resolution

418/2018 That Council note the information in the Environmental Services Activity Report as presented to Council on Monday, 29th October 2018.
Moved Cr Barton Seconded Cr Dorrington Carried Unstarred

General Manager's Activity Report

File No:	G2.1
Report: 310/2017	"From the GM's Desk"
Responsible Officer:	Ross Earl, General Manager

27th September 2018

At the Ordinary meeting of Council held on Monday, 24th September 2018 the elections were held for the position of Mayor and Deputy Mayor for the ensuring two (2) years.

Councillor Barry Hollman was re-elected Mayor for the next two (2) years and Councillor Lachlan Ford elected as Deputy for the same period.

Council once again resolved to hold its Ordinary Meetings at 9.00am of the fourth Monday of each month as has been the practice for a number of years. However, there has been the need to change a few of those dates due to other commitments and public holidays as follows:-

The 2018 October Meeting has been rescheduled until the 29th October due to clash with the Annual Conference of Local Government New South Wales.

The scheduled date for January 2019 is the Australia Day holiday and the meeting will be held on the 21st January and the April Meeting scheduled date is Easter Monday so that meeting will now be held on the 29th April 2019. With Council hosting the 2019 Western Division Conference on the 25th February which is Council Scheduled meeting day this has had to be brought forward to the 18th February 2019.

The New South Wales Office of Industry has provided funding to Councils to assist in the promotion of Small Business Week in October 2018. Bourke Shire has embraced the opportunity to assist small businesses within the Bourke Shire Community and will be holding an evening on the 25th October 2018 to allow the small businesses within the community to have an evening with Certified Action Coach and Business Coach for Small Business, Beau Robinson.

The evening will be held at the Back O' Bourke Exhibition Centre Café starting at 6.00pm and will finish around 8.00pm depending on questions.

There is no cost to small business and during the course of the evening there will be the opportunity for business to enter a draw to win one (1) of five (5) one (1) hour sessions with Beau at their individual businesses the following day. Registrations can be made with Michael McDowell on 0268308000 or email at aes@bourke.nsw.gov.au and will greatly assist in the provision of any material and catering requirements.

The wait is almost over for those looking to utilise the Bourke War Memorial Swimming Pool. The pool will be open for the 2018/2019 season at 10.00am this Saturday, 29th September 2018.

The cost of utilising the pool is one of the lowest in the state and those who elect to purchase a season ticket are getting excellent value for money.

To assist in recognising the significance of Remembrance Day it is proposed that knitted or crocheted poppies be made and displayed at the Remembrance Day service in Bourke. It is hoped that at least 267 poppies are able to be made and displayed with 267 being the number of persons from the Bourke area who enlisted to serve their Country in the quest for peace.

Remembrance Day has previously been known as Armistice Day and "Poppy Day" and the poppy continues to be the flower that is used on Remembrance Day.

Anyone who has the skill and time to produce poppies is encouraged to participate.

Bourke Rotary Club will donate the wool for the project and both the wool and patterns can be collected from Carole's of Bourke.

It would be ideal if the poppies could be made and delivered to Carole's before the end of October so that they can be mounted for display on Remembrance Day. Poppies can still be delivered up until Friday, 9th November 2018.

Whilst on Remembrance Day, I was always of the understanding that the Armistice was signed at 11am on the 11th November 1918. However the Armistice was in fact signed in France at 6.00am on that date to come into effect at 11.00am.

Bagpipers across Australia will be part of an international commemoration on 11th November to mark the signing of the Armistice in World War One.

They will honour the service and memory of more than 2000 Allied pipers who were killed in the war and many more who were wounded and served in four (4) years of conflict at Gallipoli and on the Western Front.

At 5.00pm as the Centenary of ANZAC commemorations remember the final day of the war, at memorials across Australia pipers and bands will play The Battle's O'er, a tune composed a century ago to honour those who served and to this day regularly played by bands the world over.

Australia's participation in the international commemoration is being coordinated by Pipe Bands Australia and is timed to coincide with pipers in Britain and across Europe playing The Battle's O'er at the time the Armistice was signed at 6.00am in the Northern Hemisphere. Bands and Individual pipers have been invited to participate.
Annette Earl has registered with Pipe Bands Australia and will participate in this global event and will play locally at the Bourke Cenotaph.

Bourke Shire Council will be hosting a Grant Writing Workshop and it is likely to be held on Saturday, 6th October at the Back O' Bourke Exhibition Centre Café. There will be no charge for the workshop and it is being run to assist members of the various sporting and social groups in town, to improve their grant writing skills which could in turn translate into additional funds being available via the success of grant applications that are lodged.

The Facilitator will be Belinda Colless who has a great deal of experience in the area of grant writing will also provide participants with some reference material. Belinda has assisted in the preparation of a number of grant applications for Bourke Shire Council which have achieved a great deal of success.

Anyone who would like to participate is invited to leave their name and contact details at Council Offices.

Representatives of The New South Wales Aboriginal Lands Council, New South Wales Office of Water Aboriginal Communities Program Water and Sewer Program and New South Wales Department of Health were in the Shire this week and held a community meeting to determine the level of community acceptance to having the water supply in Enngonia chlorinated.

While the Aboriginal Communities Water and Sewer Programme generally only focus on the Aboriginal Communities it was felt that circumstances in Enngonia, including both to the way in which the current water supply was set up and the relatively small number of people within the village of Enngonia provided the opportunity to have the water supply as a whole chlorinated.

The initial meeting in relation to the proposal to chlorinate the water supply was apparently met with a generally positive feeling although there was not a unanimous agreement.

Prior to further progressing the concept the representatives of the organisations proposing and funding the project sought the views of Council and together with The Manager of Corporate Services, Leonie Brown and I met with the representatives in the absence of the Manager of Works.

It is felt the next step would be a need for a more formal consultation process led by Council given the fact that Council is the owner of the water supply and this is planned to happen in the last week in October subject to Council's concurrence.

Once Community endorsement is obtained detailed plans and costing can be developed.

The Member for Barwon, Kevin Humphries, MP, will be in Bourke on Tuesday, 2nd October to launch the newly developed Bourke Jobs Board.

The Jobs Board is one of the initiatives under the Bourke Aboriginal Employment Prosperity Strategy which is aims to increase employment in the Bourke community.

The design and implementation of the Strategy was a result of the combined efforts of the Maranguka Community Hub, Bourke Shire Council and the New South Wales Ombudsman's Office.

The Strategy has been funded by the New South Wales Department of Industry.
The strategy focuses on four (4) key areas:-

- To increase liaison between local business and those who are unemployed
- Establish a Local Jobs Board to readily identify jobs which are available locally
- Assist in the facilitation of State Government contracts and work to enable local businesses to more readily capitalise on those opportunities
- Develop a register of programs operated by State Government and Non- Government Organisations.

Bourke Shire Council is administering the strategy and has employed a senior Project Officer to facilitate its implementation and already a number of initiatives have been put in place including a jobs expo to be held in November.

The Senior Project Officer, Michael McDowell is working closely with a number of agencies to ensure that all opportunities for employment and training are maximised.

The Executive Director of the Maranguka Community Hub, Alistair Ferguson has welcomed the launch of the Jobs Board, indicating it will provide opportunities for all jobs to be readily identified in a single area making it much easier for locals looking for employment and those seeking to move to Bourke to identify the employment opportunities that exist.

Mr Ferguson said he sees the Strategy as an excellent example of the collaboration of the State Government with Local Government and the broader community.

Councillor Barry Hollman, Mayor of Bourke Shire Council said that with the commissioning of the new small stock Abattoir imminent, the launch of the Jobs Board is timely. He said that in addition to the opportunities that the abattoir will present directly there will be a number of other jobs that will be created in local businesses.

Mayor Hollman said he was pleased to note that the jobs board itself was designed by a local firm which recognise the ability of locally based people providing a quality of services in a number of areas.

The Jobs board can be accessed at www.bourkejobsboard.com

River flows are virtually non-existent; this is concerning coming into the warmer months. Standing water holes and weir pools may become an ideal environment for algae production. Stock owners and managers should vigilant and be on the lookout for signs of algae scums.

A guide to help with identification of algae can be found on the WaterNSW website.
https://www.waternsw.com.au/water-quality/algae/identifying-algal-blooms

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Council at the Ordinary Meeting held on Monday resolved to grant permission to the United Services Union members to conduct their Annual Picnic Day on Friday, 19th October 2018. Details relating to changes of hours at Council Offices, Service New South Wales and the Library will be advertised in the Western Herald along with any emergency service arrangements will be advertised in the Western Herald.

Michael McDowell, Senior Project Officer with the Bourke Aboriginal Employment Prosperity Strategy has been working with the Staff at Bourke High School in the facilitation of a Jobs Expo in Bourke on the Thursday, 22nd November 2018. The Expo is planned to be held at the Bourke High School Multi-Purpose Centre and will provide the opportunity for students and other job seekers to get an insight into the various careers that are available and how to have the best opportunity to access these careers.

Invitations will be issued to the surrounding high schools to attend and anyone seeking information in relation to a possible career change is invited to attend.

In August 2016 the Minister for Planning, the Hon. Anthony Roberts released the Far West Regional Plan. The Plan detailed the NSW Governments Strategy for Guiding Planning Decisions for the next 20 years.

One of the priority Actions identified in the Plan was to undertake modelling with local communities to better understand the factors contributing to population change and implications for Councils and their communities. The focus of the action is to build capacity to respond effectively to change through a targeted Action Plan that sets a vision and priority actions.

Bourke Shire Council was selected as the pilot Council in the Far West Planning Region to participate in the project being coordinated by the NSW Department of Planning and Environment Staff at Dubbo and is looking at opportunities aimed at improving the sustainability of towns in the Far West Region.

Once completed it is intended that the pilot project will be rolled out in the other Councils in the Far West.

There have been a number of earlier workshops conducted and these have been both well attended and productive.

The Department of Planning and Environment will, as part of the next phase of the project conduct at a Workshop in Bourke entitled "Bourke Building Future Communities Workshop".

The workshop is scheduled for the 16th October and will be held at the Council Chambers 29 Mitchell Street Bourke. The meeting will commence at 5.30pm, light refreshments will be provided.

The Workshop is aimed at assisting in the shaping of an action plan that maximises opportunities for Bourke in such areas as education, tourism and agriculture.

Working with Council it is hoped that the plan can assist in delivering a sustainable and prosperous community and that the plan will support Council's Community Strategic Plan.

Quote of the Week!

"Kindness is the language which the deaf can hear and the blind can see". Mark Twain

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4th October 2018

The member for Barwon Kevin Humphries was in Bourke on Tuesday and announced the successful projects for Council under round two (2) of the Stronger Communities Fund.

Council received a total of $1,790,000 in funding which has been allocated as follows:-

1. Upgrade to Bourke Olympic Pool – $932,000
2. Connecting Bourke to North Bourke (Pedestrian Path and Cycleway) Stage One – $100,000
3. Upgrade 2WEB community radio technology - $145,307
4. Beautify and upgrade facilities in smaller villages of Bourke Shire – $200,000
5. Develop Wharf Precinct (Sturt St) - $300,000
6. Extend Bourke Levee Walk (Pedestrian Path and Cycleway) Stage Two - $100,000
7. Install 'Welcome to Bourke' signs - $12,693 (part funded)

Council is appreciative of the funding being made available and it will ensure that the amenities in town are greatly improved.

The funding for the swimming pool will need to be supplemented by loan funding with the estimated costs of a new pool being around $1,850,000.

The current pool is over 60 years old and requires a considerable amount of maintenance on an annual basis and is also subject to leakage which in turn contributes to the movement of the pool and the loss of tiles.

Once completed the Pool complex will be a feature of the summer recreation in and around Bourke, with the relatively new slash park already seeing an increase in family usage.

A master plan has been developed for the War Memorial Swimming Pool Complex with the new Splash Park and the replacement of the main pool were identified as priorities under that plan.

In a series of workshops held last year involving the sporting groups within town, a number of priorities were established and again the pool was included in those priorities. Other priorities included the Lighting and Facilities at Davidson Oval and additional lights at Coolican Oval and these were undertaken with funding provided under round one (1) of the Stronger Country Communities funding.

With $200,000.00 to be allocated to the improvement of the villages across the Shire Council will be seeking input from the various Community Progress Associations and Business Chamber of the best way this funding can be utilised.

There are number of projects that have been discussed and some of these are included in the Bourke Shire Community Strategic Plan but it is important that the priorities are reviewed and that the needs identified by the village community members are recognised.

Whilst in Bourke for the announcements, the Member for Barwon, Kevin Humphries, MP, took the opportunity to officially launch the newly developed Bourke Jobs Board. This is one of the initiatives under the Bourke Aboriginal Employment Prosperity Strategy which is aims to increase employment in the Bourke community.

The development of a local Jobs Board was one of the four (4) key elements of the Strategy which was developed as a result of the combined efforts of the Maranguka Community Hub, Bourke Shire Council and the New South Wales Ombudsman's Office and has been funded by the New South Wales Department of Industry.

The Senior Project Officer, Michael McDowell is working closely with a number of agencies to ensure that all opportunities for employment and training are maximised.

The Strategy is seen as an excellent example of the collaboration of the State Government with Local Government and the broader community.

It is pleasing to note that the jobs board itself was designed locally by Laura Gillard, this recognises the ability of locally based people and businesses to be able to provide a high quality of service across a wide range of areas.

The Jobs board can be accessed at www.bourkejobsboard.com

Tourism Staff at Bourke Shire Council in association with local businesses and other local organisations have developed a package of entertainment to ensure that visitors and locals alike are catered for during the school holidays.

With a strong focus on school age children the package incorporates events such as the Hungerford Horse and Motor Bike Gymkhana, Louth October Long weekend fishing as well as Barefoot Bowls and free barbeque.

Events over the two (2) week holiday period also includes movie evenings and a family fun day with activities at the local pool and deals on meals for the family.
It shows Bourke has a lot to offer including National Parks, Back O' Bourke Exhibition Centre, Outback Show, Jandra Paddle Boat to mention a few, but importantly Bourke offers a

welcoming and friendly rural community where everyone can get a taste of the outback and outback life and a town not only part of Australian folklore but also rich in history.

Bourke Shire Council has completed 20 kilometres of widening on the Kidman Way. This has resulted in upgrading the section of Highway from Bourke to Cobar from as narrow as 6.5m to a sealed width of 8.5m to achieve the Route Standard. This highway is recognised as an interstate freight route, linking freight movements from the south to the north, so the widening of this road has been crucial to the overall safety and pavement performance.

The achievement of these works is a classic example of the success of the Roads Maintenance Council Contracts between Roads and Maritime Services and local Councils to carry out maintenance works on the State Road Network in their Local Government Area. It is an example of a fantastic team effort, with the RMS Asset Sections working collaboratively together with the Bourke Council to achieve this high output at short notice at the end of the Financial Year. Congratulations to all our staff involved as a great outcome has been achieved.

The successful completion of the works is yet another indicator of Councils ability to deliver high quality work "On Time and on Budget".

Tenders have been called for the construction of the new Water Treatment Plant for Bourke with advertisements appearing in both the local and Sydney press last week. Tenders will close on the 4th December 2018. The tenders will be then be evaluated and once the successful tenderer has been appointed it is anticipated that work will commenced in the first quarter of 2019.

To assist in recognising the significance of Remembrance Day it is proposed that knitted or crocheted poppies be made and displayed at the Remembrance Day Service in Bourke.

It is hoped that at least 267 poppies are able to be made and displayed with 267 being the number of persons from the Bourke area who enlisted to serve their Country in World War I in the quest for peace. Patterns and wool are available free of charge from Carole's of Bourke and already there have been around 50 poppies that have been made still leaving a large number to go. However, the project has attracted considerable interest within the community and I am confident that the target will be reached.

On Thursday of last week the Mayor and I were invited to attend the 10th Anniversary celebrations of the Bourke Men's Shed. The Mayor took the opportunity to congratulate the Bourke Men's Shed on their achievements over that 10 year period.

It was interesting to learn from the Zone Chairman of the Men's Shed Organisation who was in attendance for the celebratory function just how much the concept of the Men's Shed has expanded not only in Australia but is now in a number of other countries.

If you are interested in joining the Men's Shed drop into the shed which is located at the corner of Mitchell and Sturt Streets any Thursday lunchtime or contact John Beer or Bob Stutsel.

Together with the Mayor Councillor Hollman, Councillors Stutsel, Dorrington and Bartley, I attended the Annual Police Remembrance Day Service held at the Anglican Church last Friday morning.

The Service was conducted by former Anglican Minister in Bourke, Father Graeme Yeager who is the Police Chaplain for this area and brought together members of the Police, their families, members of other emergency services and the public. The service is conducted each year to recognise those police who lost their lives in the line of duty.

Many of us forget the dangers faced by Police on a daily basis, some of the tasks that they undertake and situations they can find themselves in. The service provided the opportunity to reflect on the dangers they face and the contribution they make to ensure our communities are safe.

The Grant Writing workshop initially scheduled for on Saturday 6th October has been ***postponed*** with a number of potential participants indicating their unavailability due to the school holidays. The Workshop will now be held on the **20th October 2018 and will commence at 10.00am**.

The workshop will be held in the Council Chambers at 29 Mitchell Street Bourke.

There will be no charge for the workshop as it is being run to assist members of the various sporting and social groups in town improve their grant writing skills which could in turn translate into additional funds being available via the success of grant applications that are lodged.

The Facilitator will be Belinda Colless who has a great deal of experience in the area of grant writing, Belinda will also provide participants with some valuable reference material.

Belinda has assisted in the preparation of a number of grant applications for Bourke Shire Council which have achieved a great deal of success.

Anyone who would like to participate is invited to leave their name and contact details at Council Offices.

Council will be hosting a Community Consultation meeting at Enngonia on the 31st October to discuss the chlorination of the Enngonia Water Supply.

Representatives of the New South Wales Aboriginal Lands Council, New South Wales Health and New South Wales Department of Industry Aboriginal Communities Water and Sewer Program have already held an initial consultation meeting and the findings of that meeting will be presented at the meeting on the 31st October 2018. The meeting is scheduled for 10.00am on the day and will be held in the War Memorial Hall at Enngonia.

Following the discussion on water, the opportunity will be taken on the day to discuss the proposed upgrade of the playground equipment in the park adjacent to the Hall which will be funded primarily from a grant received under the Crown Reserves Improvement Fund Program (CRIFP).

River flows are virtually non-existent; this is concerning coming into the warmer months. Standing water holes and weir pools may become an ideal environment for algae production. Stock owners and managers should vigilant and be on the lookout for signs of algae scums.

A guide to help with identification of algae can be found on the WaterNSW website.
https://www.waternsw.com.au/water-quality/algae/identifying-algal-blooms

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The Department of Planning and Environment will, as part of the next phase of the "Bourke Building Future Communities" project be conducting a Workshop in Bourke on Tuesday, 16th October 2018 commencing at 5.30pm, at the Council Chambers at 29 Mitchell Street Bourke. Light refreshments will be provided.

The Workshop is aimed at assisting in the shaping of an Action Plan that maximises opportunities for Bourke in such areas as education, tourism and agriculture.

Bourke Shire Council wishes to remind Bourke residents and business owners of the collection times for Domestic and Trade Waste Collection.

Domestic garbage collection times are Monday – Friday between the hours of 3:00am – 11:00am ONLY

Trade Waste garbage collections times are - Tuesdays and Fridays between the hours of 3.00am -11:00 am ONLY

Bins are to be put out for collection the NIGHT BEFORE your scheduled bin collection day, to avoid your bin being missed.

Additionally both residents and businesses are reminded that they should only be putting out the number of bins which have been paid for.

The Board of the Destination Country & Outback NSW Tourism Network has appointed Lucy White of Bathurst as its new General Manager, to guide and assist the Board in the growth of the tourism industry in the largest of the six NSW Government Tourism Networks.

Lucy will commence work as General Manager in the Dubbo Headquarters of Destination Country & Outback on the 8th October 2018. She brings 22 years of tourism industry experience

from previous positions held in local and regional tourism organisations within the NSW Central West.

The area of Destination Country and Outback Network is huge, covering around 61.2% of the State. It extends from Tenterfield in the north, to Oberon and Cowra in the south, and from Lithgow in the east out to Broken Hill in the west. It offers an incredible diversity of visitor experiences, precincts and places to attract visitors from across Australia and overseas.

An invitation has been issued to Lucy to visit Bourke as it is imperative to the development and marketing of our tourism product that we establish strong linkages with all organisations with who we are actively engaged It is not an easy task for the person in this role as the sheer tyranny of distance making the ability to gain an understanding and appreciation of issues impacting on the Local Government areas within the region challenging to say the least.

Council staff have taken advantage of the low level in the river to commence the construction of a new boat ramp which has been funded by the Roads and Maritime Services. The old ramp has been removed and works on the new boat ramp commenced. It is hoped to have the projected finished over the next few weeks.

With an increase in the number of people enjoying water skiing during the summer the new boat ramp will be of great benefit. The boat ramp is also used by the large number of recreational fishermen both local and visitors alike.

As the drought bites harder it is important that landowners are aware of some the assistance that may be available to them. The Central Region of the Rural Financial Counselling Service has published a list of handy links and although they may have been published elsewhere they are reproduced as a handy reference. https://www.dpi.nsw.gov.au/climate-and-emergencies/droughthub/drought-assistance

The Rural Financial Counselling service can be contacted on 1800 940 404

The following are links to the Rural Assistance Authority.

Transport Subsidy
https://www.raa.nsw.gov.au/assistance/drought-transport-subsidies

Drought Assistance Fund
https://www.raa.nsw.gov.au/assistance/drought-assistance-fund

Animal Welfare Transport Assistance
https://www.raa.nsw.gov.au/assistance/rebate-on-road-transport

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Quote of the Week!

"Believe in yourself! Have faith in your abilities! Without a humble but reasonable confidence in your own powers you cannot be successful or happy."

Norman Vincent Peale

11th October 2018

The Member Councils of the Far North West Joint Organisation of Councils (JO) continue to liaise with the Department of Premier and Cabinet in relation to the establishment of an air service for Bourke, Walgett / Lightning Ridge and Cobar.

The tender documents are currently being prepared and will be reviewed by the JO prior to their release which will hopefully be at the end of the month or early next month.

It is my understanding that there has already been some interest expressed in the tender which is certainly encouraging.

The rain received last week was extremely welcomed by all residents within the shire and in particular those with little feed or water for stock. The rain has dramatically improved the moisture content in the soil and has allowed for some more effective grading of the rural road network to take place.

Council is mindful of the need to maximise the benefit of the available moisture and has engaged additional contract graders to supplement their existing fleet of graders as a number of these are involved on the Wanaaring Road project.

Darriea Turley, the endorsed Labor Party Candidate for the seat of Barwon at the State Election, scheduled for March next year called in to Bourke on Monday and met with the Mayor, Councillor Barry Holman and other Councillors and staff.

With the election only a little over five (5) months away it is expected that the campaign of all candidates will be stepped up a notch. Council has resolved to prepare a listing of the issues impacting on Bourke in particular, no doubt many of these will also impact on many other remote and regional shires.

The draft listing of these issues formed the basis of the discussion, many of which Councillor Turley as the current Mayor of Broken Hill and a member of the Board of Local Government New South Wales would be well aware. However, it is important that Council is able to articulate its concerns to all candidates.

The Darling River height is around 3.68 metres in Bourke at the moment with no flow in the upper reaches of the system, things are looking reasonably bleak at the moment.

The town of Bourke and North Bourke continue to be on Level one (1) water restrictions and the cooperation of all residents is sought in adhering to those reductions. As we move into the hotter weather we will see a substantial increase in evaporation which will in turn see a further decline in the river height.

The lack of flow in the river coupled with the hot weather will unfortunately increase the risk of the presence of algae blooms in the river and residents and landowners should be mindful of the risks these can present.

A reminder that organisations or individuals wishing to use any of Council's facilities ovals or parks for functions and or events they should book that proposed use with Council's Engineering Support Officer. This will ensure in the first instance that the facility is available and secondly that it is prepared to meet the requirements of your proposed use including arrangements for the opening of toilets, lighting etc.

On completion of the function all facilities should be left in a clean and tidy condition and all rubbish placed in the bins provided. Additional bins can be made available prior to the events if required

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The work in the main street continues to progress well and is gradually taking shape, when completed it will give the CBD a dramatic lift in appearance and functionality. Already there have been a number of positive comments regarding the work.

One of the pleasing factors from Councils point of view is that the project is employing all local labour which is in keeping with the objective of the funding to stimulate the economies of town impacted by the introduction of the Murray Darling Basin Plan.

Bourke Memorial Pool has been open for the past two (2) weeks and despite the cooler than expected weather seems to be attracting good numbers. For those who are keen to improve their fitness and swim a few laps, the pool is open in the morning between 6.00am and 8.00am from Monday to Friday. The pool also opens at 10.00am on weekends and lap swimmers can generally have the opportunity to do laps at this time.

The 2018 Graffiti Removal Day is scheduled for Sunday, 21st October 2018. Bourke Shire will be working with Bourke Rotary Club in relation to the coordination of the day. The state wide initiative has attracted a great deal of corporate sponsorship including the supply of graffiti removal kits free of charge so all that is needed is for the manpower. Individuals and Organisations within the community are asked to consider assisting on the day. Any enquires can be directed to the Council Offices.

If you notice that a street light is out you can report it directly to Essential Energy.

Please call 13 20 80 (24 hours/7 days a week) to report the outage. It will greatly assist if you can give a street reference.
By reporting broken or faulty streetlights you help Essential Energy create and maintain a street lighting system that is reliable, energy efficient and safer for the community.

Essential Energy recommend downloading the mobile phone app called *NeatStreets* which can be utilised to report street light outages from iPhone or iPad, Android and Windows Phone.

Blayney's Mayor, Councillor Scott Ferguson has been elected as the new Vice-President of Local Government New South Wales, representing Rural/Regional Councils across the State. Cr Ferguson brings many years' experience to the position, having served on Blayney Shire Council since 1999 as a Councillor, interim Mayor and Mayor.

To assist in providing that extra incentive to residents who are thinking about undertaking their spring cleaning chores and getting rid of unwanted clutter, Bourke Shire Council will be holding a FEE FREE TIP DAY weekend for household items on Saturday, 20th and Sunday 21st October 2018 from 9.30am to 5.00pm. The fee free arrangement applies only to residential properties including, furniture, whitegoods, household refuse and green waste.

No commercial or building waste will be accepted free of charge.

The following items WILL NOT be accepted free of charge Tyres, Batteries, Asbestos, Chemicals and Liquid Waste.

Council staff will be holding their Annual Picnic Day on Friday, 19th October 2018 the Office, Service New South Wales and Library will all be closed on that day. There will be no alteration to the operating hours of the Waste Management Facility or Back O' Bourke Exhibition Centre and the garbage collection will be as normal.

Council staff will still be available for emergencies, the after hour Duty Officer's contact number is 0419 722 055.

The `Breeze into Bourke" promotion created by the Bourke Shire Council staff, in association with local businesses has been well received by visitors and locals alike.

The promotion was aimed at catering for families and children during the school holidays and involved the development of a package of entertainment and activities. In addition to those who participated this year there has been interest from others who are keen to come on board with the initiative.

Regional Development Australia Orana (RDA Orana) are formally seeking input and submissions to allow the preparation and lodging of the proposal to request a Designated Area Migration Agreement (DAMA) which we intend to lodge by the 14th November 2018.

RDA ORANA is running a number of seminars seeking stakeholder consultation for proposed Designated Area Migration Agreement (DAMA) for RDA Orana.

DAMAs are custom-designed arrangements which support a tailored, regional response to labour needs. They are an important tool in assisting regions to manage workforce strategies that support local growth. The over-arching nature of these agreements allows employers streamlined access to a broader range of overseas workers than allowed under standard skilled migration programmes, without the need to individually negotiate terms and conditions.

RDA Orana has been working on the issue of the workforce for our region and has identified that there are critical labour shortages holding back business growth.

They have also identified a project pipeline of $7.9 Billion that is a mix of mining, infrastructure, renewable energy, manufacturing and health projects between now and the next five (5) years.

With five (5) of 12 LGA's in the RDA Orana Region recording full employment, an ageing regional population and declining participation rates, access to and availability of labour is a critical factor in all employer feedback. This is across the board and no industry is unaffected. (Full details of our research can be found in our "Bracing for Change" report, which is available to view on their website) www.rdaorana.org.au

To address the critical shortages being experienced by business, RDA Orana has been in discussion with the Commonwealth Government and is preparing to lodge a proposal for a DAMA for the Orana region.

All meetings will run from 6-8pm. If you access the RDA website and click on the links below it will provide additional information.

- Mudgee Council Chambers - 10th October
- Dubbo Commercial Hotel - 11th October
- Nyngan RSL Club - 16th October
- Cobar Council Chambers - 17th October
- Narromine United Services Memorial Club - 18th October

To assist in recognising the significance of Remembrance Day it is proposed that knitted or crocheted poppies be made and displayed at the Remembrance Day service in Bourke.

It is hoped that at least 267 poppies are able to be made and displayed with 267 being the number of persons from the Bourke area who enlisted to serve their Country in World War I in the quest for peace. Patterns and wool are available free of charge from Carole's of Bourke.

The latest count shows that around 150 poppies that have been made locally still leaving approximately half the required number to be made. The project has attracted considerable interest within the community and I am confident that the target will be reached.

In Canberra 62,000 handmade poppies will be displayed at the National War Memorial recognising all those brave men and women who lost their lives during the quest for peace during World War 1.

To provide those involved in sporting groups and other organisation within the town the opportunity to access funding via one of the numerous grant opportunities that become available Bourke Shire will be hosting a Grant Writing Workshop to be held on **Saturday, 20th October 2018 commencing at 10.00am**.

The workshop will be held in the Council Chambers 29 Mitchell Street Bourke.

There will be no charge for the workshop with Council keen to see all community groups maximise their chance of funding being obtained via successful grant applications.

The Facilitator will be Belinda Colless who has a great deal of experience in the area of grant writing and Belinda will also provide participants with some valuable reference material.

Anyone who would like to participate is invited to leave their name and contact details at Council Offices.

Council will be hosting a Community Consultation Meeting at Enngonia on the 31st October to discuss the chlorination of the Enngonia Water Supply and the upgrade of the playground equipment in the park adjacent to the Memorial Hall.

Council's Application under the Stronger Country Communities Funding was successful with one (1) of the projects providing $200,000 for improvements within our villages. It is Council's intention to apply for a further $100,000 under the Federal Government Drought Community Program for the villages.

Council proposes to hold the annual round of Village Tours in November this year to provide the residents of the villages and surrounding areas the opportunity to have an input how these funds would be best spent bearing in mind the priorities already identified in the Bourke Shire Council Community Strategic Plan and the Delivery Program.

The Consultation Meeting at Enngonia will now also incorporate the presentation normally undertaken during the annual Community Consultation Meetings and the meeting at Enngonia on the 31st October will be the first of these meetings for 2018.

A full timetable relating to the balance of the meetings will be included in a future edition of my column and will also be advertised in the Western Herald and on 2WEB.

The Department of Planning and Environment will on Tuesday, 16th October 2018, be conducting a workshop entitled "Bourke Building Future Communities Workshop". The workshop will be held at the Council Chambers, 29 Mitchell Street and commence at 5.30pm. The Workshop is aimed at assisting in the shaping of an action plan that maximises opportunities for Bourke in such areas as education, tourism and agriculture.

Everyone is welcome to attend and those persons who have attended previous sessions are encouraged to come along and continue to be part of this planning process which will be replicated throughout the Far West Planning Region. Light refreshments will be provided.

The construction of the new boat ramp at North Bourke which has been funded by the Roads and Maritime Services, under "Better Boating Program" is taking shape and all work is being undertaken by local contractors and Council staff. It is hoped to have the project finished over the next few weeks, and the new ramp will be in operation before the summer skiing and boating season begins in earnest.

Quote of the Week!

"The strong bond of friendship is not always a balanced equation; friendship is not always about giving and taking in equal shares. Instead, friendship is grounded in a feeling that you know exactly who will be there for you when you need something, no matter what or when"- Simon Sinek

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18th October 2018

The work being carried out in the main street is progressing well with the changes being seen on the northern side of Oxley Street and the paving extension moving along towards the east. Sandstone seating and a wooden benches have been installed for your relief in the front of SECTH Clothing.

Many thanks for your patience during this time. Keep an eye out for some new structures coming soon!

Maintenance grading is being carried out in the Fords Bridge area.

Please slow down and give the graders plenty of room when passing and be aware of the roadworks.

As always, when out in the bush, drive to the conditions of the road and make sure you have plenty of water, food and spare tyres.

Well done to the Bourke Garden Club on yet another successful Rose and Spring Collection Show. The display of roses and other flowers was magnificent and is a credit to the gardeners within the Shire. Congratulations to all the prize winners on the day and also sincere thanks to all those who took the trouble to participate and supported the hardworking committee of the Garden Club.

There was a record 561 entries in the Show with the roses in particular benefiting from the recent rain and obviously the green thumbs of the gardeners themselves. There were entries from a broad cross section of the community and it was good to see a number of the business houses and accommodation facilities amongst the winners. First impressions count and if visitors are greeted by an array of flowers similar to that on display on Saturday it will leave a positive and lasting impression.

The Wanaaring Road Job is going well and all things being equal, the week beginning 15th October will see the first four (4) kilometres of the reconstructed road sealed. The work has drawn considerable favourable comments from people in the Wanaaring area.

Our Australia Day Ambassador in 2018 was Katryna Robinson who started a charity called "Every Little Bit Helps".

Every Little Bit Helps was established in July 2014, and coordinates the collection, packing and distribution of unwanted hotel toiletries, inflight amenity kits, cosmetic and make-up samples to those in need including the homeless, asylum seekers and victims of domestic violence as well as troubled youths through Women's Refuge, Homeless Shelters, Youth Centres, Asylum Centres and Community Centres.
Staff at the Bourke Library have been collecting these items and with the help of the local CWA have been putting together packages for distribution locally. If you travel and have the opportunity to collect toiletries or have unwanted and unopened cosmetics and toiletries at home perhaps you could consider dropping them off at the Library so that they can be provided to those in need.

Every Little Bit Helps have provided a collection bin at the library so all we need is those donations to start coming in. It is only a small gesture but can make a tremendous difference to people's lives.

Representatives from the Bushtracker Owner's Group were in town this week to discuss arrangements for the staging of their 2019 Annual Muster in Bourke. The muster is scheduled to be held in September 2019 and the tourism staff worked hard on a submission to point out all the benefits that Bourke has to offer and attract the organisation to come to Bourke for their annual muster. That submission has been successful and plans are being finalised for their visit.

The Bushtracker group converges at different sites around Australia on an annual basis. While the primary purpose of the muster is to hold the Bushtracker Owners Group Annual General Meeting, the Musters are designed to be informative and entertaining and provide members with a memorable experience.

There will be around 150-200 people in the group and whilst in town it is anticipated that the group will have a positive economic and social impact on Bourke; as has been the case in the locations where previous musters have been held.

Last week as part of an initiative undertaken through Council's membership of Netwaste, Bob Amaral, Geotechnical Engineer and Robert Bailey, Principal, Robert Bailey Consulting visited Bourke as part of a project involving the inspection of waste facilities throughout Western NSW. They are also providing advice and guidance on the operation of Council operated landfills. Their brief has been to explore opportunities to extend the lives of the landfills, improve operational performance and to identify where efficiencies can be made. As part of their report to Council they have made the following comments

"*Bourke Shire Council can be proud of the manner in which its waste facility has been developed and the manner in which it is operated. It is a combination of staff dedication and community support. Your Council has set the benchmark in waste facility management for many other rural and regional centres to emulate.*

We have provided recommendations to Council in a report that should enable gains to be made in efficiencies and improvements to existing practices that should result in significant cost savings in the future operation of the waste facility".

It is a well -deserved compliment to the Bourke Shire Council Environmental Services Team and another example of the high level of service and facilities which are being provided to our community.

One of the actions from the Far West Regional Plan was to address the population decline in the Far West of New South Wales.

Bourke Shire Council accepted an invitation from the Department of Planning to be the pilot Council to look at strategies to address the situation. There has been a good level of community engagement in the project and it is hoped that this will continue as the project unfolds.

A series of workshops have been held and have been called the "Bourke Building Future Communities Workshop". The aim of the workshops was to shape an action plan that maximises opportunities for Bourke in areas such as education tourism and agriculture.

Once the pilot is complete it is proposed to replicate the project throughout the other Councils in the Far West area that is covered by the Far West Regional Plan.

The latest of the workshops was held on Tuesday night and as well as the representatives from the Department of Planning and the Bourke Community there were a number of other attendees who have an interest in what the workshops are trying to accomplish.

These included Frank Holmes the new Western Region Commissioner, Gerry Collins, Assistant Regional Director with the Department of Premier and Cabinet and newly appointed General Manager of Destination Country and Outback, Lucy White.

Bourke Shire Council was pleased to be selected as the pilot for the program and looks forward to working with the Department of Planning to maximise the benefits outcomes that should flow from the extensive process.

The 2018 Graffiti Removal Day is scheduled for THIS SUNDAY, 21st October 2018. Bourke Shire will be working with Bourke Rotary Club in relation to the coordination of the day. The state wide initiative has attracted a great deal of corporate sponsorship including the supply of graffiti removal kits free of charge so that all that is needed is manpower. Individuals and Organisation within the community are asked to consider assisting on the day.

It is planned that all people who are prepared to assist in the removal of graffiti on the day meet at Central Park near the exercise equipment at the Corner of Glenn and Oxley Streets at 8.00am where they will be allocated the required materials to undertake the graffiti removal and will be allocated an area.

Some removal will take place but the use of the Graffiti removal solution will not be affective in some instances and the graffiti may have to be painted over.

The supplies locally are being coordinated by Mitre 10.

Any enquires can be directed to Manager of Corporate Services, Leonie Brown at the Council Offices.

Don't forget Bourke Shire Council will be holding a FEE FREE TIP DAY THIS WEEKEND for household items on Saturday, 20th and Sunday, 21st October 2018 from 9.30am to 5.00pm. The fee free arrangement applies only to residential properties including, furniture, whitegoods, household refuse and green waste.

No commercial or building waste will be accepted free of charge.

The following items ***WILL NOT*** be accepted free of charge, Tyres, Batteries, Asbestos, Chemicals and Liquid Waste.

If you are keen to get stuck into the spring cleaning, the fee free weekend provides the perfect opportunity to rid your house and yard of any unwanted clutter.

Council staff will holding their Annual Picnic Day THIS FRIDAY, 19TH October 2018 the Council Office, Service New South Wales and Library will all be closed on that day. There will be no alteration to the operating hours of the Waste Management Facility or Back O' Bourke Exhibition Centre and the garbage collection will be as normal.

PLEASE NOTE THAT THE JANDRA WILL NOT BE OPERATING ON 19Th OCTOBER 2018
Council staff will still be available for emergencies and the after hour Duty Officer's contact number is 0419 722055.

The New South Wales Office of Industry has provided funding to Councils to assist in the promotion of Small Business Week in October 2018. Bourke Shire has embraced the opportunity to assist small business within the Bourke Shire Community and will be hold an evening on the 25th October 2018 to allow the small businesses within the community to have an evening with Certified Action Coach and Business Coach for Small Business Beau Robinson.

The evening will be held at the Back O' Bourke Exhibition Centre Cafe starting at 6.00pm and will finish around 8.00pm depending on questions.

There is no cost to small business and during the course of the evening there will be the opportunity for business to enter a draw to win one (1) of five (5) one (1) hour sessions with Beau at their individual businesses the following day. Registrations can be made with Mick McDowell on 6830800 or email at aes@bourke.nsw.gov.au and will greatly assist in the provision of any material and catering

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The school holidays plus the excellent weather conditions have combined to assist in the extension of the tourist seasons which although tapering off still sees a good number of visitors in town.

To assist in recognising the significance of Remembrance Day, knitted or crocheted poppies are being made and will be displayed at the Remembrance Day Service in Bourke to recognise each of the 262 me and women from this area who enlisted in World War 1.

Wool and patterns are available from Carole's of Bourke with Bourke Rotary Club meeting the cost of the wool. As of Monday, 15th October 2018 there were already over 200 poppies been made in preparation for Remembrance Day.

President of the Local RSL sub-branch Victor Bartley has expressed his delight and appreciation of the efforts of those who have assisted adding that being the 100th Anniversary of the signing of the Armistice Remembrance Day holds an increased significance.

For all those interested in attracting funds for their organisation a Grant Writing Workshop will be held THIS SATURDAY 20th October 2018 and will commence at 10.00am.

The workshop will be held in the Council Chambers 29 Mitchell Street Bourke.

There will be no charge for the workshop and it is being run to assist members of the various sporting and social groups in town improve their grant writing skills which could in turn translate into additional funds being available via the success of grant applications that are lodged.

The Facilitator will be Belinda Colless who has a great deal of experience in the area of grant writing and Belinda will also provide participants with some valuable reference material.

Belinda has assisted in the preparation of a number of grant applications for Bourke Shire Council which have achieved a great deal of success.

Anyone who would like to participate is invited to leave their name and contact details at Council Offices.

Hats off to all who have participated in the "Breeze into Bourke Promotion" which ran for the past couple of weeks to provide entertainment and incentives to visit Bourke during the school holidays.

The Promotion was extremely successful with a large number of visitors joining locals in participating in the events and promotions on offer.

There were over 200 people at the movie at Coolican Oval last Wednesday, over 50 people enjoyed the hospitality of the Bowling Club for the Barefoot Bowls with a big thankyou to the Bowling Club members who assisted in the tuition of the first time bowlers. There was almost a full house on the Jandra Paddle Boat for the sunset cruise on the 6th October whilst another 50 took the opportunity to cruise on the second of the sunset cruises held on 13th October with the package for families being well received.

Mark Hollman the lessee of the Bourke Pool indicated that the concept of Floaty Friday on the first weekend was hugely popular with the cooler weather impacting on the crowd last Friday.

The family fun day at Coolican Oval on the Friday was probably a much better location with the cooler weather and it saw a good crowd attend and enjoy the various activities provided United Family Referral Service and other organisations, who combined to put on a great days entertainment.

The above is only a snapshot of some of the activities and the success will see the promotion replicated across future school holiday periods.

Council will be hosting a community consultation meeting at Enngonia on the 31st October to discuss the chlorination of the Enngonia Water Supply and the upgrade of the playground equipment in the park adjacent to the Memorial Hall.

Given that the Council will be conducting a round of its Town and Village Consultation meetings in November the meeting as detailed above will incorporate the Enngonia Meeting. The Meeting will involve presentations by staff and the opportunity for residents to raise queries or ask questions in relation to the Operation of Council generally.

The meetings have in the past provided the opportunity for residents to suggest inclusions in the 2019/2020 Operational Plan (Budget) and many of the suggestions have been taken on board.

Council has an obligation to consult with the Community and it is an obligation that it takes seriously and I would encourage the residents of village of Enngonia and those in the surrounding district to attend and the residents of the other Towns and villages to attend the meeting when they are scheduled for their area. The dates and times for these meetings are still being finalised.

Quote of the Week!

> *"A dream doesn't become reality through magic; it takes sweat, determination and hard work"* *Colin Powell*

25th October 2018

The Grant Writing Workshop hosted by Bourke Shire Council and facilitated by Belinda Colless last weekend was very well received with all eleven attendees leaving the workshop with a greater understanding of how grant applications should be prepared and an increased level of confidence.

The Graffiti Removal Day although not attracting a huge number of participants was still able to effectively remove a considerable amount of unsightly graffiti and improve the appearance of our town.

Graffiti is effectively a form of vandalism which costs our community thousands of dollars each year, those resources would be better spent on the maintenance and improvement of our assets.

Manager of Corporate Services, Leonie Brown will represent Council at the New South Wales Rural Fire Service (NSW RFS) Local Government Forum which is being held in Cobar today.

Bourke Shire Council has been represented at past Forums where it has provided the opportunity for discussion on a number of matters. It is pleasing to see the RFS making their Senior Staff available to travel to the rural areas to get feedback on issues.

This year the NSW RFS has worked with the Department of Planning and Environment (DPE) to align the 2018 NSW RFS Local Government Forums in conjunction with the DPE Regional Roadshow for 2018.

The Ordinary Meeting of Bourke Shire Council will be held this Monday, 29th October 2018 at the Council Chambers at 29 Mitchell Street Bourke at 9.00am. As usual a Public Forum will be held at 10.00am and provides the opportunity for members of the Community to address Council with issues of concern. While not essential to make a booking to participate in the public forum, it can assist if you contact Kai- Howard-Oakman prior to the day, so that arrangements can be made for any background information that may be required to be available or audio visual equipment to be set up.

On the agenda for the Meeting of Council on Monday, 29th October 2018 will be a review of the format of Australia Day Celebrations for Bourke.

The review of the Australia Day Celebrations will include the categories for the awards, Eligibility, Categorisation of Senior and Junior Nominees i.e. suitability of current age ranges, method of selection, the confidentiality of nominees, the determination of the recipients, the hosting of the Australia Day Ambassador and the Australia Day function itself; this is to include the venue, catering, time of day, invitation list and the structure of the program.

Tonight approximately 35 small business in Bourke Shire will attend a seminar with well-known and respected Business Coach, Beau Robinson. The event will be held at the Back O' Bourke Exhibition Centre Café starting at 6.00pm and will finish around 8.00pm depending on questions.

The evening is being held, utilising funding provided by the New South Wales Department of Industry to assist in the promotion of Small Business Week. Bourke Shire has embraced the opportunity to assist small business within Bourke Shire and have engaged Beau to conduct a workshop focussing on how to improve business. It is often said that many people are too busy "working in their Business" to take the time work on their business and look at opportunities that may exist. Beau will provide some pointers in this regard.

There is no cost to small business and during the course of the evening there will be the opportunity for business to enter a draw to win one (1) of five (5) one (1) hour sessions with Beau at their individual businesses the following day. Registrations can be made with Mick McDowell on 68308000 or email at aes@bourke.nsw.gov.au and will greatly assist in the provision of any material and catering.

The Mayor Councillor Barry Hollman and I travelled to Albury earlier in the week to attend the Annual Conference of Local Government New South Wales (LGNSW). The Conference brings together Councils from all over New South Wales and attracts excellent speakers and presentations.

The welcome function on the Sunday Night was attended by the Premier of New South Wales the Hon. Gladys Berejiklian, MP.

The Minister for Local Government, the Hon. Gabrielle Upton. MP was there on the opening day and gave an address to the Conference.

The purpose of the Conference is to assist in setting the policy framework for the Board of Local Government New South Wales and to this end Councils are invited to submit motions for consideration. Not all motions submitted are debated as some are excluded from the business paper if the motion put forward is already in accord with existing policy.

The following motions from Bourke Shire Council were presented to the Annual Conference with the motion submitted by Bourke on drought actually being the first motion on the agenda.

FROM BOURKE SHIRE COUNCIL- Employment Initiatives
That the Association lobby the NSW Government to develop a range of incentives that will encourage experienced and qualified staff from all departments and from all disciplines to seek employment opportunities in Western New South Wales.

Note from Council
The Police and other NSW Governments Departments have introduced incentives such as subsidised rental, increased training opportunities and preferential transfers to mentioned a few whilst other departments have lagged behind with the resultant shortages of qualified staff in some areas.
Whilst understanding that you cannot have ongoing subsidies, initial subsidies may encourage some staff to come west and hopefully come to recognise the benefits of living in the area.

FROM BOURKE SHIRE COUNCIL- Disposal of Syringes and other Sharps
That the New South Wales Ministry of Health is asked to:-

- Reinstate the Community Sharps Program to assist in the provision of funding to purchase sharps bins/containers, signage and to assist to raise awareness of the dangers of incorrect disposal of needles and other sharps. The cost of collecting and managing sharps that are indiscriminately disposed of in towns across New South Wales is yet another burden that Councils have to carry.
- Work with sharps manufacturers and suppliers to introduce a producer responsibility approach for sharps, whereby the industry assists with the costs of managing their products.

Note from Council
Discarded needles both pose a health risk for the innocent members of the community and the collection of the needles an added cost to Councils. While appreciating the funding that has been

made available for education in the past there is an ongoing need for this funding to continue in the future.

FROM BOURKE SHIRE COUNCIL- Need For Drought Declaration Criteria
That The New South Wales Government as a matter of urgency develop a policy framework which clearly defines when an area is deemed to be in "drought" and also develops a range of measures that provide assistance to farmers and small business impacted by drought conditions including clear criteria which needs to be straight forward and inclusive, so that such assistance can be accessed in a timely fashion.

Note by Council
There is no current mechanism for areas to be drought declared and as such with each drought period comes the question of what indicators are used to determine when the an area is impacted by an extended period of abnormally dry conditions.

Drought conditions should be treated in a similar way to both fire and flood as all are disaster situations.

Often, pleas by the impacted landowners and businesses to have measures put in place to alleviate the financial hardship being experienced as a result of the abnormally dry period, result in that assistance being provided far too late to be effective.

Should loan funding be made available the repayment period for such loans should be of a sufficient period to enable those accessing the loans to improve their financial capacity to do so.

In the days when organisations such as Rural Lands Protection Board were in existence such policy framework existed and worked effectively. The transition to Local Land Services (LLS) has seen the framework disappear and there is an ongoing debate on what constitutes drought and what should be provided by way of assistance. The delays means that support, if it becomes available, often comes too late for those most impacted.

All the motions received the support of the Conference and will now be actioned by the staff at Local Government New South Wales.

With Bourke Shire Council hosting the Western Division Conference in February 2019. Mayor, Councillor Barry Hollman and I took the opportunity to promote the Conference with member Councils of Western Division and other Councils who we think might be interested in attending. We also spoke to a number of potential speakers and sponsors during the course of the Conference and are confident that we have been able to secure a number of both. We are confident that the Conference in Bourke will be of a high standard with the theme of the Conference focussing on issues impacting on rural and remote communities. Things such as Health, Law and Order, Water, Road Funding and regional development will figure prominently in discussions.

Prior to the LGNSW Annual Conference commencing on the Sunday afternoon the Mayor and I attended a meeting in the morning coordinated by Gwydir Shire Council regarding the provision of Health Services to Rural and Remote New South Wales.
One of the catalysts for the meeting was the proposed introduction of the Stronger Rural Health Strategy (SRHS) on the 1st November 2018. This Commonwealth Strategy has been developed with the aim of ensuring that people living in Rural, Regional and Remote Australia have better access to health services. Although initiatives included in the SRHS could result in an increase in the number of medical practitioners in regional centres, it appears that initiatives under the strategy do not address the issue of recruitment and retention of medical practitioners in smaller rural and remote areas.

Gwydir feel that some of the initiatives could actually have a detrimental impact on the ability of small rural and remote medical practices to recruit a General Practitioner (GP) workforce.

From November, 1st 2018 as part of the SRHS, new non-vocationally registered GPs who are not on a formal training program will only be able to access 80% of the Medicare rebate currently available. In effect this means patients will receive a 20% reduction in the Medicare rebates they currently receive for those GP services in the future, and where practices provide bulk billing, it will be those practices and the GPs working in those practices that will be impacted by the 20% reduction in rebates.
With non-vocationally registered GPs accounting for approximately 44% of the GP workforce in small rural and remote communities across New South Wales the new strategy has the potential to have a dramatic impact.

Bourke Shire Council has continually strongly advocated for increased incentives to attract qualified professionals including doctors to the rural communities and will be reviewing the potential solutions which have been put forward by Gwydir Shire to assist in overcoming some of the unintended consequences of the SRHS.

Shane Hatton the Chief Executive Officer of Rural and Remote Medical Services (RaRMS) spoke at the meeting about the envisaged problems associated with the SRMS as it currently stands. RaRMS who already experience difficulty in attracting doctors on a permanent basis in rural and remote locations can ill afford a further impediment to this task.

Quote of the Week!

"A lot of people, when a guy scores a lot of goals, think, 'He's a great player', because a goal is very important, but a great player is a player who can do everything on the field. He can do assists, encourage his colleagues, give them confidence to go forward. It is someone who, when a team does not do well, becomes one of the leaders" Pele

Ross Earl
General Manager

Resolution

419/2018 That Council note the information in the General Manager's Activity Report as presented to Council on Monday, 29th October 2018.			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

Corporate Services Activity Report

File No:	L4.1
Report: 410/2018	Library Report
Author:	Jodi Hatch, Library Manager
Responsible Officer:	Leonie Brown, Manager of Corporate Services

The following items for the 2017/2018 period are presented for your information

Item	September 2017	Item	September 2018
Audio Visual	335	Audio Visual	163
Adult Fiction	273	Adult Fiction	321
Non-Fiction	82	Non-Fiction	85
Junior Fiction	187	Junior Fiction	188
Magazines	58	Magazines	45
eBook/Audio		eBooks/Audio	70
Interlibrary Loans	2	Interlibrary Loans	2
Total	937	Total	874

Other statistical information

	September 2017		September 2018
New Members	15	New Members	4
Internet/Word Processing	164	Internet/Word Processing	61
Wireless Tickets	6	Wireless Tickets	12
Number of Visitors	1455	Number of Visitors	1578
Scans	27	Scans	37
Information Requests	99	Information Requests	73
Technical Assistance	28	Technical Assistance	30
Faxes	7	Faxes/Laminating	5

- Children's craft and story time this month was Father's Day craft, and 17 children attended to make gifts and cards. A second craft and story time session was also held for eSafety Week, and 10 children attended this session.

- During September we had illustrator Craig Smith visit the library to conduct drawing workshops with local school students. Students from the Bourke Public School, St Ignatius, Koinonia, Wanaaring and Louth schools attended for sessions, during which they learned about the process of illustration and some techniques for drawing. There were some amazing drawings produced during the sessions, and everyone attending had a great time.

- Koinonia Christian School visited the library this month for stories and craft. The group consisted of eight (8) children and three (3) staff members.

- The library hosted a group of 15 children and four (4) teachers from Preschool this month.

- RFID tagging of the collection is now nearing completion, and we hope to have the new system up and running during October.

Jodi Hatch
Library Manager

Resolution

420/2018 That Council note the information in the Corporate Services Activity Report as presented to Council on Monday, 29th October 2018.			
Moved Cr Barton	Seconded Cr Dorrington	Carried	Unstarred

Tourism and Events Activity Report

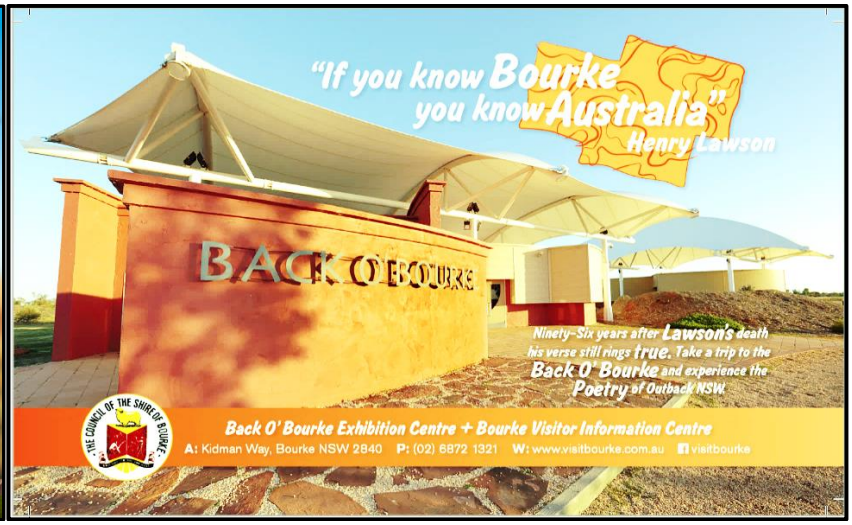
File No:	T4.3
Report: 510/2018	BOBEC and VIC September 2018 Activity update
Responsible Officer:	Fran Carter, Manager Tourism and Events

Executive Summary

The Bourke Shire Councils Tourism and Events Manager's activity report provides Council with an updated status report for the month of September, relating to its tourism teams activities through visual data including graphs and statistic to allow for the measurement of the team progress and performance. It comprises of an overview of the operations, major activities and achievements of Councils tourism section and will provide a platform to allow for the detailed monitoring of critical data for future analysis.

Highlights

- The "Breeze into Bourke" campaign for the September school holidays, targeting the VFR (visiting friends and relatives) and neighbouring shires was the highlight event with above average record attendances.
- Extensive advertisement coverage of Back O' Bourke Exhibition Centre in the RM William's magazine.
- Visit Bourke Facebook page brings a total of 909 likes and 985 followers to date. This sees 209 new likes and 211 new followers for the month of September.
- Bourke total visitors for September was 3240-, down 1006 on last year's figures. This is consistent with other shires in the region reporting similar comparisons. Majority of the visitors were predominately made up of "Grey Nomads" and small family groups.
- Council is pleased to announce that it has secured the bid to host the Bush Trackers Owners Group Muster which will be held in September of 2019. Over the 10 day stay in Bourke there will be an estimated 100 caravans and estimated 200 visitors camping at the Bourke Showgrounds. The detailed presentation completed for consideration was part of competitive process which also included other major tourism destinations across the state. Council is working with the organisers on suggested itineraries and events.



Tourism

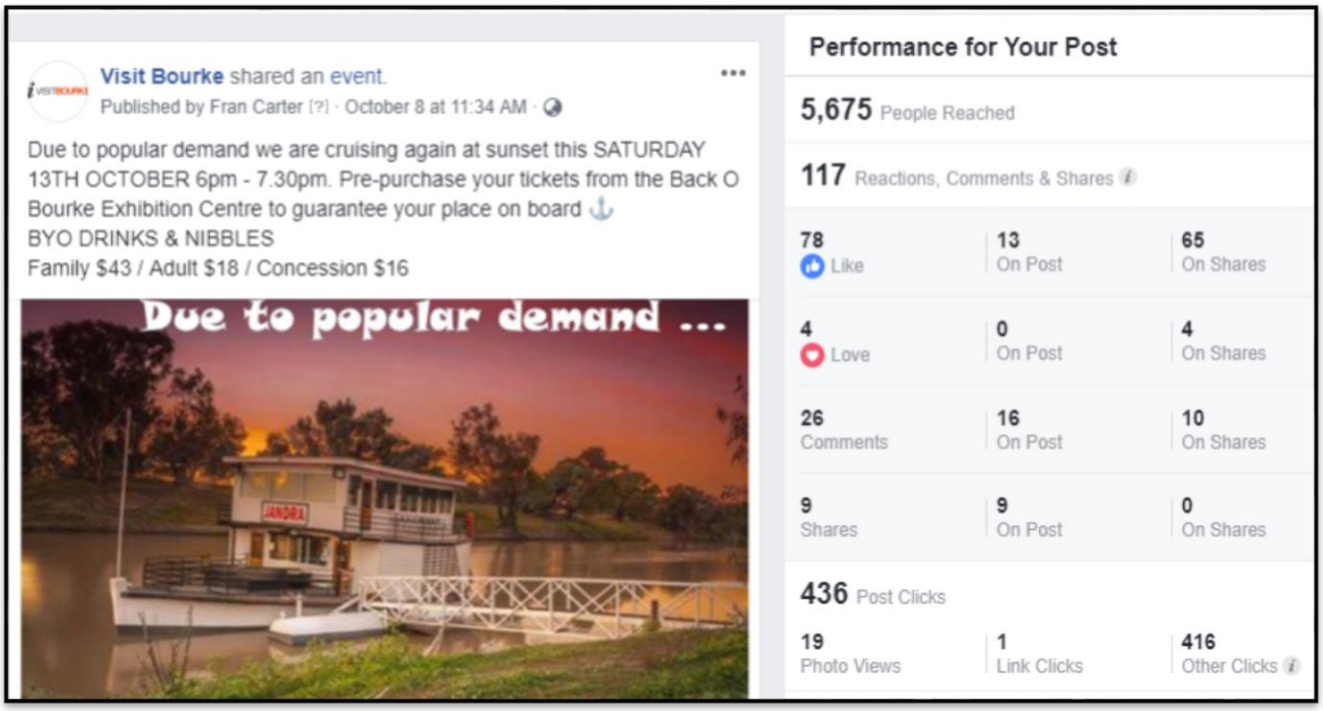
General Activities

- Tourism Operators – three (3) meet and greets. Informal discussions around gaps in the market and supporting network growth.
- Signed up for a representative to attend the Caravan & Camping Super Show in Sydney, May 2019 on behalf of the Kidman Way committee.
- Council has capped off another successful season with its Outback Show. The show was seen by over 4650 visitors and performed 167 times over the past six (6) months. The last show was held on the 17th October. The show will return in 2019.
- Council was fortunate enough to secure the service of a temporary captain for the operation of its Jandra over the two (2) week period in September whilst the current river boat captain was on leave. The Jandra will cease operating along the river for the year on the 2nd November, but will still be available for functions at its mooring.
- Council engaged the services of Structural Marine Boat Specialist to carry out its annual safety survey inspection and progress with the review of its Safety Management Systems. The outcome of report highlighted minor repairs and maintenance that has since been programmed.
- The Kidman Way and Darling River Run visitors guide brochures have now been distributed to tourism networks right across the state.

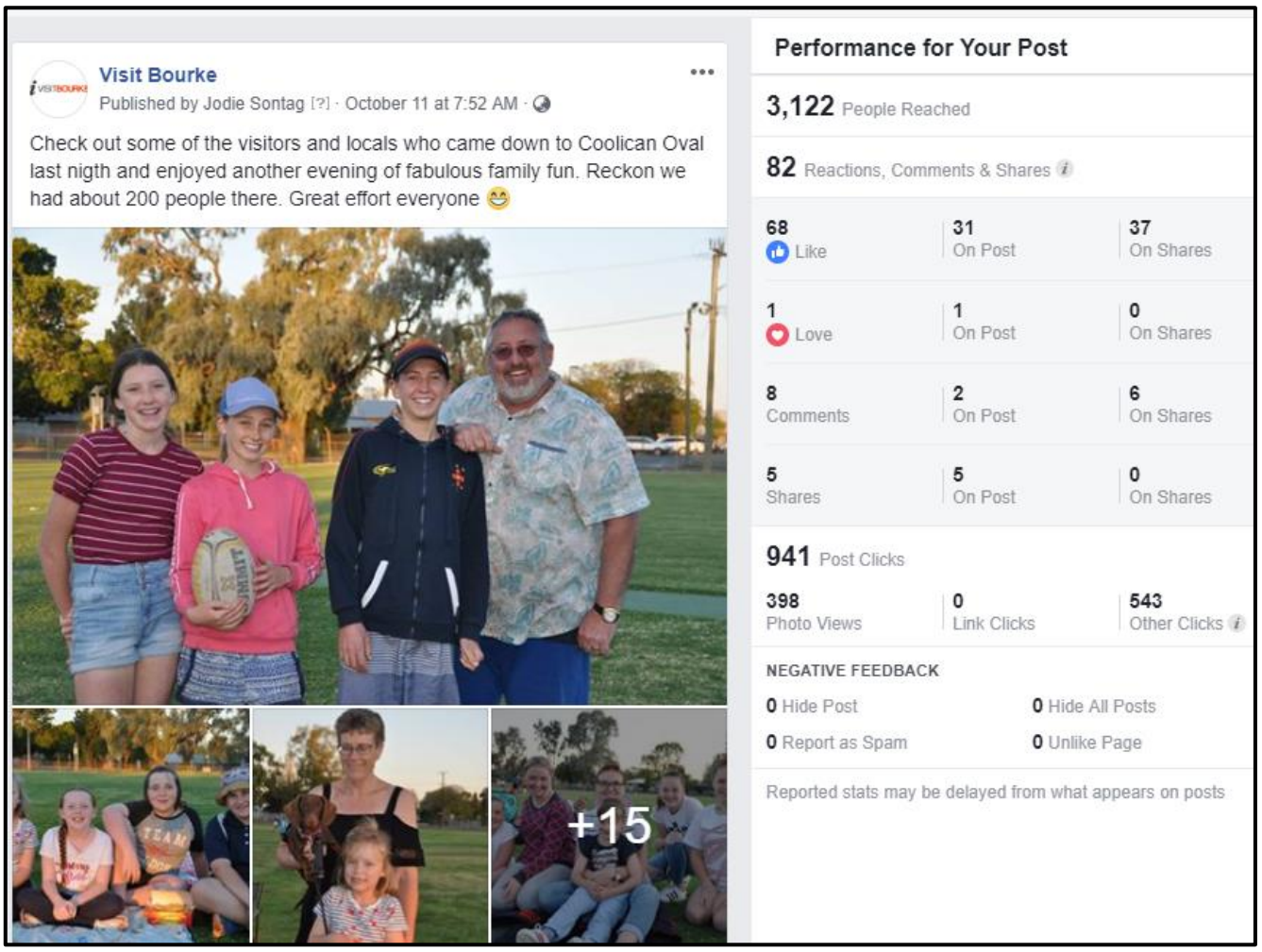
Events in Bourke

Breeze into Bourke–School holiday program September 29th – 14th October, 2018

- Distribution of printed flyer to 350 residents in Cobar, 500 to Brewarrina and 1000 Bourke. Also distributed locally to business houses, schools, childcare and preschools.
- The Facebook campaign reached 22,498 people over the 14 days.
- Overwhelming support from local businesses and operators to organise the services/events
- Campaign included digital, radio and print media.
- Jandra sunset cruise reintroduced on both Saturdays of the holidays. First cruise sold out (90 tickets) second cruise with (52 tickets) sold.
- Louth Fishing Club reported radio promotion made a significant difference, with visitors from the coast travelling for it.
- Morrall's Bakery reported more visitors purchasing donuts and requesting the free donut "promotion".
- Bourke Bowling Club reported there "Barefoot bowls" was a great success.
- Swimming Pool reported numbers had tripled on last few year's figures because of promotion.



Breeze into Bourke Social Media Performance Data



- Camp Quality- October 2018
  Will be stopping in Bourke on the 22 October. Participants spend the year raising much needed funds for kids impacted by cancer and drive thousands of kilometres across Australia to spread Camp Quality cheer to local communities. This year the colourful convoy of 70+ themed cars, will arrive into town with a fanfare of sirens, horns, lights and colour to spread Camp Quality cheer. While in town they will also be visiting local schools dispelling myths and misconceptions about cancer and entertained that night by our local poet at the Back O' Bourke Exhibition centre.

Upcoming events

- Australia Day- 26th January 2019
- Western Division Shires Conference- February 2019

- England / Australia first flight commemorations 2019- December 2019
  In 1919 Ross Smith was the captain of an aircraft that made the first flight from England to Australia. Taking 29 days and arriving in Darwin on 10th December 1919 en route to Adelaide, the aircraft called at Bourke. As per discussion the correspondence outlines the possibility to have an event where light, historic and experimental aircraft fly over the same route as followed in 1919. The event is scheduled for December 2019.

Back O' Bourke Exhibition Monthly Figures

	2011	2012	2013	2014	2015	2016	2017	2018
January		448	560	325	326	302	348	386
February		157	397	271	373	391	220	282
March	810	570	1500	1051	1342	1612	1245	1142
April	2507	2144	3103	3146	3849	3118	3114	3362
May	2656	2891	3758	3988	4602	4073	3983	3698
June	2952	3216	4492	4275	5437	5199	4754	4440
July	4362	4643	5173	6241	6002	5941	5982	6091
August	4187	4162	4410	4793	5078	4951	5051	4375
September	4295	5074	4275	4764	4489	4532	4246	3240
October	2674	3067	2383	2486	2370	2475	2463	
November	1012	930	789	671	610	1031	876	
December	386	347	207	242	272	281	255	
Total	25841	27649	31044	32253	34750	33906	32537	

Table showing number of visitors to the Back O' Bourke Exhibition & Visitor Centre by month

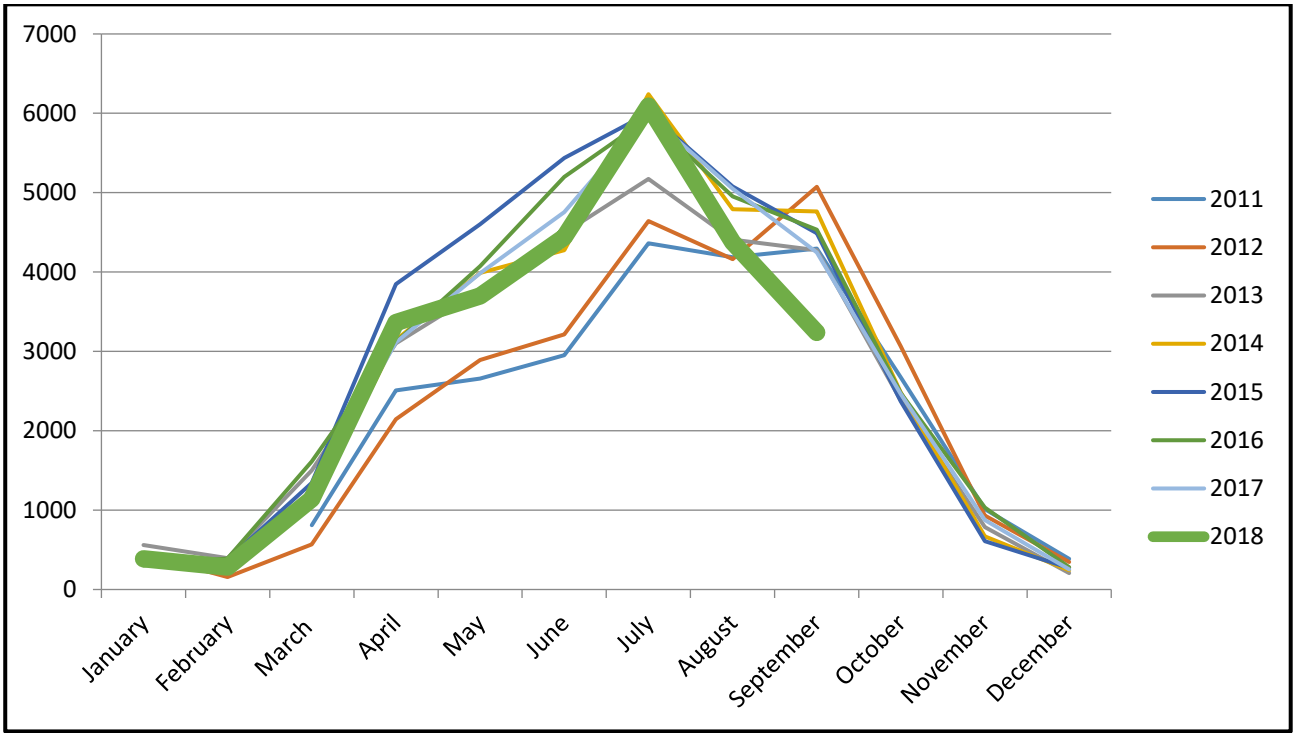


Table showing number of visitors to the Back O' Bourke Exhibition & Visitor Centre by month.

Monthly Visitor Numbers to Attractions:

	Jandra	Crossley	Outback Show	Exhibition Centre
Sept Visitors	931	546	588	350

Coach/ Group Bookings & Itineraries

- In September we hosted two (2) Coach Groups to Bourke. This was a total of 30 passengers and two (2) nights in local accommodation.
- Please note coach/ group bookings include creation and/or suggestion of itineraries by VIC staff, from day trips through to overnight night stays.

Trip Adviser Reviews

knob18
Sydney Tourist
112 26

Reviewed 3 days ago via mobile

A must see in Bourke

A good comfort stop when going through Bourke. It is very informative and well worth a look. The ammenities are clean and the staff friendly and helpful.

Thank knob18 Respon

deetee632
Adelaide, Australia
114 40

Reviewed 1 week ago via mobile

Back O'Bourke exhibition

This is a well thought out presentation of the past and present Bourke and worth an hour or so wandering through. The outside area has been tastefully landscaped and complements the inside. We mussed the live show but it's still worth taking some time to check out the town's history.

Show less

junky10
Rockingham, Australia
18 4

Reviewed 1 week ago via mobile

Outback show

Back in June I went to the information Centre in Bourke and the people there were talking to others that were waiting in the que in front of me,about the outback show, and so I decided to go to it (as it was only out the back of the centre anyway).
It is well worth doing this very informative show,as the guy giving you the information about Camp draughting and all sorts of interesting things about horsemanship and farm life. I would recommend that everyone takes in this show.

Show less

See all 3 reviews by junky10 for Bourke
Ask junky10 about Back O'Bourke Exhibition Centre

Thank junky10 Respor

This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC

martinemmawelsh
Newcastle, Australia

Reviewed 1 week ago via mobile

Great

As a family, we all loved this place. So much information on the history of Bourke. Very friendly staff. Beautiful gardens. A must see for Bourke.

Thank martinemmawelsh Respor

gcever4
Bourke, Australia
1

Reviewed 2 weeks ago via mobile

What a Centre!

The centre is a very detailed history of Bourke. When you buy the tickets you get 2 days entry. We were happy with a wander through after the Outback Show. Was a good outing.

Thank gcever4 Respond

Janne A
69 18

Reviewed 3 weeks ago via mobile

Eye opener

Too much to take in - we have to go back tomorrow.
Went and saw the comedian Paul Clarkson, that was fun, entertaining and educational.
"Outback show" horses, sheep, dogs and my better half playing the bull.
We also did the river cruise - not so exciting.
I still recommend it just for the history of the river.
All in all I'm glad we made the effort.
So much history and a big eye opener.
Show less

See all 6 reviews by Janne A for Bourke
Ask Janne A about Back O'Bourke Exhibition Centre

Thank Janne A Respond

This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC

Ky L
3 1

Reviewed 16 September 2018

Gem in the rough

What an amazing place! We spent four and a half hours watching the Outback Show and viewing the exhibits. Worth every cent. The exhibits were of a very high standard and the interactive parts were fascinating. Don't just run in and out of here with a map, you will know so much more about the area that you are driving around. There are enough tours here to do that we have filled five weekends, following the mudmap tours suggested in the booklet you can pick up here free of charge. The Outback Show is great, entertaining, full of interesting information and good for city and country folk!
Show less

Ask Ky L about Back O'Bourke Exhibition Centre

Thank Ky L Respon

This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC

67Blackjack
Winmalee, Australia
18 4

Reviewed 7 September 2018

QUITE A SHOW

Back O' Bourke Outback Show
Paul Clarkson puts on an Aussie stockman show that is really very entertaining. His skill with his horses is fantastic and even his dogs are amusing with their antics. Paul tells the stories of how he trains his horses to work around cattle and sheep and in doing so is quite amusing. His whip cracking exploits are great and had the crowd laughing. This one-hour show is great value and is not to be missed when in Bourke.
Show less

Fran Carter
Manager of Tourism & Events

Resolution

421/2018 That Council note the information in the Tourism and Events Manager's Activity Report as presented to Council on Monday, 2018.
Moved Cr Rice Seconded Cr Davis Carried

Motion

That the Manager of Tourism & Events be asked to attend each Council Meeting.		
Moved Cr Bartley	Seconded Cr Rice	

Amendment

That the Manager of Tourism & Events be invited to attend the Council Meeting to present her monthly report at a time convenient to her.		
Moved Cr Dorrington	Seconded Cr Ford	Lost

The original motion was then put

12.55pm Cr Ford left the meeting

Council broke for lunch at 1.00pm

Council returned from lunch at 2.00pm

CONFIDENTIAL REPORTS

Council Meeting, Monday, 29th October 2018

Closed Session of Council - Confidential

Engineering Services Report

File No:	L8.21- P4.1
Report: 1023/2018 ★	Purchase of New Motor Grader
Responsible Officer:	Mark Gordon, Manager of Road Services

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 at 2.01pm

422/2018 That the report be considered in Closed Council 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.
Moved Cr Bartley Seconded Cr Davis Carried

General Managers Report

File No	L1.17-Y1.7-LD-L11.14.3
Report: 1024/2018	Proposed Change of Management of the PCYC
Responsible Officer	Ross Earl, General Manager

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

Resolution

423/2018 That the report be considered in Closed Council under Section 10A (2) (c) of the Local Government Act, 1993 information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.
Moved Cr Bartley Seconded Cr Davis Carried

Closed Session of Council

Pursuant to section 10A (2) (a), section 10A (2) (d) (i), 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 report, being Confidential Report 1023/2018 - Purchase of New Motor Grader and Report 1024/2018 - Proposed Change of Land Management PCYC.

No members of the public made representation.

Resolution at 2.01pm

424/2018
1. That Council move into Closed Council to consider business identified, together with any late reports tabled at the meeting.
2. That pursuant to section 10A (1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) 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 Barltey | Seconded Cr Davis | Carried

Resolution at 2.32pm

425/2018 That Council move out of Closed Council and into Open Council.

Moved Cr Dorrington | Seconded Cr Rice | Carried

Resolutions from the Closed Session of Council

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

File No:	L8.21-P4.1
Report: 1023/2018 ★	Confidential - Purchase of New Motor Grader
Responsible Officer:	Manager of Roads Mark Gordon

Resolution

426/2018 That Council accept the contract from Hitachi Construction Machinery Australia for one (1) John Deere 770G Motor Grader with trade for a changeover price of $344,650.00

File No	L1.17-Y1.7-LD-L11.14.3
Report: 1024/2018	Proposed Change of Management of the PCYC
Responsible Officer	Ross Earl, General Manager

Resolution

427/2018
1. That Council note the report in relation to the proposed change
2. That Council ask the General Manager to prepare a detailed report in relation to the matter, including the seeking of legal advice if necessary.

There being no further business the meeting closed at 2.33pm