



**BOURKE
SHIRE
COUNCIL**

I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Monday, 22 February 2021
Time: 9.15am
Location: Bourke Shire Council
29 Mitchell Street Bourke NSW

BUSINESS PAPER

Ordinary Council Meeting

22 February 2021

Mark Riley
General Manager

| Time | Event | Representative | Organisation |
|-------------|----------------|-----------------------------|-------------------------------|
| 11.00am | Monthly Update | Superintendent Andrew Hurst | Central North Police District |



DECLARATION OF INTEREST FORM COUNCIL OFFICIAL

FOR USE AT COUNCIL AND COUNCIL MEETINGS

| |
|---|
| NAME OF COUNCIL OFFICIAL DECLARING INTEREST: |
| |
| ACTION PROPOSED: |
| <p>Tick one box only:</p> <p><input type="checkbox"/> In my opinion, my interest is pecuniary, and I am therefore required to take the action specified in Part 4 of Council’s Code of Conduct.</p> <p><input type="checkbox"/> In my opinion, my interest is non-pecuniary but significant. I am unable to remove the source of conflict. I am therefore required to treat the interest as if it were pecuniary and take the action specified in clause 5.10 of Council’s Code of Conduct.</p> <p><input type="checkbox"/> In my opinion, my interest is non-pecuniary and less than significant. I therefore make this declaration as I am required to do pursuant to clause 5.11 of Council’s Code of Conduct. However, I intend to continue to be involved with the matter.</p> |
| COUNCIL OFFICIAL |
| <p>I, _____ (name of COUNCIL OFFICIAL) disclose the above interest and acknowledge that I will take appropriate action as I have indicated above.</p> <p>Signed: _____ Date: _____</p> |
| GENERAL MANAGER – required for all declarations: |
| <p>I have noted the above declaration and I note your opinion and/or the action you have proposed.</p> <p>Signed: _____ Date: _____</p> |
| DEFINE YOUR INTEREST: |
| <p>Is your interest:</p> <p><input type="checkbox"/> Pecuniary (see dealing with pecuniary interests)?</p> <p><input type="checkbox"/> Non pecuniary (see dealing with non-pecuniary interests)</p> |
| MATTER IN WHICH YOU HAVE AN INTEREST: (Please provide full details, including item number on Council agenda) |
| |
| NAME OF THE INTEREST: |
| <p>Be specific and include information such as:</p> <ul style="list-style-type: none"> - The names of any person or organisation with which you have a relationship; - The nature of your relationship with the person or organisation; - The reason(s) why you consider the situation may (or may be perceived to) give rise to a conflict between your personal interests and your public duty as a COUNCIL OFFICIAL . |
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| <p>MANAGING LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS:</p> <p>Clause 5.11 of Council’s Code of Conduct provides that if you determine that a non-pecuniary conflict of interest is less than significant and does not require further action, you must provide an explanation of why you consider that conflict does not require further action in the circumstances.</p> |
| <p>IS YOUR NON-PECUNIARY INTEREST LESS THAN SIGNIFICANT?</p> <p>If you are of the view that your non-pecuniary interest is less than significant, please provide your explanation directly below (only complete if you are claiming that your non-pecuniary interest is less than significant).</p> <p> </p> <p> </p> <p> </p> |
| <p>DEFINITIONS:</p> <p>A PECUNIARY INTEREST is an interest that a designated person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person (see Part 4 of Council’s Code of Conduct).</p> <p>A NON-PECUNIARY INTEREST is a private or personal interest that does not amount to pecuniary interest as defined by Part 5 of Council’s Code of Conduct.</p> |
| <p>MANAGING PECUNIARY INTERESTS:</p> <p>Part 4.10 of Council’s Code of Conduct requires designated persons to declare in writing to the General Manager the nature of a pecuniary interest the person has in any Council matters, as soon as practicable after becoming aware of the interest.</p> |
| <p>MANAGING SIGNIFICANT NON-PECUNIARY INTERESTS:</p> <p>Clause 5.10 of Council’s Code of Conduct provides that you must manage a significant non-pecuniary interest by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29 of the Code.</p> |
| <p>MANAGING NON-PECUNIARY INTERESTS:</p> <p>Clause 5.8 of Council’s Code of Conduct states that how you manage a non-pecuniary interest will depend on whether or not it is significant. Clause 5.9 of Council’s Code of Conduct states that, as a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but involves:-</p> <ul style="list-style-type: none"> a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 of the Code or another person from the council official’s extended family that the council official has a close personal relationship with, or another person living in the same household; b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship; c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official’s affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation; d) membership, as the council’s representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter; e) a financial interest (other than an interest of a type referred to in clause 4.6 of the Code) that is not a pecuniary interest for the purposes of clause 4.1 of the Code; f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision. |

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- 1 OPENING PRAYER**
- 2 ACKNOWLEDGEMENT OF COUNTRY**
- 3 REMEMBRANCE**
- 4 APOLOGIES**
- 5 DECLARATION OF INTEREST**
- 6 MAYORAL MINUTE**
Nil
- 7 STARRING OF ITEMS**
- 8 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 14 December 2020

9 NOTICE OF MOTION**9.1 *** NOTICE OF MOTION - REPRESENTATION TO ESSENTIAL ENERGY, THE ENERGY AND WATER OMBUDSMAN NSW (EWON)****File Number: E3.2****Attachments: 1. Notice of Motion & Supporting Information Re: Essential Energy, the Energy and Water Ombudsman NSW (EWON) and the Australian Energy Regulator**

I, Councillor Robert Stutsel, give notice that at the next Ordinary Meeting of Council to be held on 22 February 2021, I intend to move the following motion:

“That Council make representation to Essential Energy, the Energy and Water Ombudsman NSW (EWON) and the Australian Energy Regulator concerning Essential Energy failing to provide meter readings to energy retailers”.

Motion

That Council make representation to Essential Energy, the Energy and Water Ombudsman NSW (EWON) and the Australian Energy Regulator concerning Essential Energy failing to provide meter readings to energy retailers.

MOTION ON NOTICE


"that Council make representations to Essential Energy, the Energy and Water Ombudsman NSW (EWON) and the Australian Energy Regulator concerning Essential Energy failing to provide meter readings to energy retailers"

Moved

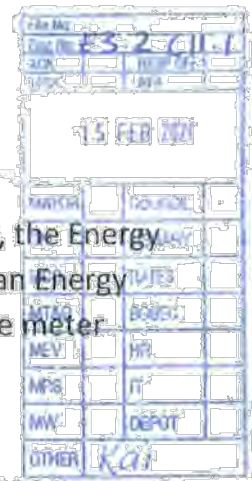
Seconded

Cr Robert STUTSEL

Cr John THOMPSON



15.02.2021



Comments in support of the Motion on Notice.

It is an important role of Councillors to "advocate" on behalf of their community.

I recently got an email from my energy retailer asking me to make a meter reading for them but they did not say which meter/s at which address, so that is not happening.

I then checked two accounts received this month and discovered that both lots of meters had not been read as the meter reader had not been able "to gain access". Since my home is unfenced and my pump meter box is unlocked, the only explanation can be, that no attempt was made to read the meter.

I have checked with other people and of the few I spoke to, they all got "Estimated" bills.

It is not good enough to estimate a power bill considering it is probably the highest expenditure for most families.

One I inquired with, indicated that because of "Estimated" bills, he was overcharged \$1,000 and the retailer was reluctant to refund the overpayment.

My understanding is that Essential Energy as the supplier, is required by law to read the meters and record usage on a central data base. Energy retailers then access the data base to bill their customers.

My understanding also is, that Essential Energy engage Skilltech to actually do the meter reading for them. Skilltech may have difficulty in engaging and retaining staff but that is not our problem, it is Essential Energy's problem.

I suspect that Essential Energy would like all customers to have smart meters so that they can avoid the cost of meter readers and any savings will not be passed onto consumers. If Essential Energy cannot or will not read meters, it helps in their case for everyone to move to smart meters.

I cynic, like me, might think that because the energy generators and distributors are swimming in excess solar power during the day but having to buy expensive "dispatchable power" when "the sun don't shine and the wind don't blow" that they can instead of charging something like a flat rate of 30+ cents/kWh, they can charge 20 cents during the day and 60 cents or more at night, making exponential profits at our expense. No doubt the wrong message being sent out by the Commonwealth and New South Wales Government is fuelling this problem. I note this week that AGL has written down the value of its wind farms by more than two billion dollars (that is a two followed by nine noughts)

Consumers need a proper power bill at least quarterly to allow them to budget.

Further, the meter readers should be making an effort to read meters where the customer has locked premises for security. Meter Readers in the past have been able to contact consumers on the day to gain access. Sending emails that the reading might occur in some three day period next month, is just not good enough.

Cr. Robert STUTSEL

10 RESCISSION MOTION**10.1 *** NOTICE OF RESCISSION - COMMUNITY CENTRE HIRE FEES****File Number: C11.2.24-C12.4-F1.2****Attachments: 1. Notice of Rescission Motion - Bourke Community Centre - Fees & Charges**

Notice has been received, signed by Councillor Bob Stutsel and Councillor Cec Dorrington of the intention to move the following rescission motion:

We, the undersigned, hereby give notice of our intention at the next meeting of Council to move that council resolution in relation to Item 15/3 of the December meeting which reads:-
"That the fee for hire of the Bourke Community Centre be set at \$50 per hiring" be rescinded.

NOTICE OF FURTHER MOTION

Notice is also hereby given that in the event of such rescission motion being carried it is our intention to move: -

That the following schedule or similar be adopted which makes due provision for short term hirers/users and which differentiates between commercial and not-for-profit organisations.

| SCHEDULE | | |
|--|-----------------|---|
| HIRER | HIRE FEE | CONDITIONS |
| Not-for-profit organisations for meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Community Groups for meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Committee Meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Individual hire for meetings, functions and/or business. | \$50 per day | |
| Not-for-profit organisations for functions or events. | \$10 per day | Cleaning to be completed by hirer at close of meeting |

Motion

That resolution 2020/420 titled Item 15.3 2020/2021 Adopted Fees & Charges that was passed at the meeting of 14 December 2020 be rescinded.

Further Motion

That the following schedule or similar be adopted which makes due provision for short term hirers/users and which differentiates between commercial and not-for-profit organisations.

| SCHEDULE | | |
|--|-----------------|---|
| HIRER | HIRE FEE | CONDITIONS |
| Not-for-profit organisations for meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Community Groups for meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Committee Meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Individual hire for meetings, functions and/or business. | \$50 per day | |
| Not-for-profit organisations for functions or events. | \$10 per day | Cleaning to be completed by hirer at close of meeting |

The General Manager
Bourke Shire Council
29 Mitchell Street
Bourke, NSW 2840

Dear Sir,

NOTICE OF RESCISSION MOTION

We, the undersigned, hereby give notice of our intention at the next meeting of Council to move that council resolution in relation to Item 15/3 of the December meeting which reads:-

“That the fee for hire of the Bourke Community Centre be set at \$50 per hiring”

be rescinded.

NOTICE OF FURTHER MOTION

Notice is also hereby given that in the event of such rescission motion being carried it is our intention to move: -

That the following schedule or similar be adopted which makes due provision for short term hirers/users and which differentiates between commercial and not-for-profit organisations.

| HIRER | SCHEDULE HIRE FEE | CONDITIONS |
|--|--------------------------|---|
| Not-for-profit organisations for meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Community Groups For meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Committee Meetings | Nil | Cleaning to be completed by hirer at close of meeting |
| Individual hire for meetings, functions and/or business. | \$50 per day | |
| Not-for-profit organisations for functions or events | \$10 per day | Cleaning to be completed by hirer at close of event |

Dated this 16th day of February 2021


Councillor Bob Stutsell


Councillor Cec Dorrington

11 BUSINESS ARISING

11.1 * BUSINESS ARISING**

File Number: C12.1
Author: Mark Riley, General Manager
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Business outstanding from previous meetings.

Current Situation

KEY: Action still pending Action

| | |
|------------------------------------|---------------------------|
| GM GENERAL MANAGER | MW MANAGER WORKS |
| MCS MANAGER CORPORATE SERVICES | MRS MANAGER ROAD SERVICES |
| MES MANAGER ENVIRONMENTAL SERVICES | |

| | |
|---------------------|--|
| 321/2018 | RENAMING SENIOR CITIZENS BUILDING TO BOURKE COMMUNITY CENTRE |
| RESPONSIBLE OFFICER | DWAYNE WILLOUGHBY - MANAGER ENVIRONMENT SERVICES |
| FILE NUMBER | A11.2.24 |

| DECISION | ACTION TAKEN |
|---|----------------------------|
| 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 | Included in Business Paper |

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| 362/2018 | BIODIVERSITY CONSERVATION ACT 2016 - UPDATE |
| RESPONSIBLE OFFICER | DWAYNE WILLOUGHBY - MANAGER ENVIRONMENTAL SERVICES |
| FILE NUMBER | E6.1-E6.4-L8.1 |

| DECISION | ACTION TAKEN |
|--|--|
| 1. That 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 | Continue to lobby Government – matter evolving |

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| 427/2018 | PROPOSED CHANGE OF MANAGEMENT OF THE PCYC |
| RESPONSIBLE OFFICER | MARK RILEY - GENERAL MANAGER |
| FILE NO | L1.17-Y1.7-LD-L11.14.3 |
| DECISION | ACTION TAKEN |
| That the General Manager prepare a detailed report in relation to the matter, including the seeking of legal advice if necessary | <ol style="list-style-type: none"> 1. In progress 2. Teleconference held 20/08/2020 3. Correspondence sent to PCYC 25/8/20 and followed up for response 20/10/20. 4. Further follow up email sent 16/11/2020 5. GM to further pursue |
| 156/2019 | CONFIDENTIAL – CONSTRUCTION OF SEWERAGE TREATMENT PLANT FACILITIES |
| RESPONSIBLE OFFICER | LEONIE BROWN - MANAGER OF CORPORATE SERVICES PETER BROWN - MANAGER OF WORKS |
| FILE NO | S3.2.3 |
| DECISION | ACTION TAKEN |
| That Council continue with its representations to obtain funding for the additional costs anticipated to be incurred in the construction of the new Additional Sewage Treatment Facilities in Bourke | <ol style="list-style-type: none"> 1. Ongoing 2. Water use study near completion. Will then make application for additional funding |
| 274/2019 | DROUGHT – WATER UPDATE |
| RESPONSIBLE OFFICER | LEONIE BROWN - MANAGER OF CORPORATE SERVICES |
| FILE NO | W2.2.9 – W2.2.9.1 |
| DECISION | ACTION TAKEN |
| That the General Manager write to the State Government seeking their urgent consideration of the construction of a regulator or additional weir including a fish ladder upstream of Bourke at a location identified as BU8 | <p>Letter sent & meeting held. Teleconference involving staff and Councillors held with State Water on 22/9/2020. Meeting held with DPIE representatives on 10/11/2020 & 11/11/2020.</p> |

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| 2019/362 | NOTICE OF MOTION - BOURKE WATER SECURITY OPTIONS | |
| RESPONSIBLE OFFICER | LEONIE BROWN – MANAGER OF CORPORATE SERVICES | |
| FILE NO | W2.2.9 | |
| DECISION | ACTION TAKEN | |
| <ol style="list-style-type: none"> 1. Council engage an appropriately qualified consultant to cost and complete a scoping/design study for a shovel ready plan to secure the water supply from the Darling River for the towns and villages situated on the river for the Bourke Shire Council area. 2. All water supply options from previous reports and added new ideas to be discussed within Council, with agreed options forwarded to the consultants for further analysis. 3. That the study be completed in a timely matter to allow council to lobby Federal and State Governments for Funding Assistance for water security options for Bourke Shire Council’s future water needs. 4. Bourke Shire Council allocate \$250,000 towards the scoping/design study, to be met from the Water Fund Reserve and that the State Government also be asked to make a contribution. | <ol style="list-style-type: none"> 1. Teleconference involving staff and Councillors held with State Water on 22/9/2020. 2. Meeting held with GHD representatives on 05/11/2020. 3. Meeting held | |

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| 2019/439 | NORTH BOURKE BRIDGE REHABILITATION CONCEPT PLAN | |
| RESPONSIBLE OFFICER | MARK GORDON – MANAGER ROAD SERVICES | |
| FILE NO | B6.1 | |
| DECISION | ACTION TAKEN | |
| Council continue to apply for funding to undertake the project | <ol style="list-style-type: none"> 1. Ongoing. 2. Letter received from Minister Toole 11/11/2020 advising upcoming funding opportunities for bridge. 3. Report in February 2021 business paper | |

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| 2020/111 | DUAL NAMING OF THE DARLING RIVER – DARLING RIVER BAAKA | |
| RESPONSIBLE OFFICER | LEONIE BROWN – MANAGER OF CORPORATE SERVICES | |
| FILE NO | R6.5 | |
| DECISION | ACTION TAKEN | |
| <ol style="list-style-type: none"> 1. That Council forward a copy of the motion regarding the dual naming of the Darling River to the Minister for his consideration during the determination process. 2. That Council seek further clarification from the on which section of the Darling River will be dual named Baaka and will the name be Darling Baaka River / Baaka Darling River or Darling River Baaka. | <ol style="list-style-type: none"> 1. Completed 2. Ongoing. Geographical Names Board contacted. | |

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| 2020/168 2020/416 | 13.6 TRANSFER OF LAND TO THE WHIDDON GROUP, DARLING STREET BOURKE | |
| RESPONSIBLE OFFICER | MARK RILEY - GENERAL MANAGER | |
| FILE NO | L1.13-L1.16 | |
| DECISION | | |
| 1. That in accordance with Section 30 of the Local Government Act, 1993, Council proceed to take the necessary action to prepare a local environmental plan that seeks to reclassify community land located at 17 - 29 Darling Street, Bourke as Operational land. | 2. That Council proceed to prepare and enter into a Deed for Land Acquisition with the Whiddon Group in respect of their eventual acquisition of the site at 17 - 29 Darling Street, Bourke, following the reclassification of the subject land to Operational land. | 3. That if required, the General Manager be authorised to execute, on behalf of Council as the existing registered owner of land at 17 - 29 Darling Street, Bourke, owner’s consent in respect of the lodgement of a Development Application by the Whiddon Group in respect of upgrading works at the facility. |
| 4. That any necessary documents be executed under the Common Seal of Council. | | |
| That Council prepare a planning proposal, seeking gateway determination to amend Bourke Local Environmental Plan 2012 (LEP) to reclassify lots 1/1145233, 2/11/758144, 3/11/758144 and 2/227656, being 17-29 Darling Street, Bourke, from community to operational land and submit the supported Planning Proposal to the Department of Planning, Industry and Environment for consideration for a Gateway Determination in accordance with section 3.34 of the Environmental Planning and Assessment Act, 1979. | | 1. Discussions held by MES with Dept of Planning Officers to Progress LEP matter Meeting with Dept of Planning will take approx 12 months to complete. 2. Draft Deed forwarded to Whiddon Group 19/08/2020. 3. Discussions as to process held with Whiddon. Transfer subject to reclassification 4. Report submitted to Council in December 2020 re: Reclassification Process 5. Gateway determination approved. Independent public hearing and advertise for 28 days. Public consultation to follow. |
| | | Planning Proposal lodged for Gateway determination with Department of Planning, Industry & Environment, via NSW Planning Portal, on 5/1/21. |

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| 2020/223 | BOURKE AIRPORT - LEASE OF LAND – ITEM - 23.2 | |
| RESPONSIBLE OFFICER | MARK RILEY - GENERAL MANAGER | |
| FILE NO | A6.1-F3.1-LD | |
| DECISION | | |
| 1. That the General Manager be authorised to take the necessary action in respect of the leasing of Lot 64 DP 1027306, Bourke Airport, to Viva Energy Australia Pty Ltd as per the terms detailed in the report of the Acting Manager of Infrastructure and Projects. | 2. That any necessary documents be executed under the Common Seal of Council. | 1. Lease prepared and provided to Viva 26/10/2020. 2. Awaiting execution and return. 3. Signed, awaiting return of documents. |

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| 2020/236 | 14.2 BOURKE AIRPORT DEVELOPMENT PROPOSAL | |
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| RESPONSIBLE OFFICER | MARK RILEY - GENERAL MANAGER | |
| FILE NO | A6.1 | |
| DECISION | | |
| 1. That Council seek quotations for the preparation of a Master Plan at the Bourke Airport to determine the availability of land for the proposed development and future developments. | Brief prepared, quotations to be invited. | |

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| 2020/320 | 14.2 LEP AMENDMENT UNDER S3.22 | |
| RESPONSIBLE OFFICER | DWAYNE WILLOUGHBY – MANAGER ENVIRONMENTAL SERVICES | |
| FILE NO | T5.3 | |
| DECISION | | |
| Council request the NSW Minister for Planning and Public Spaces to rezone Lot 62 DP 1027306 from SP2 Infrastructure to IN1 General Industrial in accordance with the provisions of Sections 3.22 of the Environmental Planning and Assessment Act 1979. | Further report to be brought back to Council mid 2021. | |

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| 2020/325 & 326 | REVIEW OF CAPITAL WORKS PROGRAM 2019/2020 AND REALLOCATION OF FUNDS – ITEM 15.5 MOUNT OXLEY | |
| RESPONSIBLE OFFICER | MARK RILEY – GENERAL MANAGER | |
| FILE NO | R2.5 | |
| DECISION | | |
| 1. That Council note the report on the responsibility and current condition of the access road to the summit of Mount Oxley. 2. That Council note the status of telecommunication infrastructure located atop Mount Oxley. 3. That following a title search discussions be held with the owners of the land and the various owners of the telecommunications infrastructure atop Mount Oxley with a view to sourcing funding for at least the \$80,000 in maintenance work and potentially a further \$110,000 for the guard rail installation, for a further report to Council including consideration to any contribution by Council. 4. That Council investigate its potential liability as a result of the public use of the access road to the top of Mount Oxley and a report be submitted back to Council. | Extensive title searches has been completed. Liability issues being pursued by Booth Brown Legal for further report. Meeting held with Mr & Mrs Stalley on 10 December 2020. | |

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| 2020/374 | 9.1 – NOTICE OF MOTION – IMPROVED SAFETY MEASURES ON RURAL HIGHWAYS |
| RESPONSIBLE OFFICER | MARK GORDON – MANAGER ROAD SERVICES |
| FILE NO | R7.1-R7.5.1 |
| DECISION | |
| Bourke Local Traffic Committee be requested to give consideration to the issue of representations being made to Transport for NSW (Roads and Maritime Services) for improved safety measures on rural highways”. | Next BLTC meeting 16/05/2021 |

Recommendation

That Council note the information in the Business Arising Report as presented to Council on Monday, 22 February 2021.

11.2 INFORMATION TO COUNCILLORS

File Number: C12.1
Author: Kai Howard-Oakman, Executive Assistant
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Each month a list of correspondence is sent out in the Business Paper to the Councillors to ensure that they have not missed any information since the last Business Paper was produced.

Current Situation

| Date | Information Sent | Author | Email |
|-------------|--|---|--------------|
| 10/12/2020 | Business Paper for 14/12/2020 Meeting | MANEX | ✓ |
| 11/12/2020 | COVID-19 Council Update - 10 December 2020 | OLG | ✓ |
| 11/12/2020 | Border Bulletin - December 2020 | DGP | ✓ |
| 13/12/2020 | Level Two (2) Water Restrictions | AGM | ✓ |
| 14/12/2020 | Corruption Matters - issue 56 | ICAC, NSW | ✓ |
| 15/12/2020 | NSW Health Media Release - COVID-19 Update Tuesday 15 December 2020 | NSW Health | ✓ |
| 15/12/2020 | "From the GM's Desk" 201217 | AGM | ✓ |
| 15/12/2020 | Media Release - Get Ready for Summer | AGM | ✓ |
| 22/12/2020 | Roy's Round-Up Christmas edition | Roy Butler - Member for Barwon | ✓ |
| 22/12/2020 | Public Health Alert - New And Updated Venues 22/12/2020 | | ✓ |
| 22/12/2020 | NSW Health: NOVEL CORONAVIRUS (COVID-19) UPDATE - Tuesday, 22 December 2020 | NSW Health | ✓ |
| 22/12/2020 | Government News | | ✓ |
| 22/12/2020 | Go Local this Christmas | NSW Farmers | ✓ |
| 23/12/2020 | Media Release - Breathing Life Into The Upper Barwon River & Northern Waterhole Top-up – Flow Update 1 | Jody Swirepik – Environmental Water Holder | ✓ |
| 05/01/2021 | Electorate of Parkes – E-News December | The Hon. Mark Coulton, MP | ✓ |
| 05/01/2021 | COVID-19 Exposures in Broken Hill, Nyngan and Orange | Kate Fotheringham - Media Manager Western NSW Local Health District | ✓ |
| 11/01/2021 | Media Release - 900 New Towers Improving Mobile Coverage | Deputy Prime Minister and Regional Communications Minister | ✓ |
| 15/01/2021 | Start 2021 with a LGNSW Professional Development Course | Cr Linda Scott President LGNSW | ✓ |
| 27/01/2021 | Northern Waterhole Top-up - update 3, some of this water even reaches Bourke | Dr Lindsay White, Commonwealth Environmental Water Office | ✓ |
| 28/01/2021 | EOI for DPIE Town Water Advisory Group | Sanjiv Sathiah, Senior Policy Officer, Infrastructure and Finance | ✓ |
| 29/01/2021 | Draft Community Consultation/Village Tour Timetable | AGM | ✓ |
| 01/02/2021 | Meeting Reminder - Bourke Shire Council and Western NSW Local Health District Meeting Re: Medical Services | EA | ✓ |
| 09/02/2020 | Government News | LGNSW | ✓ |
| 09/02/2021 | NSW Health Media Release - COVID-19 Update Tuesday 9 February 2021 | Jesusa Helaratne Deputy Director, NSW (MHCS) | ✓ |
| 16/02/2021 | "From the GM's Desk" 210218 | GM | |

Recommendation

That Council note the contents of the Information to Councillors Report as presented to Council on Monday, 22 February 2021.

11.3 CALENDAR OF EVENTS

File Number: C12.6
Author: Kai Howard-Oakman, Executive Assistant
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Information sent out monthly to advise when Council Meetings, meetings which Councillors are Delegates to and other meetings of which Council is a member of, or representatives of Council.

Current Situation

| Month | Date | Time | Meeting / Event | Location |
|-------------|------|-----------------|------------------|-----------------|
| 2021 | | | | |
| February | 22 | 9.15am | Council Meeting | Council Chamber |
| March | 22 | 9.15am | Council Meeting | Council Chamber |
| April | 2 | Public Holidays | Good Friday | |
| | 3 | | Easter Saturday | |
| | 4 | | Easter Sunday | |
| | 5 | | Easter Monday | |
| | 25 | | | ANZAC DAY |
| | 26 | 9.15am | Council Meeting | Council Chamber |
| May | 24 | 9.15am | Council Meeting | Council Chamber |
| June | 14 | Public Holiday | Queen’s Birthday | |
| | 28 | 9.15am | Council Meeting | Council Chamber |
| July | 26 | 9.15am | Council Meeting | Council Chamber |
| August | 23 | 9.15am | Council Meeting | Council Chamber |

Recommendation

That Council note the information in the Calendar of Events Report as presented to Council on Monday, 22 February 2021.

12 ENGINEERING SERVICES DEPARTMENT

12.1 *** TREE REMOVAL REQUEST - OXLEY STREET

| | |
|---------------------|--|
| File Number: | T6.1 |
| Author: | Peter Brown, Manager Works |
| Authoriser: | Mark Riley, General Manager |
| Attachments: | 1. Letter of Request for Removal of Cadaghi Trees 2. 3.6.11(v2) Street Trees Policy |

Background

Council has received a request from the residents of 105 Oxley Street Bourke requesting that three (3) Cadaghi trees be removed from the median strip in front of the residence of 107 Oxley Street due to the reasons stated in the attached letter.



Council's current policy on tree removal states the following:-

"Street Tree Removal (Policy)

- Trees may only be removed by Council or by those authorised delegated by Council.
- Trees shall only be removed when they are posing a danger to people or property or they are in poor health or dead.
- If a resident requests the removal of a particular tree and that tree meets one of the removal criteria, then Council will arrange its removal following a risk assessment and its listing on the works program and sufficient funds in the tree budget.
- Council will consider applications to remove a street tree that a resident claims is causing damage to their property. The claim should be accompanied by an expert (qualified person) assessment provided at the applicants cost. If after considering reasons given the case is justifiable Council will arrange removal or treatment as soon as practicable".

(Full copy of the policy is attached.)

Current Situation

Whilst the concerns of the property owner at 105 Oxley Street regarding the Cadaghi trees are noted, the request for removal is not in accordance with Council policy. Accordingly it is recommended that the request not be acceded to.

Councillors are encouraged to view the trees prior to the Council Meeting.

Financial Implications

The estimated costs to remove trees is \$1800.00

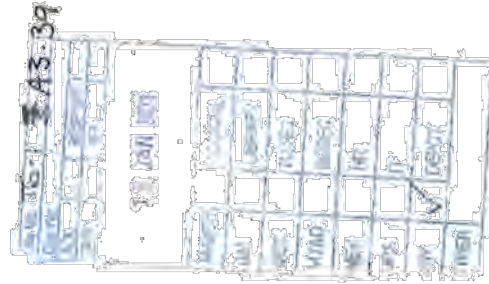
Recommendation

That Council not accede to the request as it does not meet the removal criteria in Councils Street Tree Policy.

Ben Walsh
105 Oxley St
Bourke NSW 2840

13/01/21

General Manager
Bourke Shire Council
29 Mitchell St
Bourke NSW 2840



To: The General Manager of the Bourke Shire Council,

I am writing to you today in the hopes that I would be able to request for three Cadaghi trees to be removed from the nature strip out the front of 107 Oxley St. I have recently purchased this residence and would appreciate it if they could be removed. There are several reasons behind this request including but not limited to:

- These trees are very messy they constantly drop "fluff", small branches, leaves and nuts onto the footpath, nature strip, road and into the front yards of both 107 and 105 Oxley.
- Their roots have already caused significant damage to the adjacent curb, one section which has totally broken away and has been removed.
- The roots have caused the footpath to lift near the front gate to the address causing a trip hazard.
- I have been unable to get any grass to begin to grow on the nature strip out the front of the residence believing existence of the trees & subsequent lack of sunlight underneath them to be contributing to this.
- I have two young Children who should be able to enjoy time on their Scooters/ Bikes out the front of their house on the foot path without having the issue of sticks & nuts getting caught in their wheels constantly being a safety issue for them.
- The roof gutters of both 107 & 105 Oxley St are constantly being filled with leaves and debris from these trees.
- The white "Fluff" that comes off the nuts when they bloom blows into my pool at 105 Oxley and in turn requires the skimmer box to be emptied far more often than would otherwise be required. If not regularly done the catch basket breaks, this is very hard to do if away from the house for long periods of time, such as being on holidays or away for appointments etc, this is also putting undue strain on the pool pump, piping etc.

The trees out the front of the residence are a pain in every sense. The amount of shade that they provide throughout the day in my opinion goes nowhere near outweighing the time I am forced to spend doing ongoing repetitive yard maintenance and cleaning the front footpath so I can try to maintain a tidy, presentable and safe front yard/nature strip at this address. Not to mention if you do park your car under them to try to get it out of the sun you run the risk of a stick falling off or resin dropping onto your car, causing damage.

This particular type of tree has already gained a title for itself as being an "Endemic tree which takes over civilised life". I am assuming that this quoted sentence is regarding the hours required to be spent to clean up the mess that they constantly seem to create. They are regarded as an environmental weed in south east Queensland, and a potential environmental weed in NSW. There is also evidence that somehow the hives of native bees that collect the pollen from these trees are adversely affected by the resin, causing severe blockages in the hive therefore killing the bees. They are actively being removed in such cities as Brisbane due to the issues they cause.

Information Referenced:


- <https://weeds.brisbane.qld.gov.au/weeds/cadaghi>
- <http://www.davidmcminn.com/ngc/pages/cadaghi.htm>

To reiterate I am requesting that at a minimum the three Cadaghi trees from the front of 107 Oxley St to be removed to alleviate the consistent hassle that they are causing. If possible the removal of the Cadaghi's in the centre of the road out the front of 105 and 107 Oxley St would be greatly appreciated as they are also contributing to most of the above stated issues. I am unsure as to how this request will be received due to them not actually being located on my nature strip. I heard on the radio only just this morning that the shire is planning on spending a bit of money on planting some new trees around the town I would think this may present an opportunity to perhaps replace the Cadaghi's in the centre of the road with some more suitable replacements as there are already a few that have been removed along the centre of Oxley St due to dying or being damaged in storms. I will however request that if the trees out the front of 107 are removed that they not be replaced at all as I would prefer to just have lawn on the nature strip.

I appreciate the time it has taken to read this letter and look forward to your response.

Regards,
Ben Walsh
0409773085

SECTION 3 Asset Management
PART 3.6 Roads

| | | |
|---|------------------------------|--|
|  | POLICY NO: | 3.6.11(v2) |
| | POLICY TITLE: | Street Trees |
| | DATE ADOPTED: | 26/04/2017 |
| | RESOLUTION NO: | 159/2017 |
| | SUPERCEDES: | 3.6.11 Street Trees Adopted: 24/9/2007 Resolution No: 534/2007 |
| | PROPOSED REVIEW DATE: | 26/04/2019 |

POLICY

This policy will guide decision making and assist in the management of street trees located in Bourke Shire. The establishment of a street tree policy will encourage a good visual image of Bourke.

Street trees enhance the amenity and streetscape but can create hazards for road users, and restrict access to properties and services within the road reserve. In addition, they can cause damage to footpaths and other assets on roads and to private property, (which may cause further hazards), drop leaves, berries and branches and damage vehicles.

Whether planted by Council or others, Street trees become the responsibility of Council, so Council maintains control of the selection, planting, maintenance and removal of street trees.

OBJECTIVES

The objectives of this policy are:

- To improve the amenity and to maintain the integrity of the landscape through appropriate plantings and management.
- To promote the establishment of street trees throughout the towns and villages.
- To ensure safe access to properties and safe use of the street.
- To minimise impact on services
- To summarise the responsibility and legal position of Council and others
- To protect against claims associated with street trees.
- To support the Bourke Street Tree Masterplan.
- To provide staff guidance in dealing with street tree issues.

SCOPE

This policy applies to:-

- All plantings of street trees in urban areas (both town and Villages)
- All plantings of trees on rural road reserves

VERIFIED BY

Policies and Processes of Bourke Shire Council

VERIFIED BY:

Page 1 of 4

PROCEDURE**General Street Tree Policy**

- A street tree is defined as any bush or tree with the potential to reach 2 metres in height
- Council will promote the establishment of street trees throughout the shire
- Council Engineering Department will establish a street tree inspection and treatment regime to mitigate the hazards that can be created by street trees.

- Council's Engineering Department will be responsible for the management of maintenance work on street trees.
- Council will provide an annual budget for the effective management of street trees.
- Council will establish and maintain a complaint system for street trees.
- Council will establish and maintain a Street Tree Masterplan which will guide the effective management of all existing and new street trees.

Selection of New Trees

- The selection of tree species for new or replacement street trees will be in accordance with Councils Street Tree Masterplan.
- A private landowner may be authorised to plant a street tree of an approved variety adjacent to his property, with approval from Council.
- Requests to plant street trees of a variety not contained in the Street Tree Masterplan shall be referred to Council for decision.
- Trees under Powerlines must be treated in accordance with Essential Energy's "Vegetation Management Agreement" CE/BSC

Existing Street Trees

1. Selection of Queensland Figs for removal each year will generally be determined by an annual risk assessment which will prioritise the worst trees for removal.
2. If an adjacent landowner wishes to have a Queensland Fig street tree removed ahead of scheduled time then this can be achieved if the landowner meets the full cost of removal.
3. All trees planted on nature strips, footpaths and roadways belong to Bourke shire Council.
4. Council will maintain all street trees in a healthy and safe condition as much as practicable considering annual works program and budget.

Street Tree Planting

1. The actual species and location of new trees is determined by the Street Tree Masterplan.
2. Residents can only plant their own trees providing the position and species is approved by Council. Once planted the tree becomes the property of Council.
3. Consideration must be given to public safety, underground pipes, driveways, powerlines, streetlights, corner sight distance and traffic signs when planting trees.

4. Tree species will be selected for planting based on their suitability, performance, life expectancy and health and safety factors.

Street Tree Removal

- Trees may only be removed by Council or by those authorised delegated by Council.
- Trees shall only be removed when they are posing a danger to people or property or they are in poor health or dead.
- If a resident requests the removal of a particular tree and that tree meets one of the removal criteria, then Council will arrange its removal following a risk assessment and its listing on the works program and sufficient funds in the tree budget.
- Council will consider applications to remove a street tree that a resident claims is causing damage to their property. The claim should be accompanied by an expert (qualified person) assessment provided at the applicants cost. If after considering reasons given the case is justifiable Council will arrange removal or treatment as soon as practicable.

Street Tree Pruning

- Major pruning of street trees may only be carried out by Council or by those authorised by Council.
- Pruning work must be carried out in accordance with AS 4373 "Pruning of Amenity Trees" and the Safework
- Code of Practice "Amenity Tree Industry".
- Any request for pruning is to be issued on the BSC "Application form to remove or Prune a tree "to be authorised by Manager of Works and completed when budget allows and work can be programmed.
- Council encourages the local community to help in maintaining the trees planted in their street by assisting with minor pruning and watering of trees adjacent to their property.

Street Tree overhanging Private Property

- Where a request from a property owner seeking removal or lopping of roadside trees (which overhangs their property) is received, the request shall be investigated by the Services Manager or his representative. The work will be risk assessed and work programmed accordingly (with consideration of Works program and budget) if determined necessary.
- A resident may prune branches that overhang their property with Council approval.

Legal Issues

- Council will seek reimbursement from residents if they kill, remove or damage a Council owned tree or make the tree structurally unsound.
- Council may be liable for trees and tree roots damage within their Shire due to the two different legal rights accruing to third parties. These two rights are a right in **nuisance** and a right in **negligence**.

Nuisance: Council may be found liable in nuisance for tree root damage in circumstances where it has actual knowledge of the cause

- of the damage and the damage being sustained but fails to take any reasonable steps within its budget to abate the nuisance.
- **Negligence:** Council can be liable for damage to third party property and personal injury caused by trees. A claimant must establish, on the balance of probabilities, that Council did not take reasonable steps to protect them from property damage or personal damage. Council must prove that they have taken reasonable steps to ensure the trees are properly maintained and managed.
- **Footpath Trips caused by Tree Roots:** Council is required to implement a reasonable system to minimise the risk of tree root damage to footpaths. Council can be held liable for damage where there is evidence Council was aware, or should have been aware through the proper implementation of any systems in place, of a particular risk.

RELATED POLICIES, DOCUMENTS

Statewide Best Practice Manual "Trees and Tree Root Management"

Essential Energy "Vegetation Management Agreement" CE/BSC

Safework Code of Practice "Amenity Tree Industry"

AS 4373 – "Pruning of Amenity Trees"

Bourke Street Tree Masterplan

Resolutions of Council

BSC Application form to remove or Prune a tree

RELATED POLICIES

There are no related Policies.

VARIATION

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

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

Presented to MANEX on: 11/04/2017

Policy adopted by Council: 26/04/2017

12.2 * VILLAGE WATER SUPPLIES**

File Number: V1.1-W2.1
Author: Peter Brown, Manager Works
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Bourke Shire Council has five (5) villages that are provided a non-potable water supply. Three (3) of these villages have access to the Great Artesian Bore Water System which provides them with a clear non potable water source.

The remaining two (2) villages being Byrock (ground water run off) and Louth (Darling River) are totally reliant on rain and flow which often causes their water sources to be quite turbid (cloudy opaque or thick with suspended matter) at times during the year.

Council previously installed a small filtration capsule at the Byrock ground water tank in 2019 to help ease the turbid water issues for the Byrock community. Unfortunately this was unsuccessful and the small plant was removed and installed at the Bourke Water Treatment Plant as part of the treatment of reuse water from backwashing at the Treatment Plant.

Louth has two (2) x 60,000 litre water tanks that are filled via a pump on the Darling River with no treatment.



New flows make the water turbid

Current Situation

Council has received requests from the residents of Byrock and Louth for a filtration system to clear the water supply so that normal day to day chores can be completed with a water supply that does not stain clothes or leave marks on their sinks. Currently all water is used for internal and external use for each property, meaning all the new proposed filtrated water will still be used for the purpose of watering lawns and dust suppression unless a dual supply can be installed.

Council has received quotes to clear the water at the Byrock water tank to improve the non-potable water supply. Louth costs are expected to be similar.

In this regard a new filtration system to treat the water for these villages is expected to cost \$70,000 including installation and electricity.



Water settles to a less turbid condition weeks after the rain

Financial Implications

Council would need to budget \$140,000 for both villages to receive a filtration system.

In addition to this capital expense, the ongoing maintenance costs for the villages to install a new filtrated water supply is estimated to be \$15,000 on top of the current \$12,000 water budget for maintenance and repairs. This would significantly increase the water rates of all residents in the village by approximately \$750 annually in operating costs alone.

Whilst Council could pursue grant funding, the annual operational costs are outside Councils budget regime.

Whilst sympathetic to the quality of the water following a water inflow event, I am heartened by the fact that after a period of weeks, the suspended matter settles to a less turbid condition, as per the photograph on the previous page.

Recommendation

That Council not pursue the installation of a water filtration system at Byrock and Louth.

12.3 * SUPPLY OF PIPE FOR WOLTARA BORE**

File Number: R7.4.3, W2.2.12
Author: Mark Gordon, Manager Roads
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

In April 2020 Council received confirmation from The Hon. Paul Toole, MP that Bourke Shire Council under Fixing Country Roads 2019 has been successful in securing \$9,450,000.00 for the MR405 Romani to Wangamana Project from the Restart NSW Fund on the Bourke Milparinka Road.

Current Situation

Council has been waiting now for quite a while to get consent to drill the new bore at Tringadee to supply water for this project. Council has been lucky to use the Woltara Bore which is privately owned and has supplied most of the water for three (3) sections of road on the Bourke to Milparinka Project. The extra water being drawn from the bore has put considerable strain on the water aquifer causing it to drop and not free flow as it did prior to the roadworks.

Prior to the Christmas break Council received a call from the owners of Barakee Station advising that the bore was not free flowing after Council had turned off our generator to run the pump and was concerned that the stock would perish without sufficient water.

Council staff immediately returned to the site and started the generator to ensure the flow was appropriate to supply the stock water and properties that the bore supplied. After two (2) to three (3) days the water aquifer returned to its natural level to free flow.

In January 2021 Council received a call from the owners of Barakee Station with concerns that the Tringadee bore had still not been installed and if roadworks proceeded the drop in the water aquifer may reoccur. They requested for Council to install eight kilometres of two (2) inch poly pipe from the new bore South of Barakee House to connect to their property and it would alternately feed onto Woltara Bore for back up in the circumstances such request was considered reasonable.

Financial Implications

Council received (2) two quotes from Aquawest Dubbo and Darling Irrigation of Bourke for the supply and delivery of (8) eight kilometres of two (2) inch pipe and fittings.

Aquawest Dubbo - \$18,377.80

Darling Irrigation Bourke - \$20,254.55

The price difference in respect of the two (2) quotations is 10.21% as per Council's Procurement Policy, local suppliers gain a 5% price advantage in respect of purchases of up to \$30,000 and a 10% advantage over \$30,000. Whilst the purchase herewith is below \$30,000 it will be recommended that Council accept the price from the Bourke based supplier.

Recommendation

That Council resolves to accept the quote from Darling Irrigation, Bourke in the amount of \$20,254.55 to supply and deliver eight (8) kilometres of poly pipe and fittings for the Bore at Barakee to connect to Woltara bore and keep the construction of the Romani to Wangamana section of sealing works progressing.

13 ENVIRONMENTAL SERVICES & DEVELOPMENT DEPARTMENT**13.1 BOURKE COMMUNITY CENTRE MANAGEMENT PLAN****File Number:** A11.2.24**Author:** Dwayne Willoughby, Manager Environmental Services**Authoriser:** Mark Riley, General Manager**Attachments:** 1. Draft Bourke Community Centre Management Plan**Background**

The Bourke Community Centre is located at 65 Mitchell Street Bourke. It was previously known as the 'Senior Citizens Hall' and the facility is used for a variety of purposes, including 'Flicks in the Sticks', a needlecraft group, a seniors exercise group and various meetings.

1 Now named the 'Bourke Community Centre', the building has had some well-needed refurbishments, including a new kitchen, new floor coverings, reverse cycle air conditioning, general repairs, upgrade of bathroom facilities, replacement of doors and new window furnishings.

The attached Draft Bourke Community Centre Management Plan has been developed in accordance with the provisions Section 35-48 of the *Local Government Act 1993*.

Current Situation

The Community Centre Management Plan directs the management, development and use of the Centre.

Financial Implications

Given the objectives contained in the Management Plan, it is important to acknowledge that its implementation is subject to the budgetary processes of Council and any possible grant funding that may be achieved.

Recommendation

That the draft Bourke Community Centre Management Plan be placed on public exhibition for comment for the prescribed legislative timeframe of 28 days.

Bourke Shire Council



Plan of Management

for the

Bourke Community Centre

Prepared in accordance with the provisions Section 35-48 of the
Local Government Act 1993

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1. Property Description

| | |
|-------------------------------------|---|
| LPI | 2635525 |
| OWNER | Bourke Shire Council |
| PROPERTY ADDRESS | 65 Mitchell Street Bourke |
| TITLE DESCRIPTION | Lot B DP 322541 |
| AREA | 607m ² |
| MOST COMMONLY KNOWN: | Bourke Community Centre |
| CURRENT USAGE: | <ul style="list-style-type: none"> a. Meetings b. Private functions |
| ZONING UNDER LEP: | R1 – General Residential |
| CLASSIFICATION (Section 26): | Community |
| SUB-CLASSIFICATION (Section 36(4)): | General Community use |
| SUB-CLASSIFICATION (Section 36(5)): | Not Applicable |
| LOCATION WITHIN TOWNSHIP: | SEE ATTACHED MAP APPENDIX 1 |

2. Brief History

Previously known as the 'Senior Citizens Hall', the facility has been used for a variety of purposes, including 'Flicks in the Sticks', a needlecraft group, a seniors' exercise group and various meetings.

Now named the 'Bourke Community Centre', the building has had some well-needed refurbishments including a new kitchen, new floor coverings, reverse cycle air conditioning, general repairs, upgrade of bathroom facilities, replacement of doors and new window furnishings.

It is hoped that the refurbished facility will see increased patronage from existing and potential user groups as it had been quite some time since any significant works had been undertaken at the facility.

3. Categorisation under Section – 36 (4) LGA

Council is required to categorise the land under section 36 (1) (4) of the Local Government Act and for the purposes of that section, the land has been categorised as:-

36(4) (e) – General Community Use

The following is an extract from the Local Government (General) Regulation 2005 provides guidance in respect of the classification detailed under S36 (1) (4).

106 Guidelines for categorisation of land as general community use

Land should be categorised as general community use under section 36 (4) of the Act if the land:

- (a) may be made available for use for any purpose for which community land maybe used, whether by the public at large or by specific sections of the public, and*
- (b) is not required to be categorised as a natural area under section 36A, 36B or 36C of the Act and does not satisfy the guidelines under clauses 102-105 for categorisation as a natural area, a sportsground, a park or an area of cultural significance.*

4. Objectives and Performance Targets in Respect of the Land - 36(3)(b)

- a. To ensure that the land and buildings meets the needs in respect of the following:-
 - (i) public recreation,
 - (ii) the physical, cultural, social and intellectual welfare or development of persons,
- b. That the land and building contained thereon are maintained to the satisfaction of user groups.
- c. Sufficient funding is provided for any current and intended uses.
- d. That the future uses are in compliance with clause 106 of the Local Government (General) Regulation.
- e. That the ongoing use is in accord with community expectations.

5. Means of Achieving the Objectives and Targets - 36(3) (c)

- a. Annual Budgetary provisions allocated.
- b. Leases, if applicable, reflect responsibilities of both lessee and lessor.
- c. Regular liaison and consultation with user groups and/or lessees.
- d. Review of uses.
- e. Community consultation as applicable.

6. Method of Assessment of Objectives and Performance Targets - 36(3) (d)

- a. Degree of general community satisfaction.
- b. Degree of satisfaction of the various user groups.
- c. Compliance with the objectives for the land as detailed in Section 3 of this plan.
- d. Compliance with all legislative planning and building legislation.
- e. The meeting as far as possible within budgetary constraints the needs and expectation of the community.

7. Description of the condition of the land and buildings and any other improvements on the land - 36(3A) (a) (i)

The following details a current assessment of the buildings and improvements on the land

1. Building – Good
2. Land – Fair

8. Current use of the Land and Buildings - 36(3A) (a) (ii)

The current use of the land and buildings is as follows:-

- a. The facility is used for a variety of purposes such as meetings, exercise and sewing groups, movie nights and other functions.

9. Purposes for which the land, buildings and improvements will be allowed to be used -36(3A) (b) (i)

Consistent with the provisions of the Local Government Act 1993 the purposes for which the land, buildings and improvements are able to be utilised are covered in the definition so the categorization of the land in the Local Government (General) Regulations 2005 in clause 106.

106 Guidelines for categorisation of land as general community use

Land should be categorised as general community use under section 36 (4) of the Act if the land:-

- (a) may be made available for use for any purpose for which community land maybe used, whether by the public at large or by specific sections of the public, and*
- (b) is not required to be categorised as a natural area under section 36A, 36B or 36C of the Act and does not satisfy the guidelines under clauses 102-105 for categorisation as a natural area, a sportsground, a park or an area of cultural significance.*

10. Purposes for which any further development of the land will be permitted under what conditions together with the scale and intensity of such development-36(A)(b)(i) and (ii)

Consistent with the provisions of the Local Government Act 1993 the purposes for which the land, buildings and improvements are able to be utilised are covered in the definition of the categorization of the land in the Local Government (General) Regulations in clause 106.

106 Guidelines for categorisation of land as general community use

Land should be categorised as general community use under section 36 (4) of the Act if the land:-

- (a) may be made available for use for any purpose for which community land may be used, whether by the public at large or by specific sections of the public, and*
- (b) is not required to be categorised as a natural area under section 36A, 36B or 36C of the Act and does not satisfy the guidelines under clauses 102-105 for categorisation as a natural area, a sportsground, a park or an area of cultural significance.*

Scale and Intensity

The scale and intensity of the further development will be governed by the appropriate legislative provisions including the Bourke Local Environment Plan 2012, the Bourke Shire Council Development Control Plan and the Planning and Environmental Planning and Assessment Act 1979.

11. The ability of Council to enter into a lease over the land

This Plan of Management gives the authorisation to Council to enter into a lease of the land with the provision that the use under the proposed lease is consistent with the categorization under Section 36 (4) of the Local Government Act 1993 and the Guidelines for such categorization as detailed in Clause 106 of the Local Government (General) Regulations 2005 and the provisions of Section 46(1) (b) and is also consistent with Sections 47 and 47A.

A summary of those provisions is detailed in Appendix 2 which is an extract from the Practice Note issued by the Office of Local Government in respect of Public Land Management.

12. Conditions to be applied to such lease

46 Leases, licences and other estates in respect of community land generally

(1) A lease, licence or other estate in respect of community land:-

(a) may be granted for the provision of public utilities and works associated with or ancillary to public utilities, or

(a1) may be granted for the purpose of providing pipes, conduits or other connections under the surface of the ground for the connection of premises adjoining the community land to a facility of the Council or other public utility provider, or

(b) may be granted, in accordance with an express authorisation in the plan of management and such provisions of the plan of management as apply to the granting of the lease, licence or other estate:-

(i) for a purpose prescribed by subsection (4), or for a purpose prescribed by any of sections 36E to 36N as a core objective of the categorisation of the land concerned, or

(ii) for a purpose prescribed by the regulations, if the plan of management applies to several areas of community land, or

(iii) for a short-term, casual purpose prescribed by the regulations, or

(iv) for a residential purpose in relation to housing owned by the Council, or

(c) may be granted in order to allow a filming project to be carried out, whether or not the project is in accordance with the plan of management or is consistent with the core objectives of the categorisation of the land concerned, but may not otherwise be granted.

The following purposes are prescribed for the purposes of subsection (1) (b) (i):-

(a) the provision of goods, services and facilities, and the carrying out of activities, appropriate to the current and future needs within the local community and of the wider public in relation to any of the following:-

(i) public recreation,

(ii) the physical, cultural, social and intellectual welfare or development of persons,

(b) the provision of public roads.

A lease etc. must be authorised in a Plan of Management AND be for a purpose consistent with the core objectives for the category of land AND be for a purpose listed in section 46(1)

(a). A lease that is authorised by a plan, but which is not for a permitted purpose, is invalid under the Local Government Act.

13. Responsibility for the Management of the Land

The responsibility for the management of the land (yard) itself falls to the Manager of Works of Bourke Shire Council, whilst the responsibility for the buildings falls under the Manager of Environment Services of Bourke Shire Council.

14. Contact for information in relation to the plan of management for the land

Information in respect of this Plan of Management can be obtained by contacting Bourke Shire Council.

15. Appendix 1 – Map showing Location within Township





16. Appendix 2 - Leasing, Licensing and the Granting of Other Estates Over Community Land

Community land is classified because of its importance to the community. It is generally set aside for the public to enjoy. Leasing and other forms of alienation limit the ability of the public to use that land. The land is reserved for the exclusive use of one (1) group or one (1) person. Other matters may also arise, but this is at the core of the issues involved in the leasing etc. of community land.

The Local Government Act contains important restrictions on the ability of Council to grant leases, licenses and other estates over community land. This is coupled with requirements for public consultation to make sure that Council takes community views into account.

5.1 Plans of management and leasing, licensing and granting other estates:-

Council may only grant a lease, license or other estate if:

- *the plan of management expressly authorises the lease etc. AND*
- *the purpose of the lease etc. is consistent with the core objectives for the category of land (s.46(2)) AND*
- *the lease etc. is for a purpose listed in section 46(1)(b).*

"Other estates"

The term "estate" is wide and includes many other rights over land that can be granted. The technical legal meaning is found in the Interpretation Act 1987, section 21 - "estate includes interest, charge, right, title, claim, demand, lien and encumbrance whether at law or in equity." A common example in Local Government is the grant of easements.

The term "other estates" was inserted on 1 January 1999. This means that all grants of all estates after this date, (not just leases and licenses) must:-

- be expressly authorised in a plan of management, and
- be consistent with the core objectives for the land, and
- be for a purpose permitted under the Act.

Requests for easements for rights of way over community land to access private property should be carefully checked against the legislation to ensure that the easement is authorised, is for a purpose permitted under s.46 (1) (b) and is consistent with the core objectives. While an easement may not be available, it is of course open to Council to pursue other avenues to resolve access issues.

17. Appendix 3 – Buildings on Property



Bourke Community Centre



Bourke Community Centre

13.2 * REMOVAL OF TREES FROM POOL CARPARK**

File Number: S10.2-T6.1
Author: Dwayne Willoughby, Manager Environmental Services
Authoriser: Mark Riley, General Manager
Attachments: 1. Bourke Pool - Boundary Aerial Photograph

Background

At the Bourke Memorial Swimming Pool Complex front carpark area are three (3) Cadaghi trees. The trees are not street trees as they are not planted within the road reserve and are therefore outside the definition of a street tree in Council's Street Tree Policy. An aerial photograph showing the boundaries of the allotment and the subject trees is attached.

Current Situation

The Council currently has funding to upgrade the front carpark of the swimming pool complex and a report has also been tabled to council about future funding which includes provisions for shading of the carpark area using shade sails. The upgrade works will provide better shading than what is currently offered to users of the car park, with shading at critical times of the day minimal to non-existent in this area.

To undertake the required works, the trees will need to be removed. In this regard it will be recommended that the three (3) Cadaghi trees situated on council land at the swimming pool complex be removed to allow for the development and upgrade of the carpark area.



Financial Implications

Removal and replacement of trees will be within current budget allocations.

Recommendation

- 1. That Council proceed to remove the three (3) Cadaghi Trees from the front carpark area of the Bourke Memorial Swimming Pool Complex, to allow for development and upgrade works of the carpark area, noting that such trees are outside the definition of a street tree as per Council's Street Tree policy.**
- 2. That Council staff replace the three (3) Cadaghi Trees with suitable trees around the splash park area.**



13.3 * PROGRAM POOL - COUNCIL COMMITMENT (25% REQUIRED CONTRIBUTION)**

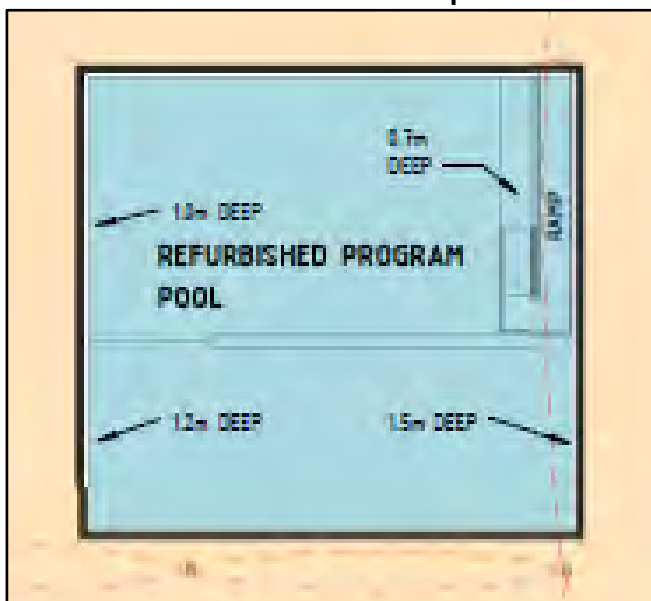
File Number: S10.2-S10.4
Author: Dwayne Willoughby, Manager Environmental Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

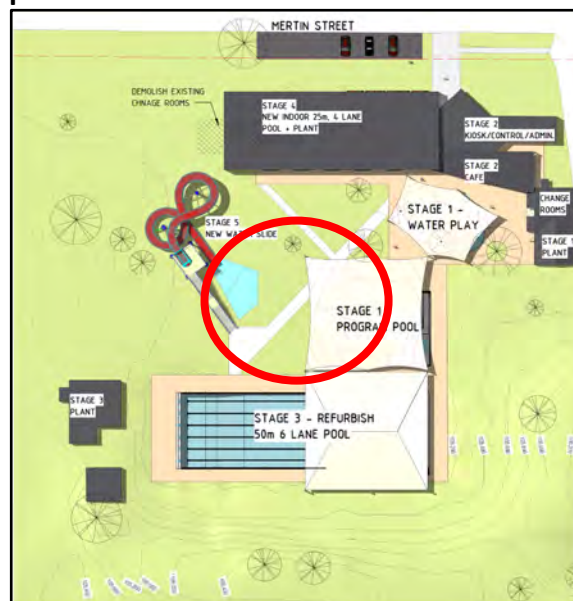
Bourke Shire Council has identified a program pool at the Bourke Aquatic Complex as a priority activity in their “Growing Bourke 2021” Plan.

Refurbishment to the existing program pool would include a 25m x 25m, split level pool ranging from a depth of 0.7m to 1.5m in depth, with a disability access ramp. The program pool would include a centre wall – the idea being that as a swimmers confidence increases the depth of water they are swimming in can also increase.

Bourke Aquatic Centre Concept Master Plan 2012



Above: Program Pool Refurbishment



Above: Aquatic Centre Concept Plan

NSW Sport and Recreation has announced the Regional Sport Facility Fund (opened 21 December 2020; closes 26 February 2021).

The Regional Sport Facility Fund aims to improve the quality and quantity of sport participation for communities across regional NSW and will invest in new and existing facility venues. The NSW Government is determined to ensure the communities across NSW remain vibrant and liveable. The NSW Government is allocating \$25 million in 2020/2021 (Round One (1)). The Regional Sport Facility Fund will ensure there is a network of spaces and places that enable positive sport and active recreation participation and performance at all levels. The Regional Sport Facility Fund provides grants between \$100,000 and \$1 million and grants of over \$1M require a 25% funding contribution by the applicant.

Current Situation

Like all grant funding programs the Regional Sport Facility Fund program has objectives, aims and comprehensive assessment criteria.

In this regard I draw attention, and make comment in respect of two (2) of the criteria, as follows:

- Projects with a total project cost greater than \$1 million, evidence of a 25 per cent financial co-contribution of the grant amount requested is to be provided.

The proposed Program Pool has an estimated construction cost of \$1,626,000 as provided by the Facility Design Group - Architects. Accordingly Council would seek funding of \$1,219,500 and need to contribute \$406,500 from its own resources to adhere to the criteria. Elsewhere in Councils February 2021 Agenda is a report recommending that Council commits funding of \$269,922 from its Infrastructure Reserve Fund to provide a 25% co-contribution to an application for funding to undertake repairs to the North Bourke Bridge. This report also provides that the Infrastructure Reserve Fund has a balance of \$360,000.

It would be considered that Council has two (2) sources of funding for the co-contribution of the Program Pool that being the Infrastructure Reserve and Borrowings. Given that Council has insufficient funds in the reserve both before and after the Bridge funds are sourced and further I would not propose borrowings until a review of Councils Long Term Financial Plan was undertaken as part of Councils Delivery Planning process, it is considered that Council does not have the resources to meet the criteria.

- Provide evidence of the ability to commence construction within six (6) months of executing a funding agreement through the provision of mandatory documentation such as schematic plans and current cost plans.

Assuming that Council was successful with funding and an Agreement was made available in three (3) months from the closing of applications (26 May 2021), Council would be required to commence construction by 26 November 2021. This date would conflict with the Bourke Pools 2021-2022 season. Having regard to the current inconvenience caused to the community with the redevelopment of the Olympic Pool, it would be considered that further disruption at the Pool should not be endured by the community in the very next season. It would be my view that Council should complete the Olympic Pool and operate for a season or two (2) before undertaking further major works.

Accordingly, and having regard to the above impediments to meeting the criteria, it will be proposed that Council not submit an application for funding under Round One (1) of the Regional Sport Facility Fund in respect of the redevelopment of the Program Pool at the Bourke Memorial Swimming Pool.

It is noted that the current Regional Sport Facility Fund is but Round One (1) of the program.

Financial Implications

To proceed with the NSW Governments Regional Sport Facility Fund 2020/2021 (Round One (1)) application, Council would need to commit to a \$406,500 funding contribution toward a successful Regional Sport Facility Fund 2020/2021 (Round One (1)) application. This level of funding is not available.

Recommendation

That Council not submit an application for funding under Round One (1) of the Regional Sport Facility Fund in respect of the redevelopment of the Program Pool at the Bourke Memorial Swimming Pool.

14 GENERAL MANAGER

14.1 PROPOSED CLASSIFICATION OF LAND AS OPERATIONAL LAND

| | |
|---------------------|------------------------------------|
| File Number: | L1.16 |
| Author: | Mark Riley, General Manager |
| Authoriser: | Mark Riley, General Manager |
| Attachments: | Nil |

Background

Council at its meeting to be held on 22 February 2021 will give consideration to the acquisition of land located east of Monomeeth Street, Bourke described as Lot 2 DP 1057615 and two (2) lots in Mathews Street, Louth described as Lot 6 and Lot 7 Section 17 DP 1275. Council must take relevant action to classify the land as per the Local Government Act. Land can be classified as either Operational Land or Community Land.

The main effect of classification is to restrict the alienation and use of the land. Operational Land has no special restrictions other than those that may apply to any piece of land.

Community land is different. Classification as community land reflects the importance of the land to the community because of its use or special features.

Generally, it is land intended for public access and use, or where other restrictions applying to the land create some obligation to maintain public access (such as a trust deed, or dedication under section 94 of the Environmental Planning and Assessment Act 1979).

This gives rise to the restrictions in the Act, intended to preserve the qualities of the land.

Community land cannot be sold; cannot be leased, licenced or any other estate granted over the land for more than 21 years; and must have a plan of management prepared for it.

Current Situation

The most common way in which to initially classify land is by resolution of Council.

In accordance with the requirements of the Local Government Act, 1993, any public land that is acquired by or vested in Council after 1 July 1993 may be classified by resolution of Council. Land must be classified by Council before its acquisition or within three (3) months after it acquires land (s.31(2)). If not classified, the land is automatically classified as community (s.31(2A)).

Having regard to the above, and on the assumption that Council resolves to acquire the subject land, it is intended to classify land located east of Monomeeth Street, Bourke described as Lot 2 DP 1057615 and two (2) lots in Mathews Street, Louth described as Lot 6 and Lot 7 Section 17 DP 1275, as Operational Land, noting that at this stage neither property has been formally acquired by Council.

To affect this proposal Council must (s34) give public notice of a proposed resolution to classify public land as either Operational or Community Land. The public notice must include the terms of the proposed resolution and a description of the public land concerned. The public notice must specify a period of not less than 28 days during which submissions may be made to the Council.

On the basis of Council adopting this proposal the matter will be advertised in the Western Herald for a report to the Council meeting to be held on 26 April 2021.

Financial Implications

Funds are available to advertise the classification proposal.

Recommendation

- 1. That on the assumption that Council resolves to acquire the subject land, in accordance with the provisions of the Local Government Act 1993, Council proceed to give 28 days' public notice of its proposed resolution to classify the following land to be acquired as Operational Land:**
 - land located east of Monomeeth St, Bourke described as Lot 2 DP 1057615; and
 - two (2) lots in Mathews St, Louth described as Lot 6 and Lot 7 Section 17 DP 1275.
- 2. That following such public notice, a further report be submitted to Council on the proposed land classification.**

14.2 * 2021 WESTERN DIVISION OF COUNCILS ANNUAL CONFERENCE**

File Number: L8.5-S1.1.2
Author: Mark Riley, General Manager
Authoriser: Mark Riley, General Manager
Attachments: 1. Western Division Conference 19-21 April 2021

Background

The 2021 Annual Conference of the Western Division Shires will be held in Broken Hill from Monday, 19 to Wednesday, 21 April 2021.

Current Situation

The Mayor, Deputy Mayor and General Manager generally attend this conference, however, the opportunity also exists for other Councillors to attend if they would like. The Conference provides them the opportunity to meet with representatives from other Councils, Departmental Representatives as well as State and Federal Parliamentarians.

Attendance at the conference also provides a good insight to the major matters impacting on Local Government in New South Wales and in particular the Western Division.

Council also has the opportunity to submit motions to the conference so that they can be debated, if necessary, and the support of other member Councils can be assessed and consideration be given to the lodgement of the motions for inclusion on the agenda of the Annual Conference of Local Government New South Wales.

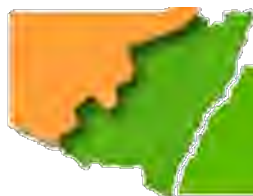
In this regard, Councillors are invited to submit any motions with the Mayor, Deputy Mayor and General Manager proposed to be delegated authority to determine the motions to be submitted to the Conference, or amend motions as required.

Financial Implications

The costs incurred in attending the conference include registration, accommodation and travel. Provision to such costs have been made in the 2020/2021 Operational Plan for Council to be represented at the Conference.

Recommendation

- 1. That the attendance of the Mayor, Deputy Mayor and General Manager at the 2021 Western Division Conference be noted.**
- 2. That any other Councillors interested in attending register their interest with the General Manager so that the appropriate registrations can be made.**
- 3. That Councillors be invited to submit motions for potential consideration at the 2021 Annual Western Division Conference.**
- 4. That the Mayor, Deputy Mayor and General Manager be delegated authority to determine the submission of motions to the Conference or amend motions as required.**



Western Division Councils of NSW

Postal: PO Box 448 BROKEN HILL NSW 2880
 Telephone: 08 8080 3300
 Email: rsvp@brokenhill.nsw.gov.au

29 January 2021

Quote No L21/252 - 19/130

Telephone / Personal Enquiries
 Ask for Rachel Merton

Mr Ross Earl
 Bourke Shire Council
 PO Box 21
 Bourke NSW 2840

Dear Mr Earl

2021 Western Division Councils Conference

The 2021 Western Division conference will be proudly hosted by Broken Hill City Council from 19-21 April 2021.

As a key partner and friend to the Western Division, Chairman Dave Gallagher along with Mayor of Broken Hill, Darriea Turley AM, warmly extend a special invitation to you to attend this gathering and experience Western Division hospitality at its finest.

The theme of the 2021 Conference is "The Four Pillars of Sustainability" - Human, Social, Economic, and Environment. An invitation has been extended to the Premier to open the conference on 20 April, the sessions on 20 and 21 April will focus on these key sustainability pillars.

The Western Division forum represents an excellent opportunity for you to network with Western NSW community leaders. It will also offer firsthand experience regarding issues each community faces and provide an outline of the local-based solutions that are being adopted to deal with these challenges.

The Conference will attract in excess of 150 delegates including Mayors, Councillors, General Managers and senior staff from across 16 Councils in Western NSW.

Broken Hill will play host to the 2021 Conference at the newly refurbished Civic Centre, and we look forward to showcasing our fine City.

Your attendance at the Western Division Councils Conference will provide the perfect opportunity to explore Australia's first Heritage Listed City and visit the unique historical buildings and sites for which the City is renowned.


A full conference program will be available closer to the date.

Please advise Broken Hill City Council's Events Team on email events@brokenhill.nsw.gov.au, of your acceptance to attend, at your earliest convenience.

Once again, I look forward to welcoming you to Broken Hill over the period 19-21 April 2021 for what will be the ultimate Outback conference experience.

Yours faithfully


 DAVE GALLAGHER AM
 CHAIRMAN
 Western Division Councils of NSW


 DARRIEA TURLEY AM
 MAYOR
 Broken Hill

14.3 * PLANNING PANELS - COUNCIL NOMINATED MEMBERS**

File Number: E6.16
Author: Mark Riley, General Manager
Authoriser: Mark Riley, General Manager
Attachments: 1. Planning Panels - Operational Procedures

Background

Council has previously nominated the following Council members for the Western Regional Planning Panel:

Cr Barry Hollman – Permanent member
Mr Lachlan Ford – Permanent member
Cr Robert Stutsel – Alternate member

The Planning Panels Operational Procedures dated January 2020, as attached, set out that the Panels have two (2) Council members appointed by each Council. At least one Council member is required to have expertise in one or more of the following areas: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism.

Relevant sections of the Procedures follow:

4.5 Selection of Council members

Each Council determines how their members are selected. In selecting members, Councils should have regard to any conflict of duties that would be created for a person nominated to the Planning Panel if they are in any way responsible or involved in the assessment of matters to be determined by the Panel or involved in voting or deliberating on matters that come before the Panel.

Councils are not restricted to nominating people from the Council's local area. They can appoint, terminate, and reappoint members at any time, and can determine the duration of each appointment. Generally, so as to ensure the greatest degree of continuity for the Panels, Councils should consider appointing members for the maximum term of three years provided for under the EP&A Act. However, Councils should reconsider if the nominations to the Panels are appropriate within 12 months following a Council election.

Following a change to its nominees, Council is to forward the new member's contact details to the secretariat as soon as possible and this must be a minimum of 14 days before any meeting at which they will act as a Panel member.

If a Council fails to nominate one or more Council members, a Panel may still exercise its functions in relation to the area of the Council concerned.

4.6 Payment of Council members

Councils determine the fees they pay their Panel members. The Minister has provided guidance to all Councils on appropriate rates of remuneration for travel and subsistence allowances for their members.

Each Council is responsible for making any payments to its Panel members when they attend Planning Panel meetings.

4.7 Alternate members

The Minister may at any time appoint a person to be the alternate of another member appointed by the Minister and may revoke any such appointment.

A Council may also at any time appoint a person to be the alternate of a member nominated by the Council and may revoke any such appointment.

Any changes are to be notified in writing to the secretariat as soon as possible and at least 14 days before undertaking any Panel business.

The alternate will act in the place of the member with all the powers of the member. Although a member may be appointed as an alternate for two or more members, they will only have one vote on any Panel decision.

4.8 Rotation of members

All chairs and members are required to periodically rotate with alternate members. The chair is to determine the frequency of rotation. Following a matter being deferred, where possible the same members should reconvene to finalise the determination.

Current Situation

The term of the above previously nominated Council members has expired and Council has been requested to advise the Planning Panels Secretariat at Planning NSW of its current Council nominated members. In this regard, members would be appointed for the balance of the current term of Council which terminates on 3 September 2021.

Financial Implications

The only financial Implications arising from this report would be in the event of Councils nominated representatives having to travel to attend a meeting of the Planning Panel. In this situation travel and allowances would be paid as per Councils "Payment of Expenses and Provision of Facilities for Mayor and Councillors" Policy. Funds are available in Councils Operational Plan for such costs.

Recommendation

- 1. That Council proceed to determine its nominated Council members to the Western Regional Planning Panel for the period ending 3 September 2021.**
- 2. That the Planning Panels Secretariat at Planning NSW be advised of Councils nominations.**



Sydney & Regional Planning Panels Operational Procedures

January 2020

These procedures are provided for general guidance and information only and are made available on the understanding that the NSW Department of Planning and Environment (Department) is not providing legal advice.

The Department has compiled the procedures in good faith, exercising all due care and attention.

The procedures do not affect or replace relevant statutory requirements.

Where an inconsistency arises between the provisions of the procedures and relevant statutory provisions, the statutory requirements prevail.

While every reasonable effort has been made to ensure that this document is correct at the time of printing, the State of New South Wales, its agents and employees, disclaim any and all liability to any person in respect of anything or the consequences of anything done or omitted to be done in reliance upon the whole or any part of this document.

The procedures are not intended to give rise to any rights, claims, benefits, privileges, liabilities or obligations with respect to matters the subject of the procedures.

It should be noted that the procedures may be affected by changes to legislation at any time and/or be subject to revision without notice.

It is recommended that independent advice be sought in respect of the operation of the procedures and the statutory requirements applying to Sydney and Regional Planning Panels under the *Environmental Planning and Assessment Act 1979*.

Sydney and Regional Planning Panels Operational Procedures
© State of New South Wales through the NSW Department of Planning, Industry and Environment
January 2020
NSW Department of Planning, Industry and Environment
Four Parramatta Square, 12 Darcy Street, Parramatta, NSW 2150.
www.planning.nsw.gov.au

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Definitions

Aboriginal Land SEPP means the *State Environmental Planning Policy (Aboriginal Land) 2019*

Capital Investment Value (CIV) means all costs necessary to establish and operate a development, as defined in clause 3 of the *Environmental Planning & Assessment Regulation 2000*

Commission means the Greater Sydney Commission

Council means the council for the local government area in which the land the subject of a development application, rezoning review or application for a site compatibility certificate is located

Days means calendar days unless otherwise stated

Department means the Department of Planning and Industry

Development Application (DA) means an application for consent under Part 4 of the *Environmental Planning & Assessment Act 1979* to carry out development but does not include an application for a complying development certificate

District means any part of the Greater Sydney Region, or other region of the State, declared to be a district by the Minister

Education SEPP means the *State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017*

EP&A Act means the *Environmental Planning & Assessment Act 1979*

EP&A Regulation means the *Environmental Planning & Assessment Regulation 2000*

Greater Sydney Region means the region comprising the local government areas within the boundary shown on the map in Schedule 1 of the *Greater Sydney Commission Act 2015*

GSC Act means the *Greater Sydney Commission Act 2015*

LALC means Local Aboriginal Land Council

LEP means local environmental plan

LGA means local government area

LGNSW means Local Government NSW

LG Act means *Local Government Act 1993*

Minister means the Minister for Planning and Public Spaces

Panel or *Planning Panel* means a Sydney district or regional planning panel. The Panels were previously known as Joint Regional Planning Panels (JRPPs).

Planning Panel meeting means a public briefing meeting or a public determination meeting.

Planning proposal means a document prepared to explain the intended effect of, and justification for, making a proposed environmental planning instrument

Regionally significant development means development that meets criteria set out under Schedule 7 of the *State Environmental Planning Policy (State and Regional Development) 2011*

Planning proposal authority (PPA) means the public authorities identified under section 3.32 of the EP&A Act

SCC means a Site Compatibility Certificate issued under the *State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004*

Seniors SEPP means the *State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004*

Secretariat means the Planning Panels Secretariat which provides technical and administrative support to the Planning Panels

Secretary means the Secretary of the Department of Planning and Industry

State and Regional Development SEPP or SRD SEPP means the *State Environmental Planning Policy (State and Regional Development) 2011*

Sydney Planning Panel means a Sydney district planning panel

January 2020

1. Introduction

The Planning Panels were introduced in NSW on 1 July 2009 to strengthen decision making for regionally significant development and certain other planning functions under the EP&A Act.

These procedures relate to the operation of both the Sydney and Regional Planning Panels.

The Planning Panels are independent bodies representing the Crown and are not subject to the direction of the Minister, except on matters relating to Planning Panel procedures or where the Minister issues a formal direction under the EP&A Act.

These procedures are the Planning Panels charter and have been developed to explain the objectives, powers and authorities of the Planning Panels. They also detail the means of operating the Planning Panels and clarify the roles of various parties in the work of the Planning Panels.

The procedures should be read in conjunction with the Planning Panels Code of Conduct which explains the standard of conduct expected of Planning Panel members.

These procedures will be kept under review and may be amended periodically.

January 2020

2. Defining the regions and districts

Planning Panels are constituted for each region of the State (other than the Greater Sydney Region), and each district of the Greater Sydney Region (see sections 2.12 and 3.2 and Part 3 of Schedule 2 of the EP&A Act).

The nine Planning Panels are the:

- Northern Regional Planning Panel,
- Hunter and Central Coast Regional Planning Panel,
- Western Regional Planning Panel,
- Southern Regional Planning Panel,
- Sydney North Planning Panel,
- Sydney Eastern City Planning Panel,
- Sydney Central City Planning Panel,
- Sydney Western City Planning Panel and,
- Sydney South Planning Panel.

January 2020

3. Functions of Planning Panels

3.1 Functions

The principal functions of Planning Panels are to determine regionally significant DAs and undertake rezoning reviews. Additional functions of Planning Panels include:

- preparing planning proposals if they are directed to be a planning proposal authority,
- determining Crown DAs,
- determining modification applications for regionally significant development,
- determining DA reviews,
- determining SCCs, and
- advising the Minister upon request.

3.2 Legislation

Legislation governing Planning Panels includes:

- the EP&A Act for the constitution and functions of Planning Panels and obligations in respect to councils, with the following key provisions:
 - Division 2.4 and Schedule 2 provides for the constitution of Planning Panels, member appointments, functions and general procedures,
 - Division 3.4 allows for a Planning Panel to act as the planning proposal authority and undertake planning proposal reviews,
 - Section 4.5 specifies that a Planning Panel is the consent authority for regionally significant development, and
 - Section 4.7 sets out the consent functions of a Planning Panel which are to be exercised by the relevant council.
- the EP&A Regulation contains provisions for where a Planning Panel is exercising consent authority functions,
- the State and Regional Development SEPP sets out in Part 4 and Schedule 7 development declared to be regionally significant,
- the Aboriginal Land SEPP sets out in Part 3 development declared to be regionally significant, and
- the Seniors SEPP and the Education SEPP both set out processes for consideration and determination of relevant applications for Site Compatibility Certificates.

3.3 Classes of regionally significant development

The State and Regional Development SEPP identifies the types of development classified as regionally significant (see Schedule 7 of the SEPP). The Aboriginal Land SEPP also identifies development declared to be regionally significant development (see Part 3 of the SEPP). The relevant Planning Panel will be the consent authority for regionally significant development.

Note State significant development or development within the City of Sydney cannot be declared as regionally significant development (see section 4.7 of the EP&A Act).

On lodgement of a DA, the council will decide if a DA is regionally significant development.

The capital investment value (CIV) is relevant for some regionally significant development and should be calculated at the time of lodgement. Councils should request a quantity surveyor's certificate or similar expert assessment

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to confirm the CIV from the applicant. The CIV is to be calculated in accordance the Planning Circular PS 10-008 (or as updated).

The Planning Panels determine applications to modify consent for regionally significant development under section 4.55(2) of the EP&A Act. Section 4.55(1) and section 4.55(1A) modification applications to development consents granted by the Planning Panel are to be determined by the relevant council. A court granted consent may be modified by a Planning Panel under section 4.56 if it is the consent authority.

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4. Membership of Planning Panels

(Part 4, Schedule 2 of the EP&A Act)

4.1 Members

Each Planning Panel consists of five members, with three of the members, including the chair, appointed by the Minister (State members) and two members nominated by the relevant council (council members).

Property developers and real estate agents are not eligible to be members of a Planning Panel.

The agenda of a Planning Panel meeting may include consideration of multiple matters, each located in different council areas. The council members who join the State members to form a Planning Panel will change, depending on the LGA in which the matter under consideration is located.

Panel members can be appointed to more than one Panel, either as a Panel member and/or as an alternate member.

When there is a vacancy on a Planning Panel, the Minister in the case of a State member, and the relevant council in the case of a council member, will appoint another member to that vacancy.

Terms of appointment for Planning Panel members, both State and council, must not exceed three years. Members are eligible for re-appointment. A State member of a Sydney Planning Panel must not be a member for more than nine years in total.

The secretariat is responsible for maintaining a register of all Planning Panel members.

4.2 Chair and deputy chair

Chairs of the Planning Panels are appointed by the Minister from among the State members. The Minister must obtain the concurrence of Local Government NSW (LGNSW) to the appointment unless LGNSW:

- does not notify its concurrence or refusal within 21 days of being requested, or
- has previously refused to give concurrence for two different persons nominated by the Minister for that appointment.

At any time, the members may determine to elect a deputy chair from among the State members for any term. The role of a deputy chair is to act as the chair in the chair's absence.

The chair (or, in the absence of the chair, a person elected by the members) presides at Panel meetings. The presiding member has a deliberative vote and, in the event of an equality of votes, has a second or casting vote.

4.3 Expertise requirements for members appointed by the Minister

All Panel members appointed by the Minister, including alternates, must have expertise in one or more of the following areas: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering, tourism or government and public administration.

4.4 Council members

Two council members are appointed by each council. At least one council member must have expertise in one or more of the following areas: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism.

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4.5 Selection of council members

Each council determines how their members are selected. In selecting members, councils should have regard to any conflict of duties that would be created for a person nominated to the Planning Panel if they are in any way responsible or involved in the assessment of matters to be determined by the Panel or involved in voting or deliberating on matters that come before the Panel.

Councils are not restricted to nominating people from the council's local area. They can appoint, terminate, and reappoint members at any time, and can determine the duration of each appointment. Generally, so as to ensure the greatest degree of continuity for the Panels, councils should consider appointing members for the maximum term of three years provided for under the EP&A Act. However, councils should reconsider if the nominations to the Panels are appropriate within 12 months following a council election.

Following a change to its nominees, council is to forward the new member's contact details to the secretariat as soon as possible and this must be a minimum of 14 days before any meeting at which they will act as a Panel member.

If a council fails to nominate one or more council members, a Panel may still exercise its functions in relation to the area of the council concerned.

4.6 Payment of council members

Councils determine the fees they pay their Panel members. The Minister has provided guidance to all councils on appropriate rates of remuneration for travel and subsistence allowances for their members.

Each council is responsible for making any payments to its Panel members when they attend Planning Panel meetings.

4.7 Alternate members

The Minister may at any time appoint a person to be the alternate of another member appointed by the Minister and may revoke any such appointment.

A council may also at any time appoint a person to be the alternate of a member nominated by the council and may revoke any such appointment.

Any changes are to be notified in writing to the secretariat as soon as possible and at least 14 days before undertaking any Panel business.

The alternate will act in the place of the member with all the powers of the member. Although a member may be appointed as an alternate for two or more members, they will only have one vote on any Panel decision.

4.8 Rotation of members

All chairs and members are required to periodically rotate with alternate members. The chair is to determine the frequency of rotation.

Following a matter being deferred, where possible the same members should reconvene to finalise the determination.

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5. Code of Conduct considerations

5.1 Planning Panels Code of Conduct

All Planning Panel members must comply with the Planning Panels Code of Conduct when exercising their functions as a Panel member and make impartial merit-based decisions in accordance with their statutory obligations. The latest version of the Planning Panels Code of Conduct is available online at www.planningpanels.nsw.gov.au. On appointment each Planning Panel member must acknowledge in writing that they will abide by the Planning Panels Code of Conduct.

5.2 Declaration of interests

On being informed of a matter to come before the Planning Panel members should consider if they have an actual, potential or reasonably perceived conflict and, if so, declare the conflict and take any appropriate action, such as allowing an alternate member to take their place.

Planning Panel members are required to complete and sign a declaration of interest form in relation to each matter which is considered by the Planning Panel, either before, or at the commencement of, the Planning Panel meeting. Any verbal declarations are to be recorded in writing.

To avoid any perceptions of bias, and to meet requirements of the Code of Conduct, councillors who have previously deliberated or voted on a matter that is to come before the Planning Panel (such as a submission from the council on a DA for regionally significant development, a related voluntary planning agreement or a planning proposal) must stand aside from their place on the Planning Panel and allow council's nominated alternative member to take their place. Alternatively, the member may choose to not participate in the deliberations or voting on the matter at the council (or council committee) meeting. They should also not remain in the council chamber during the council's deliberations.

5.3 Representations to Planning Panel members

If a Planning Panel member is approached by any person about a matter to come before the Planning Panel, i.e. a DA, or planning proposal or Site Compatibility Certificate, the Planning Panel member must not discuss the matter.

Any person that approaches a Planning Panel member should be encouraged to make a written submission to the council planning staff for DAs during the exhibition period, or if the matter relates to a planning proposal for which the Planning Panel is the Planning Proposal Authority, to the secretariat. Issues raised in submissions will be addressed in the assessment report to be provided to the Planning Panel and there will be an opportunity for the applicant and any person who made a submission to address the Planning Panel at its meeting.

5.4 Interactions with third parties about matters before the Planning Panel

Planning Panel members are not to discuss any matter that is to be considered by the Planning Panel with councillors, the applicant, their consultants, parties who have made a submission, or any other person with an interest in the matter outside of a public briefing meeting, public determination meeting, site visit or briefing.

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5.5 Public meetings organised by the council or community about the proposed development

To avoid any perception of bias, Planning Panel members should avoid attending public meetings about a proposed development organised by members of the community or council, unless the meeting has been organised at the request of the Planning Panel.

In order for all Planning Panel members to hear the concerns of the public as part of the consideration of the application, Planning Panel members should decline any invitation to attend a public meeting and advise the meeting organisers to make a submission to council and register to address the Planning Panel at its meeting.

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6. Administration

Administration and support for the Planning Panels is provided by the Planning Panels Secretariat. Support includes:

- scheduling of meetings, briefings and site visits,
- preparing and issuing agendas and business papers,
- notification of meetings,
- arranging for travel and accommodation for State appointed Panel members,
- preparing records of decision (with assistance from council),
- arranging for the audio recording of public Panel meetings,
- record keeping for the Planning Panels, and
- being the first point of contact for councils to notify a Planning Panel of any decision made by the Panel which is the subject of a merit appeal in the Land and Environment Court.

The secretariat is the first point of contact for all Planning Panel matters and publishes a wide range of information on its website:

www.planningportal.nsw.gov.au/planningpanels

The contact details for the secretariat are:

phone: (02) 8217 2060

email: enquiry@planningpanels.nsw.gov.au

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7. Government information, privacy and complaints

7.1 Right to information and privacy management

The Department assists Planning Panels in managing applications made under the *Government Information (Public Access) Act 2009* and the *Privacy and Personal Information Protection Act 1998*.

Applications of this nature can be made to patiunit@planning.nsw.gov.au or visit the Department's website at:

<http://www.planning.nsw.gov.au/About-Us/Right-to-Information/How-Can-I-Access-Information>

7.2 Complaints

The Department assists Planning Panels in managing complaints. Complaints are investigated and managed in accordance with the Department's Management of Complaints Policy.

Dissatisfaction with determinations of the Planning Panels will not be regarded as a complaint.

If you wish to make a complaint telephone, write or email the Department at:
phone: 1300 305 695.

postal address: GPO Box 39, Sydney NSW 2001.

email: information@planning.nsw.gov.au.

Complaints made in this way will be recorded in the Department's Complaints Register and will be allocated to the appropriate level for investigation and response.

If you are not satisfied with a response, you can ask for the issue to be considered by a more senior officer.

Code of conduct complaints will be dealt with under the Planning Panels Code of Conduct.

At any time, a person can complain to external bodies such as the Independent Commission Against Corruption (ICAC), the Ombudsman, or the Audit Office of NSW. Allegations of corrupt conduct, misconduct, or serious waste of resources are encouraged to be made directly to these organisations.

Complaints about council, councillors, council staff or local planning panels (IHAPs) should be directed to the relevant council.

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8. Monitoring, review and reporting

The secretariat monitors the progress of DAs referred to the Planning Panels. It is expected that council will complete its assessment report within 60 days after the close of the public exhibition period. The relevant Planning Panel will aim to determine the DA within 14 days of receipt of the assessment report.

The performance of the Planning Panels is monitored and reported in the Department's Annual Report.

8.1 Availability of information

The secretariat makes a range of information publicly available on its website, including:

- Planning Panel notices with dates, locations and times (at least 7 days before the Planning Panel meeting),
- the relevant council's assessment report and recommendation (at least 7 days before the Planning Panel meeting),
- records of briefings and Planning Panel meetings, Determinations and Statements of Reasons, decisions on rezoning reviews and Site Compatibility Certificates, resolutions of the Planning Panels and any advice provided by the Planning Panels to the Minister, Secretary or GSC, as relevant,
- audio recordings of Planning Panel meetings, and
- a schedule of meeting dates reserved for Planning Panel business.

Councils remain responsible for receiving, notifying and exhibiting DAs and supporting documents in accordance with statutory provisions and council's own notification and exhibition requirements set out in its community participation plan.

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9. Liability and Indemnification

Panel members are excluded from personal liability as long as the act or omission was done in good faith for the purpose of carrying out their duties under the EP&A Act (see s 2.28 of the EP&A Act).

The NSW Government extends insurance indemnity cover to Panel members. For indemnification provisions to apply Panel members must act honestly and in accordance with the Planning Panels Code of Conduct in the performance of their responsibilities.

For further information please contact the NSW Self Insurance Corporation (icare) at: <https://www.icare.nsw.gov.au>

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10. Roles of councils and other panels

10.1 Role of councillors and council staff

The elected council and council staff have different roles in the assessment of DAs. Under the *Local Government Act 1993*, the independence of council staff is protected in the preparation of advice and recommendations. Staff members are not subject to direction by the council or by a councillor as to the content of any advice or recommendation made by the staff member. Equally, a council or councillor is not bound by the advice or recommendation made by a member of staff.

10.2 Assessment role

Council staff undertake the assessment of a DA. The assessment of a DA includes accepting the DA, consultation, concurrence and obtaining general terms of approval from an agency if required, carrying out community participation requirements and assessment of the matters set out in 4.15 of the EP&A Act. The assessment is documented in a report with recommendations. The report is then considered by the person or body that is the consent authority.

Council is responsible for carrying out community participation requirements on behalf of the Planning Panels (see section 4.7(2)(d) and Division 2.6 of the EP&A Act).

The Department undertakes the assessment of planning proposals and applications for site compatibility certificates referred to the Planning Panels.

10.3 Determination role

Historically, one of the roles of an elected council has been to determine or make decisions on DAs in their capacity as a consent authority. There are occasions, however, where the determination role is performed by other people or bodies, either because the council has delegated that function, or because it has been conferred upon another person or body. For example, where mandatory local planning panels, previously known as Independent Hearing and Assessment Panels (IHAPs), have been introduced elected councils no longer determine DAs (see section 2.17 of the EP&A Act).

The Planning Panel for the area in which the development is to be carried out is the consent authority for regionally significant development (see section 4.5 of the EP&A Act).

10.4 Post-determination role

Council staff are responsible for post-determination functions including:

- notifying Planning Panel determinations on DAs (see sections 4.7(2)(e), 4.18 and 4.59 of the EP&A Act),
- registering Planning Panel development consents on the NSW Planning Portal (see sections 4.7(2)(e) and 4.20 of the EP&A Act), and
- monitoring and enforcing compliance with conditions of the development consent.

The notice of determination should be issued once council receives a copy of the endorsed and final determination from the Planning Panel. The notice of determination must include all conditions imposed by the Planning Panel, including any additional or amended conditions.

The council has no power to amend conditions or include additional conditions following the Planning Panel's determination.

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Council will advise any person who made a submission on the DA of the determination.

The council continues to be responsible for the monitoring of, and enforcing compliance with, any conditions of the development consent.

Where an application has been approved subject to a 'deferred commencement' condition council is responsible for determining whether the requirements of the condition have been met (see section 4.16(3) of the EP&A Act). Council advises the chair of the Planning Panel in writing when the matter specified in the condition has been satisfied (see clause 123E (2) of the EP&A Regulation).

10.5 Support provided to Planning Panels by councils

Planning Panels are entitled on request to the general manager of a council, to use the staff and facilities of the relevant council, have access to council records, and any other assistance or action for the purpose of carrying out their functions (see section 2.27 of the EP&A Act).

It is expected that use of council facilities such as meeting rooms would be arranged prior to Planning Panel meetings.

Support, such as recording the written decisions of the Planning Panel, audio recording of Planning Panel meetings, copying of documents and the provision of professional advice, may also be required.

Generally, the relevant council bears the administrative and council staffing costs associated with the Planning Panel meetings. Administrative costs may include those associated with the meeting venue and set up, the attendance of council staff, as well as administrative support.

The chair and members of a Planning Panel will need to be mindful of the regular duties and responsibilities of council staff when requests for support and assistance from councils should be made through the chair to the general manager (or other person nominated by the general manager) of the council concerned.

10.6 Role of design review panels

Design review panels are established by councils either formally under *State Environmental Planning Policy No. 65 – Design Quality of Residential Apartment Development* with the approval of the Minister, or informally to bring special design expertise to the assessment of certain types of DAs.

Design review panels that are properly integrated in the assessment process are an effective tool which helps to improve the quality of design outcomes. The quality of design has a bearing on many, but not all, of the matters considered in the assessment of a DA.

The role of design review panels in the assessment of applications is not changed by the fact that the application is to be determined by a Planning Panel. However, it is generally more effective in terms of design quality outcomes and timeliness if the design review panel is convened at the pre-DA stage or early in the assessment phase.

10.7 Role of local planning panels

The purpose of local planning panels (formerly known as IHAPs) is to provide independent, expert determination of DAs, as well as providing an opportunity for people with an interest in the DA to raise and discuss issues in a public forum before a decision is made on the application. Local planning panels determine all DAs that meet criteria set by the Minister.

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Although similar in operation, the roles of local planning panels and the Planning Panels do not overlap. Each DA must satisfy distinct referral criteria before it is known whether the Planning Panel or local planning panel will determine that DA.

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11. Development application and assessment

11.1 Pre-development application meetings

Pre-DA meetings between applicants and assessment officers are commonly used to inform lodgement requirements and likely assessment pathways before applications are submitted to the consent authority.

Applicants are encouraged to meet with council before lodging a DA, and to respond to the advice of council when preparing the DA.

To avoid any apprehension of bias, it is not appropriate for determining bodies, such as Planning Panels or their members to participate in pre-DA meetings.

11.2 Making of development applications

DAs for regionally significant development are made to the relevant local council.

In the case of development located in two or more LGAs, a separate DA must be lodged with the councils of each LGA. Additionally:

- each DA should only address that part of the development located on land in the relevant LGA,
- neighbouring councils may wish to consider setting up joint assessment procedures, if appropriate, and
- the Planning Panel will determine each DA separately (although the determinations may be made concurrently).

11.3 Notification to the secretariat

Within 7 days of receiving a DA for regionally significant development, the council registers the DA with the secretariat.

The registration is made via the Planning Panels website or the NSW Planning Portal. The registration includes all information required on the website registration page. The DA documents are electronically transmitted to the secretariat at the same time.

The secretariat advises relevant Planning Panel members of the DA once the registration is accepted. The DA documents, including the application form are generally sent to Planning Panel members electronically.

These documents allow Planning Panel members to become familiar with the development and to identify if they have any potential conflicts of interest prior to their review of the assessment report and before attending the Panel meeting to consider the application in public.

11.4 Public exhibition of development applications by council

Public exhibition of the DA is undertaken by council staff in accordance with the requirements of the EP&A Act, EP&A Regulation and Council's Community Participation Plan or any relevant development control plan or policy of council.

Notification of exhibition, including letters and advertisements, should contain appropriate statements to advise:

- that the {name of relevant} Planning Panel is the consent authority for the application,
- that submissions made in respect of the application should be made to {name of relevant} Council, but will be provided to the Planning Panel and may be viewed by other persons with an interest in the application,

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- names and addresses of submitters will be provided to the Planning Panel for notification purposes, and
- other information required by the EP&A Act or EP&A Regulation.

11.5 Requests for additional information

It is the applicant's responsibility to provide adequate information and technical reports on potential impacts of the proposed development.

Holding a pre-DA meeting with council staff will often clarify council requirements for the lodgement of an application. However, the applicant may be requested by council staff to provide further information or reports to properly address all relevant aspects of the development, or to enable an assessment report to be completed.

During the assessment process the Planning Panel may identify issues at a briefing that must be addressed or clarified in council's assessment report, and for which council may request further information.

Amended plans or additional information for a DA must be lodged with council.

11.6 Status reports

Councils must advise the secretariat if it is evident that there are difficulties in assessing the DA or the assessment report will not be completed within the timeframe indicated in the referral notification.

The secretariat tracks the progress of DAs registered with it and requests status updates from council for DAs lodged for 70 days or more.

Where a response or concurrence from public agencies delays the assessment of a DA, a council can ask the secretariat for assistance to ensure the agency responds to council in a timely manner.

Where there is an ongoing and unreasonable delay in the processing of a DA, council may be requested by the Planning Panel to complete its assessment without further delay.

11.7 Assessment of the development application

The council that received the DA is responsible, through its staff, for the assessment of the application.

It is council's responsibility to prepare an assessment report addressing all statutory requirements and properly considering all issues. Usually councils will rely on their own professional staff, however where they do not have the technical expertise required in-house, they may engage external expertise. All costs associated with the preparation of the assessment report are to be covered from application fees, which are retained by council.

The assessment report must clearly identify how the proposal meets the relevant requirements for regionally significant development, and that the Planning Panel is responsible for determining the application.

The assessment report must include a recommendation on the proposed development:

- if the recommendation is for approval of the application, the report must include recommended conditions of consent, and
- if the recommendation is for refusal, the report must include reasons for refusal based on the assessment in the report.

The chair, following consultation with the Planning Panel, may also request without prejudice draft conditions of consent, where council's report

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recommends refusal. The Panel may do this before or at the determination meeting.

The assessment report should clearly identify if there are any outstanding issues and steps to be taken to address such issues.

In considering an application, a Planning Panel may request additional information to assist in its determination of the application.

11.8 Varying development standards

Where a DA includes a variation to a development standard, an application under clause 4.6 of the relevant LEP is required (or, where the development is not in a standard instrument LEP, an objection under *State Environmental Planning Policy No 1—Development Standards* (SEPP 1)). Council's assessment report includes an assessment of the application against the relevant statutory provisions.

The function of obtaining concurrence from the Secretary under clause 4.6 is a matter for the council. However, where concurrence is assumed, the council does not need to obtain concurrence. The Planning Panel will determine whether a clause 4.6 application is well founded on the basis of the applicant's justification.

11.9 Local infrastructure contributions

The assessment report should address contributions required in accordance with the council's relevant contributions plan (see section 7.11 and 7.12 of the EP&A Act). The Planning Panel is able to impose additional or different contributions than those set out in the contributions plan. For Crown developments, councils should address contributions in accordance with the relevant planning circular (Circular No. D6, issued September 1995 or as updated).

11.10 Special infrastructure contributions and certification requirements

If the development falls within a special contributions area the council should address the relevant requirements in its assessment report and recommend appropriate conditions in accordance with the Ministerial direction (see section 7.24 of the EP&A Act).

The council must address any "Satisfactory Arrangements" clause in the applicable LEP in its assessment report. These clauses usually state that development consent must not be granted by a consent authority until arrangements to the satisfaction of the Secretary have been made to contribute to regional or State infrastructure. A Planning Panel cannot provide consent to the DA until the Secretary (or delegate) of the Department has certified in writing that satisfactory arrangements have been made.

11.11 Development subject to delays in determination

An applicant with a DA that has a CIV between \$10 million and \$30 million can refer the DA to the relevant Planning Panel for determination if it remains undetermined for 120 days after being lodged with council (see Schedule 7 of the State and Regional Development SEPP). The referral process is outlined below:

- when making a referral, applicants must use the Regional Development Request form available on the Planning Panels website,
- the applicant is to complete the relevant part of the form and submit it to **both** the relevant council and the secretariat,

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- once the council receives the referral form it cannot determine the DA until a decision has been made regarding whether the Planning Panel will have the function of determining the DA, however council can continue to assess the DA,
- the council sends the completed referral form and copies of all DA documents, to the secretariat within 7 days. Council should also send its explanation for the delay in completing its assessment,
- the chair will consider the information in the referral form and advise the secretariat if the referral is accepted (i.e. the applicant is not responsible for a delay in the application), generally within 14 days of the applicant making the referral. The chair will consider a number of matters in making this decision, including:
 - permissibility and zoning, including whether the determination is dependent on a rezoning,
 - whether the determination is dependent on a voluntary planning agreement or the approval of a masterplan or DCP,
 - whether the landowner's consent has been provided,
 - whether the required referrals and concurrences have been obtained,
 - whether there have been requests for further information, and what the responses were to those requests, and
 - if council has considered the DA and the outcome of that consideration,
- once the chair decides, the secretariat will notify the council and the applicant as to whether the development is regionally significant development,
- if the referral is not accepted the chair must advise the reason(s) for not accepting the referral,
- if the referral is accepted, council completes the assessment of the application and prepares an assessment report for submission to the secretariat, and
- a briefing with council may be held prior to determination.

11.12 Council representation to the Planning Panel

An elected council may make a submission on a DA within their LGA that is to be determined by a Planning Panel up to seven days before the Planning Panel meeting.

After the assessment report is sent to the secretariat, it may be given to the elected council to assist in its decision as to whether it will be making a submission to the Planning Panel. The elected council's submission should not be prepared by persons involved in the assessment of the application but could be prepared by another council officer, or a consultant.

A council submission should not be specifically referenced in the assessment report or recommendations prepared by the council staff. If council makes a submission, a staff representative or individual Councillors may register to address the Planning Panel at the meeting to express the views of council.

Councillors who are also Planning Panel members have an independent role because they have been nominated by their council as its nominee to the Planning Panel.

11.13 Submission of assessment report to the secretariat

The completed assessment report and recommendation is to be immediately sent via electronic means to the secretariat.

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The assessment report is not to be endorsed or presented to the elected council before being sent to the secretariat.

The following items are to be sent in a digital format to the secretariat:

- assessment report and any attachments and recommendations (including conditions),
- the Council Assessment Report cover sheet (available on the Planning Panels website),
- final architectural drawings and plans and other reports that the assessing officer considers that the Panel may require in order to make an informed decision,
- copies of each submission received in respect of the DA
- a completed List of Submitters (available on the Planning Panels website) containing the names, postal addresses and email addresses (if provided) of every person or body who made a submission to allow the secretariat to notify submitters of the details of the Panel meeting, and
- in the case of petitions, only the name and address of the head petitioner should be provided, if that person can be identified.

Note: Council's assessment report must include a summary and assessment of all submissions so that the Planning Panel can consider the submissions as part of the assessment of the DA. Based on the details provided by council, the secretariat will notify persons who made submissions of the time, date and venue of the Planning Panel meeting at which the relevant application will be considered. Councils should also give the secretariat copies of any late submissions and, where necessary, provide further assessment if the issues are not already covered in council's assessment report.

11.14 Written submissions to the Planning Panel

All written submissions must be sent directly to council to be considered as part of the assessment of the DA.

Submissions sent to the Planning Panel will be given to council for assessment. Planning Panels will not normally accept information "in confidence" that is not also given to council. However, if confidentiality is requested, the reason must be clearly stated as to why it is confidential and relevant to the assessment matter before the Panel and the chair will consider the request.

11.15 Rezoning, development control plans and planning agreements

Where a DA is lodged concurrently with a planning proposal seeking the rezoning of land under the LEP Council's assessment report must address the DA against the proposed zoning. Council is responsible for progressing the planning proposal. The Planning Panel cannot determine a DA to approve such development until the land is rezoned to permit that development.

Where the provisions of an environmental planning instrument require a development control plan (DCP), (previously known as a master plan) to be adopted by the council before granting development consent, it is the responsibility of council to prepare and adopt the DCP prior to sending the assessment report to the Planning Panel. In such circumstances, the Planning Panel will not determine the application until the DCP is adopted by the council.

If a planning agreement is proposed, it should be negotiated by council staff. Council's assessment report for the Planning Panel would normally make reference to any planning agreement and its relationship to the DA.

The Planning Panel may only impose a condition of consent requiring a planning agreement be entered into if the condition reflects the terms of any

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offer made by the applicant to enter into a planning agreement (see section 7.4 of the EP&A Act).

11.16 Referral of Crown development applications with a CIV less than \$5 million

Crown DAs with a CIV greater than \$5 million are regionally significant development. Crown DAs with a CIV under \$5 million can be referred to the relevant Planning Panel (see section 4.33 of the EP&A Act) by either:

- the applicant where council (or IHAP, if relevant) has not determined in the prescribed period, or
- the council at any time including before the end of the prescribed period.

Before the end of the prescribed period, only a council (not the applicant) can refer an application to the Planning Panel.

For Crown DAs with a CIV of less than \$5 million where a council or IHAP seeks to refuse consent or impose a condition to which the applicant has not provided their agreement, the application is also to be referred by council to the relevant Planning Panel (see section 4.33(2) of the EP&A Act). Planning Circular PS 09-017 outlines the Crown DA provisions and policy.

The referral to the Planning Panel must be in writing. Additional procedures for the referral, including the requirement to notify the other party in writing of the referral are set out at sections 4.33(6) and section 4.33(7) of the EP&A Act.

Once the application is referred to a Planning Panel, the council registers DA on the Planning Panels website and gives its assessment report to the Planning Panel to consider.

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12. Determination of development applications

12.1 Determining regionally significant development applications

Planning Panels determine regionally significant development as the consent authority.

Planning Panels generally hold public determination meetings to consider DAs. Refer to **Schedule 1** for more information on the detailed procedures for Planning Panel meetings.

The purpose of the public determination meeting is for the Planning Panel to hear views of the community and other interested parties, such as the applicant and the council, on the DA before the Planning Panel makes a decision.

After reviewing written submissions on a DA, considering the recommendation in council's assessment report and hearing from those wishing to address the Planning Panel, the Planning Panel may determine the application or defer its decision for reasons that will be stated in the meeting record.

In certain circumstances the determination of a DA can be done by a circulation of papers e.g. where the assessment report recommends approval and there are no submissions objecting to the proposed development or if the decision on the DA was deferred.

12.2 Obligation to consult council – if adverse financial impacts

A Planning Panel must not make a decision that will have, or that might reasonably be expected to have, a significantly adverse financial impact on a council without first consulting the council (see section 2.26 of the EP&A Act).

The consultation must be in writing, with the council being given a specified time to respond in writing. Where a briefing with the general manager (or nominee) is to be held to discuss the matter, all relevant Panel members should be present, and a meeting record and outcomes should be sent to the secretariat.

12.3 Determining Crown development applications

A consent authority for Crown development cannot refuse consent to a Crown DA except with the approval of the Minister, nor can it impose a condition on a development consent for Crown development except with the approval of the applicant or the Minister.

This requirement applies to Crown development that is to be considered by a Planning Panel, where the application is for regionally significant development, or where the DA is referred to the Panel under Division 4.6 of the EP&A Act.

Where the Planning Panel wishes to either refuse an application or impose conditions not agreed by the applicant, or where a Planning Panel fails to determine the DA within the prescribed period, the applicant or the Planning Panel may refer the DA to the Minister. The Minister may then direct the Planning Panel to approve or refuse the Crown DA within a specified time.

12.4 Determining DAs for coastal protection works

Certain coastal protection works are classified as regionally significant development. Where a Planning Panel is to determine a DA for coastal protection works the chair and the council nominated members will remain on the panel, however the State members will be replaced by members appointed by the Minister who have expertise in coastal engineering or coastal geomorphology (see clause 8A, Schedule 7 of the SRD SEPP).

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12.5 Delegation to council to determine applications

If the Minister agrees, Planning Panels may delegate the determination of applications to councils, a local planning panel of a council or the general manager or other staff of council (see section 2.16(2) of the EP&A Act). Delegation may be for development in a specified area, for a class of application, or be made on a case-by-case basis.

In situations where the determination is delegated, councils must:

- register the application on the Planning Panels website,
- inform and update the secretariat on the processing of the application as requested, and
- provide a copy to the secretariat of all determination documents, including the assessment report and Notice of Determination.

The chair of the relevant Planning Panel may request the council to not exercise the delegated function in certain circumstances.

Any determination made by council under delegation is a decision of the Planning Panel.

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13. Reviews and appeals

13.1 Decision reviews

Planning Panels also review decisions made on DAs by the Planning Panels (see Division 8.2 of the EP&A Act). The Council notifies the Planning Panel when a request to review a decision has been lodged. The Planning Panel reviewing the decision will be comprised of different members to those members that made the original decision and will be called the Decision Review Panel of the [relevant] Planning Panel.

Note that decision reviews cannot be requested where the following applies:

- the time to lodge a legal appeal has passed,
- a merit appeal has been determined regarding the DA, or
- it is an application for complying development, a Crown DA or a designated development DA.

The Decision Review Panel may ask to be briefed on the decision review request, either by the applicant, Council staff undertaking the assessment, or other experts engaged to assess the application.

The circumstances where this may be needed include where the applicant for the DA has amended the development the subject of the original DA since the original determination.

If needed, the Decision Review Panel may also hold a site visit or public briefing meeting.

Council must prepare an additional assessment report to the Decision Review Panel if the DA or application to modify a development consent has been amended after its initial determination, or if submissions have been made following any further notification.

The Decision Review Panel of the Planning Panel may hold a public determination meeting. A Decision Review Panel will only need to hold a public determination meeting if the application was notified and submissions objecting to the application were received. It is at the Chair's discretion whether a public determination meeting is necessary at any other time.

Council must give written notice to the applicant of the result of the review within 7 days of the completion of the review.

13.2 Appeals against a Planning Panel determination

Merit appeals

An applicant who is dissatisfied with a determination or deemed refusal of an application may lodge a merit appeal to the Land and Environment Court within six months against the decision as provided for in the EP&A Act.

Note: An application is deemed to have been refused if it is not determined within 40 days, or 60 days if the application is for designated or integrated development, requires concurrence of a concurrence authority or is accompanied by a biodiversity development assessment report and that proposes a discount in the biodiversity credits required under the report to be retired.

If the development is designated development, then an objector to the development who is dissatisfied with a determination may also lodge a merit appeal in the Land and Environment Court within 28 days as provided for in the EP&A Act.

The council for the area will be the respondent for any merit appeal against a determination made by a Planning Panel on a development application. The council is subject to the control and direction of the Planning Panel in connection with the conduct of the appeal.

The council is to give notice of the appeal to the Planning Panel. It must do this by notifying the secretariat. Notification to the Planning Panel must be

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made no more than seven days after the council receives notice of the appeal and must advise whether the council will be actively defending the appeal.

Note: Each Planning Panel chair has delegated authority to act as the Planning Panel's representative to provide instructions and seek legal advice in relation to appeals. Planning Panel delegations are published on the Planning Panels website.

The Planning Panel will determine its level of involvement in an appeal, and what directions (if any) it wishes to issue to the council, on a case-by-case basis. While a Planning Panel has the power to direct and control the council, it may choose not to exercise the power. If a Planning Panel wishes to take a more active role in a council's conduct of the appeal, the Planning Panel can exercise its powers to control and direct council. In some circumstances the Planning Panel may seek to join proceedings and act as the respondent in the place of the council.

Council is to:

- 1) provide the Planning Panel with a copy of the application commencing the appeal within 7 days of the council being served with it,
- 2) provide the council's proposed statement of facts and contentions to the Planning Panel at least 7 days before the later of:
 - a) the day of the first directions hearing for the appeal or
 - b) the day the statement is filed,
- 3) identify in the council's statement of facts and contentions the steps taken by the council to notify the Planning Panel of the appeal, and any response received by the council, and
- 4) provide the Planning Panel with:
 - a) a copy of any directions or orders made by the Court in relation to the appeal within 7 days of the directions or orders being given,
 - b) a copy of any proposed in principle agreement between the parties to the appeal following a conciliation conference under section 34 of the *Land and Environment Court Act 1979* within 3 days of the proposed in principle agreement being reached and before any written agreement is executed,
 - c) the dates on which the appeal will be heard within 3 days of the council receiving notice of them, and
 - d) a copy of any judgment of the Court in relation to the appeal.

The council should include in its Statement of Facts and Contentions the actions taken by council to notify the Planning Panel of the appeal and any response from the Planning Panel.

Deemed Refusals

A Planning Panel may determine a DA even though it is subject to a deemed refusal appeal. When a deemed refusal appeal has been filed with the Court, the usual practice is for council's assessment officer to complete their assessment report.

Applications may be deemed to have been refused before a Planning Panel has been briefed on the application. Where a Planning Panel has not been

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briefed on an application that is subject to an appeal, the Planning Panel may request a briefing from the council.

Judicial review and civil enforcement proceedings

Any person may commence judicial review or civil enforcement proceedings in the Land and Environment Court against a Planning Panel determination. Unlike merit appeals, in these types of proceedings the Planning Panel will be named as a respondent.

A submitting appearance may be filed by the Planning Panel if the grounds of challenge are not related to the powers or procedures of the Planning Panel in determining the application.

Appeals against determinations where council is the applicant

The Planning Panel will be the respondent in merit appeal and judicial review proceedings in the Land & Environment Court where council is the applicant.

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14. Planning proposals

Planning Panels also undertake plan-making functions including:

- undertaking administrative reviews,
- acting as the planning proposal authority (PPA) in certain circumstances, and
- providing advice to the Minister or the Secretary on any planning or development matters or environmental planning instrument referred to them.

Note: The Independent Planning Commission undertakes these functions in the City of Sydney LGA.

14.1 Reviews

A Planning Panel may be asked to review certain plan-making decisions.

Reviews include:

- **Rezoning reviews** — which may be requested by a proponent before a planning proposal has been submitted to the Department for a Gateway Determination, and
- **Independent proposal reviews** — which may be requested by a Local Aboriginal Land Council before a planning proposal for land subject to a development delivery plan or interim development delivery plan, that is shown in the Aboriginal Land SEPP, has been submitted to the Department for a Gateway Determination.

These review processes allow councils and proponents to have decisions about the strategic merits of proposed amendments to LEPs reconsidered.

The Department's *A Guide to Preparing Local Environmental Plans* sets out lodgement requirements, including information the council or proponent must provide for reviews to be undertaken.

14.2 Rezoning reviews

If a proponent (e.g. developer, landowner) has requested that a council prepare a planning proposal for a proposed instrument, the proponent may ask for a rezoning review if:

- the council has notified the proponent that the request to prepare a planning proposal is not supported, or
- the council has failed to indicate its support 90 days after the proponent submitted a request, accompanied by the required information, or has failed to submit a planning proposal for a Gateway determination within a reasonable time after the council has indicated its support.

On receipt of an application the Department notifies the Planning Panel and the relevant council within 3 business days.

The Planning Panel reviews the planning proposal initially considered by council, rather than any amended or updated version. Council will be requested to confirm that the planning proposal is that which was initially considered by council, and to provide any additional comments or information to the Department within 21 days.

The Planning Panel may be briefed by the Department, council and proponent to clarify any issues before completing the review. The Planning Panel may request a site visit to assist in its considerations.

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A briefing or site visit will be attended by the Planning Panel, Department staff and, in certain circumstances, the applicant and council staff. Any briefing or site visit will follow the procedures set out in Schedule 1.

Determination

The review and determination should be in accordance with the Planning Circular PS 18-012 (or as updated).

The Planning Panel's determination is to be based on the strategic and site-specific merits of the proposal.

Planning proposals that do not reasonably meet the strategic and site-specific merit tests will not proceed to a Gateway determination.

The Planning Panel's determination is to provide a clear decision on whether the planning proposal should proceed or not to a Gateway determination.

Decisions on rezoning reviews will generally be made by a resolution following a circulation of papers in accordance with the procedures set out in Schedule 1.

Communication of the Planning Panel's determination is made to the proponent and the council within 90 days of the Department receiving the initial rezoning review request.

Planning Proposal Authority

If the Planning Panel determines that a proposal should proceed to a Gateway determination, councils will be provided the opportunity of accepting the planning proposal authority role. If the council does not accept the role within 42 days an alternate planning proposal authority will be appointed.

Each Planning Panel has delegated authority to direct itself to be the planning proposal authority where a proposal has been subject to a rezoning review and the council has not accepted this role.

14.3 Independent proposal reviews

Independent proposal reviews give Local Aboriginal Land Councils an opportunity for an independent body to give advice on planning proposals for land subject to a development delivery plan, or interim development delivery plan, that is shown in the Aboriginal Land SEPP.

The process for an independent proposal review is similar to that outlined for rezoning reviews.

When a Planning Panel is undertaking an independent proposal review in determining the strategic merit of a proposal it will also need to consider the consistency of the planning proposal with the relevant development delivery plan for the land (or interim development delivery plan) shown in the Aboriginal Land SEPP and when determining the site-specific merit of the proposal it will also need to have regard to the social and economic benefit to the Aboriginal community facilitated by the proposal.

The review and determination should be in accordance with the Planning Circular PS 19-003 (or as updated).

Each Planning Panel has delegated authority to direct itself to be the planning proposal authority where a proposal has been subject to an independent proposal review and the council has not accepted this role.

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14.4 Planning Proposal Authority (PPA)

A Planning Panel may be directed to be the PPA for planning proposal by the Minister. Generally, a Planning Panel has delegation from the Minister to act as PPA if it has recommended that a planning proposal proceed to Gateway and the council has declined to remain as the PPA.

As PPA, the Planning Panel performs all the functions that a council normally would in preparing LEPs. This includes:

- submitting a planning proposal to Gateway,
- undertaking any necessary agency consultation prior to public exhibition of the proposal,
- endorsing the public exhibition of a planning proposal that has received a Gateway determination and met all of the Gateway conditions,
- exhibiting the planning proposal in accordance with the terms of the Gateway determination,
- considering a recommendation report, addressing submissions received during public exhibition,
- holding a public briefing meeting (at the Panel chair's discretion) following public exhibition, to listen to any person wishing to speak, and
- submitting a request to the Department, as delegate of the Minister, that the LEP be legally drafted and made.

The Minister (or delegate) remains responsible for determining and making the LEP.

14.5 Support provided to the Planning Panel in its role as PPA

When a Planning Panel is acting as PPA the secretariat arranges any necessary agency and community consultation (public exhibition) and the Department provides technical support and briefings to the Planning Panel.

14.6 Availability of Planning Panel decisions and advice

The Planning Panel needs to make a number of decisions throughout the plan-making process when undertaking reviews or acting as PPA. Decisions of the Planning Panels will be made publicly available on the Planning Panels website within 3 business days of any decision.

14.7 Community consultation

There is no requirement for a Planning Panel meeting to be held prior to determining a rezoning review. The Gateway determination details requirements, if any, for community consultation on planning proposals. The Planning Panel may hold Planning Panel meetings at any time, at the discretion of the chair.

Submissions received as part of the public exhibition of a planning proposal for which a Planning Panel is the PPA are made publicly available on the Planning Panels website.

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15. Site compatibility certificates

Planning Panels determine applications for SCCs made under the Seniors SEPP and the Education SEPP.

Written applications are to be lodged with the Department. The Department prepares an assessment of the application and a recommendation for the relevant Planning Panel. The Planning Panel considers the application and the Department's assessment report and those matters set out within clause 25 of the Seniors SEPP, or clause 15 of the Education SEPP as relevant. The Panel may determine an application by issuing a SCC or refusing to do so.

The Planning Panel may request a briefing and/or a site visit to assist in its considerations.

A briefing or site visit will be attended by the Planning Panel and Department staff and follow the procedures set out in Schedule 1.

Decisions on SCCs will generally be made by a resolution following a circulation of papers in accordance with the procedures set out in Schedule 1.

Should a DA be supported by an SCC issued by the Planning Panel come before the Planning Panel for determination, the Planning Panel will be comprised of different members to the members that issued the SCC.

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Schedule 1: Procedures for briefings, meetings and decisions.

1 Briefings and site visits

The chair may agree to a site visit or a briefing prior to a Planning Panel making a decision or providing advice on a matter.

A site visit or briefing is solely to identify and clarify issues with the proposal. Planning Panel members will not offer opinions on the merits of the proposal or ask those involved with the assessment of the proposal for their opinion or recommendations at site visits or briefings.

However, the Panel may identify issues that it expects to be addressed or clarified in any assessment report.

A site visit or briefing will be attended by the Planning Panel and relevant council or Department assessment staff or other persons engaged in the assessment of the DA or matter to be determined by the Planning Panel. In some circumstances other parties, including the applicant or people who made submissions on an application or matter may also be invited to attend a site visit or briefing. The invitation of parties is at the discretion of the chair.

Briefings on DAs may include a presentation by council assessment staff on key elements of the proposal and the planning controls that affect it (such as zoning), and an overview of issues of concern arising through the Council's assessment or raised in submissions. The timing of the submission of the assessment report and tentative date for a determination may also be discussed.

The assessment officer briefing the Planning Panel should have available a set of large-scale plans at the briefing.

Only Planning Panel members who will sit on the Planning Panel to determine the matter should attend the briefing.

Briefings and site visits on planning proposals and site compatibility certificates follow the same format, with Departmental staff briefing the Planning Panel.

It is not mandatory that the Planning Panel be briefed prior to considering a matter. Where there is a briefing, it should take place within four weeks of the close of any public exhibition period, and before council makes any major request for further information from the applicant (although council can request further information before the exhibition). The assessment of a DA should not be delayed for a briefing to occur.

Planning Panel members may identify further issues where they need clarification or more information. A Planning Panel may request briefings with council or Department staff to clarify any element of the proposal and the assessment report prior to the Planning Panel making its decision.

Briefings are not determination meetings and Planning Panel members should not make any comment that would indicate pre-determination of the matter.

The chair should take into consideration the availability of all members of the Planning Panel and any other necessary persons when deciding to conduct a site visit.

Entry to any private land may only take place with the express permission of the owner of the land, and it is the responsibility of council staff, in relation to a DA, or Department staff in relation to a planning proposal, to seek owner's consent when required.

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A written record of the briefing or site visit is made including time, date, attendees, any declarations and key issues discussed and is published on the Planning Panels website within 7 days. Site visits or briefings are not recorded by audio/ video record, an audio record or a transcription record.

It may be appropriate to invite the applicant or proponent to attend the briefing when:

- the Planning Panel could benefit from additional technical explanation on a complex matter,
- the development or other options are still being considered (e.g. if a major re-design has been requested by the council), or if
- material to be presented may be commercially sensitive or confidential.

The Planning Panel will publish clearly documented reasons why a briefing by an applicant was necessary so that there is no apprehension of bias.

Site inspections and briefings are not public meetings of the Planning Panel.

2 Meetings

Public briefing meetings

If the matter before the Planning Panel attracts significant community interest, the Planning Panel may consider calling a public briefing meeting.

Public briefing meetings are held to hear submissions in a public forum and to meet with key stakeholders to discuss unresolved issues. Community groups and individuals may register to speak to the Planning Panel at the public briefing meeting. Public briefing meetings are held at the discretion of the Planning Panel.

Planning Panel members should not make any comment that would indicate pre-determination of the application at a public meeting.

Determination meetings

Prior to determining a DA or other matter, a Planning Panel may call a public determination meeting. The purpose of a public determination meeting is to hear those who wish to express their view on the proposal before the Planning Panel makes its determination in public.

Notice of a public determination meeting is given at least 7 days before the meeting. Notice of the meeting (including the time, date and venue for the meeting) are:

- notified on the Planning Panels website, and
- given to every person who made a submission to the council (in the case of petitions, only the head petitioner).

The meeting agenda, any business papers, assessment reports and attachments (including any representations made by council) are distributed to members of the Planning Panel and uploaded on the Planning Panels website in advance of the meeting.

People wishing to address the Planning Panel must register prior to the meeting.

The chair determines the order of presentations to the Planning Panel and the amount of time given to each speaker. At the meeting, it is acceptable to provide the Planning Panel with written material which summarises the matters to be presented to the panel by the speaker. However, written material must be kept to a minimum.

3 Meeting procedures for Public Briefings and Determinations

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Planning Panel meetings are to be conducted in public.

Meeting dates and agendas

A regular schedule of proposed meeting dates is determined at the beginning of each year by the secretariat in consultation with the chair. The meeting dates are listed on the Planning Panels website and are reserved for public briefing meetings, Planning Panel briefings and site visits, or Planning Panel meetings. Planning Panel public determination meetings are generally arranged within 14 days of receiving council's assessment report.

Additional meetings of a Planning Panel may be organised at the discretion of the chair. These additional dates are posted on the website as soon as they become available.

The chair may consult with the general managers (or their nominee) of the relevant councils when approving the agenda for each meeting.

The council notifies the secretariat of any revised date for completion of the assessment report as soon as it is aware of any delay and advises of the reasons for the delay.

The meeting time and venue

The meeting time and venue is determined by the chair in consultation with relevant councils, and taking into account:

- the location of the proposed developments to be considered at the Planning Panel meeting,
- the number of persons who have expressed an interest in the different matters to be considered at the Planning Panel meeting,
- the availability of a suitable venue and the accessibility of the proposed venue for those persons, and
- local considerations and logistics.

The meeting time and venue should:

- maximise accessibility to people who have expressed an interest in the matters to be considered at the meeting, and
- facilitate the open exchange of information between the Planning Panel members and other parties.

Items from a number of different LGAs might be considered at one meeting provided the venue is reasonably accessible to most interested parties.

In regional areas, the chair may need to convene meetings in a number of locations to ensure they are accessible to the greatest number of people with an interest in the application being considered.

Notice of meeting

Notice of a Planning Panel meeting is to be given by the secretariat at least 7 days before the meeting. Notice is given to Planning Panel members, the general managers (or their nominee) of the councils in that region or district, every person who made a submission to the council (in the case of petitions, only the head petitioner) in respect of an item to be considered at the meeting and the applicants for those items. A notice is placed on the Planning Panel website and may be placed in the local newspaper.

The notice is to include details of:

- the time and date of the meeting,
- the venue for the meeting,
- the matter under consideration (DA/s or planning proposal),

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- the availability of agenda and business papers, which will include the assessment report and recommendations, and
- other matters to be considered at the meeting.

Distribution of meeting agenda and business papers

The meeting agenda, business papers/assessment reports and attachments, including any representations made by councils, are to be distributed to members of the Planning Panel and uploaded on the Planning Panels website by the secretariat no less than 7 days prior to the meeting.

A hard copy of the agenda and business papers are posted via express post to those Planning Panel members who have a decision-making role on the matter.

Opening and closing meetings

The chair will open the meeting by introducing the Panel and its members, state the purpose of the meeting, read out any apologies and call for declarations of interest following the declarations of interest procedures.

The chair will note any site visits or briefings the panel has had the benefit of and describe the order of proceedings and time limits for speakers.

The chair may also request council staff to briefly summarise the key issues that have arisen in the assessment report.

The panel will then listen to those wishing to address the panel. After the presentations the panel will make its determination and the chair will read out the decision of the panel before closing the meeting.

Declarations of interest procedures

The declarations of interest procedures set out below follow the requirements of the Planning Panels Code of Conduct (Code):

1. The chair calls on Planning Panel members to complete and sign written declarations of interest forms prior to the meeting for each panel matter (under clause 4.1 of the Code). Any verbal declarations must be recorded in writing.

Note: Under the Code, a panel member should declare the following interests:

- a. an actual, potential or reasonably perceived conflict of interest (see clause 3.1 of the Code),
 - b. a pecuniary interest listed under clauses 3.10 – 3.12 of the Code,
 - c. a non-pecuniary interest (see clause 3.14 of the Code),
 - d. a conflict of duties listed under clauses 3.18 – 3.25 of the Code,
 - e. a pecuniary interest or non-pecuniary interest arising from a political contribution or donation (see clause 3.26 of the Code),
 - f. a position and pecuniary interest in corporations, partnerships or other businesses that may be relevant to the activities of the Planning Panel in accordance with the Department of Premier and Cabinet's Guidelines 'Conduct Guidelines for Members of NSW Government Boards and Committees' (see clause 4.3 of the Code),
 - g. a personal dealing with council (see clause 5.1 of the Code), and
 - h. a gift or benefit listed under clauses 5.2 – 5.6 of the Code.
2. The chair reviews the written and signed declarations and the management measures put in place for any declared interests.
 3. If the chair is satisfied that reasonable and appropriate management measures are consistent with those set out in the Code, then a note to this effect is to be made on the meeting record.

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4. Should the chair have concerns, the chair is to raise these concerns with the member and suggest additional reasonable and appropriate management measures including, if warranted, that the member not take part in the determination for the matter (see clause 3.8 of the Code).
5. The chair is to provide the member an opportunity to respond.
6. The chair is to consider any response prior to making a final decision on the reasonable and appropriate management measures and note the response, the decision, and the chairs reasons for the decision in the meeting record.

Presentations at a Planning Panel meeting

The chair determines the order of presentations to the Panel. Panel members may ask questions of those making presentations. The amount of time given to each speaker is at the discretion of the chair.

At the Planning Panel meeting, it is at the chairs discretion whether to accept written material which summarises the matters to be presented to the Planning Panel by the speaker. Any allowed written material must be kept to a minimum.

By registering to speak at a meeting, speakers agree to being audio recorded and to the publication of that recording on the Planning Panels website.

a) Presentation by the assessment officer

The chair may request that the assessing officer responsible for preparing the assessment report (or a representative) presents a summary of the DA or planning proposal, as the case may be, and outline any relevant assessment issues at the start of the presentations. The assessment officer should have available at the Planning Panel meeting a set of large-scale plans (including any amended plans).

Generally, it is council's professional planning and assessment staff that prepare DA assessment reports for the Panel's consideration.

Where a Planning Panel is acting in the role of the PPA for a planning proposal matter the Department provides technical assistance, which may include the provision of an assessment report for the Planning Panel.

The assessment officer (or representative) should inform the chair of any late submissions received, and of any issues raised which may not have been addressed in the assessment report.

The assessment officer (or representative) should be present throughout the Planning Panel meeting, so that the chair can seek clarification where necessary of assessment issues that may arise during the course of the meeting. Other technical experts from the council/Department may also be present (such as traffic engineers) and the chair may ask for clarification of specific issues. Any questions to council/Department staff can only be made by Planning Panel members and are to be directed through the chair.

b) Presentation by the applicant or proponent

The applicant, in the case of a DA, or the proponent, in the case of a planning proposal, will be given the opportunity to outline the proposal and respond to the assessment report. The applicant/proponent may also be required to respond to submissions made at the meeting. The time allocated to the applicant/proponent, including their consultant(s), is at the discretion of the chair, but is generally 15 minutes. Additional time may be allocated

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where professional consultants have been engaged by the applicant/proponent to present at the meeting.

c) Presentation by people or groups who made submissions

Planning Panel meetings enable people or groups to make a presentation to the Panel meeting. People who wish to address the Planning Panel must register with the secretariat prior to the meeting by contacting the secretariat by telephone or email within the timeframe specified in the notification letter (generally two days before the Panel meeting).

For those people who are of the view that they would not be appropriately or adequately represented by any groups, they may register to speak to the Planning Panel as individuals.

The chair will advise on the time allocated for verbal submissions which will vary from meeting to meeting depending on a number of considerations such as the number of registered speakers.

As a guide:

- individual submitters will have 3 minutes to speak,
- a speaker for a community organisation/group will have 10 minutes to present. Additional time may be allocated where professional consultants have been engaged by community groups to present at the meeting.

In addition, where a large group of people have common issues to raise at the meeting, the chair may ask that a spokesperson be appointed to speak on behalf of the group. In such cases, the spokesperson will generally be allocated more time than individual speakers.

The chair seeks to ensure that all groups or individuals who request to address the Planning Panel are heard. Any requests for extending time limits should be made to the Planning Panel at the meeting and may be granted at the discretion of the chair.

Speakers should focus their oral presentations on the assessment report and its recommendation rather than re-stating information outlined in their earlier written submissions. The Planning Panel has been provided with all submissions and associated documents before the Planning Panel meeting.

d) Presentation by people or groups that have not made a submission

The chair has the discretion to allow any member of the public to address the Planning Panel, even if they have not made a submission or registered to speak by the relevant deadline. Considerations may include the number of persons that made submissions and have requested to address the meeting and the available time.

e) Presentation by an expert engaged by the Planning Panel

For the purpose of making a decision on a matter, such as a DA or a planning proposal, a Planning Panel may obtain independent assessment reports, advice and assistance that the Planning Panel may require, particularly in relation to complex technical matters. This would be in addition to any assessment report or other information provided by the relevant council/Department in assessing the application.

Selection of such experts is to be determined by the chair in consultation with the other Panel members.

Depending on the circumstances, the expert may submit a report with recommendations directly to the Planning Panel. In addition, the expert may

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be invited to present the outcomes of their report at the Planning Panel meeting.

The independent assessment report should be made available on the Planning Panels website prior to the meeting, except where this information includes legal advice provided to the Planning Panel and is subject to legal professional privilege.

Adjourning during a Planning Panel meeting

A Planning Panel may adjourn a meeting where:

- a briefing is required to hear confidential or sensitive information, and/or
- the panel wishes to confer amongst itself before reconvening the meeting for voting and determination.

Before the adjournment the panel chair publicly states the reasons for the adjournment which are recorded in the audio and written record of the meeting.

If the meeting is adjourned so that the panel may confer amongst themselves prior to making a decision, the chair briefly summarises the matters discussed in the adjournment after reconvening the meeting. The panel may discuss the matter further in the meeting and/or make its determination.

Planning Panel discussions during adjournments are not recorded.

Deferring a decision at a Planning Panel meeting

A Planning Panel may defer its determination of the matter for a subsequent meeting or it may be determined electronically by a circulation of papers. A decision may be deferred for any reason including to obtain additional information or advice.

The chair informs the meeting of the reasons for the deferral of a decision (i.e. why the decision cannot be made at the meeting) and advises of the procedures and timeframes to be followed for the determination of the matter.

A written record of the Planning Panel meeting, including the reasons for deferral, is placed on the Planning Panels website, and a copy is provided to the council.

It is the council's responsibility to follow up on any requests for additional information or amendments from the applicant, to determine whether re-exhibition is required, and to provide a supplementary assessment report to the Planning Panel.

The Planning Panel may hold further briefings following a determination meeting if it requires further information to make its determination or where there is commercially sensitive or confidential material that needs to be considered before the matter can be determined.

4 Decisions and determinations

The Planning Panel will strive to make its decisions unanimously. Where a decision cannot be made by unanimously, the decision will be made by majority vote. The chair will have a second or casting vote if required because of an equality of votes.

Quorum for a Planning Panel decisions

A quorum is a majority of the Planning Panel's members, including the chair, i.e. a total of three members. The decision of the Planning Panel will be deferred if a quorum is not present.

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Where conflicts of interest are known before a decision is to be made, alternate members will be used to make a quorum.

The Planning Panel's consideration

In addition to the assessment report, the Planning Panel is to take into account all written submissions, as well as the views expressed by those addressing the Planning Panel at its public meeting/s.

The Planning Panel's reasons

The Planning Panel must provide reasons for its decisions, which are to be recorded in the 'Determination and Statement of Reasons' template provided by the secretariat.

The Planning Panel may rely on the conclusions and recommendations within the assessment report, however, the Planning Panel must identify where it has its own reasons for making the decision and where it adopts the reasons from any assessment report of Council or the Department. As part of setting out its reasons the Planning Panel is to:

- provide a summary of the main issues raised in submissions,
- demonstrate how the Panel considered the community's concerns, and
- demonstrate how the Panel dealt with the issues raised, should they have been found to have merit i.e. requested further studies, applied appropriate conditions or, agreed with council recommendation that the applicant had satisfactorily addressed the concerns.

Determinations on DAs

The determination must clearly state whether a DA is unconditionally approved, approved with conditions, or refused.

Any new conditions of consent or changes to the recommended conditions of consent must be recorded.

If the Planning Panel resolves to approve an application that is recommended for refusal, the Planning Panel may seek a further report from the council's planning officer providing recommended conditions of consent. The Planning Panel may request without prejudice conditions of consent before a Planning Panel meeting if council's report recommends refusal.

The determination and statement of reasons must include the following:

- the decision of the Planning Panel,
- the date of the decision,
- the reasons for the decision (having regard to any statutory requirements applying to the decision), and
- how community views were considered in making the decision.

DA determinations must be publicly notified in accordance with clause 20 Schedule 1 of the EP&A Act.

The decision of the Planning Panel is not subject to a 'Rescission Motion' as in local government.

Decisions of Decision Review Panels are called a 'Review of Decision' Determination and Statement of Reasons.

Determinations on matters other than DAs

Decisions made by the Planning Panels on SCCs, Rezoning Reviews and where the Planning Panel is the Planning Proposal Authority will include the following:

- the decision of the Planning Panel,
- the date of the decision, and

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- the reasons for the decision (having regard to any statutory requirements applying to the decision).

Resolutions of the Planning Panels

The Planning Panels may from time to time make resolutions to do or not to do certain things, e.g. to authorise the chair to provide instruction in relation to legal appeals on behalf of the Planning Panel.

Resolutions of the Planning Panel will be published on the Planning Panels website.

Dissenting views

If the decision (and reasons for the decision) is not unanimous, all members of the Planning Panel (i.e. including the minority) still need to give reasons.

Timing of Determination and Statement of Reasons

It is preferable that the Planning Panel record both its decision and its reasons at the time of the determination.

Signatures

All members of the Planning Panel must sign the Determination and Statement of Reasons. Where one or two members are in dissent, they must still sign, as the reasons will set out their dissenting views.

5 Transactions of business outside meetings

A Planning Panel can transact its business by the circulation of papers or at a meeting at which members participate by telephone or other electronic means (known as an electronic determination) (see Schedule 2, Clause 25(4) and Clause 26 of the EP&A Act).

The chair may decide that it is unnecessary to hold a determination meeting to consider a DA or other matter. The Planning Panel can complete its business through an electronic determination. These circumstances may arise when:

- the assessment report recommends approval and there are no submissions by way of objection,
- the Planning Panel has held a public meeting and deferred its decision to request specific additional information from an applicant or council (such as amended drawings) and if council, after having accepted the amended drawings, has decided that re-exhibition of is not required,
- the Planning Panel is voting on a procedural matter, or
- the Planning Panel is voting on a decision following a briefing in relation to a Rezoning Review, Planning Proposal or site compatibility certificate.

When an electronic determination for a DA is proposed, the council report and recommendation is made available on the Planning Panels website seven days prior to the DA being determined.

The secretariat distributes business papers (including the assessment report and attachments) to Planning Panel members for consideration and advise that the determination is made via electronic means.

Following consideration of the business papers, the Planning Panel advises the secretariat of its decision on the DA and a record of decision is completed and endorsed by all members.

The chair and each Planning Panel member has the same voting rights as they have at public determination meetings.

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Resolutions approved by circulation of papers are recorded in writing and made publicly available on the Planning Panels website within 7 days. The circulation of papers is generally done electronically and are not recorded by audio/ video record, an audio record or a transcription record.

6 Records of proceedings

The chair is responsible for ensuring that full and accurate records are kept of the proceedings of Planning Panel meetings, briefings and other business.

An audio recording will be made for all public briefing meetings and determination meetings and will be published on the Planning Panels website. By registering to speak at a meeting, speakers agree to being recorded and to the publication of that recording. Where a speaker has not registered to speak but wants to make a submission at the meeting it is at the chair's discretion and the speaker is asked to agree to being recorded and that recording being published.

Document templates for written records of proceedings are provided by the secretariat.

Secretariat or council staff will assist in the preparation of draft written records. A copy of the unconfirmed written record is provided to all Planning Panel members who participated in the proceedings. Planning Panel members may submit any proposed corrections to the unconfirmed record to the secretariat for confirmation by the chair.

Alternatively, a Planning Panel may choose to complete and endorse the final record immediately after completing the meeting or briefing. In this case, draft records are not circulated.

When the written records have been confirmed and endorsed by the chair the written record is placed on the Planning Panels website.

The confirmed written record is available within 7 days of the Planning Panel meeting or briefing.

Any written record for a Planning Panel meeting details:

- the opening and closing times of the meeting,
- the details of the matter considered by the Planning Panel,
- the names of all members of the Planning Panel, including the chair,
- any disclosure of interest made by a member, the reason for that disclosure of interest and whether the member making the disclosure participated in the discussion or determination of the matter,
- any adjournments and reasons for the adjournment,
- the names of each person heard by the Planning Panel in respect of a matter,
- any decision of the Planning Panel,
- reasons for the decision,
- the names of each member who voted for or against the decision, and reasons for dissent, where the decision is not unanimous, and
- the signatures of all the members making the decision.

A written record of briefings or site visits are made including time, date, attendees, any declarations and key issues discussed and are published on the Planning Panels website within 7 days. Site visits or briefings are not recorded by audio/ video record, an audio record or a transcription record.

The secretariat, with assistance from the relevant council, is responsible for recording decisions for Planning Panel meetings.

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Planning Panel members are required to provide any notes made during a meeting, briefing or site inspection to the secretariat for registration as a record. This includes hand written or electronic notations.

14.4 BOURKE SHIRE COUNCIL ADVERSE EVENT MANAGEMENT PLAN

File Number: W2.2.14
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: 1. Draft - Adverse Event Plan

Background

A Condition of accepting the Australian Governments Drought Communities Extension Fund was the development of an Adverse Management Plan by each recipient of the Fund and have the plan adopted by Council before 30 June 2021.

Current Situation

Attached is a DRAFT Bourke Shire Council Adverse Event Management Plan (February 2021) for Councils consideration.

Financial Implications

The development of an Adverse Event Management Plan is a funding requirement as stipulated by the Australian Government in the \$1M Drought Communities Funding Deed. To be awarded the final payment of \$500,000 to finalise the Australian Governments \$1M Drought Communities Extension, Bourke Shire Council is required to adopt an Adverse Management Plan.

Recommendation

That the DRAFT Bourke Shire Council Adverse Event Management Plan dated February 2021 be adopted.

DRAFT BSC Adverse Event

BOURKE SHIRE COUNCIL

ADVERSE EVENT PLAN

February 2021

DRAFT

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DRAFT Adverse Event Plan

Purpose

The purpose of this document is to establish a framework to provide guidance and establish mechanisms to mitigate and prepare for periods of adverse conditions within Bourke Shire Council. The document has been created with reference to similar publications from other jurisdictions and in collaboration with other Councils within the Far North West Joint Organisation.

The Plan aims to build local leadership and community capacity to adapt and cope with chronic stresses and acute shocks. The plan should look to improve preparation, management and recovery from those events. Planning for drought should consider water supply and quality, projects to buoy the local economy and maintain community cohesion and drought support coordination.

The Adverse Event Plan is not designed to replace existing Council plans or policies but work in conjunction with those existing documents to inform the strategies which are adopted.

Principles

The guiding principles for this plan are consistent with the National Principles for Disaster Recovery¹:

1. Understanding the context
2. Recognising complexity
3. Using community-led approaches
4. Ensuring coordination of all activities
5. Employing effective communication
6. Acknowledging and building capacity
7. Recovery assistance should be considered in the context of relevant national principles and complement existing ongoing assistance measures
8. In the case of recovery support, assistance will be considered in the context of ongoing State and Federal Government services that assist communities, primary producers and businesses prepare for adverse events

Definitions

Adverse Event: Adverse events may include events such as fire, flood, severe weather and disease or other adverse events such as drought and/or sudden and unforeseen trade restrictions resulting from an adverse event, such as disease outbreak.

¹ Australian Institute for Disaster Resilience

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Catastrophic Disaster²: A catastrophic disaster is what is beyond our current arrangements, thinking, experience and imagination (i.e. that has overwhelmed our technical, non-technical and social systems and resources, and has degraded or disabled governance structures and strategic and operational decision-making functions). It should be noted that severe to catastrophic disasters differ from emergencies in that they exceed business as usual emergency management systems and capability design parameters.

Community: A social group with a commonality of association and generally defined by location, shared experience or function, and with a number of things in common such as culture, heritage, language, ethnicity, pastimes, occupation or workplace.

Community-led recovery: Recovery from disaster is best led by the affected community where it takes responsibility for and drives recovery efforts, with all three tiers of Government supporting the approach. Recovery needs vary according to the scope of the adverse event and will change and evolve over time. Therefore, recovery activities will be directed by ongoing needs assessment with the community and supporting agencies.

Disaster: A serious disruption to community life which threatens or causes death or injury in that community and/or damage to property which is beyond the day-to-day capacity of the prescribed statutory authorities and which requires special mobilisation and organisation of resources other than those normally available to those authorities.

Emergency: An emergency is an unexpected, unpredictable and difficult or dangerous situation, especially an accident, which happens suddenly and requires quick action to deal with it.

Natural Disaster (COAG definition): Serious disruption to a community or region, rapid onset, threatens or causes death, injury or damage to property/ environment, requires significant and coordinated multi-agency and community response. (Examples of Natural Disasters: bushfire, earthquake, flood, storm, cyclone, storm surge, landslide, tsunami, meteorite strike, tornado).

Shared responsibility: When governments from all tiers, communities, business and individuals take an active approach to prevention, preparation, response and recovery.

Recovery: The coordinated process of supporting affected communities in reconstruction of the physical and social infrastructure and restoration of emotional, social, economic and physical wellbeing.

Resilience: The ability of a system, community or society exposed to hazards to resist, absorb, accommodate, adapt to, transform and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions through risk management.

Response: Actions taken in anticipation of, during, and immediately after an adverse event to ensure that its effects are minimised, and that people affected are given immediate relief and support.

² Australian Disaster Preparedness framework

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Key Stakeholders and Consultation Points

Council has a number of key consultation points that it will utilise in the event of an adverse event. These points assist council to co-ordinate and communicate responses to adverse event, allowing for better response outcomes.

The following have been identified:

- Emergency Services Committee
- NSW Police
- Salvation Army
- St Vincent de Paul
- NSW Health
- Churches
- Education facilities
- Rural Financial Counselling Service
- Interagency
- Marangnuka
- Greater West Area Health District
- NSW Local Land Service

Supporting Documents for the Plan

The preparation of an Adverse Event Plan is consistent with the guiding principles for councils set out in the Local Government Act 1993. The guiding principles contained in Section 8A of the Act include: -

- *"Section 8A (1) (a) - Councils should provide strong and effective representation, leadership, planning and decision-making."*

Section 8C of the Act sets out the integrated planning and reporting principles that apply to councils including the following: -

- *"Section 8C (h) - Councils should manage risks to the local community or area or to the council effectively and proactively."*
- *Section 8C (i) - Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances."*

The Bourke Shire Community Strategic Plan 2017-2027 (CSP) sits above all other council plans and policies in the planning hierarchy. The CSP was developed in consultation with the community and identifies the community's main priorities and aspirations for the future, and strategies to achieve them. The CSP has four broad themes or key directions as follows: -

- A. Our People - A strong, healthy, connected and inclusive community
- B. Our Places - Maintain & improve the Shire's assets & infrastructure

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C. Our Leadership - A well run Council acting as the voice of the community

D. Our Prosperity - Growing our population and jobs

While the preparation of an Adverse Event Plan aligns with each of these themes, the most relevant would be the aspiration of "a strong, healthy, connected and inclusive community" and the strategies contained therein.

As well as the CSP, the following Council documents support this Plan (NB. This is not an exhaustive list of Council documents and can be updated as required):

- Local Emergency Management Plan
- Business Assistance Policy
- Business Continuity Plan
- Communication Policy
- Community Grants Donations Policy
- Financial Hardship Policy
- Risk Management Policy
- Guide to Management of Roadside Vegetation
- Sewer Management Plan
- Stormwater Management Plan

Roles and Responsibilities

Role of Local Government

The role of councils within the community has been stipulated by the Local Government Act which sets out the guiding principles for councils³. These principles are designed to guide a Council to exercise its functions, make decisions and engage with the community. Some of the key principles for exercising a Council's function include:

- providing strong and effective representation, leadership, planning and decision-making
- providing the best possible value for residents and ratepayers
- provision of effective and efficient services and regulation to meet the diverse needs of the local community
- working co-operatively with other councils and the State government to achieve desired outcomes for the local community
- managing assets so that current and future local community needs can be met
- working with others to secure appropriate services for local community needs
- acting fairly, ethically and without bias

In the context of an Adverse Event, such as extended periods of drought, Council's role will be on of coordination and facilitation of specific activities and events as identified through the implementation of the Adverse Event Plan.

Role of the Australian Government⁴

The Australian Government is responsible for:

- funding and delivering a time-limited household support payment based on individual and farming family needs including:
 - reciprocal obligations that encourage resilience

³ LOCAL GOVERNMENT ACT 1993 - SECT 8A

⁴ Australian Government Drought Response, Resilience and Preparedness Plan

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- case management to support reciprocal obligation requirements
- establishing and operating a Future Drought Fund, to enhance drought preparedness and resilience
- providing continued access to incentives that support farming businesses' risk management, including taxation concessions, the Farm Management Deposits Scheme and concessional loans
- improving and maintaining national, regional and local predictive and real-time drought indicator information, drawing on the Bureau of Meteorology's observation network and forecasting.

Shared roles and responsibilities

The Commonwealth, states and territories are responsible for:

- developing, designing, implementing and funding drought preparedness, response and recovery programs that are consistent with the NDA, encourage robust risk management and seek to avoid market distortions
- developing capability-building programs, tools and technologies to inform and improve farming businesses' decision-making and promote resilience
- provision of rural financial counselling services
- support to mitigate the effects of drought on the health and wellbeing of farming families and farming communities
- encouraging the delivery and uptake of capability-building programs to improve farming businesses' skills and decision-making that are flexible and tailored to farming businesses' needs
- ensuring animal welfare and land management issues are managed during drought.
- sharing, coordinating, collaborating and communicating information on drought preparedness, response and recovery policies and programs being developed and implemented
- ensuring information on assistance for drought preparedness, response and recovery is accessible and readily available
- ensuring consistency of drought policy and reform objectives and complementarity of drought preparedness, response and recovery programs
- contributing to the development of quality, publicly available data, including but not limited to – weather, seasonal and climate forecasts
 - regional and local predictive real-time drought indicator information
 - a consistent early warning system for drought
 - an improved understanding of fodder crops and holdings across Australia.

Role of industry & farm businesses

Industry organisations and leaders are responsible for:

- providing information to farmers and rural and regional communities, on and increasing awareness of
 - farm management practices for drought preparedness, management and recovery
 - business literacy and skill development opportunities, including peer review boards or similar
 - drought support measures provided by government and non-government bodies

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– working with governments to assess the effectiveness of government drought programs.

Farm businesses are responsible for:

- preparing their businesses for drought
- preparing family and employees for drought
- developing and maintaining a drought plan
- informing themselves of new measures and approaches that may be available to build resilience.

Role of the community

Members of the community, while not having a specific role during periods of drought, can provide support to others within drought affected communities by supporting local businesses and organisations such as the Foundation for Rural and Regional Renewal, Rural Financial Counselling Service as well as charitable organisations such as Vinnies, Red Cross and Salvation Army.

Managing an Adverse Event

Each adverse event will vary in terms of:

- Seriousness of the event
- Numbers of people involved
- Risk exposure
- Financial impacts
- Media interest
- Need to involve other stakeholders

Therefore, the response to each adverse event should be proportionate to its scale, scope and complexity. Each event will be assessed using Bourke Shire Council's Risk Management Framework.

The framework sets out the steps of the risk management process;

| | |
|--------|--|
| Step 1 | Hazard Identification |
| Step 2 | Risk Assessment |
| Step 3 | Identification and Control/Elimination of the Risk |
| Step 4 | Allocation of Responsibilities |
| Step 5 | Monitoring and Review |

Where a Project Management Plan is required, reference should be made to the following resources;

- Project Management Plan
- Risk Management Plan

These will assist in providing staff, when required, with a template to manage an Adverse Event where contracts are needed to be put in place to manage necessary works.

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Adverse Event Risk Areas and Mitigation Strategies

The requirements for an Adverse Event Plan under the Drought Communities Programme – Extension guidelines (section 6.1) are that Eligible Councils must develop an Adverse Event Plan which meets the needs of their community, and give consideration to the following:

- natural resource management (i.e. managing water supply, ground cover, trees, erosion, biodiversity)
- economic diversification and community resilience (i.e. infrastructure planning, tourism investment, diversifying local industries, capacity building for local leadership), and
- communication and coordination (i.e. how to let people know what’s available – now, and in the future; how do you communicate in hard times and for recovery)

These elements have been individually addressed in the following table.

Natural Resource Management

| Area of Concern | Risks | Mitigation Strategy |
|--------------------------------------|--|---|
| Water Supply and availability | <ol style="list-style-type: none"> 1. Drought 2. Dam water used to Fight Fires 3. Urban water used to fight fires 4. Contamination of Water Supplies | <ol style="list-style-type: none"> 1. Water restrictions brought in 2. Dam water replaced on request by RFS 3. Communication protocols established between RFS and water utilities to choose the best source of water 4a. Additional water testing for contamination in line with Drinking Water Management Plan 4b. Alternative sources for drinking water identified 4c. Liaise with NSW Health on water testing and health |
| Ground Cover, trees and soil erosion | <ol style="list-style-type: none"> 1. Floods wash away ground cover 2. Erosion undermines loses ground cover 3. Stability of trees are undermined | <ol style="list-style-type: none"> 1. Implement Stormwater Management Plan 2. Implement Flood Mitigation Strategy 3. Work with LLS to control Roadside Grazing Permits |
| Biodiversity Impacts | <ol style="list-style-type: none"> 1. Movement of equipment and machinery in response to adverse event increases risk of | <ol style="list-style-type: none"> 1a. Work with LLS to raise awareness of the issue |

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| Area of Concern | Risks | Mitigation Strategy |
|-----------------|--|---|
| | spread of pests, disease and weeds 2. Loss of biodiversity as an outcome of the adverse event such as fire or drought | 1b. Community education on the importance of maintaining biodiversity 2a. Implement Council's Biodiversity Plan 2b. Work with wildlife rescue organisations on relocation of threatened animals in an adverse event |

Economic Diversification and Community Resilience

| Area of Concern | Risks | Mitigation Strategy |
|--|---|---|
| Infrastructure planning | 1. Unable to complete projects or activities 2. Workforce availability constraints | 1. Outsource to labour hire or contractors to address lost time. 2a. Support campaigns to encourage a better population mix 2b. Implement a "Grow your Own" workforce |
| Tourism investment | 1. Visitor economy collapses as a result of adverse event | Implement Tourism Development Strategy Implement Economic Development Strategy Work with Regional Tourism groups to build and promote product post the event e.g. <i>Rediscover your Backyard</i> |
| Diversifying local industries | Lack of diversity impacts on ability to recover | Identify alternative providers of services Implement Council's Economic Strategy to build business growth Support <i>Buy from the Bush</i> campaigns |
| Capacity building for local leadership | Lack of capacity to provide leadership | Utilise Communications team to help construct messaging Training for senior management and leaders re communication in crisis. |
| Public Health | Mental Health issues arise in response to event | Liaise with Greater Western LHD and Primary Health Network on programs to address mental health. |

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| Area of Concern | Risks | Mitigation Strategy |
|------------------|--|--|
| | Impacts to sanitation and hygiene services | <p>Council runs community events that bring people affected together.</p> <p>Liaising with health</p> <p>Provision of water for personal use.</p> <p>Alternative power sources to run sanitation and water services</p> <p>Implementing strategies for "safe fails" to minimise impacts.</p> |
| Economic Impacts | Loss of Household/Farm /Business Income | <p>Councils look for opportunities for part-time/casual work for residents</p> <p>Advocacy to State and Federal</p> <p>Council promotes "Buy Local" to keep money in the local economy</p> <p>Raise awareness of income support opportunities</p> |

Communication and Coordination

| Area of Concern | Risks | Mitigation Strategy |
|------------------------------|---|--|
| Communicating adverse events | <p>Residents not aware of where to obtain information</p> <p>Non-English-speaking residents may not understand communications</p> | <p>Communications strategy that runs all year around advising residents of where to find information in an adverse event.</p> <p>Communications are delivered in other languages</p> |
| Communicating emergencies | <p>Residents not aware of where to obtain information</p> <p>Non-English-speaking residents may not understand communications</p> | <p>Communications strategy that runs all year around advising residents of where to find information in an adverse event.</p> <p>Communications are delivered in other languages</p> |

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| Area of Concern | Risks | Mitigation Strategy |
|--------------------|--|---|
| Community recovery | Community slow to recover | Council works with Recovery Officer where one has been appointed. Council works in partnership with State and Federal agencies to support community recovery. |
| Telecommunications | Telecommunication services are lost during an event Telecommunications services not integrated RFS used different Communications to everyone else | Satellite phones purchased in case of emergency. Satellite wifi is made available Create a regional pool of satellite phones that could be accessed by councils during an event. Utilise radio networks to provide communication |

Review and Evaluation

The Bourke Shire Council and its Local Emergency Management Committee (LEMC) will review this Plan every four (4) years, or following any:

- activation of the Plan in response to an adverse event; or
- legislative changes affecting the Plan.

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Literature Review

To support the development of this Adverse Event Plan, a review of existing documentation from a range of organisations was undertaken. This review provided insight into some additional elements which may be incorporated into an Adverse Event Plan depending on local conditions. The following provides a summary of each of the documents reviewed during this process:

| Document Owner | Document Title | Summary |
|--|---|---|
| Australian Institute for Disaster Resilience | <i>National Principles For Disaster Recovery</i> | The Australian Institute for Disaster Resilience maintains that working with communities recovering from disasters is complex and challenging. The National Principles for Disaster Recovery provide a way to guide efforts, approaches, planning and decision-making. The relationship between the principles: While all the principles are equally critical to ensure effective recovery, understanding the local and broader context and recognising complexity are foundational. The descriptions included within the document provide further guidance for working with communities in disaster recovery. |
| Commonwealth of Australia | <i>Agricultural Competitiveness White Paper - Stronger Farmers Stronger Economy</i> | Through the White Paper the Federal Government’s aim was to further to set the environment needed to drive better returns for farmers. Better returns will see increased investment, job creation, stronger regional communities and economic growth. The vision was to build a more profitable, more resilient and more sustainable agriculture sector to help drive a stronger Australian economy. The Government is focused on agricultural policies with the Government committing to five key priorities: 1) A fairer go for farm businesses , to keep families on the farm as the cornerstone of agriculture, by creating a stronger business environment with better regulation, healthier market competition, more competitive supply chains and an improved tax system. 2) Building 21st century water, transport and communications infrastructure that supports efficient movement of our produce, access to suppliers and markets, and production growth. 3) Strengthening our approach to drought and risk management , including providing the tools to facilitate more effective risk management by farmers and a long-term approach to drought that incorporates provision of enhanced social and community support for farming families and rural |

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| Document Owner | Document Title | Summary |
|---|---|--|
| | | <p>communities, and business initiatives for preparedness and in-drought support.</p> <p>4) A smarter approach to farming based on a strong research and development system that underpins future productivity growth; and effective natural resource policy that achieves a cleaner environment as part of a stronger Australia.</p> <p>5) Access to premium markets through the availability of a large number of premium export markets open to our produce and a strong biosecurity system that maintains our favourable plant and animal health status.</p> |
| <p>Commonwealth of Australia</p> | <p><i>Drought in Australia - Australian Government Drought Response, Resilience and Preparedness Plan</i></p> | <p>This document provides a list of Government measures and programs to support resilience and preparedness for drought as well as an overview of water infrastructure and the commitments which have been made for capital programs.</p> <p>The plan encompasses immediate actions, what support is available for the wider communities affected by the drought and long-term resilience and preparedness strategies.</p> |
| <p>Commonwealth of Australia</p> | <p><i>Drought in Australia - Coordinator-General for Drought's advice on a Strategy for Drought Preparedness and Resilience</i></p> | <p>Providing a number of recommendations to learn from the lessons of previous droughts, academic research, and advice from farmers' representative groups tell us that preparing for drought rather than responding to it is the best approach. The Coordinator-General for Drought outlines the strategy which has five priority areas being:</p> <ol style="list-style-type: none"> 1. Stewardship of important natural resources 2. Incentives for good practice 3. Improving planning and decision making 4. Building community resilience 5. Information farmers, communities and governments <p>Each of these priority areas are enhanced with further recommendations and actions to "give direction to the 2018 National Drought Agreement's objectives. It should draw on lessons from the current drought and support the transition that is underway. It should acknowledge the impact of the changing climate. No significant shifts in the Australian Government's approach are needed. Rather a strategy should refine existing settings and programs. It would help to prepare Australia's agricultural sector and rural communities for what is ahead. It should emphasise the importance of information to underpin preparation and risk management. It should seek to avoid reactive, often late, crisis responses."</p> |

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| Document Owner | Document Title | Summary |
|-----------------------------------|---|---|
| Commonwealth of Australia | <i>National Climate Resilience and Adaptation Strategy</i> | The Strategy sets out how Australia is managing the risks of a variable and changing climate. It identifies a set of principles to guide effective adaptation practice and resilience-building, and outlines the Australian Government's vision for a climate-resilient future. The principles of the strategy include: <ol style="list-style-type: none"> 1. Shared responsibilities 2. Factoring climate risk into decisions 3. Assistance to the vulnerable 4. Evidence-based risk management approach 5. Collaborative values-based choices 6. Revisiting decisions and outcomes over time. |
| Commonwealth of Australia | <i>National Disaster Risk Reduction Framework</i> | The Framework is a multi-sector collaboration led by the National Resilience Taskforce within the Department of Home Affairs. While the drivers for action are geared primarily for rapid onset disaster situations, the purpose of the document is to guide a whole-of-society approach to risk reduction in order to minimise loss and suffering caused by disasters. The Risk Reduction Goals articulated within the document transcend disaster or adverse event classifications and could easily be adopted to prepare and manage drought as they would a natural disaster. |
| Council of Australian Governments | <i>Intergovernmental Agreement On A National Water Initiative</i> | The Agreement established a nationally-compatible, market, regulatory and planning based system of managing surface and groundwater resources for rural and urban use that optimised economic, social and environmental outcomes. It was signed by all CoAG members. |
| Council of Australian Governments | <i>National Strategy for Disaster Resilience</i> | This strategy stipulates the role of Government, Business, Individuals and non-government organisations as a collective responsibility for resilience. It outlines the need for changes, what a resilient community looks like and what actions can be taken to achieve the desired outcome. |
| Emergency Management Australia. | <i>AUSTRALIAN DISASTER PREPAREDNESS FRAMEWORK - A guideline to develop the capabilities required to manage severe to catastrophic disasters</i> | The Australian Disaster Preparedness Framework (the Framework) will support Australia to develop the required capability to effectively prepare for and manage severe to catastrophic disasters. Such disasters could be the result of a single event or the cumulative effect of a number of events. Severe to catastrophic disasters do not accord to jurisdictional boundaries and, because of their scale and consequences, require the ability to draw on capabilities that exist nationally and internationally. These capabilities are not necessarily confined to those owned by governments and include capabilities |

DRAFT Adverse Event Plan

| Document Owner | Document Title | Summary |
|--|---|---|
| | | that could be drawn from the private, non- government and community sectors. |
| Government of South Australia - Primary Industries and Regions SA | <i>Adverse Events Recovery Framework for Primary Production - A Guide to preparing for and recovering from adverse events</i> | The Adverse Events Recovery Framework (the framework) guides the Primary Industries and Regions SA (PIRSA) approach to preparing for and implementing recovery activities in response to adverse events that severely affect primary production, viability and profitability. This document is perhaps the closest guide to the required Adverse Events Plan by establishing a community-led process to determine the recovery needs for primary production and associated communities as a result of a given event. It suggests the approach to be taken in partnership and collaboration with primary producers, industries and other agencies to return primary industry businesses to normal operations as quickly as possible, noting the new normal may be different. |
| National Climate Change Adaptation Research Facility | <i>National Climate Change Adaptation Research Plan - Primary Industries</i> | The purpose of a NARP is to identify priority needs over the next few years in developing knowledge on how governments, businesses and communities can best adapt to climate change risks. They provide a national blueprint for research investment by research organisations and knowledge user stakeholders. The 2013 document provides an overview of research which has been undertaken to understand and expand the adaptive capacity of primary industry. |
| National Services Scotland | <i>Adverse Events Management Policy</i> | While specifically for the management of health related adverse events, this policy does provide detail including six stages for adverse events management being: <ol style="list-style-type: none"> 1. Risk assessment and prevention 2. Identification and immediate actions following an adverse event 3. Initial reporting and notification 4. Analysis, risk assessment and categorisation 5. Review 6. Improvement planning and monitoring |
| Republic of Sudan | <i>National Adaptation Plan</i> | The Sudanese National Adaptation Plan is a blueprint for the nation to prepare itself to exist into a future impacted by changing climate. As a result of the threat posed by climate change, the need for effective adaptation is increasingly becoming a recurring theme in long-term policy dialogues in Sudan. As one of the world's Least Developed Countries (as classified by the United Nations), long-term planning was undertaken by the Sudanese Government to contextualise the challenges faced and identify partners and activities to meet these challenges in a country which has direct dependence on the natural environment for survival. The framework adopts the integration of climate risks into all national |

DRAFT Adverse Event Plan

| Document Owner | Document Title | Summary |
|-----------------------------|--|--|
| | | development planning processes to ensure effective mainstreaming of adaptation strategies. |
| United Nations | <i>NATIONAL ADAPTATION PLANS - Technical guidelines for the national adaptation plan process -</i> | Developed for those countries identified as Least Developed, the guidelines provide a step by step process for addressing climate change challenges to create clearly designed adaptation programs for their nations. |
| United Nations | <i>Transforming Our World: The 2030 Agenda for Sustainable Development</i> | The 17 Sustainable Development Goals and 169 targets of the United Nations General Assembly resolution were developed to stimulate action over the next 15 years in areas of critical importance for humanity and the planet. They are integrated and indivisible and balance the three dimensions of sustainable development: the economic, social and environmental. |
| World Economic Forum | <i>The Global Risks Report 2018</i> | The report lists Extreme Weather Events and Natural Disasters as the top two in terms of likelihood and the top three in terms of impact. Failure of climate change mitigation and adaptation was in the top five for both likelihood and impact. The report discusses many themes however the risks associated with the prevalence of monoculture production and change weather patterns further highlight the need for increased diversity within the agricultural sector. |

DRAFT Adverse Event Plan

External Reference documents

| | | |
|---|--|------|
| Australian Institute for Disaster Resilience | National Principles For Disaster Recovery | 2018 |
| Australian Securities & Investments Commission | Climate risk disclosure by Australia's listed companies | 2018 |
| Commonwealth of Australia | Agricultural Competitiveness White Paper - Stronger Farmers Stronger Economy | 2015 |
| Commonwealth of Australia | Drought in Australia - Australian Government Drought Response, Resilience and Preparedness Plan | 2019 |
| Commonwealth of Australia | Drought in Australia - Coordinator-General for Drought's advice on a Strategy for Drought Preparedness and Resilience | 2019 |
| Commonwealth of Australia | National Climate Resilience and Adaptation Strategy | 2015 |
| Commonwealth of Australia | National Disaster Risk Reduction Framework | 2018 |
| Commonwealth of Australia - | Australia's Fourth Biennial Report | 2019 |
| Council of Australian Governments | Intergovernmental Agreement On A National Water Initiative | 2004 |
| Council of Australian Governments | National Strategy for Disaster Resilience | 2011 |
| Emergency Management Australia. | AUSTRALIAN DISASTER PREPAREDNESS FRAMEWORK - A guideline to develop the capabilities required to manage severe to catastrophic disasters | 2018 |
| Government of South Australia - Primary Industries and Regions SA | Adverse Events Recovery Framework for Primary Production - A Guide to preparing for and recovering from adverse events | 2018 |
| International Council on Mining and Metals | Adapting to a Changing Climate - Building resilience in the mining and metals industry | 2019 |
| National Services Scotland | Adverse Events Management Policy | 2015 |
| Republic of Sudan | National Adaptation Plan | 2016 |
| United Nations | UN International Strategy for Disaster Reduction (UNISDR) Secretariat Evaluation - Final Report | 2010 |
| United Nations | NATIONAL ADAPTATION PLANS - Technical guidelines for the national adaptation plan process - | 2012 |
| United Nations | Transforming Our World: The 2030 Agenda for Sustainable Development | 2015 |
| United Nations | United Nations Framework Convention On Climate Change | 1992 |
| World Economic Forum | The Global Risks Report 2018 | 2018 |

14.5 STRONGER COUNTRY COMMUNITIES - ROUND FOUR (4)

File Number: G4.86

Author: Mark Riley, General Manager

Authoriser: Mark Riley, General Manager

Attachments: 1. Stronger Country Communities Round 4 - Press Release

Background

Applications for Round Four (4) of the NSW Governments Stronger Country Communities Program will be open from 1 May. Guidelines and information about eligible applicants will be available on the Regional Growth Fund website in coming months.

Bourke Shire Council has previously completed the following projects through the NSW Governments Stronger Country communities Programs:

Round 1 (\$509K)

Davidson Oval Canteen and lights, North Bourke Precinct (toilets, shade, playground)

Round 2 (\$1.79M)

Wharf Precinct; Bourke to Back 'O Bourke walking paths, village beautification, Olympic Pool, Welcome to Bourke Signs, 2WEB upgrade.

Round 3 (\$764K)

Growing Bourke (Signage), Kids Bike Track Central Park, Fence around Davidson Oval, Standing Stories Sculptures

Round Four (4) funding is predicted to be a similar amount to Round Three (3) funding (\$764K approx.).

Round Four (4) of the \$100 million Stronger Country Communities Fund will have a regional sports focus, with up-to \$50 million to be made available for the delivery and enhancement of women's sporting facilities, including change rooms and the remaining \$50 million will be made available for further high quality community amenity and sports-related infrastructure projects to meet strong demand.

Current Situation

Council will need to consider and prioritise projects and gather support evidence in preparation of the Stronger Country Communities Program opening on 1 May 2021. Press Release announcing the program is attached for Councillor Information.

Financial Implications

Council will be advised of its funding allocation on the release of guidelines between now and the program opening date of 1 May 2021.

Recommendation

That Council note the Stronger Country Communities – Round Four (4) Report as presented to Council on Monday, 22 February 2021.



John Barilaro

Deputy Premier

Geoff Lee

Acting Minister for Sport

Bronnie Taylor

Minister for Women and Regional Youth

MEDIA RELEASE

Wednesday, 20 January 2021

REGIONAL WOMEN'S SPORT A WINNER WITH \$50 MILLION FUNDING BOOST

Sports facilities across regional NSW will benefit from new and improved women's change rooms and amenities thanks to \$50 million in funding from the NSW Government's \$2 billion Regional Growth Fund.

Deputy Premier John Barilaro and Acting Minister for Sport Geoff Lee today announced that Round Four of the \$100 million Stronger Country Communities Fund will have a regional sports focus, with up to \$50 million to be made available for the delivery and enhancement of women's sporting facilities, including change rooms.

Mr Barilaro said a lack of adequate facilities can be a barrier to female participation in sport and this funding will provide new and improved amenities to make it easier for girls and women to dominate on the field or courts.

"The NSW Nationals are building a safer and stronger regional NSW and these new facilities will increase participation and allow women and girls to receive the social and health benefits associated with sport," Mr Barilaro said.

"Women have been flying the flag for Australian sport with our international teams achieving incredible status on the world platform, and many of these athletes come from regional communities.

"Too many women participating in local soccer, AFL, rugby or cricket matches in rural and regional locations don't have access to suitable changing facilities so the NSW Government has committed this funding to level the playing field.

"Access to designated female change rooms will be of huge benefit to our future Matildas, Opals, Hockeyroos, Jillaroos and Wallaroos, as well as local athletes."

Mr Lee said the provision of new and improved female change rooms is a step that will encourage more women to step out on the court or field.

"Some of Australia's best sporting talents are women from regional NSW, and we want to see more females showcasing their talent at a grassroots level," Mr Lee said.

"In many areas of regional NSW there is a shortage of female dedicated change facilities and amenities which can be off-putting, so this funding will be a huge win for women and girls who would have otherwise been deterred from playing sport."

Minister for Women and Regional Youth Bronnie Taylor said women have been proudly stepping up to the plate, pitch or pool for years now and this next round of the Stronger Country Communities Fund will address a barrier for females when it comes to entering local and regional sport.

"I know this funding will be warmly welcomed by female athletes in regional communities who will now face one less barrier to taking up a sport," Mrs Taylor said.

"Clubs and community sport provide friendship, fitness and a lot of fun and I'm delighted that this funding has been made available as a means of boosting participation in women's sport."

The remaining \$50 million of the Stronger Country Communities Fund Round Four will be made available for further high quality community amenity and sports-related infrastructure projects to meet strong demand.

Applications for Round Four of the program will be open from 1 May. Guidelines and information about eligible applicants will be available on the Regional Growth Fund website in coming months.

MEDIA: Nick Chapman | Deputy Premier | 0409 282 830
Leigh Van Den Broeke | Minister Lee | 0417 268 209
Richard Shute | Minister Taylor | 0409 394 232

14.6 * WANAARING LEVEE BANK**

File Number: L3.7-V1.7
Author: Mark Riley, General Manager
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

In late February/early March 2020, substantial rains fell both on and around Bourke and within the upper catchment of the Paroo River which ultimately flows past Wanaaring.

At the time following the rain, there were differing opinions as to what level the Paroo at Wanaaring would rise as a result of the upstream event. In the initial river height warnings issued by the Bureau of Meteorology the predicted height was 2.8m however this was subsequently changed by the Bureau to an expected height of 3.9m on Sunday 15 March 2020.

Whilst the levee at Wanaaring would generally holds such flows, there was a 200mm section at the eastern end of the village that varied in height between 4-4.2m. This lower section of the levee was removed post the 2012 floods due to the levee in that location being in close proximity to overhead power lines.

With the predicted river height of 3.9m, noting that some “locals” were talking a higher river flow, the limited height of the levee in the 200m section as previously referred to, left little free board between holding the water away from the village or sections of the village being inundated with water.

Following discussions with the Western Zone Commander of the State Emergency Services, NSW Police, Public Works and Council officers it was agreed that work would proceed as a priority to reinstate the levee bank at the eastern end of the village.

Representatives of NSW Public Works attended Wanaaring and developed a specification of works which Council implemented prior to the flood waters peaking at a level of 3.76m.

Since the March 2020 activities in respect of the levee, various residents have made representations to Council to have that section of the levee removed that crosses Vicary Street (Bourke-Milparinka Road) adjacent to the Hobden Street intersection.

Whilst Council officers gave consideration to the removal of the levee from Vicary Street it was the general consensus that removal of the requested section of the levee may be premature. In this regard throughout 2020 the Bureau of Meteorology advised of a La Nina weather event for South Eastern Australia which, based on previous like events, would potentially bring heavier than average rainfall across the region. With this in mind, there was the potential for increased flows in the Paroo River, and the potential for the levee to again be needed.

Notwithstanding the above, residents who raised the removal issue were advised that the retention/removal of the levee would be reported to Council at its February 2021 meeting. It was

considered that by that time the Bureau would have a more considered opinion of the potential impacts of the La Nina to allow further consideration of the matter.

In the early period following the construction of the levee, all traffic was blocked from accessing/crossing the levee. Following community representations Council opened Vicary Street to "Light Traffic Only" with signage also erected for heavy vehicles to continue to utilize O'Grady Street to travel through the village along with signage being erected near the Park warning drivers of the Playground.

Current Situation

On 15 February 2021, the Bureau of Meteorology issued advice that March to May 2021 is likely to be wetter than average across large parts of Australia *"with a greater than 70% chance for much of Western Australia (except in the south-west, where chances are closer to 50%), the Northern Territory, northern and western Queensland, South Australia and most of central to western New South Wales."*

In this regard a copy of the forecast map is attached below.

<http://www.bom.gov.au/climate/ahead/outlooks/archive/rain.forecast.median.national.month1.20210211.hr.png>

The Bureau also advises that whilst La Niña is likely past its peak strength, it is still expected to influence Australia's rainfall during this outlook period. La Niña typically increases the likelihood of above average rainfall across eastern and northern Australia during summer and early autumn. Time will tell as to the eventual rainfall received, however the chances of above average rainfall and the potential for flood events remains.

At the Wanaaring Village Community Meeting held on Tuesday 16 February 2021, and as attended by eleven (11) local residents, it is fair to say that all residents in attendance were in favour of the removal of the levee from Vicary Street, Wanaaring, sooner rather than later. They advised that the current route through the village was difficult for road train traffic, the existing route pushed heavy traffic past the school and further it meant that tourist traffic was not easily able to access the hotel, when and if it reopens.

Given the communities view, it is considered that Council should look to investigate the removal of applicable sections of the levee. The issue of course is that flooding will occur again, one day, with Council not wanting to have to again spend significant funds (circa \$97,000 in 2020) rebuilding portions of the levee. Accordingly, from a risk perspective, it would be proposed that Council seek advice from Public Works as to the most cost-effective methodology that would result in unimpeded access for all traffic along Vicary Street, coupled with a proposal that would permit Wanaaring residents to shore up the levee should there be high level flooding in the Paroo River in the future, for a further report to Council.

Financial Implications

Funding for advice from Public Works is available in Councils 2020/2021 Operational Plan – Wanaaring Village allocation.

Recommendation

That as a matter of priority Council seek advice from Public Works Advisory as to the most cost effective methodology that would result in unimpeded access for all traffic along Vicary Street, Wanaaring coupled with a proposal that would permit Wanaaring residents to shore up the levee should there be high level flooding in the Paroo River in the future, for a further report to Council.

15 CORPORATE SERVICES DEPARTMENT**15.1 *** BANK RECONCILIATION & STATEMENT OF BANK BALANCES**

File Number: F1.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Bank Reconciliation for the period ending 31 December 2020.

Current Situation

| | |
|---------------------------------|---------------------|
| Balances as per Bank Statement | \$625,480.23 |
| Plus: Deposit not shown | \$0.000 |
| Less: Unpresented Cheques | \$2,878.99 |
| Balance as per Cash Book | \$622,601.24 |

Reconciled Ledger Accounts as at 31 December 2020

| Fund or Account | Current Balance | Overdraft Statutory Limit |
|--------------------|------------------------|---------------------------|
| General | \$20,196,508.46 | \$200,000.00 |
| Water | \$1,919,174.54 | |
| Sewer | \$2,495,951.69 | |
| Trust | \$91,189.17 | |
| Total Funds | \$24,702,823.86 | |

Investments as at 31 December 2020

| | | | | |
|--------------------------|------------------------|-------|----------|-----|
| National Australia Bank | \$1,141,382.85 | 1.30% | 300 Days | A1+ |
| National Australia Bank | \$698,409.62 | 1.00% | 242 Days | A1+ |
| National Australia Bank | \$1,711,130.64 | 0.95% | 330 Days | A1+ |
| National Australia Bank | \$3,089,425.35 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$1,076,401.54 | 0.75% | 365 Days | A1+ |
| National Australia Bank | \$3,045,954.72 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$453,028.80 | 0.73% | 300 Days | A1+ |
| National Australia Bank | \$3,005,255.02 | 0.75% | 330 Days | A1+ |
| National Australia Bank | \$1,097,705.04 | 0.53% | 330 Days | A1+ |
| National Australia Bank | \$802,888.67 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 367 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$674,847.12 | 0.40% | 180 Days | A1+ |
| National Australia Bank | \$3,283,793.25 | Flex | | |
| Total Investments | \$24,080,222.62 | | | |

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

Reconciliation at 31 December 2020

| | |
|---|-----------------|
| Balance as per cash book | \$622,601.24 |
| Investments | \$24,080,222.62 |
| Total, equalling Reconciled Ledger | \$24,702,823.86 |

Statement of Bank Balances as at 31 December 2020

| | Balance | Transaction | Balance |
|---------------|-----------------------|----------------------|---------------------|
| | 30 November 2020 | | 31 December 2020 |
| General Fund | \$21,431,101.47 | -\$1,234,593.01 | \$20,196,508.46 |
| Water Fund | \$1,218,730.06 | \$700,444.48 | \$1,919,174.54 |
| Sewer Fund | \$2,479,194.89 | \$16,756.80 | \$2,495,951.69 |
| Trust Fund | \$93,144.17 | -\$1,955.00 | \$91,189.17 |
| Investments | -\$23,676,420.44 | -\$403,802.18 | -\$24,080,222.62 |
| Totals | \$1,545,750.15 | -\$923,148.91 | \$662,601.24 |

Balance of all Funds as at 31 December 2020

| | |
|---------------------------------------|-----------------------|
| Balance as at 30 November 2020 | \$1,545,750.15 |
| Add Receipts for | |
| (a) Rates | \$183,883.79 |
| (b) Other Cash | \$4,093,242.57 |
| | |
| Deduct payments for | |
| (a) Payments | \$4,796,473.09 |
| (b) New Investment | \$403,802.18 |
| Balance as at 31 December 2020 | \$622,601.24 |

Recommendation

That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 31 December, 2020 be noted.

15.2 * INVESTMENT REPORT AS AT 31 DECEMBER 2020**

File Number: F1.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

The investment 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**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.

Financial Implications/Consideration

The 2020/21 Budget estimates the total investment revenue as \$295,000 which represents an estimated return of 1.475%. 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 31 December 2020 is \$24,080,222.62.

Investment income earned as at 31 December 2020 is \$36,293.72.

Policy Provisions – Council Policy and Procedure

Policy 1.8.10(v5) – Investment Policy adopted 23 July 2020.

Ministerial Investment Order – 12 January 2011

Strategic Implications – Implications for Long Term Plans/Targets

Funds are invested in accordance with identified cash flow requirements.

Investment Portfolio

Investments as at 31 December 2020

| | | | | |
|--------------------------|------------------------|-------|----------|-----|
| National Australia Bank | \$1,141,382.85 | 1.30% | 300 Days | A1+ |
| National Australia Bank | \$698,409.62 | 1.00% | 242 Days | A1+ |
| National Australia Bank | \$1,711,130.64 | 0.95% | 330 Days | A1+ |
| National Australia Bank | \$3,089,425.35 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$1,076,401.54 | 0.75% | 365 Days | A1+ |
| National Australia Bank | \$3,045,954.72 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$453,028.80 | 0.73% | 300 Days | A1+ |
| National Australia Bank | \$3,005,255.02 | 0.75% | 330 Days | A1+ |
| National Australia Bank | \$1,097,705.04 | 0.53% | 330 Days | A1+ |
| National Australia Bank | \$802,888.67 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 367 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$674,847.12 | 0.40% | 180 Days | A1+ |
| National Australia Bank | \$3,283,793.25 | Flex | | |
| Total Investments | \$24,080,222.62 | | | |

Term Deposits**Discussions/Comments**

The Investment portfolio increased by \$403,802.18 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.

Recommendation

- 1. That the report regarding Council's Investment Portfolio 31 December, 2020 be received and noted.**
- 2. That the Certificate of the Responsible Accounting Officer be noted and the report adopted.**

15.3 * BANK RECONCILIATION & STATEMENT OF BANK BALANCES**

File Number: F1.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Bank Reconciliation for the period ending 31 January 2021

Current Situation

| | |
|---------------------------------|---------------------|
| Balances as per Bank Statement | \$914,711.98 |
| Plus: Deposit not shown | \$42.00 |
| Less: Unpresented Cheques | \$178,800.45 |
| Balance as per Cash Book | \$735,953.53 |

Reconciled Ledger Accounts as at 31 January 2021

| Fund or Account | Current Balance | Overdraft Statutory Limit |
|--------------------|------------------------|---------------------------|
| General | \$20,756,363.15 | \$200,000.00 |
| Water | \$1,452,259.36 | |
| Sewer | \$2,534,157.33 | |
| Trust | \$91,005.17 | |
| Total Funds | \$24,833,785.01 | |

Investments as at 31 January 2021

| | | | | |
|--------------------------|------------------------|-------|----------|-----|
| National Australia Bank | \$1,711,130.64 | 0.95% | 330 Days | A1+ |
| National Australia Bank | \$3,089,425.35 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$1,076,401.54 | 0.75% | 365 Days | A1+ |
| National Australia Bank | \$3,045,954.72 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$453,028.80 | 0.73% | 300 Days | A1+ |
| National Australia Bank | \$3,005,255.02 | 0.75% | 330 Days | A1+ |
| National Australia Bank | \$1,097,705.04 | 0.53% | 330 Days | A1+ |
| National Australia Bank | \$802,888.67 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 367 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$1,153,578.45 | 0.44% | 330 Days | A1+ |
| National Australia Bank | \$674,847.12 | 0.40% | 180 Days | A1+ |
| National Australia Bank | \$703,040.17 | 0.35% | 90 Days | A1+ |
| National Australia Bank | \$3,284,575.89 | Flex | | |
| Total Investments | \$24,097,831.48 | | | |

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

Reconciliation at 31 January 2021

| | |
|---|------------------------|
| Balance as per cash book | \$735,953.53 |
| Investments | \$24,097,831.48 |
| Total, equalling Reconciled Ledger | \$24,833,785.01 |

Statement of Bank Balances as at 31 January 2021

| | Balance | Transaction | Balance |
|---------------|-------------------------|--------------------|------------------------|
| | 31 December 2020 | | 31 January 2021 |
| General Fund | \$20,196,508.46 | 559,854.69 | \$20,756,363.15 |
| Water Fund | \$1,919,174.54 | -466,915.18 | \$1,452,259.36 |
| Sewer Fund | \$2,495,951.69 | 38,205.64 | \$2,534,157.33 |
| Trust Fund | \$91,189.17 | -184.00 | \$91,005.17 |
| Investments | -\$24,080,222.62 | -\$17,608.86 | -\$24,097,831.48 |
| Totals | \$662,601.24 | 113,352.29 | \$735,953.53 |

Balance of all Funds as at 31 January 2021

| | |
|---------------------------------------|---------------------|
| Balance as at 31 December 2020 | \$622,601.24 |
| Add Receipts for | |
| (a) Rates | \$116,709.71 |
| (b) Other Cash | \$1,482,181.24 |
| | |
| Deduct payments for | |
| (a) Payments | \$1,467,929.80 |
| (b) New Investment | \$17,608.86 |
| Balance as at 31 January 2021 | \$735,953.53 |

Recommendation

That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 31 January 2021 be noted.

15.4 * INVESTEMENT REPORT AS AT 31 JANUARY 2021**

File Number: F1.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

The investment 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**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.

Financial Implications/Consideration

The 2020/21 Budget estimates the total investment revenue as \$295,000 which represents an estimated return of 1.475%. This revenue is split proportionally across General, Water and Sewer Funds and changes on a monthly basis in accordance with cash flow requirements.

The market value of Council's investments held as at 31st January, 2021 is \$24,097,831.48.

Investment income earned as at 31 January, 2021 is \$53,902.58.

Policy Provisions – Council Policy and Procedure

Policy 1.8.10(v5) – Investment Policy adopted 23 July 2020.

Ministerial Investment Order – 12 January 2011.

Strategic Implications – Implications for Long Term Plans/Targets

Funds are invested in accordance with identified cash flow requirements.

Investment Portfolio**Investments as at 31 January 2021**

| | | | | |
|--------------------------|------------------------|-------|----------|-----|
| National Australia Bank | \$1,711,130.64 | 0.95% | 330 Days | A1+ |
| National Australia Bank | \$3,089,425.35 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$1,076,401.54 | 0.75% | 365 Days | A1+ |
| National Australia Bank | \$3,045,954.72 | 0.70% | 182 Days | A1+ |
| National Australia Bank | \$453,028.80 | 0.73% | 300 Days | A1+ |
| National Australia Bank | \$3,005,255.02 | 0.75% | 330 Days | A1+ |
| National Australia Bank | \$1,097,705.04 | 0.53% | 330 Days | A1+ |
| National Australia Bank | \$802,888.67 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 367 Days | A1+ |
| National Australia Bank | \$2,000,000.00 | 0.50% | 300 Days | A1+ |
| National Australia Bank | \$1,153,578.45 | 0.44% | 330 Days | A1+ |
| National Australia Bank | \$674,847.12 | 0.40% | 180 Days | A1+ |
| National Australia Bank | \$703,040.17 | 0.35% | 90 Days | A1+ |
| National Australia Bank | \$3,284,575.89 | Flex | | |
| Total Investments | \$24,097,831.48 | | | |

Term Deposits**Discussions/Comments**

The Investment portfolio increased by \$17,608.86 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.

Recommendation

- 1. That the report regarding Council's Investment Portfolio 31 January, 2021 be received and noted.**
- 2. That the Certificate of the Responsible Accounting Officer be noted and the report adopted**

15.5 * DELIVERY PLAN - HALF YEARLY REVIEW 2020/2021**

File Number: P4.1
Author: Leonie Brown, Manager Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: 1. Delivery Plan - Half Yearly Review 2020-2021

Background

Enclosed is the half yearly review of Bourke Shire Council's Delivery Plan for 2020/2021. The report highlights the progress made towards the actions as indicated in our Community Strategic Plan and subsequent Delivery Plan.

Current Situation

Overall progress towards achieving the goals set out in the delivery plan is progressing well with just a few exceptions that continue to prove difficult to implement or make progress on.

Of note it has been difficult to achieve improved mobile phone services for our more remote communities. Our State and Federal representatives are aware of the need for improved services and Shire staff and Councillors continue to lobby.

We have also tried unsuccessfully to gain funding for the development of a Cultural Centre at the Back O' Bourke Exhibition Centre. It is still felt that this is important for our community and again we continue to work with third parties to try and realise this goal.

Most items contained within the Delivery Plan are underway and the majority have progressed to a 50% level half way through the year. Most of the deliverables within the delivery plan are also Council's core business with a strong emphasis on consultation with community agencies, governance and statutory obligations in regards to water and road maintenance.

Overall management is pleased with progress made towards the Delivery Plan for 2020/2021.

Recommendation

That Council note the half yearly Delivery Report as presented to the Ordinary Meeting of Council held on Monday, 22 February 2021.



Council Review 31 December 2020

Economic prosperity

Our community values its history and heritage and seeks to develop the tourism industry

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|--|------------------------------|-------------|----------|--|
| Develop tourism facilities at wharf precinct including Jandra landing | Jandra landing completed | Manager Tourism and Events | Progressing | 50% | Funding has been identified to complete the pontoon at wharf precinct. Preliminary works has commenced at the identified site and works will be completed next year. |
| Improve access to the North Bourke Bridge | Reopen the North Bourke Bridge to pedestrian traffic | Manager Tourism and Events | Progressing | 50% | Restoration of the North Bourke Bridge has broad community support. The bridge has been closed due to the poor and deteriorating condition. An engineering assessment was undertaken to estimate a repair cost and a grant application will be applied for to undertake a refurbishment of the bridge in 2021. |
| Improve signage | Undertake local tourism signage audit | Manager Tourism and Events | Progressing | 50% | Branding and signage upgrade has been completed including community consultation. A recent audit was completed at all villages to identify signs for replacement. Funding is now available to undertake this work in 2020/2021. |
| | Update signage | Manager Tourism and Events | Completed | 50% | Grant funding secured to undertake upgrade to history and heritage signage. Consultation was completed at each of the community meetings. |

pg. 2

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|---|
| Seek opportunities to develop cultural tourism experiences | Work with at least one group per year to explore this potential | Manager Tourism and Events | Progressing | 50% | Progressing the improvement of cultural tourism experience at the Back O Bourke. Local aboriginal people have been engaged in the local tourism industry through the sale of souvenirs, story telling and the commencement of guided walking tours from the Back O Bourke Centre. |
| Seek opportunities to grow the tourism sector | Host at least one training opportunity each year | Manager Tourism and Events | Progressing | 50% | COVID has delayed plans to progress with training. Will investigate and progress accordingly in the next financial year. |
| | Participate in regional promotional committees | Manager Tourism and Events | Progressing | 50% | Council continues to work closely with Destination NSW, Darling River Run, Kidman Way and the Kamilaroi Highway Committee to promote tourism within the region. Regional Strategy being developed with fellow FNFJO member Councils. |

Our community welcomes new residents and businesses

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|--------------------------------------|------------------------------|-------------|----------|---|
| Develop industries and business development opportunities | Encourage new business opportunities | MCS | Progressing | 40% | Meeting held with interested parties, as required Industrial land available for development opportunities |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| Ensure a return of air services | Regular Passenger Transport Service available | GM | Progressing | 50% | Air service commenced on 25/11/2019 for Bourke and Walgett, Cobar commenced in October. The Far North West Joint Organisation are administering the air services. Passenger numbers are lower than anticipated. It is hoped with more advertising additional passengers will utilise the service. COVID-19 has had a significant effect on all air-services. |
| Ensure land availability | Ensure LEP up to date | MES | Completed | 50% | LEP adhered to in planning assessments |
| Ensure new residents have information about the town, region and opportunities | Host welcome to Bourke function each year | Manager Tourism and Events | Completed | 75% | Welcome to Bourke Function scheduled for the 24th February 2021. Advertising has commenced |
| | Update new residents information each year | MCS | Progressing | 75% | Welcome to Bourke function scheduled to be held in February 2021 along with distribution of guide |
| Ensure opportunities with regards to the NBN are maximised | Information available in newspapers and through direct mail | MCS | Progressing | 50% | Council uses a variety of communication modes to ensure the community is well briefed on operations and activities. Covid-19 information has been directed to the community in an efficient, effective and timely manner to gain major impact. NBN is available in Bourke. |

pg. 4

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|-------------------------------------|---|------------------------------|-------------|----------|---|
| Promote Bourke as a business centre | Action enquiries and send out information | MCS | Progressing | 50% | <p>COVID has stalled attendance at trade shows for the 2020-2021 period. Council is currently working with the Far North West Joint Organisation to develop a Tourism Strategy to bring visitors to the regions.</p> <p>A new business to commence in the first half of the financial year was the Bourke Aboriginal Arts and Cultural Centre. Catholic Care are also preparing to reopen the "Little Birdy" coffee shop at the wharf precinct.</p> |
| Promote population growth | Encourage new employment opportunities | MCS | Progressing | 50% | <p>Aboriginal Employment Strategy (AES)- Senior Project Officer continued to progress opportunities within the role to promote employment. Due to COVID-19 the opportunity to promote development for new businesses were limited. As part of the AES position the breaking down of government contracts has provided two local Aboriginal businesses to grow their business and increase employment opportunities.</p> <p>AES project was finalised in December with no additional funding made available to continue the project in the current form with</p> |

pg. 5

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|----------|-------------|---------------------------------|--------|----------|--|
| | | | | | alternatives being pursued with NSW Government Officers.. |

Environmental Sustainability

Ensure our heritage and culture are respected

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|--|------------------------------|-------------|----------|--|
| Ensure active local land care groups | Co support at least one activity per year in regards to either land care or another community group achieving environmental outcomes | MES | Progressing | 50% | Council continues to support local community groups to achieve environmental outcomes. Fingerling release into Darling River undertaken with community groups. |
| Ensure maintenance of cemeteries | Maintain older portion of the Bourke cemetery to a satisfactory standard | MES | Completed | 50% | Historic Cemetery maintained to a satisfactory standard in line with the cemetery CMP |
| | Maintain the new cemetery to a high level | MES | Completed | 50% | Cemetery maintained |
| Manage Council trusts and reserves to a high standard | Review and update Bourke Shire Council's trust register every second year or when required | MES | Completed | 50% | Trust register updated |
| Protect local heritage items including significant architecture and indigenous heritage | Ensure Heritage Advisor is able to consult widely with community groups | MES | Completed | 50% | Heritage Advisor engaged with community groups consulted on advisors visits. |

pg. 7

Managing the built environment sustainably

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|--|
| Encourage the clean up of vacant blocks | Clean up at least two long term overgrown blocks each year | MES | Progressing | 50% | Works undertaken to clean up overgrown blocks. This work is undertaken in consultation with the RFS to ensure adequate hazard reductions are completed to prevent lighting of fires. |
| Ensure a relevant and up to date Local Environmental Plan (LEP) | Review LEP as per legislation | MES | Completed | 50% | LEP adhered to |
| | Review Louth LEP with a view to increase the Village area | MES | Progressing | 20% | To be included into the next LEP amendment with strategy |
| Increase the level of recycling within the Shire | Actively reduce the level of cardboard that goes to landfill | MES | Progressing | 20% | Investigating ways to link in recycling with the CDS Scheme implementation. Ongoing research looking at a viable recycling option |
| | Develop recycling function in partnership with private business or community groups | MES | Completed | 20% | Investigating avenues with the private sector and government agencies at ways to establish a viable recycling function into Bourke. |
| Maintain a suitable tree policy | Review the tree policy and Master Plan at least at the start of each new Council term | MW | Progressing | 50% | Reviewed November 2020. |
| Maintain and active Heritage advisory service | Maintain a minimum of two Heritage Advisor | MES | Completed | 50% | Heritage Advisor visits programmed quarterly. |

pg. 8

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|--|------------------------------|-------------|----------|--|
| | visits to Bourke each year | | | | |
| Reduce the amount of waste to landfill | At least one bulk pick up of stockpiled waste per year in conjunction with other Netwaste Councils | MES | Completed | 50% | Bourke Shire Council part of the Netwaste Scrap Metal Regional Contract. The contract also includes the provision for Ewaste to be collected as part of the service. |
| Seek to conserve water where possible and effective | Hold yearly public awareness campaign about watering in hot climate | MW | Progressing | 50% | Council is a members of Waterwise. |

Secure sustainable water and waste water for all

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|---|
| Enhance the water supply options for Bourke | Additional height added to the Bourke weir | MW | Progressing | 10% | Western Weirs Project proceeding. Councillors briefed by Project team in November 2020 and February 2021. |
| | Ensure additional water storage for the Bourke supply | MW | Progressing | 50% | Western Weirs project proceeding. |
| | Review drought management plan as required | MW | Progressing | 50% | Living document. |
| Ensure a reliable sewer system in Bourke | Ensure sewer conforms to EPA license requirements | MW | Progressing | 50% | Annual returns updated and ongoing. |

pg. 3

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|--|------------------------------|-----------------|----------|---|
| | Respond to sewer chokes and boundary trap blockages within two hours | MW | Progressing | 50% | Level of service currently being meet. |
| Ensure all Villages have access to non potable water | Ensure all repairs are undertaken as soon as possible | MW | Progressing | 50% | As per Council's level of service for Water. |
| Ensure an adequate water supply for Bourke | Meet the standard guidelines as detailed by the Lower Macquarie Water Users Alliance | MW | Not Progressing | 0% | LMWUA has ceased operation. The Orana Water Utilities Alliance is proceeding. |
| Ensure upgraded water and wastewater infrastructure | Incremental water and waste water renewal each year | MW | Progressing | 50% | As per Council's water main replacement programme. |
| | New water treatment plant operational | MW | Progressing | 80% | On target for completion in May 2021. |

Governance and Organisational performance

Advocate the benefits of living and working in the Bourke Shire Council area

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|---|
| Promote participation and coordination between the Council and community | Participate in meetings between Council and inter agency stakeholders | GM | Progressing | 50% | Attend meetings regularly including NGO's and State Government departments. |
| | Undertake weekly column in the Western Herald | GM | Progressing | 55% | Reports sent to the Western Herald for inclusion. |
| Provide strategic leadership to the community | Bourke Shire Council's financial sustainability indicators improving | GM | Completed | 50% | Financial Statements show improvement to most Financial indicators. Council is in a sound financial position. |
| | Host yearly Village meetings | GM | Progressing | 10% | Meetings to be held in February 2021. |

Seek continuous improvement in the business of Council

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|--|------------------------------|-------------|----------|---|
| Ensure Council activity is posted to well maintained community diary | Complete development of online community diary | MCS | Progressing | 45% | Discussions that were held at Agency meetings have determined that it was difficult to maintain an online community diary and keep up to date. Social media addresses a number of community activities and the Western Herald also provides a medium for communicating to the public. |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|---|
| Ensure Council meets legislative governance standards | Annual report completed on time | MCS | Completed | 100% | Reporting requirements completed and final document provided to all Departments that are required to receive them. The 2019/2020 Annual Report was completed and lodged on time and placed on Councils website. |
| | No significant audit issues reported | MCS | Progressing | 50% | All legislative governance standards met and no significant Audit issues identified. |
| | Report progress on other functions such as Business Continuity, WHS issues, Policy updates and staff training | MCS | Progressing | 50% | Legislative governance standards met. Review of all Council Policies is continuing. WHS requirements reviewed and areas of concern identified. BCP reviewed and desk top exercise completed. |
| Ensure excellent customer services | No reasonable customer complaints | MCS | Progressing | 50% | Customer Service is a key focus of Council. |
| Maintain library services | Library open for 5.5 days per week | MCS | Progressing | 50% | Covid-19 led to the Bourke Library opening on restricted hours to meet the requirements of the Public Safety Order. To compensate for this the Library has promoted a wide variety of digital programming for both children and adults. A Library App has also been added to aide in the communication process with the |

pg. 12

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| | | | | | community. Residents of the Rivergum Lodge participated in the iPad user program. |
| Maintain suitable Council owned housing | Review strategic needs of Council each budget period for year ahead | GM | Progressing | 50% | 12 Glen Street was purchased in 2019/2020. The upgrade to the house has been completed. The General Managers house was recently repainted and repairs undertaken where required. |
| Maintain working relationships with senior politicians and local members | At least two meetings each with State and Federal Local Members each year | GM | Completed | 50% | Continue to liaise with both levels of Government. Meetings held with both Local Members |
| Participate in inter agency forums and opportunities | Host at least two inter agency forums each year | GM | Progressing | 50% | Meeting held with agencies as required. Attendance at Interagency meetings on a regular basis. Bourke Aboriginal Employment Strategy holds regular meeting involving a number of agencies aligned to education and training. This group is focused on employment outcomes for Aboriginal people. |
| Seek continuous improvement in communications with residents | Promote resolutions and activities of Council | GM | Progressing | 50% | Community consultation meeting to be held in February 2021. Councillors and senior staff attend these meetings with a good number of community representatives. Weekly GM's Column provided to |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| | | | | | the Western Herald which details the activities of Council. |
| Seek to improve Shire offices in the medium term | Finalise the development of plans and cost estimate for new construction in 2017-18 | MES | Progressing | 20% | Concept plans for a new council office hub have been completed and a QS analysis undertaken. A further report to be presented to Council in March 2021 in respect of Council borrowing capacity. |

Infrastructure

Ensure adequate levels of community amenities

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| Develop sporting precinct plan to include Davidson Oval, Central Park and the pool | Develop precinct plans | MES | Progressing | 30% | Plan developed with Department Sport and Recreation. Implementation of Plan progressing. |
| | Increase communication amongst sporting groups (eg Davidson Oval users and Renshaw) | MES | Progressing | 40% | Future needs assessment completed through Sport and Recreation, Plans of Management drafted |
| Enhance shaded areas to parks | Increase shade areas as budget permits | MW | Progressing | 50% | Grant funding opportunities pursued. |
| Enhance walking tracks along the levee bank | Finalise development of the levee bank walk | MW | Progressing | 50% | Easement with land holder awaiting registration.. |
| Ensure adequate levels of aged care facilities | Undertake discussions with aged care providers to determine in the 2017-18 financial year | MCS | Progressing | 50% | Ongoing - discussions held as required |
| Ensure Community Halls are maintained to a suitable standard | Audit needs of Halls each year prior to budget process for consideration | MES | Completed | 50% | Upgrading works ongoing. Hall maintenance programmed within budget. Audits of halls undertaken for budget considerations. |
| Ensure community infrastructure is well maintained where appropriate | Ensure Village asset management plans are up to date | MES | Completed | 50% | Plans reviewed and updated with the LTFP. A revaluation of councils other structures and building assets was undertaken in January to ensure all |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|--|------------------------------|-------------|----------|--|
| | | | | | Council assets are identified and valued correctly. |
| Ensure levee banks are maintained to a high standard | Complete audit of levees in line with asset management strategy. Undertake a review of levees prior to each major flood event. | MW | Progressing | 50% | Annual programmed levee maintenance ongoing. |
| Ensure Village water supplies are adequate | Attend to breakdowns in the Villages as required and within guidelines. | MW | Progressing | 50% | Maintenance completed as per Council's budget commitments. |

Ensure adequate transport linkages

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|--|------------------------------|-------------|----------|---|
| Further develop all weather roads to Louth and Wanaaring | Outline the improvements made to the Wanaaring and Louth Roads each year | MRS | Progressing | 50% | Wanaaring Road (Romani to Wangamana section) on schedule to be completed by early May 2021. Louth Road, (Bridges Compodore and Jandra Creek NO 2) in progress and on schedule to be completed by June 2021. |
| Investigate the potential for a heavy vehicle bypass of town | Develop heavy vehicle by pass if shown to be needed | MRS | Progressing | 50% | Ongoing |
| Maintain and seek to improve the road network in a sustainable way | Ensure that the roads schedule is completed each year | MRS | Progressing | 50% | Wanaaring Road project still on schedule. RMCC state highway works and maintenance still on |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| | | | | | schedule. Regional Roads maintenance programme is on schedule. Local Roads programme maintenance also on schedule. Sealing of Coronga Peak Road programmed for May 2021. RMCC widening to commence in March 2021 on Highway 29 and Highway 7 South. MR 68 S bridges Compodore and Jandra Creek NO 2, scheduled to be completed by June 2021. |
| | Improve at least two sections of our local roads each year | MRS | Progressing | 50% | Town street reseals near completion. Coronga Peak road to start in May 2021. |
| Maintain heavy vehicle replacement strategy | Update and implement heavy vehicle replacement strategy each year | MRS | Progressing | 50% | All tenders for Heavy Plant have been awarded including Grader, Town Service 4 Tonne Tipper Truck, Road Maintenance Crew Cab Truck |
| Maintain the Bourke airport to a high standard | Ensure adequate resources are provided to maintain the Bourke airport | MW | Progressing | 50% | Maintenance standards currently been meet. |
| Maintain Village runways where appropriate | Adequate resources are provided to maintain the Village runways as required | MW | Progressing | 50% | Maintenance completed at all Council owned airstrips. |

Manage the infrastructure needs of the Villages

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|---------------------------------|-------------|----------|---|
| Ensure good communication with Village committees | Yearly Village meetings held prior to operational plans being developed | GM | Progressing | 50% | Meetings to be held in February 2021. |
| Ensure Village priorities are well understood | Yearly Village meetings held prior to operational plans being developed | GM | Progressing | 50% | Meeting to be held in February 2021 prior to development of Operational Plan. |

Livable and Vibrant Community

Enjoy a vibrant Bourke and Village Community

| Strategy | Action Name | Responsible Officer- Position | Status | Progress | Comments |
|-------------------------------|---|----------------------------------|-------------|----------|---|
| Develop and enhance the arts | Attend meetings held with Regional Arts Board | MCS | Progressing | 50% | Attended meeting with Regional Arts Board. Aboriginal Arts and Cultural Centre opened 24/12/2020. This project was joint initiative with Muda Aboriginal Corporation and funded by Create NSW. |
| | Undertake a number of activities locally | MCS | Progressing | 50% | Council continues to be proactive in the sphere of sourcing means to engage with the community, businesses and service providers for the betterment of all who live in the region. The Council's Community Consultation process is a powerful tool is generating community engagement. The recently opened Bourke Aboriginal Arts and Cultural Centre and Pottery Centre are two initiatives Council has undertaken with the community. |
| Develop cultural partnerships | Coordinate Seniors Week activities | Manager Tourism and Events | Progressing | 30% | Seniors week application lodged. Will depending on applicable COVID restrictions if the activities will go ahead. |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|--|
| | Hold a number of functions/ activities yearly with local groups | MCS | Progressing | 50% | To maximise participation of the community, Council engaged with a number of community based organisations and local businesses in supporting events aimed at satisfying the needs of the community. The Bourke Arts Community have developed a Ceramics Facility at the airport in conjunction with Council. |
| | Participate in Community Working Party meetings | GM | Progressing | 50% | Meetings attended as required. |
| | Undertake Australia Day activities | Manager Tourism and Events | Progressing | 40% | Nominations completed. Advertising progressing. Ambassador confirmed. Preparations for event continuing |
| Encourage sport and recreation activities | Maintain grounds to a high standard | MW | Progressing | 50% | Ongoing. |
| | Support at least two youth initiatives each year | MCS | Progressing | 50% | Ensuring high levels of youth services, amenities and activities that includes a strong early childhood sector is one of the main objectives of the Community Strategic Plan. With the COVID-19 restrictions including social distancing, activities, both indoors and outdoors, have been limited to meet these requirements. Council has made significant inroads to |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|---|------------------------------|-------------|----------|--|
| | | | | | upgrading many social and sporting amenities in the region. Comprehensive Youth Activities Programme for New Year period developed. |
| Enhance our parks and ovals | Improve and upgrade lighting to Davidson and Coolican Ovals | MW | Completed | 100% | Works completed. |
| Ensure a high level of education | Meet with educational leaders at least once per year to discuss community feedback in regards to education issues | GM | Progressing | 50% | Meetings held with Educations providers through the BEAPS project. |
| Ensure a strong early childhood sector | Meet yearly with the BDCS committee to discuss issues and feedback | MCS | Progressing | 50% | Council represented on BDCS with meetings attended. Positive discussions have occurred in relation to the continuing support of this highly important community service. |
| Ensure adequate levels of public transport | Minimum six day per week community transport service | GM | Progressing | 50% | Community transport is a concern. The taxi service is currently unavailable. Bourke Community Transport is providing a service Monday to Friday from 9am to 2pm. There is a sign up process for this transport and residents can contact Australian Unity on 1300295826 to discuss |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|---|
| | | | | | these requirements. Local trips start at \$3.00. |
| Ensure adequate Ranger Services | Report monthly on the Ranger activities and issues arising | MES | Completed | 50% | Ranger Activities reported |
| Foster a community that respects diversity and is supportive of cultural differences, ages and liabilities of community members | Fund initiatives included in the Disability Inclusion Action Plan | GM | Progressing | 50% | DISP adopted. Budget allocation available for implementation of plans and initiatives relating to Council |
| | Participate in inter agency, department, CWP meetings as requested and required | GM | Progressing | 50% | Interagency meeting attended regularly. Other meeting attended when invited. These meetings include the BEAPS meetings that involve a number of departments. |
| Grow and invest in our future leaders | Support at least one youth initiative each quarter | MCS | Progressing | 50% | The PCYC , supported by other agencies, is a major facilitator of youth activities in the region. Covid-19 restrictions has affected the delivery of these programs. |
| Improve lighting throughout the Bourke township | Seek continuous improvement in town lighting | MW | Progressing | 50% | As per Council's lighting budget. |
| Improve local main street amenity | Complete main street precinct upgrade | MCS | Progressing | 50% | Work is now complete for the first stage of the Oxley Street Project with all plantings going well. The rain in November and December and a good flow in the river has allowed the plants to establish. |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---------------------------------------|---|------------------------------|-------------|----------|---|
| | | | | | Work will continue in Sturt Street and the Wharf area in the New Year. This works will complete the improved CBD amenity. |
| Improve telecommunications services | Tangible improvements to mobile and data coverage | GM | Progressing | 50% | Meeting held with Local Member. Will continue to lobby for improved services to the Region.. |
| Improve the boat ramp at North Bourke | Improved boat ramp access, renew boat ramp | MW | Progressing | 80% | New gravel road, to be installed. |
| Minimise the amount of graffiti | Focus quarterly on graffiti hotspots | MW | Progressing | 50% | Ongoing. |

Our community values its safe, healthy lifestyle and is caring towards each other

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|----------------------------|---|------------------------------|-------------|----------|--|
| Encourage youth leadership | Actively support Youth Council, PCYC and other NGO youth agencies | MCS | Progressing | 50% | Council supports youth group activities through the PCYC and other associated youth focused agencies. Council is fully aware of the need to ensure youth of the region are engaged in pursuits that stimulate the development of the mind and body. Council worked with a number of agencies and NGO's to ensure activities for the January school holidays keep the children engaged. |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|---|---|------------------------------|-------------|----------|---|
| Ensure a high level of youth services, amenities and activities | Support youth services quarterly | MCS | Progressing | 50% | Council has supported youth activities through the Maranguka school holiday program. |
| Improve access to dental services | Increased visitation for dental services to broad community | MCS | Progressing | 50% | Dental services continue to be available at the Aboriginal Health Service. Dental Service also available in Brewarrina, Cobar and Nyngan |
| Improve disability access | Undertake the strategies within the Disability Inclusion Action Plan | MW | Progressing | 50% | PAMP requirements been followed. |
| Increase our local population | Undertake activities that seek to increase our population | MCS | Progressing | 50% | Council continues to strive to promote the region as an area of choice for people, business and service providers. With the Darling River getting a flow at the end of the year, the growth of economic diversity in the area appears in the positive mode. |
| Maintain a viable health system | Six monthly formal meetings with health providers to discuss needs and improvements | GM | Progressing | 50% | Meetings held. HSM attends Council meetings up until March 2020, due to COVID-19 meeting are now held via tele-conference. Meeting held regularly with LEMC to address the pandemic and the impact to our community. Meeting held with Minister Hazard and health officials to discuss the doctor's tender and the importance |

| Strategy | Action Name | Responsible Officer Position | Status | Progress | Comments |
|--|--|------------------------------|-------------|----------|---|
| | | | | | of having a doctor in Bourke 24/7. The meeting held by Council during the tender process were well received with Ochre Health subsequently awarded the tender. |
| | The number of Doctors in town is maintained | GM | Progressing | 50% | Meetings held with RaHMS. Doctors numbers are stable at the current time. Meeting also held with Ochre Health who will take over the Doctors contract on 01/03/2021. |
| | The quality and diversity of local health care is maintained | GM | Progressing | 50% | There are a number of health organisations within the community that cover most health requirements. Council continues to lobby for the reopening of the birthing unit and to maintain the current level of care. |
| Respect and make welcome our senior citizens | Actively participate in seniors week each year | Manager Tourism and Events | Progressing | 20% | Application made for funding. COVID restriction will determine if Seniors week activities will be undertaken. |

15.6 * GROWING BOURKE PLAN 2021**

File Number: P4.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: 1. Growing Bourke Plan 2021

Background

Bourke Shire Council has for the past two (2) years adopted a “Growing Bourke” Plan that outlines projects and activities that require financial assistance or funding to progress and continue the growth of the Bourke LGAs social and economic fabric.

Councillors and BSC MANEX have identified priority projects that require financial assistance to proceed in the “Growing Bourke Plan 2021”.

“The Growing Bourke Plan 2021” is a plan to be read in conjunction with Bourke’s’ Community Strategic Plan and is an interim plan to be circulated to community, potential investors and government.

The “Growing Bourke Plan 2021” is a living document and provides the opportunity for amendment and re-adoption at any time.

Current Situation

Feedback from Australian and NSW Government Departments is the desire for Bourke Shire Council to update their “Growing Bourke Plan” and promote this plan throughout other Councils as “best practice” plan for mapping and planning priority projects.

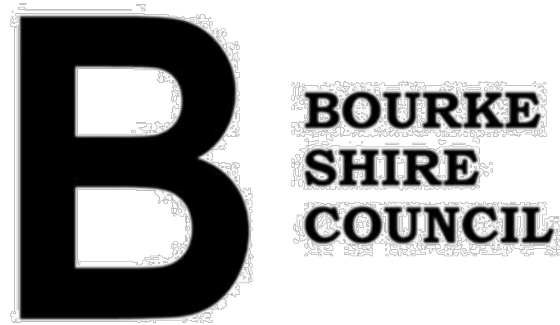
The Draft “Growing Bourke Plan 2021” is attached for Council consideration and adoption.

Financial Implications

The “Growing Bourke Plan 2021” is a mapping and planning tool, aimed at attracting funding opportunities from investors – business, philanthropic and Government Departments.

Recommendation

That Council adopt the Growing Bourke Plan 2021 as presented to Council on Monday, 22 February 2021.



Growing Bourke 2021

Increasing the experiences of community, business and visitors to the Bourke Local Government Area

Updated 19 January 2021

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

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Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

1. Introduction

This document outlines Bourke Shire Councils vision to continue to "Grow Bourke and Community" through identified infrastructure projects that will result in increased social and economic benefits for Bourke residents and visitors.

The following document focuses on 4 key areas;

- **New projects of greater than \$1M that are designed to enhance existing infrastructure and build on community and tourist experiences**
- **New projects less than \$1M that are designed to enhance existing infrastructure and build on community and tourist experiences**
- **Projects funded and progressing**
- **Projects completed in the past 3 years, demonstrating Bourke Shire Councils capacity to manage and deliver**



As the winner of the 2019 AR Bluett Award (Rural / Remote), Bourke Shire Council has demonstrated its ability to deliver and manager projects of community and economic benefit, making it one of the most progressive Councils in NSW.

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

2. Bourke Shire Council – A Snapshot

- The Bourke Local Government Area is located in Far North West New South Wales covering an area of 43,116 square kilometres
- It is the third largest Shire in New South Wales and to give the area some context it is the same area as Denmark and approximately two thirds the size of Tasmania
- Bourke is 762 kilometres from Sydney and 360 kilometres from Dubbo.
- The shire population at the 2016 census was 2833 with an indigenous population of approximately 30 percent
- Bourke LGA also contains the villages of Louth, Byrock, Enngonia Fords Bridge and Wanaaring with agricultural industries being the primary source of employment along with government services and to a lesser extent retail and tourism services
- The area is the traditional home of the Ngemba people along the Darling River and the Murrawarri people in the north of the Shire, with approximately 21 distinct Aboriginal tribal groups in the area
- Agriculture including cotton, sheep and wool, cattle and goats being prominent with a recently opened goat abattoir providing optimism for a significant economic impact from this source. In addition to agriculture, tourism, the retail sector and the Government sector are all major employers
- Council has an operating expenditure of approximately 25 Million Dollars
- Bourke Shire Council has a capital expenditure budget of over \$10 million per year which is likely to continue

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

3. Growing Bourke – Community and Economic Benefit

Through strategic planning and development, Bourke Shire Council aims to increase the number of visitors coming to the region and to ensure that they have a quality experience while in Bourke.

Through this planning and development, we will increase the welfare of the town through greater visitor spending and pass on our rich history and experiences.

Bourke Tourism Strategy 2009

Bourke Shire Council recognises the need to enhance tourist experiences in Bourke as a critical economic stimulus for the local economy. Tourism is a vital part of the Bourke economy, with most businesses being direct or indirect beneficiaries – more visitors, more foot traffic, more spending in Bourke, means more economic activity in the community.

This will be achieved by:

- Acknowledge and promote Aboriginal Heritage and Culture
- Improve access for pedestrian and bicycle traffic in the CBD of Bourke
- Ensure there are facilities for all visitors and tourists – children, families, couples, aged and disabled – that provide engagement and access
- Enhance visitor experiences with a push / pull strategy to encourage visitors to spend more time in the CBD, resulting in increased foot traffic for businesses
- Maintain existing infrastructure now and into the future
- Ensure infrastructure is suitable for community “needs” not “wants” into the future and ensure new infrastructure is within Councils means to maintain

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

4. New Projects < \$1M

Louth Village Hall \$200,000

| | |
|-----------------------|--|
| Cost | \$200K |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | New corrugated shed, concrete floor, insulated with capacity to hold 100 people with toilet facilities located at -30.5351828028625, 145.1163004397214 |

Bourke Swimming Pool and Entry and Kiosk \$600,000

| | |
|-----------------------|--|
| Cost | \$600K |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | New Kiosk, entrance and turn styles to Bourke Swimming Pool located at -30.092353941252426, 145.94486366628414 |

North Bourke Walk – Stage 4 (North Bourke Bridge to Kidman Camp) \$300,000

| | |
|-----------------------|--|
| Cost | \$300,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Pedestrian / Bike way from North Bourke Bridge to Kidman Camp / Jandra Pontoon to link CBD to North Bourke. -30.055636642207293, 145.95148683110455 to -30.049202107156223, 145.96175157222066 |

CCTV Camera Network - \$35,000

| | |
|-----------------------|---|
| Cost | \$35,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Upgrade and link NSW Police with BSC CCTV Network -30.090200683901152, 145.93721774251435 |

Replace SES / VRA Shed - \$100,000

| | |
|-----------------------|--|
| Cost | \$100,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Located at 69 Darling St, Bourke -30.088532776731117, 145.94778157614766 |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

Bourke Golf Club Watering System - \$250,000

| | |
|-----------------------|---|
| Cost | \$250,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | New Watering System for greens at Bourke Golf Club located at -30.095823917960757, 145.93551274723694 |

Renshaw Oval / Bourke Showground Catering Facility - \$300,000

| | |
|-----------------------|--|
| Cost | \$300,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Shed, concrete floor, cool room, seating, electrical and water to be built at Renshaw Oval. Located at -30.0974976943171, 145.92586374104397 |

Car Park Shade at Bourke Swimming Pool - \$126,000

| | |
|-----------------------|---|
| Cost | \$126,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | 60mt cantilever shade structure to be built at Bourke Swimming Pool to ensure shade during summer. Located at -30.092384591924088, 145.94492215974242 |

Shade Structure at Bourke Swimming Pool - \$380,000

| | |
|-----------------------|--|
| Cost | \$380,000 |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | Shade structure to be built at Bourke Swimming Pool to ensure shade during summer. Located at -30.09281945058376, 145.94485483014347 |

Tennis Courts LED Lighting Replacement - \$35,000

| | |
|-----------------------|---|
| Cost | \$35,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Replace lighting at Central Park tennis Court with LED lighting Located at -30.089667421165736, 145.9395367407975 |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

Solar Pedestrian Lights – Bourke Wharf to BOB (1.6km) - \$112,000

| | |
|-----------------------|---|
| Cost | \$112,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | 1.6km – 50mt apart = 32 poles @ \$3,500 installed - \$112,000 Start -30.087784581986107, 145.93558408312575, finish -30.08047842221309, 145.94932772216848 |

Solar Pedestrian Lights – BOB to North Bourke Bridge (4km) - \$280,000

| | |
|-----------------------|---|
| Cost | \$300,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | 4km – 50mt apart = 80 poles @ \$3,500 installed - \$280,000 Start -30.07996780637853, 145.9506259112911 finish -30.055951925829298, 145.95207350192157 |

Public Toilets Bourke Men’s Shed - \$50,000

| | |
|-----------------------|--|
| Cost | \$50,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Relocation of Wharf public toilets to rear of Bourke Men’s Shed for public access, wheelchair access and footpaths. Located at -30.088189486178393, 145.93564884185307 |

BOB Disability Access to BOB Function Centre - \$60,000

| | |
|-----------------------|--|
| Cost | \$60,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Access from the BOB carpark to the BOB Function Centre is poor – the walkway is angulating, is muddy in wet weather, has no hand rails as it goes up-hill. A concrete path, with wheelchair access is required with improved lighting for evening events. 90mts of 1200m wide concrete footpath and hand-rail is required to meet Disability Access to this venue / \$500mt incl hand rail. Location -30.07928531788131, 145.9496834767101 |

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Security Fence Bourke Medical Precinct - \$80,000

| | |
|-----------------------|--|
| Cost | \$80,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Security fencing around Bourke Medical Precinct – 270mt x 7ft steel security fencing, electric vehicle access gate and 4 x pedestrian access gates (270 x \$235mt = \$63,450 + Gate) Located at -30.087992547957153, 145.9399091260477 |

Automated sprinkler system at Bourke Medical Precinct - \$40,000

| | |
|-----------------------|--|
| Cost | \$40,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Automated watering system, Located at -30.087992547957153, 145.9399091260477 |

Fence Historical Cemeteries in Bourke LGA - \$45,000

| | |
|-----------------------|--|
| Cost | \$45,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Stock fencing – various locations throughout LGA |

Waterslide at Bourke Swimming Pool - \$800,000

| | |
|-----------------------|--|
| Cost | \$800,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Located at -30.092384591924088, 145.94492215974242 |

Kerb and Gutter Replacement Program Bourke - \$550,000

| | |
|-----------------------|----------------------|
| Cost | \$550,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Various Locations |

Technology Upgrade for Bourke Library - \$50,000

| | |
|-----------------------|---|
| Cost | \$50,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | IT connections and hardware update. Located at -30.08929244417078, 145.94037199347574 |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

Car Park Shade Oxley Street Bourke - \$250,000

| | |
|-----------------------|--|
| Cost | \$250,000 |
| Time to complete | 18 months |
| How will it be funded | Grant – to be funded |
| Description | Multiple cantilever shade structures to be built in Oxley Street Bourke to ensure shade during summer. Located at -30.089857062819064, 145.9354226125754 |

Bourke Men’s Shed Upgrade – New Roof - \$150,000

| | |
|-----------------------|---|
| Cost | \$150,000 |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | New Roof, gutters, drainage for building. Located at -30.088421897792855, 145.9356237130219 |

Back O Bourke Centre Display Upgrade - \$500,000

| | |
|-----------------------|---|
| Cost | \$500,000 |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | Back O Bourke Historical Installation renewal. Located at -30.080418047015794, 145.94967181316028 |

North Bourke Oval Fence - \$100,000

| | |
|-----------------------|---|
| Cost | \$100,000 |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | North Bourke Oval Located at -30.053376, 145.948778 |

Bourke Swimming Club Shed - \$60,000

| | |
|-----------------------|---|
| Cost | \$60,000 |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | Bourke Swimming Club Shed located at -30.093065, 145.944448 |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

5. New Projects > \$1M

Aboriginal Cultural Centre \$3,500,000

| | |
|-----------------------|--|
| Cost | \$3.5 M |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | The development of the Bourke Aboriginal Cultural Centre and Arts Hub will provide direct employment to our local Aboriginal community, will provide economic development opportunities through tourism and the development of Arts based retail products. Located at -30.080880438485284, 145.9491153433141 |



Above: Artists impression of Aboriginal Cultural Centre

Bourke Program Pool \$2,000,000

| | |
|-----------------------|--|
| Cost | \$2M |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | To be located at -30.092619304565005, 145.94474913343703 |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

Wanaaring Road – 36km’s (3 stages) \$13,500,000

| | |
|-----------------------|---|
| Cost | \$13.5M |
| Time to complete | 24 - 36 months |
| How will it be funded | BSC has \$100K contribution |
| Description | Additional 36km seal on the Bourke – Wanaaring Road |

North Bourke Bridge Stabilisation and Restoration \$4,000,000

| | |
|-----------------------|---|
| Cost | \$4M |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | BSC has \$700K contribution. Project Located at -30.055802729134633, 145.95177976523792 |

The original North Bourke Bridge is currently closed to pedestrians, cyclists and motor vehicles. There is no pedestrian access across the Darling River on the commissioned North Bourke Bridge.

Post stabilization and restoration the “Old North Bourke Bridge” would be accessible emergency vehicles to cross the Darling River if the commissioned North Bourke Bridge on the Kidman Way was ever closed.



Louth Village Protective Levee Bank – \$10,000,000

| | |
|-----------------------|---|
| Cost | \$10M |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | Protective levee bank to be built around the village of Louth to protect community and infrastructure from flooding of the Darling River. Location -30.53472776801448, 145.11567490997118 |

Bourke Shire Council Office / Library / Community Hall \$12,000,000

| | |
|-----------------------|---|
| Cost | \$12 M |
| Time to complete | 24 months |
| How will it be funded | Grant – to be funded |
| Description | BSC has \$800K contribution for new Council Chamber, library, community exhibition / meeting space, Government serviced offices, RMS Services |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

6. Current Projects Funded and Under Construction

| Project Code | Project | Funding | Completion |
|--|---|------------------------|------------|
| SCCF2-0115 | Bourke Olympic Pool Upgrade | \$ 1,832,000.00 | 30/01/2021 |
| SCCF3-0001 | Youth Bike track | \$ 70,000.00 | 30/1/2020 |
| SCCF2-0110 | Village Beautification and Place making | \$ 200,000.00 | 30/03/2021 |
| RNIG2 - 002 | Regional NSW Infrastructure Grants - Bourke Business District Regeneration – Stage Two | \$ 1,800,000.00 | 30/03/2021 |
| Local Roads & Community Infrastructure (LRCI) | Upgrade Carparks & Rest Stop | \$ 176,177.00 | 31/03/2021 |
| | Shelter for Historic Scales Railway Yards | \$ 12,500.00 | 31/03/2021 |
| | Relocate Information Board to Nth BK Pk | \$ 10,000.00 | 31/03/2021 |
| | Upgrade Fencing & Access Gates | \$ 25,000.00 | 31/03/2021 |
| | Install Water-wise Irrigation Systems | \$ 164,000.00 | 31/03/2021 |
| | Rotary Park Toilet Replacement | \$ 92,500.00 | 31/05/2021 |
| | BOB Fitness Park | \$ 249,726.00 | 31/05/2021 |
| | Tree Replacement | \$ 90,000.00 | 31/05/2021 |
| | Footpath replacement | \$ 140,000.00 | 31/05/2021 |
| SCCF2-0108 | Pathway to Nth Bourke | \$ 240,000.00 | 31/05/2021 |
| SCCF2-0109 | BOB Fitness Park | \$ 249,726.00 | 31/05/2021 |
| Drought Community Round 2 | Community economic stimulus – assistance with local events and capital purchases | \$ 105,000.00 | 30/06/2021 |
| | Community Social Events | \$ 25,000.00 | 30/06/2021 |
| | Cemetery Repairs and Maintenance (Starlight's grave, North Kerribrrie and Yantabulla Cemetery fence, Cemetery signage, Shade structures | \$ 70,000.00 | 30/06/2021 |
| | Back O' Bourke Shed | \$ 90,000.00 | 30/06/2021 |
| | Replacement toilets, kitchen, paint, electrical at hall - Enngonia | \$ 100,000.00 | 30/06/2021 |
| | BBQ area at Bourke Swimming Pool | \$ 30,000.00 | 30/06/2021 |
| | Standing Stories – Aboriginal Story Telling Sculptures | \$ 60,000.00 | 30/06/2021 |
| | Metal Picket fence at Louth cricket ground | \$ 36,000.00 | 30/06/2021 |
| | Playground equipment and shade - Fords Bridge | \$ 50,000.00 | 30/06/2021 |
| | Percy Hobson Mural | \$ 70,000.00 | 30/06/2021 |
| | Repairs to Grandstand at Enngonia Racecourse | \$ 50,000.00 | 30/06/2021 |
| Louth Tennis Courts | \$ 44,000.00 | 30/06/2021 | |
| SCCF3-1552 | Growing Bourke – Signage and tourism links | \$ 282,500.00 | 30/06/2021 |
| SCCF3-1541 | Standing Stories | \$ 41,813.00 | 30/10/2021 |
| RNSW 846 | Bourke Sewerage Treatment Works | \$ 339,000.00 | |
| RNSW 850 | Water Treatment Plant Replacement | \$10,548,592.00 | |
| Communities Combating Pets & Weeds Impact during Drought | Western Division Shires coordinated integrates Wild Dog Program -4-BA2PMRO | \$ 926,000.00 | |
| Far North West JO | Upgrade to display at Back O' Bourke Centre | \$ 985,000.00 | |
| Far North West JO | Upgrade to North Bourke Bridge | \$ 440,000.00 | |
| Department of Justice | Bourke Safe & Inclusive Spaces - Round 4 NSW Community Safety Fund | \$ 115,170.00 | |
| Communities Combating Pets & Weeds Impact during Drought | Western Division Shires coordinated integrates Wild Dog Program - BA2PMRO | \$ 234,418.48 | |
| RNSW1804 | Charles Street Reservoir Renewal | \$ 2,206,443.00 | |
| RNSW2434 | MR68S Jandra Creek Bridge | \$ 1,515,000.00 | |
| RNSW2435 | MR405 Romani to Wangamana | \$ 9,450,000.00 | |
| Fixing Local Roads | Regional Local Road 5, Caronga Peak Road | \$ 4,600,000.00 | |
| Roads to Recovery | Culgoa Street, Meek Street, Sturt Street, Anson Street, Darling Street, Hughes Street Louth, Peter Street Louth, Charles Street Louth, Patrick Street Louth | \$ 1,867,119.28 | |
| NSW Government | Crown Land Management | \$100,000.00 | |
| Commonwealth Government | Lead Council-Wild dog control-Western Division Shires | \$926,000.00 | |
| SCCF R2 | Wharf Precinct – Place making | \$300,000.00 | |
| SCCF R2 | Bourke Olympic Pool Upgrade | \$1,832,000.00 | |
| SCCF R2 | PCYC Upgrade | \$502,394.00 | |
| SCCF R2 | Welcome to Bourke Signage | \$12,500.00 | |
| | | \$43,305,578.76 | |

Bourke Shire Council: Growing Bourke and Community - Updated 19 January 2021

7. Projects Funded, Managed and Completed by BSC since 2018

| Funding Program | Project | Total Project Cost |
|---|---|------------------------|
| National Stronger Regions Fund | Abattoir site enabling infrastructure | \$10,000,000.00 |
| Office of Local Government | Lead Council - Aboriginal Community waste control | \$380,000.00 |
| Murray-Darling Basin Program | Bourke CBD upgrade | \$1,500,000.00 |
| Office of Local Government | Lead Council - HR Review - Innovation Fund | \$130,550.00 |
| RMS - Safer Roads project | Pathway and Bus shelter AEV | \$145,889.00 |
| OEH | Louth Levee investigation | \$120,000.00 |
| Regional Cultural Fund | Pottery Shed | \$76,000.00 |
| Regional Cultural Fund | Cultural Arts Centre | \$677,516.00 |
| SCCF R1 | Davidson / Coolican Oval upgrade - Canteen and Lights | \$195,900.00 |
| SCCF R1 | North Bourke Sporting and Recreation Precinct Upgrade | \$314,232.00 |
| Fixing Country Roads | Wanaaring Road Stage 1 | \$11,112,000.00 |
| Public Reserves Management Fund | Enngonia Community – playground upgrade | \$28,380.00 |
| Public Reserves Management Fund | Installation of pool fencing – Bourke Swimming Pool | \$157,530.00 |
| Public Reserves Management Fund | Renshaw exterior of all buildings repainted | \$29,975.00 |
| Better Boating Program | North Bourke Boat Ramp Replacement | \$125,000.00 |
| Safe and Secure Water Program | Safe and Secure Water for Rural and Remote Villages of the Bourke LGA | \$3,400,650.00 |
| Public Reserves Management Fund | Irrigation System for Renshaw Oval | \$140,000.00 |
| SCCF R2 | Central Park - Lights, Tennis fence, shade sail, toilets | \$261,862.00 |
| SCCF R2 | Bourke Wharf - Structural Assessment | \$60,000.00 |
| SCCF R2 | Connecting Bourke to North Bourke - Stage 1 | \$100,000.00 |
| SCCF R2 | Connecting Bourke to North Bourke - Stage 2 | \$100,000.00 |
| SCCF R2 | Village Beautification and Place making | \$200,000.00 |
| SCCF R2 | 2WEB Community Radio Technology Upgrade | \$145,307.00 |
| NSW Community Safety Fund 2018 | CCTV and Lighting in Bourke CBD | \$232,580.00 |
| EPA | Contaminated Land Management | \$601,848.00 |
| Local Sport Defibrillator Grant Program | Life Saving Program - | \$19,800.00 |
| DCP1 | Drought events – new or existing events | \$60,000.00 |
| DCP1 | Community organisations (civic, sporting, Village associations) Infrastructure Improvements | \$200,000.00 |
| DCP1 | Royal Park (Stage 3 Main Street) | \$180,000.00 |
| DCP1 | BOB Conference Centre Transformation | \$150,000.00 |
| DCP1 | Toilet at Bourke cemetery | \$25,000.00 |
| DCP1 | Rural Addressing | \$66,000.00 |
| DCP1 | Central Park upgrade | \$259,000.00 |
| DCP1 | Wharf re-decking – Structural stabilisation | \$60,000.00 |
| RAAP | Wanaaring Airstrip Reseal | \$100,000.00 |
| Drought Relief Heavy Vehicle Access Program | Drought Road Rehabilitation | \$300,000.00 |
| Fixing Country Roads | Wanaaring Road Stage 2 | \$5,060,000.00 |
| Drought Community Round 2 | Race Club – Horse Stalls safety – Renshaw Oval | \$ 25,000.00 |
| Drought Community Round 2 | Replacement of Gymkhana hall roof - Wanaaring | \$ 25,000.00 |
| Drought Community Round 2 | Cricket shade and spectator facility (Shed, concrete and seating) - Fords Bridge | \$ 70,000.00 |
| Drought Community Round 2 | Replacement of asbestos roof at hall - Wanaaring | \$ 150,000.00 |
| Local Government NSW | Roadside Reserve Environmental Grant | \$ 96,000.00 |
| | | \$37,081,019.00 |

| |
|--|
| 15.7 *** LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM PHASE 2 - PROPOSED PROJECT |
|--|

File Number: L8.15
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

2 In December 2020, Bourke Shire Council received confirmation of the Australian Governments Local Roads and Community Infrastructure Program (LRCI) Phase 2. Grant agreements were signed and sent to Council, confirming an allocation of **\$868,018** for Bourke Shire Council.

3

4 Council is required to nominate projects for the LRCI Program before projects can commence. Project construction is between January and December 2021, with **all projects to be completed by 31 December 2021 – no extensions.**

5

6 Guidelines and categories for project consideration are as follows; General Road Maintenance, Construction of a New Road, Street Lighting Equipment, Closed Circuit TV (CCTV), Bicycle and Walking Paths, Painting/Improvements to Community Facilities, Repairs/Replacement of Fencing, Improved Accessibility of Community Facilities and Areas, Landscaping Improvements, Picnic Shelters or Barbeque Facilities at Community Parks, Playgrounds and Skate Parks (including all Ability Playgrounds), Toilet Blocks, Off-road Car Parks and Sporting and Recreation Facilities.

Current Situation

Council's MANEX staff met prior to Christmas and discussed projects that are considered suitable, are within budget limitations and can be resourced and successfully completed by 31 December 2021.

The following projects are for Council consideration and are included as priorities in the Growing Bourke 2021 Plan:-

| | | |
|---|---|------------------|
| 1 | Medical Centre External Upgrade (safety fence for carpark and building (\$80K) and automated sprinkler system (\$40)) | \$120,000 |
| 2 | Back O' Bourke Function Centre Disability Access Path | \$ 60,000 |
| 3 | Men's Shed – Relocation of Toilet | \$ 50,000 |
| 4 | Solar Lighting on Footpath / Bike Track from Wharf to North Bourke | \$ 112,000 |
| 5 | Chairs, tables, furniture for public spaces / parks / reserves | \$ 20,000 |
| 6 | Additional Swimming Pool Shade | \$506,018 |
| | TOTAL | \$868,018 |

Financial Implications

The Australian Government's Local Roads and Community Infrastructure Program Phase 2 has committed **\$868,018** for Bourke Shire Council, with no expectation of financial contribution from Council.

A condition of funding is projects must be completed by 31 December 2021.

Recommendation

- 1. The six (6) identified projects in the report of the Manager of Corporate Services herewith be adopted and submitted as projects under the Local Roads and Community Infrastructure Program (LRCI), Phase 2.**
- 2. That the necessary agreements with the Commonwealth Government be entered into noting that the various projects are to be completed by 31 December 2021.**

15.8 * NORTH BOURKE BUILDING BETTER REGIONS FUND - \$300K BOURKE SHIRE COUNCIL COMMITMENT OF FUNDING IF SUCCESSFUL**

File Number: B6.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

For some years Council has pursued funding to renew the original North Bourke Bridge and reinstate it as a secondary river crossing between Bourke and North Bourke for pedestrians, cyclists and emergency vehicles.

The original North Bourke Bridge is currently closed to all traffic (pedestrian and vehicular) as it is deemed unsafe.

A report was provided to Bourke Shire Council in October 2020 detailing the process and associated cost in renewing the original North Bourke Bridge to the desired standard. The Quantity Survey attached to the report outlined the project being conservatively estimated at \$3.9M.

As time progresses, deterioration to the North Bridge increases – the cost of renewal has increased from \$2.6M in December 2019 to \$3,879,686 in October 2020.

Council has in reserve \$700K allocated as a contribution toward the renewal of the original North Bourke Bridge.

Current Situation

The Australian Government's Department of Infrastructure, Regional Development and Cities opened the Building Better Regions Fund, Round 5, on 12 January 2021 following an announcement of \$200 million in the 2020-21 Budget for a fifth round of the BBRF. Round Five includes:-

- \$100 million to support tourism-related infrastructure projects which are focussed on mitigating the economic impact of the COVID-19 pandemic on a region's tourism industry.
- The other \$100 million will support regional remote Australia more broadly, by funding general infrastructure projects and community investment projects.

Bourke Shire Council applied for Round 4 of this fund in December 2019; requesting \$1,950,000 (75%) in assistance from the Australian Government and a \$650,000 (25%) contribution from Bourke Shire Council. The application was not successful and feedback from the Department of Infrastructure, Regional Development and Cities has provided feedback and has indicated that this project is eligible to re-apply.

Building Better Regions Fund Round 5, closes on Friday, 5 March 2021.

A partial draft application has been prepared for BBRF Round 5, however this application cannot be completed and lodged until a co-contribution from Bourke Shire Council is resolved.

Financial Implications

North Bourke Bridge – Preliminary Cost Estimate for Full Repair for Purpose of Application for Grant Funding from Lyons Advantage at October 2020 was \$3,879,686

Eligibility for funding requires a 25% contribution by the applicant of \$969,922

Council has \$700K in reserves and an additional minimum commitment of \$269,922 is required by Council to ensure eligibility to apply for BBRF Round 5 funding.

This will provide the minimal contribution of \$969,922 (25%) toward the BBRF Round 5.

To achieve the minimal contribution, it is proposed that Council source the proposed addition funding from its Infrastructure Reserve Fund.

Recommendation

That Council commit additional funds of \$269,922 from Councils Infrastructure Reserve Fund to ensure a total co-contribution from Council of \$969,922 (25%) to the Building Better Regions Fund Round 5, for North Bourke Bridge Renewal, if a funding application is successful.

15.9 * AWNING IMPROVEMENT PROGRAM**

File Number: B32.4-G4.97
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

In January 2020, Bourke Shire Council was awarded Funding to undertake the next stage of the main street beautification project. One of the elements of this project was to develop the Main Street Awning Improvement Program. An amount of \$150,000 has been set aside to deliver this program.

The intent of the Main Street Awning Improvement Program is to work with the private landowners within the main street area to improve the overall look and safety of the awnings in the street.

With grant funding that has previously been provided, Bourke Shire Council has sought to improve the amenity of the main street and ultimately make the main street a more welcoming environment for visitors and locals alike.

One of the long-standing initiatives to improve the overall look of the main street is to work with business owners to improve the façade and awnings within the main street precinct.

There is also a need for Bourke Shire Council along with the property owners to ensure the safety of pedestrians in regards to the awnings that overhang the public space, which is the footpath.

Current Situation

Council has met with property owners within the Bourke Main Street Precinct and provided details of available opportunities to be part of this funding process.

Section 356 of the *Local Government Act* allows Council to financially assist others and provides a mechanism to enable the distribution of the grant funding.

The Act provides that a proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until 28 days' public notice of the council's proposal to pass the necessary resolution has been given. Public notice is accordingly given.

Council is proposing to proceed with the Main Street Awning Program. This Program will be delivered in two (2) parts to eligible land owners. The Public Notice was advertised in the Western Herald on 17 December 2020.

No submissions were received during or after the Public Notice period.

Financial Implications

An amount of \$150,000 has been set aside for this project through the State Governments funding for the Bourke Business District Regeneration – Stage Two (2) Grant.

Recommendation

That Bourke Shire Council proceed with the development of the Main Street Awning Improvement Program as detailed in the report presented to Council on 24 August 2020.

15.10 * 2021/2022 - OPERATIONAL PLAN PREPARATION**

File Number: P4.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Work on the budget is essentially a year round project and work has already commenced on the compilation of the 2021/2022 Operational Plan (Budget).

If any Councillor has a project they wish to have included in the Operational Plan or would like to see an amendment to the current level of expenditure or current level of service in any area, they are asked to contact the Manager of Corporate Services at their earliest convenience.

Council often receives requests for assistance and for items to be included in the Operational Plan. Following the completion of the Operational Plan and to ensure everyone has the opportunity to have input prior to the document being finalised, it is again intended to place advertisements seeking the submissions of such requests.

It is proposed, as has been the case in the past few years that the Draft Operational Plan for 2021/2022 include provision for the adoption of the maximum rate increase allowed for by IPART in their annual determination, which for 2021/2022 will be 2%.

It is also proposed that the Water and Sewer Operational Plans will be structured to allow for a balanced budget, inclusive of the depreciation. This has become increasingly difficult as the level of depreciation has increased following revaluations and this will become increasingly difficult as the works are undertaken on the emergency water supply and the new Water Treatment Plant.

Current Situation

Under the Integrated Planning and Reporting Framework, a Council is required to develop and adopt a number of documents including; a Community Strategic Plan, a Delivery Plan, a Long Term Financial Plan, Resourcing Strategy and an Asset Management Plan. The 2021/2022 Draft Operational Plan will align to these documents, where possible.

The Community Strategic Plan (CSP) was reviewed in 2016 following the quadrennial elections and changes identified in the strategic priorities have been included where possible within the successive budgets and this will continue in 2021/2022.

The increase in wages as detailed under the Local Government State Award is likely to be around 2% and this obviously flows onto wage related costs including superannuation and worker's compensation.

The increases for individual employees will vary as they progress through the skills based salary system, however, an overall figure of 4% will be utilised in the compilation of the increase in wages.

Given the increase in costs generally, the budget will once again be tight and it is hoped that additional savings and efficiencies will continue to be identified as we see changes in both work practices and the use of technology and improved equipment.

Council has been fortunate to be able to secure significant funding from a number of grant sources and this has in turn assisted in being able to provide opportunities for employment.

Fees and charges will be set as a minimum, on a full cost recovery basis, and where applicable include on-costs. Some fees are set by legislation or by external bodies and Council fees will obviously reflect these determinations in the fee structure.

In respect of the timetable for the preparation and adoption of Council's 2021/2022 Operational Plan, the following is proposed:

| | |
|----------------|---|
| 4 January 2021 | Preparation Commenced |
| 10 March 2021 | MANEX Meeting to Finalise Preliminary Document |
| 12 March 2021 | Draft Document Distributed Councillors |
| 18 March 2021 | Meeting of Corporate Service Committee to consider preliminary document |
| 22 March 2021 | Draft Document to Council for approval to proceed to advertisement |
| 1 April 2021 | Period of Public Notices Commences |
| 3 May 2021 | Closing Date for Submissions to be lodged |
| 24 May 2021 | Submissions presented to Council for consideration |
| 24 May 2021 | Subject to any amendments the Operational Plan is to be adopted |
| 14 June 2021 | Final Document published and distributed |

Financial Implications

The Operational Plan provides the budgetary framework for Council's operation for the year.

Recommendation

- 1. That the 2021/2022 Operational Plan be prepared utilising the 2% General Rate increase as determined by IPART**
- 2. That any Councillors wishing to have an item included in the 2021/2022 Draft Operational Plan for consideration, notify the Manager of Corporate Services by 25 February 2021**
- 3. That the proposed timetable for the preparation and adoption of Council's 2021/2022 Operational Plan be adopted.**

15.11 * BUDGET REVIEW TO 31 DECEMBER 2020**

File Number: F1.1-LD-L11.10.4
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: 1. 2020/2021 Budget Review

Background

Clause 203 (1) of the *Local Government (General) Regulation 2005* (the Regulations) requires a Council's responsible accounting officer to prepare and submit a Quarterly Budget Review Statement (QBRS) to the governing body of Council within two (2) months of the end of the quarter. Submitted hereunder is that report.

Current Situation

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

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

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

Issues

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

Assessment**(a) Legal Implications Including Directives and Guidelines**

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

(b) Financial Implications/Considerations

Council's original budget was adopted as part of the 2020/2021 Operational Plan on 25th May 2020 and reflected an overall cash based surplus of \$723,677.

(c) Policy Provisions – Council Policy and Practice

Nil

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

Community Strategic Plan
 Delivery Program/Operational Plan

Discussion

The QBRS has been prepared for the December 2020 review period and is presented to Council for consideration.

This review has been undertaken in consultation with the General Manager, Managers and other officers where applicable.

Overall Financial Position

The revised consolidated budget result following the December QBRS is estimated to be a Surplus of \$364,599.

At the November Council meeting (Minute 2020/381) work on the dreaming track project not completed in the 2019/2020 financial year was voted for the 2020/2021 year. The total amount of revote from general revenue is \$115,000 to be taken from Equity. Council has \$9M of unrestricted funds once internal & external restrictions are accounted for.

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

| Fund | Expenses | Revenues | Depreciation | Operating result |
|--------------|-----------------------|---------------------|--------------------|------------------|
| General | (\$49,702,387) | \$44,992,802 | \$4,335,150 | (374,435) |
| Water | (\$11,331,140) | \$10,636,179 | \$1,120,854 | \$425,893 |
| Sewer | (\$1,410,360) | \$1,410,360 | \$313,101 | \$313,101 |
| Total | (\$62,443,887) | \$57,039,341 | \$5,769,105 | \$364,559 |

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

Operating and Capital Works Budgets:

| Adjustment Description | Budget Impact |
|---|--------------------|
| Operational Income – increase | 645,726 |
| Operational Expenses – increase | (637,225) |
| Capital Income and Contributions - increase | 14,005,470 |
| Capital Expenditure - additional | (14,130,470) |
| Transfer to/from Reserves | |
| Net adjustment - Budget | \$(116,499) |

| Summary | Budget Impact |
|--------------------------------------|------------------|
| Original Budget surplus | 723,677 |
| Adjustments from QBRS September 2020 | (242,619) |
| Adjustments from QBRS December 2020 | (116,499) |
| Revised Budget | \$364,559 |

Conclusion

The financial position of Bourke Shire Council as at 31st December 2020 is considered to be satisfactory and is confirmed by the Report from the Responsible Accounting Officer provided under separate cover to Council.

Recommendation

- 1. That the document entitled “Quarterly Budget Review Statement – December 2020” be received and noted**
- 2. That the variations of income and expenditure as identified in the “Quarterly Budget Review Statement – December 2020” be Adopted.**



**BOURKE
SHIRE
COUNCIL**

**BOURKE SHIRE COUNCIL
BUDGET REVIEW
31 December 2020**

Council Meeting 22nd February 2021

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

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Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

31 December 2020

It is my opinion that the Quarterly Budget Review Statement for Bourke Shire Council for the quarter ended 31/12/20 indicates that Council's projected financial position at 30/6/21 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

date: 17th February 2021

Leonie Brown
Responsible Accounting Officer

Bourke Shire Council

Quarterly Budget Review Statement

for the period 01/10/20 to 31/12/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2020

Income & Expenses - Council Consolidated

| (\$000's) | Original Budget 2020/21 | Approved Changes | | | | | Revised Budget 2020/21 | Variations for this Dec Qtr | Notes | Projected Year End Result | Actual YTD figures |
|---|-------------------------|------------------|--------------------|------------------|----------|----------|------------------------|-----------------------------|-------|---------------------------|--------------------|
| | | Carry Forwards | Other than by QBRS | Sep QBRS | Dec QBRS | Mar QBRS | | | | | |
| Income | | | | | | | | | | | |
| Administration | 7,169,332 | | | 320,165 | | | 7,489,497 | 57,565 | | 7,547,062 | 3,564,053 |
| Public Order & Safety | 202,560 | | | 487,709 | | | 690,269 | 1,000 | | 691,269 | 497,960 |
| Health | 181,370 | | | - | | | 181,370 | (23,022) | | 158,348 | 104,036 |
| Community Services & Education | 20,900 | | | 3,239 | | | 24,139 | - | | 24,139 | 6,000 |
| Housing & Community Amenities | 898,719 | | | 104,582 | | | 1,003,301 | 5,279 | | 1,008,580 | 823,547 |
| Water Supplies | 2,147,506 | | | 95,196 | | | 2,242,702 | (3,400) | | 2,239,302 | 1,597,594 |
| Sewer Services | 1,039,760 | | | (5,600) | | | 1,034,160 | 6,200 | | 1,040,360 | 983,236 |
| Recreation and Culture | 106,232 | | | 239,350 | | | 345,582 | (3,839) | | 341,743 | 158,567 |
| Manufacturing & Construction | 13,500 | | | - | | | 13,500 | - | | 13,500 | 4,698 |
| Transport & Communication | 8,121,898 | | | 27,292 | | | 8,149,190 | 658,855 | | 8,808,045 | 1,662,235 |
| Economic Affairs | 707,000 | | | 136,589 | | | 843,589 | (52,912) | | 790,677 | 351,815 |
| Total Income from Continuing Operations | ##### | - | - | 1,408,522 | - | - | 22,017,299 | 645,726 | | 22,663,025 | 9,753,741 |
| Expenses | | | | | | | | | | | |
| Administration | 3,015,912 | | | 354,671 | | | 3,370,583 | (22,154) | | 3,348,429 | 51,672 |
| Public Order & Safety | 633,157 | | | 487,709 | | | 1,120,866 | (11,663) | | 1,109,203 | 359,408 |
| Health | 785,214 | | | - | | | 785,214 | (14,674) | | 770,540 | 305,957 |
| Community Services & Education | 71,517 | | | 8,387 | | | 79,904 | 3,282 | | 83,186 | 38,925 |
| Housing & Community Amenities | 2,137,490 | | | 112,755 | | | 2,250,245 | - | | 2,250,245 | 738,478 |
| Water Supplies | 2,813,319 | | | 75,119 | | | 2,888,438 | 6,200 | | 2,894,638 | 736,778 |
| Sewer Services | 1,035,155 | | | (5,600) | | | 1,029,555 | 6,200 | | 1,035,755 | 310,919 |
| Recreation & Culture | 1,746,846 | | | 239,350 | | | 1,986,196 | - | | 1,986,196 | 726,443 |
| Manufacturing & Construction | - | | | - | | | - | - | | - | - |
| Transport & Communication | 9,838,370 | | | 77,292 | | | 9,915,662 | 748,855 | | 10,664,517 | 2,125,554 |
| Economic Affairs | 1,875,815 | | | 133,458 | | | 2,009,273 | (78,821) | | 1,930,452 | 845,007 |
| Total Expenses from Continuing Operations | ##### | - | - | 1,483,141 | - | - | 25,435,936 | 637,225 | | 26,073,161 | 6,239,141 |
| Net Operating Result from Continuing Operation | (3,344,018) | - | - | (74,619) | - | - | (3,418,637) | 8,501 | | (3,410,136) | 3,514,600 |
| Discontinued Operations - Surplus/(Deficit) | | | | | | | | | | | |
| Net Operating Result from All Operations | (3,344,018) | - | - | (74,619) | - | - | (3,418,637) | 8,501 | | (3,410,136) | 3,514,600 |
| Net Operating Result before Capital Items | (3,344,018) | | | (74,619) | | | (3,418,637) | 8,501 | | (3,410,136) | 3,514,600 |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2020 and should be read in conjunction with the total QBRS report

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

| Notes | Details |
|-------|---|
| 1 | Additional Employment/Training Subsidies \$15,000 LIRS Subsidy Received \$8,865 Additional Insurance Claims Reimbursement offset by Expenditure \$23,300 National Aust Day Grant offset by Additional Expenditure \$21,000 Mitchell Street Building Rental transferred to Housing & Community -\$8,600 |
| 2 | Reduction in Noxious Plants Grant offset by Decrease in Expenditure -\$28,372 |
| 3 | Increased contribution for Aboriginal Communities Water & Sewer \$6,200 |
| 4 | Street Light Conversion to LED from reserves offset by Additional Expenditure \$59,855 Additional State Roads Maintenance Grant offset by increased Expenditure \$459,000 Local Rds Community Infrastructure Grant offset by additional Expenditure \$140,000 |
| 5 | Aboriginal Employment Strategy Grant not continued offset by decrease in Expenditure -\$109,743 Reduction in Saleyards hire fees due to less usage -\$9,000 Cancellation of Outback Show offset by reduction in Expenditure -\$38169 Reduction in Estimated Function Centre Rental -\$10,000 Increase in BOB Café Income \$44,000 Minor Small Business Training Grants offset by additional Expenditure \$7,000 Increase in Jandra Usage \$60,000 |
| 6 | Reduction in Conferences and Deputations Costs -\$13,300 Reduction in usage of Governance Vehicles -\$31,400 Reduction in use of Corporate Vehicles -\$20,000 Additional costs associated with the review of Council's Structure \$150,000 |
| 7 | Reduction in Animal Control Wages due to staff changeover -\$14,680 |
| 8 | Noxious Plants Contract Works offset by Income \$20,000 |
| 9 | Advanced Shade Tree Replacement Council Resolution 2020/413 \$90,000 |
| 10 | |
| 11 | |
| 12 | |
| | |

Bourke Shire Council

Quarterly Budget Review Statement

for the period 01/10/20 to 31/12/20

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2020

Capital Budget - Council Consolidated

| (\$000's) | Original Budget 2020/21 | Approved Changes | | | | | Revised Budget 2020/21 | Variations for this Dec Qtr | Notes | Projected Year End Result | Actual YTD figures |
|--|-------------------------|------------------|--------------------|-------------------|----------|-------------------|------------------------|-----------------------------|-------|---------------------------|--------------------|
| | | Carry Forwards | Other than by QBRS | Sep QBRS | Dec QBRS | Mar QBRS | | | | | |
| Capital Expenditure | | | | | | | | | | | |
| New Assets | | | | | | | | | | | |
| - Plant & Equipment | | | | | | | | | | | |
| - Land & Buildings | | | | | | | | | | | |
| - Other | 1,700,000 | | | | | 1,700,000 | | | | 1,700,000 | - |
| Renewal Assets (Replacement) | | | | | | | | | | | |
| - Plant & Equipment | 1,219,770 | | | | | 1,219,770 | (20,000) | | | 1,199,770 | 208,903 |
| - Land & Buildings | 968,000 | | | 3,321,689 | | 4,289,689 | 2,526,385 | | | 6,816,074 | 3,125,425 |
| - Roads, Bridges, Footpaths | 5,035,885 | | | 134,395 | | 5,170,280 | 11,624,085 | | | 16,794,365 | 2,844,662 |
| Water Supplies | 200,000 | | | 8,196,877 | | 8,396,877 | | | | 8,396,877 | 4,273,453 |
| Sewerage Services | 70,000 | | | 300,000 | | 370,000 | | | | 370,000 | 29,213 |
| Loan Repayments (Principal) | 1,093,640 | | | - | | 1,093,640 | | | | 1,093,640 | 541,440 |
| Total Capital Expenditure | 10,287,295 | - | - | 11,952,961 | - | 22,240,256 | 14,130,470 | | | 36,370,726 | 11,023,096 |
| Capital Funding | | | | | | | | | | | |
| Rates & Other Untied Funding | 1,781,410 | | | 88,000 | | 1,869,410 | 125,000 | | | 1,994,410 | 1,015,535 |
| Capital Grants & Contributions | 7,205,885 | | | 10,762,835 | | 17,968,720 | 14,000,811 | | | 31,969,531 | 9,059,089 |
| Reserves: | | | | | | | | | | | |
| - External Restrictions/Reserves | 270,000 | | | 196,877 | | 466,877 | | | | 466,877 | - |
| - Internal Restrictions/Reserves | 410,000 | | | 905,249 | | 1,315,249 | 4,659 | | | 1,319,908 | 917,941 |
| New Loans | 620,000 | | | | | 620,000 | | | | 620,000 | 30,531 |
| Receipts from Sale of Assets | | | | | | | | | | | |
| - Plant & Equipment | | | | | | | | | | | |
| - Land & Buildings | | | | | | | | | | | |
| Total Capital Funding | 10,287,295 | - | - | 11,952,961 | - | 22,240,256 | 14,130,470 | | | 36,370,726 | 11,023,096 |
| Net Capital Funding - Surplus/(Deficit) | - | - | - | - | - | - | - | | | - | - |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2020 and should be read in conjunction with the total QBRS report

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

| Notes | Details |
|-------|---|
| 1 | Original Budget for BOB water Sprinklers replaced by Grant funds in Land & Buildings Area -\$30,000 Relocate Information Board \$10,000 |
| 2 | Showground Upgrade Additional Contributions Offset by additional expenditure\$12,000 Back O Bourke Dreaming Track Project Cncl Minute 2020/381 offset by Expenditure \$115,000 Youth Bike Park Grant offset by expenditure \$56,000 Health Facility BOB Park grant offset by expenditure \$249,726 Upgrade Golf Club Fencing Grant offset by expenditure \$25,000 Wharf/Darling Park Irrigation Grant offset by expenditure \$59,000 Jones Park Irrigation Grant offset by expenditure \$15,000 Mitchell Street Upgrade Grant offset by expenditure \$1,800,000 Rotary Park Toilet Block Grant offset by Expenditure \$92,500 Back O Bourke Irrigation System Grant offset by expenditure \$90,000 |
| 3 | Fixing Country Roads Wanaaring Road Additional Grant \$7,694,408 Fixing Local Roads Caronga Park Road Grant \$3,220,000 Granite Pathway to North Bourke Grant \$240,000 Upgrade Car Parks and Rest Stops Grant \$176,177 CPTIGS Oxley Street Bus Shelter Grant \$11,000 Growing Bourke Design/Construct Signs Grant \$282,500 |
| 4 | |

Bourke Shire Council

Quarterly Budget Review Statement

for the period 01/10/20 to 31/12/20

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2020

Cash & Investments - Council Consolidated

| (\$000's) | Original Budget 2020/21 | Approved Changes | | | | | Revised Budget 2020/21 | Variations for this Dec Qtr | Notes | Projected Year End Result | Actual YTD figures |
|--|-------------------------|------------------|--------------------|---------------|----------|-------------------|------------------------|-----------------------------|-------------------|---------------------------|--------------------|
| | | Carry Forwards | Other than by QBRS | Sep QBRS | Dec QBRS | Mar QBRS | | | | | |
| Externally Restricted ⁽¹⁾ | | | | | | | | | | | |
| Specific Purpose Unexpended Grants | 1,244,000 | | | | | 1,244,000 | | | 1,244,000 | | |
| Water Supplies | 2,869,000 | | | | | 2,869,000 | | | 2,869,000 | | |
| Sewerage Services | 2,051,000 | | | | | 2,051,000 | | | 2,051,000 | | |
| Domestic Waste Management | 52,000 | | | | | 52,000 | | | 52,000 | | |
| Total Externally Restricted | 6,216,000 | - | - | - | - | 6,216,000 | - | | 6,216,000 | - | |
| (1) Funds that must be spent for a specific purpose | | | | | | | | | | | |
| Internally Restricted ⁽²⁾ | | | | | | | | | | | |
| Employee Leave Entitlements | 600,000 | | | | | 600,000 | | | 600,000 | | |
| Deposits Retentions & Bonds | 5,000 | | | | | 5,000 | | | 5,000 | | |
| Prepaid Grant | 3,279,000 | | | | | 3,279,000 | | | 3,279,000 | | |
| Total Internally Restricted | 3,884,000 | - | - | - | - | 3,884,000 | - | | 3,884,000 | - | |
| (2) Funds that Council has earmarked for a specific purpose | | | | | | | | | | | |
| Unrestricted (ie. available after the above Restricti | 12,886,000 | - | - | 45,522 | - | 12,931,522 | 1,671,302 | | 14,602,824 | ##### | |
| Total Cash & Investments | 22,986,000 | | | 45,522 | | 23,031,522 | 1,671,302 | | 24,702,824 | ##### | |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2020 and should be read in conjunction with the total QBRS report

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$622,601

This Cash at Bank amount has been reconciled to Council's physical Bank Statements. The date of completion of this bank reconciliation is 31st December 2020

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

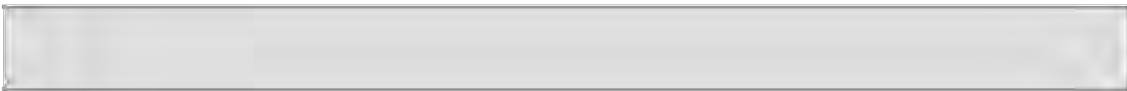
\$ 000's

| | | |
|---|-------------------------|-------------------|
| Cash at Bank (as per bank statements) | | 625,480 |
| Investments on Hand | | 24,080,223 |
| less: Unpresented Cheques | (Timing Difference) | (2,879) |
| add: Undeposited Funds | (Timing Difference) | - |
| less: Identified Deposits (not yet accounted in Ledger) | (Require Actioning) | - |
| add: Identified Outflows (not yet accounted in Ledger) | (Require Actioning) | - |
| less: Unidentified Deposits (not yet actioned) | (Require Investigation) | - |
| add: Unidentified Outflows (not yet actioned) | (Require Investigation) | - |
| Reconciled Cash at Bank & Investments | | 24,702,824 |
| Balance as per Review Statement: | | 24,702,824 |
| Difference: | | (0) |

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details



Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2020

| (\$000's) | Current Projection | | Original Budget 20/21 | Actuals Prior Periods | |
|-----------|--------------------|-----------|-----------------------|-----------------------|-------|
| | Amounts | Indicator | | 19/20 | 18/19 |
| | 20/21 | 20/21 | | | |

NSW Local Government Industry Key Performance Indicators (OLG):

1. Operating Performance

| | | | | | |
|--|----------|--------|---------|-------|-------|
| Operating Revenue (excl. Capital) - Operating Expenses | 3410136 | 15.0 % | 100.0 % | 1.8 % | 2.6 % |
| Operating Revenue (excl. Capital Grants & Contributions) | 22663025 | | | | |

This ratio measures Council's achievement of containing operating expenditure within operating revenue.



2. Own Source Operating Revenue

| | | | | | |
|---|----------|--------|---------|--------|--------|
| Operating Revenue (excl. ALL Grants & Contributions) | 18121001 | 33.6 % | 100.0 % | 24.9 % | 24.9 % |
| Total Operating Revenue (incl. Capital Grants & Cont) | 53986830 | | | | |

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



3. Unrestricted Current Ratio

| | | | | | |
|---|-------|------|------|------|------|
| Current Assets less all External Restrictions | 20572 | 5.10 | 5.10 | 5.10 | 4.32 |
| Current Liabilities less Specific Purpose Liabilities | 4037 | | | | |

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2020

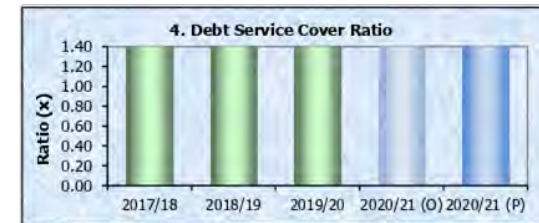
| (\$000's) | Current Projection | | Original Budget 20/21 | Actuals Prior Periods | |
|-----------|--------------------|-----------|-----------------------|-----------------------|-------|
| | Amounts | Indicator | | 19/20 | 18/19 |
| | 20/21 | 20/21 | | | |

NSW Local Government Industry Key Performance Indicators (OLG):

4. Debt Service Cover Ratio

| | | | | | |
|--|---------|------|------|------|------|
| Operating Result before Interest & Dep. exp (EBITDA) | 2542244 | 1.99 | 5.41 | 5.41 | 6.40 |
| Principal Repayments + Borrowing Interest Costs | 1276915 | | | | |

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



5. Rates, Annual Charges, Interest & Extra Charges Outstanding

| | | | | | |
|---|------|--------|--------|--------|--------|
| Rates, Annual & Extra Charges Outstanding | 854 | 16.9 % | 16.9 % | 16.9 % | 16.6 % |
| Rates, Annual & Extra Charges Collectible | 5045 | | | | |

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



6. Cash Expense Cover Ratio

| | | | | | |
|--|-------|-------|-------|-------|-------|
| Current Year's Cash & Cash Equivalents (incl. Term Deposits) | 22986 | 13.19 | 13.19 | 13.19 | 17.65 |
| Operating & financing activities Cash Flow payments | 1743 | | | | |

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2020

| (\$000's) | Current Projection | | Original Budget 20/21 | Actuals Prior Periods | |
|-----------|--------------------|-----------|-----------------------|-----------------------|-------|
| | Amounts | Indicator | | 19/20 | 18/19 |
| | 20/21 | 20/21 | | 20/21 | 18/19 |

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

7. Building and Infrastructure Renewals Ratio

| | | | | | |
|--|------|---------|---------|---------|--------|
| Asset Renewals (Building, Infrastructure & Other Structures) | 7737 | 165.6 % | 166.7 % | 213.7 % | 67.6 % |
| Depreciation, Amortisation & Impairment | 4673 | | | | |

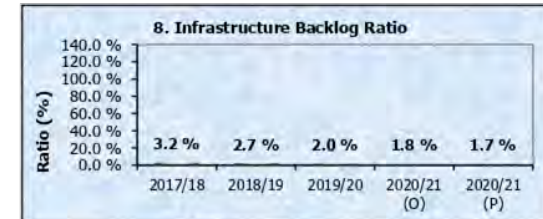
To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



8. Infrastructure Backlog Ratio

| | | | | | |
|---|--------|-------|-------|-------|-------|
| Estimated cost to bring Assets to a satisfactory condition | 4220 | 1.7 % | 1.8 % | 2.0 % | 2.7 % |
| Total value of Infrastructure, Building, Other Structures & depreciable Land Improvement Assets | 254883 | | | | |

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.



9. Asset Maintenance Ratio

| | | | | | |
|----------------------------|------|--------|--------|--------|--------|
| Actual Asset Maintenance | 4711 | 96.3 % | 96.3 % | 95.9 % | 90.1 % |
| Required Asset Maintenance | 4892 | | | | |

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing.



Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2020

| (\$000's) | Current Projection | | Original Budget 20/21 | Actuals Prior Periods | |
|-----------|--------------------|-----------|-----------------------|-----------------------|-------|
| | Amounts | Indicator | | 19/20 | 18/19 |
| | 20/21 | 20/21 | | | |

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

10. Cost to bring assets to agreed service level

Estimated cost to bring assets to an agreed service level set by Council

| | | | | | |
|--|--------|-------|-------|-------|-------|
| Estimated cost to bring assets to an agreed service level set by Council | 4220 | 1.2 % | 1.2 % | 1.4 % | 1.2 % |
| Gross replacement cost | 358681 | | | | |

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.



11. Capital Expenditure Ratio

Annual Capital Expenditure

| | | | | | |
|----------------------------|----------|-----|-----|-----|-----|
| Annual Capital Expenditure | 35277086 | 6.1 | 3.9 | 3.9 | 2.8 |
| Annual Depreciation | 5769105 | | | | |

To assess the extent to which a Council is expanding its asset base thru capital expenditure on both new assets and the replacement and renewal of existing assets.



Bourke Shire Council

Quarterly Budget Review Statement

for the period 01/10/20 to 31/12/20

Contracts Budget Review Statement

Budget review for the quarter ended 31 December 2020

Part A - Contracts Listing - contracts entered into during the quarter

| Contractor | Contract detail & purpose | Contract Value | Start Date | Duration of Contract | Budgeted (Y/N) | Notes |
|----------------------|---|----------------|------------|----------------------|----------------|-------|
| RDO Equipment | Purchase John Deere 670G Motor Grader | 410,000 | 31/01/21 | N/a | Y | |
| Murray Constructions | Design & Construct Jandra Creek No 2 Bridge | 708,700 | 01/01/21 | 26Weeks | Y | |
| Murray Constructions | Design & Construct Compadore Creek Bridge | 487,000 | 01/01/21 | 26Weeks | Y | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2020 and should be read in conjunction with the total QBRS report

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Contracts Budget Review Statement
Comments & Explanations relating to Contractors Listing

Notes Details

Bourke Shire Council

Quarterly Budget Review Statement
for the period 01/10/20 to 31/12/20

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

| Expense | YTD Expenditure (Actual Dollars) | Budgeted (Y/N) |
|---------------|-------------------------------------|-------------------|
| Consultancies | 103,258 | y |
| Legal Fees | 1,379 | y |

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

16 COMMUNITY ENGAGEMENT DEPARTMENT

Nil

17 TOURISM & EVENTS

Nil

18 DELEGATES AND COUNCILLORS REPORTS

Nil

19 POLICIES

Nil

20 PRÉCIS OF CORRESPONDENCE

Nil

21 ACTIVITY REPORTS

21.1 ENGINEERING SERVICES ROAD WORKS & WORKSHOP - WORKS COMPLETED

File Number: E7.1
Author: Mark Gordon, Manager Roads
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

The following information outlines works completed from the 2 December 2020 to 10 February 2021 inclusive.

| Road Works - Chris Morrall – Roads Supervisor | |
|---|--|
| 1. NORTH SECTOR – Denis Tiffen, Team Leader | |
| Location | Work Carried Out |
| MR 405 Wanaaring Road | Bitumen construction Romani to Wangamana commenced |
| HW 7 North Mitchell HWY | Shoulder widening commenced |
| 2. SOUTH SECTOR - John Reed, Team Leader | |
| Location | Work Carried Out |
| MR 405 Wanaaring Road | Bitumen construction Romani to Wangamana commenced |
| RLR 5 Coronga Peak Road | Top grade completed |
| 3. TRANSPORT SECTOR - Simon Wielinga, Team Leader | |
| MR 405 Wanaaring Road | Bitumen construction Romani to Wangamana commenced |
| 4 BITUMEN SECTOR - John Bartley, Team Leader | |
| Bourke Township | Patching undertaken |
| Regional Roads | Patching undertaken |
| State Highways | Patching undertaken Slashing completed |

| WORKSHOP – Colin Kiley, Team Leader, Tradesman Plant Mechanic | | | |
|--|-------------|-------------------------|---|
| Plant no | Rego | Description | Work Carried Out |
| 44 | YII29T | Mazda BT 50 | Carryout service |
| 46 | BX92HR | 2013 Hino FC | Engine overheating, removed bash plates and fan shroud clean radiator out and reassemble |
| 50 | CL16AC | Kenworth | Replaced engine mounts, rear torque rods, hydraulic pump, replaced lights, replaced and repair wiring |
| 56 | TD54EC | Snorkle | Repair wiring on boom sensor |
| 57 | CC20UJ | 2015 Hino | Carry out full service on truck and sweeper engine, remove and replace bottom broom, repair blown hoses, remove and replace rear suction hose, bottom broom and steel shots |
| 59 | Z 37484 | 2014 Transtech Quadaxle | Check over brakes |
| 62 | | 2010 Delta | Adjust clutch and replaced blades |
| 64 | | 2011 Gason HD | Remove and replaced main drive gearbox and slip clutch assembly |
| 65 | BG97LI | 2010 John Deere | Remove fuel tank, repair leak and reassemble |
| 66 | CI37TV | Caterpillar Backhoe | Carryout service, Check over wiring in air conditioner, replaced front bump stops |
| 68 | X50802 | 2011 Moore | Remove, replace and adjust wheel bearing shoes, replace missing and worn bolts |
| 69 | X50803 | 2011 Moore | Remove, replace and adjust wheel bearings and brake |
| 72 | BC83YB | 2009 John Deere | Repair air conditioner |
| 92 | NX29QQ | 2014 Western Star | Carryout service, repair air and oil leak |
| 93 | CE53WX | 2015 Colorado | Carryout service |
| 106 | 63722 D | Toro Mower | Carryout service, remove radiator and oil cooler, clean out and reassemble |
| 107 | 73635 C | 2009 Kubota | Carryout service, removed clean and replaced radiator |
| 109 | 07615 C | 2011 Toro | Change engine oil and filters, remove clean and replace radiator |
| 111 | TB60BR | Dolly | Remove, replace and adjust wheel bearings and brake |
| 125 | YJO28X | Mazda BT 50 | Carryout service |
| 130 | YWE633 | 2003 Case | Carryout service, diagnose coolant leak, remove radiator found water pump leaking, remove and replace water pump, fan, two belts idler pulleys, thermostat and radiator hose |
| 132 | CP22CH | John Deere | Carryout service, pull circle apart, replace inserts reshim and adjust to specs |
| 134 | 94196 D | 2019 John Deere | Carryout service, remove and replace blade inserts, adjust blade, check over machine while in workshop, calibrate steering and transmission, diagnose coolant leak found damaged coolant hoses, remove and replace hose |
| 137 | DH91BK | 2010 Volvo | Blade cylinder damaged remove and clean cylinder, repair and reassemble, remove and replace blade |

| | | | |
|-----|---------|------------------------|--|
| 139 | BR53WH | Caterpillar 950h | Carryout service, remove and replace hydraulic hose repair grease lines, repair oil leak, fit scale printer, remove old wiring and connect new wiring manufacture mounting bracket |
| 141 | XN84BW | John Deere Grader | Carryout service |
| 144 | AH13CI | Franna | Remove scales for repair and recalibrate, regas air conditioner |
| 149 | TC61FS | Moore Trailers | Repair bows in tarp, repairs lights, replace hydraulic hoses on tipping rams, replace brake booster |
| 150 | BV55RE | 2013 Caterpillar | Carryout service, repair oil leaks, replace gaskets, fuel pump, fuel hoses and injectors |
| 170 | CS74ZN | Holden Colorado | Carryout service, diagnose fuel problem found faulty fuel pump |
| 172 | CL38AZ | Isuzu | Carryout service |
| 174 | YKY51P | Mazda BT 50 | Carryout service, repair water tank, carryout exhaust burn |
| 178 | CO73PY | Isuzu | Carryout service, flush out air conditioner and repair wiring |
| 180 | TD35QS | Car trailer | Remove and replace winch |
| 199 | | Spray tank quick spray | Replace pull start and ignition |
| 214 | | Remko Pump | Carryout service |
| 218 | BR67WH | 2012 Hino | Carryout service |
| 223 | | Atlas Copco | Remove compressor, replace drive dampener reassemble |
| 231 | X22672 | 2011 Kohler | Carryout service, Diagnose starting problem, found burnt out wire and oil in radiator, remove gen set from container, clean engine, engine faulty order new controller filters and radiator hoses, fit generator to container test |
| 235 | | Cummins Generator | Carryout service |
| 236 | | Pump | Carryout service |
| 239 | TB85BR | Tri Axle Tanker | Replace hydraulic drive coupler and air breathers |
| 260 | | Mazda BT 50 | Carryout service |
| 265 | XN36KU | Isuzu NQR 450 | Carryout service |
| 298 | | Caterpillar Compactor | Repair oil leak and hoses |
| 400 | J 49593 | Seca Sewer Machine | Replace tail lights, repair pressure hose |
| 403 | CV46DV | Isuzu D-Max | |
| 406 | TF03PJ | GENSET | Carryout service, diagnose idling fault, controller needed calibrate controller |
| 410 | CS64ZN | Holden Colorado | Carryout service |
| 505 | XN17EH | Kenworth | Carryout service, repair air conditioning wire |
| 506 | XN65HG | Kenworth | Carryout service, diagnose problem with air conditioning, faulty wiring, repair wiring, repaired |

| | | | |
|-----------------------|---------|--------------------|---|
| | | | coolant hose |
| 510 | 73228 D | Smooth Drum Roller | Carryout service |
| 511 | 73229 D | Smooth Drum Roller | Carryout service, remove and rep[lace hydraulic hose |
| 512 | 73235 D | Multi Tyre Roller | Repair brakes and replace belts. Repair wiring, repair radio |
| 521 | YN04BI | Moore's Trailers | Replace bearings in tarp pulley, remove and replace battery for traps and calibrate |
| 522 | YN05BI | Moore's Trailers | Remove and replace battery for tarps, repair and weld mud guard and rear bumper |
| 555 | CY80XA | Mitsubishi Pajero | Carryout service |
| Staff Training | | First Aid Training | |

Recommendation

That Council note the information in the Engineering Services Department Road Works and Workshop Activity Reports as presented to Council on Monday, 22 February 2021.

**21.2 PARKS & GARDENS / TOWN SERVICES / WATER & WASTEWATER
ENGINEERING SERVICES ACTIVITY REPORT**

File Number: E7.1
Author: Peter Brown, Manager Works
Authoriser: Leonie Brown, Acting General Manager
Attachments: Nil

Background

The following information outlines works completed for the period 27/11/2020 to 01/02/2021 inclusive.

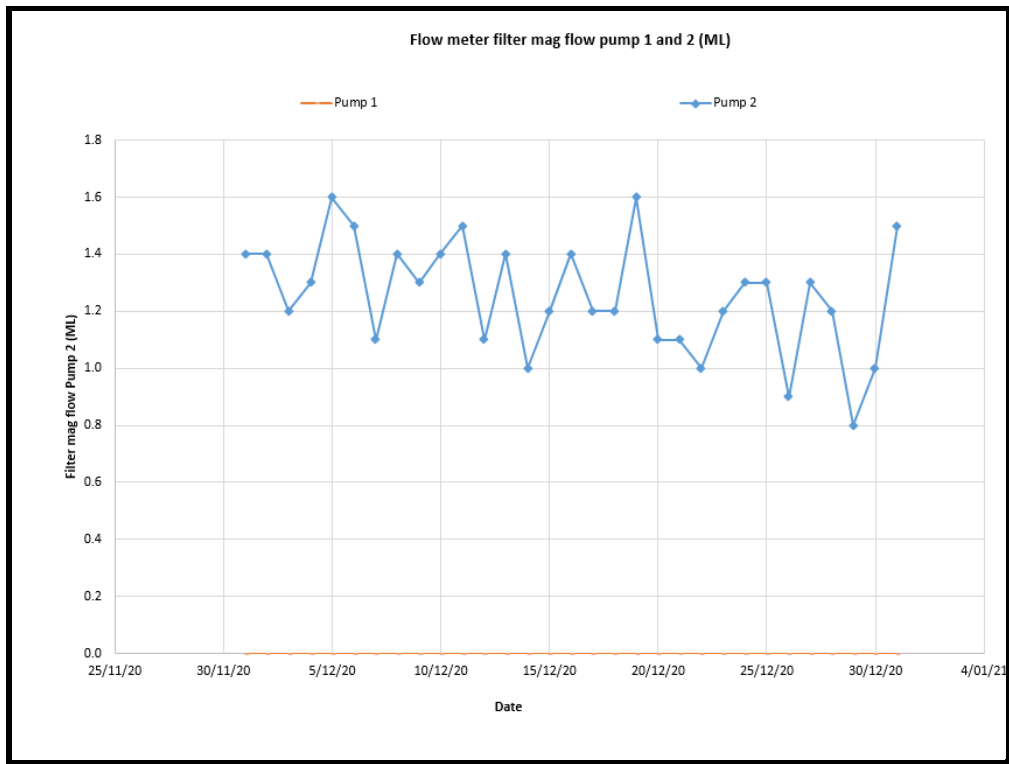
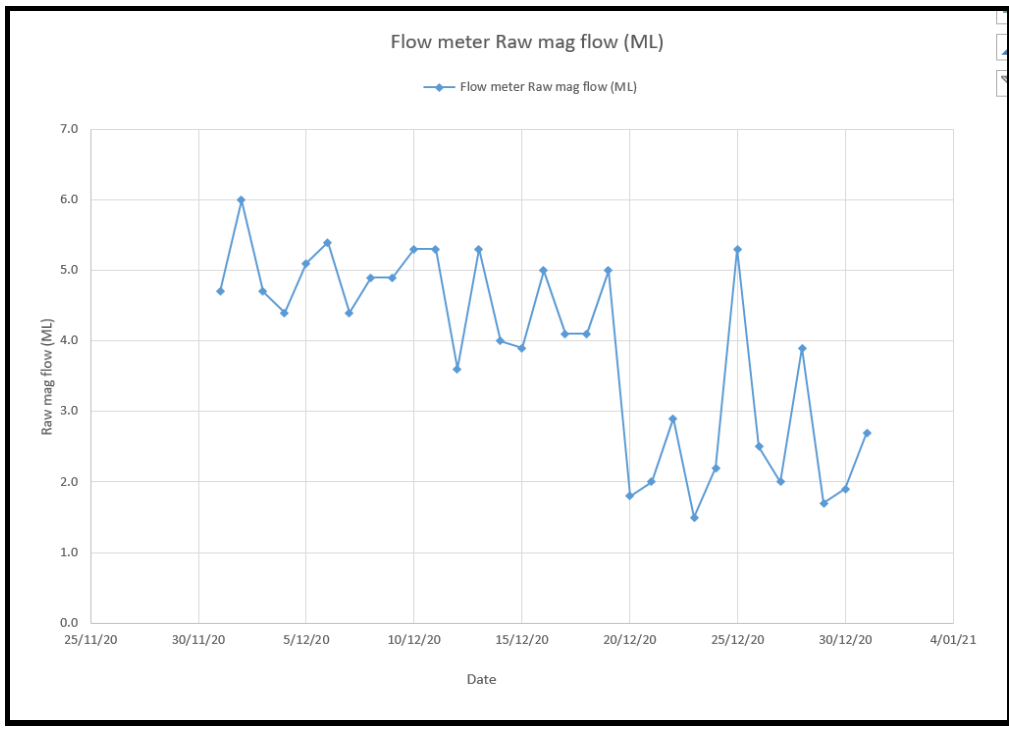
Current Situation

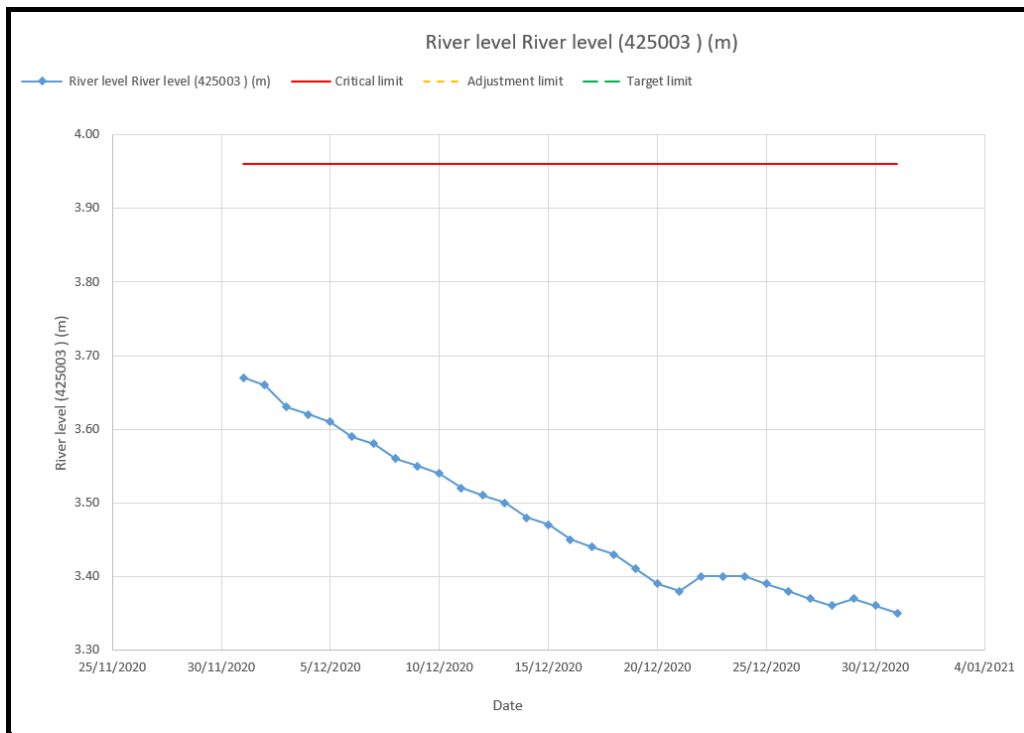
| PARKS & GARDENS – Terry Rankmore, Team Leader | |
|--|--|
| Location | Work Carried Out |
| General | All parks & sporting grounds gardens, regular mowing & maintenance carried out. Sporting grounds facilities cleaned & maintained. Public toilets cleaned & maintained. Clean facilities. General graffiti 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. Prepare for Australia Day |
| Council Office | General maintenance carried out. |
| Renshaw Complex | Grounds, facilities cleaned & maintained. Prepare grounds for gun club. |
| Coolican Oval | General maintenance carried out. |
| Davidson Oval | General maintenance carried out. Prepare grounds for Junior and Senior Cricket. |
| Central Park | Skate Park - regular mowing & maintenance carried out, graffiti removal. |
| Villages | Mow grounds, facilities cleaned & maintained. |
| Airport | Mowed airstrip. |
| Staff Training | First Aid Training |

| TOWN SERVICES – Troy Hayman, Team Leader | |
|--|--|
| Location | Work Carried Out |
| Work Requests | Actioned & ongoing |
| | Weekly sand footpaths |
| | Weekly Town mowing |
| | Relieving Staff in garbage truck |
| | Daily-Main street programme |
| | Daily airport Inspections |
| | Monthly airport inspections Louth & Wanaaring |
| Cemetery | Prepare graves:- 7/12/20, 8/1/21, 22/1/21, 29/1/21 |
| Rest Areas | Weekly rubbish removal & cleaning along road side, removed burnt out car |
| | Mow & poison Sydney Road rest areas |
| Staff Training | Nil |
| General | Town mowing |
| | Deliver sand to Exhibition Centre |
| | Pick up frame work from DJB Fabrications and take to Cenotaph |
| | Whipper snip Wood Bros corner |
| | Deliver sand and pavers to Cenotaph |
| | Clean out culvert for new power pole |
| | Erect Christmas flags in main street |
| | Deliver crusher dust to pool to back fill tank hole |
| | Remove branches from Harris Street |
| | Poison depot |
| | Pick up Christmas trees from Cobar |
| | Water new trees on footpath |
| | Cover grass at Exhibition Centre from bad mowing |
| | Replace bin in main street |
| | Crane rock in main street |
| | Crane old North Bourke Bridge |
| | Remove 2 x vehicles from Oxley and Becker Street |
| | Remove dead trees from Short and Harris Street |
| | Town poisoning-footpath, drains, culverts |
| | Pick up Christmas tree from DJB Fabrications |
| | Crane to water works |
| | Crane pool to lift pump |
| | Remove dead animal from Tarcoon |
| | Kill ants at Enngonia |
| | Remove trees from Sturt Street |
| | Prune tree in laneway at court House |
| | Pick up trees after storm |
| Remove to burnt out vehicles from Oxley Street and behind Caltex | |
| Erect parking sign | |
| Unload truck at Exhibition Centre for new shades | |

| | |
|--|--|
| | Pick up rubbish from Birrang |
| | Slash entrance into town |
| | Erect solar light main street |
| | Change main street flags for ANZAC Day |
| | Open levee gates behind race course for fun run and remove rubbish |
| | Mow race track at Renshaw |
| | Louth / Wanaaring airstrip checks |
| | Slashing North Bourke Village |
| | Poison race track |
| | Slash Airport |
| | Pick up rubbish PCYC |
| | Poison laneways |
| | Clean out gutter and GPT outlet from plumbers, dug up Richard Street |
| | Australia Day set up |

| Water & Wastewater – Shane Hopley, Team Leader | |
|---|---|
| Water Supply Planned Maintenance for December 2020 | |
| 26 Green Street | Sewer Choke |
| 27 Tudor Street | Sewer Choke |
| Wharf toilet | Sewer Choke |
| 2 Coomah Street | Sewer Choke |
| 6 Coomah Street | Sewer Choke |
| 56 Tudor Street | Sewer Choke |
| 14 Becker Street | Sewer Choke |
| 28 Wortumertie Street | Sewer Choke |
| Davidson Oval | Install 50mm raw water service for sprinklers Repair filtered water leak behind grand stand |
| Pool | Install 50mm RPZ valve on pump shed |
| Louth | Repair leaking toilet Install new water service Repair 25mm leaking water service |
| Becker Street SPS | Replace sewer pump |
| 72 Hope Street | Low raw water pressure, blow out and clear |
| 80 Oxley Street | Low raw water pressure, blow out and clear |
| Central Park | Disconnect damaged toilets and connect water service Repair leaking solenoid on sprinkler system |
| Cemetery | Repair 50mm raw water poly line |
| 17 Hope Street | Repair 20mm leaking filtered water service |
| Namoi Street, North Bourke | Repair 20mm leaking filtered water service |
| 31 Moculta Street | Repair 20mm leaking filtered water service |
| 43 Mitchell Street | Repair 20mm leaking filtered water service |
| 116 Hope Street | Repair 20mm leaking filtered water service |
| PCYC | Repair 25mm leaking filtered water service |
| 5 Culgoa Street | Repair 25mm leaking filtered water service |
| Macquarie Street, North Bourke | Repair 50mm water main and repair main |
| 23 Richard Street | Repair 150mm water main and repair main |
| Darling Park | Repair 50mm raw water pipe |
| 48 Short Street | Dug 100mm raw water main and repair service |
| 3 Hume Place | Dug 100mm raw water main and repair service |
| 40 Wortumertie Street | Dug 100mm raw water main and repair main |
| Airport | Dug 100mm raw water main and repair main |
| Alice Edwards Village | Routine maintenance & monitoring as per ACP Management Plan |
| Clara Hart Village | Routine maintenance & monitoring as per ACP Management Plan |
| Training | Nil |



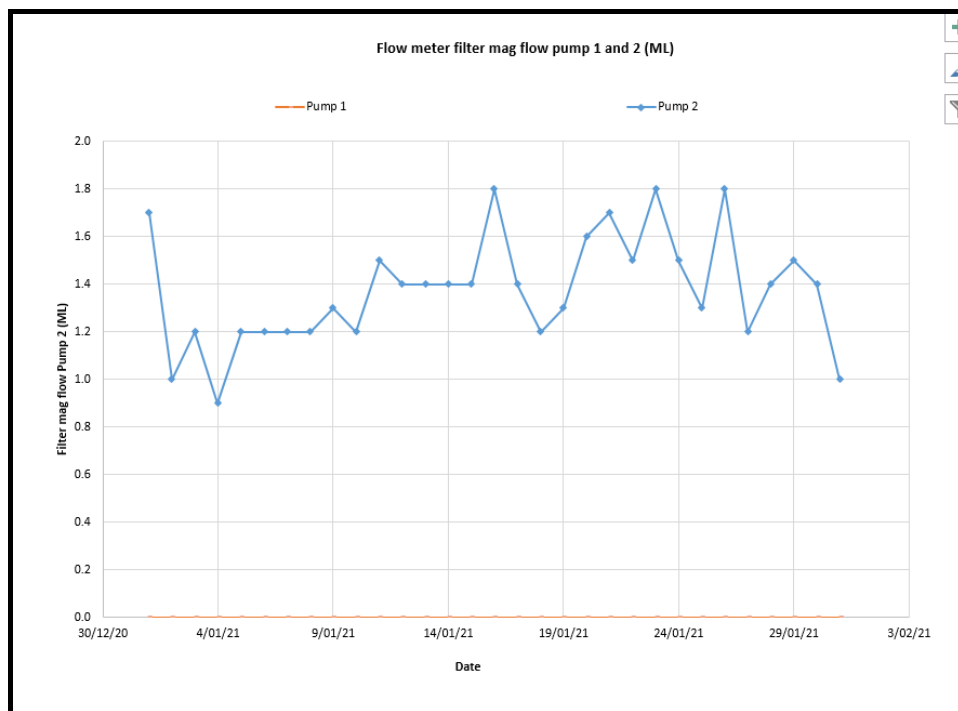
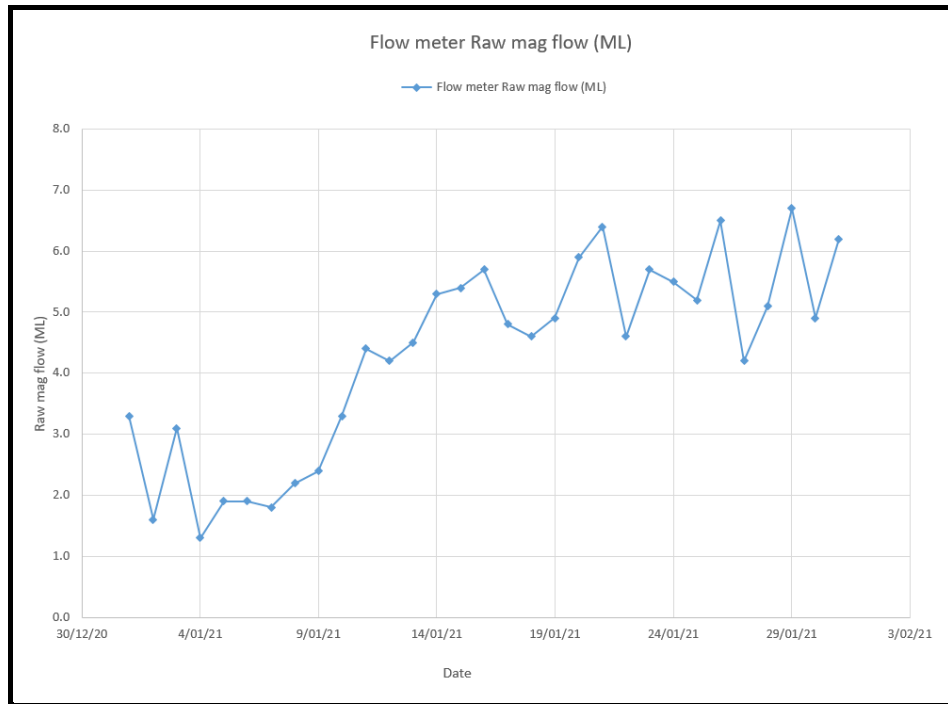


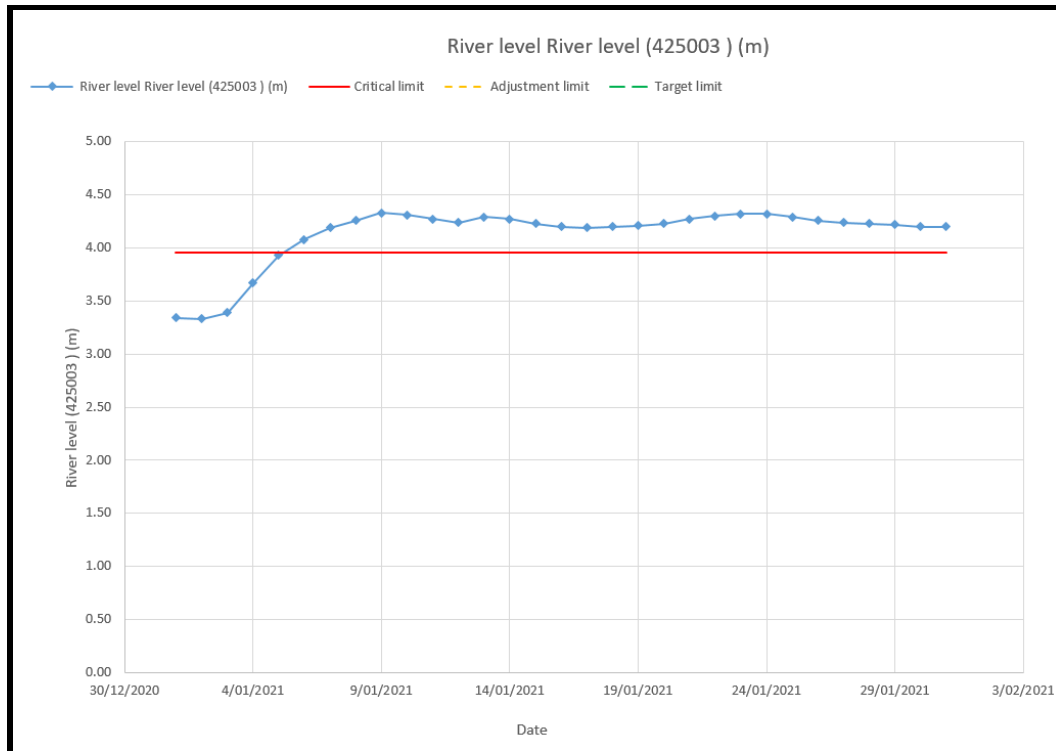
| Month | Raw water ML | Filter magflow pump 1 ML | Filter magflow pump 2 ML | Plant magflow kL | Raw Water North Bourke KL | Filter Water North Bourke KL | Raw-filtered ML | Filtered-Plant ML |
|----------------|--------------|--------------------------|--------------------------|------------------|---------------------------|------------------------------|-----------------|-------------------|
| January 2020 | 132 | - | 51 | 46,898 | 38,021 | 2,135 | 82 | 4 |
| February 2020 | 108 | - | 40 | 35,254 | 6,213 | 2,230 | 68 | 4 |
| March 2020 | 102 | - | 44 | 45,633 | 5,210 | 2,102 | 58 | 2 |
| April 2020 | 77 | - | 35 | 36,731 | 3,532 | 2,365 | 42 | 2 |
| May 2020 | 47 | - | 35 | 4,500 | 3,654 | 2,250 | 12 | 31 |
| June 2020 | 69 | - | 38 | 28,375 | 3,201 | 2,623 | 31 | 10 |
| May 2020 | 47 | - | 35 | 4,500 | 3,654 | 2,250 | 12 | 31 |
| June 2020 | 69 | - | 38 | 28,375 | 3,201 | 2,623 | 31 | 10 |
| July 2020 | 69 | - | 38 | 35,222 | 9,365 | 2,125 | 30 | 3 |
| August 2020 | 62 | - | 36 | 32,395 | 10,211 | 2,255 | 26 | 4 |
| September 2020 | 91 | - | 36 | 32,506 | 15,446 | 1,973 | 55 | 3 |
| October 2020 | 117 | - | 35 | 33,058 | 22,505 | 2,387 | 82 | 2 |
| November 2020 | 138 | - | 37 | 34,889 | 29,000 | 2,087 | 102 | 2 |
| December 2020 | 121 | - | 39 | 36,892 | 30,355 | 2,031 | 82 | 2 |

| Process | Parameter | Minimum | Average | Maximum | Lower critical lim | Upper critical lim | No. of samples |
|---------------------|-----------------------|---------|---------|---------|--------------------|--------------------|----------------|
| Rainfall | Rainfall | - | 1.55 | 31.00 | | | 31 |
| River level | River level (425003) | 3.35 | 3.48 | 3.67 | 3.9 | | 31 |
| Raw Water | pH | 8.20 | 8.49 | 9.00 | | | 31 |
| Raw Water | turbidity | 20.00 | 32.65 | 48.00 | | | 31 |
| Raw Water | Conductivity | 433.00 | 456.35 | 489.00 | | | 31 |
| Filtered water | pH | 8.00 | 8.35 | 8.70 | 6.5 | 8.7 | 31 |
| Filtered water | Conductivity | 335.00 | 451.35 | 488.00 | | | 31 |
| Clarifier | Turbidity | 0.50 | 0.62 | 1.10 | 0.0 | 4.0 | 31 |
| Tower | Free Cl2 | 1.40 | 2.26 | 2.80 | 0.2 | 5.0 | 31 |
| Clarifier | Free Cl2 | 2.20 | 3.09 | 4.10 | 0.2 | 5.0 | 31 |
| Filtered water | Free Cl2 | 2.40 | 3.27 | 4.90 | 1.0 | 5.0 | 31 |
| Filtered water | Turbidity | 0.20 | 0.23 | 0.30 | 0.0 | 1.2 | 31 |
| Bourke High Schoo | Free chlorine | 1.00 | 1.40 | 2.10 | 0.2 | 4.0 | 3 |
| Bourke High Schoo | pH | 7.10 | 7.20 | 7.30 | 6.5 | 8.5 | 3 |
| Bourke High Schoo | Turbidity | 0.15 | 0.18 | 0.20 | 0.0 | 0.5 | 3 |
| WTP | Free chlorine | 2.30 | 2.30 | 2.30 | 0.2 | 4.0 | 1 |
| WTP | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| WTP | Turbidity | 0.15 | 0.15 | 0.15 | 0.0 | 0.5 | 1 |
| Bourke Primary Sch | Free chlorine | 1.00 | 1.00 | 1.00 | 0.2 | 4.0 | 1 |
| Bourke Primary Sch | pH | 7.40 | 7.40 | 7.40 | 6.5 | 8.5 | 1 |
| Bourke Primary Sch | Turbidity | 0.19 | 0.19 | 0.19 | 0.0 | 0.5 | 1 |
| Meadows Rd | Free chlorine | 1.30 | 1.30 | 1.30 | 0.2 | 4.0 | 1 |
| Meadows Rd | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| Meadows Rd | Turbidity | 0.15 | 0.15 | 0.15 | 0.0 | 0.5 | 1 |
| Mitchell St | Free chlorine | 1.20 | 1.20 | 1.20 | 0.2 | 4.0 | 1 |
| Mitchell St | pH | 8.50 | 8.50 | 8.50 | 6.5 | 8.5 | 1 |
| Mitchell St | Turbidity | 0.20 | 0.20 | 0.20 | 0.0 | 0.5 | 1 |
| Alice Edwards Villa | Free chlorine | 1.90 | 1.90 | 1.90 | 0.2 | 4.0 | 1 |
| Alice Edwards Villa | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| Alice Edwards Villa | Turbidity | 0.17 | 0.17 | 0.17 | 0.0 | 0.5 | 1 |
| Kidman Camp | Free chlorine | 0.90 | 0.90 | 0.90 | 0.2 | 4.0 | 1 |
| Kidman Camp | pH | 7.40 | 7.40 | 7.40 | 6.5 | 8.5 | 1 |
| Kidman Camp | Turbidity | 0.25 | 0.25 | 0.25 | 0.0 | 0.5 | 1 |

| 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 | <0.9 mg/L for > 72 hours |
| | | | | | | or | Or |
| | | | | | | >1.0 mg/L | >1.5 mg/L |
| CCP 5 | Reservoirs | Reservoir Integrity | Reservoirs | Weekly | Integrity maintained | Signs of integrity breach | Unable to rectify breaches |

| Water & Wastewater – Shane Hopley, Team Leader | |
|---|---|
| Water Supply Planned Maintenance for January 2021 | |
| 2 Wortumertie Street | Sewer Choke |
| Shire Depot | Sewer Choke |
| 15 Tudor Street | Sewer Choke |
| 7 Yanda Street | Sewer Choke |
| 14 Becker Street | Sewer Choke |
| 7 Coomah Street | Sewer Choke |
| 63 Mitchell Street | Sewer Choke |
| Fords Bridge | Dug 50mm water main and repaired 25mm service |
| 1 Warraweena Street | Dug 50mm water main and repaired 25mm service |
| North Bourke | Dug 100mm raw water main and repair main |
| 3 Charles Street | Dug 100mm raw water main and repair main |
| 39 Short Street | Dug 100mm raw water main and repair main |
| Louth | Dug 100mm raw water main and repair main |
| Airport | Dug 100mm raw water main and repair main |
| 73 Mertin Street | Dug 100mm raw water main and repair 25mm service |
| 16 Darling Street | Low raw water pressure blow out and clear |
| 36 Mertin Street | Low raw water pressure blow out and clear |
| 17 Moculta Street | Low raw water pressure blow out and clear |
| 77 Mertin Street | Low raw water pressure blow out and clear |
| 43 Darling Street | Repair leaking filtered water service |
| 8 Mertin Street | Repair leaking filtered water service |
| 1 Darling Street | Repair leaking filtered water service |
| 7 Darling Street | Repair leaking filtered water service |
| 45 Mitchell Street | Repair leaking filtered water service |
| 111 Mitchell Street | Repair leaking filtered water service |
| 12 Becker Street | Dug 100mm raw water main and repair 25mm service |
| Culgoa Street, North Bourke | Dug 100mm raw water main and repair 25mm service |
| Byrock | Dug 100mm raw water main and repair main and install hydrant signs Repair leak on inlet to overhead tank |
| North Bourke | Replace raw pump and reprogram PLC system |
| 58 Oxley Street | Repair pool pump |
| 1 Tudor Street | Replace toilet and taps |
| 140 Anson Street | Repair leaking filtered water service |
| 5 Short Street | Dug 225mm filtered water main and repair main |
| Wanaaring | Repair leaking 25mm water service |
| Alice Edwards Village | Routine maintenance & monitoring as per ACP Management Plan |
| Clara Hart Village | Routine maintenance & monitoring as per ACP Management Plan |





| Month | Raw water ML | Filter magflow pump 1 ML | Filter magflow pump 2 ML | Plant magflow kL | Raw Water North Bourke KL | Filter Water North Bourke KL | Raw-filtered ML | Filtered-Plant ML |
|----------------|--------------|--------------------------|--------------------------|------------------|---------------------------|------------------------------|-----------------|-------------------|
| January 2020 | 132 | - | 51 | 46,898 | 38,021 | 2,135 | 82 | 4 |
| February 2020 | 108 | - | 40 | 35,254 | 6,213 | 2,230 | 68 | 4 |
| March 2020 | 102 | - | 44 | 45,633 | 5,210 | 2,102 | 58 | 2 |
| April 2020 | 77 | - | 35 | 36,731 | 3,532 | 2,365 | 42 | 2 |
| May 2020 | 47 | - | 35 | 4,500 | 3,654 | 2,250 | 12 | 31 |
| June 2020 | 69 | - | 38 | 28,375 | 3,201 | 2,623 | 31 | 10 |
| May 2020 | 47 | - | 35 | 4,500 | 3,654 | 2,250 | 12 | 31 |
| June 2020 | 69 | - | 38 | 28,375 | 3,201 | 2,623 | 31 | 10 |
| July 2020 | 69 | - | 38 | 35,222 | 9,365 | 2,125 | 30 | 3 |
| August 2020 | 62 | - | 36 | 32,395 | 10,211 | 2,255 | 26 | 4 |
| September 2020 | 91 | - | 36 | 32,506 | 15,446 | 1,973 | 55 | 3 |
| October 2020 | 117 | - | 35 | 33,058 | 22,505 | 2,387 | 82 | 2 |
| November 2020 | 138 | - | 37 | 34,889 | 29,000 | 2,087 | 102 | 2 |
| December 2020 | 121 | - | 39 | 36,892 | 30,355 | 2,031 | 82 | 2 |
| January 2021 | 134 | - | 43 | 46,142 | 31,255 | 2,013 | 91 | 4 |

| Process | Parameter | Minimum | Average | Maximum | Lower critical lim | Upper critical lim | No. of samples |
|-----------------------|-----------------------|---------|---------|----------|--------------------|--------------------|----------------|
| Rainfall | Rainfall | - | 1.32 | 26.00 | | | 31 |
| River level | River level (425003) | 3.33 | 4.13 | 4.33 | 3.9 | | 31 |
| Raw Water | pH | 8.40 | 8.62 | 8.90 | | | 31 |
| Raw Water | turbidity | 25.20 | 230.91 | 870.00 | | | 31 |
| Raw Water | Conductivity | 331.00 | 513.03 | 831.00 | | | 31 |
| Filtered water | pH | 8.20 | 8.49 | 8.70 | 6.5 | 8.7 | 31 |
| Filtered water | Conductivity | 356.00 | 525.65 | 1,530.00 | | | 31 |
| Clarifier | Turbidity | 0.40 | 0.56 | 0.70 | 0.0 | 4.0 | 31 |
| Tower | Free Cl2 | 1.60 | 2.28 | 2.90 | 0.2 | 5.0 | 31 |
| Clarifier | Free Cl2 | 2.30 | 3.16 | 3.80 | 0.2 | 5.0 | 31 |
| Filtered water | Free Cl2 | 2.40 | 3.20 | 3.80 | 1.0 | 5.0 | 31 |
| Filtered water | Turbidity | 0.12 | 0.23 | 0.30 | 0.0 | 1.2 | 31 |
| Bourke High School | Free chlorine | 1.00 | 1.40 | 2.10 | 0.2 | 4.0 | 3 |
| Bourke High School | pH | 7.10 | 7.20 | 7.30 | 6.5 | 8.5 | 3 |
| Bourke High School | Turbidity | 0.15 | 0.18 | 0.20 | 0.0 | 0.5 | 3 |
| WTP | Free chlorine | 2.30 | 2.30 | 2.30 | 0.2 | 4.0 | 1 |
| WTP | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| WTP | Turbidity | 0.15 | 0.15 | 0.15 | 0.0 | 0.5 | 1 |
| Bourke Primary School | Free chlorine | 1.00 | 1.00 | 1.00 | 0.2 | 4.0 | 1 |
| Bourke Primary School | pH | 7.40 | 7.40 | 7.40 | 6.5 | 8.5 | 1 |
| Bourke Primary School | Turbidity | 0.19 | 0.19 | 0.19 | 0.0 | 0.5 | 1 |
| Meadows Rd | Free chlorine | 1.30 | 1.30 | 1.30 | 0.2 | 4.0 | 1 |
| Meadows Rd | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| Meadows Rd | Turbidity | 0.15 | 0.15 | 0.15 | 0.0 | 0.5 | 1 |
| Mitchell St | Free chlorine | 1.00 | 1.00 | 1.00 | 0.2 | 4.0 | 1 |
| Mitchell St | pH | 8.10 | 8.10 | 8.10 | 6.5 | 8.5 | 1 |
| Mitchell St | Turbidity | 0.30 | 0.30 | 0.30 | 0.0 | 0.5 | 1 |
| Alice Edwards Villa | Free chlorine | 0.50 | 0.50 | 0.50 | 0.2 | 4.0 | 1 |
| Alice Edwards Villa | pH | 7.30 | 7.30 | 7.30 | 6.5 | 8.5 | 1 |
| Alice Edwards Villa | Turbidity | 0.40 | 0.40 | 0.40 | 0.0 | 0.5 | 1 |
| Kidman Camp | Free chlorine | 0.90 | 0.90 | 0.90 | 0.2 | 4.0 | 1 |
| Kidman Camp | pH | 7.40 | 7.40 | 7.40 | 6.5 | 8.5 | 1 |
| Kidman Camp | Turbidity | 0.25 | 0.25 | 0.25 | 0.0 | 0.5 | 1 |

| 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 | <0.9 mg/L for > 72 hours |
| | | | | | | or | Or |
| | | | | | | >1.0 mg/L | >1.5 mg/L |
| CCP 5 | Reservoirs | Reservoir Integrity | Reservoirs | Weekly | Integrity maintained | Signs of integrity breach | Unable to rectify breaches |

Treatment Plant EPA Licence Compliance

Record of Effluent Analysis

| Pollutant | Unit Of Measure | Licence 100 Percentile Concentration Limit | Dec 2020 TEST | Jan 2021 TEST | Feb 2021 TEST | Mar 2021 TEST | Apr 2021 TEST |
|---------------------------|-----------------|--|---------------|---------------|---------------|---------------|---------------|
| Oil & Grease | mg/L | 10 | 3 | 4 | | | |
| pH | | 6.5-8.5 | 9.82 | 9.38 | | | |
| Nitrogen (total) | mg/L | 15 | 5.8 | 10.3 | | | |
| Phosphorus (total) | mg/L | 10 | 1.67 | 1.30 | | | |
| Total suspended solids | mg/L | 20 | 79 | 36 | | | |
| Biochemical oxygen demand | mg/L | 15 | 15 | 12 | | | |

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 December 2020 was 22.6 mm
- Rainfall in Bourke for January 2021 was 23 mm
- Hottest day for December 2020 was 47.6 degrees
- Hottest day for January 2021 was 42.2 degrees
- Coldest day for December 2020 was 14.2 degrees
- Coldest day for January 2021 was 15.9 degrees

Recommendation

That Council note the information in the Engineering Services Department Activity Reports as presented to Council on Monday, 22 February 2021.

21.3 ENVIRONMENTAL SERVICES DEPARTMENT - ACTIVITY REPORT

File Number: D3.1-A11.1-A8.1
Author: Dwayne Willoughby, Manager Environmental Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Activity report from the Department of Environmental Services, which includes Developments Approved, Building Services and Animal Control for the month of December 2020 & January 2021.

Current Situation

December 2020

| Development Approvals | | | |
|--|---------------------------|----------------------------|--|
| Delegated Authority or Council | Consent Type & Consent No | Subject Land | Nature of Development |
| Delegated | DA 2021/0007 | 78 Vicary Street Wanaaring | Installation of transportable dwelling |
| Total value of Approved works for December 2020 | | | = \$343,000 |
| No. of Development Application Approvals for December 2020 | | | = 1 |
| No. of Complying Development Application Approvals for December 2020 | | | = 0 |

January 2021

| Development Approvals | | | |
|---|----------------------------|--------------|-----------------------|
| Delegated Authority or Council | Consent Type & Consent No. | Subject Land | Nature of Development |
| Nil | | | |
| Total value of Approved works for January 2021 | | | = \$0 |
| No. of Development Application Approvals for January 2021 | | | = 0 |
| No. of Complying Development Application Approvals for January 2021 | | | = 0 |

December 2020

| Building Services Report | |
|--------------------------|--|
| Location | Work Carried Out |
| Work Requests | Actioned and ongoing |
| Risk Assessments | Completed with every job |
| Training | First Aid |
| Office | Monthly check and test Emergency Generator |
| Contractors | Maintenance works completed as required Upgrade works completed as per Operational Plan |
| Buildings | Maintenance works completed as required |
| Airport | Maintenance works completed as required |

January 2021

| Building Services Report | |
|---------------------------------|--|
| Location | Work Carried Out |
| Work Requests | Actioned and ongoing |
| Risk Assessments | Completed with every job |
| Training | First Aid |
| Office | Monthly check and test Emergency Generator |
| Contractors | Maintenance works completed as required Upgrade works completed as per Operational Plan |
| Buildings | Maintenance works completed as required |
| Airport | Maintenance works completed as required |

December 2020

| Animal Control | | |
|--|-------------|-------------|
| Bourke Shire Council Holding Facility | Dogs | Cats |
| Animals in Pound beginning of Month | 2 | 0 |
| Seized | 2 | 3 |
| Surrendered | 11 | 0 |
| Seized by Police | 0 | 0 |
| Total | 15 | 3 |
| Euthanased | 6 | 3 |
| Returned to Owner | 0 | 0 |
| Released from Pound | 2 | 0 |
| Re-housed | 7 | 0 |
| Died in Pound | 0 | 0 |
| Escaped from Pound | 0 | 0 |
| Animals Remaining at End of Month | 0 | 0 |
| Total | 15 | 3 |
| Stock Rested in Stock Yards | 0 | |

January 2021

| Animal Control | | |
|--|-------------|-------------|
| Bourke Shire Council Holding Facility | Dogs | Cats |
| Animals in Pound beginning of Month | 0 | 0 |
| Seized | 4 | 0 |
| Surrendered | 2 | 0 |
| Handed in by members of the public | 3 | 0 |
| Total | 9 | 0 |
| Euthanased | 0 | 0 |
| Returned to Owner | 0 | 0 |
| Released from Pound | 3 | 0 |
| Re-housed | 4 | 0 |
| Died in Pound | 0 | 0 |
| Escaped from Pound | 0 | 0 |
| Animals Remaining at end of Month | 2 | 0 |
| Total | 9 | 0 |
| Stock Rested in Stock Yards | 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 Reserves

| Splash Park Attendance for December 2020 | |
|---|---|
| Adults | 0 |
| Children (2+) | 0 |
| Children (<2) | 0 |
| Pensioners | 0 |
| School Groups | 0 |
| Total for Month | 0 – Nil statistics provided by contractor |

| Splash Park Attendance for January 2021 | |
|--|-----|
| Adults | 78 |
| Children (2+) | 192 |
| Children (<2) | 49 |
| Pensioners | 0 |
| School Groups | 0 |
| Total for Month | 319 |

Financial Implications

Nil

Recommendation

That the information in the Environmental Services Activity Report as presented to Council on Monday, 22 February 2021 be received and noted.

21.4 GENERAL MANAGER'S ACTIVITY REPORT

File Number: G1.1
Author: Leonie Brown, Manager of Corporate Services
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

Activities carried out by the Acting General Manager and General Manager since the last Ordinary Meeting of Council held on Monday, 14 December 2020.

Current Situation**17 December 2020****HEALTH SERVICES:**

During last week, an introductory meeting was held with various representatives of Ochre Health to discuss the transition of services from RaRMS Health, effective 1 March 2021. As previously advised, Ochre Health is the successful tenderer for the provision of health services to the Bourke Multipurpose Service. In attendance from Ochre Health was their CEO, Mr Dermott Roche; Co-Founder and Director, Dr Hamish Meldrum; Director of Medical Services, Dr John Hall and Western NSW Project Implementation Lead, Mr Damien Pennyfield.

Interestingly, the genesis of the Ochre Health Group dates back to 2002 when Dr Hamish Meldrum and his Co-Founder, Dr Ross Lamplugh established Australian Outback Locums, whilst working as Doctors here in Bourke. Fast forward 18 years and Ochre Health is a major provider of healthcare to rural, regional and urban communities around Australia. It operates a network of over 40 medical centres across five (5) states and territories and partners with more than 250 doctors. Ochre also works with hospitals and medical practices throughout Australia and New Zealand to source and place locum and permanent doctors across a wide range of specialties. Council looks forward to working with the Ochre Health Group and welcomes them to Bourke.

It would be remiss of me not to acknowledge and thank the outgoing contractor, RaRMS, for its contribution to the provision of health services in Bourke. Council at its meeting last Monday resolved to formally thank RaRMS and wish them well for their future endeavours.

WHAT WILL BE THE LEVEL OF HEALTH SERVICE IN BOURKE?

Mr Mark Spittal, Acting Executive Officer Western NSW Local Health District (WNSWLHD) was also in attendance when Council met with Ochre Health. Discussions took place regarding the level of service to be provided with both Dr Hamish Meldrum from Ochre Health and Mr Spittal confirming the following arrangements for the availability of a doctor at the Bourke Multipurpose Service:

Weekdays

5 days per week during business hrs – On-Site/On-Call Service 0800-1800hrs (Mon-Fri) – for triage categories 1 to 5.

5 Days per week after hours at both sites – On-Site/On- Call Service 1800-0800hrs (Mon-Fri) - for triage categories 1 to 2. **Virtual Rural Generalist Service** to be provided during this time to triage categories 3 to 5.

Weekends

2 Days on weekends - On-Site/On-Call Service 0800-1200hrs (for triage categories 1 to 5), 1200-0800hrs (for triage categories 1 to 2). **Virtual Rural Generalist Service** to be provided between 1200-0800 (triage categories 3-5).

Triage categories 3-5 are the less serious medical presentations to the Multipurpose Service.

I must thank Mark Spittal from the WNSWLHD for his work in respect of these arrangements. Council had raised its considerable concerns and Mr Spittal, to his credit, listened, took on board such concerns, gave the community his word and awarded a contract that was in excess of the minimum level of service as initially issued to market. Thank you Mr Spittal. Your efforts will have a positive impact on the quality of life of residents in the Bourke Shire.

WATER RESTRICTIONS:

On a not so bright note, Level 2 Water Restrictions in Bourke and North Bourke became applicable on Sunday, 13 December 2020. This came about as a result of the Bourke Weir Pool River Gauge Level dropping to 3.5m. This means that the Weir Pool was at 84% capacity when Level 2 was enacted.

I again urge residents to be “water wise” in their water usage patterns and also respect the restriction requirements. I am confident that the Bureau of Meteorology declared La Nina weather pattern will bring above average rainfalls to eastern states in coming months and bringing flows in the river. I hope I am right!

WEATHER RADAR:

It's been a long road, but I was pleased to learn that the Brewarrina Doppler Weather Radar has now been switched on and providing weather information to western New South Wales communities.

After a near 10-year lobbying effort by the former Orana Regional Organisation of Councils (OROC), of which Bourke Council was a member, the radar project was developed by the Federal Bureau of Meteorology (BOM) and funded by the NSW Government under a Drought Relief Package announced in the 2018 budget.

Whilst I only attended OROC meetings when former General Manager, Ross Earl, had other commitments, I clearly recall that the need for a weather radar in the North West was a major strategic focus for the regional organisation.

Images from the radar appear on the BOM website (www.bom.gov.au/Australia/radar/) and the BOM Weather app and show an area which includes Bourke to the west, Nyngan to the south and Walgett to the east.

Congratulations to all involved in this important project for their tenacity in bringing it to fruition.

HOLIDAY YOUTH ACTIVITY PROGRAM:

Considerable work has been undertaken by many to prepare a calendar of Youth Activities in Bourke for the School Holiday period from 14 December 2020 to 29 January 2021. In excess of 110 separate activities have been identified in the calendar, which is fantastic.

I extend my thanks to the various Organisations that have been involved in successfully developing the calendar: Bourke High School;Birrang SOS MYHub; Catholic Care; Department of Communities and Justice; Department of Regional NSW; Department of Sport and Recreation; Maranguka Community Hub; Mens Hub; Mission Australia; PCYC; NSW Police; Spirit Program; Transport for NSW and Uniting. A copy of the calendar is available on Councils Facebook Site.

COVID-19:

One of the reasons for NSW's success in the battle against the COVID-19 virus has been contract tracing.

As we potentially travel away from Bourke for the Christmas/New Year Holiday period to more populous areas, I urge residents to keep in mind two (2) actions to assist in keep us all COVID safe.

Firstly, check in whenever you go out. This allows contract tracers to quickly get in touch with people who have visited a location where COVID-19 has been.

The second is COVID-19 testing. By staying home if you are feeling unwell and immediately getting tested, COVID-19 cases can be quickly identified.

It's all-important that we check in, and if unwell, get tested immediately.

As the NSW Government says: "Everyone, Everywhere, Everytime."

BUSHFIRE MANAGEMENT:

In the company of Bourke Mayor, Barry Hollman, we attended a meeting of the Darling Barwon Bushfire Management Committee last week. As part of the meeting, advice was received that the Bushfire Permit Season had commenced meaning that during this period, Fire Permits are required for burning activities in rural fire districts.

In terms of obtaining a Fire Permit, the standard requirements are:

- 1) A Permit is obtained through either a local Permit Issuing Officer or Fire Control Centre;
- 2) Notification to neighbouring landholders, Brigade and Fire Control is required at least 24 hours prior to intent to light;
- 3) Sufficient firefighting resources are available to deal with any outbreaks.

The meeting was advised that in determining applications for Permits, a number of tools are used. These include:

- The hotspot website: <https://hotspots.dea.ga.gov.au/This> website provides information on where fires are and how old they are.
- Maps showing submitted/approved Permits.

Permits will be suspended from 22 December 2020 until 4 January 2021, in line with standard protocols.

ALGAL BLOOMS:

Don't forget that as river flows continue to reduce, parts of the Barwon Darling system will see conditions favourable to algae growth. Our current hot and sunny weather conditions are likely to produce algae blooms. Water users should therefore prepare and be on the lookout for excessive

algae growth. If then required, take the necessary action to mitigate against the algae bloom conditions.

PARKING IN OXLEY STREET, BOURKE:

At its September 2020 meeting, Council gave consideration to correspondence from a trader whose business is located in the beautified section of Oxley Street, Bourke requesting the introduction of timed carparking in Oxley Street. The correspondence was as a result of their customers being unable to find a car park that provides drivers with convenient access to the business.

Council resolved to refer the issue of the potential introduction of two (2) hour parking to the Bourke Traffic Committee for their consideration.

The Committee considered the matter and made a recommendation to Council at its December meeting. This recommendation was adopted this week such that the 2-hour parking proposal request for Oxley Street Bourke be noted. In addition, I have been requested to:

- contact the Officer-In-Charge at the Bourke Police Station requesting that Officers monitor the use of disabled parking spaces in Oxley Street by appropriately authorised persons only;
- write to all business organisations in Oxley Street regarding staff parking off street rather than in Oxley Street; and
- write an article to appear in the local newspaper on the issue of employees parking off street rather than in Oxley Street and on the issue of disabled parking spaces being used appropriately.

I would take this opportunity to seek from those Government departments and business operators located in the CBD area of Oxley Street, Bourke to request that their staff not park in the main street during business hours. By utilising off street parking, where available, or side street parking in Richard or Sturt Streets, so that the parking is available for shoppers. Respect of the disabled parking spaces is also requested.

ROAD FUNDING:

Council received advice last week that it had been awarded a \$3M Works Contract from Transport for NSW to undertake shoulder widening works on the Mitchell Highway between Bourke and Byrock. Council will commence undertaking these extensive works in the New Year. Coupled with further works on the Bourke to Wanaaring Road and the commencement of the sealing of Coronga Peak Road, which runs west of Byrock, Councils Road Construction Crews once again have a very full program of works for the year in front of them.

HOLIDAY PERIOD WASTE MANAGEMENT ARRANGEMENTS:

With the Christmas/New Year Holiday period rapidly approaching, residents are advised that there will be no domestic or trade waste garbage collections on Christmas Day. A garbage collection will be performed the day before. Residents or commercial premises operators who normally have their bins collected on Fridays, are requested to place their bins out by 3.00am on Thursday, 24 December 2020 (Wednesday night) for collection Thursday morning.

It is further advised that the Bourke Waste Depot will be closed on 25 December (Christmas Day), 26 December (Boxing Day), Tuesday, 29 December, Wednesday, 30 December 2020 and Friday, 1 January 2021 (New Year's Day). The facility will operate as per normal opening hours on the remaining days during the Christmas/New Year period.

SPLASH PARK:

Don't forget that whilst the construction of the Bourke 50m Olympic Pool continues, the Splash Park and Canteen within the pool facility are open for use. The Splash Park opening hours can be found on the Bourke Pool Facebook page or by contacting Council's Pool Contractor, Mark Hollman, by phone on 6872 2444.

THAT'S A WRAP:

The 14 December 2020 Council Meeting was the final meeting for the year with Council not expected to again meet until 22 February 2021. It has been a busy year that has brought with it many unexpected challenges. Council's Shire Office, Service NSW Agency and Library will close at 4.30pm on Wednesday, 23 December 2020 and re-open for business on Monday, 4 January 2021. If you encounter a problem such as no filtered water supply, a water main break or a sewer choke, or for that matter any urgent issue over the Christmas/New Year period, please contact Council's Duty Officer on 0419 722 055.

I take the opportunity to thank Councillors and staff for their considerable efforts during the year. Bourke Shire "punches well above its weight" and the achievements throughout the year have been many. I wish all community members a safe and happy Christmas and all the very best for the New Year.

QUOTE OF THE WEEK:

"Christmas is doing a little something extra for someone."

Charles M. Schulz

28 January 2021**First column 2021**

With the Western Herald having had a well-deserved summer break, this is my first column for 2021. I would like to wish all residents of Bourke Shire a Happy New Year.

Over the past year our nation has faced fire, flood, drought and the coronavirus pandemic. Monday, 25 January marks 12 months since the first identified case of COVID-19 in Australia. Bourke Shire has been lucky to avoid the virus to date and it is important that we remain vigilant to keep everyone safe and this insidious virus out of our community.

2021 promises to be another busy year for Council, activities include;

- the Local Government Elections in September,
- continuation of sealing the Wanaaring Road (MR 405),
- completion of the new Water Treatment Plant,
- completion of the upgrade to the Bourke Olympic Pool,
- Continuation of the upgrade to the Main Street Project this includes Bourke Wharf upgrade, Mens Shed upgrade, Mitchell Street upgrade (from Sturt Street to Richard Street) and Cenotaph upgrade.

Council has been very fortunate to receive an unprecedented amount of grant funding from both the State and Commonwealth Governments since 2015 and this had allowed for the upgrade to a lot of Councils Infrastructure.

Water flowing over the weir

The flow in the Darling that originated from the local rainfall in December and early January, small flow from the Culgoa River and is now being supplemented by the flow from the Barwon which is a result of the rainfall in the upper catchment was very welcome. The Darling River progressive rise at Bourke saw the weir wall breached on 5 January.

The flow in the Barwon Darling River was also supplemented by an Environmental release – The Northern Waterhole top-up has provided 8 additional gigalitres of Commonwealth and NSW water for the environment. The delivery of this water was first expected to reach Walgett. Thankfully, December storms wet the River channel which has meant the environmental flow has now reached Bourke.

There is no definitive period that the water is expected to flow over the Bourke Weir but it is anticipated that it should last at least until the end of summer if not longer.

There has been a restriction placed on the pumping of water from the Barwon –Darling River system with the hope that the flows currently within the system will continue and that it will reach Menindee Lakes. Let's hope we have additional flows in the system in the coming weeks that will enable the irrigators to have access to water for their crops plus see water reach the Menindee Lakes

Welcome rains in the Shire

The recent rain has had a tremendous positive impact on the town with all the parks and gardens looking very fresh and green. The availability of water in the river should mean that the town is again well presented for visitors to the community and the Easter weekend.

The rainfall that also fell in parts of the LGA has Council employees very busy in and around Bourke mowing and tidying the parks, gardens and entrances. There are still areas of the Shire that have received very little rain. I hope the La Nina that has been predicted to bring much needed rain to those who have missed out will receive something in the coming weeks.

While Council staff will do their best to ensure the town is showcased to its best advantage it would be a great help if residents could mow their nature strips and ensure that their yards are neat and tidy.

Tree Replacement

Over the years it has been necessary for many of the trees in Bourke to be removed. Whilst some of the trees were large shade trees, when in their prime, they had died due to vandalism, drought or caused damage to property due to their size.

Council has been provided with grant funding of \$90,000 through the NSW Drought Communities Fund to undertake tree planting throughout the urban area of Bourke.

A tree replacement program comprising of five (5) stages has been developed and it is expected that the \$90,000 will go part way to completing stage one (1) of the plan. A copy of the planting program is available at the Council Office at 29 Mitchell Street Bourke

With the recent flow in the river Karrajong Bottle trees and Bottle Brush trees are now on order to commence this part of the project. The trees will be planted on the footpaths from Sturt Street

then along Mitchell Street and all the way to the Back O Bourke Exhibition Centre. Residents living in these blocks may like to adopt a tree if it is planted outside your residence on the footpath by assisting with watering.

New Art Gallery

The new Bourke Aboriginal Art Gallery, in Oxley Street opened to the public on Thursday 24 December 2020. Since then it has been quite busy with sales to both local people and a number of tourist who are still circulating around or passing through the region.

Although there are still a number of displays to be set up the space has become an artist work space and sales point for Bourke Aboriginal art. We are very lucky to have a number of talented artist in our community, I would recommend a visit to the Gallery to see the works that are on display.

Plans are currently underway to organise an official opening with dates for the event being discusses with dignitaries.

Australia Day

This Australia Day we paused to reflect on the past year and recognise the resilience of our people and the courage and selflessness of those work worked on the frontlines fighting fires and floods and responding to a global pandemic, and also those who have suffered through the long drought.

Australia Day celebrations in Bourke were considered highly successful, despite the need for changing the venue of the main activities to the Wal Mitchell Wharf Precinct. Throughout the celebrations, Ambassador John Donovan was widely appreciated as he demonstrated a natural passion and enthusiasm as a worthy Ambassador for Australia Day.

My personal congratulations are extended to all the recipients of special awards, they were all very worthy recipients.

I would like to thank the National Australia Day Council for supporting the Ambassador Programme and on a local level the Bourke Rotary Club and all other that assisted on the day.

As part of this year's Australia Day Ceremony a Citizenship Ceremony was held for ten (10) new Citizens Sangita Parjapati, Harmeet Singh, Harveen Coor, Abdul Waheed, Rana Awais Ahmad, Mohammad Abram Rana Waheed, Kynat Waheed, Milika Waheed, Ejaz Ul Haq and Javairaiia Latif. I congratulate you all on what is a very significant occasion.

By becoming an Australian citizen, people join a unique national community. Our country has been built on the contributions of our Aboriginal and Torres Strait Islander peoples and migrants from all over the world.

POOL UPGRADE:

The pool upgrade is continuing and last week saw the lining near completion in the deep end of the pool.

At this stage unfortunately the redevelopment is behind schedule and the re-opening of the facility is unlikely this season.

The plans for the pool include an access ramp which will be of great benefit to all those who have previously had difficulty in entering and exiting the pool.

The splash park is open from Tuesday to Sunday 2pm to 7pm. Bourke pool is following COVID regulations which means everyone coming to the splash park area is required to sign in. As the main pool area is still in the construction phase hours could be subject to change without notice.

Community and Village Meeting

Council will be conducting a tour of the village areas within the shire to give the residents of these areas the opportunity to meet Councillors and Senior Staff to discuss issues impacting on the residents of the villages and surrounding areas in February.

The timetable for the village tours will be released in the coming weeks, dates and times will be advertised in the Western Herald, on Facebook 2WEB and through each of the village committees.

Welcome to Bourke

Bourke Shire Council along with the Rotary Club of Bourke will once again welcome new residents to town in the coming weeks. The welcome to Bourke evening will be held at the Back O Bourke Exhibition Centre on the evening of Wednesday, 24 February.

This will give new residents a chance to meet with locals, gain valuable networks and ask questions that may assist in the move to Bourke. More information will be provided in the coming weeks about the welcome to Bourke evening or please feel free to contact the Shire Office for further information or to register your family's acceptance to attend.

Local sporting, social and interest groups are also invited to send a representative so that newcomers to town can get firsthand information regarding the various groups.

The night has been going for a number of years now and is a great initiative.

Budget

Work has commenced on the preparation of the Council's Operational Plan (Budget) for 2021/2022 and it is proposed to have the budget completed in early April 2021 with the consideration by Council by the end of May 2021. IPART have released their determination of the allowable rate increase applicable for 2021/2022 and it has been set at 2% which applies to the general fund of all Council's with the exception of those who have applied for a special rate variation and had that application approved.

If anyone would like to see specific projects or works included in the budget they can forward details to the Council offices and they will be considered in the budget process along with all other identified works.

Easter

The first meeting to kick off the organisation of the Easter Festival is set down for 9 February 2021 at the Council Chambers. The committee is preparing for the Back to Bourke celebrations to be

held over the Easter long weekend. The preparation of some activities does take time to organise to ensure the weekend is a success.

An assessment will be undertaken leading up to the weekend as to COVID restriction and if there is any issues the committee will reassess the situation at this time.

One of the marquee events planned is the Bourke Race meeting which is the committee are busy pulling together. Easter is only nine (9) weeks away!

Council Elections

The conduct of the Local Government Elections is now scheduled for Saturday, 4 September 2021. The Election was to be held in September 2020, but due to COVID-19 the Minister for Local Government postponed the Election until 2021.

Further information in regards to the Local Government Elections is available on the NSW Electoral Commission website. If you or someone you know is interested in becoming a Councillor I would encourage you access the site and view the six steps to becoming a candidate at the election. Depending on your circumstances you may not need to follow these steps in order or complete all steps. Please read the details under each step to see which steps apply to you and the relevant deadlines under each step.

FEBRUARY COUNCIL MEETING:

The next Ordinary Meeting of Bourke Shire Council will be held on Monday, 22 February 2021. This will be the first meeting of Council 2021.

The meeting will again be conducted on a face to face basis with the public only being able to participate by following the meeting via a webcast. Councillors have the option not to attend in person but to participate remotely via an Audio-Visual link.

The restrictions on space and the need for social distancing have meant that some staff are also unable to attend in person. By also utilising the Audio – Visual platform, however, such staff are both able to follow the meeting and comment on any reports they may have submitted, as required.

Tourism booking online opportunity

In partnership with DNCO (Destination Country & Outback) and the Bourke hub consisting of Bogan, Cobar and Brewarrina councils, have engaged the services of Rebecca George from Central NSW Business HQ to run a series of “Becoming Bookable Online” workshops for local tourism operators in the following shires.

Delivery of these workshops will occur over a six step program and work one on one with local tourism operators. The objective of these workshops is to provide local businesses with the tools to find the booking system that is best for them, to become bookable and to give them the confidence to take the next step. Over the coming weeks we look forward to our tourism operators signing up for this great opportunity.

Quote of the Week!

“Once you replace negative thoughts with positive ones, you’ll start having positive results”!
Willie Nelson

4 February 2021**BOURKE FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**

Bourke Shire Council has received a grant from the NSW Government's Floodplain Management program to prepare a Flood Study and Floodplain Risk Management Study and Plan for the town of Bourke.

Council's main objective in undertaking the study is to assess the requirements of the upgrade of the existing town levee in order to ensure that it will protect the town from riverine flooding up to the 1 in 100 year flood event.

An important first step in the preparation of the study is to identify the availability of existing data on historic floods and to determine the flood issues that are important to the community. A questionnaire will be provided to residents and businesses to assist the consultants in gathering this important information.

A Newsletter and Questionnaire will be sent to all land owners in Bourke the week of 18 February 2021 with further details of the study. It would be appreciated if you could complete the questionnaire and post back to the Consultants by the first week in March. The information provided will be kept confidential.

MAKING THE TOWN LOOK BEST WE CAN

The appearance of the town has attracted some positive comments over the holiday period and is generally looking very good, but with a whole of community effort could be made much better.

One of the areas where a dramatic improvement could be made is the appearance of the footpath/nature strips outside residential and commercial property.

I would ask that everyone make a concerted effort to mow and trim the area as it makes a significant difference to the appearance of the streetscape and should only take a few minutes each week. If you have a vacant house next door take five minutes to mow that stretch of lawn as well.

COVID-19:

Service NSW has developed an app for NSW businesses which now features a COVID Safe Check-in tool to allow customers a safe and contactless way to check in at venues across NSW.

Registered COVID Safe businesses can now be issued a unique QR code which customers can scan using their Service NSW app.

It offers customers to your business a contactless, hygienic method of checking in to businesses so they can be contacted in the event of an outbreak.

Checking-in through the updated Service NSW app automatically captures the date, time and location of the check-in, and securely stores the data for 28 days for the sole purpose of COVID tracing.

Frequently Asked Questions regarding the check-in process can be found at the following link:

<https://www.service.nsw.gov.au/covid-safe-check-customers-faqs>
I recommend everyone download the app and sign in and out at all venues that have a QR code. It is important that we continue to be vigilant and this is one way NSW health can trace persons who may have visited venues when there is outbreaks of COVID.

TWO (2) HOUR PARKING IN THE CBD:

The issue of the possible introduction of time limited parking in the CBD has again been raised and was subject of a report at the December meeting of Council. A suggestion has been made that the time be limited to a maximum of two (2) hours. Council elected to note the two (2) hour parking proposal and try other options, they include:

- Contact the Bourke Police requesting they monitor the use of the disabled parking spaces in Oxley Street. On occasions vehicles without Disability Parking Permits displayed are parked in the parking spaces
- Write to all businesses and offices in Oxley Street CBD asking that staff park off street rather than in the CBD, and;
- Write an article to appear in the local newspaper on the issue

A number of people tend to park in the CBD for extended periods effectively preventing others the opportunity to park close to shops and be able to readily transfer goods and in the case of the elderly, easily gain access to the shops.

The issue of restricted parking is always an emotive one and one that will see divided opinions.

Council encourages those persons who work in the CBD to park in the side streets to allow the available parking to be utilised by the elderly and customers of the CBD businesses.

WATER TREATMENT PLANT

Construction of Bourke's new Water Treatment Plant has had a slight delay with the recent outbreak of COVID-19 in December 2020. Due to the outbreak, contractors travelling from Victoria were delayed in their return to Bourke, whilst appropriate work exceptions were provided. The expected completion date is now April 2021 this is only one (1) month later than expected. The project remains "on budget" with 75% of the \$10.5m construction budget having been expended to date.

Some features of the progress of construction follow:-

- The new concrete clarifiers are now waiting for pipework to be joined to the filters;
- Construction of the control room for the plant has the concrete pad laid and the walls erected;
- Water from the old plant has been connected to the new plant in readiness for changeover;
- The desalination plant is ready to be incorporated into the build of the new treatment plant;
- All power has been laid into position; and
- The sludge ponds have been constructed.

SCHOOL HOLIDAY ACTIVITIES

Congratulations are also extended to the staff and volunteers of the summer school holiday program. A lot of work went into the preparation of the program leading up to the Christmas holiday period. These agencies include Birrang SOS MyHub, Uniting, Maranguka, PCYC, Mission

Australia, Catholic Care, Men's Hub, Bourke Police, Sprit Program, Regional NSW, Communities and Justice, Transport for NSW and Bourke Shire Council.

I would particularly like to acknowledge the work of Samara Milgate from Maranguka. Samara was the go to person for all of the activities and has done a fantastic job in assisting with the delivery of activities and obtaining feedback from agencies as to the success of their activity and number of participants. All of this information will be valuable to determine what was successful and what was not for future holiday programs.

I understand that all of the activities have proved popular with many families taking advantage of the organized events.

COMMUNITY AND VILLAGE MEETINGS

Councillors and Staff will be holding community meetings in Bourke and villages within the Shire during February and the schedule is as follows:-

- Bourke, Monday, 15 February 2021- 5.30pm to 7.00pm at the Back O' Bourke Exhibition Function Centre

- Louth, Tuesday, 16 February 2021- 8.30am to 10.30am at the Louth Tennis Club

- Wanaaring, Tuesday, 16 February 2021 - 1.00pm and 3.00pm at the Wanaaring Hall

- Byrock, Tuesday, 23 February 2021 - 12.30pm to 2.30pm at the Mulga Creek Hotel

- Enngonia, Wednesday, 24 February 2021- 8.30am to 10.30am at the CWA Hall

- Fords Bridge, Wednesday, 24 February 2021 -12.30pm to 2.30pm at the Warrego hotel

The meetings at Enngonia and Louth preceded by breakfast.

The details for each meeting will be notified locally.

The meetings will provide the opportunity for residents to have an input into the update of the Delivery Programme, get an overview of Council's operations and proposed works schedule as well as providing the opportunity for residents to raise concerns with Councillors and Staff.

Work has commenced on the preparation of the Councils Operational Plan (Budget) for 2021/2022 and it is proposed to have the budget completed in early April 2021 with the consideration by Council by the end of May 2021. IPART have release their determination of the allowable rate increase applicable for 2021/2022 and it has been set at 2% which applies to the general fund of all Council's with the exception of those who have applied for a special rate variation and had that application approved .

If anyone would like to see specific projects or works included in the budget they can forward details to the Council offices and they will be considered in the budget process along with all other identified works.

LEMC

On Tuesday, 9 February there will be a meeting of the Local Emergency Management Committee (LEMC). The meeting provides the opportunity for all the local emergency agencies to get together to share information, provide updates to available resources and also hear from the Regional

Coordinator. The meetings form a critical component to the preparedness and ability of the agencies to respond to emergencies that may occur.

Last year saw the LEMC meet more regularly than usual due to the coronavirus pandemic. These meeting provided an all of agency response to keeping the community informed.

WELCOME TO BOURKE AND NEW RESIDENTS

This week will see the new school term commence, no doubt we will see several new faces around our community and on behalf of Bourke Shire Council I would like to welcome each of the new residents to Bourke and trust your stay within the community is enjoyable.

Council in conjunction with Bourke Rotary Club will again be looking to host a Welcome to Bourke Function on Wednesday, 24 February 2021". I encourage all newcomers to Bourke to attend this event, to meet with locals and gain valuable networks.

PROMOTING BOURKE AND DISTRICT

The updated Bourke Mudmap promotional books are about to be reprinted in time for the new tourist season. Council staff will be in contact with all business to seek their support in advertising in the new booklet in the coming weeks. This is an opportunity for business to promote what they have to offer to visitors to our Shire.

There revamped booklet allows a number of different options for advertising including full page, half page and quarter page advertisements. The cost of each advertisement is dependent on the side, further details of cost will be provide when the staff make contact with businesses.

If you are interested in advertising in the booklet please contact the Bourke O' Bourke Exhibition Centre on 68721321 or email info@backobourke.com.au and one of our staff will get back to you.

RATES INSTALLMENTS

As part of the COVID-19 response and recovery initiatives Council offered rate relief for community members and businesses suffering financial hardship. Council adopted the COVID-19 Rates and Financial Assistance Policy in May 2020.

The Policy allows eligible Ratepayers to defer the next three (3) quarterly rate instalments from May 2020 to December 2020 and request a payment plan. In addition, Council suspended interest charges to Ratepayers for the period July 2020 to December 2020 to ease the burden on businesses and community members in accordance with section 566(3) of the *Local Government Act 1993*.

From 1 January 2021 to 30 June 2021 outstanding Rates and Charges interest charge will now be 7% per annum.

Land owners are reminded that the next rates instalment is due by the 28 February 2021 and if any one has any queries in respect of their rate they should contact Councils revenue officer during normal working hours Monday to Thursday.

MOBILE SPEED CAMERAS

Whilst there has been publicity elsewhere, I thought it would be of interest to reproduce information provided on the Road Safety Transport webpage regarding the changes to speed camera across NSW.

7 *“Driving too fast is the single biggest contributor to death and injury on NSW roads. Speeding consistently contributes to around 41 per cent of road fatalities and 24 per cent of serious injuries each year. This means almost 150 lives lost and 1,270 people seriously injured each year.*

8 *Over the five years from 2015 to 2019, 743 people were killed and 6,372 were seriously injured in speed-related crashes in NSW.*

Speed camera enforcement is one of the most effective, evidence-based measures to reduce speeding, save lives and prevent injuries. Research shows that best practice mobile speed camera programs with sufficient hours, a high number of enforcement sites, unmarked and unsigned operations and highly randomised deployment can deliver consistent, network wide 20-30 per cent reductions in casualty crashes.

On 19 November 2020, Minister for Transport and Roads, Andrew Constance and Minister for Regional Transport and Roads, Paul Toole announced changes to NSW’s mobile speed camera program, which include increased enforcement hours, as well as a reduction in high visibility livery on vehicles and the removal of warning signs.

These changes bring NSW into line with how other Australian jurisdictions run their programs and better practice

Independent modelling from Monash University Accident Research Centre identified that these enhancements to the NSW mobile speed camera program may save between 34 and 43 lives and prevent around 600 serious injuries in NSW each year.

We want people to know they can be caught anywhere, anytime on the NSW road network, to reduce speed-related trauma on NSW roads”.

LAST COLUMN

This will be my final column as Acting General Manager of Bourke Shire Council. On Monday, 8 February 2021, Mark Riley will assume the role of General Manager for a one (1) year term. Mark is no stranger to Bourke having worked as Manager of Special Projects at Council for the preceding 12 months, Mark brings a wealth of Local Government knowledge and Management expertise that we will all learn from I am sure.

I would like to thank the Mayor Barry Hollman and all of the Councillors of Bourke Shire Council for their support and allowing me the opportunity to undertake the role and the guidance provided to me for past four (4) months.

To the Management team thank you, your support and assistance during this period was appreciated and certainly made my role as Acting General Manager much easier. To the entire workforce I also say a big thank you.

Last but not least I must mention my family and thank them all for their support, Charlie, Sarah, Dan, Wayne, Jamie, Stacey, William and my beautiful grandchildren, you have all allowed me to have this opportunity and during the period, though short, I was not always available for you. The

role of Acting General Manager is a busy one and there are times when your family does come second.

I look forward to working with Mark and welcome Mark back to Council after a short break over the holiday season.

QUOTE OF THE WEEK!

Without PASSION you will never begin. Without COURAGE, you will falter. And without DRIVE and DETERMINATION you will never finish.

Lorna Jane Clarkson

Leonie Brown

Acting General Manager

11 February 2021

This is my initial column as General Manager for Bourke Shire Council. Whilst I have been working at Council for the past 12 months in a project management capacity, I commenced as General Manager on Monday, 8 February 2021 for a 12 month period. For those of you who don't know me I commenced my local government career in 1983 and undertook the role of General Manager at Dubbo City Council/ Dubbo Regional Council for a period approaching 14 years. During my time at Dubbo Council I very much appreciated the importance of the western region to the economy of Dubbo. For example one only has to stroll the main street of Bourke to see that most of the cars have been purchased from Dubbo based dealerships. I look forward to working with the Mayor, Councillors and Staff of Bourke Council to continue the good work that the Council does for its community.

I must say that when I saw the time invested in preparing the weekly Column by past General Manager, Ross Earl, I had early thoughts of potentially abandoning the weekly column, or at best making it a monthly publication.

All that was shattered when I was talking to a former Louth resident, who now is a law practitioner in Dubbo, who was quick to tell me, in the company of others, that he "gets the Bourke Herald every week" and that on receiving his weekly copy of the Herald, he "goes straight to the General Managers Column". Now I am not suggesting that the GM's Column is the be all and end all in terms of local news, however his comments bought home to me the importance of getting the message out to the Bourke Community as to what is going on at Council. Accordingly it would be my intention that the weekly column continues during my time as General Manager. I will also continue Ross's practice of providing a "Quote of the Week!"

PASSING OF LILLIAN BRADY, OAM:

As I write this column I note the sad news received on Sunday morning that Lilliane Brady, OAM, had passed away overnight. Lilliane has been the Mayor of Cobar Shire for some 20 years and a Councillor for 40 years. Lilliane was a strong advocate for Cobar and the Western Division making many successful representations to Ministers, at both State and Commonwealth level, for funding and improved services to our regions.

I am sure the community of Bourke join with Council in offering condolences to Lilliane's family and the community of Cobar.

ROADWORKS:

The MR 405 sealing project, Bourke to Milparinka Road, will recommence next week on the Romani – Wangamana section. Council is hopeful to complete the final 16 kilometres of this section of road by Easter, with this goal obviously being dependant on the weather. The unsealed section of road has recently been graded.

Council has applied for funding to complete the remaining 36 kilometres to finalise this important project. It is pleasing to hear reports from residents that live along or at the end of this road and how it has improved their access to Bourke.

Other road works that Council is currently undertaking include;

- Grading of washouts on MR 68, Louth to Tilpa;
- Patching of shoulders on HW 7, North Bourke to Enngonia; and,
- Shoulder grading on HW 7, Nth Bourke to Enngonia in progress for widening.

The resealing crew last week completed heavy patching on MR 421, Bourke to Cobar Road, and resealing of various town streets with those being Tudor, Sturt, Darling and Meek Streets.

KERB AND GUTTER UPGRADES:

Council has received funding of \$140,000 to undertake the continued renewal of kerb and guttering in Bourke. Funding for this project has been made possible through the Local Roads and Community Infrastructure Program, an Australian Government initiative to assist a community-led recovery from COVID-19.

Work will commence in the coming weeks to improve access from the CBD to the hospital, with the works including new footpath and laybacks strategically placed for improved community and wheelchair access.

Council has a Pedestrian Access Mobility Plan (PAMP) with this Plan providing a framework for developing pedestrian routes and infrastructure to cater for the needs of all pedestrians. The proposed works are in line with the Bourke PAMP.

WESTERN WEIRS PROGRAM:

The importance of increasing the capacity of the Bourke Weir Pool is very much to the fore. Whilst Council was prepared to fund the costs of undertaking an options study in respect of a new heightened weir at Bourke, at this stage this has not proceeded given that the NSW Government commissioned its Western Weirs Program. It is acknowledged that the process for this Strategy is comprehensive, however Council is concerned at the extended timeframes for the development and completion of this Strategy, let alone any ultimate construction in respect of a revised weir at Bourke, should that be the outcome.

Council met with representatives of the Western Weirs program on Wednesday and discussed the projects progress, town water security and the methodology adopted to inform options and the forward schedule of the project.

Council will continue to lobby for an increase in the height of the Bourke weir to increase the capacity of the weir pool to secure town water supply.

For more information on the Western Weirs Program and to see previous project updates, go to the project website page: <https://www.waternsw.com.au/projects/new-dams-for-nsw/western-weirs-program>

OSTEOPATHY CLINIC:

I am advised that the Student-led Osteopathy Clinic currently been held at the Bourke Multipurpose Service from 1 – 12 February 2021 has been well received. The Clinic comprised of free 45 min sessions conducted by Southern Cross University 4th & 5th year Osteopathy Students who are fully supervised by qualified staff.

Osteopathy is a way of diagnosing, treating and preventing health problems by moving, stretching and massaging a person's muscles and joints. Osteopathy is based on the principle that the wellbeing of an individual depends on their bones, muscles, ligaments and connective tissues all functioning smoothly together.

The Osteopathy Clinic, along with the Exercise Scientist program provided by students from University of Sydney currently running in Bourke, are free. The community is lucky to have the opportunity to participate in both programs and get healthy.

The Exercise Scientist program is tailored to person of all ages and fitness, it is currently running Monday, Wednesday and Friday from the CWA rooms at 6.00am.

Further information contact Charlene Noye, Student Facilitator at North West Academic Centre on 02 68702665.

TWO (2) HOUR PARKING IN THE CBD:

The issue of the possible introduction of time limited parking in the CBD has again been raised and was subject of a report at the December meeting of Council. A suggestion had been made that the time be limited to a maximum of two (2) hours.

Council elected to note the two (2) hour parking proposal and try other options including:

- Contacting the Bourke Police requesting they monitor the use of the disabled parking spaces in Oxley Street. On occasions vehicles without Disability Parking Permits displayed are parked in the parking spaces;
- Writing to all businesses and offices in Oxley Street CBD asking that staff park off street rather than in the CBD; and,
- Writing an article to appear in the local newspaper on the issue.

A number of people tend to park in the CBD for extended periods effectively preventing others the opportunity to park close to shops and be able to readily transfer goods and in the case of the elderly, easily gain access to the shops.

The issue of restricted parking is always an emotive one and one that will see divided opinions.

Council encourages those persons who work in the CBD to park in the side streets to allow the available parking to be utilised by the elderly and customers of the CBD businesses.

PROMOTING BOURKE AND DISTRICT

The updated Bourke Mudmap promotional books are about to be reprinted in time for the new tourist season. Council staff will be in contact with all business to seek their support in advertising

in the new booklet in the coming weeks. This is an opportunity for business to promote what they have to offer to visitors to our Shire.

The revamped booklet allows a number of different options for advertising including full page, half page and quarter page advertisements. The cost of each advertisement is dependent on the size. Further details of costings will be provided when the staff make contact with businesses.

If you are not currently advertising in the booklet but are interested in doing so, please contact the Bourke O' Bourke Exhibition Centre on 68721321, or email info@backobourke.com.au, and one of our staff will get back to you.

RATES INSTALLMENTS

As part of the COVID-19 response and recovery initiatives, Council offered rate relief for community members and businesses suffering financial hardship. Council adopted the COVID-19 Rates and Financial Assistance Policy in May 2020.

The Policy allowed eligible Ratepayers to defer the three (3) quarterly rate instalments from May 2020 to December 2020 and request a payment plan. In addition, Council suspended interest charges to Ratepayers for the period July 2020 to December 2020 to ease the burden on businesses and community members in accordance with section 566(3) of the *Local Government Act 1993*.

From 1 January 2021 to 30 June 2021, interest on outstanding Rates and Charges will be 7% per annum.

Land owners are reminded that payment of the next rates instalment is due by 28 February 2021. Should ratepayers have any queries in respect of their rates they should contact Councils Revenue Officer during normal working hours Monday to Thursday.

TOURISM UPDATE

The Jandra Paddleboat and Crossley Engine are currently undergoing servicing and necessary repairs in preparation for the 2021 Tourist Season.

As we head into our tourist season there will be increased hours of operation for both the Visitor Information Office and Back O' Bourke Exhibition Centre. Hours of operation from Monday to Friday from 15 February will resume to normal operating hours, opening at 9.00am and closing at 5.00pm.

A bumper tourism season is expected this year with domestic tourism travel expectations very high due to inability of people to travel internationally given COVID. Already a number of bookings for both the Jandra and Function Centre have been taken.

GRANT OPPORTUNITIES:

In the case of many grants the lead time from the announcement of the grant to the lodgement of the application is relatively short. Given this it is important that Council has projects which are "shovel ready" to maximise the opportunities that are presented.

Council for the past two (2) years has adopted a “Growing Bourke Plan 2021” that outlines projects and activities that require financial assistance or funding to progress the projects. Management have recently updated the Plan and will present the finalised document to the February 2021 Council meeting for endorsement.

“The Growing Bourke Plan 2021” is a plan to be read in conjunction with Bourke’s Community Strategic Plan and is a plan to be circulated to community, potential investors and government.

The “Growing Bourke Plan 2021” is a living document and provides the opportunity for amendment and re-adoption at any time.

BOOKING COUNCIL FACILITIES:

Should you wish to book a Council oval or park for a function, sporting events or other activities, community groups and individuals are requested to ensure that a booking is made through Councils Engineering Department.

Such bookings will allow grounds to be prepared in accordance with the requirements, appropriate facilities are made available and fees determined.

Please contact Council on 02 68308000, or email bourkeshire@bourke.nsw.gov.au attention for Lynette Gooch. Lynette will be in contact with you to ensure the booking and answer any questions you may have.

EASTER WEEKEND:

The DRAFT programme for the “Bourke Easter Festival” weekend over Easter is in the final stages for release.

On the Saturday there will be a parade, followed by a wool bale rolling competition and the markets. There will also be a number of other events on the Saturday including bowls and football.

Now is the time for organisations to start thinking about a float for the parade and for all those intending competitors in the wool bale rolling, to get into full training.

The Back O Bourke Race will be run on Sunday and the races are again expected to draw a large crowd. Other events will be provided once the final program is completed.

WESTERN DIVISION CONFERENCE:

The 2021 Western Division Councils Conference will be held in Broken Hill from 19-21 April 2021. Last year’s conference was cancelled due to the COVID-19 pandemic.

The theme of the 2021 Conference is “The Four Pillars of Sustainability” – Human, Social, Economic and Environment” The Western Division forum represents an excellent opportunity for Councils to network, and offers firsthand experience regarding issues each community faces. The conference is expected to attract in excess of 150 delegates including Mayors, Councillors, General Managers and senior staff across 16 Councils in Western NSW.

GENERAL MANAGERS FORUM:

The next meeting of the Western Regional General Managers Forum will be held in Nyngan on 5 March 2021. The meeting provides the opportunity for region wide Council General Manager's to exchange ideas and information and build relationships which is an essential element in undertaking the role of General Manager.

COMMUNITY MEETINGS:

As advertised separately, Council will next week be conducting a series of community meetings across the Shire to both provide the opportunity for residents to have an input into the development of the 2021/2022 Operational Plan (budget) and also be provided with an overview and update of Council's current operations and proposed works schedule.

The meeting schedule is as follows:-

| Village/Town | Date | Day | Time | Venue |
|--------------|------------|-----------|------------------|--------------------------------|
| Bourke | 15/02/2021 | Monday | 5.30pm - 7.00pm | Back O' Bourke Function Centre |
| Louth | 16/02/2021 | Tuesday | 8.30am - 10.30am | Louth Tennis Club |
| Wanaaring | 16/02/2021 | Tuesday | 1.00pm - 3.00pm | Wanaaring Hall |
| Byrock | 23/02/2021 | Tuesday | 12.30pm - 2.30pm | Mulga Creek Motel |
| Enngonia | 24/02/2021 | Wednesday | 8.30am - 10.30am | CWA Hall |
| Fords Bridge | 24/02/2021 | Wednesday | 12.30pm - 2.30pm | Warrego Hotel |

Enquiries in relation to the meetings can be directed to Kai Howard-Oakman on 02 68 308 000. I look forward to meeting many residents across the Shire as part of this busy schedule of meetings.

Welcome to Bourke

Whilst talking about meeting people, the "Welcome to Bourke" function at the Back O' Bourke Exhibition Centre to be held on 24 February 2021 is rapidly approaching. All people who have moved to Bourke in the last year are invited and encouraged to take the opportunity of being hosted by Bourke Council and Bourke Rotary Club at this free evening function. For catering purposes, it is important to express your intention to attend by 19 February, by contacting the Back O' Bourke Exhibition Centre on 0268 308 000 or email to info@backobourke.com.au

THANKS:

It would be remiss of me not to publicly thank and congratulate Councils Acting General Manager since the retirement of Ross Earl, Leonie Brown. The transition from Ross to Leonie was seamless with many successful outcomes delivered during her term.

Quote of the Week!

"Don't call it a dream, call it a plan".

- Unknown

Mark Riley
General Manager

Recommendation

That Council note the information in General Manager's Activity Report as presented to Council on Monday, 22 February 2021.

21.5 LIBRARY MANAGER'S - ACTIVITY REPORT

File Number: L4.1
Author: Jodi Hatch, Library Manager
Authoriser: Leonie Brown, Manager of Corporate Services
Attachments: Nil

Background

The following items for the 2020/21 period are presented for your information:

Current Situation

| Item | December 2019 | December 2020 |
|-------------|---------------|---------------|
| Loans | 503 | 416 |
| New Members | 3 | 3 |

- During December library staff put together Christmas craft kits for children. These were very popular, and we issued 50 craft kits for children to take home and enjoy in the holidays.
- The Summer Reading Club is running throughout the holidays. Children can join and log their reading online through the Beanstack Program.



Recommendation

That the information in the Library Manager’s Activity Report as presented to Council on Monday, 22 February 2021 be noted.

21.6 TOURISM & EVENTS ACTIVITY REPORT

File Number: T4.3
Author: Fran Carter, Manager Tourism & Events
Authoriser: Mark Riley, General Manager
Attachments: Nil

Background

The Bourke Shire Councils Tourism and Events Manager’s activity report provides Council with an updated status report for December and January, relating to its tourism teams activities through visual data including graphs and statistic to allow for the measurement of the team progress and performance.

Current Situation

General Activities December 2020 and January 2021

Christmas in the Park

Hosted in partnership with both Maranguka and the Bourke Shire Council on 4 December in Central Park. The markets offered the community a great mix of activities including market stalls, entertainment, special guest appearance by Santa Claus, giant slippery slide and sumo wrestling, food and beverage outlets and PCYC activities. Crowd numbers again exceeded expectations from last year with well over 600 people in attendance.

Australia Day

Hosted in partnership with Maranguka, Australia Day was the highlight event for January and the new location was at Darling Park, whilst renovations at the pool continue.

The Australia Day Ambassador – Greg Donovan, delivered the official ceremony along with Acting General Manager Leonie Brown and Councillor Cec Dorrington. Riley Parnaby delivered the Welcome to Country and the flag ceremony was conducted by Riley Parnaby, Jaimyn Moore and Blake Barker of Clontarf Academy.

Our official winners for the day were: Pam Simpson- Citizen of the Year, Stephen Wilson- Junior Citizen of the Year, Bryce Robinson- Sportsperson of the Year, and Cooper Ryan- Junior Sportsperson of the Year. We also welcomed over 10 new citizens to Bourke on the day at the Citizenship Ceremony.



Becoming Online Bookable Program

In partnership with Destination Country & Outback and the Bourke Hub- Bourke, Bogan, Cobar and Brewarrina Shires, we have engaged Central NSW Business HQ to run a series of “Becoming Bookable Online” workshops for tourism operators in our shire over the month of February.

The workshops cover a six-step program and work one on one. The objective of these workshops is to provide our operators with the tools to help find a booking system that is best for them, to become bookable and to give them the confidence to take the next step. Businesses that take up this opportunity will also be able to easily integrate their platform into our new visit Bourke website.

Easter Festival

This year’s Back O Bourke Easter Festival is on the 2nd - 4th April. This year we hope to see the return of the Mack 88 Superliner truck that was once the most famous truck in Australia when local identity Plugger Bowden set a national record in 1994 for the longest road train- pulling 29 stock crates through Bourke. Discussions are continuing with stakeholders and a meeting will be convene with the organising committee in the coming weeks.

Kidman Way Touring Route

The Kidman Way committee are working with the Australian Traveller magazine and have 'The Outback Issue' scheduled for Feb/March/April 2021.

Darling River Run

The Annual General Meeting is to be held on the 17th March at Gundabooka National Park. Continuing with the development of the new logo

Kamilaroi Highway

Collaborating with designers of the new Kamilaroi highway website and brochure development, with the focus being on the highway’s indigenous offerings along the way. Both website and the brochure will champion the indigenous products and attractions on another creative level.

Urban Enterprise

Under the instruction of the Far North West Joint Organisation that Bourke is a member of, we have engaged a consultant to prepare a Tourism Marketing Strategy for the Councils of Bourke, Cobar and Walgett.

The aim of the project is to establish a shared vision and direction for the Far North West region as a visitor destination, guide future tourism development initiatives and marketing activities. Local tourism operators over the coming month will be approached for the online industry workshop to contribute to the preparation of the Strategy.

General Activities January 2021

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------|------|
| Jan | | 448 | 560 | 325 | 326 | 302 | 348 | 386 | 782 | 1109 | 816 |
| Feb | | 157 | 397 | 271 | 373 | 391 | 220 | 282 | 1043 | 386 | |
| Mar | 810 | 570 | 1500 | 1051 | 1342 | 1612 | 1245 | 1274 | 1021 | 412 | |
| April | 2507 | 2144 | 3103 | 3146 | 3849 | 3118 | 3114 | 4024 | 3166 | 0 | |
| May | 2656 | 2891 | 3758 | 3988 | 4602 | 4073 | 3983 | 4770 | 3693 | 0 | |
| June | 2952 | 3216 | 4492 | 4275 | 5437 | 5199 | 4754 | 5634 | 4490 | 993 | |
| July | 4362 | 4643 | 5173 | 6241 | 6002 | 5941 | 5982 | 7614 | 6834 | 2570 | |
| Aug | 4187 | 4162 | 4410 | 4793 | 5078 | 4951 | 5051 | 5548 | 4052 | 1898 | |
| Sept | 4295 | 5074 | 4275 | 4764 | 4489 | 4532 | 4246 | 4676 | 3601 | 3325 | |
| Oct | 2674 | 3067 | 2383 | 2486 | 2370 | 2475 | 2463 | 3574 | 2222 | 5246 | |
| Nov | 1012 | 930 | 789 | 671 | 610 | 1031 | 876 | 1014 | 1220 | 1989 | |
| Dec | 386 | 347 | 207 | 242 | 272 | 281 | 255 | 630 | 860 | 1194 | |
| | | | | | | | | | | | |
| Total | 25841 | 27649 | 31044 | 32253 | 34750 | 33906 | 32537 | 39454 | 32984 | | |

- Visitor numbers for January were 816 compared to 1194 in December
- Jandra finished the season on the 7 December 2020 due to low river heights. Maintenance is continuing on the PV Jandra until its launch in March.
- Exhibition Centre tickets sold in January were up 241% on January 2020
- New storage shed on site has been completed.
- Café has closed for the month of January and will resume operations in March.

Recommendation

That Council note the information in the Tourism and Events Manager’s Activity Report as presented to Council on 22 February 2021.

22 CLOSED SESSION**Recommendation**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

22.1 * Deed of Agreement - CAPRA PTY LTD - Proposed Sale of Small Stock Abattoir - February 2021 Update**

This matter is considered to be confidential under Section 10A(2) - (g) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

22.2 * Proposed Land Purchase - East of Monomeeth Street, Bourke**

This matter is considered to be confidential under Section 10A(2) - (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

22.3 * Proposed Land Purchase - Mathews Street Louth**

This matter is considered to be confidential under Section 10A(2) - (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

22.4 Outstanding Rates and Charges

This matter is considered to be confidential under Section 10A(2) - (b) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.