



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

**Date:** Monday, 27 February 2023  
**Time:** 9.15am  
**Location:** Bourke Shire Council  
29 Mitchell Street Bourke NSW

# **BUSINESS PAPER**

**Ordinary Council Meeting**

**27 February 2023**

**Leonie Brown**  
**General Manager**

Time	Event	Representative	Organisation
<b>9.00am</b>	Community Open Forum for members of the public to address Council		
<b>10.30am</b>	Monthly Update	A/Superintendent David Piddington and A/Inspector David Marr	Central North Police District



# DECLARATION OF INTEREST FORM COUNCIL OFFICIAL

FOR USE AT COUNCIL AND COUNCIL MEETINGS

<b>NAME OF COUNCIL OFFICIAL DECLARING INTEREST:</b>
<b>ACTION PROPOSED:</b>
<p><b>Tick one box only:</b></p> <p><input type="checkbox"/> In my opinion, <b>my interest is pecuniary</b>, 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, <b>my interest is non-pecuniary but significant</b>. 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, <b>my interest is non-pecuniary and less than significant</b>. 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>
<b>COUNCIL OFFICIAL</b>
<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>
<b>GENERAL MANAGER – required for all declarations:</b>
<p>I have noted the above declaration and I note your opinion and/or the action you have proposed.</p> <p>Signed: _____ Date: _____</p>
<b>DEFINE YOUR INTEREST:</b>
<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>
<b>MATTER IN WHICH YOU HAVE AN INTEREST:</b> (Please provide full details, including item number on Council agenda)
<b>NAME OF THE INTEREST:</b>
<p>Be specific and include information such as:</p> <ul style="list-style-type: none"> <li>- The names of any person or organisation with which you have a relationship;</li> <li>- The nature of your relationship with the person or organisation;</li> <li>- 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 .</li> </ul>

<p><b>MANAGING LESS THAN SIGNIFICANT NON-PECUNIARY INTERESTS:</b></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><b>IS YOUR NON-PECUNIARY INTEREST LESS THAN SIGNIFICANT?</b></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><b>DEFINITIONS:</b></p> <p>A <b>PECUNIARY INTEREST</b> 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 <b>NON-PECUNIARY INTEREST</b> 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><b>MANAGING PECUNIARY INTERESTS:</b></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><b>MANAGING SIGNIFICANT NON-PECUNIARY INTERESTS:</b></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><b>MANAGING NON-PECUNIARY INTERESTS:</b></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"> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> <li>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;</li> <li>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.</li> </ul>



**Statement of ethical obligations**

In accordance with Councils adopted Code of Meeting Practice (Clause 3.23), Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the Local Government Act and their obligations under the Council's Code of Conduct to disclose and appropriately manage conflicts of interest.



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- 1 OPENING PRAYER**
- 2 ACKNOWLEDGEMENT OF COUNTRY**
- 3 REMEMBRANCE**
- 4 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**
- 5 ATTENDANCE BY AUDIO VISUAL LINK BY COUNCILLORS**
- 6 DISCLOSURES OF INTEREST**

## 7 MAYORAL MINUTE

### 7.1 MAYORAL MINUTE - MAYORAL ACTIVITIES

**File Number:** M2.1  
**Author:** Barry Hollman, Mayor  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

The Activities of the Mayor from 23 November 2022 to 17 February 2023 are as follows:

Date	Meeting	Location
14/12/2022	Preliminary Judging of the Christmas Lights Competition	Bourke township
18/12/2022	Final Judging of the Christmas Lights Competition	Bourke township
19/12/2022	Bourke Shire Council Meeting	Shire Chambers
20/01/2023	Meeting with the Hon. Roy Butler MP	Shire Chambers
25/01/2023	Dinner with Robina Beard OAM, Australia Day Ambassador	BOBEC Function Centre
26/01/2023	Australia Day Awards and Citizenship Ceremony	Bourke Memorial Swimming Pool
04/02/2023	The Hon. Sam Farraway, Minister for Regional NSW and Roads	Bourke Bus Stop, BOBEC, Davidson Oval, Wanaaring Road, Pollies in the Pub
06/02/2023	The Hon. Kevin Anderson, Minister for Lands and Water, Hospitality and Racing	Shire Chambers
15/02/2023	Village Tours	Louth and Wanaaring
16/02/2023	Village Tours	Enngonia and Fords Bridge

#### Recommendation

**That the information in the Mayoral Minute – Mayoral Activities as presented to Council on Monday, 27 February 2023 be noted.**

**8 STARRING OF ITEMS**

**9 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 19 December 2022



# **MINUTES**

**Ordinary Council Meeting**

**19 December 2022**



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	Nil	
<b>11</b>	<b>Rescission Motions</b> .....	<b>8</b>
	Nil	
<b>12</b>	<b>Business Arising</b> .....	<b>8</b>
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	Nil	
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	Nil	
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	Nil	

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<b>21</b>	<b>Activity Reports.....</b>	<b>13</b>
21.1	Activity Report - Engineering Services Road Works & Workshop - Works Undertaken.....	13
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**MINUTES OF SHIRE OF BOURKE  
ORDINARY COUNCIL MEETING  
HELD AT THE BOURKE SHIRE COUNCIL, 29 MITCHELL STREET BOURKE NSW  
ON MONDAY, 19 DECEMBER 2022 AT 9.22AM**

**PRESENT:** Cr Lachlan Ford (Deputy Mayor - Chairman), Cr Victor Bartley, Cr Sarah Barton, Cr Sally Davis, Cr Cec Dorrington, Cr Sam Rice, Cr Grace Ridge (via Audio Visual Link), Cr Nathan Ryan, Cr Robert Stutsel

**IN ATTENDANCE:** Leonie Brown (General Manager), Peter Brown (Manager Works), Paul Flanagan (Manager Roads Services), Melanie Milgate (Economic Development Manager), Ang Pasang Rai (Manager Corporate Services), Dwayne Willoughby (Manager Environmental Services), Margo Anderson (Executive Assistant – Minutes)

**1 OPENING PRAYER**

Cr Dorrington provided an opening prayer.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Deputy Mayor then provided an Acknowledgment of Country.

**3 REMEMBRANCE**

Council stood in silence in the memory of recently deceased resident, Wayne McKellar Snr.

**4 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

A request for Leave of Absence was received from Cr Barry Hollman who was absent from the meeting due to personal reasons.

**Resolution 2022/276**

**Moved: Cr Sarah Barton**

**Seconded: Cr Cec Dorrington**

**That the apology received from Cr Barry Hollman be accepted and leave of absence granted.**

**Carried**

## 5 ATTENDANCE BY AUDIO VISUAL LINK BY COUNCILLORS

A request to attend the meeting via Audio Visual Link was received from Councillor Grace Ridge who was unable to attend the meeting due to personal reasons.

### **Resolution 2022/277**

**Moved: Cr Cec Dorrington**

**Seconded: Cr Sally Davis**

**That Cr Grace Ridge be permitted to attend the meeting via audio-visual link due to her inability to attend in person due personal reasons.**

**Carried**

## 6 DISCLOSURES OF INTEREST

Cr Sarah Barton declared a significant non pecuniary conflict of interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Cr Barton is the niece of Mr Warren Hand, who is an applicant for the supply of raw water in North Bourke to be extended to his property and also, that Cr Barton’s residence is opposite the various properties requesting access to the raw water supply. In making this declaration, Cr Barton advised that her property already had access to the raw water supply and further, that she would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

Cr Sally Davis declared a pecuniary conflict of interest in Item 12.1 of the Agenda – Business Arising, North Bourke Storm Water Drainage. The reason for such interest is that Cr Davis owns land adjacent to the land the subject of the report and has a friendship with the landowner (Mr G Seiler). In making this declaration, Cr Davis advised she would leave the Chamber and be out of sight should Council separately consider Item 12.1 of the Agenda.

Cr Sally Davis declared a significant non pecuniary conflict of interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Cr Davis is friends with those submitting the raw water extension request and further, owns property in the North Bourke vicinity. In making this declaration, Cr Davis advised she would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

Cr Cec Dorrington declared a significant non pecuniary conflict of interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Mrs Susanne Hand is Cr Dorrington’s daughter, with Mr Warren Hand being his son in law with all remaining parties who are seeking the extension of raw water to their properties along the Enngonia Road, North Bourke considered as close personal friends. In making this declaration, Cr Dorrington advised he would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

Cr Lachlan Ford declared a significant non pecuniary conflict interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Cr Ford owns property in the North Bourke area which could be affected by the raw water extension request. In making this declaration, Cr Ford advised he would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

Cr Sam Rice declared a significant non pecuniary conflict of interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Cr Rice’s wife is the grand daughter of Mr Alan Morrall, who is an applicant for the supply of raw water in North Bourke to be extended to his property and also that Cr Rice and his wife own property adjacent to the requested extended route of the raw water pipeline. In making this declaration, Cr Rice advised he would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

Cr Grace Ridge declared a pecuniary conflict of interest in Item 12.1 of the Agenda – Business Arising, North Bourke Storm Water Drainage. The reason for such interest is that Cr Ridge and her family have a business relationship with the owner of the land detailed within the report. In making this declaration Cr Ridge advised that she would leave the Chamber and be out of sight should Council separately consider Item 12.1 of the Agenda.

Councils General Manager, Mrs Leonie Brown, declared a significant non pecuniary conflict of interest in Item 13.1 of the Agenda – North Bourke Water Supply. The reason for such interest is that Mr Warren Hand, who is an applicant for the supply of raw water in North Bourke to be extended to his property, is the brother of Mrs Brown. In making this declaration Mrs Brown advised she would leave the Chamber and be out of sight during Councils consideration of Item 13.1 of the Agenda.

## **7 MAYORAL MINUTE**

### **7.1 MAYORAL MINUTE - MAYORAL ACTIVITIES**

**File Number: M2.1**

The Council had before it the Mayoral Minute regarding Mayoral Activities.

**Resolution 2022/278**

**Moved: Cr Lachlan Ford**

**Seconded: Cr Sarah Barton**

**That the information in the Mayoral Minute – Mayoral Activities as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

## **7.2 COUNTRY MAYOR'S ASSOCIATION OF NSW**

**File Number: A12.10**

The Council had before it the Mayoral Minute regarding the Country Mayor's Association of NSW.

### **Resolution 2022/279**

**Moved: Cr Victor Bartley**

**Seconded: Cr Sally Davis**

- 1. That the Mayor and General Manager be authorised to attend a meeting of the Country Mayors Association, to be held in Sydney in early 2023.**
- 2. That following attendance at the early 2023 meeting of the CMA, the Mayor, in consultation with the General Manager, be delegated the authority to determine whether Council joins the Country Mayors Association, or not.**

**Carried**

## **8 STARRING OF ITEMS**

Council's Code of Meeting Practice provides that Council may at any time, resolve to adopt multiple items of business on the agenda by way of a single resolution.

In this regard the Council had before it a list of reports, unstarred, with such items proposed to be adopted by Council in a single resolution.

### **Resolution 2022/280**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the recommendations as detailed in the un-starred items as contained in the agenda for the Ordinary Meeting of Council, held on Monday, 19 December 2022 be adopted.**

**Carried**

## **9 CONFIRMATION OF MINUTES**

### **Resolution 2022/281**

**Moved: Cr Cec Dorrington**

**Seconded: Cr Robert Stutsel**

**That the minutes of the Ordinary Council Meeting held on 28 November 2022 be taken as read, confirmed as correct minutes and signed by the Mayor and the General Manager.**

**Carried**

**10 NOTICES OF MOTION**

Nil

**11 RESCISSION MOTIONS**

Nil

**12 BUSINESS ARISING**

**12.1 \*\*\* BUSINESS ARISING**

**File Number: C12.1**

The Council had before it the report of the General Manager regarding the Business Arising.

**Resolution 2022/282**

**Moved: Cr Robert Stutsel**

**Seconded: Cr Victor Bartley**

**That the information in the Business Arising Report as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

**12.2 CALENDAR OF EVENTS**

**File Number: C12.6**

The Council had before it the report of the General Manager regarding the Calendar of Events.

**Resolution 2022/283**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the information in the Calendar of Events Report as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

### **12.3 INFORMATION TO COUNCILLORS**

**File Number: C12.1**

The Council had before it the report of the General Manager regarding the Information to Councillors.

**Resolution 2022/284**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the contents of the Information to Councillors Report as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

### **13 ENGINEERING SERVICES DEPARTMENT**

#### **13.1 \*\*\* NORTH BOURKE WATER SUPPLY**

**File Number: W2.1**

The Council had before it the report of the Manager Works regarding the North Bourke Water Supply.

Having regard to the apology from Cr Hollman and the previously advised conflict of interest declarations from Crs Barton, Davis, Dorrington, Ford, and Rice, the Chairman adjourned consideration of this item to the February Ordinary Meeting of Council commencing at 9.15am on Monday, 27 February 2023 in the Council Chamber, due to the lack of a quorum to consider the matter, with Crs Bartley, Ridge (via Audio Visual Link), Ryan and Stutsel being the remaining councillors present.

### **14 ENVIRONMENTAL SERVICES & DEVELOPMENT DEPARTMENT**

Nil



**15 GENERAL MANAGER**

**15.1 \*\*\* ADMINISTRATION OF SEPTEMBER 2024 ORDINARY COUNCIL ELECTIONS**

**File Number: C11.1, E2.3.7**

The Council had before it the report of the General Manager regarding the Administration of September 2024 Ordinary Council Elections.

**Resolution 2022/285**

**Moved: Cr Robert Stutsel**

**Seconded: Cr Sam Rice**

- 1. That pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.**
- 2. That pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.**
- 3. That pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.**
- 4. That the General Manager be requested to publish a copy of this resolution on Council's website and further advise the NSW Electoral Commission.**

**Carried**

**15.2 \*\*\* ANNUAL REPORT 2021/2022**

**File Number: A3.2**

The Council had before it the report of the General Manager regarding the Annual Report 2021/2022.

**Resolution 2022/286**

**Moved: Cr Sally Davis**

**Seconded: Cr Cec Dorrington**

**That the information in the report regarding the Annual Report as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

**15.3 \*\*\* COMMUNITY CONSULTATION MEETINGS 2023**

**File Number: V1.9**

The Council had before it the report of the General Manager regarding the Community Consultation Meetings 2023.

**Resolution 2022/287**

**Moved: Cr Robert Stutsel**

**Seconded: Cr Sally Davis**

- 1. That Council note the scheduling of the 2023 Community Consultation Meetings.**
- 2. That Councillors indicate to the General Manager which meetings they are able to attend so transport and catering can be coordinated.**

**Carried**

**16 CORPORATE SERVICES DEPARTMENT**

**16.1 \*\*\* BANK RECONCILIATION & STATEMENT OF BANK BALANCES**

**File Number: F1.1**

The Council had before it the report of the Manager Corporate Services regarding the Bank Reconciliation & Statement of Bank Balances.

**Resolution 2022/288**

**Moved: Cr Victor Bartley**

**Seconded: Cr Robert Stutsel**

**That the Certificate of Reconciliation of the Cash Book for all funds of the Council and the Statement of Bank Balances as at 30 November 2022 be noted.**

**Carried**

## **16.2 \*\*\* INVESTMENT REPORT AS AT 30 NOVEMBER 2022**

**File Number: F1.1**

The Council had before it the report of the Manager Corporate Services regarding the Investment Report as at 30 November 2022.

### **Resolution 2022/289**

**Moved: Cr Cec Dorrington**

**Seconded: Cr Sam Rice**

- 1. That the report regarding Council's Investment Portfolio 30 November 2022 be received and noted.**
- 2. That the Certificate of the Responsible Accounting Officer be noted, and the report adopted.**

**Carried**

## **17 ECONOMIC DEVELOPMENT DEPARTMENT**

Nil

## **18 DELEGATES AND COUNCILLORS REPORTS**

Nil

## **19 POLICIES**

### **19.1 INVESTMENT POLICY**

**File Number: P4.1, B2.6**

The Council had before it the report of the Manager Corporate Services regarding the Investment Policy.

### **Resolution 2022/290**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That Council adopt the Investments Policy labelled 1.8.10 (v7) as presented to Council on Monday, 19 December 2022.**

**Carried**

## **20 PRÉCIS OF CORRESPONDENCE**

Nil

## **21 ACTIVITY REPORTS**

### **21.1 ACTIVITY REPORT - ENGINEERING SERVICES ROAD WORKS & WORKSHOP - WORKS UNDERTAKEN**

**File Number: E7.1**

The Council had before it the report of the Manager Roads regarding the Activity Report - Engineering Services Road Works & Workshop - Works Undertaken.

**Resolution 2022/291**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That Council note the information in the Roads Department Road Works and Workshop Activity Report as presented to Council on Monday, 19 December 2022.**

**Carried**

### **21.2 PARKS & GARDENS / TOWN SERVICES / WATER & WASTE WATER ENGINEERING SERVICES ACTIVITY REPORT**

**File Number: E7.1**

The Council had before it the report of the Manager Works regarding the Parks & Gardens / Town Services / Water & Waste Water Engineering Services Activity Report.

**Resolution 2022/292**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That Council note the information in the Parks and Gardens, Town Services and Water and Wastewater Engineering Services Department Activity Reports as presented to Council on Monday, 19 December 2022.**

**Carried**

### **21.3 PLANNING, REGULATORY & ENVIRONMENTAL SERVICES - ACTIVITY REPORT**

**File Number: D3.1-A11.1-A8.1-S10.1**

The Council had before it the report of the Manager Environmental Services regarding the Planning, Regulatory & Environmental Services - Activity Report.

**Resolution 2022/293**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the information in the Planning, Regulatory and Environmental Services Activity Report as presented to Council on Monday, 19 December 2022 be received and noted.**

**Carried**

### **21.4 GENERAL MANAGER'S ACTIVITY REPORT**

**File Number: G2.1**

The Council had before it the report of the General Manager regarding the General Manager's Activity Report.

**Resolution 2022/294**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the information in the General Manager's Activity Report as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

### **21.5 LIBRARY MANAGER'S ACTIVITY REPORT FOR NOVEMBER 2022**

**File Number: L4.1**

The Council had before it the report of the Library Manager regarding the Library Manager's Activity Report for November 2022.

**Resolution 2022/295**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the information in the Library Manager's Report for November 2022 as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

## **21.6 TOURISM AND EVENTS REPORT**

**File Number: T4.3**

The Council had before it the report of the Coordinator Tourism Operations regarding the Tourism and Events Report.

### **Resolution 2022/296**

**Moved: Cr Victor Bartley**

**Seconded: Cr Cec Dorrington**

**That the information in the Tourism and Events Managers Report for November 2022 as presented to Council on Monday, 19 December 2022 be noted.**

**Carried**

## **22 CLOSED SESSION**

At this juncture, the Council gave consideration to moving into Closed Session of Council.

### **Resolution 2022/297**

**Moved: Cr Cec Dorrington**

**Seconded: Cr Victor Bartley**

**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 \*\*\* Transfer of Land - 47 Moculta Street, Bourke**

**This matter is considered to be confidential under Section 10A(2) - (a) 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 personnel matters concerning particular individuals (other than councillors).**

#### **22.2 \*\*\* Netwaste Tender for Processing of Garden Organics, Wood and Timber F3928**

**This matter is considered to be confidential under Section 10A(2) - (d)(ii) 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 competitor of the council.**

#### **22.3 \*\*\* Tender for Airport Runway Resealing Works**

**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.**

**Carried**

Council proceeded into closed session with the livestreaming of the meeting being paused at 9.48am.

**22.1 \*\*\* TRANSFER OF LAND - 47 MOCULTA STREET, BOURKE**

**File Number: A11.1.1, L1.1, T4.3**

The Council had before it the report of the General Manager regarding the \*\*\* Transfer of Land - 47 Moculta Street, Bourke.

**Resolution 2022/298**

**Moved: Cr Sam Rice**

**Seconded: Cr Cec Dorrington**

- 1. That Council proceed to execute the form of Transfer in respect of Council's part of Lot 151 DP 1068536 to Mr Peter Tully as per Councils resolution No. 593/97 that *"Council advise Peter Tully that it will raise no objection to his putting his fence on the proposed alignment, however, if he wishes to transfer the land to his ownership the cost associated with this would have to be borne by him."***
- 2. That the necessary documentation be executed under the Common Seal of Council.**
- 3. That the documents and considerations in respect of this matter remain confidential to Council.**

**Carried**

**22.2 \*\*\* NETWASTE TENDER FOR PROCESSING OF GARDEN ORGANICS, WOOD AND TIMBER F3928**

**File Number: W1.4**

The Council had before it the report of the Manager Environmental Services regarding the Netwaste Tender for Processing of Garden Organics, Wood and Timber F3928.

**Resolution 2022/299**

**Moved: Cr Robert Stutsel**

**Seconded: Cr Cec Dorrington**

- 1. That Council concur with the recommendation of the NetWaste Tender Assessment Panel that Tender F3928 for the Processing of Garden Organics, Wood and Timber be awarded to Davis Earthmoving Pty Ltd at the tendered prices as set out in this report for an initial two (2) year term with the option of two (2) x 12-month available extensions.**
- 2. That Council proceed to enter into a contract with Davis Earth Moving Pty Ltd for the Processing of Garden Organics, Wood and Timber, as per the tendered process as set out in their tender F3928.**
- 3. That as the existing contract expiry date (14 November 2022) has surpassed, a new contract start date for the two (2) year term will be advised by NetWaste upon endorsement from the NetWaste Steering Committee, and engagement of Davis Earthmoving Pty Ltd.**
- 4. That the authority to execute the contracts for the Processing of Garden Organics, Wood and Timber be delegated to the General Manager.**
- 5. That the necessary documentation be executed under the Common Seal of Council.**
- 6. That the documents and considerations in respect of this matter remain confidential to Council.**

**Carried**



**22.3 \*\*\* TENDER FOR AIRPORT RUNWAY RESEALING WORKS**

**File Number: A6.17**

The Council had before it the report of the Manager Works regarding the Tender for Airport Runway Resealing Works.

**Resolution 2022/300**

**Moved: Cr Sally Davis**

**Seconded: Cr Robert Stutsel**

- 1. That the General Manager be specifically delegated the authority to determine a contractor from the two (2) contractors who tendered for the Bourke Airport Resealing Project, to undertake the resealing component of the runway only, once required grant funding is confirmed and the outcome of the Condition Assessment Report of the runway has been finalised, as previously resolved.**
  
- 2. That the documents and considerations remain confidential to the Council.**

**Carried**

**Resolution 2022/301**

**Moved: Cr Robert Stutsel**

**Seconded: Cr Sam Rice**

**That Council moves out of Closed Council into Open Council.**

**Carried**

Open council resumed at 10.03 am.

**RESOLUTIONS FROM CLOSED SESSION OF COUNCIL**

At the request of the Chairman, the General Manager read to the meeting the Councils resolutions as determined in the Closed Session of Council.

**The Meeting closed at 10.05 am.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 February 2023.**

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**CHAIRPERSON**

**10 NOTICES OF MOTION**

Nil

**11 RESCISSION MOTIONS**

Nil

**12 BUSINESS ARISING**

**12.1 CALENDAR OF EVENTS**

**File Number:** C12.6  
**Author:** Leonie Brown, General Manager  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

Information is 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, are to be held.

**Current Situation**

Month	Date	Time	Meeting / Event	Location
<b>2023</b>				
February	27	9.15am	Council Meeting	Council Chamber
March	27	9.15am	Council Meeting	Council Chamber
April	24	9.15am	Council Meeting	Council Chamber
May	22	9.15am	Council Meeting	Council Chamber
June	26	9.15am	Council Meeting	Council Chamber
July	24	9.15am	Council Meeting	Council Chamber
August	28	9.15am	Council Meeting	Council Chamber
September	25	9.15am	Council Meeting	Council Chamber

**Recommendation**

**That the information in the Calendar of Events Report as presented to Council on Monday, 27 February 2023 be noted.**

**12.2 INFORMATION TO COUNCILLORS**

**File Number:** C12.1  
**Author:** Leonie Brown, General Manager  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

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

**Current Situation**

**Information that has been provided to Councillors for the period 16 December 2022 to 16 February 2023 follows:**

<b>Date</b>	<b>Information Sent</b>	<b>Author</b>	<b>Email</b>
16/12/2022	Business Papers for the December Ordinary and Closed Session Council Meeting Monday, 19 December 2022	Leonie Brown	✓
19/12/2022	Election cost for non-contested election held in December 2021	Leonie Brown	✓
20/12/2022	Sale of Land for Unpaid Rates	Leonie Brown	✓
20/12/2022	Coulton's Catch Up – Monday, 19 December 2022	Mark Coulton MP	✓
20/12/2022	Merry Christmas from LGNSW	Local Government NSW	✓
20/12/2022	The Weekly Newsletter, 13 December 2022	Local Government NSW	✓
20/12/2022	Basin Bulletin Issue 57	Murray Darling Association	✓
21/12/2022	LGNSW 2023 Election Priorities	Local Government NSW	✓
21/12/2022	New Data: New South Wales Criminal Courts Statistics July 2017 - June 2022	NSW Bureau of Crime Statistics and Research	✓
21/12/2022	GMs Column for publication - 22 December 2022	Leonie Brown	✓
21/12/2022	Minutes of the December 2022 Council Meeting	Leonie Brown	✓
22/12/2022	Correspondence from the Hon Tanya Plibersek MP	Leonie Brown	✓
23/12/2022	Important Update: Leadership Changes at OLG	Leonie Brown	✓
16/01/2023	Roy Butler MP - Visit 20 January 2023	Leonie Brown	✓
17/01/2023	Village Tours - Community Consultative Meetings	Margo Anderson	✓
17/01/2023	Professional Development Training Designed for Councillors	Local Government NSW	✓
18/01/2023	Correction - Roy Butler MP - Visit 20 January 2023	Margo Anderson	✓
19/01/2023	Invitation - Evening with Australia Day Ambassador - Robina Beard OAM	Melanie Milgate	✓

23/01/2023	Electoral Commission of NSW	Margo Anderson	✓
24/01/2023	OLG's fortnightly newsletter - 20 January 2023	Office of Local Government	✓
24/01/2023	News from the Barwon Electorate	Roy Butler MP	✓
30/01/2023	Coulton's Catch Up - Monday 30 January	Mark Coulton MP	✓
01/02/2023	GMs Column for publication - Thursday, 2 February 2023	Leonie Brown	✓
02/02/2023	Action needed on land conflict	NSW Farmers Association	✓
03/02/2023	Minister Sam Farraway MLC - Visit	Paul Flanagan	✓
06/02/2023	Call for clear plan on regional road fix	NSW Farmers Association	✓
06/02/2023	Village Tour Invitations	Margo Anderson	✓
13/02/2023	Coulton's Catch Up - Monday 13 February	Mark Coulton MP	✓
14/02/2023	Visit Bourke Website	Leonie Brown	✓
14/02/2023	Welcome to Bourke Invitation	Leonie Brown	✓
16/02/2023	GMs Column for publication - 16 February 2023	Leonie Brown	✓
16/02/2023	Media Release + Photo: Next round of funding on offer to grow stronger communities	Mark Coulton MP	✓

#### **Recommendation**

**That the contents of the Information to Councillors Report as presented to Council on Monday, 27 February 2023 be noted.**

**12.3 \*\*\* BUSINESS ARISING**

**File Number:** C12.1  
**Author:** Leonie Brown, General Manager  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

Business outstanding from previous meetings.

**Current Situation**

**KEY:** Action Still Pending  Action in Progress  Action  Complete

GM GENERAL MANAGER	MW MANAGER WORKS
MCS MANAGER CORPORATE SERVICES	MRS MANAGER ROAD SERVICES
MES MANAGER ENVIRONMENTAL SERVICES	EDM ECONOMIC DEVELOPMENT MANAGER

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
<ol style="list-style-type: none"> <li>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.</li> <li>2. That on finalisation of that review a further report be brought back to Council</li> </ol>	<ol style="list-style-type: none"> <li>1. Continue to lobby Government – matter evolving.</li> <li>2. Issue of impact of the Biodiversity Act recently discussed at meeting of the Alliance of Western Councils.</li> <li>3. Meeting held with Alliance of Western Councils and Paul Scully, Shadow Minister for Planning, 1 September to provide an update on the impact if the Biodiversity Act.</li> <li>4. Matter continues to be pursued by Western Alliance on behalf of member Councils.</li> <li>5. Matter further discussed at the Alliance of Western Council Meeting held on 09/12/2022.</li> </ol>

427/2018	PROPOSED CHANGE OF MANAGEMENT OF THE PCYC
RESPONSIBLE OFFICER	LEONIE BROWN - GENERAL MANAGER
FILE NO	L1.17-Y1.7-LD-L11.14.3
<b>DECISION</b>	<b>ACTION TAKEN</b>
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"> <li>1. In progress.</li> <li>2. Teleconference held 20/08/2020.</li> <li>3. Correspondence sent to PCYC 25/8/20 and followed up for response 20/10/20 &amp; 16/11/2020.</li> <li>4. Matter further discussed with Crown Lands staff on 09/03/2021 for their contact with PCYC.</li> <li>5. Further discussions held in July 2021 with Crown Lands in regard to their contact with PCYC with correspondence sent to PCYC as a follow up to discussions.</li> <li>6. PCYC have advised that as a result of internal management changes they wish to defer discussions on land management till mid-2022.</li> <li>7. No further approaches made by PCYC re land management matter.</li> </ol>

274/2019	DROUGHT – WATER UPDATE
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	W2.2.9 – W2.2.9.1
<b>DECISION</b>	<b>ACTION TAKEN</b>
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	<ol style="list-style-type: none"> <li>1. Letter sent &amp; meeting held.</li> <li>2. State Government commits to preparation of Western Weirs Strategy.</li> <li>3. Teleconference involving staff and Councillors held with State Water on 22/9/2020 re Strategy.</li> <li>4. Meeting held with DPIE representatives on 10/11/2020 &amp; 11/11/2020.</li> <li>5. Further briefings on Strategy held 10/02/2021 and 24/05/2021.</li> <li>6. Discussions held by GM with Jim Betts in July 2021 Secretary, DPIE, in regard to the Weir Strategy Project and its prolonged timeframes.</li> <li>7. NSW Govt. in Oct 2021 announced the Better Baaka Program which includes Weir renewals on the Darling and specifically upgrading of the Bourke Weir. Meeting with DPIE to be held in Bourke on 23 November 2021.</li> </ol>

8. Meeting held DPIE 23/11/2021 with Jim Bently and his team via Video conference regarding Better Baaka Better Bidgee project.
9. Meeting held in December 2021 with Andrew Lavelle regarding the Weir upgrade at Bourke and connectivity strategy.
10. Contact made with Minister Pavey’s Office re concerns regarding potential removal of downstream weirs.
11. GM and MCS met with DPIE officers undertaking Western Regional Water Strategy consultation in Bourke on 8 March 2022 raising concern at the potential loss of downstream weirs.
12. Contact made in March 2022 with Andrew Lavelle of DPIE re weir progress. Advised that Western Weirs project is progressing following completion of Strategic Business Case. Advised that he will be seeking to have further conversations re weirs downstream.
13. Meeting held with Graham Attenborough and Jason Gordon of DPIE on 15 March 2022 re all things water including weir.
14. Mayor, Mark Riley and Leonie Brown attended the DPIE Forum at Bourke Bowling Club on 30 June 2022 re Western Region Water Strategy and Barwon-Darling Water Sharing Plan and Floodplain Harvesting licencing.
15. Submissions subsequently made re increasing Bourke Weir height and retention of downstream weirs.
16. Mayor/GM met with Hon. Tanya Plibersek, MP Federal Minister for the Environment and Water at Alliance of Western Council Meeting at Narromine on 19/08/2022.
17. Ingrid Emery, Executive Director Project Interfaces and Program Management Water Infrastructure to provide update to Councillors on 22 August 2022 – No State or Federal Funding for Final Business Case Study.
18. Refer Council Resolution Clause 2022/176 herewith for further update.
19. Meeting held in February 2023 with Minister Anderson - see item 2022/176.



2020/111	DUAL NAMING OF THE DARLING RIVER – DARLING RIVER BAAKA
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	R6.5
<b>DECISION</b>	<b>ACTION TAKEN</b>
That Council seek further clarification from the GNB 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"> <li>1. Ongoing. Geographical Names Board GNB contacted.</li> <li>2. Investigations are continuing by GNB.</li> <li>3. GNB advised in July 2021 that it would be undertaking consultation in August 2021 in regard to dual name proposal.</li> <li>4. GNB subsequently advised in August that due to COVID the consultations will now be undertaken in 2022.</li> <li>5. Meeting was to be held with GNB on 22 June 2022 however was postponed by GNB till “next month” with a date yet to be suggested.</li> <li>6. Meeting scheduled for 19 July 2022 postponed – new date yet to be confirmed.</li> <li>7. New meeting date proposed for 11 October 2022.</li> <li>8. Representatives of NSW GNB attended Council on 11 October 2022 and met with available Councillors and relevant staff re naming matter.</li> <li>9. No further advice received from GNB, to date.</li> </ol>

2020/236	BOURKE AIRPORT DEVELOPMENT PROPOSAL
RESPONSIBLE OFFICER	PETER BROWN – MANAGER WORKS
FILE NO	A6.1
<b>DECISION</b>	<b>ACTION TAKEN</b>
That Council seeks 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, when funding available.

2020/325 & 326	REVIEW OF CAPITAL WORKS PROGRAM 2019/2020 AND REALLOCATION OF FUNDS – ITEM 15.5 - MOUNT OXLEY
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	R2.5
<b>DECISION</b>	<b>ACTION TAKEN</b>
<ol style="list-style-type: none"> <li>1. That Council notes the report on the responsibility and current condition of the access road to the summit of Mount Oxley.</li> <li>2. That Council notes the status of telecommunication infrastructure located atop Mount Oxley.</li> <li>3. That following a Title Search discussion 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.</li> <li>4. That Council investigates 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.</li> </ol>	<ol style="list-style-type: none"> <li>1. Extensive title searches have been completed.</li> <li>2. Liability issues being pursued by Booth Brown Legal for further report.</li> <li>3. Meeting held with Mr &amp; Mrs Stalley on 10 December 2020.</li> <li>4. Risk review undertaken by Council’s insurers on 16/03/21. Awaiting advice to allow instructions to be issued by Booth Brown Legal to prepare licence documentation.</li> <li>5. Discussions held with NSW Telco Authority re potential for funding to assist with road upgrade. Costs advised. No funding available.</li> <li>6. Further discussions to be held with owners of Mt Oxley site.</li> </ol>

2019/439 & 2021/33	NORTH BOURKE BRIDGE REHABILITATION CONCEPT PLAN
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	B6.1
<b>DECISION</b>	<b>ACTION TAKEN</b>
<ol style="list-style-type: none"> <li>1. Council continues to apply for funding to undertake the project</li> <li>2. Council commits 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.</li> </ol>	<ol style="list-style-type: none"> <li>1. Ongoing.</li> <li>2. Letter received from Minister Toole 11/11/2020 advising upcoming funding opportunities for bridge.</li> <li>3. Funds as resolved reserved in Councils accounts.</li> <li>4. Application under Building Better Regions Fund lodged 11/02/2021. Application unsuccessful.</li> <li>5. Strategy prepared for investigation, assessment and restoration of bridge for input into Tourism Grant Application.</li> <li>6. Application lodged in August 2021. No response to date.</li> <li>7. Representations made to Member for Barwon, Roy Butler MP regarding funding for Bridge.</li> <li>8. Further application under Building Better Regions Fund lodged February 2022.</li> <li>9. Council resolved 25 February 2022 to allocate funding of \$200,000 to engage a</li> </ol>

	<p>structural engineer to prepare documentation to allow Council to invite tenders for restoration of the bridge.</p> <p>10. Draft brief prepared and with Public Works Advisory (PWA) for review.</p> <p>11. Quote obtained from PWA with further discussions to be held.</p> <p>12. Further Grant funding application for design funding lodged with NSW Government in July 2022.</p> <p>13. Councils Grant Funding application was successful. Deed executed.</p> <p>14. Brief with PWA finalised and awaiting final quotation.</p>
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2021/355	ROAD CLASSIFICATION REVIEW
RESPONSIBLE OFFICER	PAUL FLANAGAN – ROADS MANAGER
FILE NO	R7.1, R7.4.3

DECISION	ACTION TAKEN
<p>1. That Council provide a submission to the Independent Panel on Road Classification Review and Regional Road Transfer proposing that ownership of the Bourke – Milparinka Rd (Wanaaring Rd) be transferred to the NSW Government, as a minimum.</p> <p>2. That the transfer of any Regional Roads to Government in the Bourke Shire being on the basis of Council entering into a contract with Government which would see Council continuing to undertake both improvement works, and the necessary programmed and emergency maintenance works on the transferred roadway(s).</p> <p>3. That Council also provides a submission to the Independent Panel on Road Classification Review and Regional Road Transfer proposing the reclassification from local road to regional road status of the following roads:</p> <ul style="list-style-type: none"> <li>• RLR 5 – Caronga Peak to Wilga Downs (23km / no bridge);</li> <li>• RLR50 - Moleyarrah Road – Wanaaring to Hungerford (86.82km / no bridge);</li> <li>• RLR44 – Janina Road – Louth to Wanaaring (85.7km / no bridge);</li> <li>• RLR49 – West Culgoa Road – Bourke to Weilmoringle (82.82km / single lane bridge).</li> </ul>	<p>1. Submission to Review Panel prepared and submitted.</p> <p>2. Additional information and financial data requested for consideration 23 August 2022. Information provided.</p> <p>3. No Further information to date.</p>

2022/ 96	NORTH BOURKE STORMWATER DRAINAGE	
RESPONSIBLE OFFICER	LEONIE BROWN - GENERAL MANAGER	
FILE NO	D6.1, D6.2, V 1.6	
DECISION		
<ol style="list-style-type: none"> <li>1. That the information in the report of the General Manager from March 2022 be noted.</li> <li>2. That the Mayor and General Manager be requested to take the necessary action in pursuit of potentially acquiring land in respect of this drainage matter, for a further report to Council.</li> <li>3. That the Mayor and General Manager be requested to brief Mr G Seiler on the progress of this matter.</li> <li>4. That the documents and considerations in respect of this matter remain confidential to Council.</li> </ol>	ACTION TAKEN	
	<ol style="list-style-type: none"> <li>1. Investigations into land proceeding.</li> <li>2. Mayor and GM have briefed Mr Seiler.</li> <li>3. Land to west of subject site reviewed by environmental consultant and is considered to be an undesirable location for the construction of stormwater retention infrastructure due to the multitude of environmental, practical and physical constraints.</li> <li>4. Further update meeting held in June 2022 with Mr Seiler involving Mayor, Deputy Mayor and Messrs Riley and Brown.</li> <li>5. Monthly progress reports to be provided to Mr Seiler by Council.</li> <li>6. Structural Engineer engaged by Insurers inspected property on 8 September 2022.</li> <li>7. Meeting held with landowners to the north of Warrego Street with a view to a portion of this land being acquired and utilised for the construction of a detention pond. Further information being sought for a future meeting.</li> <li>8. Further information received and provided to the landowners to the north of Warrego Street with subsequent discussions held.</li> <li>9. Structural Engineers Report received. Comprehensive report being developed for Workshop of Councillors in March 2023.</li> </ol>	

2022/ 115	RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK FOR COUNCILS	
RESPONSIBLE OFFICER	ANG PASANG RAI - MANAGER CORPORATE SERVICES	
FILE NO	R5.1	
DECISION		
<ol style="list-style-type: none"> <li>1. That Council join with the Far North West Joint Organisation and its member Councils in establishing a Shared Audit Risk and Improvement Committee in accordance with section 428B of the Local Government Act 1993.</li> <li>2. That Council delegate authority to the Far North West Joint Organisation to appoint the chair and two (2) independent</li> </ol>	ACTION TAKEN	
	<ol style="list-style-type: none"> <li>1. General Manager advised FNWJO of Council's resolution.</li> <li>2. Manager Corporate Services take the necessary action to implement Council's resolution.</li> <li>3. Expression of Interest received from</li> </ol>	

<p>members to form the shared Audit Risk And Improvement Committee to serve the Far North West Joint Organisation and all three member Councils.</p> <ol style="list-style-type: none"> <li>3. That Council appoint a Councillor to serve as the non-voting board member on the ARIC for this Council only.</li> <li>4. That Council adopt the Draft Terms of Reference developed for the operation of the Audit Risk and Improvement noting the initial revised term to cater for the shorter period to be served by the current Council and the fact that there is no current need for the Chair to be pre-qualified at this stage.</li> <li>5. That Council note the Expression of Interest document developed by the Far North West Joint Organisation for distribution to potential applicants for persons to serve as the Chair or one of the two (2) independent Committee Members including the fees payable to the Chair and Committee members.</li> <li>6. That applications as detailed in the Expression of Interest document be called for by the placement of advertisements in the local papers circulating in each of the towns within the FNWJO area together with the websites of each of the member Councils to provide local residents the opportunity to apply to become a member of the Shared Committee if they are suitably qualified and wish to apply.</li> </ol>	<p>another Council regarding joining the FNWJO.</p> <ol style="list-style-type: none"> <li>4. FNWJO meeting held on 1 August 2022.</li> <li>5. Matter proceeding.</li> </ol>
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2022/161	CAMPING & CARAVAN USAGE - MITCHELL HIGHWAY ROAD RESERVE AND NORTH BOURKE BOAT RAMP CROWN RESERVE
RESPONSIBLE OFFICER	DWAYNE WILLOUGHBY – MANAGER ENVIRONMENTAL SERVICES
FILE NO	L1.9

<b>DECISION</b>	<b>ACTION TAKEN</b>
<ol style="list-style-type: none"> <li>1. That the legislative information in respect of the potential usage of the North Bourke Boat Ramp Crown Reserve for the purposes of caravanning and camping be noted.</li> <li>2. That Council not pursue the development of a primitive campground to allow camping at the North Bourke Boat Ramp Crown Reserve and having regard to this position, camping in this reserve not be permissible and appropriate signage be maintained.</li> <li>3. That Council enter into discussions with TfNSW with a view to the sealed section of road reserve leading to the old North Bourke Bridge being designated for use by light and recreational travellers as a Rest Area, for a trial period ending 12 months after the opening of such road reserve as a rest area, should it be approved.</li> </ol>	<ol style="list-style-type: none"> <li>1. Contact made with Transport for NSW (TfNSW).</li> <li>2. Awaiting response from TfNSW.</li> <li>3. Further follow up with TfNSW. Cobar Shire have advised they are having similar issues.</li> <li>4. Further contact made with Transport for NSW.</li> </ol>

<p>4. At the end of this period it would be proposed that a report on the trial be provided to Council to review usage and issues, including any impact on accommodation providers in Bourke.</p> <p>5. That Council investigate further opportunities to promote Bourke as an RV friendly town.</p>	
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2022/176	MAYORAL MINUTE – WESTERN WEIRS STRATEGY
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	W3.1

DECISION	ACTION TAKEN
<p>1. That the status upgrade in respect of the Western Weirs Strategy as presented to Council by Ms Ingrid Emery, Water Infrastructure NSW on Monday, 22 August 2022 be noted.</p> <p>2. That Council write to the Hon. Tanya Plibersek, MP, Federal Minister for the Environment and Water, and the Hon. Kevin Anderson, MP, State Minister for Land and Water seeking support and funding to progress the next stage of the Western Weir Strategy being the Final Business Case for the proposed upgrading of the Bourke Weir to improve town water supply security.</p>	<p>1. Letter written by the Mayor to Hon. Tanya Plibersek, MP, seeking support and funding to progress to the next stage of the Western Weir Strategy being the Final Business Case for the proposed upgrading of the Bourke Weir to improve town water supply security.</p> <p>2. Letter also written to the Hon. Kevin Anderson, State Minister for Land and Water seeking support and seeking a meeting to discuss same. Minister’s office advised that “the Minister will be unable to accept your request to meet.”</p> <p>3. Response dated 5 October 2022 received from Minister Anderson. The Minister advised that:</p> <ul style="list-style-type: none"> <li>• Infrastructure NSW (INSW) completed its Gateway 1 Review in December 2021 in respect of the Western Weirs Program. INSW is working with the Australian Government re: funding arrangements for a final Business Case.</li> <li>• Western Weirs Program has been incorporated into the Better Baaka Program. Better Baaka aims to protect rivers and floodplains with towns having “a secure water source into the future, and sustainable local communities, agriculture and industries can be supported.”</li> </ul> <p>4. Response dated 12 December 2022 received from Minister Plibersek advised that:</p> <ul style="list-style-type: none"> <li>• The NSW Government is responsible for water management in our region and is developing regional water</li> </ul>

	<p>strategies across the State.</p> <ul style="list-style-type: none"> <li>• The Western Weirs Strategy sits alongside these strategies.</li> <li>• The Australian Government’s role as a significant investor in water infrastructure through the National Water Grid Authority, State and Territory Governments are responsible for water planning and water infrastructure delivery. Applications for National Water Grid funding must have support of the State Government.</li> </ul> <p>5. State Minister for Land and Water, the Hon Kevin Anderson attended Bourke on 6 February 2023 and met with the Mayor and Acting GM. The Minister advised the Western Weirs Strategy will be abandoned as it is not well supported. However, the issue of water security will be included in the Better Baaka Program. The State and Federal Ministers are to meet for discussion in late February. The proposal aims to meet the Federal objectives but will require more time to adopt measures to ensure water consumption is not restricted at the same time. There are implications for a need for increased water storage capacity if weirs are not upgraded.</p>
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2022/222 & 2022/250	PROPOSED INTEGRATED PRIMARY HEALTH CARE CENTRE
RESPONSIBLE OFFICER	LEONIE BROWN – GENERAL MANAGER
FILE NO	A11.1, H1.1, H1.15

DECISION	ACTION TAKEN
<p>1. That the Mayor and General Manager be requested to further discuss with the Bourke Aboriginal Corporation Health Service (BACHS) the potential acquisition of the following land:</p> <p style="margin-left: 20px;">a) Lot 8 DP 35739, Lot 9 DP 35739 and Lot 10 DP35739 in Mitchell Street, Bourke</p> <p style="margin-left: 20px;">b) Three (3) x lots from Lot 6 DP 35797, Lot 7 DP 35797, Lot 8 DP 35797, Lot 9 DP 35797 and Lot 10 DP 35797.</p> <p>2. That based on three (3) lots in one line being required, the land be available for sale at an indicative combined price of \$45,000.</p> <p>3. That Council provide the BACHS with the requested Evidence of Tenure and Letter of Support, as requested.</p> <p>4. That the documents and considerations in respect of this</p>	<p>1. Further discussions with BACHS as Resolved by Council.</p> <p>2. Follow up report on matter to be considered by Council at its October 2022 meeting.</p> <p>3. BACHS advised of Councils resolution.</p> <p>4. Email received from BACHS advising that they were not able to proceed with the purchase without securing grant funding to construct the new clinic.</p> <p>5. Correspondence sent to BACHS acknowledging the reliance on securing funding prior to progressing sale.</p> <p>6. In December 2022, the Australian Government announced funding of</p>

<p>matter remain confidential to Council.</p> <p>5. That Council proceed to sell Lots 7,8,9 and 10 DP 35797 Mitchell St, Bourke at a combined price of \$45,000 (ex GST) to the Bourke Aboriginal Corporation Health Service.</p> <p>6. That any necessary documents be executed under the Common Seal of Council.</p> <p>7. That the documents and considerations in respect of this matter remain confidential to Council.</p>	<p>\$8.06m to BACHS for the construction of a new Primary Care Clinic for the Bourke region.</p> <p>7. In January 2023, Council forwarded a letter to BACHS congratulating them on the funding success and requesting advice as to their intentions in respect of Council’s land offer, such that Council can progress the contract of sale for such parcels of land, or not.</p>
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2022/235	DRAFT FAR WEST REGIONAL PLAN 2041
RESPONSIBLE OFFICER	DWAYNE WILLOUGHBY – MANAGER ENVIRONMENTAL SERVICES
FILE NO	T1.5

<b>DECISION</b>	<b>ACTION TAKEN</b>
<p>That Council note the information contained within the Draft Far West Regional Plan 2041 Report.</p>	<ol style="list-style-type: none"> <li>1. Matter discussed regarding gaps in the plan relative to Bourke, linkages, tourism, health services, transport, small business and biodiversity. Hoping for changes to the draft. Opportunities to participate in workshops.</li> <li>2. Continue to pursue amendments to the plan in respect of identified gaps.</li> <li>3. Council’s submission lodged, awaiting response.</li> </ol>

2022/238	GEOGRAPHICAL NAMES BOARD – THE POUND YARD
RESPONSIBLE OFFICER	LEONIE BROWN - GENERAL MANAGER
FILE NO	A2.1, A2.2.16, H3.3

<b>DECISION</b>	<b>ACTION TAKEN</b>
<p>That Council advise the NSW Geographical Names Board that whilst it raises no objection to the name “Pound Yard”, it is considered imperative that the Board consult with appropriate Aboriginal persons before any decision is ultimately made.</p>	<ol style="list-style-type: none"> <li>1. NSW Geographical Names Board advised of Council’s Resolution.</li> <li>2. Aboriginal people who have been identified as residents of the Pound Yard have been suggested as the appropriate people to be consulted by the GNB.</li> <li>3. Work in progress.</li> <li>4. List of names received, contact details yet to be received.</li> </ol>



2022/251	SALE OF LAND FOR UNPAID RATES AND CHARGES
RESPONSIBLE OFFICER	ANG PASANG RAI – MANAGER CORPORATE SERVICES
FILE NO	R2.10

DECISION	ACTION TAKEN
<ol style="list-style-type: none"> <li>1. That the land listed in Attachment 1 herewith be included in a sale of land for unpaid rates and charges by way of public auction, or by private treaty subsequent to such public auction, pursuant to Section 713 of the Local Government Act 1993.</li> <li>2. That the General Manager be authorised to perform the necessary actions to facilitate the conduct of such public auction, including the authority to determine reserve prices for the various allotments, negotiate the terms of the sale of any land listed in Attachment 1, even if the reserve price is not reached.</li> <li>3. That the General Manager be authorised to apply the proceeds of any such sales and to write off any rates, charges or costs incurred through the sale of land process which are not recovered by the sale.</li> <li>4. That the General Manager be authorised, and Council reserves the right, to withdraw any property from sale for technical or legal reasons.</li> <li>5. That the Centre for Sustainable Debt Recovery Pty Ltd, t/as Recoupa, be appointed to administer the sale on Council’s behalf.</li> <li>6. That the General Manager be requested to review the various properties as to them having any strategic benefit to Council, for a further report to Council, if required.</li> <li>7. That the Mayor and General Manager be authorised to execute all relevant documentation to affect such sales.</li> <li>8. That the documents and considerations in respect of this matter remain confidential to the Council.</li> </ol>	<ol style="list-style-type: none"> <li>1. Matter proceeding. Real Estate Agent engaged to manage sale confirmed for Friday, 17 March 2023.</li> <li>2. Statutory advertising requirements proceeding.</li> </ol>

2022/264	2022/2023 ADOPTED FEES AND CHARGES
RESPONSIBLE OFFICER	DWAYNE WILLOUGHBY
FILE NO	F1.1
DECISION	
<ol style="list-style-type: none"> <li>1. That the Security deposit fee for the hire of the Bourke Sporting Complex, Area A – JB Renshaw, be increased from the current fee of \$1000.00 to the proposed fee of \$2500.00.</li> <li>2. That the proposed fee be advertised for a period of 28 days and that the matter be referred back to Council setting out details of any objections.</li> <li>3. That in the event of no objections being received to the proposal, the increased security deposit be adopted.</li> </ol>	ACTION TAKEN
	<ol style="list-style-type: none"> <li>1. Advertised as per resolution of Council.</li> <li>2. No objections received after advertised Period. Accordingly, the increased security deposit has been adopted.</li> </ol>

2022/279	COUNTRY MAYORS ASSOCIATION OF NSW
RESPONSIBLE OFFICER	LEONIE BROWN
FILE NO	A12.10
DECISION	
<ol style="list-style-type: none"> <li>1. That the Mayor and General Manager be authorised to attend a meeting of the Country Mayors Association, to be held in Sydney in early 2023.</li> <li>2. That following attendance at the early 2023 meeting of the CMA, the Mayor, in consultation with the General Manager, be delegated the authority to determine whether Council joins the Country Mayors Association, or not.</li> </ol>	ACTION TAKEN
	Mayor and GM to attend CMA meeting to be held on 21 February 2023. Decision as to BSC joining to be made thereafter.

2022/Pending	NORTH BOURKE WATER SUPPLY
RESPONSIBLE OFFICER	PETER BROWN
FILE NO	W2.1
DECISION	
Having regard to the apology from Cr Hollman and the previously advised conflict of interest declarations from Crs Barton, Davis, Dorrington, Ford, and Rice, the Chairman adjourned consideration of this item to the February Ordinary Meeting of Council commencing at 9.15am on Monday, 27 February 2023 in the Council Chamber, due to the lack of a quorum to consider the matter, with Crs Bartley, Ridge (via Audio Visual Link), Ryan and Stutsel being the remaining councillors present.	ACTION TAKEN
	Report on matter to be included in Agenda for February 2023 meeting.

2022/285	ADMINISTRATION OF SEPTEMBER 2024 ORDINARY COUNCIL ELECTIONS
RESPONSIBLE OFFICER	LEONIE BROWN
FILE NO	C11.1, E2.3.7

DECISION	ACTION TAKEN
<ol style="list-style-type: none"> <li>That pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.</li> <li>That pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.</li> <li>That pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.</li> <li>That the General Manager be requested to publish a copy of this resolution on Council’s website and further advise the NSW Electoral Commission.</li> </ol>	<p>Correspondence advising of Councils resolution provided to the NSWEC. Awaiting provision of contract to Council.</p>

2022/300	TENDER FOR AIRPORT RUNWAY RESEALING WORKS
RESPONSIBLE OFFICER	PETER BROWN
FILE NO	A6.17



DECISION	ACTION TAKEN
<ol style="list-style-type: none"> <li>That the General Manager be specifically delegated the authority to determine a contractor from the two (2) contractors who tendered for the Bourke Airport Resealing Project, to undertake the resealing component of the runway only, once required grant funding is confirmed and the outcome of the Condition Assessment Report of the runway has been finalised, as previously resolved.</li> <li>That the documents and considerations remain confidential to the Council.</li> </ol>	<p>GM determined that the contract be awarded to Downer Works Pty Ltd with works to be undertaken in February/March 2023.</p>

**Recommendation**

**That the information in the Business Arising Report as presented to Council on Monday, 27 February 2023 be noted.**

## 13 ENGINEERING SERVICES DEPARTMENT

### 13.1 \*\*\* REQUESTS FOR TREE REMOVALS

**File Number:** T6.2  
**Author:** Peter Brown, Manager Works  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** 1. BSC Street Tree Policy [↓](#)   
2. Report from A1 Tree Service [↓](#) 

#### Background

Council has received requests for the removal of trees at two (2) separate properties as follows:

- a request from the Enngonia Public School to remove a large gum tree from the road reserve (footpath) at the front of this property. This is due to the tree being dead and dropping numerous branches.
- a request to remove or maintain the Queensland fig tree at 88 Hope Street Bourke. This tree is leaning over the house and causing underground damage to the house structure and sewerage system

In addition, Council property located at 60 Hope Street Bourke, being the Old Pre School property, has trees located within the road reserve(footpath) that have a quantity of deadwood and are unsightly. It is also proposed that these should be removed and replaced with a more suitable tree species.

#### Current Situation

Following the request for tree removals at the Enngonia Public School and at 88 Hope St Bourke, Council staff conducted inspections of the relevant trees. The tree at Enngonia School is a risk to children and parents entering the school and is visibly dead. The fig tree (*ficus hillii*) at 88 Hope Street, Bourke has caused issues to the residents home whilst the trees at 60 Hope Street, Bourke are in need of replacement. Photos of the various trees follow:



Enngonia school – for removal



88 Hope Street, Bourke – for removal



60 Hope Street, Bourke – for removal

In addition to Council staff inspecting the trees, arborist firm, A1 Tree Services of Dubbo, also reviewed such trees and a copy of their report is attached. Unfortunately, within this report, the trees at 88 Hope Street, Bourke are incorrectly referred to as 92 Hope Street, Bourke.

It will be noted from the report of A1 Tree Services their comments in respect of the dead tree at Enngonia Public School as follows:

*“It is quite obvious that this tree has completely died with large sections of timber that are now failing. This poses a very dangerous situation and threat to not only buildings and cars but also to children in the area. I would suggest immediate attention by barricading off this area until the tree can be removed.”*

Whilst recent barricading has been undertaken, I note the comments of A1 re the safety threat to children and property. Notwithstanding Councils Street Tree Policy, and following discussions with Councils General Manager, I will recommend that, in respect of this specific tree, Council take immediate action to affect its removal without going through its regular notification procedure as provided in the Policy. I would expect that this work could be completed during the week of the February Council Meeting.

In respect of the trees located at the two (2) properties in Hope St, Bourke it will be recommended that the various trees referred to in this report for removal, be advertised for removal as per Councils Street Tree Policy, as attached. Should there be objections to the various proposals, a further report be provided to Council in respect of such tree(s), prior to the removal of the subject tree(s). Should there be no comment of objection, Council proceed to remove the trees and replace them with appropriate species.

### **Financial Implications**

Council currently has approximately \$40,000 remaining in its Tree Removal and Maintenance budget for the 2022/2023 financial period. Sufficient funds are available to undertake the recommended tree removals and relace the trees with appropriate species.

### **Recommendation**

- 1. That immediate action be taken to remove the dead gum tree located at Enngonia Public School.**
- 2. That prior to the removal of any of the identified trees as located at 60 and 88 Hope Street, Bourke, a notice of intention to remove the trees be placed in the local media with advice provided to adjacent landowners providing them with an opportunity to comment on the proposed removal with a copy of the advertisement being provided to the Councillors.**
- 3. That should there be objections to the various proposals, a further report be provided to Council in respect of such tree(s), prior to the removal of the subject tree(s).**
- 4. That should there be no comment of objection, Council proceed to:**
  - (a) Remove the fig tree at 88 Hope St, Bourke to mitigate all risks and replace with a more suitable species.**
  - (b) Remove the unsuitable various trees located within the road reserve at 60 Hope St, Bourke and replace with a more suitable species.**
- 5. That the General Manager be requested to take the necessary action in respect of progressing these tree removal requests, as appropriate.**

SECTION 3 Asset Management  
PART 3.6 Roads



POLICY NO: 3.6.11(v3)

POLICY TITLE: Street Trees

DATE ADOPTED: 26/11/2019

RESOLUTION NO: 458/2018

SUPERCEDES: 3.6.11(v2) Street Trees  
Adopted: 26/4/2017  
Resolution No: 159/2017

PROPOSED REVIEW DATE: 26/11/2019

RESPONSIBLE OFFICER: Manager Works

Verified by  
General Manager.....



Verified by  
Mayor.....



**POLICY**

This policy will guide decision making and assist in the management of street trees located in Bourke Shire.

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. As such it is essential that 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 detail the responsibility and legal position of Council and others in relation to 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)

**PROCEDURE****General Street Tree Policy**

- A street tree is defined as any bush or tree with the potential to reach 2 metres or higher in height
- Council will promote the establishment of street trees throughout the shire
- Council will establish a street tree inspection and treatment regime to mitigate the hazards that can be created by street trees.
- Council's Manager of Works will be responsible for the maintenance of 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 / Street Tree Planting**

- The selection of tree species for new or replacement street trees will be in accordance with Councils Street Tree replacement program.



- A private landowner may be granted permission 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 power lines must be treated in accordance with Essential Energy's "Vegetation Management Agreement" CE/BSC.
- Consideration must also be given to existing infrastructure in the selection and placement of trees.

#### **Street Tree Removal**

- Trees shall only be removed when they are posing a danger to people or infrastructure 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 infrastructure. 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.
- Selection of all trees for removal, including Queensland Figs each year will generally be determined by an annual risk assessment which will prioritise the worst trees for removal.
- If an adjacent landowner wishes to have a tree including a Queensland Fig street removed ahead of schedule adopted by Council then this can only be achieved if the landowner obtains the consent of Council and meets the full cost of removal.
- Prior to removal of all trees including Queensland Figs a notice of intention to remove the trees will be placed in local media and a memo is to be provided to adjacent land owners providing them with an opportunity to comment on the proposed removal. A copy of the advertisement will be provided to Councillors.

#### **Street Tree Pruning**

- 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 watering of trees adjacent to their property.

#### **Street Tree overhanging Private Property**

- When a request from a property owner seeking removal or lopping of street trees (which overhangs their property) is received, the request shall be investigated by the Manager of Works. The work will be risk assessed and work programmed accordingly in line with the existing program and budgetary provisions.

**Legal Issues**

- Council may seek reimbursement from residents if they kill, remove or damage a Council owned tree or make the tree structurally unsound.
- Council in its decision making process is mindful of its legal liability that may arise out of the planting and maintenance of street trees.

**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: 20/11/2018

Policy adopted by Council: 26/11/2018



# A1 Tree Service (NSW) Pty Ltd

PO Box 4388  
Dubbo NSW 2830  
E-MAIL: [office@a1tree.com.au](mailto:office@a1tree.com.au)  
ABN: 32 098 526 786

Phone 02 6882 2052  
Mobile 0418 669 630  
Fax 02 6882 2054

16 February 2023

Bourke Shire Council  
Att: Peter Brown  
BOURKE NSW 2840

**Subject: Tree Report**

Following on from your recent request for a report on the trees at 88 Hope Street, 60 Hope Street and Enngonia School, please find the following:

**92 Hope Street, Bourke**

There is quite a large *Ficus Hillii*, this species of tree can be quite invasive with their long lateral roots sometimes stretching out and surfacing up to 15m. This particular species of tree is very invasive and damaging in regards to curb and gutters and underground services. This tree also poses a threat over the residences building by having long lower laterals that are hanging over the roof line. It is not uncommon for these trees to grow a lot of foliage on the tips which causes mechanical failure to the branches.

This tree is more suggested for parkland rural settings and would not be suggested to be planted any closer than 100m away from structures. In this regard, I would suggest the removal of this tree taking into consideration the substantial damage to the gutters already and the threat over the Council water main.

**60 Hope Street, Bourke**

There is a Claret Ash, these species are very susceptible to die back due to drought or lengthy periods of wet weather. Gauging from the photos there is a large quantity of deadwood in this tree, it would not be suitable to prune without breaching Australian Standards for Pruning Amenity Trees AS4373-2007. Therefore my suggestion is for the removal of this tree and replacing with a more suitable species.

**Enngonia School**

It is quite obvious that this tree has completely died with large sections of timber that are now falling. This poses a very dangerous situation and threat to not only buildings and cars but also to children in the area. I would suggest immediate attention by barricading off this area until the tree can be removed.

Yours sincerely



**Chris Reynolds**  
Director  
Qualified Arborist  
Member of the Arboriculture Australia & TCAA



**14 ENVIRONMENTAL SERVICES & DEVELOPMENT DEPARTMENT**

Nil

## 15 GENERAL MANAGER

### 15.1 \*\*\* NORTH BOURKE WATER SUPPLY

**File Number:** W2.1

**Author:** Leonie Brown, General Manager

**Authoriser:** Leonie Brown, General Manager

**Attachments:** 1. **December Report - North Bourke Water Supply**  

#### Background

The Agenda for the 19 December 2022 Council Meeting, had at Item 13.1, the report from Councils Manager Works in response to requests from residents located on the Enngonia Rd who were seeking to gain access to Councils Raw Water System Network in North Bourke.

In respect of this matter, Councillors Barton, Davis, Dorrington, Ford and Rice each declared a Significant Non-Pecuniary Conflict of Interest. In doing so, each of these five (5) Councillors advised that they would leave the Chamber and be out of sight during Councils consideration of such item. As General Manager I also declared a Significant Non-Pecuniary conflict of interest in the North Bourke Water Supply matter as my Brother, Mr Warren Hand, was one of the applicants for the supply of raw water in North Bourke to be extended to his property. In making my declaration I also advised that I would also leave the Chamber and be out of sight during Councils consideration of the matter.

Accordingly, Council was left without a majority of Councillors who currently hold office at Bourke Shire Council with consideration of the matter not proceeding due to a lack of quorum. As per Councils Code of Meeting Practice, consideration of the matter was adjourned by the Chair till the 27 February 2023 Ordinary Council Meeting commencing at 9.15am at the Bourke Shire Council Chambers.

Whilst the matter was adjourned to the February 2023 Meeting, the issue is that it was apparent that the same situation in respect of a lack of a quorum would undoubtedly arise again, come the February meeting.

With a view to the matter being ultimately determined, contact was made with the Governance Branch of the Office of Local Government as to how Council best addresses the current lack of a quorum issue.

#### Current Situation

The Model Code of Conduct for Local Councils in NSW dated 2020 as prescribed under the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*, has previously been adopted as the Code of Conduct for Bourke Shire Council.

In briefing the Office of Local Government in respect of the issue of a lack of a quorum, it became evident that the issue of determining the report of the Manager Works regarding the

extension of the North Bourke raw water supply, was a matter that was able to be delegated by Council resolution, “to the general manager or any other person or body (not including another employee of the council)” in accordance with s378 of the Local Government Act.

In this regard, clause 5.13 of Councils Code of Conduct provides that, “Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.”

For information, clause 5.10, as referred to above, states that, “Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) 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
- b) 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.”

In summary of all of the above, the determination of the report can be delegated and those Councillors who declared significant non-pecuniary conflicts of interest in the matter, can participate in the decision as to if, and to whom, the determination of the report is delegated to.

Given my declaration of a Significant Non-Pecuniary Conflict of Interest in the water extension matter, it would obviously not be appropriate for the matter to be delegated to me. In this regard, the Office of Local Government suggested that Council could consider delegating the matter to a Committee of Council.

Accordingly, it would be further suggested:

- that a North Bourke Water Extension Request Committee be formed to meet for the sole purpose of determining the report of the Manager Works titled North Bourke Water Supply, as initially included in the Council Agenda of December 2022.
- the membership of such Committee comprise the five (5) Councillors who were either absent from or did not declare a significant non-pecuniary conflict of interest in item 13.1, North Bourke Water Supply, of Councils December 2022 Meeting Agenda, being Councillors Bartley, Hollman, Ridge, Ryan and Stutsel, with the Manager of Works and the Executive Assistant being non-voting attendees of the Committee.
- the quorum for the Committee being three (3) Councillors.
- Once the Committee had made its determination, all Councillors be advised of the outcome.

Should it be the case that further matters arise that require determination outside of the December 2022 report, and there are further issues regarding a quorum at the time, then it would be a case of the Council further delegating determination of the respective matter at the time.

It is also advised that clause 5.21 of the Model Code of Conduct includes the provision that “The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a

council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion: a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or b) that it is in the interests of the electors for the area to do so.” Applications for concessions under this clause would be required to be made by individual Councillors with no certainty as to the position of the Minister in respect of any such application, hence the recommended course of action.

**Recommendation**

- 1. That a North Bourke Water Extension Request Committee be formed to meet for the sole purpose of determining the report of the Manager Works titled North Bourke Water Supply, as initially included in the Council Agenda of December 2022.**
- 2. That the membership of such Committee comprise the five (5) Councillors who were either absent from, or did not declare, a significant non-pecuniary conflict of interest in item 13.1, North Bourke Water Supply, of Councils December 2022 Meeting Agenda, being Councillors Bartley, Holman, Ridge, Ryan and Stutsel, with the Manager of Works and the Executive Assistant being non-voting attendees of the Committee.**
- 3. That the quorum for the Committee be three (3) Councillors.**
- 4. That once the Committee has made its determination, all Councillors be advised of the outcome.**



**13.1 \*\*\* NORTH BOURKE WATER SUPPLY**

- File Number:** W2.1  
**Author:** Peter Brown, Manager Works  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** 1. Letters from Messrs Morrall and Simpson  
 2. Letter from Warren and Susan Hand

**Background**

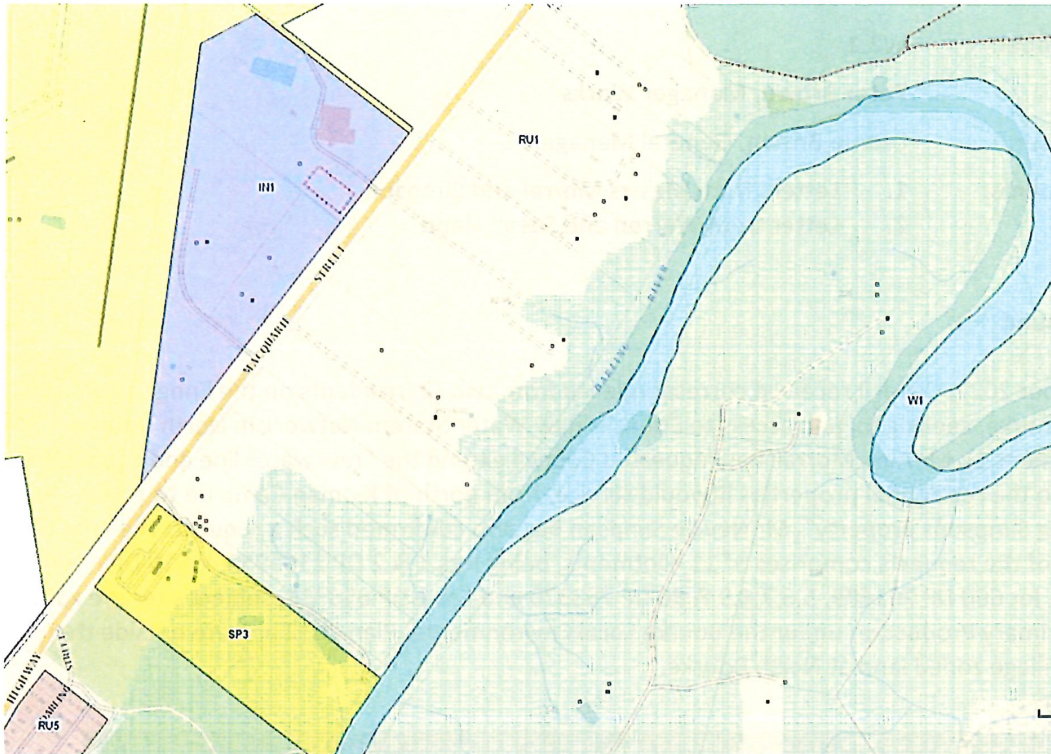
In October 2022, Council received correspondence from two (2) residents on the Enngonia Road, North Bourke, seeking to gain access to Councils Raw Water System Network in North Bourke. (Attachment 1). Mr Alan Morrall has requested Council extend the “raw water line and connection access to the residential properties it would service, from north of Kidman Camp up to and including Simpsons property”. Mr Neville Simpson has also confirmed such a request. The land the subject of the requests comprises of 11 allotments, being lots 1 & 2 DP 1105959, lot 10 DP 753570, lot 660 DP 761689, 5,6,7,8,9 & 86 DP 753370 and Lot 1 DP 653311, subject sites are zoned RU1 - Primary Production under the Bourke Local Environmental Plan 2012 and are outside the RU5 – Village zoned land at North Bourke.



Neville Simpsons block is the last block in the top right-hand corner closest to the Dam.



The RU1 zoned land is also shown below:



Following an invitation from Mr Frank Old to discuss the raw water issue, the General Manager, Manager Environmental Services and I attended a meeting at Mr Neville Simpsons place on Tuesday, 6 December 2022. In addition to Mr Old and Mr Simpson, the following persons also attended:

- Mrs Susan Hand
- Mr Alan Morrall
- Mr Trevor Randall
- Mrs Pam Simpson

Subsequent to this meeting, correspondence was received from Warren and Susan Hand also seeking access to the raw water supply, so they "have water for the short term whilst we are unable to pump water." (Attachment 2).

On receipt of this correspondence, Councils General Manager emailed me and advised that as Warren Hand is her brother, she requested that she "be excluded from any reports and decision making regarding this request." This request has been adhered to.

The landholders have riparian rights to access raw water from the Darling River water system. The various properties on the eastern side of the Enngonia Road also have access to the filtered water supply, as extended past North Bourke, whilst Mr and Mrs Hands property, located on the western side of Enngonia Road, only have access to the river water.

**Report**

Council in November 2015 adopted a Raw Water Supply Policy (Policy No 3.7.10). This Policy is still considered relevant and states as follows:

***POLICY***

*Bourke Shire Council treats water to drinking water quality and distributes it to the community via the water reticulation system. In Bourke there are two water reticulation systems, which distribute the filtered treated water for drinking and internal use and raw water for external use for the Bourke community.*

***PROCEDURES***

*There will be no further connections allowed for rural/agricultural use outside the designated village and town areas of Bourke and North Bourke, Fords Bridge, Louth, Enngonia, Wanaaring and Byrock without a resolution of Council.*

*Consideration of any application will be subject to:-*

- The capital works being undertaken at no cost to Council and the total cost of the scheme proposed is prepaid to Council prior to Council carrying out the work.*
- All new owners agreeing to pay Water Headworks contributions to cover augmentation of major capital items such as treatment works, reservoirs, pumps and rising mains relatively remote from the Scheme area.*
- The connection shall be for domestic purposes only.*
- That all internal plumbing be carried out by a licensed plumber in accordance with the provisions of the Local Government (General) Regulation 2005 and that all such works be inspected and tested by officers of Council prior to the covering of the works.*

*The design and construction of any water main to service properties complying with Council's current policies.*

In respect of the subject properties requesting access to the raw water supply, it is advised that they are between 700m and 1300m away from the closest raw water main. This closest raw water main is located at the Kidman Way Caravan Park. On the western side of Enngonia Road, heading north, Council has previously constructed a 100mm raw water line feeding the industrial estate and an 80mm line feeding the abattoir.

As per the Policy, access to these water supplies requires approval from Council by resolution and be in line with the Policy. Should Council wish to grant access to the raw water supply, the Policy requires a full hydraulic study and system overview of the raw water scheme at North Bourke to be completed. It would be my view that such a study would show that the raw water system is basically at full capacity and the proposed additional connections may result in system collapse during periods of high demand.

Whilst the Abattoir raw water line is also in place, any additional connections to this line would also need a full hydraulic assessment to ensure the Abattoir have enough raw water for their

operations. With the proposed plans of throughput growth at the Abattoir, it is also considered best that Council does not permit access to this line.

Whilst the recent flooding of the Darling River has caused issues for adjoining residents with the relocation of pumps on a steep riverbank with an ever-widening river, it has meant in some cases that residents have been left without the usage of their river pumps for raw water access. Notwithstanding, extension of, and access to, Councils raw water supply is not supported.

It is further advised that during the discussions with property owners on 6 December 2022, enquiries were made of the Council Officers in attendance by Mr Old as to what Councils plans were for growth and development of North Bourke into the future. In respect of this matter, Council staff informed the meeting that they saw North Bourke as a growth area and in this regard, advised that Council had applied for funding to undertake the preparation of a Housing Strategy for the Shire. This strategy would include the North Bourke area. At this point, the development of the Strategy is reliant on achieving this funding. In seeking to prepare the Strategy, and as relating to the North Bourke area, the matters of land use, housing and infrastructure requirements such as water, were discussed at the meeting as were limitations with the development and growth of the North Bourke Precinct. It would be proposed that should funding not be forthcoming for this study during 2023, then consideration be given at the appropriate time with a view to Council funding the preparation of such a Strategy.

#### **Financial Implications**

It is estimated that that costs to undertake a hydraulic assessment of the North Bourke raw water supply in respect of the provision of water external to the North Bourke Village would be in the vicinity of \$30,000 - \$50,000.

#### **Recommendation**

- 1. That Council confirms and readopts its Raw Water Supply Policy (Policy No 3.7.10) as at 19 December 2022 and as printed herein.**
- 2. That Mr Frank Old, Mr Alan Morrall, Mr Trevor Randall, Mr Neville and Mrs Pam Simpson be advised that as per Councils Raw Water Supply Policy, Council does not provide its approval to any extension of the raw water supply to those properties located north of Kidman Camp up to and including Simpsons property, Enngonia Rd, North Bourke, due to the limited capacity of the existing raw water infrastructure in North Bourke.**
- 3. That Mr Warren and Mrs Susan Hand be advised that as per Councils Raw Water Supply Policy, Council does not provide its approval to the extension of the raw water supply, or the provision of access to the abattoir line, to their property, "Virginia Farm" Enngonia Rd, North Bourke, due to the limited capacity of the existing raw water infrastructure in North Bourke and proposed plans of throughput growth at the Abattoir, respectively.**
- 4. That it be noted that Council has sought grant funding for the preparation of a Housing Strategy for Bourke, which includes addressing future growth and development opportunities in the North Bourke Area.**

- 5. That should grant funding for the preparation of the Housing Strategy not be forthcoming during 2023, then consideration be given, at the appropriate time, with a view to Council funding the preparation of such a Strategy.**

P.O. Box 312,  
 Bourke, NSW, 2840.  
 20/10/2022.  
 General Manager,  
 Bourke Shire Council,  
 P.O. Box 21,  
 Bourke, NSW, 2840.

Doc No:	
20 OCT 2022	
MAYOR	COUNCIL
GM	LIBRARY
MCS	RATES
MTE	BOBEC
MEV	HR
NR	IT
MW	DEPOT
EDM	CREDITORS
OTHER	

Dear Leonie,

Subject; Raw water line eastern side and parallel to the Mitchell Highway(Macquarie Street) north of Kidman Camp Caravan Park.

I seek Councils consideration in extending the raw water line and connection access to the residential properties it would service up to and including Simpson's property 102 Macquarie Street, North Bourke.

Thank you in anticipation,

  
 Alan Morrall

P.O. Box 548  
10-10-22

General Manager,  
Bourke Shire Council  
Mitchell Street  
Bourke 2840.  
Dear Sir or Madam

I would like to enquire about the possibility of having the town water supply connected to our block at Lot 1, north Bourke, some time in the near future. This would be the raw water supply as we already are connected to the Filtered Water Supply.

There are a number of houses along the river bank who may also be interested in having this connection.

This block is in the name of Mrs. Cathy Simpson who has given her approval to me to write this letter.

Yours faithfully

Reville Simpson

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1-2 OCT 2022	
MAYOR	COUNCIL
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MCS	RATES
MTE	BOBEC
REV	HR
MR	IT
MW	<input checked="" type="checkbox"/> DEPOT
EDM	CREDITORS
OTHER	Copy to Peter

▶ 5<sup>th</sup> December 2022

Leonie Brown  
General Manager  
Peter Brown  
Manager of Works  
Bourke Shire Councilors

Bourke Shire Council  
Mitchell Street  
Bourke, NSW, 2840

Warren & Susanne Hand

Virginia Farm  
985 Mitchell Highway  
Bourke, NSW, 2840  
Phone: 0268724442 | 0400665889 /0427747516

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**Dear Mrs Brown, Peter and Councilors**

RE: Water Access to Virginia Farm

We write to you again for reconsideration requesting assistance for water access.

As you are currently aware, our water supply comes directly from the Darling River through pumping into a storage ground tank and is then pumped into a settling tank.

Due to the current flood, we are unable to pump water for domestic and stock use due to our pump being under water.

We had pulled up our pump to the highest possible point, with in the original river height prediction it was deemed to be safe. With the continuous rain we were unable to remove the pump due to inability to access the pump and then continual flooding has caused the pump to be submerged,

We are at the point now where we only have 2 weeks of water left in our ground tank and are again requesting access to raw water from the existing water supply at North Bourke or the abattoir line that runs along our property frontage.

We realize that our property is not included in the current boundaries for the north Bourke water supply, but our situation is now that of desperation.

We understand that we have been denied access to the main water line to the Bourke Abattoir as per correspondence June 2022.

However, we would like to request the possibility of access to the raw water supply, so we do have water for the short term whilst we are unable to pump water.

We have restricted our water usage to attempt to preserve water, however evaporation is also contributing to the water loss.

This is now becoming an urgent situation due to the ongoing river height and inaccessibility.

We thank you for your time.

Kind regards

Warren and Susanne Hand



**16 CORPORATE SERVICES DEPARTMENT****16.1 \*\*\* BANK RECONCILIATION & STATEMENT OF BANK BALANCES - DECEMBER 2022**

**File Number:** F1.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Bank Reconciliation for the period ending 31 December 2022**

Balances as per Bank Statement	\$682,130.98
Plus: Deposit not shown	0
Less: Unpresented Cheques	\$4,469.18
<b>Balance as per Cash Book</b>	<b>\$677,661.80</b>

**Reconciled Ledger Accounts as at 31 December 2022**

Fund or Account	Current Balance	Overdraft Statutory Limit
General	\$22,521,448.09	\$200,000.00
Water	\$2,900,989.74	
Sewer	\$2,782,375.51	
Trust	\$49,343.64	
	<b>\$28,254,156.98</b>	

**Reconciliation at 31 December 2022**

Balance as per cash book	\$677,661.80
Investments*	\$27,576,495.18
<b>Total, equalling Reconciled Ledger</b>	<b>\$28,254,156.98</b>

\* In accordance with Council policy and legislative obligations, a complete breakdown of investments will be provided in the investment report for the month.

**Statement of Bank Balances as at 31 December 2022**

	Balance	Transaction	Balance
	30 November 2022		31 December 2022
General Fund	\$23,893,103.04	-\$1,371,654.95	\$22,521,448.09
Water Fund	\$2,907,932.07	-\$6,942.33	\$2,900,989.74
Sewer Fund	\$2,824,063.97	-\$41,688.46	\$2,782,375.51
Trust Fund	\$99,440.10	-\$50,096.46	\$49,343.64
Investments	-\$29,069,036.17	\$1,492,540.99	-\$27,576,495.18
<b>Totals</b>	<b>\$655,503.01</b>	<b>\$22,158.79</b>	<b>\$677,661.80</b>

**Balance of all Funds as at 31 December 2022**

<b>Balance as at 30 November 2022</b>	<b>\$655,503.01</b>
<b>Add Receipts for</b>	
(a) Rates	\$130,215.92
(b) Other Cash	\$1,478,343.89
<b>Deduct payments for</b>	
(a) Payments	\$3,078,942.01
(b) New Investment	-\$1,492,540.99
<b>Balance as at 31 December 2022</b>	<b>\$677,661.80</b>

**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 2022 be noted.**

**16.2 \*\*\* INVESTMENT REPORT AS AT 31 DECEMBER 2022**

**File Number:** F1.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, 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*

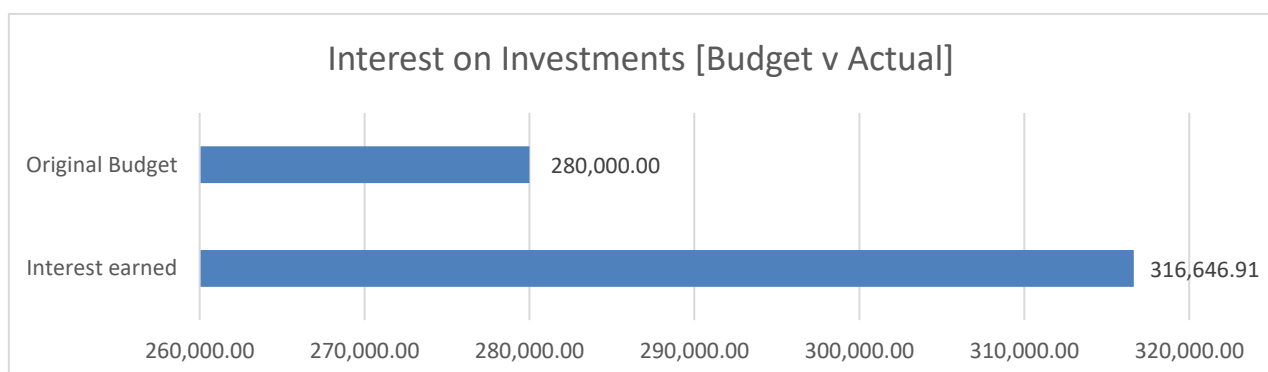
Local Government (General) Regulation 2021

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

**Financial Implications/Consideration**

The 2022/2023 Budget estimated the total investment revenue as \$280,000 which represents an estimated return of 1.475%. This revenue was 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 2022 was \$ 27,576,495.18  
 Investment income earned as at 31 December 2022 was \$316,646.91



Due to a considerable increase in interest rates by the Reserve Bank of Australia, which was unanticipated at the time the budget was prepared, interest earned on investments will surpass

the original budget. Therefore, a favourable variation for Interest earned on Investment will be reported in the budget review for the December 2022 quarter.

### 1. Policy Provisions – Council Policy and Procedure

Policy 1.8.10(v5) – Investment Policy adopted 19 December 2022.

Ministerial Investment Order – 12 January 2011

### 2. Strategic Implications – Implications for Long Term Plans/Targets

Funds are invested in accordance with identified cash flow requirements.

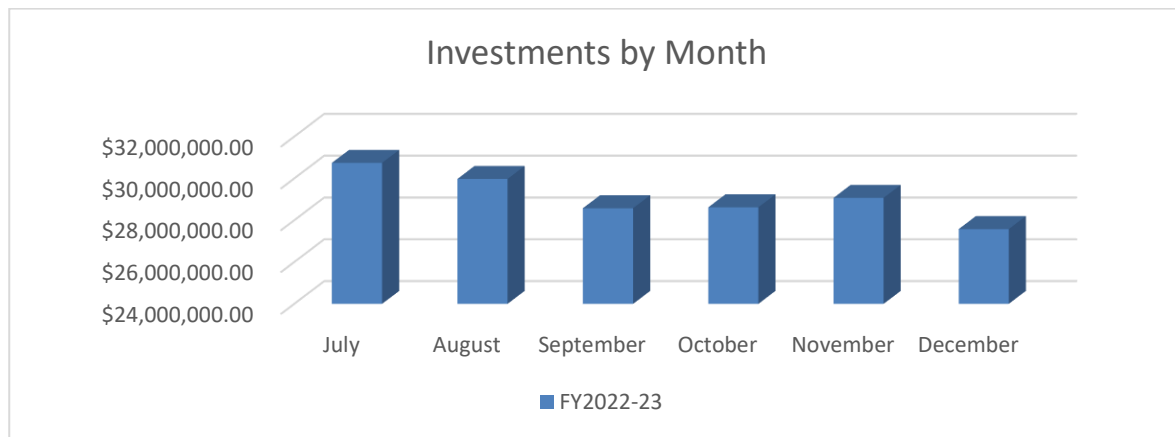
#### Investment Portfolio as at 31 December 2022

Institution	Investment No.	Maturity Date	Amount	Rate	Days	S&P Rating
National Australia Bank	16	24/05/2023	678,210.58	2.80%	365	A-1+
National Australia Bank	17	6/06/2023	2,014,665.26	3.05%	365	A-1+
Commonwealth Bank	2	15/02/2023	2,000,000.00	3.76%	210	A-1+
Commonwealth Bank	3	17/03/2023	2,000,000.00	3.88%	240	A-1+
Commonwealth Bank	4	6/04/2023	3,036,222.84	3.73%	239	A-1+
National Australia Bank	5	1/08/2023	1,088,291.01	4.02%	330	A-1+
National Australia Bank	6	21/09/2023	1,106,825.39	4.30%	365	A-1+
National Australia Bank	7	29/03/2023	2,015,448.77	4.05%	180	A-1+
National Australia Bank	8	11/01/2023	3,119,158.82	3.41%	90	A-1+
National Australia Bank	9	9/08/2023	707,486.48	4.00%	300	A-1+
Commonwealth Bank	10	3/11/2023	458,508.37	4.41%	361	A-1+
Commonwealth Bank	11	4/09/2023	1,162,900.41	4.35%	301	A-1+
Commonwealth Bank	12	5/07/2023	1,739,578.58	4.20%	240	A-1+
Commonwealth Bank	13	7/03/2023	3,079,426.10	3.75%	120	A-1+
National Australia Bank	14	8/05/2023	1,519,411.37	4.10%	180	A-1+
National Australia Bank			1,850,361.20			
<b>Total Investments</b>			<b>27,576,495.18</b>			

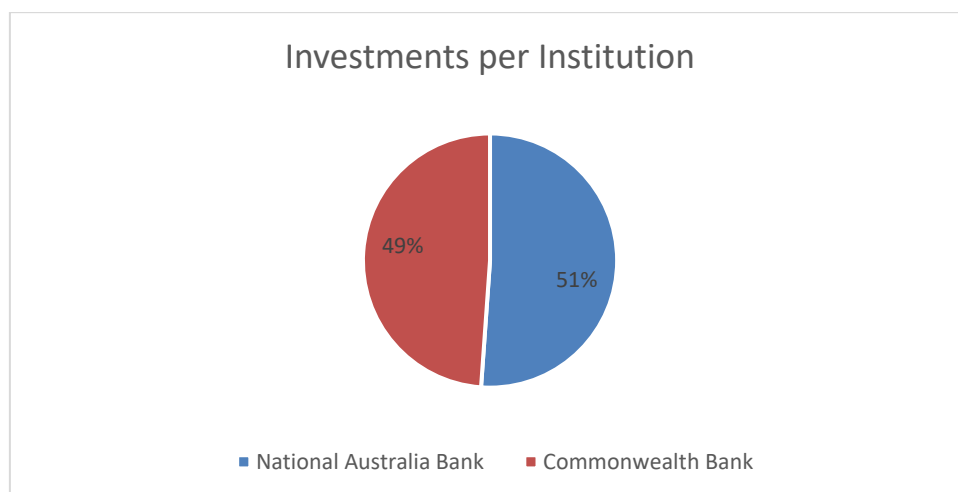
#### Term Deposits

#### Discussions/Comments

The Investment portfolio decreased by \$1,492,090.99 during the period.



The investment portfolio is invested in term deposits with the National Australia Bank and the Commonwealth 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 2022 be received and noted.**
- 2. That the Certificate of the Responsible Accounting Officer be noted, and the report adopted.**

**16.3 \*\*\* BANK RECONCILIATION & STATEMENT OF BANK BALANCES - JANUARY 2023**

**File Number:** F1.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Bank Reconciliation for the period ending 31 January 2023**

Balances as per Bank Statement	\$247,962.02
Plus: Deposit not shown	\$1,357.00
Less: Unpresented Cheques	\$6,388.11
<b>Balance as per Cash Book</b>	<b>\$242,930.91</b>

**Reconciled Ledger Accounts as at 31 January 2023**

Fund or Account	Current Balance	Overdraft Statutory Limit
General	\$22,102,748.34	\$200,000.00
Water	\$2,817,480.91	
Sewer	\$2,683,089.38	
Trust	\$51,402.05	
	<b>\$27,654,720.68</b>	

**Reconciliation at 31 January 2023**

Balance as per cash book	\$242,930.91
Investments*	\$27,411,789.77
<b>Total, equalling Reconciled Ledger</b>	<b>\$27,654,720.68</b>

\* In accordance with Council policy and legislative obligations, a complete breakdown of investments will be provided in the investment report for the month.

**Statement of Bank Balances as at 31 January 2023**

	Balance	Transaction	Balance
	31 December 2022		31 January 2023
General Fund	\$22,521,448.09	-\$418,699.75	\$22,102,748.34
Water Fund	\$2,900,989.74	-\$83,508.83	\$2,817,480.91
Sewer Fund	\$2,782,375.51	-\$99,286.13	\$2,683,089.38
Trust Fund	\$49,343.64	\$2,058.41	\$51,402.05
Investments	-\$27,576,495.18	\$164,705.41	-\$27,411,789.77
<b>Totals</b>	<b>\$677,661.80</b>	<b>-\$434,730.89</b>	<b>\$242,930.91</b>

**Balance of all Funds as at 31 January 2023**

<b>Balance as at 31 December 2022</b>	<b>\$677,661.80</b>
<b>Add Receipts for</b>	
(a) Rates	\$113,419.14
(b) Other Cash	\$4,557,222.93
<b>Deduct payments for</b>	
(a) Payments	\$5,270,078.37
(b) New Investment	-\$164,705.41
<b>Balance as at 31 January 2023</b>	<b>\$242,930.91</b>

**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 2023 be noted.**

**16.4 \*\*\* INVESTMENT REPORT AS AT 31 JANUARY 2023**

**File Number:** F1.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, 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*

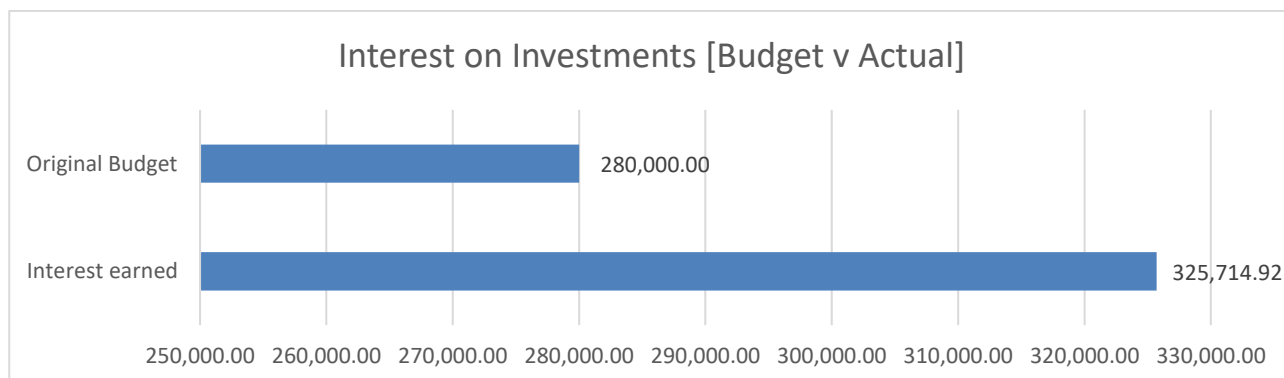
Local Government (General) Regulation 2021

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

**Financial Implications/Consideration**

The 2022/2023 Budget estimated the total investment revenue as \$280,000 which represents an estimated return of 1.475%. This revenue was 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 January 2023 was \$ 27,411,789.77  
 Investment income earned as at 31 January 2023 was \$325,714.92



Due to a considerable increase in interest rates by the Reserve Bank of Australia, which was unanticipated at the time the budget was prepared, interest earned on investments will surpass the original budget. Therefore, a favourable variation for Interest earned on Investment will be



reported in the budget review for the December 2022 quarter and for the balance of reviews undertaken during the remainder of the financial year.

### 1. Policy Provisions – Council Policy and Procedure

Policy 1.8.10(v5) – Investment Policy adopted 19 December 2022.

Ministerial Investment Order – 12 January 2011

### 2. Strategic Implications – Implications for Long Term Plans/Targets

Funds are invested in accordance with identified cash flow requirements.

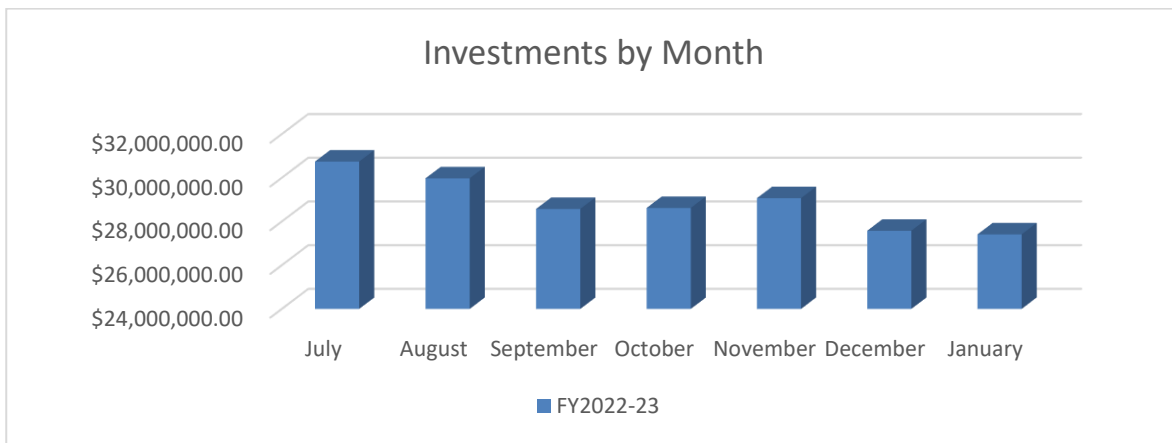
#### Investment Portfolio as at 31 January 2023

Institution	Investment No.	Maturity Date	Amount	Rate	Days	S&P Rating
National Australia Bank	16	24/05/2023	678,210.58	2.80%	365	A-1+
National Australia Bank	17	6/06/2023	2,014,665.26	3.05%	365	A-1+
Commonwealth Bank	2	15/02/2023	2,000,000.00	3.76%	210	A-1+
Commonwealth Bank	3	17/03/2023	2,000,000.00	3.88%	240	A-1+
Commonwealth Bank	4	6/04/2023	3,036,222.84	3.73%	239	A-1+
National Australia Bank	5	1/08/2023	1,088,291.01	4.02%	330	A-1+
National Australia Bank	6	21/09/2023	1,106,825.39	4.30%	365	A-1+
National Australia Bank	7	29/03/2023	2,015,448.77	4.05%	180	A-1+
National Australia Bank	9	9/08/2023	707,486.48	4.00%	300	A-1+
Commonwealth Bank	10	3/11/2023	458,508.37	4.41%	361	A-1+
Commonwealth Bank	11	4/09/2023	1,162,900.41	4.35%	301	A-1+
Commonwealth Bank	12	5/07/2023	1,739,578.58	4.20%	240	A-1+
Commonwealth Bank	13	7/03/2023	3,079,426.10	3.75%	120	A-1+
National Australia Bank	14	8/05/2023	1,519,411.37	4.10%	180	A-1+
National Australia Bank			4,804,814.63			
<b>Total Investments</b>			<b>27,411,789.77</b>			

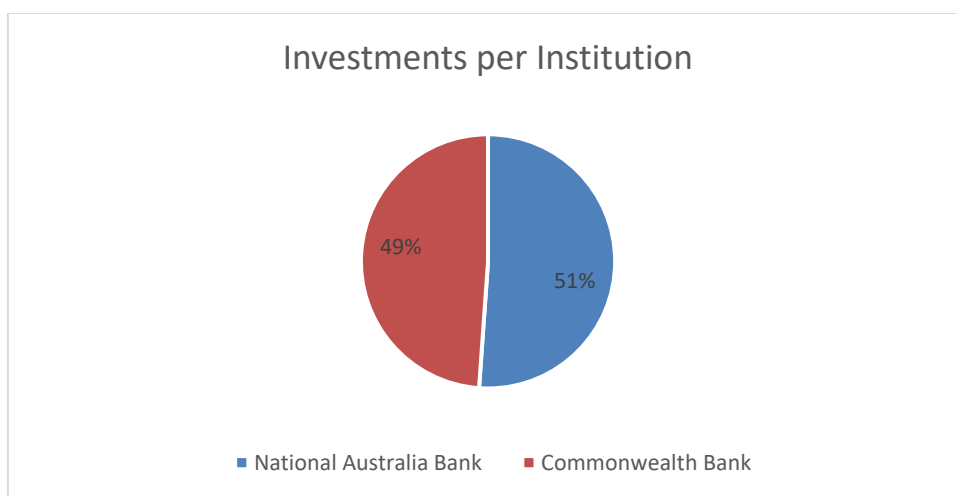
#### Term Deposits

#### Discussions/Comments

The Investment portfolio decreased by \$165,155.41 during the period.



The investment portfolio is invested in term deposits with the National Australia Bank and the Commonwealth 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 2023 be received and noted.**
- 2. That the Certificate of the Responsible Accounting Officer be noted, and the report adopted.**

**16.5 \*\*\* 2023/2024 - OPERATIONAL PLAN PREPARATION**

**File Number:** P4.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

Work on Councils Operational Plan (the budget) is essentially a year round project with work having already commenced on the compilation of the 2023/2024 Operational Plan.

If any Councillor has a project, they wish to have considered for inclusion in the 2022/2023 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 from members of the community for assistance and for items to be included in the Operational Plan. Following the adoption by Council of a draft 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 submissions in respect of the draft Plan.

It is proposed, as has been the case in past years that the draft Operational Plan for 2023/2024 include provision for the adoption of the maximum rate increase allowed for by IPART in their annual determination, which for Bourke in 2023/2024 will be 3.7%.

It is also proposed that the Water and Sewer Operational Plans be structured to allow for a balanced budget, inclusive of the depreciation. This has become increasing difficult as the level of depreciation has increased following revaluations and further increasingly difficult as the works undertaken on the emergency water supply and the new Water Treatment Plant increase the annual depreciation costs.

**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 Program, a Long Term Financial Plan, Resourcing Strategy and an Asset Management Plan. All of these plans were adopted, as required, following the most recent Council elections as held in December 2021. The 2023/2024 Draft Operational Plan will generally align to these documents.

The Community Strategic Plan (CSP) review following the December elections and changes identified in the strategic priorities will be included where possible within the successive budgets.

The increase in wages as detailed under the Local Government State Award is likely to be around 3% 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 2023/2024 Operational Plan, the following is proposed:**

4 January 2023	Preparation Commenced
08 March 2023	MANEX Meeting to Finalise Preliminary Document
13 March 2023	Draft Document Distributed Councillors
20 March 2023	Meeting of Corporate Service Committee to consider preliminary document
27 March 2023	Draft Document to Council for approval to proceed to advertisement
28 March 2023	Period of Public Notices Commences
25 April 2023	Closing Date for Submissions to be lodged
22 May 2023	Submissions presented to Council for consideration
22 May 2023	Subject to any amendments the Operational Plan is to be adopted
29 May 2023	Final Document published and distributed



**Financial Implications**

The Operational Plan provides the budgetary framework for Council’s operation for the year.

**Recommendation**

- 1. That Councils 2023/2024 draft Operational Plan be prepared utilising the 3.7% General Rate increase as determined by IPART for Bourke Shire Council.**
- 2. That any Councillors wishing to have an item included for consideration in the 2023/2024 draft Operational Plan, are requested to notify the Manager of Corporate Services by 7 March 2022.**
- 3. That the timetable for the preparation and adoption of Council’s 2022/2023 Operational Plan be adopted.**

**16.6 \*\*\* BUDGET REVIEW TO 31 DECEMBER 2022**

<b>File Number:</b>	<b>F1.6</b>
<b>Author:</b>	<b>Ang Pasang Rai, Manager Corporate Services</b>
<b>Authoriser:</b>	<b>Leonie Brown, General Manager</b>
<b>Attachments:</b>	<b>1. Quarterly Budget Review Statement 1 October 2022 - 31 December 2022</b>  

**Introduction**

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

**Background**

The 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 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 2022/2023 Operational Plan on 27<sup>th</sup> June 2022 and reflected an overall cash based surplus of \$563,713.

**(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 2022 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 September QBRS is estimated to be a Surplus of \$576,573

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

Fund	Expenses	Revenues	Depreciation	Operating result
General	(\$89,216,548)	\$84,048,942	\$5,167,606	0
Water	(\$5,452,008)	\$4,167,982	\$1,565,199	\$281,173
Sewer	(\$1,487,364)	\$1,402,147	\$380,617	\$295,400
<b>Total</b>	<b>(\$96,155,920)</b>	<b>\$89,619,071</b>	<b>\$7,113,422</b>	<b>\$576,573</b>

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

**Operating and Capital Works Budgets:**

Adjustment Description	Budget Impact
Operational Income – increase	1,665,847
Operational Expenses – increase	(1,591,707)
Capital Income and Contributions - increase	1,668,322
Capital Expenditure - increase	(1,794,547)
Transfer to/from Reserves	
<b>Net adjustment - Budget</b>	<b>\$(52,085)</b>

Summary	Budget Impact
Original Budget surplus	563,713
Adjustments from QBRS September 2021	64,945
Adjustments from QBRS December 2022	(52,085)
<b>Revised Budget</b>	<b>\$576,573</b>

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**Conclusion**

The financial position of Bourke Shire Council as at 31<sup>st</sup> December 2022 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 2022” be received and noted.**
- 2. That the variations of income and expenditure as identified in the “Quarterly Budget Review Statement – 2022” be adopted.**

Bourke Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/22 to 31/12/22

<b>Table of contents</b>	<b>page</b>
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a. Industry KPI's	
6. Contracts & other expenses budget review statement	13-15
7. Additional statements	



Bourke Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/22 to 31/12/22

**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 2022**

It is my opinion that the Quarterly Budget Review Statement for Bourke Shire Council for the quarter ended 31/12/22 indicates that Council's projected financial position at 30/6/23 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:** 23rd February 2023

Ang Pasang Rai  
Responsible accounting officer

Bourke Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/22 to 31/12/22

**Income & expenses budget review statement**

Budget review for the quarter ended 31 December 2022

**Income & expenses - Council Consolidated**

(\$000's)	Original budget 2022/23	Approved changes					Revised budget 2022/23	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					
<b>Income</b>											
Administration	7,884,920			676,719			8,561,639	1,204,146	1	9,765,785	2,671,424
Public order & safety	203,600			13,215			216,815	16,135	2	232,950	1,555
Health	159,600			20,892			180,492	5,000		185,492	55,316
Community services & education	24,200			96,088			120,288	15,000	3	135,288	120,288
Hoousing & community amenities	956,969			194,898			1,151,867	268,030	4	1,419,897	1,151,867
Water supplies	2,238,844			242,609			2,481,453	778		2,482,231	1,346,624
Sewer supplies	1,075,683			1,264			1,076,947			1,076,947	995,865
Recreation & Culture	109,800			20,189			129,989	(9,213)	5	120,776	8,668
Building Control	11,500						11,500			11,500	3,409
Transport & communication	8,928,209			134,032			9,062,241	126,866	6	9,189,107	1,151,413
Economic affairs	892,500			84,612			977,112	39,105	7	1,016,217	268,022
<b>Total income from continuing operations</b>	<b>22,485,825</b>	-	-	<b>1,484,518</b>	-	-	<b>23,970,343</b>	<b>1,665,847</b>		<b>25,636,190</b>	<b>7,774,451</b>
<b>Expenses</b>											
Administration	2,750,409			701,644			3,452,053	1,148,457	1	4,600,510	148,107
Public order & safety	794,028			8,111			802,139	16,135	2	818,274	189,163
Health	804,975			13,135			818,110			818,110	154,443
Community services & education	76,265			96,314			172,579	19,600	3	192,179	31,651
Hoousing & community amenities	2,611,119			130,507			2,741,626	297,761	4	3,039,387	510,430
Water supplies	3,489,023			178,928			3,667,951	52,863	8	3,720,814	440,572
Sewer supplies	1,156,667						1,156,667			1,156,667	213,510
Recreation & Construction	1,780,754			21,827			1,802,581	25		1,802,606	417,384
Building Control	-						-			-	-
Transport & communication	11,425,844			134,032			11,559,876	(33,134)	6/9	11,526,742	1,010,044
Economic affairs	2,258,610			3,217			2,261,827	90,000	7/10	2,351,827	492,148
<b>Total expenses from continuing operations</b>	<b>27,147,694</b>	-	-	<b>1,287,715</b>	-	-	<b>28,435,409</b>	<b>1,591,707</b>		<b>30,027,116</b>	<b>3,607,452</b>
<b>Net operating result from continuing operations</b>	<b>(4,661,869)</b>	-	-	<b>196,803</b>	-	-	<b>(4,465,066)</b>	<b>74,140</b>		<b>(4,390,926)</b>	<b>4,166,999</b>
Discontinued operations - surplus/(deficit)											
<b>Net operating result from all operations</b>	<b>(4,661,869)</b>	-	-	<b>196,803</b>	-	-	<b>(4,465,066)</b>	<b>74,140</b>		<b>(4,390,926)</b>	<b>4,166,999</b>
<b>Net operating result before capital items</b>	<b>(4,661,869)</b>						<b>(4,661,869)</b>	<b>196,803</b>		<b>(4,465,066)</b>	<b>4,166,999</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/22 and should be read in conjunction with the total QBRs report

Bourke Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/22 to 31/12/22

**Income & expenses budget review statement  
Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	Increased Innovation Fund Covid Grant offset by Expenditure \$892,000 Estimated increase in interest on Investments \$220,000 offset by Tfr to Reserve \$170,000 Increased insurance incentives offset by increased expenditure \$11,050 Increased Insurance claim reimbursements offset by increased expenditure \$20,000 National Aust Day Grant offset by expenditure \$24,000 Increased Pink Slip income offset by increased expenditure \$6,000 Increased Private Works income offset by Expenditure \$31,000
2	Increased RFS Sec B & C Subsidy offset by increased Expenditure \$16,135
3	Increased School Holiday Program offset by increased Expenditure \$15,000
4	Emergency Drainage Nov 22 flood Grant offset by increased expenditure \$81639 Emergency Levee repairs Grant offset by increased expenditure \$186,122
5	Reduction in budgetted Library Grant -\$9,213
6	Flood/Storm Damage Grant offset by increased expenditure \$126,866
7	Increased Development Appn Fees offset by increased Expenditure DCP & LEP costs \$25,000 Decrease in estimated BOB General income -\$20,000 Increased BOB Café income offset by increased expenditure \$34,105
8	Additional expenditure required for unspent Training Pilot Grant \$52,863
9	Reduction in Rural Local Roads expenditure estimate \$160,000
10	Increased Environmental Consulting costs \$10,000
11	
12	

Bourke Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/22 to 31/12/22

**Capital budget review statement**

Budget review for the quarter ended 31 December 2022

**Capital budget - Council Consolidated**

(\$000's)	Original budget 2022/23	Approved changes					Revised budget 2022/23	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		Dec	Qtr			
<b>Capital expenditure</b>												
New assets												
- Plant & equipment												
- Land & buildings	7,500,000					7,500,000					7,500,000	
- Other												
Renewal assets (replacement)												
- Plant & equipment	1,759,100			910,447		2,669,547	58,434	1		2,727,981	1,009,332	
- Land & buildings	19,966,000			897,149		20,863,149	694,390	2		21,557,539	1,830,724	
- Roads, bridges, footpaths	25,821,900			4,340,121		30,162,021	844,072	3		31,006,093	4,027,421	
Water & Sewerage	1,343,600			469,700		1,813,300	197,651	4		2,010,951	628,342	
Loan repayments (principal)	1,326,240					1,326,240	-			1,326,240	652,244	
Other expenditure... <a href="#">enter description here</a>												
Other expenditure... <a href="#">enter description here</a>												
<b>Total capital expenditure</b>	<b>57,716,840</b>	-	-	<b>6,617,417</b>	-	<b>64,334,257</b>	<b>1,794,547</b>			<b>66,128,804</b>	<b>8,148,063</b>	
<b>Capital funding</b>												
Rates & other untied funding	1,887,840			111,858		1,999,698	156,225			2,155,923	796,517	
Capital grants & contributions	41,782,400			5,106,185		46,888,585	(437,232)			46,451,353	5,820,274	
Reserves:												
- External restrictions/reserves	893,600			272,119		1,165,719	34,455			1,200,174	267,565	
- Internal restrictions/reserves	4,913,000			1,127,255		6,040,255	2,041,099			8,081,354	783,488	
New loans	8,240,000					8,240,000	-			8,240,000	480,219	
Receipts from sale of assets												
- Plant & equipment												
- Land & buildings												
Other funding... <a href="#">enter description here</a>												
Other funding... <a href="#">enter description here</a>												
<b>Total capital funding</b>	<b>57,716,840</b>	-	-	<b>6,617,417</b>	-	<b>64,334,257</b>	<b>1,794,547</b>			<b>66,128,804</b>	<b>8,148,063</b>	
<b>Net capital funding - surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>	<b>-</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/22 and should be read in conjunction with the total QBRS report

Bourke Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/22 to 31/12/22

**Capital budget review statement**  
**Recommended changes to revised budget**

Budget variations being recommended include the following material items:

Notes	Details
1	Additional costs Document Management System \$15,201 BOB signage - Welcome/Promotional funded from Grant 43,233
2	Bourke Depot Toilets and Fencing \$110,000 Davidson Oval change rooms funded from Grant \$500,409 Percy Hobson Mural/Park funded by unspent Grants \$37,671 Mens Shed Toilet Relocation funded from Grant \$6,646 Bourke Wharf Upgrade funded from Grant \$12,882 BOB Cultural Centre Display funded from unspent Grant \$26,782
3	Fixing Local Country Roads Program funded by Grant \$843,048
4	Charles Street Reservoir funded by Grant \$163,196 Drought Scheme Bore funded by Grant \$12,527

Bourke Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/22 to 31/12/22

**Cash & investments budget review statement**

Budget review for the quarter ended 31 December 2022

**Cash & investments - Council Consolidated**

(\$'000's)

**Externally restricted <sup>(1)</sup>**

	Original budget 2022/23	Approved changes					Revised budget 2022/23	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					
Specific Purpose Unexp Grants Gen Fund	5,247,000						5,247,000			5,247,000	5,247,000
Specific Purpose Unexp Grants Water Fund	591,000						591,000			591,000	591,000
Water Fund	2,558,000						2,558,000			2,558,000	2,558,000
Sewerage Fund	2,539,000						2,539,000			2,539,000	2,539,000
Domestic Waste Management	29,000						29,000			29,000	29,000
<b>Total externally restricted</b>	<b>10,964,000</b>	-	-	-	-	-	<b>10,964,000</b>	-		<b>10,964,000</b>	<b>10,964,000</b>

(1) Funds that must be spent for a specific purpose

**Internally restricted <sup>(2)</sup>**

Employee Leave Entitlement	600,000						600,000			600,000	600,000
Deposits Retentions & Bonds	5,000						5,000			5,000	5,000
Prepaid Financial Assistance Grant	5,496,000						5,496,000			5,496,000	5,496,000
<b>Total internally restricted</b>	<b>6,101,000</b>	-	-	-	-	-	<b>6,101,000</b>	-		<b>6,101,000</b>	<b>6,101,000</b>

(2) Funds that Council has earmarked for a specific purpose

<b>Unrestricted</b> (ie. available after the above Restrictic	18,570,000	-	-	-	-	-	18,570,000	-		18,570,000	11,189,157
<b>Total Cash &amp; investments</b>	<b>35,635,000</b>						<b>35,635,000</b>			<b>35,635,000</b>	<b>28,254,157</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/22 and should be read in conjunction with the total QBRS report

Bourke Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/22 to 31/12/22

**Cash & investments budget review statement**

**Comment on cash & investments position**

Not applicable

**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 \$682,131

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 2022

**Reconciliation status**

The YTD cash & investment figure reconciles to the actual balances held as follows:

		<b>\$ 000's</b>
Cash at bank (as per bank statements)		682,131
Investments on hand		27,576,495
less: unrepresented cheques	(Timing Difference)	(4,469)
add: undeposited funds	(Timing Difference)	-
<b>Reconciled cash at bank &amp; investments</b>		<b>28,254,157</b>
<b>Balance as per QBRs review statement:</b>		<b>28,254,157</b>
Difference:		-

Bourke Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/22 to 31/12/22

**Key performance indicators budget review statement - Industry KPI's (OLG)**

Budget review for the quarter ended 31 December 2022

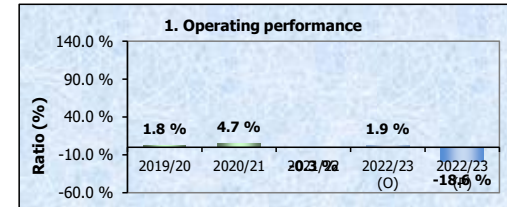
(\$000's)	Current projection		Original budget 22/23	Actuals prior periods	
	Amounts	Indicator		21/22	20/21
	22/23	22/23			

NSW local government industry key performance indicators (OLG):

**1. Operating performance**

Operating revenue (excl. capital) - operating expenses	-4465066	-18.6 %	1.9 %	-0.3 %	4.7 %
Operating revenue (excl. capital grants & contributions)	23970343				

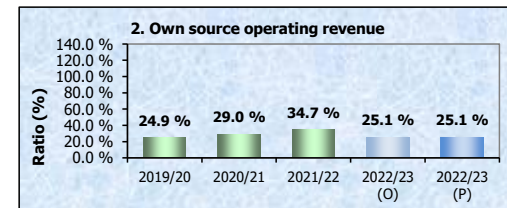
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



**2. Own source operating revenue**

Operating revenue (excl. ALL grants & contributions)	17759840	25.1 %	25.1 %	34.7 %	29.0 %
Total Operating revenue (incl. capital grants & cont)	70858928				

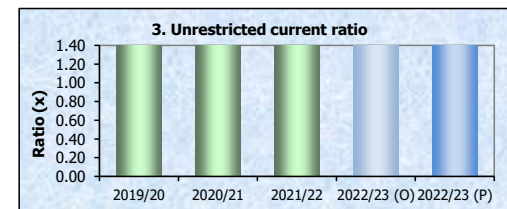
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



**3. Unrestricted current ratio**

Current assets less all external restrictions	29952	4.79	4.79	4.79	4.74
Current liabilities less specific purpose liabilities	6252				

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 01/10/22 to 31/12/22

**Key performance indicators budget review statement - Industry KPI's (OLG)**

Budget review for the quarter ended 31 December 2022

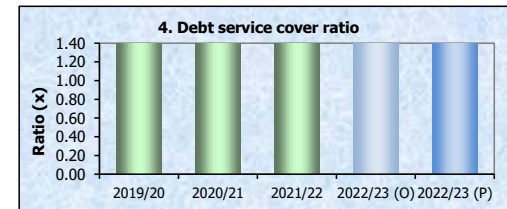
(\$000's)	Current projection		Original budget 22/23	Actuals prior periods	
	Amounts	Indicator		21/22	20/21
	22/23	22/23			

NSW local government industry key performance indicators (OLG):

**4. Debt service cover ratio**

Operating result before interest & dep. exp (EBITDA)	2809080	1.89	5.10	5.10	6.66
Principal repayments + borrowing interest costs	1486964				

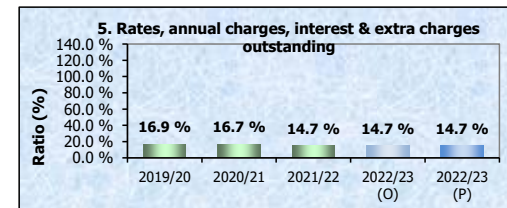
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



**5. Rates, annual charges, interest & extra charges outstanding**

Rates, annual & extra charges outstanding	772	14.7 %	14.7 %	14.7 %	16.7 %
Rates, annual & extra charges collectible	5237				

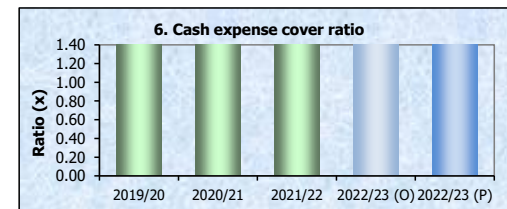
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



**6. Cash expense cover ratio**

Current year's cash & cash equivalents (incl. term deposits)	35635	17.44	17.44	17.45	17.91
Operating & financing activities cash flow payments	2043				

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 01/10/22 to 31/12/22

**Key performance indicators budget review statement - Industry KPI's (OLG)**

Budget review for the quarter ended 31 December 2022

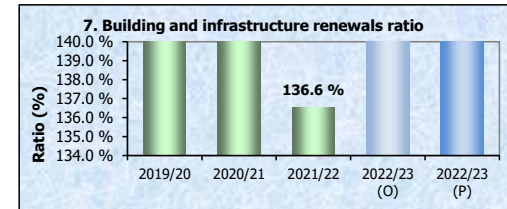
(\$000's)	Current projection		Original budget 22/23	Actuals prior periods	
	Amounts 22/23	Indicator 22/23		21/22	20/21

NSW Local Government Infrastructure Asset Performance Indicators (OLG):

**7. Building and infrastructure renewals ratio**

Asset renewals (building, infrastructure & other structures)	43130298	606.3 %	606.3 %	136.6 %	247.5 %
Depreciation, amortisation & impairment	7113422				

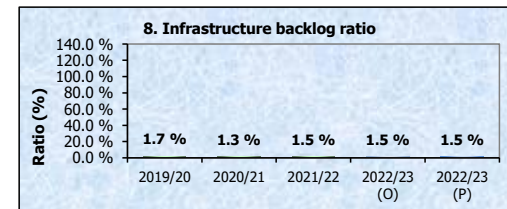
To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



**8. Infrastructure backlog ratio**

Estimated cost to bring assets to a satisfactory condition	4950	1.5 %	1.5 %	1.5 %	1.3 %
Total value of infrastructure, building, other structures & depreciable land improvement assets	323518				

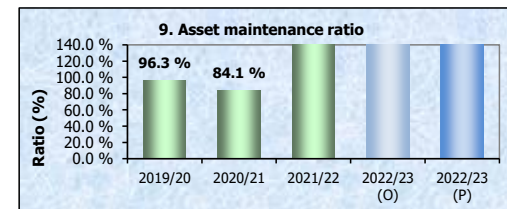
This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.



**9. Asset maintenance ratio**

Actual asset maintenance	6371	140.1 %	140.1 %	140.1 %	84.1 %
Required asset maintenance	4547				

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 01/10/22 to 31/12/22

**Key performance indicators budget review statement - Industry KPI's (OLG)**

Budget review for the quarter ended 31 December 2022

(\$000's)	Current projection		Original budget 22/23	Actuals prior periods	
	Amounts	Indicator		21/22	20/21
	22/23	22/23			

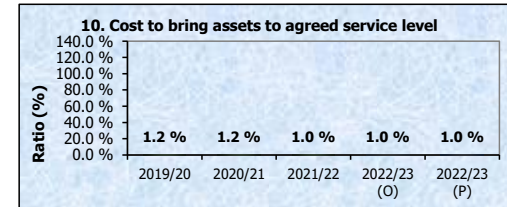
NSW Local Government Infrastructure Asset Performance Indicators (OLG):

**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	4950	1.0 %	1.0 %	1.0 %	1.2 %
Gross replacement cost	512456				

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.

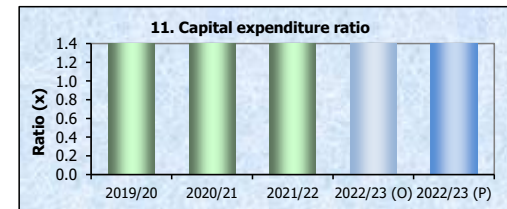


**11. Capital expenditure ratio**

Annual capital expenditure

Annual capital expenditure	63008017	8.9	8.9	8.9	8.8
Annual depreciation	7113422				

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 01/10/22 to 31/12/22

**Contracts budget review statement**

Budget review for the quarter ended 31 December 2022

**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
Karl McDonald Excavation	Landfill Cell construction at Bourke Waste Management	196,838	31/03/23	2 Mths	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 xx/xx/xx and should be read in conjunction with the total QBRS report

Bourke Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/22 to 31/12/22

**Consultancy & legal expenses budget review statement**


Consultancy & legal expenses overview

<b>Expense</b>	<b>YTD expenditure (actual dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	250,830	Y
Legal Fees	36,334	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.

**16.7 DELIVERY PROGRAM - HALF YEARLY REVIEW 2022/2023**

**File Number:** P4.1  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** 1. Delivery Program Half Yearly Review December 2022 [↓](#) 

**Background**

This report provides Council with information on the progress of the implementation of actions in Council's Delivery Program for the period from 1 July 2022 to 31 December 2022. Council has achieved mostly 50% of its goals for the 2022/2023 financial year.

**Current Situation**

The General Manager is required to provide Council with progress reports at least every six (6) months regarding the implementation of its adopted Delivery Program. Council's Delivery Program is a four-year program that defines the outcomes that will be achieved during Council's term to progress the long-term objectives of the Community Strategic Plan.

The Review Report details Council's progress in implementing the 2022/2026 Delivery Program. Every item in the Delivery Program is linked to one of the five main goals of Council's Community Strategic Plan: economic prosperity, vibrant and liveable community, environmental sustainability, governance and organisational performance, and our infrastructure.

Except for a few exceptions that continue to be challenging to implement or advance on, overall work towards fulfilling the targets outlined in the Delivery Program is progressing well.

Most of the targets in the Delivery Program are also Council's core business, with a focus on community agency consultation, governance, and statutory requirements for water and road maintenance.

Notable achievements for the 2022/2023 financial year to date include:

- Continuation of the sealing of MR 405, Bourke to Wanaaring;
- Leading the 2022 Flood response with other Government Agencies;
- Launch of Back O Bourke visitors guide;
- Participation in school holiday program provided for the youth of Bourke;
- Queens Memorial Community Commemorative service; and
- Additional seal on MR 68 south, Rural Local Road 10 (Trilby ) and Rural Local Road 11 (Weelong).

Projects currently underway include:

- Upgrade to village signage;
- Upgrade to program pool;
- Charles Street water tower renewal;
- Podium installation at Percy Hobson Park; and

- Upgrade to Displays at Back O Bourke Exhibition Centre.

Overall management is pleased with progress made towards the Delivery Program for 2022/2026.

**Recommendation**

**That Council note the Half Yearly Delivery Program Review Report as presented to the Ordinary Meeting of Council held on Monday, 27 February 2023.**

**B**

**BOURKE  
SHIRE  
COUNCIL**

## **December 2022 Council Review**



## Environmental Sustainability

### *Managing the built environment sustainably*

**Action: At least one bulk pick up of stockpiled waste per year in conjunction with other Netwaste Councils**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
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	100%	Bourke Shire Council is part of the Netwaste Scrap Metal Regional Contract, also includes the provision for Ewaste to be collected as part of the service, Council will continue to be part of the regional contract.

**Action: Actively reduce the level of cardboard that goes to landfill**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Increase the level of recycling within the Shire	Actively reduce the level of cardboard that goes to landfill	MES	Progressing	30%	Investigating ways to link in recycling with the CDS Scheme proceeding. implementation, ongoing research looking at a viable recycling option.

**Action: Develop recycling function in partnership with private business or community groups**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Increase the level of recycling within the Shire	Develop recycling function in partnership with private business or community groups	MES	Progressing	20%	Investigations continue with the private sector and government agencies as to ways of establishing a viable recycling function for Bourke. The sustainability of the existing recycling model in NSW is questionable.

**Action: Hold yearly public awareness campaign about watering in hot climate**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek to conserve water where possible and effective	Hold yearly public awareness campaign about watering in hot climate	MW	Progressing	50%	Water wise program ongoing.

**Action: Review LEP as per legislation**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a relevant and up to date Local Environmental Plan (LEP)	Review LEP as per legislation	MES	Completed	100%	LEP considered relevant and up to date. The LEP is adhered to.

**Action: Maintain a minimum of two Heritage Advisor visits to Bourke each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain an active Heritage Advisory Service	Maintain a minimum of two Heritage Advisor visits to Bourke each year	MES	Completed	100%	Heritage Advisor visits to Bourke are programmed on a quarterly basis.

**Action: Clean up at least two long term overgrown blocks each year**

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	Completed	100%	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.

***Secure sustainable water and waste water for all***

**Action: Incremental water and waste water renewal each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure upgraded water and wastewater infrastructure	Incremental water and wastewater renewal each year	MW	Progressing	50%	Work undertaken as per Council's budget for 2022/2023.

**Action: New water treatment plant operational**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure upgraded water and wastewater infrastructure	New water treatment plant operational	MW	Completed	100%	New treatment plant is operational.

**Action: Meet the standard guidelines as detailed by the Orana Water Users Alliance**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure an adequate water supply for Bourke	Meet the standard guidelines as detailed by the Orana Water Users Alliance	MW	Progressing	50%	Best practice requirements being meet

**Action: Ensure increased weir height for Bourke.**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure an adequate water supply for Bourke	Ensure increased weir height for Bourke.	MW	Progressing	20%	Weir study by DPIE continues. Ongoing lobbying for funding continues.

**Action: Ensure all repairs are undertaken as soon as possible**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure all Villages have access to non-potable water	Ensure all repairs are undertaken as soon as possible	MW	Progressing	50%	Repairs to non-potable water supply completed as required.

**Action: Ensure sewer conforms to EPA license requirements**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a reliable sewer system in Bourke	Ensure sewer conforms to EPA license requirements	MW	Progressing	50%	Sewer system in Bourke operated as per license requirements with Annual EPA License Return due 17 March 2023.

**Action: Respond to sewer chokes and boundary trap blockages within two hours**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a reliable sewer system in Bourke	Respond to sewer chokes and boundary trap blockages within two hours	MW	Progressing	100%	Response times achieved.

***Ensure our heritage and culture are respected***

**Action: Co support at least one activity per year in regard to either land care or another community group achieving environmental outcomes**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure active local land care groups	Co support at least one activity per year in regard to either land care or another community group achieving environmental outcomes	MES	Progressing	50%	Council continues to support local community groups to achieve improved environmental outcomes. These include the release into the Darling River of fingerlings. Bourke Landcare is in an infancy stage and looking to grow, which council will support. Council received funding from DPI for the further release of fingerlings to take place in March 2023.

**Action: Review and update Bourke Shire Council's trust register every second year or when required**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
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	100%	Trust register updated.

**Action: Maintain the new cemetery to a high level**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure maintenance of cemeteries	Maintain the new cemetery to a high level	MES	Progressing	50%	New Bourke Cemetery maintained to a high level.

**Action: Maintain older portion of the Bourke cemetery to a satisfactory standard**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure maintenance of cemeteries	Maintain older portion of the Bourke cemetery to a satisfactory standard	MES	Progressing	50%	Historic Cemetery maintained to a satisfactory standard in line with the cemetery CMP.

**Action: Maintain Village cemeteries as required**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure maintenance of cemeteries	Maintain Village cemeteries as required	MES	Progressing	20%	Works programmed as per allocated budget.

### Liveable and Vibrant Community

*Our community values its safe, healthy lifestyle and is caring towards each other*

Action: Undertake activities that seek to increase our population

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Increase our local population	Undertake activities that seek to increase our population	Economic Development Manager	Progressing	50%	Council continues to strive to promote the region as an area of choice for people, business and service providers. Website, social media and general enquiries have increased. With the Darling River seeing an almost record flood at the end of the year, the growth of economic diversity in the area appears in the positive mode.



**Action: Six monthly formal meetings with health providers to discuss needs and improvements**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain a viable health system	Six monthly formal meetings with health providers to discuss needs and improvements	GM	Progressing	50%	Regular discussions with health staff undertaken. The priority is to stop the further erosion of any additional health services. Council has supported the Bourke Aboriginal Health Corporation Service in offering land for the building a new facility to provide for the community. The GM is a member of the Bourke Research Governance Group, as auspiced by the Sydney University School of Rural Health, seeking to provide chemotherapy cancer treatment in Bourke.

**Action: The number of Doctors in town is maintained**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain a viable health system	The number of Doctors in town is maintained	GM	Progressing	50%	Doctor numbers in Bourke are low at the current time. Discussions have been held with Ochre Health who have advised that they will have an additional permanent Doctor in Bourke from March 2023.

**Action: Increased visitation for dental services to broad community**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve access to dental services	Increased visitation for dental services to broad community	Economic Development Manager	Progressing	50%	Dental services continue to be available at the Bourke Aboriginal Corporation Health Service. Dental services are also available in Brewarrina, Cobar and Nyngan.

**Action: Actively participate in seniors week each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Respect and make welcome our senior citizens	Actively participate in seniors week each year	Economic Development Manager	Progressing	50%	Staff have prepared a program for a grant application for Seniors Week activities. Planning is underway to host a week of Seniors activities during the cooler months.

**Action: Support youth services quarterly**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a high level of youth services, amenities and activities	Support youth services quarterly	Economic Development Manager	Progressing	50%	Council has supported all youth activities through the Maranguka school holiday program. The December/January 2023 program was successful in keeping youth active during the holiday period.

**Action: Encourage greater amount of youth sport.**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a high level of youth services, amenities and activities	Encourage greater amount of youth sport.	Economic Development Manager	Progressing	50%	Council, through NSW Sport, local agencies and schools, continues to support the Active Kids Program and the Maranguka school holiday program. PCYC participates in all these activities and provides the space when needed to host events for youth. Sporting facilities and the Bourke War Memorial Swimming Pool will be utilised during Summer and Easter programs.

**Action: Investigate opportunity for local bike track.**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a high level of youth services, amenities and activities	Investigate opportunity for local bike track.	Economic Development Manager	Progressing	50%	A bike (pump) track has been included in the draft Central Park Masterplan. This is a looped sequence of rollers and berms—swoopy, banked turns—for bike riders.

**Action: Ensure maximum access to sport facilities**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a high level of youth services, amenities and activities	Ensure maximum access to sport facilities	Economic Development Manager	Progressing	50%	Council, through NSW Sport has supported the Active Kids Program and the Maranguka school holiday program. These activities are held at Council Sporting Fields and PCYC Centre during the warmer months.

**Action: Actively support Youth Council, PCYC and other NGO youth agencies**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Encourage youth leadership	Actively support Youth Council, PCYC and other NGO youth agencies	Economic Development Manager	Progressing	65%	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, PCYC, Maragnuka Community Hub and other associated youth focused agencies worked in partnership to provide a comprehensive Summer Holiday Calendar during December/January 2023. Council worked with a number of agencies and NGO's to ensure activities for both the October 2022 holidays and the January 2023 holiday (Summer) periods. Planning is underway for April 2023 (Easter) school holidays with a view to keeping young people engaged.

**Action: Undertake the strategies within the Disability Inclusion Action Plan**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve disability access	Undertake the strategies within the Disability Inclusion Action Plan	MW	Progressing	50%	New disability action plan developed for 2023. Councils progress in implementing the DIAP reported in Councils 2021/2022 Annual Report. Such progress also reported to Disability Council for same period.

**Action: Reduce Crime statistics including less engagement by youth in crime activity**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Work collaboratively to improve law and order	Reduce Crime statistics including less engagement by youth in crime activity	Economic Development Manager	Progressing	50%	School Holiday activities, working with Police, PCYC and other agencies. Council is working with Police and have secured funding for both Bourke and Walgett to hold the Goanna Project in March and May 2023. This project will involve Greg Inglis coming to both communities to work with children at risk.

***Enjoy a vibrant Bourke and Village Community***

**Action: Support at least one youth initiative each quarter**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Grow and invest in our future leaders	Support at least one youth initiative each quarter	Economic Development Manager	Progressing	50%	Youth activities supported through the PCYC program and the Bourke Swimming Pool.

**Action: Participate in inter agency, department meetings as requested and required**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Foster a community that respects diversity and is supportive of cultural differences, ages and liabilities of community members	Participate in inter agency, department meetings as requested and required	GM	Progressing	50%	Meetings attended as required.

**Action: Fund initiatives included in the Disability Inclusion Action Plan**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
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%	Funding received to update the DIAP for 2023/2024. Quotes received, currently under review.

**Action: Maintain grounds to a high standard**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Encourage sport and recreation activities	Maintain grounds to a high standard	MW	Progressing	45%	Grounds maintained as per Council's Maintenance budget 2022/2023.

**Action: Support at least two youth initiatives each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Encourage sport and recreation activities	Support at least two youth initiatives each year	Economic Development Manager	Progressing	50%	Council continues to support Ronny Gibbs and his work in the community and the Outback Rugby League Challenge. Active Fest and the creative community concepts team along with the Christmas function held in Central Park on the 16th of December were all well received. The Christmas function included many activities for the youth, including jumping castles, cultural sports engagement and arts and crafts. Activities also continued to be supported through the PCYC and Bourke Swimming Pool.



**Action: Tangible improvements to mobile and data coverage**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve telecommunications services	Tangible improvements to mobile and data coverage	GM	Progressing	50%	Meetings held with both State and Federal local Members in respect of telecommunication linkages. Both will continue to lobby for improved services to the region.

**Action: Attend meetings held with Regional Arts Board**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop and enhance the arts	Attend meetings held with Regional Arts Board	Economic Development Manager	Progressing	50%	Council is represented on the Regional Arts Board by Mrs Sally Torr AM and Mr John Thompson. The Bourke Aboriginal Arts and Cultural Centre and Pottery Centre are two initiatives Council has undertaken with the community to enhance the arts, along with supporting kids' activities with local artists during school holidays.

**Action: Undertake a number of activities locally**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop and enhance the arts	Undertake a number of activities locally	Economic Development Manager	Progressing	50%	Council participated in numerous activities with community groups, businesses and service providers across the shire. The Arts community are invited to attend the Welcome to Bourke function in March. Arts Council is very active in the Bourke community.

**Action: Hold a number of functions/ activities yearly with local groups**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop cultural partnerships	Hold a number of functions/ activities yearly with local groups	Economic Development Manager	Progressing	50%	Community Events completed include: - Queens Memorial Community Commemorative Service; - Fords Bridge Christmas Tree and Community Gathering; - Wanaaring Goat Muster and Gymkhana; - Christmas Lights competition which saw the community embracing the Xmas spirit with over 30 houses entering the competition; - Christmas Markets which were held in Central Park with over 600 in attendance. - Summer School holiday campaign. - Free ENTRY to Bourke Swimming Pool on Australia Day. All events provide ongoing partnerships with community organisations and involved local business houses and service departments who assisted with supporting the events.

**Action: Undertake Australia Day activities**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop cultural partnerships	Undertake Australia Day activities	Economic Development Manager	Progressing	50%	<p>Australia Day Celebrations in January 2023 are to be held again at the Bourke War Memorial Olympic Swimming Pool. Pool inflatables, cold drinks, free entry and a watermelon and lamington stack will again to include in the celebration.</p> <p>The Australia Day Ambassador for Bourke is Robina Beard OAM, (Author, Actor and Dancer).</p>

**Action: Coordinate Seniors Week activities**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop cultural partnerships	Coordinate Seniors Week activities	Economic Development Manager	Progressing	50%	Seniors week application was lodged and was unsuccessful. Council staff have prepared a program for activities later in the year.

**Action: Maintain our parks and ovals to a high standard**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Enhance our parks and ovals	Maintain our parks and ovals to a high standard	MW	Progressing	50%	Maintenance undertaken as per Councils 2022/2023 budget.

**Action: Complete and implement the Davidson Oval Masterplan**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Enhance our parks and ovals	Complete and implement the Davidson Oval Masterplan	MES	Progressing	55%	A consultant has been engaged with community consultation undertaken. Awaiting the finalisation of the draft Masterplan.

**Action: Complete the learn to swim pool at the pool complex**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Enhance our parks and ovals	Complete the learn to swim pool at the pool complex	MES	Progressing	50%	The contractor for construction works has been engaged with works well underway.

**Action: Review the Bourke Memorial Pool Masterplan**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Enhance our parks and ovals	Review the Bourke Memorial Pool Masterplan	MES	Completed	100%	Masterplan reviewed.

**Action: Meet with educational leaders at least once per year to discuss community feedback in regards to education issues**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a high level of education	Meet with educational leaders at least once per year to discuss community feedback in regard to education issues	GM	Progressing	50%	Ongoing interaction with school representatives undertaken on a need's basis.

**Action: Report monthly on the Ranger activities and issues arising**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure adequate Ranger Services	Report monthly on the Ranger activities and issues arising	MES	Completed	100%	Ranger activities reported monthly.

**Action: Undertake at least one youth related activity each quarter**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop improved youth activities and facilities	Undertake at least one youth related activity each quarter	Economic Development Manager	Progressing	50%	<p>Council supports youth group activities through the PCYC and other associated youth focused agencies.</p> <p>Council, PCYC, Maragnuka Community Hub and other associated youth focused agencies worked in partnership to provide a comprehensive Summer Holiday Calendar during December/January 2023. Council worked with a number of agencies and NGO's to ensure activities for both the October 2022 holidays and the January 2023 holiday (Summer) periods. Planning is underway for April 2023 (Easter) school holidays with a view to keeping young people engaged.</p>

**Action: Meet yearly with the BDCS committee to discuss issues and feedback**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure a strong early childhood sector	Meet yearly with the BDCS committee to discuss issues and feedback	Economic Development Manager	Progressing	45%	Manager Economic Development attends meetings of the BDCS Committee. Positive discussions have occurred in relation to the continuing support of this highly important community service.

**Action: Focus quarterly on graffiti hotspots**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Minimise the amount of graffiti	Focus quarterly on graffiti hotspots	MW	Progressing	50%	Graffiti removed as per Councils Maintenance policy.



**Action: Minimum six day per week community transport service**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure adequate levels of public transport	Minimum six day per week community transport service	Economic Development Manager	Progressing	50%	The taxi service is no longer operating with the business for sale. Better Living has commenced operation of the Bourke Community Transport and are trying to provide a daily service Monday to Friday from 9am to 2pm. Better Living are finding it difficult to find staff to provide the service each day. NSW Government has announced a 12-month pilot for an on-demand bus that will service a radius of up to 8km around Bourke. Pilot to commence 27 February 2023.

**Action: Seek continuous improvement in town lighting**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve lighting throughout the Bourke township	Seek continuous improvement in town lighting	MW	Progressing	50%	Improvements undertaken as per Councils 2022/2023 budget.

**Economic prosperity**

*Our community welcomes new residents and businesses*

**Action: Action enquiries and send out information**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Promote Bourke as a business centre	Action enquiries and send out information	Economic Development Manager	Progressing	50%	Council continues to work with the Far Northwest Joint Organisation of Councils to develop a Tourism Strategy to bring visitors to the bush. The Strategy is now being implemented through the stages to promote the regions. New business o town include: TFI Bourke Abattoir, Little Darling Studio, Bourke Best Eats. Promotions include Visit Bourke website, Bourke Shire Council Facebook and website along with Visit Bourke pages. Tourism partnerships with Kidman Way Councils and attendance at tradeshows continues.

**Action: Encourage new business opportunities**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop industries and business development opportunities	Encourage new business opportunities	Economic Development Manager	Progressing	50%	Council continues to promote the positives of the region and investigates new business and value-adding to existing businesses. Staff assisted Thomas Foods International in the re-opening of the Abattoir such that it is now fully operational and bringing employment opportunities to the town. With better seasonal conditions, it is anticipated that the agriculture sector will receive a significant boost benefiting not only that sector but the business sector in general.

**Action: Encourage new industry development**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop industries and business development opportunities	Encourage new industry development	Economic Development Manager	Progressing	50%	Council continues to promote the positives of the region and investigate new business and value-adding to existing businesses. Thomas Foods International Goat Abattoir is now fully operational, a positive for Bourke bringing employment opportunities to the town. Interest in the development of a Solar Farm, a new Motel and a transport depot are new business development opportunities currently showing interest in the area.

**Action: Encourage new employment opportunities**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Promote population growth	Encourage new employment opportunities	Economic Development Manager	Progressing	50%	Council continues to progress opportunities for business. The recent Abattoir re-opening brings a high level of optimism for the Bourke community. There are numerous vacancies in the community throughout the hospitality, health, early childhood and local government industries. Employers are continuing to find it difficult to fill these positions.

**Action: Host welcome to Bourke function each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure new residents have information about the town, region and opportunities	Host welcome to Bourke function each year	Economic Development Manager	Progressing	50%	Welcome to Bourke Function to be held on 15 March 2023. Promotion of this event has commenced.

**Action: Update new residents information each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure new residents have information about the town, region and opportunities	Update new residents information each year	Economic Development Manager	Progressing	60%	Welcome to Bourke function to be held on 15 March 2023. The new Back O' Bourke website was launched mid-February 2023. The new Back O' Bourke "Little Black Book" is available for new residents and businesses. These promotional booklets have received most positive feedback from residents and tourism partners.

**Action: Actively ensure land is available for residential development**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure land availability across Bourke and its Villages	Actively ensure land is available for residential development	MES	Progressing	50%	LEP adhered to in planning assessments, Land Use strategy development funding application made but application unsuccessful.

**Action: Information available in newspapers and through direct mail**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure opportunities with regards to the NBN are maximised	Information available in newspapers and through direct mail	Economic Development Manager	Progressing	50%	Council practices a variety of communication modes to ensure the community is well briefed and informed on operations and activities. These include the Council website, Facebook, emails, flyers, advertising in local paper and other methods. Recent Flood information has been directed to the community in an efficient, effective and timely manner to gain major impact. NBN is available in Bourke.

**Action: Complete works in Mitchell St, Wharf precinct, Central Park**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure active community precincts	Complete works in Mitchell St, Wharf precinct, Central Park	Economic Development Manager	Progressing	70%	The Oxley Street (CBD) Project is now complete. Work has been completed in Sturt Street and the Wharf precinct. The recent plantings throughout the streets continue to grow well and the street and gardens looks great with very positive comments received from both locals and visitors.

**Action: Review other potential precincts**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure active community precincts	Review other potential precincts	Economic Development Manager	Progressing	50%	Community precincts identified. Darling River pontoons, Outback Show visitor and community experience, upgrade to displays at Back O' Bourke Exhibition Centre and continued upgrade to the CBD including Mitchell Street and wharf area are being funded through grant funding..

**Action: Participate in regional promotional committees**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek opportunities to grow our tourism industry	Participate in regional promotional committees	Economic Development Manager	Progressing	55%	Council recognises the importance of regional collaboration for the western region. Staff continue to work closely with Destination NSW, Darling River Run, Kidman Way, Kamilaroi Highway committees along with the Far West Joint Organisation. Connections through these organisations is vital for the region to remain vibrant and competitive. New promotional material and website including all village information has been delivered to these organisations and surrounding LGA's.



**Action: Host at least one training opportunity each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek opportunities to grow our tourism industry	Host at least one training opportunity each year	Economic Development Manager	Progressing	40%	Floods and road closures towards the end of 2022 delayed plans to progress training. Kidman Way Promotional Committee planning on hosting a meeting in Bourke before the end of financial year. Tourism staff will connect with TAFE NSW to complete online training and onsite barista training.

**Action: Include all villages in tourism initiatives**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek opportunities to grow our tourism industry	Include all villages in tourism initiatives	Economic Development Manager	Progressing	50%	In working with Destination NSW, Darling River Run, Kidman Way, Kamilaroi Highway committees along with the Far West Joint Organisation. Connections, promotional materials and websites include all village information.

**Action: Work with at least one group each year to expand this potential**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
<p>Seek opportunities to develop cultural tourism experiences</p>	<p>Work with at least one group each year to expand this potential</p>	<p>Economic Development Manager</p>	<p>Progressing</p>	<p>40%</p>	<p>From a survey in 2020/2021, 62% of visitors surveyed wanted to engage in activities (attractions, tours, events) within the shire whilst here. This supports the strong sale of tickets for attractions at the Back o' Bourke Centre.</p> <p>The profile of visitors travelling to the Bourke region is predominately baby boomers (77%) and are from NSW (78%). Baby boomers are the demographic cohort that are generally defined as people born from 1946 to 1964 and have been Bourke's most regular group of visitors for over 20 years. These visitors are keen to immerse themselves into activities whilst visiting the town and results in them staying an average 2-3 nights in Bourke.</p> <p>Staff are working with an operator to gauge the potential for an 'Outback Show'. This will provide Bourke and the region with a unique selling proposition, thus opening the opportunity for it to be another popular activity for the visitor to engage in whilst visiting Bourke.</p>

**Action: North Bourke Bridge reopened to vehicle and pedestrian traffic**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve access to the North Bourke Bridge	North Bourke Bridge reopened to vehicle and pedestrian traffic	Economic Development Manager	Progressing	50%	The restoration of the North Bourke Bridge has broad community support. The bridge is now closed due to it's poor and deteriorating condition. Council was successful in a grant application to undertake the preparation of documentation to allow the refurbishment of the bridge. This work will include the preparation of a comprehensive cost analysis. Council is working with NSW Public Works to progress this work. Once completed, Council will seek to source funding that leads to restoration works and ultimately, the reopening of the Bridge for pedestrian traffic.

**Action: Signage improved**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve signage	Signage improved	Economic Development Manager	Progressing	70%	Entry signage roll-out across the villages of Byrock, Wanaaring, Enngonia, Fords Bridge, Louth, Yantabulla and Barringun proceeding. The big Bourke and Louth entry signage continue to receive great reviews.

**Action: Hold at least two functions per year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Encourage community events and festivals	Hold at least two functions per year	Economic Development Manager	Progressing	50%	A successful 2023 Australia Day function has been held. Planning is well underway for the Welcome to Bourke function and the Back O' Bourke Easter Festival

***Our community values its history and heritage and seeks to develop the tourism industry***

**Action: Host at least one training opportunity each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek opportunities to grow the tourism sector	Host at least one training opportunity each year	Economic Development Manager	Progressing	40%	Floods and road closures towards the end of 2022 delayed plans to progress training. Kidman Way Promotional Committee planning on hosting a meeting in Bourke before the end of financial year. Tourism staff will connect with TAFE NSW to complete online training and onsite barista training.

**Action: Participate in regional promotional committees**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Seek opportunities to grow the tourism sector	Participate in regional promotional committees	Economic Development Manager	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.

**Action: Work with at least one group per year to explore this potential**

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	Economic Development Manager	Progressing	60%	Progressing the improvement of cultural tourism experience at the Back O' Bourke Centre. Local aboriginal people have been engaged in the local tourism industry through the purchase of souvenirs, storytelling.

**Action: Update signage**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve signage	Update signage	Economic Development Manager	Progressing	90%	Grant funding secured to undertake upgrade to history and heritage signage. Consultation was completed at each of the community meetings. Signage has started to rollout in the shire villages of Byrock, Wanaaring, Enngonia, Fords Bridge, Louth, Yantabulla and Barrington. Floods at the end of 2022 has held this project back but now the river has receded the roll-out of signage continues.

**Action: Reopen the North Bourke Bridge to pedestrian traffic**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve access to the North Bourke Bridge	Reopen the North Bourke Bridge to pedestrian traffic	Economic Development Manager	Progressing	50%	The North Bourke Bridge has broad community support. The bridge was recently 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 2022. Council continues to source funding opportunities to improve access and reopen the Bridge for pedestrian traffic.

**Action: Jandra landing completed**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Develop tourism facilities at wharf precinct including Jandra landing	Jandra landing completed	Economic Development Manager	Progressing	55%	Funding has been sourced to complete the pontoon at the wharf precinct. Preliminary works, including the required approvals, are completed and approved. Due to recent floods, works were delayed due to accessibility to the identified site and works. Work to be completed in the 2022/2023 financial year.

**Governance and Organisational performance**

*Advocate the benefits of living and working in the Bourke Shire Council area*

**Action: Participate in meetings between Council and inter agency stakeholders**

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%	Village and town meetings to be held in mid-February 2023.

**Action: Undertake weekly column in the Western Herald**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Promote participation and coordination between the Council and community	Undertake weekly column in the Western Herald	GM	Progressing	50%	Weekly Column published in the Western Herald.

**Action: Bourke Shire Council's financial sustainability indicators improving**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Provide strategic leadership to the community	Bourke Shire Council's financial sustainability indicators improving	MCS	Progressing	50%	For the financial year 2021/2022, the Council has met 3 of the 6 performance measures which are set by the Office of Local Government. Of the ratios not met, the <b>Operating performance ratio at -0.26 was close to achieving the benchmark of &gt;0. The Own source operating revenue ratio (34.68%) and the Rates and annual charges outstanding percentage (14.74%) are unlikely to achieve the benchmarks due to the small rating base in Bourke. Notwithstanding, Council is in a sound financial position.</b>



**Action: Host yearly Village meetings**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Provide strategic leadership to the community	Host yearly Village meetings	GM	Progressing	50%	Community consultation meetings to be held throughout Shire in February 2023. Councillors and senior staff to attend these meeting.

**Action: Chair local emergency management committee**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Provide strategic leadership to the community	Chair local emergency management committee	GM	Progressing	50%	The GM chairs the regular quarterly meetings of the LEMC and during times of emergency, as per the flooding during late 2022.

**Action: Noted improvements each year that are prioritised by Village committees**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Improve amenity within Bourke and the Villages	Noted improvements each year that are prioritised by Village committees	GM	Progressing	50%	Village community meetings to be completed in February 2023. Previous years actions reviewed regularly at Manex and actioned in line with budget restraints.

***Seek continuous improvement in the business of Council***

**Action: Promote resolutions and activities of Council, including through social media and newspaper**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Council activity is promoted	Promote resolutions and activities of Council, including through social media and newspaper	Economic Development Manager	Progressing	50%	Community consultation meeting to be held in February 2023. Councillors and senior staff will attend these meeting with the community invited to attend and provide feedback. The GM's Column is provided to the Western Herald on a weekly basis. The Column details various activities of Council.

**Action: Host at least two inter agency forums each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
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. Attended Senior Leaders meeting from July to December, these meetings involved a number of agencies within the community

**Action: Library open for 5.5 days per week**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain library services	Library open for 5.5 days per week	Economic Development Manager	Progressing	50%	Library continues to open for 5.5 days per week. Library staff also host events after hours for youth and community including Lego Club, online trivia competitions, and murder mystery nights.

**Action: No reasonable customer complaints**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure excellent customer services	No reasonable customer complaints	MCS	Completed	100%	No reasonable complaints received. Council places a high priority on customer service.

**Action: At least two meetings each with State and Federal Local Members each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain working relationships with senior politicians and local members	At least two meetings each with State and Federal Local Members each year	GM	Progressing	50%	Meetings held with both Local Members during the period. Numerous other meetings held with various Ministers when visiting Bourke.

**Action: Annual report completed on time**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Council meets legislative governance standards	Annual report completed on time	MCS	Completed	100%	2021/2022 Annual Report completed and lodged with relevant departments on time.

**Action: No significant audit issues reported**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Council meets legislative governance standards	No significant audit issues reported	MCS	Completed	100%	Legislative governance requirements have all been met with no significant audit issues reported. The issue of accounting for the assets of the RFS Red Fleet, it has been determined that for Bourke, the value of these assets is not significant and that they should not be recognised in the financial statements.

**Action: Report progress on other functions such as Business Continuity, WHS issues, Policy updates and staff training**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Council meets legislative governance standards	Report progress on other functions such as Business Continuity, WHS issues, Policy updates and staff training	MCS	Completed	100%	Legislative governance standards were met. All Council Policies are continually being reviewed. WHS requirements reviewed and identified issues addressed. Business Continuity Plan reviewed and updated.

**Action: Review strategic needs of Council each budget period for year ahead**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain suitable Council owned housing	Review strategic needs of Council each budget period for year ahead	GM	Progressing	50%	Housing stock maintained, budget process includes maintenance and upgrades.  Additional housing is a priority for Council.

**Infrastructure**

*Ensure adequate transport linkages*

Action: Ensure that the roads schedule is completed each year

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain and seek to improve the road network in a sustainable way	Ensure that the roads schedule is completed each year	MRS	Progressing	50%	Implementation of the roads schedule for the 2022/2023 financial year is in progress. Projects Include: 1) Rural Road Maintenance. 2) RMCC-Capital and Maintenance. 3) Flood Damage. 4) Bourke to Louth Road- 10km- New Sealed Pavement-Completed 5) Wanaaring Road-8 km- New Sealed Pavement-Completed. (A further \$5m in funding has been announced in Feb 2023) 6) Weelong Road-2.36 Km- New Sealed pavement-Completed 7) Weelong to Trilby Roads- In progress. 8) Mitchell Lane-Completed. 9) Reseal Program- Completed on regional and local roads. 10) Louth Road- 4 km-In Progress. 11) Wanaaring Road-4km- In Progress. 12) Oxley Street - Hot mix Asphalt-In Progress.

**Action: Improve at lease two sections of our local roads each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain and seek to improve the road network in a sustainable way	Improve at least two sections of our local roads each year	MRS	Completed	100%	Numerous local roads improved. Bullamunta Road sealed. Branch off Airport Road sealed. Toorale Road Bends sealed. Janbeth Road Resheeted.

**Action: Update and implement heavy vehicle replacement strategy each year**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain heavy vehicle replacement strategy	Update and implement heavy vehicle replacement strategy each year	MRS	Progressing	60%	Tenders have been called for heavy Plant replacement as per budget. Tender evaluation is in progress. Light vehicles have been ordered for replacement

**Action: Ensure adequate resources are provided to maintain the Bourke airport**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain the Bourke airport to a high standard	Ensure adequate resources are provided to maintain the Bourke airport	MW	Progressing	50%	As per Council 2022/23 budget allocation. Resealing of runway to be undertaken in March 2023 following Federal Government Grant Funding providing 50% of cost.

**Action: Adequate resources are provided to maintain the Village runways as required**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Maintain Village runways where appropriate	Adequate resources are provided to maintain the Village runways as required	MW	Progressing	50%	Ongoing maintenance being undertaken.

***Manage the infrastructure needs of the Villages***

**Action: Yearly Village meetings held prior to operational plans being developed**

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%	Meeting to be held in Villages during February 2023. Councillors and senior staff to attend.



***Ensure adequate levels of community amenities***

**Action: Attend to breakdowns in the Villages as required and within guidelines.**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Village water supplies are adequate	Attend to breakdowns in the Villages as required and within guidelines.	MW	Progressing	50%	As per Council Village maintenance Strategic plan.

**Action: Audit needs of Halls each year prior to budget process for consideration**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure Community Halls are maintained to a suitable standard	Audit needs of Halls each year prior to budget process for consideration	MES	Completed	100%	Works ongoing. Hall maintenance programmed within budget. Audits of halls undertaken for budget considerations. Village meetings, hall discussion for future works

**Action: Ensure Village asset management plans are up to date**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure community infrastructure is well maintained where appropriate	Ensure Village asset management plans are up to date	MES	Progressing	50%	Plans reviewed and updated within the long-term financial plan.

**Action: Finalise development of the levee bank walk**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Enhance walking tracks along the levee bank	Finalise development of the levee bank walk	MW	Progressing	50%	Ongoing.

**Action: Complete audit of levees in line with asset management strategy. Undertake a review of levees prior to each major flood event.**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
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%	All levees inspected prior to major flood event in 2022 with necessary works undertaken as required.

**Action: Ensure discussions with aged care providers**

Strategy	Action Name	Responsible Officer Position	Status	Progress	Comments
Ensure adequate levels of aged care facilities	Ensure discussions with aged care providers	GM	Progressing	50%	Ongoing - discussions held as required.

**16.8 RELEASE OF NEW LAND VALUES FOR BOURKE SHIRE**

**File Number:** R2.8  
**Author:** Ang Pasang Rai, Manager Corporate Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

Councils receive new land values from the Valuer General (VG), an independent statutory officer appointed by the Governor of NSW to oversee the valuation system, at least every three years. The Valuer General has established and issued land values for NSW as of 1 July 2022. The land values only represent the value of the land as of 1 July 2022. It excludes the value of a house or other structures.

Bourke Shire Council will use the new value supplied by the Valuer General to calculate and distribute rates as per Council's rating structure from 1 July 2023.

New valuations typically result in a rise in land value. It does not, however, imply that the rates will increase proportionally because it depends on:

- Council's rating structure; and
- Limits to the maximum percentage amount by which a council may increase its general income for the year (the Rate Peg) as set by the Independent Pricing Regulatory Tribunal (IPART).

**Current Situation**

During February 2023, landholders will have received a Notice of Valuation from the Valuer General. The Notice allows landholders the opportunity to consider their land value before Council sets the rates and provides the details as to how they can lodge an objection to their land value with the Valuer General.

In respect of the updated land values for the Bourke Shire, the Valuer General has advised of increased values for land in the Bourke Shire. The most significant increase relates to rural land. The following table provides a summary of land values by property zone in Bourke for 1 July 2022 compared to 1 July 2021. (Source: [https://www.valuergeneral.nsw.gov.au/land\\_value\\_summaries/lga.php?lga=239&base\\_date=01072022](https://www.valuergeneral.nsw.gov.au/land_value_summaries/lga.php?lga=239&base_date=01072022))

**Land value trends – Bourke Shire**

Property zone	01 Jul 2021	01 Jul 2022	% change
Residential	\$24,368,750	\$24,902,150	2.2%
Commercial	\$2,657,470	\$2,931,970	10.3%
Industrial	\$1,809,720	\$2,145,620	18.6%
Rural	\$329,296,970	\$520,977,555	58.2%
Other	\$7,528,260	\$12,157,710	61.5%
<b>Total</b>	<b>\$365,661,170</b>	<b>\$563,115,005</b>	<b>54.0%</b>

The total number properties in the Shire as at 1 July 2022 was 2,069.

For comparative purposes, the following table (Source:

[https://www.valuergeneral.nsw.gov.au/land\\_value\\_summaries/region.php?region=52&base\\_date=01072022](https://www.valuergeneral.nsw.gov.au/land_value_summaries/region.php?region=52&base_date=01072022)) shows the revised valuations as of 1 July 2022 for land values for the Western NSW Region. The Western NSW Region includes the Local Government Areas of Balranald, Bogan, Bourke, Brewarrina, Broken Hill, Central Darling, Cobar and Wentworth.

**Land value trends – Western NSW Regions**

Property zone	01 Jul 2021	01 Jul 2022	% change
Residential	\$906,269,709	\$1,108,927,757	22.4%
Commercial	\$35,359,560	\$42,901,920	21.3%
Industrial	\$48,385,460	\$53,412,140	10.4%
Rural	\$4,279,510,428	\$5,815,045,833	35.9%
Other	\$137,557,930	\$176,668,515	28.4%
<b>Total</b>	<b>\$5,407,083,087</b>	<b>\$7,196,956,165</b>	<b>33.1%</b>

The total number of properties in the Region as at 1 July 2022 was 26,972.

It is important to recognise that Increased property values do not result in an increase to Council's rate yield. General Valuations redistribute the amount of rates paid between individual properties. The impact of the General Valuation on the amount of rates levied on individual properties depends upon the percentage of valuation change in comparison to the average overall percentage change within the rates sub-category in which the property is categorised. Therefore, if a property within a particular sub-category has changed by the average overall percentage, there will be minimal effect on their rates levied in the 2023/2024 rating year. Fluctuations in rates occur where the individual valuations increase or decrease outside the average percentage range for that rating sub-category.

**Financial Implications**



Despite Bourke's land values rising by a record-high of 54%, Council is only able to increase its rate revenue for the 2023/2024 period by 3.7%, as per the IPART determined Rate Peg. Therefore, Council's total rate income would only increase by 3.7% assuming Council adopts the maximum increase, and not rise in line with the significant percentage increase in land value.

**Recommendation**

**That the report on the 2022 Valuation from the Valuer General in respect of Bourke Shire Council be received and noted.**

## 17 ECONOMIC DEVELOPMENT DEPARTMENT

### 17.1 \*\*\* CHILD SAFE STANDARDS AND POLICY

<b>File Number:</b>	<b>C8.3.1, P4.5.1</b>
<b>Author:</b>	<b>Melanie Milgate, Manager Economic Development</b>
<b>Authoriser:</b>	<b>Leonie Brown, General Manager</b>
<b>Attachments:</b>	<b>1. Draft Child Safe Standards Policy</b>  

#### Background

In 2021, the Children's Guardian Amendment (Child Safe Scheme) Bill 2021 was passed by NSW Parliament. The object of this bill is to embed the Child Safe Standards as recommended by the Royal Commission into Institutional Responses to Child Sexual Abuse as the main framework that guides child safe practices within organisations across New South Wales.

The Child Safe Standards provide a benchmark against which organisations can create a child safe culture, assess their child safe capacity and set performance targets. The standards provide tangible guidance for organisations to drive a child safe culture, adopt strategies and act to put the interests of Children first, to keep them safe from harm.

The 10 Child Safe Standards are:

1. Child Safety is embedded in institutional leadership, governance and culture.
2. Children participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved.
4. Equity is upheld and diverse needs are taken into account.
5. People working with children are suitable and supported.
6. Processes to respond to complaints of child sexual abuse are child focused.
7. Staff are equipped with knowledge, skills and awareness to keep children safe through continual education and training.
8. Physical and online environments minimise the opportunity for abuse to occur.
9. Implementation of the Child Safe Standards is continuously reviewed and improved.
10. Policies and procedures document how the institution is child safe.

## Current Situation

The Office the Children's Guardian (OCG) is an independent statutory body that promotes the interests, safety, and rights of children and young people in NSW. The OCG are responsible for providing support for organisations implementation and capacity building of the Child Safe Standards, as well as monitor and enforce compliance requirements if necessary.

In addition to the Child Safe Standards, local government services under the Children's Guardian Act 2019 are required to ensure that they have sound structures and practices in place regarding reportable conduct that promotes the wellbeing and safety of children as well as clear established guidelines for the reporting of any incidents that places children at risk of harm.

The Child Safe Standards came into effect from 1 February 2022. From 1 February 2023, the OCG will commence monitoring and compliance checks and will issue non-compliance notices and infringement notices if required. Accordingly, a Child Safe Standards Policy has been drafted, as attached.

On the basis of the Policy being adopted by Council, the following actions will be taken across the Organisation to ensure an awareness and compliance with the Policy, as follows:

- All employees of Bourke Shire Council to be informed via internal communications of the legislative requirements regarding Councils implementation of the Child Safe Standards and reportable conduct requirements.
- Communications informing employees of their requirements in regard to mandatory training will need to provide once sourced.
- Child Safe Standards Policy to be included in relevant position descriptions and as part of new employee induction processes.
- Child Safe Standards Policy to be included in Tender Contracts and provided to volunteers as part of their relevant induction processes.
- Reporting flow charts to be available on staff notice boards and lunchrooms.
- Councils website to provide a dedicated space to provide information to employees and the general public on Council's commitment to implementation of Child Safe Standards.
- External communications of Council's commitment to and implementation of Child Safe Standards to be provided to the community via advertising in the Western Herald, as an article in the GM's Column and by the GM in talking on Radio 2 WEB.

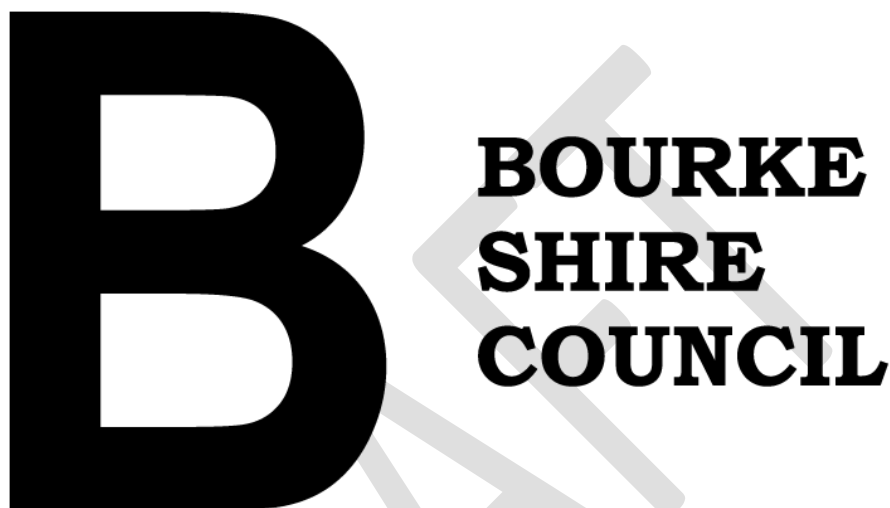
## Financial Implications

Funding is available in Councils Operational Plan for the roll out of the Child Safe Standards Policy as provided herewith.

## Recommendation

- 1. That Council make a commitment to the implementation of the Child Safe Standards.**
- 2. That the draft Child Safe Standards Policy be adopted.**
- 3. That the various actions to ensure an awareness and compliance with the Child Safe Policy as identified herewith, be implemented.**

# CHILD SAFE STANDARDS POLICY



**February 2023**

**Policy No:**

**Date Adopted**

**Resolution No**

**Supersedes**

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



**PURPOSE**

The Policy informs Councillors, employees, contractors and volunteers of their obligations in keeping children safe. Specifically, this Policy is to:

- *Ensure Council is compliant with NSW child protection legislation, including; mandatory reporting, recruitment and selection and responding to allegations against staff involving children and young people.*
- *Articulate the professional and legal obligations of Council staff in relation to child protection.*
- *Ensure Council implements procedures for the prompt and confidential response to all allegations against Councillors, Council staff, volunteers, students, and persons undertaking work experience and contractors/suppliers where a child or young person is involved.*
- *Promote the health, safety, welfare and wellbeing of children and young people.*
- *Ensure that Council provides a safe environment for children and young people whilst on Council premises and utilising Council services.*
- *Ensure that Council is implementing best practice approaches to child protection, and in this regard, is responding to recommendations from the Royal Commission into Institutional Responses to Child Sexual Abuse (2017) that affect Local Government.*

The Policy will inform Council policies, strategies and actions that align with the continual enhancement of child safety in all Council activities.

**Commitment to Child Safety**

Council is committed to protecting the right of children and young people to be respected, empowered and safe. Council is dedicated to listening to their views and committed to its responsibilities in keeping them safe.

**BACKGROUND AND RELATED LEGISLATION**

This policy complies with and supports implementation and compliance with the following policies and instruments, but is not limited to:

Advocate for Children and Young People Act 2014  
Child Protection (Offenders Prohibition Orders) Act 2004

Child Protection (Offenders Registration) Act 2000

Child Protection (Working with Children) Act 2012  
Child Protection (Working with Children) Regulation 2013  
Children and Young Persons (Care and Protection) Act 1998  
Children and Young Persons (Care and Protection) Regulation 2012

Children's Guardian Act 2019  
Environmental Planning and Assessment (EPA) Act 1979

Government Information (Public Access) Act 2009

Ombudsman Act 1974  
 Privacy and Personal Information Protection Act 1998

State Records Act 1998  
 The NSW Local Government Act (1993)  
 Young Offenders Act 1997.

**SCOPE**

This policy applies to all Council staff, Councillors (Elected Members), contractors and subcontractors, work experience participants, volunteers, students on placement, community events, facility hirers and leasees.

**DEFINITIONS**

Term	Meaning
<b>Allegation</b>	A report of any conduct needs to be proven. Includes an allegation which involves behaviour that is reportable conduct, as well as behaviour that is exempt from notification to the NSW Office of the Children’s Guardian, but which is required to be investigated by Council.
<b>Assault of a Child</b>	Assault of a child means— <ul style="list-style-type: none"> <li>a. the intentional or reckless application of physical force without lawful justification or excuse, or</li> <li>b. any act which intentionally or recklessly causes another to apprehend immediate and unlawful violence.</li> </ul> It includes hitting, striking, kicking, punching or dragging a child as well as threatening to physically harm a child.
<b>Child / children</b>	A child is a person aged 16 years or under.
<b>Child-Related Work</b>	Work which involves Direct Contact by the worker with a child or children where that contact is a usual part of and more than incidental to the work. It also includes work that is likely to involve contact with a child in connection with at least one of the 20 legislated categories of child-related work, which include: <ul style="list-style-type: none"> <li>• education and care and child-minding services</li> <li>• clubs or other bodies providing programs and services for children</li> <li>• entertainment for children – includes sporting, cultural or other entertainment venues used primarily by children and entertainment services for children</li> <li>• transport services for children - including school bus services, taxi services for children with a disability and supervision of school road crossings.</li> </ul>

Term	Meaning
	It may also include a worker who has access to confidential records or information about children.
<b>Direct contact</b>	Means physical or face-to-face contact and contact online.
<b>Disqualified Person</b>	A person convicted of, or subject to proceedings relating to, any offence(s) prescribed in Schedule 2 to the <i>Child Protection (Working with Children) Act 2012</i> .
<b>Entity Report</b>	A report required to be submitted by Council to the NSW Office of the Children’s Guardian in relation to all investigations into reportable allegations, conduct or convictions conducted by the Council .
<b>Head of Entity</b>	The General Manager of Bourke Shire Council.
<b>Ill-treatment of a Child</b>	<p>Means conduct towards a child that is unreasonable and seriously inappropriate, improper, inhumane or cruel.                      Ill-treatment includes:</p> <ol style="list-style-type: none"> <li>1. making excessive or degrading demands of a child</li> <li>2. a pattern of hostile or degrading comments or behaviour towards a child</li> <li>3. using inappropriate forms of behaviour management towards a child</li> </ol>
<b>Investigation (of Reportable Allegations or Conduct)</b>	<p>The process in which the Bourke Shire Council:</p> <ul style="list-style-type: none"> <li>• gathers all relevant facts</li> <li>• manages risks to children, employees and the organisation during an investigation</li> <li>• makes an assessment as to whether an allegation is reportable under the Reportable Conduct Scheme</li> <li>• notifies the Children’s Guardian of the Reportable Allegation or conduct</li> <li>• makes a finding of Reportable Conduct including whether an allegation is sustained or not</li> <li>• provides information to assist any relevant employment proceedings.</li> </ul>
<b>Mandatory Reporter</b>	<p>A mandatory reporter is:</p> <ol style="list-style-type: none"> <li>1. a person who, in the course of their professional work or other paid employment delivers health care, welfare, education, children’s services, residential services, or law enforcement, wholly or partly, to children; and</li> <li>2. a person who holds a management position in an organisation the duties of which include direct responsibility for, or direct</li> </ol>

	<p>supervision of, the provision of health care, welfare, education, children’s services, residential services, or law enforcement, wholly or partly, to children.</p>
<b>Neglect of a Child</b>	<p>A significant failure to provide adequate and proper food, supervision, nursing, clothing, medical aid or lodging for the child, that causes or is likely to cause harm to a child, by:</p> <ol style="list-style-type: none"> <li>1. a person with parental responsibility for the child, or</li> <li>2. an authorised carer of the child, or</li> <li>3. an employee, if the child is in the employee’s care.</li> </ol> <p>Neglect includes failing to protect a child from abuse and/or exposing a child to a harmful environment, for example, an environment where there is illicit drug use or illicit drug manufacturing.</p>
<b>Statutory Authority</b>	<p>Include:</p> <ul style="list-style-type: none"> <li>• The NSW Police Force,</li> <li>• a government department or a public authority,</li> <li>• a government school or a registered non-government school or TAFE,</li> <li>• a public health organisation or a private hospital,</li> <li>• a private fostering agency or a private adoption agency,</li> <li>• a designated agency which is a department of the Public Service or an organisation that arranges out of home care,</li> <li>• any agencies that conduct a residential child care centre or a child care service,</li> <li>• any other organisations that have direct responsibility for, or direct supervision of, the provision of health care, welfare, education, children’s services, residential services, or law enforcement, wholly or partly to children.</li> </ul>
<b>Reasonable grounds</b>	<p>An objective basis for suspecting that a child or young person may be at risk of significant harm based on:</p> <ul style="list-style-type: none"> <li>• firsthand observation of the child or family,</li> <li>• what the child, parent or another person has disclosed, and</li> <li>• what can reasonably be inferred based on professional training and/or experience.</li> </ul>
<b>Reportable Allegation</b>	<p>A reportable allegation in relation to an employee of Council, means:</p> <ol style="list-style-type: none"> <li>1. if the employee holds, or is required to hold, a Working with Children Check clearance for the purpose of employment with the public authority—an allegation that the employee has engaged in conduct that may be reportable conduct, whether or</li> </ol>

	<p>not the conduct is alleged to have occurred in the course of the employee’s employment, or</p> <p>2. if the employee is not required to hold a Working with Children Check clearance for the purpose of employment with the public authority—an allegation that the employee has engaged in conduct that may be Reportable Conduct, unless the conduct is alleged to have occurred outside the course of the employee’s employment with the public authority.</p>
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Term	Meaning
<b>Reportable Conduct</b>	<p>Reportable conduct means the following conduct, whether or not a criminal proceeding in relation to the conduct has been commenced or concluded:</p> <ul style="list-style-type: none"> <li>a. a Sexual Offence,</li> <li>b. Sexual Misconduct,</li> <li>c. Ill-Treatment of a Child,</li> <li>d. Neglect of a Child,</li> <li>e. an assault against a child,</li> <li>f. failure to reduce or remove the risk of a child becoming a victim of abuse or concealing child abuse,</li> <li>g. behaviour that causes significant emotional or psychological harm to a child.</li> </ul> <p>Examples of indicators of significant emotional or psychological harm in respect of paragraph (g) include:</p> <ul style="list-style-type: none"> <li>1. displaying behaviour patterns that are out of character,</li> <li>2. regressive behaviour,</li> <li>3. anxiety or self-harm.</li> </ul>
<b>Reportable Conviction</b>	<p>A conviction, (including a finding of guilt without the court proceeding to a conviction), in NSW or elsewhere, of an offence involving reportable conduct.</p>
<b>Risk of Significant Harm</b>	<p>Risk of significant harm is present if current concerns exist for the safety, welfare or well-being of the child or young person because of the presence, to a significant extent, of any of one or more of the following circumstances:</p> <ul style="list-style-type: none"> <li>a. the child’s or young person’s basic physical or psychological needs are not being met or are at risk of not being met,</li> <li>b. the parents or other caregivers have not arranged and are unable or unwilling to arrange for the child or young person to receive necessary medical care; in the case of a child or young person who is required to attend school in accordance with the <i>Education Act 1990 (NSW)</i> – the parents or other caregivers have not arranged and are unable or unwilling to arrange for the child or young person to receive an education in accordance with that Act; or the child or young person</li> </ul>

	<p>has been, or is at risk of being, physically or sexually abused or ill-treated,</p> <p>c. the child or young person is living in a household where there have been incidents of domestic violence and as a consequence, the child or young person is at risk of serious physical or psychological harm,</p> <p>d. a parent or other caregiver has behaved in such a way towards the child or young person that the child or young person has suffered or is at risk of suffering serious psychological harm, and/or</p> <p>e. the child was the subject of a pre-natal report under section 25 of the <i>Children and Young Persons (Care and Protection Act) 1998 (NSW)</i> and the birth mother of the child did not engage successfully with support services to eliminate, or minimise to the lowest level reasonably practical, the risk factors that gave rise to the report. (This information would only be obtained through an information sharing process with a child health related agency).</p>
<b>Student on Placement</b>	Any person aged 18 years and over undertaking practical training as part of an educational or vocational course (other than as a high-school student undertaking work experience).
<b>Young Person / People</b>	A person who is aged 17 or 18 years old.

**POLICY**

**Background**

The Office of the Children’s Guardian introduced the Child Safe Standards to improve the way organisations provide services for children and young people to prevent and respond to child abuse that may occur within organisations. The Child Safe Standards are a central feature of the NSW Government’s response to the Commonwealth Royal Commission into Institutional Responses to Child Sexual Abuse (2017).

The Child Safe Standards are:

Standard 1: Child safety is embedded in organisations leadership, governance and culture;

Standard 2: Children participate in decisions affecting them and are taken seriously;

Standard 3: Families and communities are informed and involved;

Standard 4: Equity is upheld, and diverse needs are taken into account;

Standard 5: People working with children are suitable and supported;

Standard 6: Processes to respond to complaints of child abuse are child focused;

Standard 7: Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training;

Standard 8: Physical and online environments minimise the opportunity for abuse to occur;

Standard 9: Implementation of the Child Safe Standards is continuously reviewed and improved;

Standard 10: Policies and procedures document how the organisation is child safe.

#### **Involving children in decision-making**

Council supports the active participation of children in our services, programs and events. Council will provide accessible opportunities and encourage children to take part in decisions that affect them now and in the future. This is to:

- Help us better meet their needs and interests
- Involve them in their community
- Encourage them to share their ideas and opinions
- Teach them a new skill.

Wherever applicable, we inform children and young people about what they can do if they feel unsafe.

#### **Recruitment and selection**

Council employs a fit for purpose recruitment and selection process for all direct contact work with a child or young person where contact is a usual part of and more than incidental to the work as defined by the *Child Protection (Working with Children) Act 2012*. A current Working with Children Check (WWCC) is required for all child-related work.

**Training and induction**

Council will meet its training and induction obligations by ensuring that all Councillors, employees, volunteers and contractors are inducted in child safety and understand that child safety is everyone's responsibility. Councillors, employees, volunteers and contractors will be provided with training to support their understanding of Council's commitment to child safety and that everyone has a role to play in safeguarding children.

**Reporting a child safety concern or complaint**

A reportable allegation is made where a child, young person, or adult makes an allegation, based on a reasonable belief that a Councillor, employee, contractor, or volunteer of Bourke Shire Council has been, or allegedly been, involved in the harm or abuse of a child or young person. All reportable allegations of child abuse must be reported to the Manager Economic Development (this is Council's Child Protection Officer).

Allegations can be reported by children or young people, families, Councillors, employees, contractors or volunteers. Council must immediately take the appropriate steps to assess and minimise any further risk of harm, as well as report the matter to the relevant oversight agencies (Department of Communities and Justice / Office of the Children's Guardian) and/or Police. Council will support relevant authorities' investigations into allegations of abuse or risk of harm to children and young people.

Council will meet its mandatory reporting obligations and will take action to protect children and young people at risk of significant harm.

For the purposes of this policy a child is a person who is 16 years or under, and a young person is 17 or 18 years of age.

See Appendix – Universal Child Safe Reporting Process.

**Privacy and Confidentiality**

Council is committed to protecting an individual's right to privacy. All personal information considered during the process of reporting or investigation will be collected and managed in accordance with Council's Privacy Management Plan. Personal information will only be disclosed to another party if there is a legislative requirement for such disclosure. However, there may be instances where confidentiality is not possible as parties are implied i.e. by process of elimination.

**Risk Management**

Council recognises the importance of a risk management approach to minimising the potential for child abuse or harm to occur and this informs all associated policies, strategies and actions. To ensure Council maintains a child safe culture all Councillors, employees, contractors and volunteers will be informed, resourced and supported to understand their role in providing a child safe environment.



**RESPONSIBILITIES****Council**

Publicly commits to child safety and embeds a child safe culture.

**General Manager**

The General Manager is responsible for ensuring that Council fulfills its responding and reporting obligations and to notify the Office of the Children's Guardian (NSW) when an allegation of child abuse is made against a Councillor, employee, volunteer or contractor. The General Manager is committed to an implementation plan for this Policy.

**Managers**

Managers are responsible for ensuring compliance with this policy and that all employees, contractors and volunteers are informed, resourced and supported to understand their role in providing a child safe environment.

**Child Protection Officer – Manager Economic Development**

Council's Manager Economic Development has been appointed as the Child Protection Officer and their responsibilities are:

- provide ongoing support and response to concerns about the safety and wellbeing of children while engaged in services, programs or events delivered by council.
- to notify the Office of the Children's Guardian (NSW) when an allegation (of which they are aware) of child abuse is made against a Councillor, employee, volunteer or contractor.

**Councillors, Council employees, contractors and volunteers**

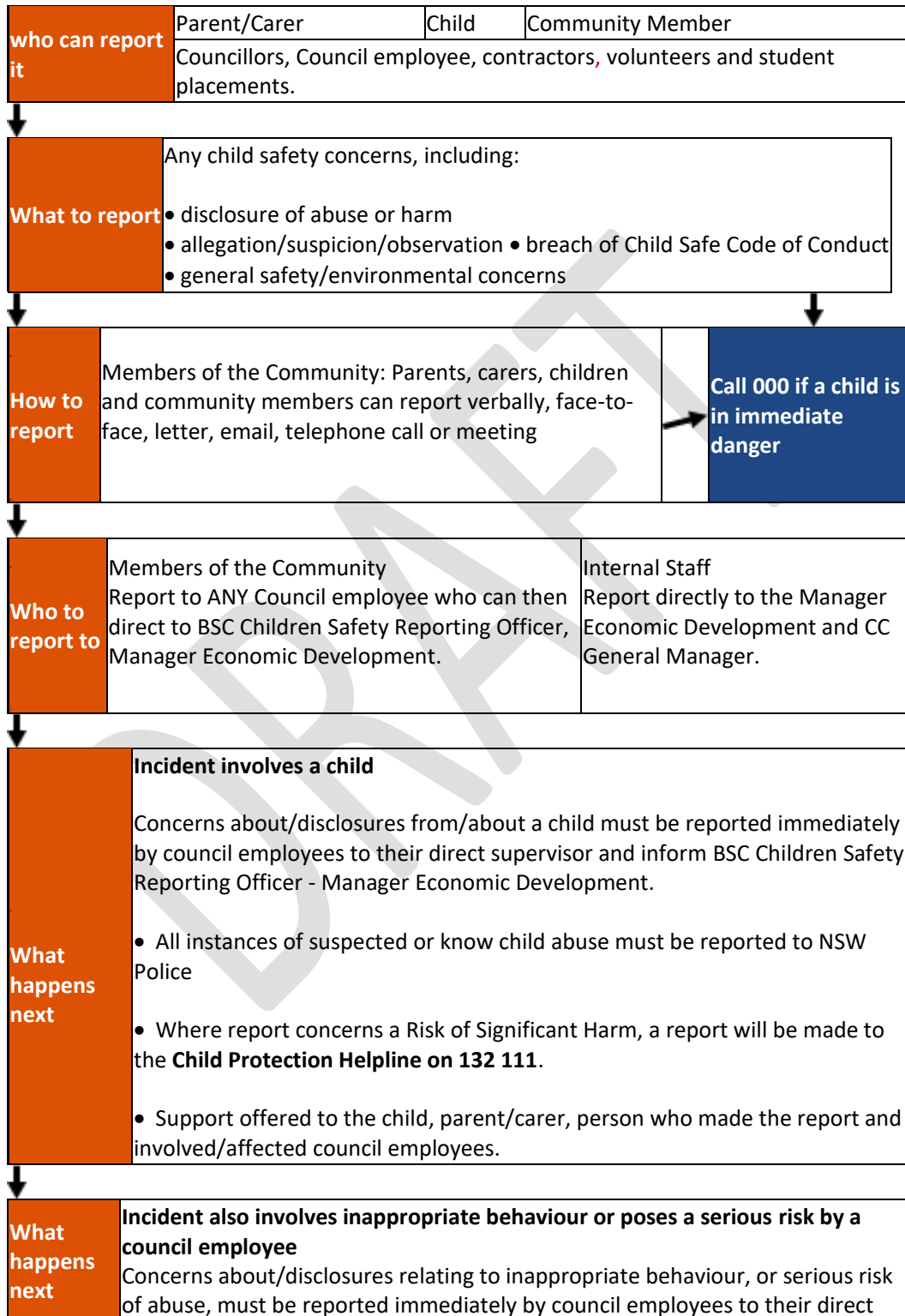
Councillors, Employees, contractors and volunteers shall adhere to the requirements of this policy, reportable conduct and responding and reporting obligations and be able to demonstrate their awareness of their child safety responsibilities.

All staff should be aware that the appointment by Council of a Child Protection Officer does not remove mandatory reporting obligations that other Officers of Council may have under s27 of the *Children and Young Persons (Care and Protection) Act 1998*.

All staff shall adhere to their responding and reporting and reportable conduct obligations and take action when a child or young person is at risk of significant harm.

**Appendix 1:**

**Universal Child Safe Reporting Process (to be displayed on notice boards and staff areas)**



supervisor, or to the manager above if the concerns relate to their direct supervisor.

- Where the incident involves a serious risk of abuse of a Child by a council employee, protective measures will be put in place by the relevant manager, in consultation with Human Resources Branch.
- Human Resources Branch will initiate internal processes to clarify the nature of the complaint and disciplinary processes will be commenced (if required).
- Human Resources Branch in consultation with BSC Child Safety Reporting Officer and relevant managers will decide, in accordance with legal requirements and duty of care, whether the matter should/must be report to Police and/or the Child Protection Helpline and make report as soon as possible if required.
- Human Resources Branch with BSC Manager Economic Development will assess whether the behaviour is Reportable Conduct, and where appropriate a notification is made to the Office of the Children's Guardian within seven days.
- Human Resources Branch or an independent third-party investigator conducts full investigation.



**Outcome**

- Investigation completed and outcome decided
  - Relevant council employees, parent/child notified, or community member notified of outcome of investigation.
  - Disciplinary action taken (where required); policies, procedures and risk management plans reviewed and updated.

**18 DELEGATES AND COUNCILLORS REPORTS**

Nil

**19 POLICIES**

Nil

**20 PRÉCIS OF CORRESPONDENCE**

Nil

## 21 ACTIVITY REPORTS

### 21.1 ENGINEERING SERVICES - ROAD WORKS AND WORKSHOP - WORKS UNDERTAKEN

**File Number:** E7.1  
**Author:** Paul Flanagan, Manager Roads  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

#### Background

The following information outlines works undertaken from 12 December 2022 to 8 February 2023 inclusive.

<b>ENGINEERING SERVICES – Road Works – Works Undertaken</b>		
<b>Michael Willoughby, Roads Supervisor</b>		
<b>NORTH TEAM – Denis Tiffen, Team Leader</b>		
<b>Location</b>	<b>Work Type</b>	<b>Completed</b>
State Highways	Traffic Control for Flooding	Y
RLR-3 Twin Rivers Road	Maintenance Grade	Y
RLR-6 Ben Lomond Road	Maintenance Grade	Y
RLR-1 Dunsandle Road	Maintenance Grade	Y
MR 405 Wanaaring Road 132-136km	Construct and Seal	N
<b>SOUTH TEAM – John Reed, Team Leader</b>		
<b>Location</b>	<b>Work Type</b>	<b>Completed</b>
State Highways	Traffic Control for Flooding	Y
RLR-21 Bullamunta Road	Construct and Seal	Y
RLR-28 Janbeth Road	Gravel Resheet	Y
MR68 Bourke-Wilcannia Road 43.7-46.7km	Construct and Seal	N
<b>TRANSPORT TEAM – Simon Wielinga, Team Leader</b>		
<b>Location</b>	<b>Work Type</b>	<b>Completed</b>
RLR-21 Bullamunta Road	Carting gravel	Y
MR 405 Wanaaring Road 132-136km	Construct and Seal	N
RLR-28 Janbeth Road	Gravel Resheet	Y
<b>BITUMEN TEAM – Phillip Harvey, Team Leader</b>		
<b>Location</b>	<b>Work Type</b>	<b>Completed</b>
Bourke Township	Pothole Patching	Y
Regional Roads	Pothole Patching	Y
State Highways	Pothole Patching	Y
SH 7 South of Bourke	Control vegetation (ongoing)	N
MR 421 Kidman Way	Control vegetation (ongoing)	N
<b>CONTRACTORS</b>		
<b>Location</b>	<b>Work Type</b>	<b>Completed</b>

RLR-46 Lanihuli Road	Maintenance grade (NAK)	Y
RLR-27 Burrawantie Road	Maintenance grade (NAK)	Y
RLR-6 Ben Lomond Road	Repair Flood Damage (Sandford)	Y
RLR-7 Mulgaroon Road	Repair Flood Damage (Sandford)	Y
RLR-8 Wilgareena road	Repair Flood Damage (Sandford)	Y
RLR-10 Toorale Road	Repair Flood Damage (Sandford)	N
MR68 Bourke-Wilcannia Road	Repair Flood Damage (Sandford)	N

<b>WORKSHOP – Colin Kiley, Team Leader</b>			
<b>Plant No.</b>	<b>Rego</b>	<b>Description</b>	<b>Work Carried Out</b>
4	CQ56VW	Ford Everest	Service carried out
38	CV45DV	Isuzu Dmax	Service carried out
44	YIO29T	Mazda BT 50	Service carried out
46	XO73KD	Hino	Service carried out, removed and replaced door stopper
50	CL16AC	Kenworth	Service carried out, removed and replaced batteries, repaired air hydraulic leak, removed and replaced brake booster and fittings
53	K46880	Traffic Signal Equipment	Serviced and cleaned batteries and replaced controller
59	Z37484	Transtech Quadaxle	Repaired wiring and replaced lights as needed
62	UNREGD	2010 Delta	Removed and replaced damaged hydraulic hoses, adjusted clutch and grease
68	X50802	2011 Moore	Repaired back bracket, wiring and replaced lights as needed
69	X50803	2011 Moore	Repaired and cleaned arms on tarps
76	P95814	2004 Moore	Removed and replaced hydraulic hoses, repaired oil leaks
77	AY40UT	2008 Case	Service carried out, repaired oil leaks and evacuate and re-gas
92	XN29QQ	2014 western Star	Cleaned and greased off turn table, removed and replaced locking jaws, reassembled, adjusted jaws to spec and replaced, light bracket
103	TF51EG	Fuel Trailer	Repaired fuel hose
108	63723D	Toro	Repaired roof mounts and replaced bolts, removed and replaced blades and pullies, repaired exhaust
109	DA75LP	Ford Ranger	Removed and replaced brake line and bleed brakes
112	Y73255	Fuel Trailer	Repaired wiring and replaced lights as needed
120	YJO28Y	Mazda BT 50	Service carried out
139	BR53WH	Caterpillar 950H	Diagnosed hydraulic leak, found

<b>WORKSHOP – Colin Kiley, Team Leader</b>			
<b>Plant No.</b>	<b>Rego</b>	<b>Description</b>	<b>Work Carried Out</b>
			leaking hose, removed hose and reassembled
141	XN84BW	John Deere Grader	Service carried out, removed and replaced side shift pads, adjusted blade and ball shims, removed and replaced crank damper
144	AH13CI	Franna	Finished designing new air conditioning system, manufactured and fit new air conditioner system, assembled, rewired, and gas, repaired radio wiring, doors and gear selector
146	DC28LL	Ford Ranger	Service carried out, repaired antenna
148	TC60FS	Dolly	Replaced air hose
149	TC61FS	Moore Tri Axle Tipper	Replaced light and mud flaps
150	BV55RE	2013 Caterpillar 12M	Removed and replaced alternator, air conditioner compressor, water pump, thermostat, coolant hoses and turbo
155	XN95ZI	Isuzu 4X4 Crew NPS	Service carried out, pulled brakes and wheel bearing apart and cleaned, reassembled and adjusted brakes, repaired and adjusted toolbox locks and doors, repaired brackets and wiring on driving lights
148	TC60FS	Dolly	Replaced air hose
149	TC61FS	Moore Tri Axle Tipper	Replaced light and mud flaps
150	BV55RE	2013 Caterpillar 12M	Removed and replaced alternator, air conditioner compressor, water pump, thermostat, coolant hoses and turbo
155	XN95ZI	Isuzu 4X4 Crew NPS	Service carried out, pulled brakes and wheel bearing apart and cleaned, reassembled and adjusted brakes, repaired and adjusted toolbox locks and doors, repaired brackets and wiring on driving lights
157	UNREGD	Road Broom	Removed and replaced hydraulic motor, repaired leaks
172	XO67KD	Isuzu Bitumen Truck	Repaired boom arm and leakage, removed emulsion pump from tank, repaired leaks and reassembled, diagnosed hydraulic leak, broken fitting, repaired and replaced hose, repaired oil leak on gearbox, replaced oil and filters
174	YKY51P	2020 Mazda BT 50	Service carried out
188	09245E	John Deere 670G	Service Carried out
221	P95838	Trailer	Replaced jockey wheel, flashing light

<b>WORKSHOP – Colin Kiley, Team Leader</b>			
<b>Plant No.</b>	<b>Rego</b>	<b>Description</b>	<b>Work Carried Out</b>
			and switch repair wiring
226	YN17BI	Water cart	Removed and replaced hydraulic motor
227	YN18BI	Water cart	Removed and replaced hydraulic motor
238	TB84BR	2016 Moore Tri Axle Tanker	Repaired hydraulic leak
242	19326E	Toro	Service carried out
244	19334E	Toro	Replaced loose bolts in deck and wheel spacers, removed and replaced burnt clutches, adjusted clutch
257	XO89ED	2021 Hino	Repaired lights, removed and replaced fog light bulbs
261	DC66LK	Ford Ranger	Service carried out
265	XN36KU	Isuzu NQR 450	Removed and replaced batteries, fabricated sign, fitted air hose and compressor
278	XO44HY	Isuzu	Removed and replaced air conditioner hose, repaired fuel hose on fuel pod
310	BY01TB	2014 Caterpillar	Service carried out, replaced door locks
370	UNREGD	Wing Slasher	Adjusted spindle bearings and replaced skids, adjustments and service for better cutting, welded new ware skids
371	UNREGD	2021 Woods Slasher	Welded new ware skids
411	DB55CW	Ford Everest	Service carried out
505	XN17EH	Kenworth	Cleaned and greased off turn table, removed and replaced locking jaws, reassembled, adjusted jaws to spec, replaced turn table, removed AdBlue injector, cleaned and refitted, cleared codes
506	XN65HG	Kenworth	Cleaned and greased off turn table and adjusted jaws
510	73228D	Smooth Drum Roller	Diagnosed electrical problem - found faulty wiring harness, removed and replaced harness
512	73235D	Multi Tyre Roller	Diagnosed problem with forward gear, found faulty transmission controller, removed and replaced controller
520	YN03BI	Moore's Trailers	Replaced tarp batteries
521	YN04BI	Moore's Trailers	Repaired metal bracket
		Crossley Engine	Dismantled both engine and fabricated plates to stop leaks



<b>WORKSHOP – Colin Kiley, Team Leader</b>			
<b>Plant No.</b>	<b>Rego</b>	<b>Description</b>	<b>Work Carried Out</b>
		Small Plant	Serviced and repaired all small plant, removed and replaced blades and pull start codes, dismantled two pressure cleaners and make one, repaired and serviced small plant
		Welding	Manufactured new back gate and hand rail for Road Managers house. Modify steel bins for easy loading, help set up sculpture in small towns
		Miscellaneous and Hire	Fabricate W/S tools
		Registrations	Carry out registration

**Recommendation**

**That Council note the information in the Roads Department Road Works and Workshop Activity Report as presented to Council on Monday, 27 February 2023.**

**21.2 PARKS & GARDENS / TOWN SERVICES / WATER & WASTE WATER ENGINEERING SERVICES ACTIVITY REPORT**

**File Number:** E7.1  
**Author:** Peter Brown, Manager Works  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Background**

The following information outlines works completed during the period 12 December 2022 to 8 February 2023 inclusive.

**Current Situation**

<b>PARKS &amp; GARDENS – Frank Hollman, Team Leader (12/12/2022 to 8/2/2023 inclusive)</b>	
<b>Location</b>	<b>Work Carried Out</b>
General	All parks and sporting grounds and gardens - regular mowing and maintenance completed. Sporting grounds facilities cleaned and maintained. Public toilets cleaned and maintained. Facilities cleaned. General graffiti removal carried out on Council facilities.
Small Plant	Maintenance and service carried out on all ground plant.
Works Requests	Actioned and ongoing.
1 Tudor St	General maintenance carried out.
Wharf	General maintenance carried out.
Council Office	General maintenance carried out.
Renshaw Complex	General maintenance carried out.
Coolican Oval	Grounds, facilities cleaned and maintained.
Davidson Oval	General maintenance carried out. Prepared ground for Junior and Senior cricket. Prepared ground for Bourke Hot Nines Football Tournament. Prepared grounds for Hog’s for Homeless clinic.
Central Park	Skate Park - regular mowing and maintenance carried out, including, graffiti removal.
Villages	Mowed grounds, facilities cleaned and maintained.
Airport	Mowed airstrip.
Darling Park	General maintenance carried out. Prepared ground for Gospel Music Event.
Staff Training	Nil

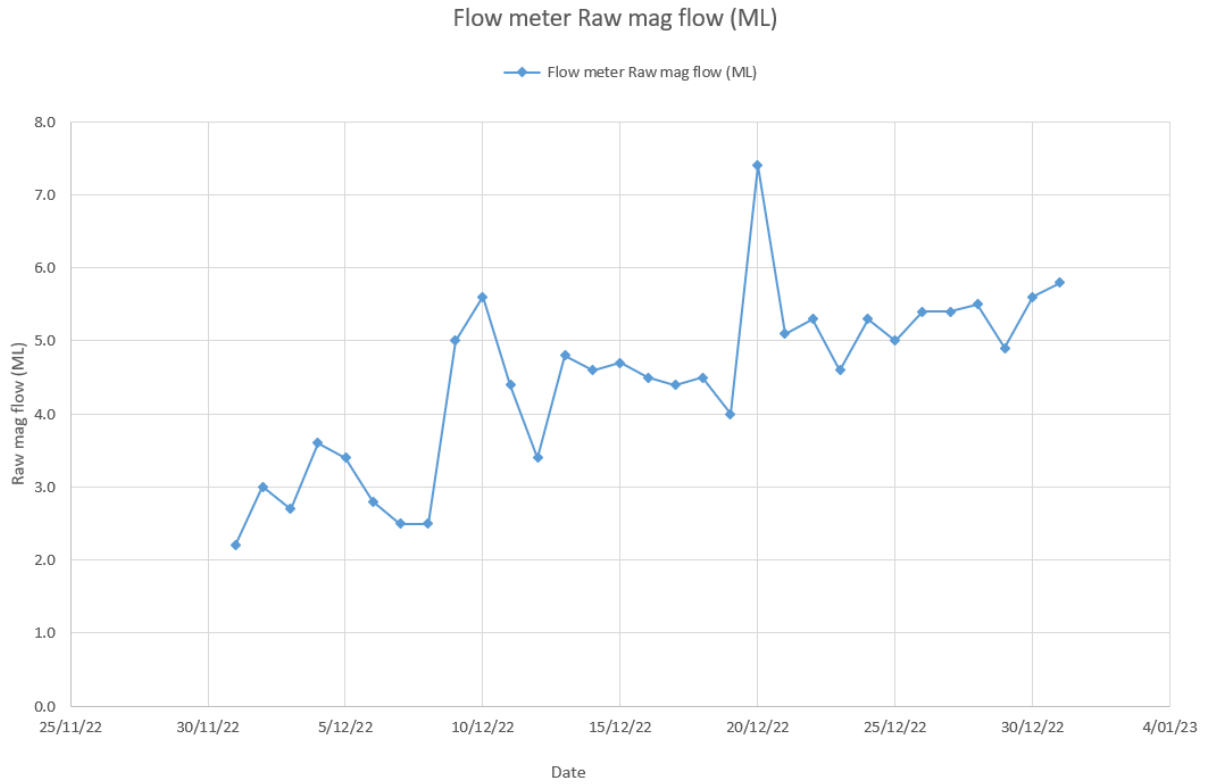
<b>TOWN SERVICES – Troy Hayman, Team Leader (12/12/2022 to 8/2/2023 inclusive)</b>	
<b>Location</b>	<b>Work Carried Out</b>
Work Requests	Actioned and ongoing
	Weekly - sand footpaths
	Weekly - town mowing

<b>TOWN SERVICES – Troy Hayman, Team Leader (12/12/2022 to 8/2/2023 inclusive)</b>	
<b>Location</b>	<b>Work Carried Out</b>
	Daily - Main Street Program
	Airport slashing and mowing
	Mowed around Airport lights
	Town slashing and laneways
Cemetery	Town poisoning
Rest Areas	Picked up abandoned vehicle from Cobar Road
Staff Training	Nil
Works Request	Poison laneways, footpaths and highways
	Removed syringes
	Delivered crusher dust to Council Office
	Gravelled holes in laneway behind Caltex
	Delivered crusher dust to pool
	Erected Christmas flags in Central Park
	Removed burnt out vehicle from Culgoa Street
	Pruned trees corner Richard and Mertin Street
	Daily levee bank checks
	Erected Christmas tree in Central Park
	Delivered chairs to Central Park for Christmas markets
	Cleaned wash bay at depot
	Cleaned cameras at wharf
	Delivered extra bins to Central Park for Christmas markets
	Crane-Council Office
	Removed diesel pump from Richard Street
	Delivered sand to Charles Street water tower
	Picked up sandbags not used along Tancred Drive, North Bourke and Depot
	Mowed Tancred Drive
	Removed crashed plane from Enngonia Road
	Removed abandoned trailer from Sydney Road
	Removed Christmas flags and erect Australia Day Flags
	Watered trees
	Poisoned and whipper snipped footpath in Mitchell Street
	Mowed subdivision North Bourke
	Removed sandbags from Richard Street flood gate
	Erected goal post for Bourke Hot Nines Football Tournament
	Removed old carpet from Bourke Library
	Started erecting funding signs throughout Town
	Washed tables at North Bourke boat ramp
	Relieved in garbage truck
	Pruned trees in Oxley Street
	Removed stump from gully
	Dug holes for Contractor
	Removed flood gate for DJB Fabrications to make a new one
	Cold mix gutter edges in Mooculta Street

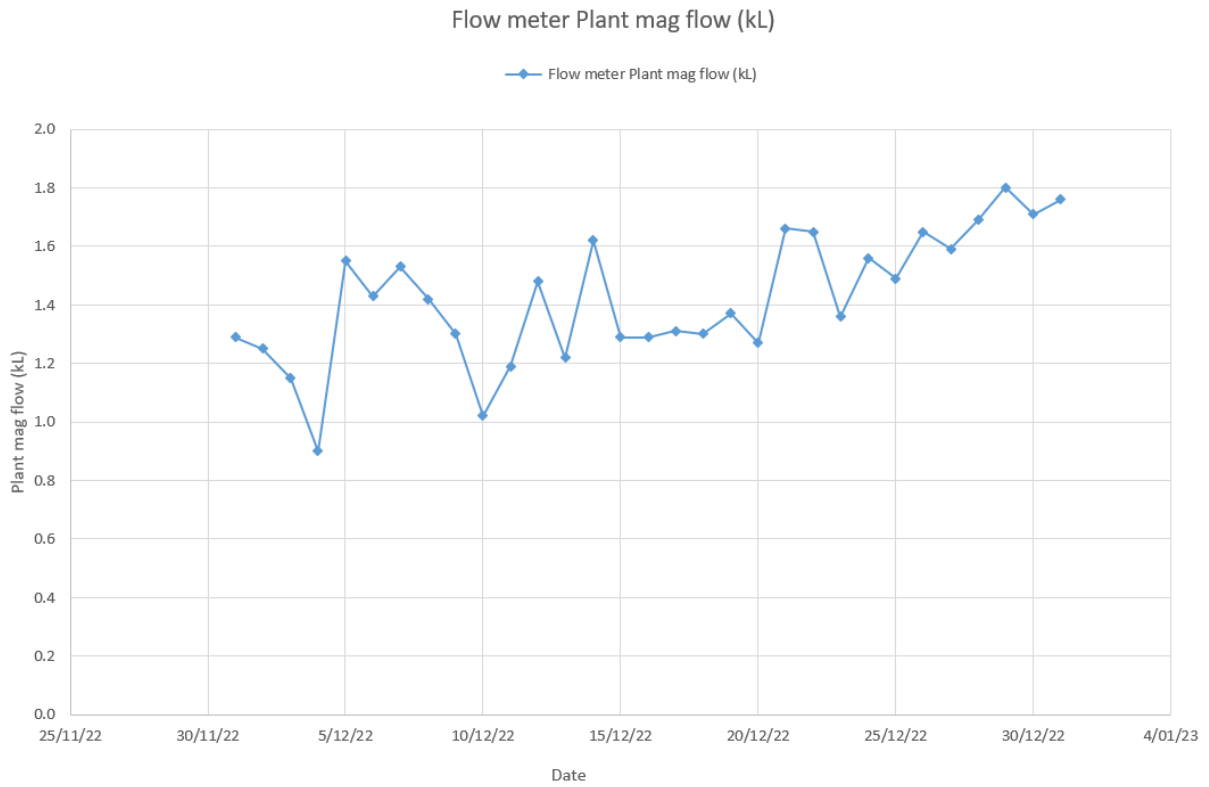
<b>WATER &amp; WASTEWATER – Shane Hopley, Team Leader (12/12/2022 to 8/2/2023 inclusive)</b>	
December Water Supply Planned Maintenance	
Works Request	Daily
80 Hope Street	Repaired leaking 20mm filtered water service
2 Glen Street	Repaired leaking 20mm filtered water service
6 Warraweena Street	Repaired leaking 20mm filtered water service
12 Darling Street	Repaired leaking 20mm filtered water service
6 Sturt Street	Repaired leaking 20mm filtered water service
21 Adelaide Street	Repaired leaking 20mm filtered water service
15 Mitchell Street	Repaired leaking 25mm raw water service
29 Mitchell Street	Repaired leaking 25mm raw water service
29 Anson Street	Repaired leaking 25mm raw water service
Back O Bourke Centre	Repaired leaking 50mm raw water service
Major Mitchell Motel	Repaired leaking 50mm filtered water service
Renshaw Complex	Repaired leaking 50mm poly line and leaking toilet
24 Moculta Street	Dug 50mm filtered water main and repaired main
Richard Street	Dug 100mm raw water main and repaired main
Renshaw Complex	Dug 100mm raw water main and repaired main
2 Anson Street	Dug 100mm raw water main and repaired main
46 Anson Street	Dug 100mm raw water main and repaired main
21 Moculta Street	Dug 100mm raw water main and repaired main
17 Green Street	Dug 100mm raw water main and repaired main
123 Anson Street	Sewer choke
17 Charles Street	Sewer choke
22 Tarcoon Street	Sewer choke
29 Mitchell Street	Repaired and replaced storm water pipes
58 Oxley Street	Repaired and replaced storm water pipes
149 Meadows Road	Low water pressure, blow out and clear
17 Green Street	Low water pressure, blow out and clear
Charles Street	Repaired fence panels after vandalism
Caravan 76	Replaced hot water system
SES Shed	Hot water system
Gun Club	Connected filtered water service
North Bourke	Installed new pump / Turn raw pressure up
Airport House	Repaired leaking toilet and replaced sprinklers
Alice Edwards village	Routine maintenance and monitoring as per ACP management plan / Undertake routine inspections of levee bank, water and sewer infrastructure during floods while community was isolated
Water Treatment Plant	Routine maintenance, monitoring and reporting / Repaired non return valve raw pump
Clara Hart Village	Routine maintenance and monitoring as per ACP management plan
143 Meadows Road	Internal problems
170 Anson Street	Internal problems
38 Wortumertie Street	Internal problems
Pool	Installed filtered water supply
Sewer Pump Stations	Routine maintenance, monitoring and reporting

WATER & WASTEWATER – Shane Hopley, Team Leader (12/12/2022 to 8/2/2023 inclusive)	
December Water Supply Planned Maintenance	
Training	Nil

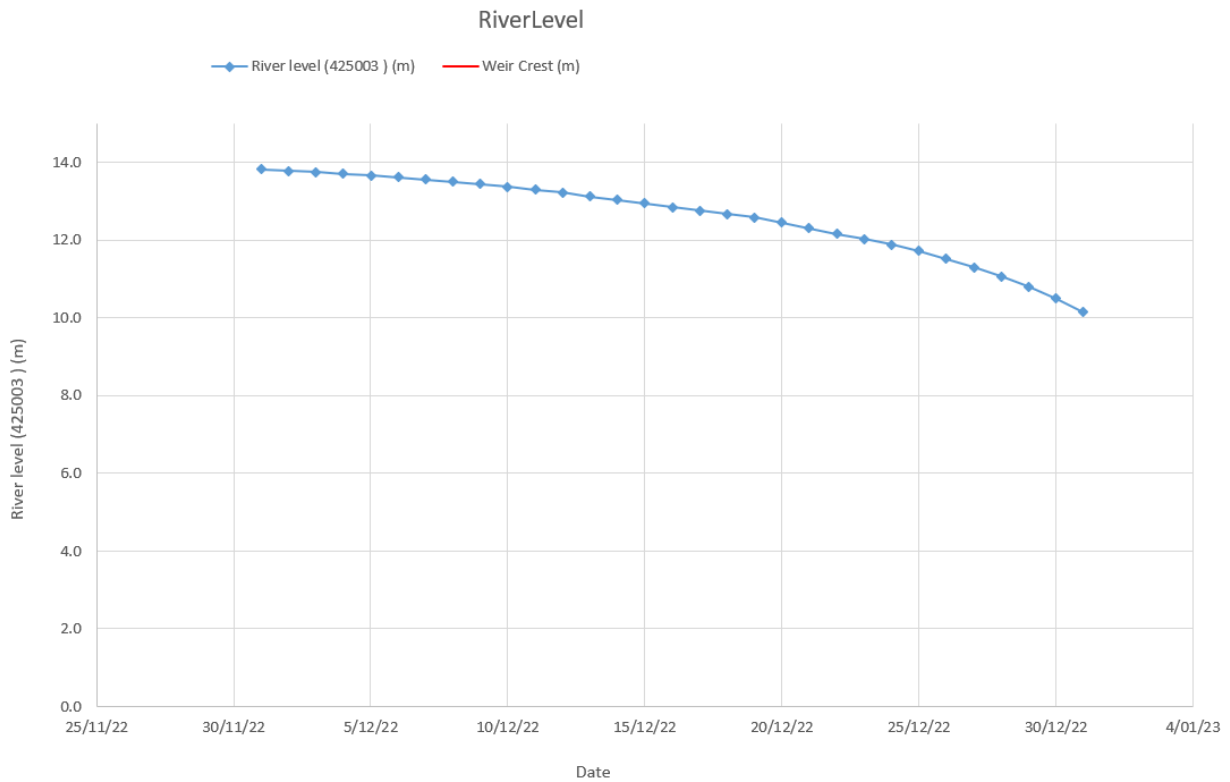
**December Raw Flow Meter**



**December Plant Flow Meter**



**December Current River Levels**



**December Monthly Readings**

Month	Raw water ML	Filter magflow pump 2 ML	Raw Water North Bourke KL	Filter Water North Bourke KL
January 2022	113	34	25,364	1,463
February 2022	129	31	29,523	1,958
March 2022	140	37	28,561	1,621
April 2022	104	33	10,985	1,563
May 2022	77	29	9,456	1,963
June 2022	40	29	8,562	1,836
July 2022	45	27	10,254	1,518
August 2022	49	25	15,321	1,622
September 2022	55	30	9,635	1,532
October 2022	52	27	7,862	1,544
November 2022	73	30	7,564	1,223
December 2022	138	41	23,264	1,325
January 2023	178	45	22,546	1,254

**December Council's Water Access Licences – WAL's**

Process	Parameter	Minimum	Average	Maximum	Lower critical lim	Upper critical lim	No. of samples
River level	River level (425003 )	10.14	12.59	13.81	3.9		31
Raw Water	pH	7.20	7.63	7.93			31
Raw Water	turbidity	10.00	54.19	125.00			31
Filtered water	pH	7.06	7.17	7.33	6.5	8.7	31
Tower	Free Cl2	2.71	3.30	4.15	0.2	5.0	31
Bourke High School	Free chlorine	1.00	1.30	1.80	0.2	4.0	3
Bourke High School	pH	7.10	7.37	7.80	6.5	8.5	3
Bourke High School	Turbidity	0.18	0.19	0.21	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	0.18	0.18	0.18	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	0.21	0.21	0.21	0.0	0.5	1
Meadows Rd	Free chlorine	1.30	1.55	1.80	0.2	4.0	2
Meadows Rd	pH	7.30	7.35	7.40	6.5	8.5	2
Meadows Rd	Turbidity	0.20	0.21	0.21	0.0	0.5	2
Mitchell St	Free chlorine	1.20	1.20	1.20	0.2	4.0	1
Mitchell St	pH	7.20	7.20	7.20	6.5	8.5	1
Mitchell St	Turbidity	0.20	0.20	0.20	0.0	0.5	1
Alice Edwards Villa	Free chlorine	0.50	0.65	0.80	0.2	4.0	2
Alice Edwards Villa	pH	7.30	7.45	7.60	6.5	8.5	2
Alice Edwards Villa	Turbidity	0.24	0.27	0.30	0.0	0.5	2

**December Health Guidelines**

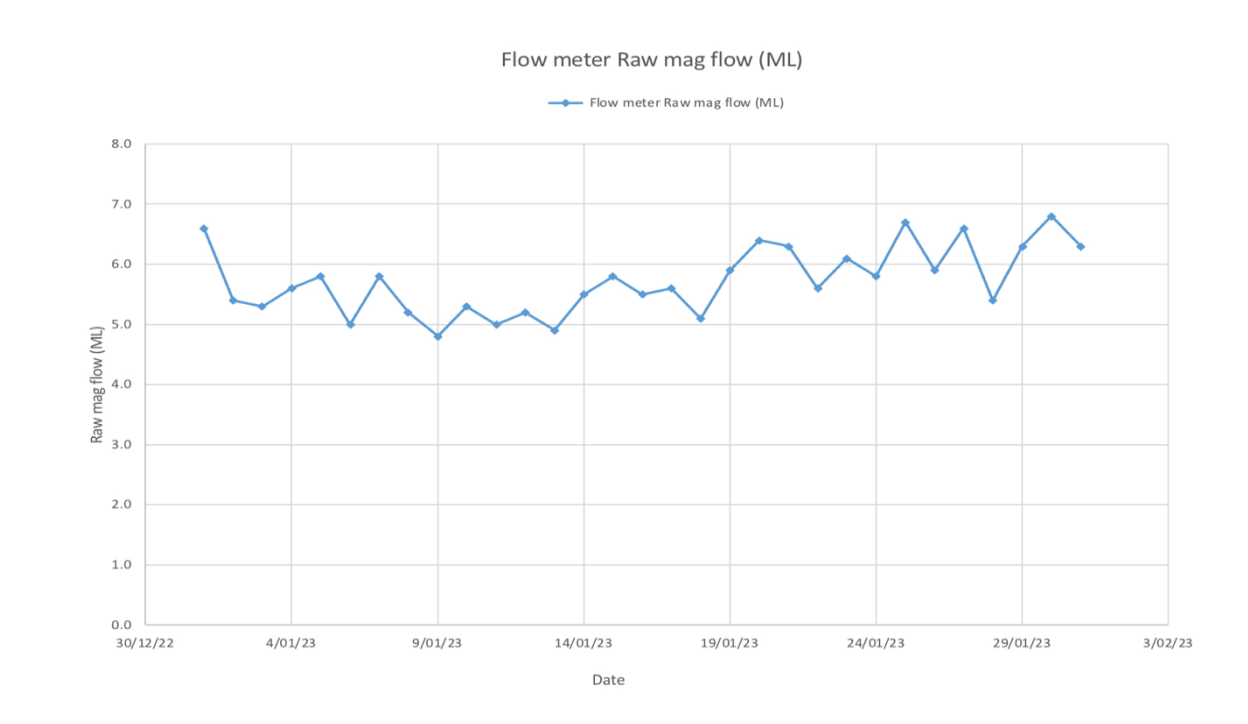
No	CCP	Monitoring Parameter	Location	Frequency	Target	Adjustment Level	Critical limit
CCP 1	Clarification	Turbidity	After clarifier	Daily grab sample	<1 NTU	4 NTU	>4 NTU
CCP 2 *	Filtration	Turbidity	After Filters	Daily grab sample	0.4 NTU	1 NTU	>1.2 NTU
CCP 3	Disinfection	Chlorine residual	Filtered Water	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

<b>WATER &amp; WASTEWATER – Shane Hopley, Team Leader</b>	
January Water Supply Planned Maintenance	
Works Request	Daily
2 Culgoa Street	Repaired leaking 20mm raw water service
9 Culgoa Street	Repaired leaking 20mm raw water service
24 Anson Street	Repaired leaking 20mm raw water service
7 Church Street	Repaired leaking 20mm raw water service
31 Moculta Street	Repaired leaking 20mm raw water service
14 Glen Street	Repaired leaking 20mm raw water service
Airport	Repaired leaking 25mm raw water service
Sale Yards	Repaired leaking 25mm raw water service
23 Anson Street	Repaired leaking 25mm raw water service
Anson Street	Repaired leaking 25mm raw water service
24 Mertin Street	Repaired leaking 25mm raw water service
54 Mertin Street	Dug 50mm filtered water main and repaired main
37 Mitchell Street	Dug 50mm filtered water main and repaired main
Alice Edwards Village	Dug 50mm filtered water main and repaired main
57 Oxley Street	Dug 50mm filtered water main and repaired main
Oxley Street	Dug 50mm irrigation line deeper
Fords Bridge	Dug 80mm water main and repaired main
26 Hope Street	Dug 100mm raw water main and repaired main
50 Mertin Street	Dug 100mm raw water main and repaired main
72 Tudor Street	Dug 100mm raw water main and repaired main
1 Mertin Street	Dug 100mm raw water main and repaired main
54 Hope Street	Dug 100mm raw water main and repaired main
14 Harris Street	Dug 100mm raw water main and repaired main
46 Wortumertie Street	Dug 100mm raw water main and repaired main
36 Hope Street	Sewer choke

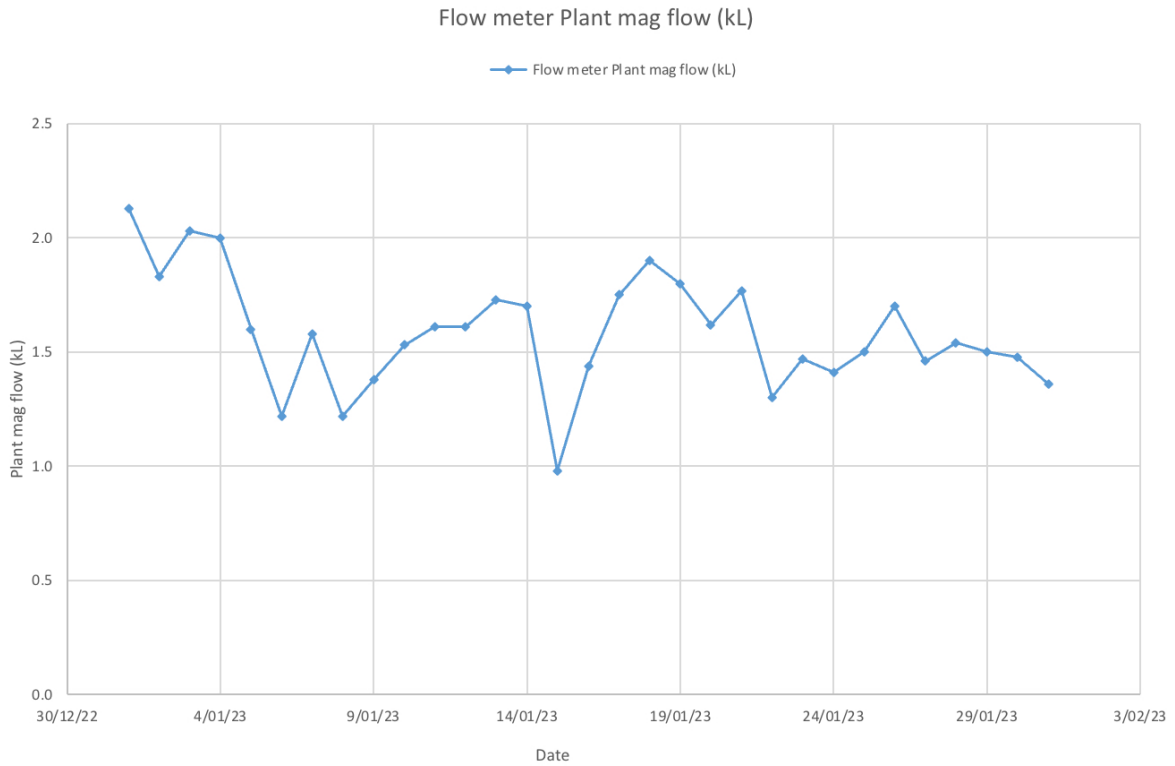


<b>WATER &amp; WASTEWATER – Shane Hopley, Team Leader</b>	
January Water Supply Planned Maintenance	
104 Hope Street	Sewer choke
23 Oxley Street	Sewer choke
CWA	Sewer choke, dug sewer main and cleared choke
Back O Bourke Centre	Pumped out pond
Wharf	Repaired leaking filtered water tap / Confined space entry inspection flood gates
North Bourke Oval	Repair leaking toilet
North Bourke	Cleaned out storm water drain / Replaced raw water pump / Sent filtered pump away for repairs
North Bourke Storm Water	Cleaned out storm water drain and temporary pump site
Pool	Pumped out little pool / Repaired chlorine dosing system big pool / Repaired water sample point splash park and repaired leaking toilet
Alice Edwards village	Routine maintenance & monitoring as per ACP management plan
Clara Hart Village	Routine maintenance & monitoring as per ACP management plan
Water Treatment Plant	Routine maintenance monitoring & reporting
Sewer Pump Station	Routine maintenance monitoring & reporting
Mertin Street SPS	Confined space entry to repairs to valve / Electrical fault, set up bypass pump until electrical parts arrive
Villages	Enngonia-Enngonia compound hall air conditioner leaking, fill up generator / Louth-No water wash out column replace pump

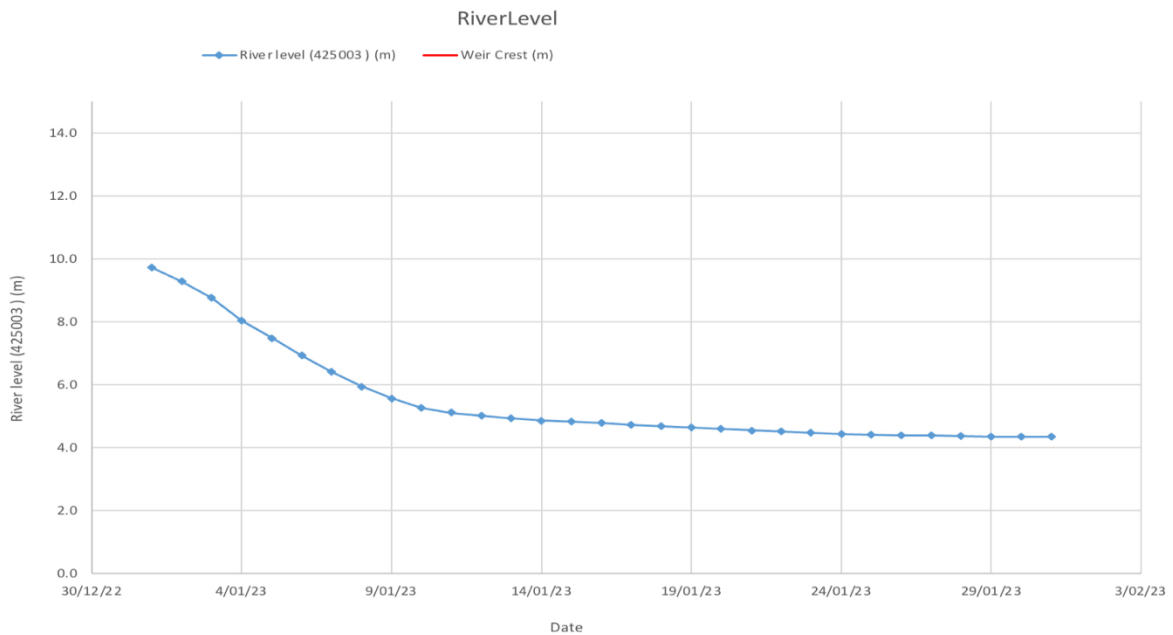
**January Raw Flow Meter**



### January Plant Flow Meter



### January Current River Levels



**December / January Monthly Readings**

Month	Raw water ML	Filter magflow pump 2 ML	Raw Water North Bourke KL	Filter Water North Bourke KL
January 2022	113	34	25,364	1,463
February 2022	129	31	29,523	1,958
March 2022	140	37	28,561	1,621
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November 2022	73	30	7,564	1,223
December 2022	138	41	23,264	1,325
January 2023	178	45	22,546	1,254

**January Council's Water Access Licences – WAL's**

Process	Parameter	Minimum	Average	Maximum	Lower critical limit	Upper critical limit	No. of samples
River level	River level (425003 )	4.33	5.48	9.72	3.9		31
Raw Water	pH	7.22	7.64	8.00			31
Raw Water	turbidity	93.00	139.84	189.00			31
Filtered water	pH	7.21	7.38	7.68	6.5	8.7	31
Tower	Free Cl2	2.23	3.04	4.17	0.2	5.0	31
Bourke High School	Free chlorine	2.10	2.10	2.10	0.2	4.0	3
Bourke High School	pH	7.30	7.37	7.40	6.5	8.5	3
Bourke High School	Turbidity	0.18	0.19	0.20	0.0	0.5	3
WTP	Free chlorine	2.40	2.40	2.40	0.2	4.0	1
WTP	pH	7.40	7.40	7.40	6.5	8.5	1
WTP	Turbidity	0.18	0.18	0.18	0.0	0.5	1
Bourke Primary Scho	Free chlorine	1.50	1.50	1.50	0.2	4.0	2
Bourke Primary Scho	pH	7.30	7.30	7.30	6.5	8.5	2
Bourke Primary Scho	Turbidity	0.21	0.21	0.21	0.0	0.5	2
Meadows Rd	Free chlorine	1.50	1.50	1.50	0.2	4.0	1
Meadows Rd	pH	7.30	7.30	7.30	6.5	8.5	1
Meadows Rd	Turbidity	0.23	0.23	0.23	0.0	0.5	1
Mitchell St	Free chlorine	1.70	1.70	1.70	0.2	4.0	2
Mitchell St	pH	7.60	7.60	7.60	6.5	8.5	2
Mitchell St	Turbidity	0.20	0.20	0.20	0.0	0.5	2
Alice Edwards Village	Free chlorine	0.60	0.60	0.60	0.2	4.0	1
Alice Edwards Village	pH	7.40	7.40	7.40	6.5	8.5	1
Alice Edwards Village	Turbidity	0.30	0.30	0.30	0.0	0.5	1

January Health Guidelines

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 Monitoring Stations

Work Approval	Extraction Site	Site Name	Start meter read 01/07/2022	Old Meter read Nov-22	New meter Sep-22	Meter read Dec-22	usage Year to Date			Comment
85CA753414	ESID 121627	Water Plant TWS	14804.9	15393.3			588.4	ML	3200ML	
85CA753420	ESID 121630	North Bourke TWS	1732.447	1816.1			83.653	ML	300ML	
85CA753421	ESID 121630	North Bourke Abs	30.006	30.202			0.196	ML		
85CA751207	24634	Engonia Village TWS	181.64	184.017	0	10.449	12.826	ML	150ML	New meter installed Sep-22
85CA753599		Wanaaring Station	0	0	0	8.901	8.901	ML	25ML	New meter installed Oct-23
85CA753412	ESID 121626	(LWU Louth)	491.101	493	0	12.696	14.595	ML	25ML	New meter installed Sep-22
85CA751215	24639	Fords Bridge TWS	0	0	0	0.951	0.951	ML	2ML	New meter installed Sep-23
85CA751240	32585	Walken Bore No1	19.005	19.005			0	ML	100ML	
	148936	Walken Bore No2	128.567	128.567			0	ML		
	148937	Belvedere Bore	13.996	13.996			0	ML		
	209518	Stoney Rise Bore	24.603	24.603			0	ML		
	222419	Toll Bore					0	ML		No Meter Not Active
85WA753906		Gumbalie					0	ML		No Meter Required Road works Bore
90WA836011	208200	Rainbar or Tichaluka					0	ML		No Meter Required Road works Bore
90WA836179	211161	Rainbar or Tichaluka					0	ML		No Meter Required Road works Bore
85CA753031	ESID 12002	Golf Course					0	ML	320ML	No Meter Not Active
85CA752937	ESID 119950	Exhibition Centre					0	ML	29ML	No Meter Not Active

**Treatment Plant EPA Licence Compliance**

**Record of Effluent Analysis**

<b>Pollutant</b>	<b>Unit Of Measure</b>	<b>Licence 100 Percentile Concentration Limit</b>	<b>Oct 2022 Test</b>	<b>Nov 2022 Test</b>	<b>Dec 2022 Test</b>	<b>Jan 2023 Test</b>
Oil & Grease	<i>mg/L</i>		n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow
pH			n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow
Nitrogen (total)	<i>mg/L</i>		n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow
Phosphorus (total)	<i>mg/L</i>		n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow
Total suspended solids	<i>mg/L</i>		n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow
Biochemical oxygen demand	<i>mg/L</i>		n/a-no flow	n/a-no flow	n/a-flood	n/a-no flow

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 2022 was 8.4 mm
- Rainfall in Bourke for January 2023 was 40.6 mm
- Hottest day for December 2022 was 32 degrees
- Hottest day for January 2023 was 37 degrees
- Coldest day for December 2022 was 18.4 degrees
- Coldest day for January 2023 was 21.6 degrees

**Recommendation**

**That Council note the information in the Parks and Gardens, Town Services and Water and Wastewater Engineering Services Department Activity Reports as presented to Council on Monday, 27 February 2023.**

**21.3 PLANNING, REGULATORY & ENVIRONMENTAL SERVICES - ACTIVITY REPORT**

**File Number:** D3.1-A11.1-A8.1  
**Author:** Dwayne Willoughby, Manager Environmental Services  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**Development Approvals - December 2022**

Delegated Authority or Council	Consent Type & Consent No.	Subject Land	Nature of Development
Delegated	DA 2023/0006	Pt Lot 1, Section 35, DP 758144 16 Warraweenaa St Bourke	Construction of two single storey dwellings – Multi Dwelling Housing

Total value of Approved works for December 2022	= \$966,000.00
No. of Development Application Approvals for December 2022	= 1
No. of Complying Development Application Approvals for December 2022	= 0

**Development Approvals - January 2023**

Delegated Authority or Council	Consent Type & Consent No.	Subject Land	Nature of Development
Delegated	DA 2023/0008	Lot 1, DP 512662 56 Mertin Street, Bourke	Construction of Multi-dwelling housing, consisting of 1 x single detached dwelling and 2 x attached dwellings
Delegated	DA 2023/0010	Lot 3, Section 7, DP 758389 15 Belalie Street, Bourke	Installation of Transportable Dwellings x 2, Dual Occupancy
Delegated	DA 2023/0011	Lot 100, DP 1168790 136 Meadows Rd, Bourke	Construction of single storey dwelling

Total value of Approved works for January 2023	= \$2,628,000
No. of Development Application Approvals for January 2023	= 3
No. of Complying Development Application Approvals for January 2023	= 0

<b>Building Services Report – December 2022 &amp; January 2023</b>	
<b>Location</b>	<b>Work Carried Out</b>
<b>Work Requests</b>	Actioned and ongoing
<b>Risk Assessments</b>	Completed with every job
<b>Training</b>	As required
<b>Contractors</b>	Maintenance works completed as required Upgrade works completed as per Operational Plan
<b>Buildings</b>	Maintenance works completed as required
<b>Airport</b>	Maintenance works completed as required

<b>Animal Control – December 2022</b>		
<b>Bourke Shire Council Holding Facility</b>	<b>Dogs</b>	<b>Cats</b>
Animals in Pound beginning of Month	10	0
Seized	0	0
Surrendered	0	0
Handed in by members of the public	0	0
Dumped at pound	0	0
<b>Total</b>	<b>10</b>	<b>0</b>
Euthanised	9	0
Released to Owner	0	0
Adopted	1	0
Re-housed	0	0
Died in Pound	0	0
Escaped from Pound	0	0
Animals Remaining at End of Month	0	0
<b>Total</b>	<b>10</b>	<b>0</b>
Stock Rested in Stock Yards	0	

<b>Animal Control – January 2023</b>		
<b>Bourke Shire Council Holding Facility</b>	<b>Dogs</b>	<b>Cats</b>
Animals in Pound beginning of Month	0	0
Seized	4	0
Surrendered	4	0
Handed in by members of the public	0	0
Dumped at pound	0	0
<b>Total</b>	<b>8</b>	<b>0</b>
Euthanised	0	0
Released to Owner	0	0
Adopted	0	0
Re-housed	0	0
Died in Pound	0	0
Escaped from Pound	0	0
Animals Remaining at End of Month	8	0
<b>Total</b>	<b>8</b>	<b>0</b>

Stock Rested in Stock Yards	330
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- Attended complaints in regard 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, as required
- Patrols of Councils Reserves

Swimming Pool Attendance for December 2022	
Adults	538
Children (2+)	867
Children (<2)	322
School Groups/Other	862
<b>Total for Month</b>	<b>2589</b>

Swimming Pool Attendance for January 2023	
Adults	653
Children (2+)	1370
Children (<2)	312
School Groups/Other	250
<b>Total for Month</b>	<b>2585</b>

**Recommendation**

That the information in the Planning, Regulatory & Environmental Services Activity Report as presented to Council on Monday, 27<sup>th</sup> February 2023 be received and noted.



**21.4 GENERAL MANAGER'S ACTIVITY REPORT**

**File Number:** G2.1  
**Author:** Leonie Brown, General Manager  
**Authoriser:** Leonie Brown, General Manager  
**Attachments:** Nil

**22 December 2022**

**Ministers Visit**

Early last week, the NSW Minister for Agriculture and Minister for Western NSW, the Hon Dugald Saunders MP, was in town to host a Ministers Forum regarding the implementation of mandatory sheep and goat electronic identification (eID). Held at the Back O' Bourke Exhibition Centre, some 60 people attended, with a further 14 attending virtually. Various sectors of the sheep and goat industry were represented on the day, including producers, stock and station agents, advisers and abattoir management. With foot and mouth disease already in existence in the close by Indonesian region and eID already rolled out for sheep in Europe, I read that with electronic identification, 99.64% of sheep can be traced back to the vendor or property of residence for the previous 30 days as compared to 70% traceability with visual tags for the same period. I am certain that the rollout is not without its issues however with a foot and mouth disease response cost estimated at some \$80 billion over 10 year's and a trade impact of over \$300 million per week if F&M was to get a hold in Australia, the hosting of the Forum by the Minister certainly underlines the importance of the project.

**Cancer Research Project**

Back in January this year, Councils former General Manager, Mark Riley, received a call from Emma Webster, Senior Lecturer of Rural Research, Faculty of Medicine and Health at the University of Sydney, School of Rural Health in Dubbo. Emma advised Mark that she was going to be undertaking a research project into utilising teleoncology services for the treatment of cancer in remote communities, with Bourke and Brewarrina being the two (2) localities the subject of the report. As part of the project, Governance Groups were to be established in both localities. Emma was keen for a Council representative and Mark "nominated" me to join with Pat Canty, Joseph Clarke, Possum Swinton, Alister Ferguson, Louise Brown, Stuart Gordon and Tracey Coyne to form the Bourke Group. With chemotherapies currently not available in Bourke or Brewarrina and people travelling 800kms for treatments at the nearest cancer centre in Dubbo, I was happy to be part of the Group with a view to hopefully improving the quality of life for residents in the Far West.

Emma recently presented the Study at the University of Sydney Research Showcase and in doing so, won the best cancer network presentation, which is fantastic. In addition, Emma was invited to join the organising committee for the NSW Cancer Conference to be held in Sydney next year. This invitation is a wonderful opportunity to bring rural and Aboriginal voices into the cancer conversation. Change doesn't happen overnight; however, I firmly believe that small opportunities like Emma being part of such an important conference will ultimately help cancer sufferers out our

way. Congratulations to Emma and thank you to her and Sydney University, School of Rural Health for pursuing this important research.

### **Active Transport Strategy**

Transport for NSW recently released its Active Transport Strategy (<https://www.future.transport.nsw.gov.au/future-transport-plans/active-transport-strategy>). The NSW Government wants walking and bike riding, known as active transport, to be the preferred way to make short trips and a viable, safe and efficient option for longer trips. The Government has estimated that more than 1.5 billion walking and bike riding trips are taken annually across New South Wales with the Government seeking to double this number in 20 years. Walking and bike riding is the most sustainable form of transport, contributing to great places, cleaner local environments, healthier lifestyles, and providing economic benefits to local neighbourhoods. By encouraging more people to choose walking or bike riding for everyday journeys, the Government is seeking to improve neighbourhoods and the environment, reduce car use and traffic congestion, support busy local economies, and improve the general health of our communities. Whilst some of these issues aren't necessarily an issue in Bourke, it is considered that the opportunities for walking and bike riding in Bourke have never been better following the construction of the walkway/cycleway to North Bourke. With a large section of this route having been underwater for some time, active transport will again hopefully be back on the agenda for locals.

Staff are currently working with NSW Public Works in respect of preparing documentation for the restoration of the historic North Bourke Bridge. Whilst any works on the Bridge will require substantial grant funding, the preparation of documentation which clearly specifies and defines the works to be undertaken as part of an overall tender, will be most important in finalising this important active transport link for Bourke.

### **Police Tragedy**

I was very saddened to wake up last Tuesday Morning to hear of the passing of 2 young Police Officers following a siege at Wieambilla in Central Queensland. The young officers aged 26 and 29, were killed along with a neighbour and three alleged gunmen. Very very sad. In my role as General Manager, I have the privilege to regularly interact with the hard working, dedicated and committed Police Officers at the Bourke Police command. As media commentators said following the incident, as people are running away from an incident and danger, it is the Police, and for that matter all emergency service personnel, who are running towards the danger. I suspect that last Tuesday was a difficult day for all Police across the Nation and I take the opportunity to thank them for the difficult work that they undertake.

### **Code of Conduct**

At the November 2022 Council Meeting, a report, as required by the Local Government Act, was submitted to Council in respect of complaint statistics under Councils Code of Conduct. The information to be provided included details in respect of the total number of Code of Conduct complaints made about Councillors and the General Manager under the Code during the reporting period from 1 October 2021 to 30 September 2022 and the total cost of dealing with complaints.

The report to Council noted that there were no Code of Conduct Complaints made about Councillors and the General Manager, or costs incurred, during the reporting period. I would

suggest that the fact that Bourke had no complaints for the reporting period, makes it somewhat of a rarity when compared to other NSW Councils where, unfortunately, there is a proliferation of conduct complaints made and investigated every year. I was able to source information for the 2019/2020 reporting period and found that NSW councils had spent more than \$1.5 million investigating 395 Code of Conduct complaints that had been made against councillors and staff but found fewer than 50 breaches had been finalised. This and like information have led to the industry being concerned that the current accountability framework is not serving the best interest of local communities. In response, the Minister for Local Government, the Hon. Shelley Hancock MP, initiated an independent review of the framework for dealing with councillor misconduct in New South Wales. The draft review has now been completed and is on public exhibition by the Office of Local Government. A copy can be accessed at: <https://www.olg.nsw.gov.au>

### **Christmas In the Park**

A most successful “Christmas in the Park” event was held in Central Park on Friday 9 December 2022. Presented by Maranguka and Bourke Shire Council, the annual event proved to be another fantastic community event with Central Park transformed into a wonderland for all kids with activities abounding including the visit, of course, by Santa and his elves, entertainment, a giant slide, sumo wrestlers, food and drink stalls and of course, market stalls. A big thank you to all who contributed to the staging of the event, the biggest yet. The next public event is Australia Day activities to be held on 26 January 2023 at the Bourke War Memorial Swimming Pool.

### **Best Wishes**

And “that’s a wrap”, well at least for the GM’s Columns for 2022. My time as General Manager at Bourke Shire Council since 4 July 2022 has gone very quickly with a most interesting last 6 week’s as a result of an ever-rising Darling River in major flood. My Christmas wish is that flood waters have receded such that all our roads are open and Shire residents, and their families, can come together at this important time of the year to celebrate with each other. To all readers, I wish you a very merry Christmas and a happy new year.

**Quote: “My condolences to all who are grieving tonight – Australia mourns with you.”** Prime Minister Anthony Albanese reflecting on the shooting of the two (2) Queensland Police Officers.

### **2 February 2023**

#### **The New Year**

As this is my first Column for 2023, I trust all had a restful and enjoyable Christmas and New Year. Looking ahead, 2023 will no doubt bring both opportunities and challenges for the Bourke community. On the topic of challenges, I again take this opportunity to thank all those who assisted the community during the flooding that occurred around Bourke during the latter months of last year. Whether it be the emergency services, NSW Police, or my staff at Council, to name but a few who assisted, your work was paramount in ensuring the safety of our community during a difficult time.

## **Flood Funding**

With the water being so high for such a protracted time, Councils road infrastructure has certainly been impacted in terms of resulting damage, and for that matter, so have most roads across New South Wales. NSW Councils only have limited budgets for road maintenance and repair, and it has been pleasing to see the NSW Government provide, what I consider to be, substantial funding to undertake repairs to the road network across the State. Whilst some have said that the funding isn't enough, I say it's a great help and is very much appreciated.

In December last year, I wrote in one of my GM's Columns that Bourke Shire was one of 94 Councils across the State to share in funding under the NSW Government's \$50 million Fixing Local Roads Pothole Repair Round. The Government's allocation to Bourke Shire was \$843,000 with these funds to be utilised repairing our weather damaged local and regional roads. Subsequent to this funding, the NSW Government in early January of this year announced a further \$500million (half a \$billion) under the Regional and Local Roads Repair program. All 128 local councils in NSW are eligible for a one-off payment to help fix roads that were damaged by severe weather events during 2022 with the funds to be allocated based on the total kilometres of roads managed in each local government area, ie the Local and Regional road network within the LGA. Councils application was lodged as required by Friday 20 January 2023 and given the Shires extensive road network; it is anticipated that the funding will be significant with the Government expecting that it will announce the funding allocations this month. Once the funding deed is signed and returned, Council will receive a 100% upfront payment of the grant funding. This funding must then be expended by 29 February 2024.

Funding for repairs to the State Highways that traverse the Bourke Shire are separate to these funds with works, once confirmed by Transport for NSW, will either be undertaken by Council as part of its Roads Maintenance Council Contract (RMCC) that it has previously entered into with the NSW Government, or by emergency crews maintained by the Government.

In addition to this road funding Council will receive \$1 million in funding to assist with its recovery, as part of the jointly funded Commonwealth-State Disaster Recovery Funding Arrangements. As a disaster declared Council, an upfront payment of \$1m will be received by Bourke Shire with Council then being required to submit a Program of Works within three (3) months of receiving the funding with expenditure to be completed by June 2024. The 45 councils in NSW who were affected by storm and flooding events from August 2022 and onwards were formally notified that they are eligible for the \$1 million grants on 20 January 2023. One project currently being costed by staff in respect of the utilisation of a portion of these funds, is the replacement of the various flood gates in town. These gates are most important in keeping water out of Bourke as the river rises and age has certainly affected the performance of the existing gates, such that they are generally ready for renewal.

## **Australia Day Winners**

Last Thursday the community came together at the Bourke War Memorial Olympic Pool Complex to reflect, respect and celebrate Australia Day. People in Bourke took the time to reflect on our history - its highs and its lows - to respect the stories of others and to celebrate our nation, its achievements and most of all, its people. Bourke's Australia Day Ambassador for this year was entertainer, dancer and actor, Ms Robina Beard OAM, who spoke passionately about what it truly means to her to be an Australian. Over the year's Bourke has been blessed with exceptional

Australia Day Ambassadors and this year was no exception. It was a delight to be able to spend time with Robina and her son, Tim, during their time in Bourke.

Congratulations to the two (2) Bourke Residents who were naturalised by Mayor Barry to become Australian Citizens. Congratulations also to Bourke's Citizen of the Year, John Milgate; Young Citizen of the Year, Kobie Lollback; Sportsperson of the Year, Bourke Lady Bowlers; Young Sportsperson of the Year, Thomas Bowden; Emergency Services Volunteer of the Year, Karen Keuning and to Tony Mallon of Enngonia who received the award for Village Community Service. All these recipients were announced at the Australia Day event and are most worthy winners.

### **Pre School Relief**

If you have preschool aged children, you would be interested to know that the NSW Government is providing fee relief for families with preschool aged children in long day care and community and mobile preschools from January 2023. Families can save up to \$4,220 per child on community and mobile preschool fees and up to \$2,110 per child on long day care fees (in addition to the Child Care Subsidy). The fee relief will be passed on to families as a reduction in fees. For more information visit the Start Strong for Families website by going to: <https://education.nsw.gov.au> and searching start strong for families.

### **Resilience Gone**

In December 2022, the NSW Government replaced Resilience NSW with the NSW Reconstruction Authority with the role of the Authority being to ensure NSW is best placed to face future natural disasters before they occur, recover quickly when they do and mitigate the impacts of future disasters that will face our communities. The now gone Resilience NSW was created in May 2020 by then Premier, Gladys Berejiklian, following the black summer bushfires that destroyed many parts of NSW in 2019 and 2020. Former Rural Fire Service Commissioner Shane Fitzsimmons was appointed to lead the new Organisation and was given a wide brief to deal with disaster preparedness, response, recovery and rebuild. Unfortunately, Resilience encountered significant challenges in responding to the Lismore floods, and following a Government Inquiry, the decision was taken to take a different approach.

My only contact with Resilience NSW was during the COVID Pandemic during 2021 where they significantly assisted with food hampers for the Shire. My hope would be that the staff from Resilience are transferred to the new Authority and that it has a very clear brief as to its role and responsibilities.

Regardless of what the organisation is, my view is that unless the organisation and its staff have a clear set of accountabilities and know what they are responsible for, grey areas, overlap and oversight of accountability will continue to manifest such that failure is inevitable. Nothing quite like the left hand not knowing what the right hand is doing or both the left and right hands doing the same task in isolation.

As the new organisation on the block, the NSW Reconstruction Authority needs to successfully undertake the critical work of ensuring communities in NSW are prepared and can adapt to any flood, fire or natural disaster that happens. Whilst the states emergency services continue to lead the immediate response measures to natural disasters, such as issuing evacuation orders, the Authority will focus on the crucial tasks of long-term rebuilding and risk mitigation, i.e. focusing on

what can be done to reduce the impacts of disasters in the first place. In this regard, one of the Authorities first priorities will be to prepare a State Disaster Mitigation Plan, through a combination of better planning controls and improved disaster preparation to reduce the cost and trauma of future events. Only time will tell, however, with an organisation like the Red Cross reporting that its Emergency Services were activated for 262 days last year, “their busiest year on record”, the next natural disaster is unfortunately just around the corner.

**Quote: “You don't have to see the whole staircase, just take the first step.”** Martin Luther King

**9 February 2023**

### **Funding Announcements**

It was an exciting day for the Bourke Shire last Saturday when the Minister for Regional Transport and Roads, the Hon Sam Faraway MLC, was in Bourke to announce a further \$5m in funding to undertake the continued sealing of the Bourke – Wanaaring road. It doesn't seem all that long ago that the full length of this notorious road was basically known for its corrugations and poorly formed surfaces. This latest instalment of funding will leave but 9 km of the roadway remaining to be sealed. What was essentially a full day for a round trip between Wanaaring and Bourke can now be undertaken in some four (4) or so hours. Such a difference.

I wrote in last week's column of the NSW Governments announcement of \$500million of funding under the Regional and Local Roads Repair program with all 128 local councils in NSW eligible for a one-off payment to help fix roads that were damaged by severe weather events during 2022. These funds have been allocated based on the total kilometres of roads managed in each local government area. On Saturday, Minister Faraway announced that Bourke Shire would receive \$4.476million in funding under this program. Once the funding deed is signed and returned, Council will receive a 100% upfront payment of the grant funding. This funding must then be expended by 29 February 2024.

In addition to the road funding announcements, Minister Faraway also announced various other funding packages for Bourke. In this regard he announced that Council was successful in its application for \$506,000 under Round 2 of the Regional Tourism Activation Fund to undertake extensions to the very successful Café at the Back O' Bourke Centre and further improve the Outback Show Arena, also at the Centre. Council will be contributing \$168,000 of its funds towards these exiting projects for the Centre and for tourism in the Shire. Minister Faraway also announced a total of \$1.252m under the Stronger Country Communities Program to go towards the staged upgrading of facilities at Davidson Oval. Council worked with the Bourke Rugby Club to achieve this funding.

The Minister also announced funding of some \$1.425m for the roll out of two (2) separate diversionary programmes to be rolled out for the youth of Bourke. One of these programs will see Maranguka undertake an After-hours Program which is focused on health and wellbeing, education, and connection to Culture. To be delivered by qualified youth development workers and community volunteers to connect with and engage local young people who are wandering the streets of Bourke after dark, the Minister announced that the Program will run 5 nights per week from 6pm-12am.

In responding to the Ministers various announcements, Mayor Barry was able to personally thank the Minister for his visit and for the NSW Governments ongoing support in assisting with these significant funding packages to improve the quality of life for all residents in our Shire.

### **Australia Day Honours**

Congratulations to well-known Bourke resident, Dr Sally Torr, on being appointed as an Honorary Member (AM) of the Order of Australia in the General Division as part of the 2023 Australia Day Honours List. Individuals are appointed a Member of the Order of Australia (AM) for service in a particular locality or field of activity or to a particular group.

For Sally, that significant service relates to not only healthcare administration but also to the community of western New South Wales. The citation for Sally on the Governor Generals website ([gg.gov.au](http://gg.gov.au)) sets out a most comprehensive and impressive resume of her involvement over the years in Community Health and Healthcare, her contribution to the Australasian College of Health Service Management (ACHSM) and her contribution to the Country Women's Association of NSW. In addition to these activities, since arriving in Bourke in 2006 she has been the Secretary of the Bourke Arts Community Inc, a Member of Bourke Rotary and a Board Member of Outback Arts - Regional Arts NSW since 2016, and that's just what I am aware of!

Sally has been the recipient of numerous awards over the year's including being inducted into the Hidden Treasures Honour Roll, Department of Primary Industries in 2020. Undoubtedly the awarding of her AM would be the pinnacle of awards made to her and she is to be congratulated.

### **Honours Story**

A friend of our family is an avid reviewer of the lists of awardees for Honours as issued each year by the Governor General on Australia Day and on what has been the Queens Birthday each June. He was telling me that this year, as he always does, he was quietly scrolling the lists early Australia Day morning to view the recipients and to see if he knew any of them. He said that he was onto the AM lists when he saw the name of his wife's best friend. Yes it was her, a lady by the name of Dr Therese Burke, who received her award "for significant service to medicine, particularly to multiple sclerosis research, and to nursing."

He recounted to me that after settling his rather excited wife, congratulatory phone calls were made, and arrangements also made for flowers and champagne to be sent. He said that Dr Burke did all her schooling in Dubbo before training as a nurse at Westmead Hospital in Sydney. Her Brother, Anthony Brown (no relation), lives in Dubbo where he is the Bowls Manager at Club Dubbo. I suspect a few of our local bowlers would know of Anthony as part of their bowling exploits and travels.

Anyway, my friend said that he saw a post on Anthony Browns Facebook page from a fellow bowler by the name of Mick congratulating Anthony's Sister on her award. It turns out that Mick's wife was a patient at the Westmead MS Clinic some 7 years ago and was nursed by Dr Burke. Whilst Mick and Anthony have apparently never met, they are Facebook friends through bowls and when Mick saw the brother/sister connection he commented that Anthony's sister "was such a lovely person and a great help to my wife in the early days of her MS diagnosis. A wonderful women who we will never forget." A nice story that reminded me as to how small a world it is but also a nice connection through bowls.

### **Future Women Rural Scholarship Program**

The NSW Government has launched a new round of the Future Women Rural Scholarship Program to help women living in regional, rural and remote NSW achieve their goals. Partnering with Future Women, an organisation delivering virtual events, leadership training and a curated digital network to its members, the NSW Government launched the Program which includes 24 scholarships valued at over \$6,000 each. These scholarships are available to women from regional, rural and remote parts of the State to develop their leadership skills by equipping future female leaders with the tools and knowledge they need to accelerate their road to success. Applicants can be as diverse as a small business owner, a farmer or a healthcare worker, and every role in between.

Successful recipients will receive a place in the Future Women Platinum+ Program worth \$6,000, where they will take part in networking, mentoring and digital learning opportunities. Recipients will also be invited to attend the Future Women Leadership Summit on 6 and 7 March 2023 to celebrate International Women's Day.

Applications are open until 16 February for all women living in regional, rural and remote NSW aged 18-39 years old. To apply or to nominate someone you know, visit:

<https://futurewomen.com/rural-womens-scholarship/>

### **Back to School**

The NSW Government is helping families pay for school supplies with the Premiers "Back to School Vouchers." Parents, guardians, carers or students can apply for three (3) x \$50 vouchers, totalling \$150 for each eligible primary, secondary or home-schooled student. The vouchers can be spent on the cost of school uniforms, shoes, bags, technology, textbooks and other eligible expenses. The vouchers can be redeemed at registered businesses/schools here in Bourke until 30 June 2023.

Full details are available at: <https://www.service.nsw.gov.au/back-to-school-vouchers>

**Quote: "I'm a success today because I had a friend who believed in me and I didn't have the heart to let them down."** — Abraham Lincoln

### **16 February 2023**

#### **Village Tours**

Come the publishing of this Column, Councillors and Staff will have visited Louth and Wanaaring as part of the annual Community Consultation Meetings/Village Tours Program as organised by Council. Today we are in Enngonia and Fords Bridge with the Program rounding up next Thursday, 23 February 2023, with a visit to Byrock and then later that day, the consultation meeting for Bourke township being held at the Back O' Bourke Conference Centre, commencing at 5.30pm. These consultation meetings and tours are a great opportunity for Councils elected representatives, Council staff and the community to come together to discuss matters relating to the various villages of Bourke Shire with the community able to provide input into the development of Councils 2023/2024 Operational Plan (ie Councils budget).



Council also takes the opportunity to provide those in attendance with an overview and update in respect of Councils current and future works schedules. I have always found these visits and meetings to be of great value and I know that Councillors who were able to attend also find them of significant value. I thank those Councillors who are able to attend for their time and also thank residents who come out and contribute towards the ongoing development of their respective villages.

At the Wanaaring Village Meeting, residents were naturally keen to hear of the construction timeframes for the further sealing of Wanaaring Road, following the recent announcement by the Minister for Regional Transport and Roads, The Hon Sam Faraway MLC of funding of a further \$5m for roadworks on this important roadway.

As I mentioned in a previous Column, the NSW Government has allocated \$500m to support all 128 councils across NSW to undertake urgent repairs to the road network across NSW which has been significantly impacted by severe flooding, storm damage and persistent wet weather events during 2022. This funding, as part of the Regional and Local Roads Repair Program (RLRRP), seeks to assist councils in addressing priority repairs and also deliver safer and improved journeys for communities and industry. Councils plans in respect of the expenditure of its allocation of \$4,476,112 under this program has also been discussed at village meetings, noting that for Bourke Shire, the total Road Network is 2455 km's in length, comprising a Local Road Network of 1883 km's and a 572 km Regional Road Network.

### **Macquarie Homestay**

In January 2022, Council wrote a letter of support, on behalf of the Bourke Shire, as the Macquarie Homestay in Dubbo sought funding from the Federal Government under the Building Better Regions Fund that, if successful, would result in the construction of additional accommodation units at the very popular Homestay Facility. Unfortunately, as it turned out, with the change in Government at the Federal Level, the decision was made to abandon the Better Regions Fund, the only fund under which Homestay could be funded.

With Dubbo being the medical hub for the western area, patients are generally referred to Dubbo for specialist medical treatment, including to the recently opened Western Cancer Centre. In attending Dubbo for such services, patients require appropriate short-term accommodation. Opened in January 2019 with 17 units, Macquarie Homestay provides a culturally appropriate, safe and welcoming place for all people in the central west, north western and western NSW districts who travel on average 300-400kms to seek treatment. Treatments can include oncology, maternity, emergency, paediatric, orthopaedic, ENT, dialysis, gynaecology, urology, day surgery, tests and scans, specialist appointments, surgery, general admission to hospital, ICU, palliative, rehab, family support and so on. Residents of the Bourke Shire are regular, and grateful, users of the accommodation facility. Macquarie Homestay, however, is a victim of its own success, operating at an occupancy rate of 100% for over half of every month. In many months an occupancy rate in excess of 98% is experienced; On average, the facility turns away more than 3 bookings a day. It needs more units to be constructed.

With the removal of the Federal Government's Building Better Regions Fund last year, the required expansion was very much in jeopardy. I was delighted to read that the NSW Government will now contribute the \$2.5 million in required funding to make the expansion a reality. This will obviously be of great benefit to residents of the Bourke Shire as they attend Dubbo to access

medical treatment. The \$2.5m in funding will allow Home Stay to build 26 new rooms and will largely accommodate cancer patients, freeing up the current rooms for patients and families with other medical needs. This is an excellent result for residents of Western NSW and I know that many people have worked very hard to see this funding a reality. Without naming names, to all involved, Bourke Shire thanks you.

### **Wild Dog Fence**

As readers would know, the NSW Government has committed to extending the NSW Border Wild Dog Fence (commonly known as the dog fence) by up to 790 km. The commitment comes following a feasibility study (first published January 2019) that was commissioned by the Border Fence Maintenance Board and funded by Local Land Services. The study determined there would be considerable benefits to be had by extending the fence by up to 440 km in the east adjacent to Mungindi and up to 350 km in the south to just short of the Murray River. The existing dog fence is approximately 583 km in length and erected along parts of the NSW/Queensland border and NSW/South Australian border. When the NSW Cabinet came to Bourke in November 2019, the issue of ongoing wild dog attacks on livestock was one of the major issues of concern put forward by landowners to the Premier and her Ministerial Colleagues.

It's fair to say that with the impacts of COVID-19, drought and floods, coupled with unexpected finds during the assessment process and complex approvals requirements, the Wild Dog Fence project has been considerably delayed. Notwithstanding these unforeseen issues, the project has made substantial progress in a number of areas including the mapping of the proposed fence alignment; assessments for biodiversity and cultural heritage; procurement of a materials panel and construction panel, both of which involve businesses from Western and regional NSW, including a local Bourke business; engagement with local landholders and stakeholders, including the Aboriginal community and the construction of a 15 km priority pilot site.

Whilst the project team is working as hard and efficiently as possible to get the required approvals to allow construction to commence, I know that Fence Management are appreciative of landholders and stakeholders in the north of our Shire, and all those along the route of the fence for that matter, for their patience and understanding. Once constructed, the fence will be a major improvement to the viability of landowners in the area. Should you require further information regarding the NSW Wild Dog Fence Extension project, visit [www.lls.nsw.gov.au/wdf](http://www.lls.nsw.gov.au/wdf) or contact the project team on (02) 5852 1215 or [wilddogfence@scs.nsw.gov.au](mailto:wilddogfence@scs.nsw.gov.au).

### **Bus Trial**

One funding announcement that I didn't mention in last week's Column, following the recent visit to Bourke by the NSW Minister for Regional Transport and Roads, the Hon Sam Farraway MLC, relates to funding by the NSW Government of a 12-month pilot intracommunity bus service for Bourke, known as Wilba. The pilot service is a pre-booked transport service that will operate within an 8km radius of Bourke (which includes North Bourke), utilising a minibus operating from 8.00am till 7.30pm Monday to Friday and from 9.00am till 2.00pm on Saturdays. With a full adult fare of \$2.30 for a trip of up to 3km's and \$3.30 for a 4-8km trip, prices are most reasonable.

Wilba is an in between of a bus and a taxi. It is more flexible than a bus because it is on-demand,

and it is cheaper than a taxi because it is shared. Transport for NSW is rolling out the pilot and in doing so have engaged a private provider to supply and operate the minibus service which will commence on 27 February 2023. Further details will be available at [www.wilba.com.au](http://www.wilba.com.au)

This is an excellent initiative for Bourke, and like any service, I encourage the community to utilise it such that there is little option but for the Service to continue come the completion of the pilot and onwards.

**Quote: "I know it wasn't OK and I'm sincerely sorry for the hurt I caused"**- Tennis player Nick Kyrgios in a statement following pleading guilty to assaulting his former girlfriend having pushed her with sufficient force so that she fell down. Whilst the court dismissed the charges without conviction, no, it is never ok.

## 23 February 2023

### February Council Meeting

The initial Council Meeting for 2023 for Bourke Shire Council will be held on Monday 27 February 2023 commencing at 9.15am in the Council Chambers, Mitchell St, Bourke. No meeting was held by Council in January 2023 due to the holiday period. Whilst the meetings are livestreamed via a link on Councils website ([www.bourke.nsw.gov.au](http://www.bourke.nsw.gov.au)), members of the public are more than welcome to attend.

Council meetings in Bourke are rather placid meetings when compared to inappropriate behaviour at a recent meeting at a Victorian Council. At this Council, the Mayor was forced to shut down the fiery gathering citing "safety concerns" after a number of outbursts from members of the public. Apparently Police were called to assist with the crowd of some 100 agitators, who didn't follow the rules as set down for Council meetings!

### Sale of Land For Unpaid Rates

As of 30 June 2022, the percentage of rates and charges outstanding for Bourke Shire was 14.74%. Whilst down from 16.93% and 16.72% in 2019/2020 and 2020/2021 respectively, it is imperative that Council seeks to collect these funds to assist in the liquidity of Councils operations.

In this regard, Section 713 of the Local Government Act 1993 provides Council with the authority to sell privately owned land to recover unpaid rates and charges. To this end, Council may sell any land (including vacant land) on which any rate or charge has remained unpaid for more than five (5) years from the date on which it became payable. In addition, Council can sell any vacant land on which any rate or charge has remained unpaid for more than one (1) year from the date on which it became payable if Council obtains a valuation of the land from the Valuer-General, the total amount of unpaid rates or charges on the land exceeds the valuation and the land is sold within six (6) months of the date of the valuation. The sale of any land to recover unpaid rates and charges that have been outstanding for the legislated periods of time is regarded as a last resort enforcement measure to be undertaken only after other Council debt management processes have failed.

Accordingly, a comprehensive report in respect of the sale of 47 parcels of land across the Shire was considered and determined by Council at its October 2022 meeting with Council resolving to proceed with the sale of the properties. Arrangements have now been made such that the

properties will be offered for sale by Public Auction on 17th March 2023 at 11am at Bourke Bowling Club, 44 Mitchell St, Bourke.

Notification to those persons who are known to Council to have an interest in the land is an essential component in the sale process and whilst letters have been sent to known owners and information has been advertised in the Western Herald, I draw readers attention to the Noticeboard on Councils homepage of its website ([www.bourke.nsw.gov.au](http://www.bourke.nsw.gov.au)) for a list of properties to be sold.

### **Tourism Marketing Campaign**

Since its proclamation in July 2018, the Far North West Joint Organisation (FNWJO), comprising the Councils of Bourke, Cobar and Walgett, has been working hard to improve the quality of life for its various resident's base. For instance, the provision of funding by the NSW Government has allowed the JO to successfully return air services to the region and in doing so, has substantially improved accessibility to each of the member Councils areas. The Joint Organisation has more recently been successful in obtaining further funding from the NSW Government to undertake tourist related projects with a view to increasing the number of tourists visiting the region.

Following on from the previous development by the JO of the Far North West Tourism Marketing Strategy, the JO is now in the market seeking consultants to implement a Tourism Marketing Campaign aimed at increasing both visitation numbers to the far north west region and also improving the visitor experience once people arrive in the region.

A major component of the Marketing Campaign will be the development and marketing to visitors of a unique historic hotel touring experience across the region. The various wayside hotels peppered across the Far North West Region tell the story of the great Australian "Watering Hole" with the yet to be developed tour seeking to acquaint visitors with rich and vibrant stories that go behind the region's legends, history, heritage and culture that built the far north west.

In inviting tenders, the JO is seeking submissions for the development of content, marketing initiatives and finally, the installation of signage infrastructure along the touring route. In this regard, the intent is that this signage will enable visitors to have their own 'personalised tour' by accessing QR codes on their iPhone such that they have access to directions, information and a video documenting each story.

With potentially its own website, social media accounts, promotion at the Sydney Royal Easter Show, celebrity involvement, influencers and a potential annual historic hotel event, the vision is to drive more overnight visitation to the region by not only "Baby Boomers" and "Grey Nomads" but also by the younger generation who are also taking the opportunity to travel domestically in greater numbers.

Tenders close at midday on Tuesday 7 March 2023 and I am excited at the prospect of reviewing the outcomes of the tenders and further the engagement of a contractor to bring this project to fruition.

**Live Traffic**

Motorists will soon have access to more real-time traffic information data at their fingertips with the NSW Government adding more local roads to the Live Traffic NSW website. 32 more councils have been trained to use the real-time road information platform to deliver more accurate information to motorists. Bourke Shire Council is one of those Councils.

The Government has fast-tracked the onboarding of councils who have been severely impacted by the flooding events of late last year meaning that councils like Bourke are able to upload road closure and incident information to Live Traffic NSW ([www.livetraffic.com](http://www.livetraffic.com)) in real time. This information also feeds data into third party apps like Google Maps, Waze and Tom Tom.

This is a great outcome for the travelling public, especially during times of emergencies. For instance, when major flooding affected so many of the state's roads late last year, sessions on Live Traffic NSW increased up to 10-fold. Likewise, in Bourke during times of wet weather, and certainly during extended periods of flooding, traffic on Councils website and the number of phone enquiries to Councils Customer Services, both increase dramatically.

Obviously, it is imperative that the most timely and accurate data is available for all of our roads in the one place. With the length of the road network in the Shire, Council is most appreciative for the assistance of landholders in providing regular information to Council as to the situation regarding roads adjacent to their properties to input into decisions regarding road closures.

**Keep Mozzies Away**

I take the opportunity to remind the community to continue to protect themselves from mosquito-borne diseases during our continuing warmer periods. A number of mosquito-borne diseases have been identified in NSW, most recently Japanese encephalitis (JEV), with Bourke being an area of high concern. For Bourke residents, a free Japanese encephalitis virus vaccination is available for people aged 2 months or older for those who regularly spend time outdoors placing them at risk of mosquito bites, or are experiencing homelessness, or are living in conditions with limited mosquito protection (e.g. tents, caravans, dwellings with no insect screens), re are engaging in outdoor flood recovery (clean-up) efforts, including repeated professional or volunteer deployments.

If you meet the above criteria and you are interested in pursuing a vaccine shot, make an appointment with your GP, pharmacist or the Aboriginal Medical Service. It is suggested that you let them know it is for the Japanese encephalitis vaccine as they may require a few days' notice to order the vaccine.

NSW Health is pushing the point that it's important to take extra steps to protect you and your family by keeping mosquitoes away. In doing so, they are using the slogan "spray up, cover up, clean up and screen up." In other words, apply mosquito repellent evenly to all areas of exposed skin; wear loose, long-sleeved, light-coloured clothing and covered footwear and socks when outdoors; clean up your backyard and remove all water-holding containers, including buckets, tyres, toys etc, and store them in a dry place; and install fly screens on windows, doors, vents and chimneys.

**Quote: “We cannot have a situation in NSW where families are broken and people are putting their life savings down poker machines.”** Premier Dominic Perrottet reflecting on the usage of the States near 90,000 poker machines.

**Recommendation**

**That the information in the General Manager’s Activity Report as presented to Council on Monday, 27 February 2023 be noted.**

**21.5 LIBRARY MANAGER'S ACTIVITY REPORT FOR DECEMBER 2022**

**File Number:** L4.1  
**Author:** Jodi Hatch, Library Manager  
**Authoriser:** Melanie Milgate, Manager Economic Development  
**Attachments:** Nil

**Current Situation**

The following items for the December 2021 – December 2022 period are presented for Council’s information.

Item	December 2021	December 2022
Loans	467	477
New Members	5	7
Internet/Word Processing	13	29
Wireless Tickets	4	7
Number of Visitors	321	497
Scans	19	10
Information Requests	53	39
Technical Assistance / Printing	80	29
Faxes/ Laminating	2	0

- December 2022 was a busy month for Library staff as they prepared the Library for the installation of new carpet. The book collection was culled, and offices were given a clean out. Library staff also attended the Christmas Markets to sell culled and donated books. The Christmas ornaments decorating activity proved to be very popular with the children.
- Christmas Craft was attended by 7 children, and they all had a great time making Christmas stocking and ornaments.



- LEGO Club was also held during the month, with 7 children attending. The children built houses and decorated them with Christmas lights, and our LEGO trees were turned into glittering Christmas trees!





**Recommendation**

**That the information in the Library Manager’s Report for December 2022 as presented to Council on Monday, 27 February 2023 be noted.**



**21.6 LIBRARY MANAGER'S ACTIVITY REPORT FOR JANUARY 2023**

**File Number:** L4.1  
**Author:** Jodi Hatch, Library Manager  
**Authoriser:** Melanie Milgate, Manager Economic Development  
**Attachments:** Nil

**Current Situation**

The following items for the January 2022 – January 2023 period are presented for information.



Item	January 2022	January 2023
Loans	443	524
New Members	9	8
Internet/Word Processing	18	8
Wireless Tickets	3	6
Number of Visitors	282	326
Scans	11	10
Information Requests	62	37
Technical Assistance / Printing	35	25
Faxes/ Laminating	2	0

- January 2023 saw new carpet installed in the public areas and office sections of the Library. This was a big job, with all the books and furniture needing to be moved and then put back once the carpet was installed. Staff and customers are very happy with the new carpet, with many positive comments received from our customers. Library staff would like to thank those from the Back O’ Bourke Centre and the outdoor staff who assisted with the moving and putting the Library back together. Their help was very much appreciated.



**Recommendation**  
 That the information in the Library Manager’s Report for January 2023 as presented to Council on Monday, 27 February 2023 be noted.

**21.7 TOURISM AND EVENTS REPORT**

**File Number:** T4.3  
**Author:** Ben Nott, Coordinator Tourism Operations  
**Authoriser:** Melanie Milgate, Manager Economic Development  
**Attachments:** 1. **BOBEC Statistics December 2022** [↓](#)   
2. **BOBEC Statistics January 2023** [↓](#) 

**Background**

The Bourke Shire Councils Tourism and Events report provides Council with an updated status report for December 2022 and January 2023, relating to its tourism team's activities through visual data including graphs and statistics to allow for the measurement of the team's progress and performance.

**Current Situation**Christmas Light Competition

The 2022 'Back O' Bourke Light Up the Night Competition' winners were announced on Outback Radio 2WEB on 19 December 2022, as follows:-

Creative and Festive Display Winners – Jodie Sontang and Frank Hollman – Green Street.  
Best Modern Light Display Winners – The Harrod Family – Anson Street.  
North Bourke and Rural Displays Winner – Bevan Williams.  
Christmas Spirit Display Winner – Sandra Kelly – Mitchell Street.  
Judges Choice Winners – Tony and Jenny Norman – Darling Street.

A very big thank you to all of our community for their support the 'Back O' Bourke Light Up the Night Competition'. Thanks also go to the judges for giving their time in the lead up to the announcement.

Australia Day

Bourke Shire Council once again held a successful Australia Day Awards and Citizenship Ceremony at Bourke Memorial Swimming Pool on 26 January 2023.



Congratulations to all our Australia Day winners and to those who were nominated.

Bourke Shire Councils 2023 Australia Day Ambassador was Ms. Robina Beard OAM. The Mayor, Council Management Team and community members welcome Ms. Beard, and her son Tim, to Bourke the evening before the ceremony at the Ambassadors Welcome Dinner.

Robina is known for her role of 'Madge' the Manicurist, in the long running advertising campaign for Palmolive Detergent TV commercials in the late 60's. Robina was presented with an OAM for her service to the Arts in 2011 and has received an Australian Dance Award for Lifetime Achievement.



Ms. Beard and her son thoroughly enjoyed their two day stay in the Bourke Community. Ms Beard thanked Bourke Shire Council recently in an email telling the team that she loved the trip to Bourke, mostly the people she met, and looked out on the big day – “smiling, interested, extremely hot people gathered together for a special occasion to ‘get together’. Everyone I spoke to was so friendly and interesting, and welcoming.”

Council invited members of the community and visitors to a free entry event at the Bourke War Memorial Swimming Pool on the day. The Rotary Club of Bourke provided a free breakfast at 8am.

Australia Day Awards and Citizenship Ceremony

The 2023 Australia Day Award recipients were as follows:

- Bourke Shire Village Community Service Award - TONY MALLON (Enngonia)
- Emergency Service Volunteer of the Year - KAREN KEUNING (SES)
- Young Sportsperson of the Year - THOMAS BOWDEN
- Sportspersons of the Year - BOURKE LADIES BOWLS TEAM
- Young Citizen of the Year - KOBIE LOLLBACK
- Bourke Citizen of the Year - JOHN MILGATE



Council and the Bourke community also welcomed our newest Australian Citizens Arun Kumar Sharma and Jiya Sharma, thank you for allowing us all to be part of your special ceremony.

Congratulations to all our Australia Day winners and to those who were nominated.

Back O' Bourke Information and Exhibition Centre

- BOBEC continued operations 7 days per week in December 2022 in both the Café and Exhibition Centre up to 23 December 2022 when hours were reduced and periodic closures due to Public Holidays. BOBEC reopened full operations on 14 January 2023 after the holiday break with reduced hours on the weekends;
- Vend turnover in December 2022 (\$26,946.50) compared to November 2022 (\$31,413.60) was down by 14% but up on the same period in 2021. Vend turnover in January 2023 (\$23,618.46) was marginally down compared to December 2022;
- Visitor numbers for December 2022 (586) compared to November 2022 (710) were down by 17.5%. Visitor numbers for January 2023 (609) were marginally increased when compared to December 2022;
- Email enquiries for December 2022 (259) compared to November 2022 (410) were down by 39%. Email enquiries for January 2023 (372) compared to December 2022 were up by 43.0%;
- Incoming calls for December 2022 (325) compared to November 2022 (535) were down by 39%. Incoming calls for January 2023 (340) were marginally up on December 2022.
- There were no Website enquiries in December 2022 or January 2023 due to the changeover period with the new web site – going live 14 February 2023;
- The PV Jandra remains moored and is having maintenance performed in readiness for the 2023 season;
- 61 Exhibition Centre tickets were sold in December 2022 compared to 59 tickets sold in November 2022. There were 81 tickets to the Exhibition Centre sold in January 2023, an increase of 33% when compared to December 2022;
- There were no tickets sold to Mt Oxley in December 2022 and January 2023 due to flood waters and owners poor health;
- Café turn over in December 2022 was \$18,103.00 compared to \$21,472.50 in November 2022. Café Turnover in January 2023 was \$17,313.00, marginally down when compared to December 2022 but up by 156% when compared to January 2022.
- December 2022 was slower than normal. However, the Café and Christmas buying saw the Centre turn over up 30% when compared to the same period in 2021.

Maintenance on the Crossley Engine commenced in December 2022 and will continue in 2023. Don Burns will be returning to commence work on the second engine in preparation for its 100 year anniversary in 2023.

The Back O' Bourke Information Centre garden staff were kept busy in December 2022 watering, spraying and mulching gardens. In January 2023, keeping the gardens watered and weed free were the priorities with maintenance completed to the irrigation system.

The Café and Information Centre had another good month thanks to the support of local people, especially on weekends. Thanks to staff for their hard work around the Centre.

The Centre had five (5) function bookings during December 2022, being the Festive Season, and as such most were associated with Christmas parties. There were no tour groups during December 2022. There were no functions or tour groups booked for January 2023.

Financial Year to date turnover up to end of December 2022 was \$366,299.58, an increase of 168% when compared to December 2021. Financial Year to date turnover for January 2023 was \$389,918.04, an increase of 156% when compared to January 2022.

**Visitor Numbers to the Back O’ Bourke Tourist and Information Centre**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
<b>Jan</b>	448	560	325	326	302	348	386	782	1109	816	603	609
<b>Feb</b>	157	397	271	373	391	220	282	1043	386	630	725	
<b>Mar</b>	570	1500	1051	1342	1612	1245	1274	1021	412	1389	1100	
<b>April</b>	2144	3103	3146	3849	3118	3114	4024	3166	0	2387	2323	
<b>May</b>	2891	3758	3988	4602	4073	3983	4770	3693	0	2564	2016	
<b>June</b>	3216	4492	4275	5437	5199	4754	5634	4490	993	2366	2227	
<b>July</b>	4643	5173	6241	6002	5941	5982	7614	6834	2570	1068	2998	
<b>Aug</b>	4162	4410	4793	5078	4951	5051	5548	4052	1898	255	2557	
<b>Sep</b>	5074	4275	4764	4489	4532	4246	4676	3601	3325	0	2203	
<b>Oct</b>	3967	2383	2486	2370	2475	2463	3574	2222	5246	409	1094	
<b>Nov</b>	930	789	671	610	1031	876	1014	1220	1989	866	710	
<b>Dec</b>	347	207	242	272	281	255	630	860	1194	897	586	
<b>Total</b>	<b>27649</b>	<b>31044</b>	<b>32253</b>	<b>34750</b>	<b>33906</b>	<b>32537</b>	<b>39454</b>	<b>32984</b>	<b>19122</b>	<b>13647</b>	<b>19142</b>	

**Financial Implications**

There are no financial implications.

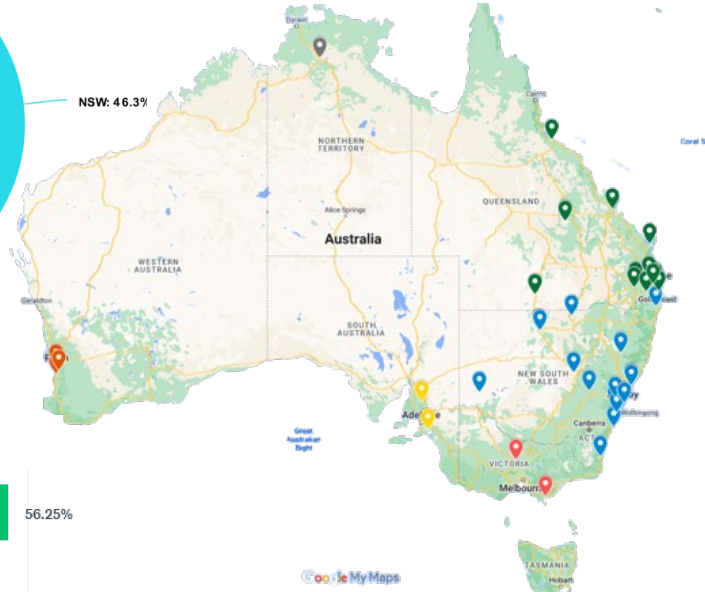
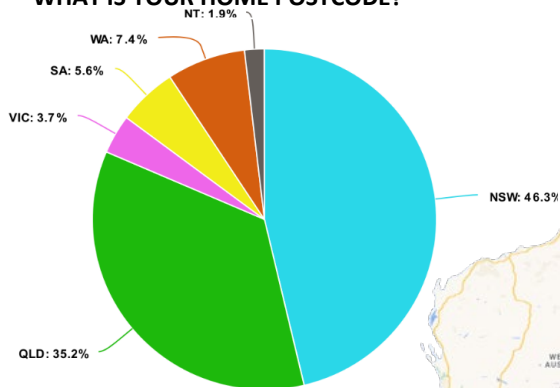
**Recommendation**

**That the information in the Tourism and Events Managers Report for December 2022 as presented to Council on Monday, 27 February 2023 be noted.**

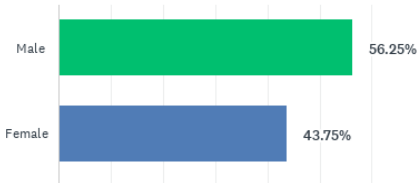


## DECEMBER STATISTICS 2022

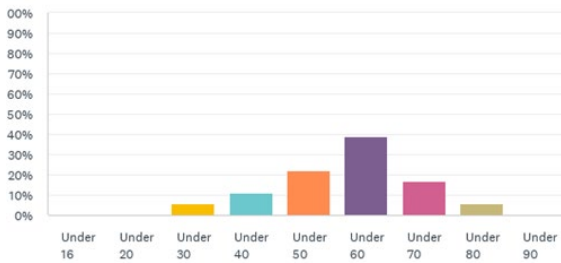
### WHAT IS YOUR HOME POSTCODE?



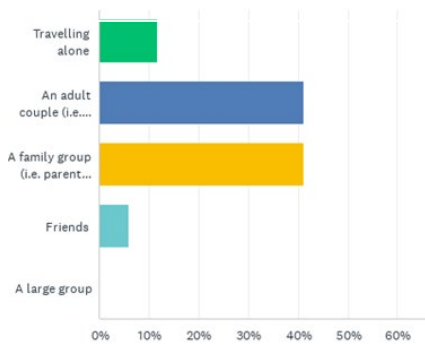
### ARE YOU MALE OR FEMALE?



### WHAT IS YOUR AGE?



### HOW WOULD YOU DESCRIBE YOUR IMMEDIATE TRAVEL PARTY?

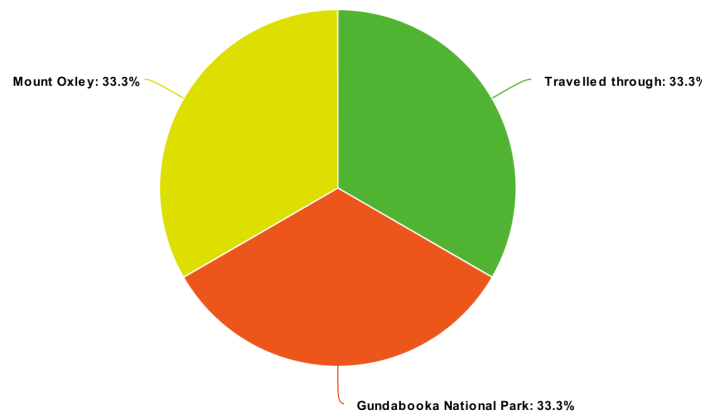
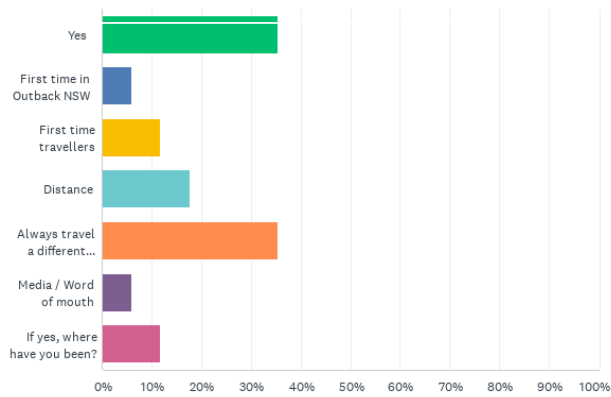


### HOW LONG ARE YOU STAYING FOR?



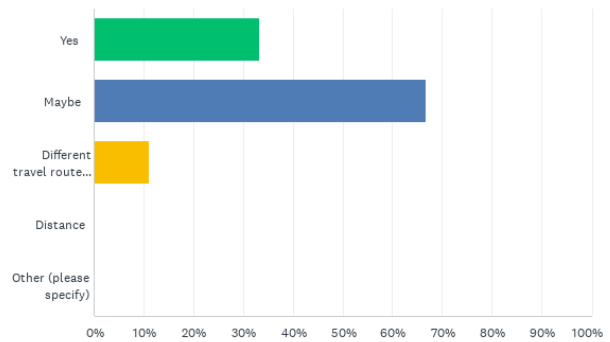
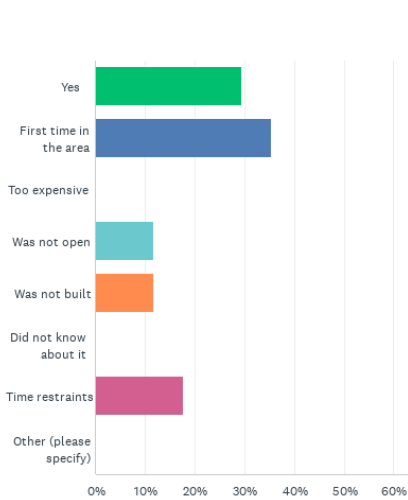
## DECEMBER STATISTICS 2022

### HAVE YOU BEEN TO BOURKE BEFORE?



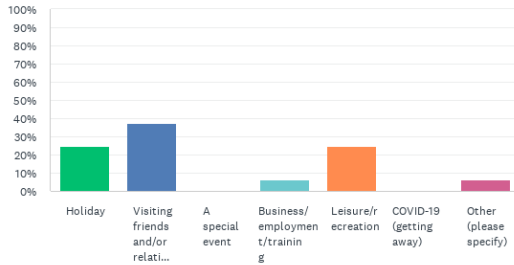
### WILL YOU BE RETURNING TO BOURKE?

#### HAVE YOU BEEN THROUGH BACK O BOURKE CENTRE?

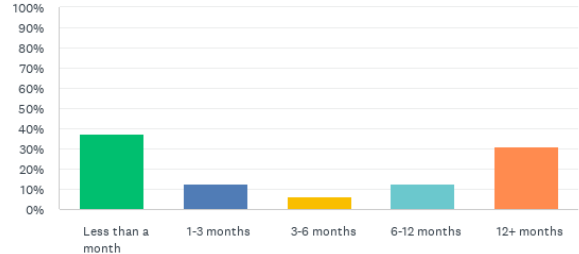


## DECEMBER STATISTICS 2022

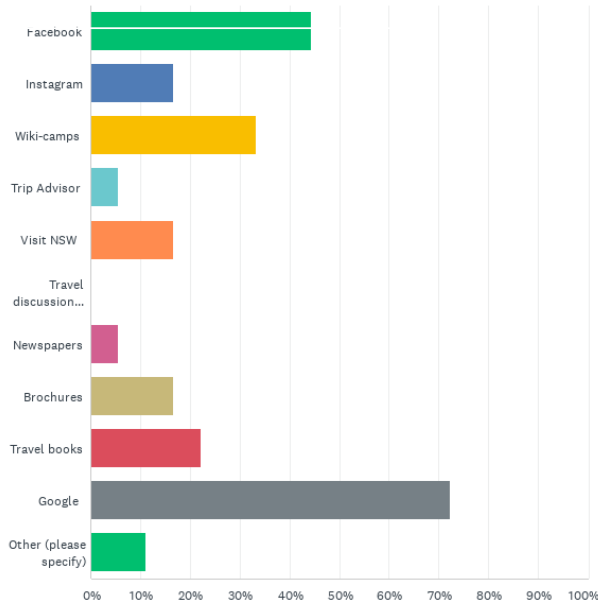
### WHAT IS THE PURPOSE OF YOUR TRIP?



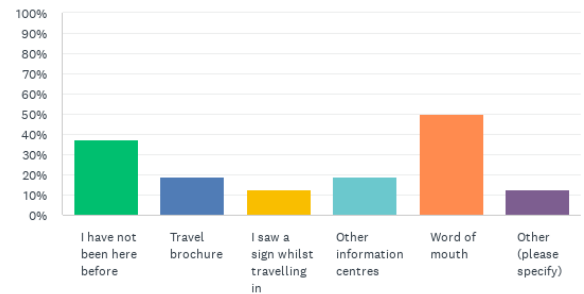
### HOW LONG AGO DID YOU PLAN FOR THIS TRIP?



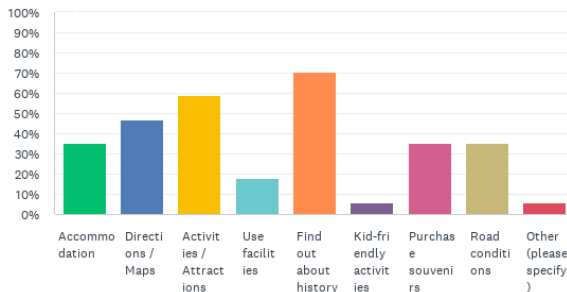
### WHAT FORMS OF MEDIA DO YOU USE TO FIND INFORMATION?



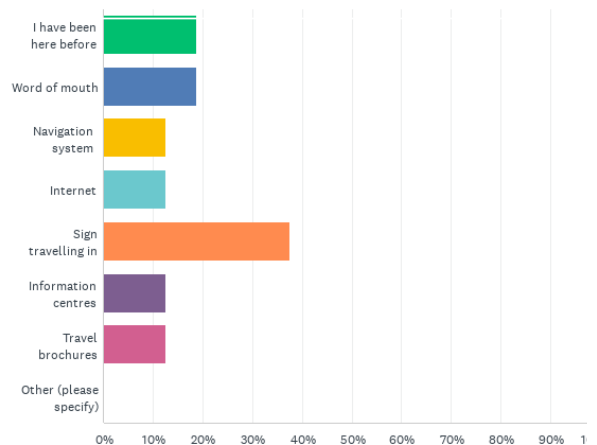
### WHAT DETERMINES YOUR DECISION AS TO WHERE TO GO?



### WHAT INFORMATION ARE YOU LOOKING FOR AT THE INFORMATION CENTRE?



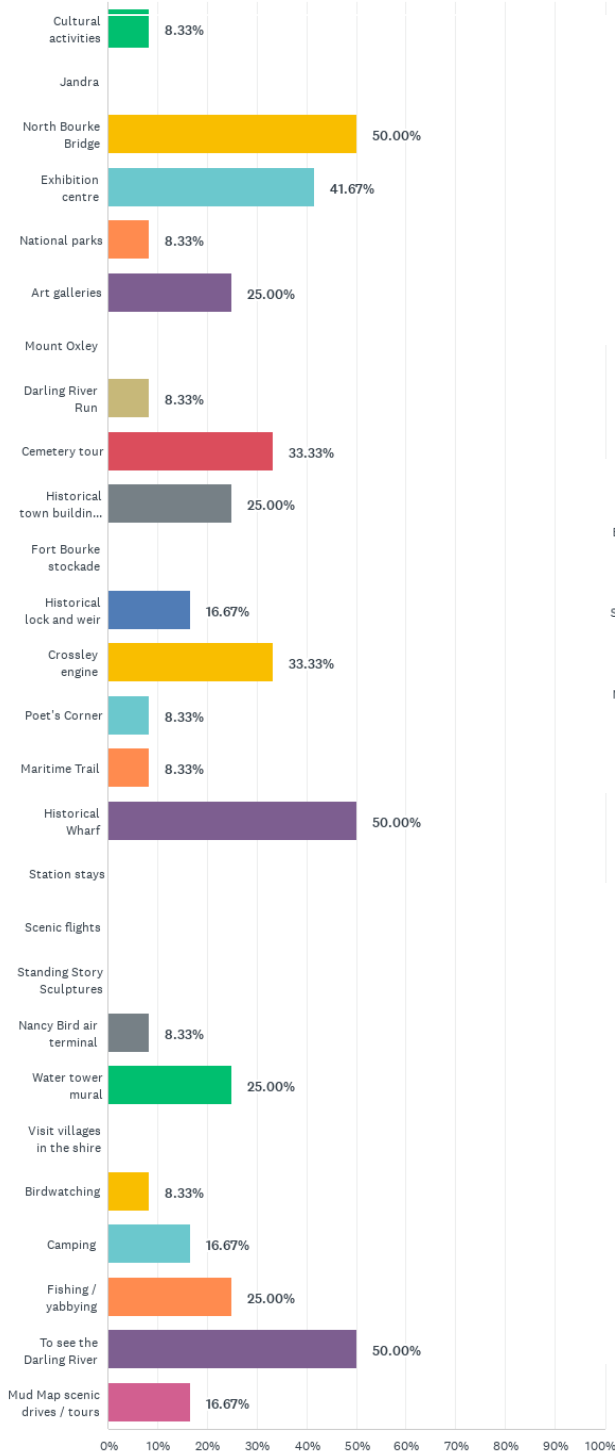
### HOW DID YOU FIND OUT ABOUT THIS INFORMATION CENTRE?



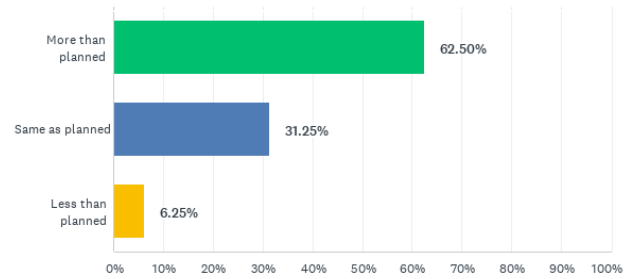


## DECEMBER STATISTICS 2022

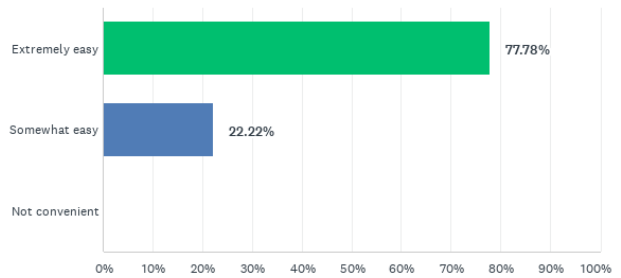
### WHAT ACTIVITIES HAVE YOU DONE OR PLAN TO DO DURING YOUR STAY?



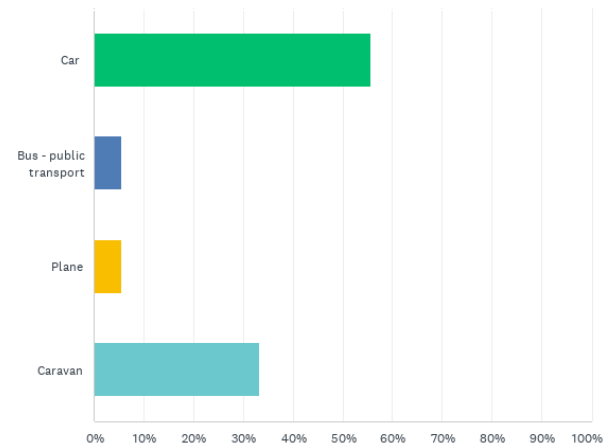
### HOW DO YOU THINK THE INFORMATION THAT YOU GAINED FROM THE CENTRE MIGHT INFLUENCE HOW LONG YOU STAY AND THE ACTIVITIES YOU DO?



### IN YOUR OPINION, HOW EASY WAS IT TO FIND OUR LOCATION?

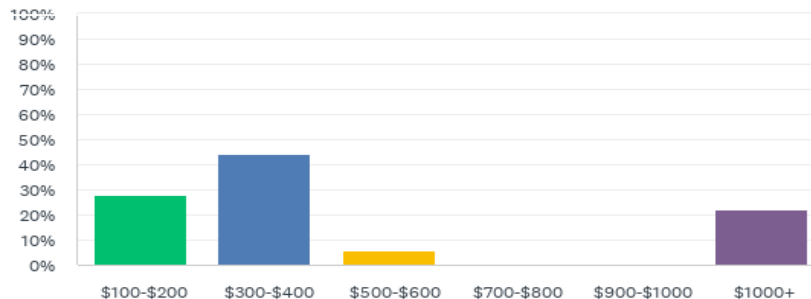


### HOW DID YOU TRAVEL TO BOURKE?

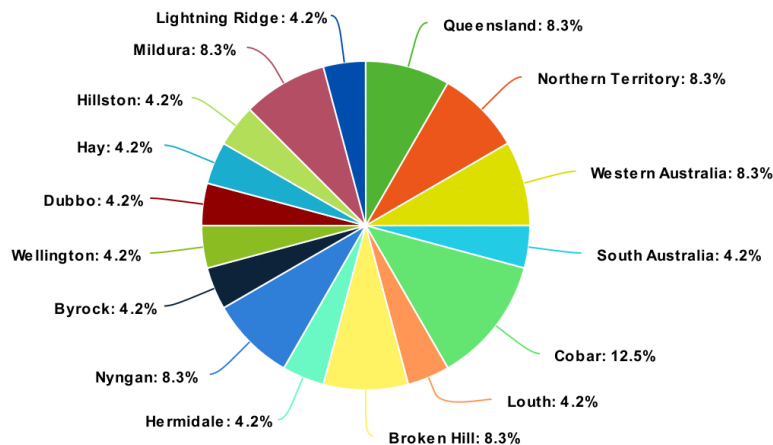


## DECEMBER STATISTICS 2022

**OVER THE ENTIRE STAY IN BOURKE, HOW MUCH IN TOTAL, INCLUDING ACCOMMODATION, DO YOU ESTIMATE YOU HAVE/WILL SPEND IN AUSTRALIAN DOLLARS?**



**WHAT TOWNS HAVE YOU VISITED, OR ARE YOU PLANNING TO VISIT ON THIS TRIP?**



**PLEASE LET US KNOW ABOUT ANY FEEDBACK YOU MAY HAVE REGARDING YOUR STAY**

- "A+ service from Hannah!"
- "The Back O Bourke Centre was really interesting for us as adults and interactive enough to keep our little ones on their toes"
- "Love outback experience – should have more regional flights from Sydney at affordable prices to bring the outback closer to Sydney"
- "We love your town. Thank you"
- "Accommodation at riverside – uncomfortable"
- "Lovely place – very green – lots of history – enjoyable"
- "The outdoor eating area is beautiful and inviting, however the front area is not as inviting and it is hard to tell that the centre is open if you are a tourist. The front entry info centre is covered in cobwebs and really needs to be kept fresh and welcoming. The cage staff and reception staff were friendly and professional. Perhaps put some identification signs/plaques around trees and shrubs for interested people to read, also some pictures of

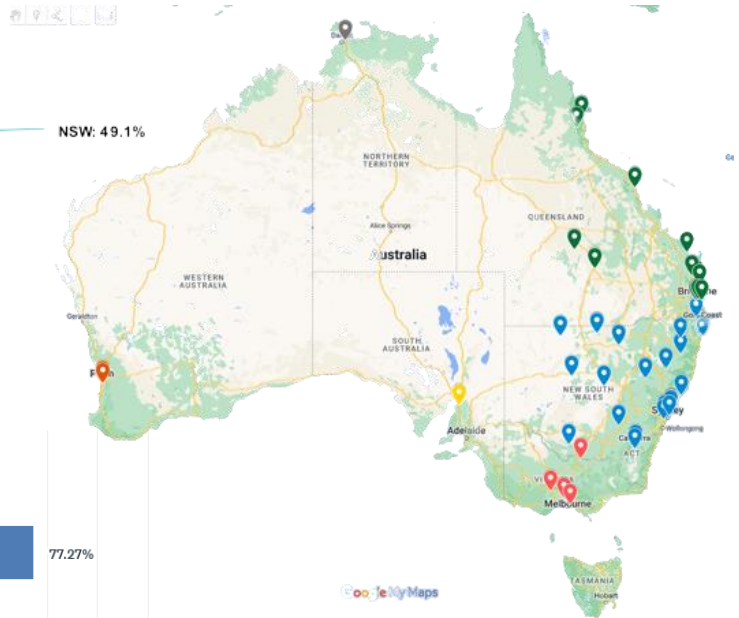
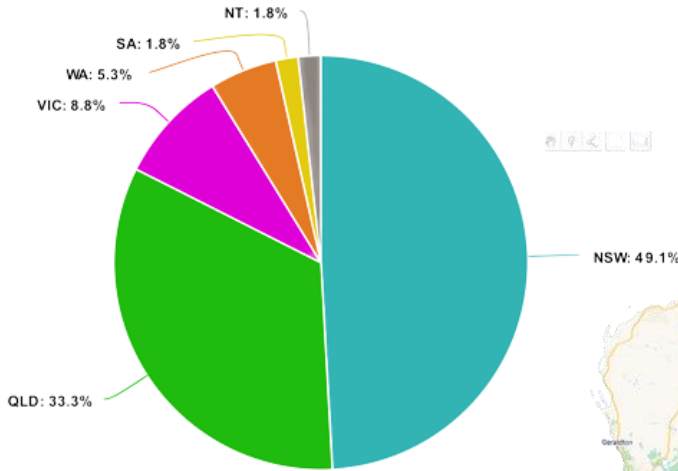
## DECEMBER STATISTICS 2022

the river located around the outside dining area or perhaps projecting the river onto a wall or huge outdoor screen”

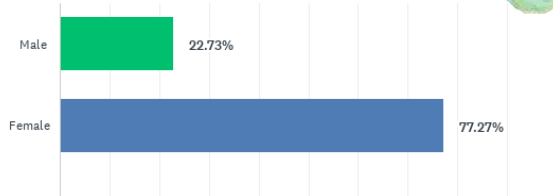
- “sounds like a lot of things to do but we have arrived at wrong time as flood waters go down around town”

# JANUARY STATISTICS 2023

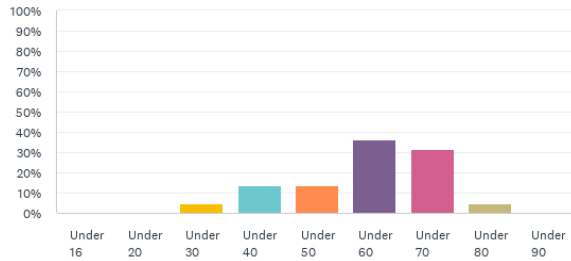
## WHAT IS YOUR HOME POSTCODE?



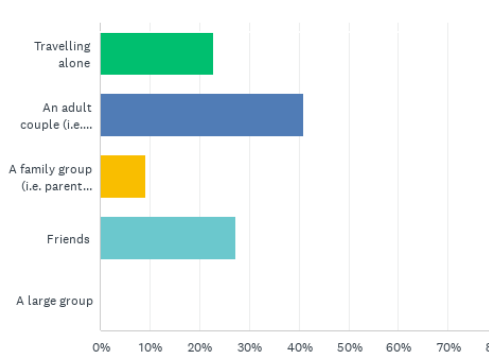
## ARE YOU MALE OR FEMALE?



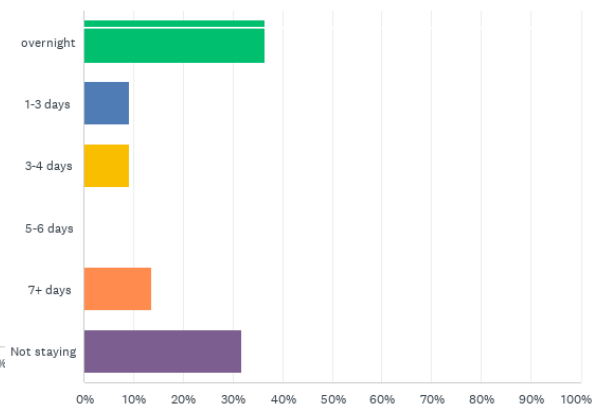
## WHAT IS YOUR AGE?



## HOW WOULD YOU DESCRIBE YOUR IMMEDIATE TRAVEL PARTY?

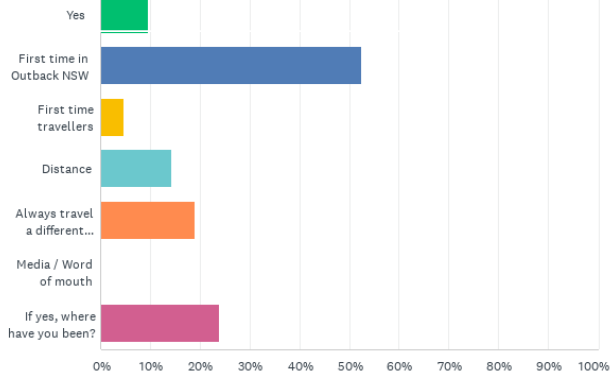


## HOW LONG ARE YOU STAYING FOR?

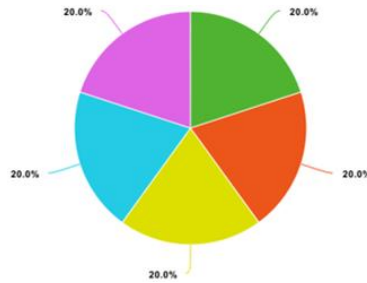


## JANUARY STATISTICS 2023

### HAVE YOU BEEN TO BOURKE BEFORE?

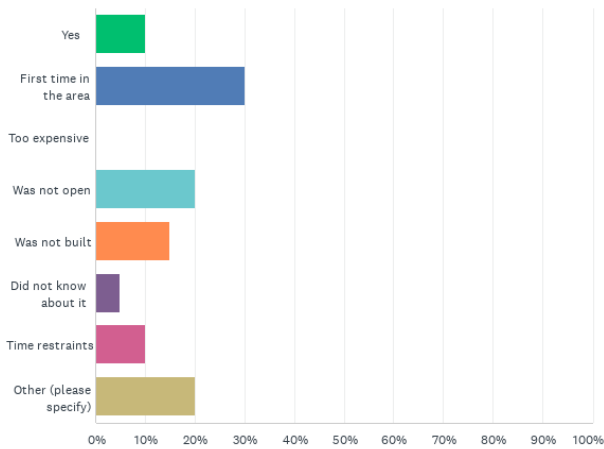


### IF YES, WHERE HAVE YOU BEEN

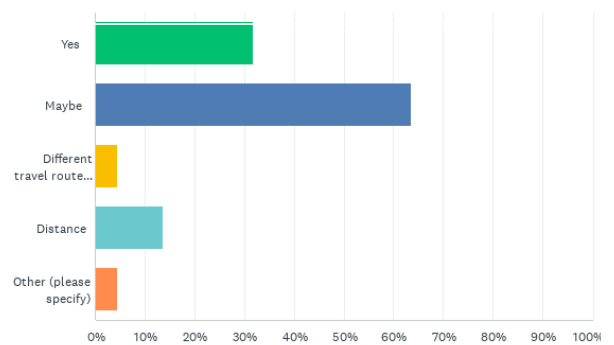


- 45 years ago pig shooting, revisiting with a friend from the UK
- travelled through
- towns and farms
- born and raised in Wanaaring district
- stopped overnight at truck stop as others were flooded

### HAVE YOU BEEN THROUGH BACK O BOURKE CENTRE?

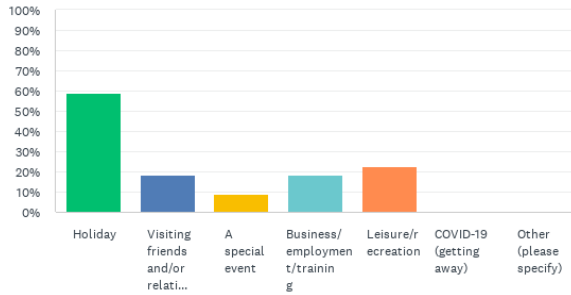


### WILL YOU BE RETURNING TO BOURKE?

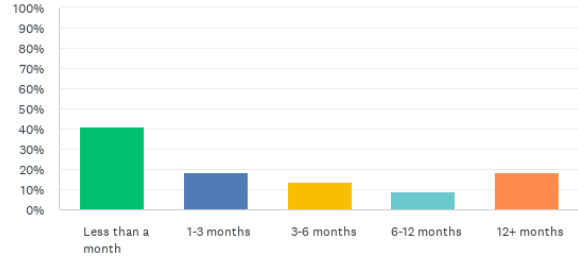


# JANUARY STATISTICS 2023

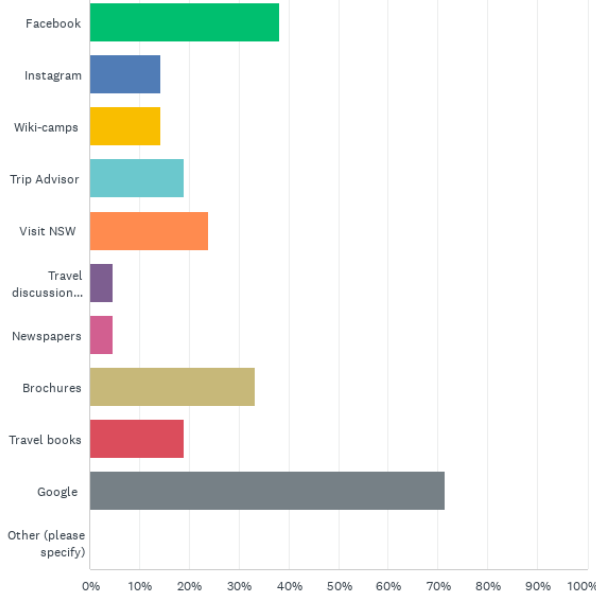
**WHAT IS THE PURPOSE OF YOUR TRIP?**



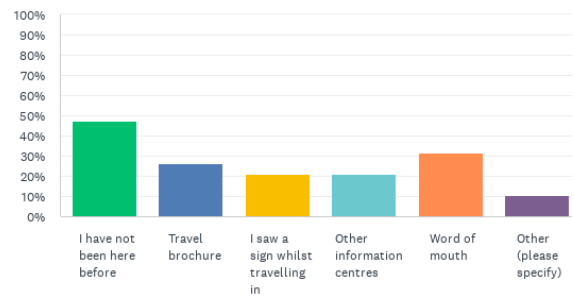
**HOW LONG AGO DID YOU PLAN FOR THIS TRIP?**



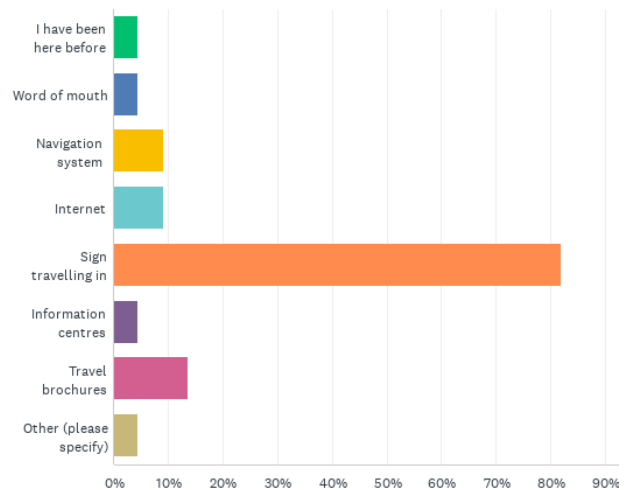
**WHAT FORMS OF MEDIA DO YOU USE TO FIND INFORMATION?**



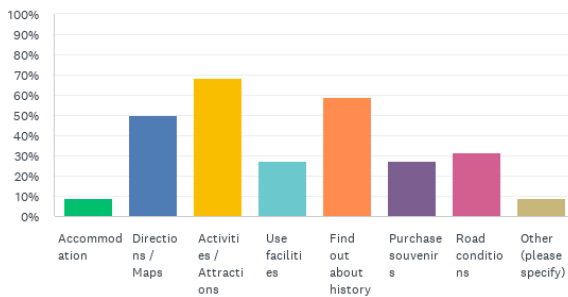
**WHAT DETERMINES YOUR DECISION AS TO WHERE TO GO?**



**HOW DID YOU FIND OUT ABOUT THIS INFORMATION CENTRE?**

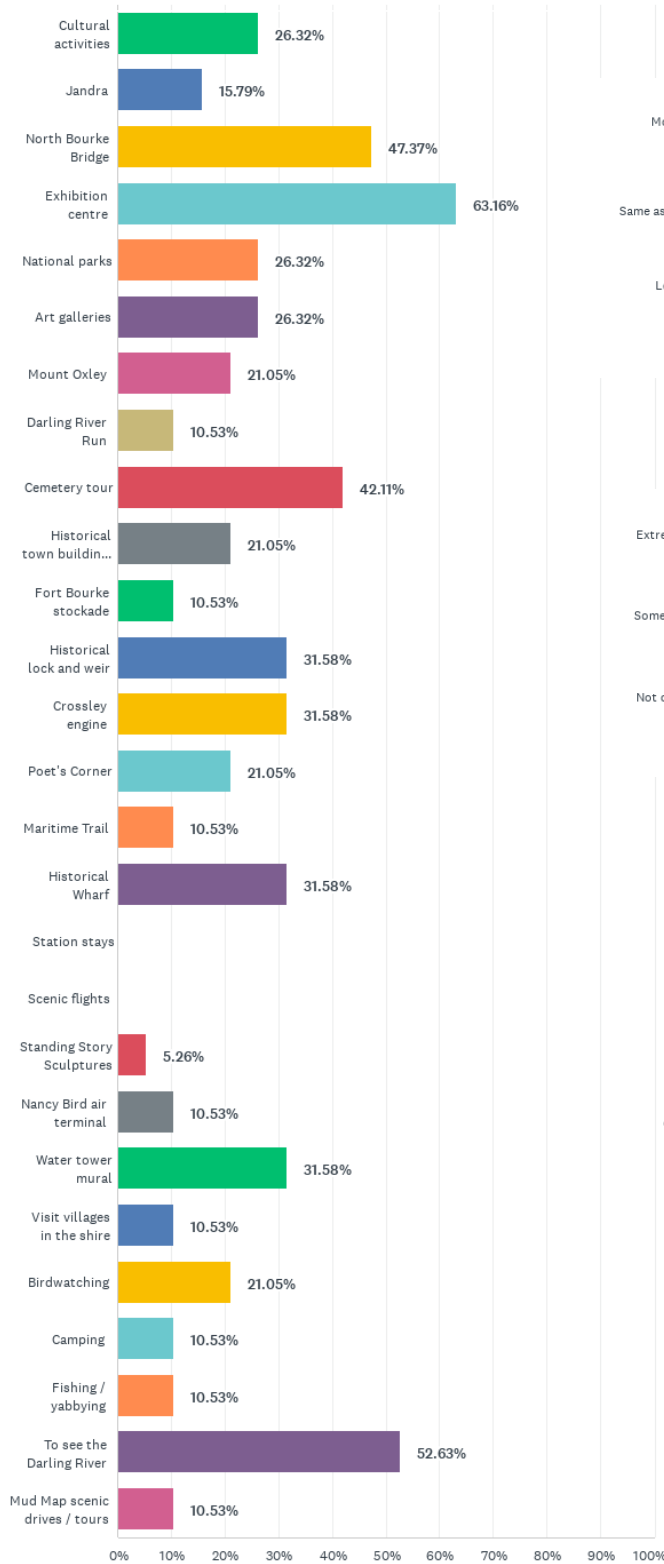


**WHAT INFORMATION ARE YOU LOOKING FOR AT THE INFORMATION CENTRE?**

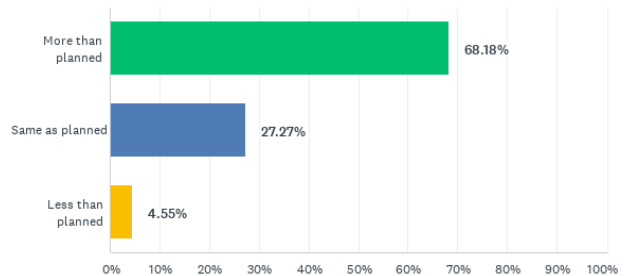


### JANUARY STATISTICS 2023

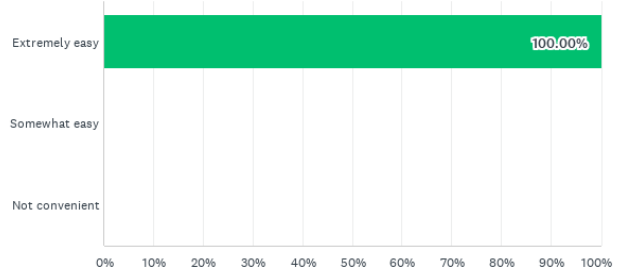
#### WHAT ACTIVITIES HAVE YOU DONE OR PLAN TO DO DURING YOUR STAY?



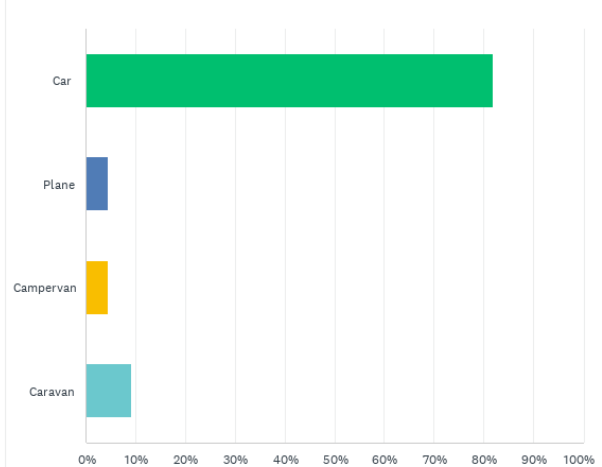
#### HOW DO YOU THINK THE INFORMATION THAT YOU GAINED FROM THE CENTRE MIGHT INFLUENCE HOW LONG YOU STAY AND THE ACTIVITIES YOU DO?



#### IN YOUR OPINION, HOW EASY WAS IT TO FIND OUR LOCATION?

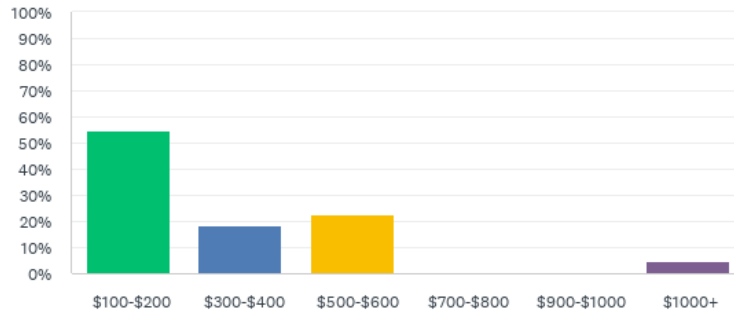


#### HOW DID YOU TRAVEL TO BOURKE?

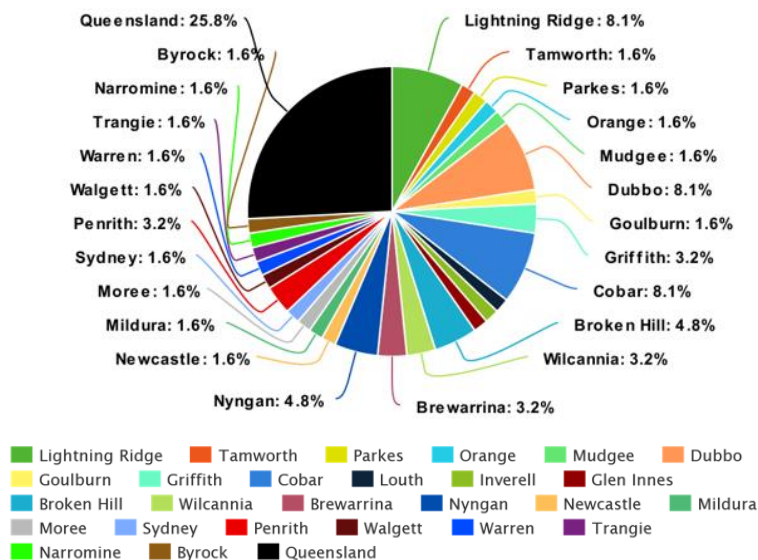


## JANUARY STATISTICS 2023

**OVER THE ENTIRE STAY IN BOURKE, HOW MUCH IN TOTAL, INCLUDING ACCOMMODATION, DO YOU ESTIMATE YOU HAVE/WILL SPEND IN AUSTRALIAN DOLLARS?**



**WHAT TOWNS HAVE YOU VISITED, OR ARE YOU PLANNING TO VISIT ON THIS TRIP?**



**PLEASE LET US KNOW ABOUT ANY FEEDBACK YOU MAY HAVE REGARDING YOUR STAY.**

- “Very impressed with staff and facilities, a place to sit in the café... very clean toilets, lovely gardens and signage very aussie”
- “The info centre and staff are amazing and very friendly. We will be back when we have more time to look around. This is on our wish list to visit when caravanning around Australia”
- “we stayed at the Bridge Inn and were so pleased we did as it was wonderful”
- “stayed at the Bourke Bridge Inn – fantastic – loved the info centre and staff too 😊”
- “great information centre – excellent staff”
- “Kidman’s Camp was great, quiet, green and well maintained. Pool was lovey!”
- “Great place. Keep up the good work. Extremely friendly staff”
- “not staying, however always wanted to visit “the back o Bourke” outback NSW 😊”
- “people at the info centre were amazing they need to be praised as they were wonderful”



## JANUARY STATISTICS 2023

- “helpful, friendly staff on the front desk and in the cafe – I’m curious to know more about Bourke and why the phrase “back o Bourke” in the UK we say “back end of beyond”
- “It was awesome. Staff at the information centre were both knowledgeable and interesting and made planning very easy”
- “Back o Bourke is terrific! Info centre – wonderful and lovely staff”
- Bourke Bridge Inn was great, lovely manager, great rooms and easy access to Northy. Northy was nice atmosphere and delicious food”
- “great – we got feedback from travellers long the road regarding crime. You need to put it out there it’s safe to stop here”

## 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 \*\*\* Tender 06/23 - Purchase of New Construction Plant**

This matter is considered to be confidential under Section 10A(2) - (d)(ii) 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 competitor of the council.

#### **22.2 \*\*\* 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.

