



BOGAN SHIRE COUNCIL

Business Paper

28 March 2019

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21 March 2019

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers, Nyngan on Thursday 28 March 2019 at 9.30am.

At 10.00am Charles de Beer will address Council regarding the Town Hall & Palais Theatre.

Kevin and Joan Jeffery, and Button and Dianne Powell will join Councillors and staff for lunch. Council would like to acknowledge Joan's 48 years of service and Button and Dianne's 30 years of service to driving the school buses in our Shire.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Declarations of Interest
5. Confirmation of the Closed and Confidential Minutes of the Extraordinary Council Meeting held on 14 March 2019.
6. General Manager's Closed and Confidential Report
 1. Drought Communities Programme – Coolabah Hall and Larkin Oval Canteen Quotations
The General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: - because it is information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
7. Confirmation of the Ordinary Minutes of the Council Meeting held on 28 February 2019
8. Confirmation of the Ordinary Minutes of the Extraordinary Council Meeting held on 14 March 2019
9. Committee Meeting Minutes
10. General Manager's Report incorporating reports from:-
 - People and Community Services
 - Finance and Corporate Services
 - Engineering Services
 - Development and Environmental Services
11. Correspondence

Your attendance at this meeting would be appreciated.

Yours sincerely

Cathy Ellison
Executive Assistant



**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

COMMITTEE MEETING MINUTES

1 NYNGAN MUSEUM MEETING

Attached are the Minutes of the Nyngan Museum Committee Meeting held on 6 March 2019 at the Nyngan Museum.

1.1 Recommendation

That the Minutes of the Nyngan Museum Committee Meeting held on 6 March 2019 at the Nyngan Museum be received and noted.

2 ORANA JO BOARD MEETING

Attached are the Minutes of the Orana JO Board Meeting held on 4 March 2019 at the Warrumbungle Shire Council. Further information supplied by Damien Pfeiffer (Director – NSW Planning and Environment) in respect to Health Precincts for your information is also attached.

2.1 Recommendation

That the Minutes of the Orana JO Board Meeting held on 4 March 2019 at the Warrumbungle Shire Council be received and noted.



**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Nyngan Museum Meeting Date 6th March 2019

Present:

Glad Eldridge, Ray Donald, Bay Lovett, Peter Keighran, Collin Pardy, Yvonne Pardy, Anne Quarmby, Margaret Snodgrass, Abigail McLaughlin

Apologies

Veneta Dutton, Leonie Montgomery, Anna Corby, Val Keighran, Margaret Sibbald

Minutes last meeting: Moved Yvonne Pardy Second: Margaret Snodgrass

Business Arising from Previous Minutes

No update on when the SES Shed will be available for the Museum

Bogan Shire General Manager Derek Francis and Manager of People and Community, Debb Wood, visited the Museum and met with the co-ordinator Leonie Montgomery and secretary, Anna Corby to look at various maintenance issues.

There was no changes made to the Museum roster. No volunteers have returned the sheets which Leonie passed around last meeting asking them to select their preferred timeslot and whether they were interested in a particular collection. This will be revisited next meeting.

Abigail spoke about the possibility of hosting a Seniors Week brunch at the Museum. It was moved by Glad, seconded by Annie and carried that this be allowed to go ahead.

A “Community Week” type promotion at the Museum was also discussed, but will be continued next meeting when the co-ordinator is present.

Treasurers Report attached: Read and moved Collin 2nd Margaret Snodgrass



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Correspondence IN:

Email: (25/2/2019) from Roses Travel informing of a coach group's impending visit on 5 June. 26 people would like to visit the museum and have lunch.

Moved that the Museum Committee charge \$15 a head for the group which will include entry and lunch. Moved Glad. 2nd Margaret

Correspondence Out

Email (25/2/2019) from Leonie Montgomery to volunteers re Shire request for interest to fill VIC shifts whilst staff on leave. Also to notify of a visit from the Shire carpenter to Museum along with an electrician to look at maintenance issues.

General Business

Discussion as to whether the monthly meeting should be changed to a day which is more suitable for the co-ordinator to attend. Will be followed up at next meeting.

Meeting closed 10.10am Next Meeting: 3 April 2019

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minutes

MEETING OF: Orana Joint Organisation

DATE: 4 March 2019

TIME: 9.30 am

VENUE: Warrumbungle Shire Council Chambers

ATTENDEES:

Cr D Batten (Chair)	Mayor, Gilgandra Shire Council
Cr D Todd	Mayor, Warrumbungle Shire Council
Cr C Davies	Mayor, Narromine Shire Council
Cr M Quigley	Mayor, Warren Shire Council
Cr D Kennedy	Mayor, Mid-Western Regional Council
David Neeves	General Manager, Gilgandra Shire Council
Roger Bailey	General Manager, Warrumbungle Shire Council
Glenn Wilcox	General Manager, Warren Shire Council
Derek Francis	General Manager, Bogan Shire Council
Simon Jones	Acting General Manager, Mid-Western Regional Council
Belinda Barlow	Interim Executive Officer Orana Joint Organisation
Carolyne Merchant	(Minute Taker)

APOLOGIES:

Cr R Donald OAM	Mayor, Bogan Shire Council
Jane Redden	General Manager, Narromine Shire Council
Brad Cam	General Manager, Mid-Western Regional Council
Mr A Albury	NSW Premier and Cabinet, Director Western NSW

WELCOME:

The Chair declared the meeting open at 9.28am and requested Cr Todd welcome those present to the Warrumbungle Shire.

GUESTS

1. Damien Pfeiffer – Director, Regions Western NSW - NSW Planning and Environment
2. Nick Berry – Director Strategy and Engagement Transport for NSW via telephone
Luke Homann – Director, Connecting Central West and Orana Program Transport for NSW via telephone

The Chair thanked the presenters for their presentations and their time.

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minutes

BOARD MEETING ITEMS

1. APOLOGIES:

2019/001 RESOLVED Crs Todd/Davies that the apologies of Cr R Donald, Mrs J Redden, Mr B Cam and Mr A Albury be accepted.

CARRIED

3. DECLARATION OF INTEREST

Nil

4. ADOPTION OF MINUTES OF PREVIOUS MEETING 17 DECEMBER 2018

2019/002 RESOLVED Crs Todd/Davies that the Minutes of the Meeting held 17 December 2018 be adopted as a true and correct record of the meeting.

CARRIED

5. MATTERS ARISING FROM MINUTES

a. RECRUITMENT PROCESS – EXECUTIVE OFFICER

The Chair advised that this item would be discussed in conjunction with the Urgent Business without Notice item after Agenda Item No. 9.

6. EXECUTIVE OFFICER'S REPORTS

a. MODEL CODE OF MEETING PRACTICE

2019/003 RESOLVED Crs Kennedy/Quigley that Orana JO adopt the draft Model Code of Meeting practice which is to be placed on public exhibition for a period of 28 days, allowing 42 days for public submissions to be made.

CARRIED

b. MODEL CODE OF CONDUCT and PROCEDURES FOR ADMINISTRATION OF THE MODEL CODE OF CONDUCT

2019/004 RESOLVED Crs Davies/Kennedy that Orana JO adopt the 2018 Model Code of Conduct and procedures for Administration of the Model Code of Conduct.

CARRIED

c. SIX MONTHLY PROGRESS AND EXPENDITURE REPORT TO OFFICE OF LOCAL GOVERNMENT

2019/005 RESOLVED Crs Davies/Todd that the progress and expenditure report for the Orana JO Establishment Funding is accepted.

CARRIED

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d. NSW JOINT ORGANISATION NETWORK ADVOCACY

2019/006 RESOLVED Crs Kennedy/Davies that the Board note the correspondence submitted to the NSW Government by the NSW Joint Organisation network and Orana JO for ongoing operational funding to Joint Organisations.

CARRIED

e. OUTCOMES FROM GENERAL MANAGERS ADVISORY COMMITTEE MEETING

2019/007 RESOLVED Crs Davies/Todd that the Orana JO Board note the General Managers Advisory Committee Meeting outcomes.

CARRIED

Federal Government DROUGHT COMMUNITIES PROGRAMME:

2019/008 RESOLVED Crs Quigley/Todd resolved:

1. that each Member Council is to consider if a 'rate rebate' is the highest priority for drought assistance if the Federal Government is to offer a second round of Drought Communities Programme funding; and
2. that if a 'rate rebate' is considered the highest priority in the region, then the Orana JO is to make representation to the Federal Member for Parkes to pursue such assistance.

CARRIED

State Government drought assistance

2019/009 RESOLVED Crs Davies/Quigley that:

1. the Orana JO member councils consider ways in which State Government can best provide drought assistance / relief; and
2. that any such proposal or initiative be reported to the Orana JO for further consideration at its next meeting; and
3. that this does not preclude each council pursuing their own representation for action to the Federal and State Governments in respect of drought assistance.

CARRIED

7. REPORTS TO THE JOINT ORGANISATION

a. TRANSITION TO A JOINT ORGANISATION SUMMARY AND TIMELINE

2019/010 RESOLVED Crs Kennedy/Davies that the Orana Joint Organisation Board note the Orana JO Transition Plan.

CARRIED

b. INTERIM EXECUTIVE OFFICER ACTIVITIES REPORT

2019/011 RESOLVED Crs Todd/Quigley that the Orana Joint Organisation Board note the Interim Executive Officer activities report.

CARRIED

11.20am break for morning tea, meeting recommenced at 11.30 am.

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minutes

7. REPORTS TO THE JOINT ORGANISATION (cont'd)

**c. ORANA JO ALTERNATE FREIGHT TRANSPORT ROUTE
Strategic Priority 1 – A Connected Region**

2019/012 RESOLVED Crs Todd/Kennedy that:

1. The Orana JO Board establishes the Orana JO Infrastructure Subcommittee.
2. The Orana JO Board determines the appropriate representatives to the Orana JO Infrastructure Subcommittee being General Managers, operational staff and relevant government agency representatives as identified in the Orana JO Statement of Regional Strategic Priorities.

CARRIED

8. CORRESPONDENCE

2019/013 RESOLVED Crs Davies/Todd that the correspondence received is noted.

CARRIED

9. SUBMISSION OF QUESTIONS FOR NEXT MEETING

Nil

10. URGENT BUSINESS WITHOUT NOTICE REPORT – Correspondence received from NSW Minister for Primary Industries and Regional Water the Hon Niall Blair MLC

2019/014 RESOLVED Crs Davies/Kennedy that:

1. the advice provided to the Orana JO by the NSW Minister for Primary Industries and Regional Water is noted; and
2. it be noted Gilgandra Shire Council is to pursue the matter further with LGNSW and NSW Planning and Environment.

CARRIED

11. SUPPLEMENTARY REPORT TO THE ORANA JO BOARD MEETING – correspondence received from NSW Deputy Premier The Hon John Barilaro recurrent JO funding

2019/015 RESOLVED Crs Davies/Kennedy that the correspondence received from NSW Deputy Premier is noted.

CARRIED

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5. MATTERS ARISING FROM MINUTES

a. Recruitment Process

2019/016 RESOLVED Crs Kennedy/Davies:

Noting a lack of support and response from staff of NSW Department of Premier and Cabinet and NSW Office of Local Government as well as the inability, to date, for the Orana Joint Organisation to provide evidence of any tangible benefit of membership accrued to the member councils;

1. that at this time the Orana Joint Organisation Board not proceed with the recruitment of a full-time Executive officer; and
2. that an extraordinary meeting of the Orana JO Board be convened in Gilgandra on Monday 29 April 2019 at 10.00am for the purpose of considering the future of the Orana Joint Organisation and its structure.

CARRIED

There being no further business the meeting closed 12.27 pm.

The Minutes (pages 1 to 5) were confirmed at a meeting held on the day of 2019, and are a full and accurate record of proceedings of the meeting held on 4 March 2019.

Chair

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Business Paper

Meeting: Central West Orana Regional Leadership Executive

Date: 7 February 2019

Title: Health Precincts in Western NSW

Agenda item: 8

RLE Priority area: Establish innovative approaches to place-based service delivery in rural/regional NSW

Recommendation

That the CWO RLE note developments and future steps under the Western NSW Health Precincts project.

Current Issues

The development of a health and joint services precinct has the potential to meet the changing needs of rural and regional communities far better than current siloed approaches, while also achieving efficiencies of scale, avoiding duplication and supporting the broader economic growth of regional communities.

The population of Western and Far West NSW is ageing faster than the rest of the State and the population of many of the region's towns will be significantly smaller by 2031. Government agency boundaries do not accurately reflect the complex, interdependent needs of individuals. Changing demographics will only make this truer, as populations age and require more support for inter-related problems, such as chronic health conditions, mobility, appropriate housing and the need for social connection.

Precinct Model

The precinct-style approach to service delivery and infrastructure investment delivers a number of benefits including economic, social and clinical.

Economic benefits include:

- More efficient capital investment through economies of scale and reduced duplication between agencies working in the same communities; this will enable government greater leverage to develop modern, fit-for-purpose infrastructure in regional and rural towns;
- Facilitating market entry for new providers and attracting private and not-for-profit services to underserved communities; and
- A potential tool in attracting and retaining key workers in regional and rural communities.

In 2018 NSW Health Infrastructure partnered with the Regional Australia Institute to develop a research report focusing on the economic impacts of investment in health facilities, using Tamworth and Wagga Wagga as case studies. This report identified benefits, including:

- Boost in local participation during the construction and operational phase, which was mirrored in local business activity within the wider communities;
- Increase in employment through the increase in healthcare jobs; and
- Positive flow-on effects within regional communities through further local development activities.

Social benefits include:

Benefits to service delivery are achieved when precinct planning and design is based on a robust,

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data-driven understanding of the needs of the community, which cuts across traditional sector boundaries. These benefits include:

- Investment in community spaces that do not fall within the traditional remit of individual sector agencies;
- Patients and citizens taking a more active role in their wellbeing;
- Improved access to a broad range of health and social services;
- Decreased fragmentation in service delivery and therefore greater uptake of services.
- Improved accessibility to a range of services, including; specialists, primary care, allied health, social services and aged care.
- The provision of a patient-centred and integrated response, correlating to a positive patient experience.

Clinical benefits include:

The health (and other human services) precinct can also deliver significant improvements in clinical care, including:

- Co-location of services and shared infrastructure have been identified as key enablers of integrated care models – for example, by facilitating collaborative care planning across disciplines;
- Co-location of the multiple service providers that chronic care patients require (specialists, allied health, GPs, mental health, pharmacists) makes it easier for those patients to access care preventative care and advice; and
- Health precincts create a focal point for care delivery even where some, or all, of that care is delivered using digital technologies and telehealth – for the patient, the face-to-face human interaction remains critical, even if much of the specialist advice is provided virtually.

Progress to date

Agencies represented at the Steering Committee include:

- Western NSW Local Health District
- Western NSW Primary Health Network
- NSW Department of Planning & Environment
- Department of Premier and Cabinet
- Health Infrastructure NSW

Other organisations who have been consulted include:

- NSW Department of Family and Community Services
- Orana Joint Organisation / Orana Regional Organisation of Councils
- Central Regional Organisation of Councils
- Transport for NSW

Recognising the need for cross-sector collaboration and a priority-setting process that better reflects the needs of regional and rural communities, the following two key pieces of work have been conducted.

1. The first project involved:

- A strategic analysis of what value the health precinct concept delivers in the context of a regional / rural town, through case study analysis and stakeholder engagement (see above for a summary of key benefits).
- The development of a blueprint for a repeatable, region-wide planning process for rural health precincts; and
- Initial analysis of what a health precinct would look like in two towns in Western NSW:

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Mudgee and Coonamble

2. The second project involved:

- Data-driven needs analysis, designed to identify the communities that would benefit from the kind of collaborative, cross-sector service delivery that is possible through a precinct.

Background

A number of key government agencies (both state and commonwealth) have formed a steering group to develop a coordinated, collaborative regional approach to the development of health and joint service precincts in Western NSW. The target timeframe is over the next 10 years.

KPMG was engaged by Western NSW LHD and Western NSW PHN to research;

- What constitutes a health precinct, specifically in a rural setting?
- What does a high-level roadmap look like for the design and delivery of a rural health precinct? This roadmap to be used to guide future work around identifying potential health precincts in NSW and designing and delivering them.
- What are some of the key risks that Health Infrastructure NSW should consider at each stage of the process and what are some of the pieces of work that need to be done along the way?

(See Attachment 1 - KPMG Report, March, 2018)

Next Steps

Through the work to date, the steering group has developed and agreed a pipeline of priority towns for precinct development. This pipeline is: Mudgee, Parkes, Cowra, Coonamble and Nyngan (See Attachment 2 - Summary of long-list communities).

There is interest in the precinct concept at all levels of government. Orange and Dubbo councils are both pursuing precincts. There is an opportunity for state and government agencies to leverage this level of interest and to ensure this momentum is not diluted and dissipated. If precinct development projects across the region can be delivered in a coordinated way, we can achieve significant economies of scale.

Attachments

Number Title

- | Number | Title |
|--------|---|
| 1. | Rural Health Precincts: A strategic planning document. KPMG, March 2018 |
| 2. | Western NSW precinct project – summary of long-list communities |

Submitted by

Name:	Scott McLachlan	Position:	Chief Executive
Organisation:	Western NSW Local Health District	Date:	1 February 2019
Cluster:	NSW Health	Email:	Scott.Mclachlan@health.nsw.gov.au

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Business Paper

Meeting: Central West Orana Regional Leadership Executive Date: 7 February 20198

Title: Delivery Coordination and Monitoring Committee (DCMC) – Department of Planning and Environment - Health Precincts Agenda item: ?????

RLE Priority area: Strengthening Governance in the Central West and Orana regions

Recommendation

That the Central West Orana RLE;

1. Notes this report on the implementation of the Regional Plan action 5.1 Establish health precincts around hospitals in regional cities and strategic centres and any additional verbal update provided at the February meeting.

Current Issues

Significant public and private investment in health, education and associated infrastructure and facilities continues to occur in the Dubbo Regional and Orange LGAs. There is an opportunity to increase coordination and collaboration between investors and organisations to maximise the realisation of investment.

The Department of Planning and Environment is supporting establishment of health precincts in these regional cities to support communities and plan for additional specialist medical and health services as well as short-term accommodation, commercial operations associated with health uses, training, and education services.

Background

1. Dubbo Health, Education and Well-being Precinct Masterplan

The Dubbo Health, Education and Well-being Precinct Masterplan is a jointly funded project between Western NSW Local Health District, Charles Sturt University and Dubbo Regional Council. The Department of Planning and Environment is a non-financial project stakeholder.

This project is the output of a priority action from the Central West and Orana Regional Plan 2036 to establish health precincts around hospitals in regional cities and strategic centres.

Health specialist consultant, Destravis was engaged in October 2018 to prepare a Masterplan for the precinct. The primary project deliverable is a Precinct Masterplan for the Dubbo Health, Education and Well-being Precinct.

The Masterplan will:

- Define the health precinct around the public and private hospital, educational establishments including Charles Sturt University, University of Sydney, Dubbo Senior Campus and aged-care facilities;
- Identify opportunities to support economic growth, with a focus on growth of the health and education sectors;

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- Provide a strategic direction for the management of competing land uses and development pressures within the precinct;
- Identify and facilitate suitable reuse of buildings for health and allied health practices;
- Maximise opportunities for complimentary activities including hospitality, recreation and accommodation;
- Identify transport linkages between the health, well-being and education precinct and existing and future services, including existing clusters and the CBD;
- Inform the imminent interaction between the cycling and indoor sports facilities and the broader health, education and wellbeing precinct;
- Identify opportunities for services to support the health, well-being and education precinct, and
- Include a strategy for collaboration between the NSW Government and Dubbo Regional Council to identify and convert opportunities for economic development in the health sector or allied activities.

A major component of the project includes an economic growth analysis and a visual constraints and opportunities analysis. The outputs of these will inform the land use planning outcomes required to realise success of the precinct. These analyses have also underpinned extensive precinct stakeholder consultation and a design charrette (held Dec 2018).

The next steps of this project require presentation of a draft Masterplan to Dubbo Regional Councillors in March, followed by finalisation of the Masterplan for endorsement by all financial project stakeholders. This project is expected to be completed in April 2019. The final precinct Masterplan will include a number of strategies and actions including models for joint decision making, collaboration between organisations and improving infrastructure and transport connections.

2. Orange Health and Knowledge Precinct

The Orange Health and Knowledge Precinct Masterplan is a Department of Planning and Environment funded project, which involves a broad range of stakeholders including Department of Premier and Cabinet, Western NSW Local Health District (Bloomfield Campus), Western NSW Primary Health Network, Charles Sturt University, University of Sydney, Health NSW, local industry and Orange City Council.

This project is the output of a priority action from the Central West and Orana Regional Plan 2036 to establish health precincts around hospitals in regional cities and strategic centres.

Health specialist consultant, Hames Sharley was engaged by the Department of Planning and Environment in March 2018 to prepare a Masterplan for the precinct. The Masterplan will:

- Define the health precinct around the public and private hospital;
- Identify opportunities to support economic growth;
- Identify opportunities to support health cluster growth;
- Provide a strategic direction for the management of competing land uses and development pressures within the health precinct;
- Identify and facilitate suitable reuse of buildings for health and allied health practices;
- Maximise opportunities for complimentary activities across the city's health precincts; and
- Include a strategy for collaboration between the NSW Government and Orange City Council to identify and convert opportunities for economic development in the health sector or allied activities.

A major component of the project includes an economic growth analysis, funded by Orange City Council. The health sector is a significant economic driver for the Orange region economy. The project identifies

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there are significant opportunities to build on this strength as part of the masterplan. Exploring ways to leverage the most value from the more than \$250 million already invested by the NSW Government in the precinct is an important consideration. Opportunities being investigated as part of the analysis are across medical, biotechnology, research and education, pharmaceutical, clinical trials, laboratory services and medical innovation.

A series of industry stakeholder meetings have been held to inform the Masterplan, including a formal design charette held August 2018. MarcoPlan attended this meeting to present the findings of the initial economic analysis.

The next steps of this project require presentation of a draft Masterplan to Orange City Councillors, followed by finalisation of the Masterplan for endorsement by Council. This project is expected to be completed in April 2019.

Next Steps

The Dubbo Health, Education and Well-being Precinct Masterplan and Orange Knowledge Precinct Masterplan projects are expected to be completed in April 2019.

The Regional Plan identifies there is significant opportunity to develop complimentary health services around health facilities in Dubbo, Orange, Bathurst, Mudgee and Parkes. The Department of Planning and Environment will continue to engage with stakeholders to broaden the services available in these centres, enable business synergies and improve community access to health services.

It is intended that the process and products of the Dubbo and Orange projects be used to inform the planning process for other centres in the region in identifying health precincts.

Attachments

Number	Title
Nil	

Submitted by

Name:	Damien Pfeiffer	Position:	Director, Western Region
Organisation:	Planning and Environment	Date:	31 January 2019
Cluster:	Planning and Environment	Email:	Damien.pfeiffer@planning.nsw.gov.au



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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REPORT TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER'S REPORT

Mayor and Councillors

The following report is submitted for consideration:-

1 CHECKLIST

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
1	27/10/2016	423/2016	Seniors Living Rental Units -	Consult with community to gauge interest in the project before making a decision on which location & how many units to build.	DDES	<p>Public Information Meeting 14 December 2016.</p> <p>Community expressed a preference for the Cobar/Dandaloo Streets site.</p> <p>Application under Stronger Country Communities successful.</p> <p>Project documentation ready to proceed to tender.</p> <p>UPDATE: Demolition programmed for July 2019.</p>



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2	28/09/2017	283/2017	Medical Centre	The General Manager in consultation with PHN proceeds to recruit & engage a second doctor for the BSMC.	GM	Recruitment agencies engaged to source locum / permanent second doctor. Second Locums secured until 31/12/2019.
3	21/12/2017	392/2017	Increase of train speed through Nyngan	Strong letter of concern & a request to address Council be sent to the relevant rail authorities & a copy to local member.	GM	Letter sent to Minister for Transport & Infrastructure, with copy to Kevin Humphries.
	21/06/2018	293/2018		Council seek further follow up from the responsible Minister, reiterating Council's safety concerns for pedestrians & road users due to the nature of the crossing & variation of speeds & that the best control measures would be to erect flashing lights at the Hoskins Street Crossing.	GM	<u>UPDATE:</u> 406 Petitions received.



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4	21/06/2018	186/2018	Oatley Street Sewer Reticulation System	Council undertakes community consultation via survey to Oatley Streets residents concerning this request.	DES	In progress. Letters sent to residents 11 July 2018. 47 letters sent, 7 responded No, 9 Yes (2 depending on cost). Progressing with design and cost estimates for a full report to Council.
5	27/09/2018	290/2018	Fuel at Nyngan Airport	Council investigate if there are any fuel companies interested in supply fuel at the Nyngan Airport and Council Depot.	DES	Council's current fuel supplier preparing prices.
6	27/09/2018	291/2018	Q Fever Vaccination	Council make an urgent approach to the Federal & State members on behalf of the community to consider making the Q Fever Vaccination available on the PBS listing.	DPCS	Letter sent. Mayor met with Mark Coulton to discuss 13 November 2018. Response in Precis February 2019. COMPLETED



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7	27/09/2018	294/2018	Nyngan / Cobar Water Security Project	Council pursue the necessary processes to secure funding for the construction of a second off-river storage & an allocation to fill the completed off-river storage.	DES	In Progress. Business Case has been completed and submitted. Business Case is being assessed.
8	25/10/2018	340/2018	Palais Theatre	Following selection of options & places, detailed costings be obtained to facilitate a grant application for a new structure.	GM	Depends on outcome of Resolution 392/2018 below – Town Hall.
	25/10/2018	341/2018		General Manager proceed with the engagement of an architect to further develop reconstruction options including the design development stage of the project for further consultation and consideration.	GM	Depends on outcome of Resolution 392/2018 below – Town Hall.



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9	22/11/2018	392/2018	Town Hall	Council's architect develop options around the Town Hall including tiered seating, dual purpose supper room & modern kitchen incorporated with an enclosed bar area in the function room, retain the front façade and offices.	GM	Architect briefed. <u>UPDATE:</u> Presentation to Council refers. COMPLETED
10	22/11/2018	405/2018	Rural Addressing – Renaming Tottenham Road to the Bogan Way	Council rename the road from Nyngan to the Shire Boundary "The Bogan Way". Council advertise the name change & notify relevant agencies of the renaming of the road & advise residents along the Tottenham Road & reason why. Council rename the Nymagee to Condobolin Road the Balowra Road from the Cobar Shire Boundary to Bobadah, then Henry Parkes Way from Bobadah heading south towards Condobolin.	DES	In Progress.



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11	28/02/2019	005/2019	Delay of Post Mortems	Council forward a strong letter to the Post Mortem Centre in Newcastle & relevant Government Dept / Minister responsible, demanding the time taken for post-mortems be investigated & improved. Support from other regional towns through Orana JO be sought.	Mayor	UPDATE: Letter sent.
12	28/02/2019	007/2019	Moves to Regulate Angel Flight	Council contact relevant authorities with concerns of proposed CASA regulations for Angel Flight & express Council support that Angel Flight Services continues as has been.	Mayor	UPDATE: Letter sent.



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13	28/02/2019	021/2019	Drought Works	<p>The General Manager continues to pursue grant funding opportunities to meet the cost to improve water security for Girilambone & Hermidale.</p> <p>Council strongly points out to the relevant authorities that paying for water tanks will save the NSW Government money in the medium to long term rather than paying for the carting of water to fill the overhead tanks.</p>	DES	<u>UPDATE</u> Application submitted, awaiting response.
14	28/02/2019	047/2019	Plaque at Nyngan Airport Terminal for Bill Taylor	Council have a plaque made in recognition of Bill Taylor & his contribution to local aviation. Plaque to be placed outside the terminal. Final suggestions for wording on the plaque in consultation with local pilots & family.	DES	<u>UPDATE</u> In progress.



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1.1 Recommendation

That the report relating to the Monthly Checklist be received and those items marked as "Completed" be removed from the checklist.

2 BOGAN SHIRE COUNCIL DROUGHT APPEAL FUND

Summary:-

The purpose of this report is to brief Council on the status of the Bogan Shire Council Drought Appeal Fund.

2.1 Introduction

The purpose of this report is to brief Council on the status of the Bogan Shire Council Drought Appeal Fund.

2.2 Background

At its meeting held on 23 August 2018 Council resolved to establish the Bogan Shire Council Drought Appeal Fund to operate on a voucher basis available to all Bogan Shire residents.

Council also resolved that a Committee be established consisting of the Mayor, Deputy Mayor, Councillor Boag and the General Manager and that this Committee assess applications for assistance on a case by case basis.

2.3 Discussion

Since the last report to Council the Committee has met on 22 November 2018, 10 December 2018, 18 December 2018, 7 January 2019, 14 January, 2019, 21 January 2019, 25 January 2019, 6 February 2019, 14 February, 2019 and 14 March 2019 to consider applications for assistance and determined to provide vouchers in the amount of \$8,650.00..



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The following information is provided in relation to the separate Bogan Shire Council Drought Appeal Fund bank account:

• Opening Bank Balance – 12 November 2018	\$6,050.00
• Nyngan CWA	\$ 700.00
• Nyngan Golf Club	\$1,605.00
• Maclean High School	\$ 300.00
• Expenditure on assistance (vouchers) given:	\$8,650.00
• Closing Bank Balance – 14 March 2019	\$ 5.00

2.4 Recommendation

1. That the Bogan Shire Council Drought Appeal Fund this report be received and noted.
2. That Council endorses the decision of the Bogan Shire Council Drought Appeal Fund Committee to provide assistance in the amount of \$8,650.00 for the period 22 November 2018 to 14 March 2019.



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3 ELECTRONIC REPORTING FOR COUNCIL BUSINESS PAPER

Summary:-

The purpose of this report is to address the options available to Council for electronic business papers, minutes, meetings and correspondence.

3.1 Introduction

The purpose of this report is to address the options available to Council for electronic business papers, meeting minutes and correspondence.

3.2 Background

At Council meeting date 28 February 2019 Councillors requested staff look for options available for them to migrate to electronic business papers and cut down of the volume of printing and postage and time required to produce the current form of business paper.

3.3 Discussion

There are several software options available to Council, some of these options are listed below;

- **Software required to send business papers to iPads.**
 - LG Hub – since its launch in May 2012, has been successfully adopted by more than 140 Councils in Australia and New Zealand. Of the 49 NSW Councils surveyed 28 used LG Hub.
 - Sharepoint – 1 NSW Council surveyed used Sharepoint. In discussions other Councils had suggested to use this software if Council had it in its Microsoft Office suite which Council currently does not.
 - Docs on Tap – 1 NSW Council surveyed used Docs on Tap.
 - Adobe reader – 1 NSW Council surveyed used Adobe reader.

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LG Hub software would have an initial cost of approximately \$7,000 in the first year of implementation with an ongoing annual licence fee of \$6,000. This software includes document storage, document security, meeting reminders, notifications for new documents when available as well as other features.

All documents of Council can be uploaded to the hub such as annual reports, minutes of any meetings, business papers, Operational Plan & Budget, Delivery Program and Policies for easy access by Councillors and staff.

- **Business paper creation software.**

- InfoCouncil – 38 NSW Councils surveyed used InfoCouncil. This software is a ribbon on Microsoft Word that allows Council to put the business paper together and create minutes. It enables Directors to create their reports with tracking and authorisation and ensures formatting is uniform and professional with easy uploading to Councils website. This software would enhance the production of the business paper and how Councillors are able to view and annotate the document. Council staff would benefit with the ability to produce the business paper with minimal time and effort.
- Diligent boards – 1 NSW Council surveyed used Diligent boards
- Doc assembler – 4 NSW Councils surveyed used Doc assembler

InfoCouncil business paper creation software would cost \$18,000 for the first year of implementation with an ongoing annual licence and support fee of \$9,000.

Both document sharing (eg LGHub) and Business Paper Creation Software (eg InfoCouncil) are necessary for the most effective electronic solution.

Council could choose to have the LG Hub and not use Info Council. If this option was selected Council could still write on the report with the IPad pen however there would be no bookmarks in the business paper and users would need to scroll through the reports. Users would also need to go back and forth between the business paper and attachments as they would be two separate documents whereas with InfoCouncil you would simply click on a link to take you to attachments in the business paper.

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No matter what brand of software is purchased Council would also be required to purchase 14 iPads. 9 for Councillors and 5 for the General Manager and Directors. An approximate cost for these would be \$25,000. These would be the latest version iPad with the ability to make annotations and access Councils data without wi-fi.

It is estimated that it takes up to three days of staff time to compile individual reports into one master document, including formatting, proof reading as well as printing and distributing the final document. The estimated cost of this is \$10,900.

Use of Business Paper Creation Software will save time on compilation and formatting but it is hard to determine a cost saving for this.

The current cost of printing and distributing the Business Paper equates to \$1,755.00 in staff time, \$1,000 in postage and \$2,800 in printing and stationery annually.

All user Councils surveyed highly recommended InfoCouncil as an efficiency tool and that Council would receive good value from this software with good backup and support from the provider.

3.4 Recommendation

That Council considers including an amount in the 2019/20 Budget for purchase of the iPads and additional software.

4 MODEL CODE OF MEETING PRACTICE

Summary:-

The purpose of this report is for Council to consider and adopt the Model Code of Meeting Practice.

4.1 Introduction

The purpose of this report is for Council to consider and adopt the Model Code of Meeting Practice.

4.2 Background

Amendments made to the Local Government Act 1993 (LGA) in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 provide for a Model Code of Meeting Practice (Model Meeting Code) to be prescribed by Regulation. A Model Meeting Code has now been prescribed under the Local Government (General) Regulation 2005 (the Regulation) and the existing meetings provisions of the Regulation have been repealed.

According to the Office of Local Government (OLG), previously there was not a uniform set of meeting rules for Councils beyond those prescribed under the LGA and the Regulation. In developing the Model Meeting Code, OLG say they identified significant variability in meeting practices and rules across Councils and that their review of Councils' Codes of Meeting Practice noted the following:-

- while there are a number of areas of commonality between Councils in meetings practice there is significant variability in how this is prescribed in their Codes of Meeting Practice;
- a number of Councils' Codes of Meeting Practice contain provisions that are inconsistent with the LGA and the Regulation
- there is significant variation in the quality of the drafting of Councils' Codes of Meeting Practice
- a number of Councils' Codes of Meeting Practice appear to lose sight of the fact that the primary purpose of meetings is to make decisions and contained practices that are not consistent with the efficient conduct of meetings or effective and informed decision-making.



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4.3 Discussion

A copy of the Model Meeting Code was previously circulated to Councillors for the 28 February 2019 Council Meeting. A copy is available from the General Manager's office if required.

The Model Meeting Code has two elements:

- It contains mandatory provisions (indicated in black font) that reflect the existing meetings provisions of the Act and update and enhance the meetings provisions previously prescribed under the Regulation to reflect contemporary meetings practice by Councils.
- It contains non-mandatory provisions (indicated in red font) that cover areas of meetings practice that are common to most Councils but where there may be a need for some variation in practice between Councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as being best practice for the relevant area of practice.

Before adopting a new Code of Meeting Practice, under section 361 of the LGA, Councils are required to exhibit a draft of the Code of Meeting Practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

According to the OLG, until a Council adopts a new Code of Meeting Practice, its existing Code of Meeting Practice will remain in force up until six months from the date on which the new Model Meeting Code was prescribed, (14 December 2018 – 14 June 2019). If a Council fails to adopt a new Code of Meeting Practice within this period, under transitional provisions contained in the Regulation and the LGA, any provision of the Council's adopted code that is inconsistent with a mandatory provision of the Model Meeting Code prescribed under the Regulation will automatically cease to have any effect to the extent that it is inconsistent with the mandatory provision of the Model Meeting Code.

4.4 Recommendation

For Council's Consideration and Adoption.

5 NYNGAN REGIONAL CULTURAL CENTRE AND THEATRE

Summary:-

This report is for Council to give further consideration to the reconstruction of the Palais Theatre including draft plans for a new Community Centre on the Town Hall site.

5.1 Introduction

The purpose of this report is for Council to give further consideration to the reconstruction of the Palais Theatre including draft plans for a new Nyngan Regional Cultural Centre and Theatre.

5.2 Background

At its meeting in September 2018 Council resolved to commission an architect to develop options for replacement or renovation of the Palais Theatre.

On 8 October 2018 Councillors and staff held an informal workshop with de Beer Building Design, to discuss these options and conduct a site inspection of the Palais.

At its meeting held on 25 October 2018 Council considered a report from the General Manager which summarised the discussions of the workshop on the 8th and set out options for the future of the Palais Theatre for Council to consider.

5.3 Discussion

At the meeting held on 25 October 2018 Council unanimously agreed to the reconstruction of the Palais Theatre and further resolved that the General Manager proceed with the engagement of an architect to further develop this option including the design development stage of the project for further consultation and consideration.

A resolution was also taken at this meeting to send a flyer to all residents and ratepayers explaining Council's decision, the options facing Council and that the reconstruction of the Palais Theatre depends entirely on Government funding being received. The flyer included a section to allow for feedback on Council's decision including the location of the proposed new building.



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The results of this survey were communicated to Councillors at its meeting held on 22 November 2018 with 135 survey responses having been received. Of these, 32 favoured incorporating the existing Palais façade into a new facility, 49 favoured a completely new facility on the existing Palais site and 51 favoured a new facility on a completely new site. Many of these last mentioned suggested using the Town Hall site for the new building.

At this meeting Council resolved:

"That Council's architect develop options around the Town Hall including tiered seating, dual purpose supper room and modern kitchen incorporated with an enclosed bar area in function room, retain the front façade including front offices and that Council defer any further work on the current Palais Theatre site".

Since that time de Beer Building Design has been working on draft plans for the facility which are to be presented to Council at this meeting.

5.4 Recommendation

That Council considers draft plans for a new Nyngan Regional Cultural Centre and Theatre on the site of the existing Town Hall.



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6 SECTION 355 COMMITTEE – COOLABAH SCHOOL OF ARTS HALL

Summary:-

The purpose of this report is to recommend to Council to adopt the attached Delegation of Authority for the Coolabah School of Arts Hall Section 355 Management Committee, effective from 1 April 2019.

6.1 Introduction

The purpose of this report is to recommend to Council to adopt the attached Delegation of Authority for the Coolabah School of Arts Hall Section 355 Management Committee, effective from 1 April 2019.

6.2 Background

Section 355 Committees are a useful mechanism that benefits both Council and the community by providing interested persons with an opportunity to have an active role in the delivery / management of Council services / facilities. The community activity benefits through the protection given by operating under the banner of Council (particularly in insurance matters) and the Council benefits through the voluntary assistance given in carrying out its functions.

Section 355 Committees are established under Section 355 of the Local Government Act which allows Council to exercise its functions through such a committee and Section 377 which allows Council to delegate certain functions to others. Section 377 specifically prohibits the delegation of certain functions, such as the appointment of a General Manager or the fixing of a fee, which require a decision of the full Council.

It is important to clearly establish respective roles and responsibilities for these community committees and Council. This is both to avoid confusion in operational matters and, more importantly perhaps, in case of insurance cover and responsibilities under any legal action brought against the Committees or Council.

To achieve this, Council needs to formally delegate certain responsibilities to the Committees and to have Committee constitutions that align with these.



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6.3 Discussion

Coolabah School of Arts Hall is situated on Crown Land and is under the management of Bogan Shire Council. Following enquiries from the Committee relating to insurance cover the Committee was advised that the Hall is a Council asset, held on behalf of the community, and as such was insured by Council.

The Coolabah United Citizens Incorporated has approached Council to be come a Section 355 Committee for the Coolabah School of Arts Hall.

A meeting of the Coolabah United Citizens Incorporated moved that they adopt a Section 355 Committee with Council.

The Committee met with the General Manager and Director Finance & Corporate Services to discuss the requirements and the committee were advised that they needed to draw up a constitution for the Coolabah United Citizens Inc. and then Council would consider their proposal. This has now been done and a copy of the Constitution is attached.

Following this a Delegation of Authority has been written up and follows this report.

6.4 Attachment

Delegation of Authority

Copy of Constitution

Facility Hire Agreement

6.5 Recommendation

That Council adopts the attached Delegation of Authority for the Coolabah School of Arts Hall Section 355 Management Committee, effective from 1 April 2019.

**Derek Francis
General Manager**



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**BOGAN SHIRE COUNCIL
DELEGATION OF AUTHORITY
Coolabah School of Arts Hall
Section 355 Management Committee**

In order to provide for the expedient exercise and performance of its functions, Bogan Shire Council hereby:

- (a) revokes all previous delegations to the Coolabah School of Arts Hall Section 355 Management Committee (Committee);
- (b) delegates to the Committee under Section 377 of the *Local Government Act, 1993*, the exercise of Council's functions specified in Schedule 1 subject to the limitations specified in Schedule 2.

It is understood and acknowledged that, according to its constitution (Attachment A), the day to day operational management of the Coolabah School of Arts (Hall) is vested in the Executive Committee of the Coolabah United Citizens Incorporated committee and that they may exercise these delegations on behalf of the Committee.

This delegation shall commence on **1 April 2019** and remain in force until expressly amended or revoked by the Council by further resolution.



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SCHEDULE 1
(Functions)

1. The responsibility for day-to-day care and management of the Facility so as to:
 - a. promote usage of the Facility consistent with the Committee's constitution.
 - b. ensure the safety of persons using the Facility.
 - c. ensure, as far as possible, that fees received from usage generate revenue towards meeting:
 - i. necessary maintenance of the Facility;
 - ii. the costs of future enhancement, expansion or upgrade of the Facility as determined by the Council on the advice of the Committee;

In this regard Council recognises that funds generated by members of Coolabah School of Arts Hall Committee through special Hall fundraising events are not Council revenue and may be disposed of as the Committee sees fit. In the interests of public transparency the Committee is still expected to report on these transactions in their annual report to Council.

2. To manage Hall hiring arrangements, including refusal of permission to hire the Hall, where in the opinion of the Committee Executive, this is justified.

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3. To conclude a Facility Hire Agreement on behalf of Council (Attachment B) for private hire and to ensure, as far as reasonably possible, that all conditions of these agreements are met by hirers. Copies of Facility Hire Agreements and attachments are to be forwarded to Council for record-keeping purposes.
4. The responsibility to ensure that usage of the Facility is in accordance with rules adopted by Council in respect of the Facility such as those contained in the Facility Hire Agreement. (It being noted that Council's public liability insurance covers normal activities of the Committee).
5. To make recommendations to the Council as to the appropriate fees for usage of the Facility and to charge fees for usage of the Facility as are approved by Council.
6. To reduce or waive Hall hire fees where, in the opinion of the Committee Executive, this is justified.
7. To operate bank accounts in the name of the Coolabah United Citizens Incorporated for the purposes of depositing the revenue and meeting the expenditure referred to in these delegations. The accounts shall be operated by the president, secretary and treasurer with two signatures required for any withdrawals, including electronic funds transfers, or cheques.
8. To expend revenue received from use of the Facility and any other operational funds which may be received, towards day-to-day operational expenses, costs associated with Committee events at the Hall and any maintenance referred to in paragraph 9.

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9. To expend revenue from use of the Facility towards such maintenance of the Facility as the Committee considers necessary and appropriate to a maximum value of \$5,000 for each work. To ensure that such minor maintenance works are carried out by licensed contractors with public liability insurance and workers compensation (if not a sole trader) and further to ensure that contractors can show compliance with WH&S standards and regulations. All works must comply with the Building Code of Australia and relevant Australian Standards.
10. To make recommendations to the Council as to any other maintenance of the Facility that the Committee considers necessary and appropriate and to expend revenue towards any such maintenance as approved and directed by the Council.
11. To make recommendations to the Council as to any enhancement, expansion or upgrade of the Facility that the Committee considers appropriate.
12. As an extension of the Committee's operational management role, undertake grass slashing in public areas of Coolabah Village subject to specific written approval from Council as to the areas to be slashed and adherence to Public Liability and Workplace Health and Safety condition set by Council.
13. To advise Council of any changes that impact on building or building contents insurance. (It being noted that Council's insurance covers these assets).
14. To make recommendations to the Council on rules which should be applicable to the use of the Facility.
15. To make such other recommendations to the Council in respect of the Facility as the Committee thinks appropriate from time to time.



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SCHEDULE 2

(Limitations)

1. The Functions do not include any which are excluded from being delegated to the Committee by s377(1) of the Local Government Act 1993 or any other law as applicable from time to time including, but without limitation:
 - a. the fixing of a fee,
 - b. the borrowing of money,
 - c. the acceptance of tenders which are required to be invited by the Council,
 - d. contributing money or otherwise granting financial assistance to persons.

In regard to (d) above, Council recognises that funds generated by members of Coolabah United Citizens Incorporated Committee through special Hall fundraising events are not Council revenue and may be disposed of as the Committee sees fit. In the interests of public transparency the Committee is still expected to report on these transactions in their annual report to Council.

2. The Functions do not include any of the following:
 - a. The sale, lease, sub-lease or surrender of land or other property vested in its care.
 - b. The payment or making of a gift to its members from Council revenue. This includes the payment of allowances or travelling expenses for attending Committee meetings.
 - c. The payment of monies outside the scope of the Committee's objects as defined in its constitution.

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3. Exercise of the Functions is subject to:

- a. Decisions being made in accordance with appropriate meeting procedures as determined by the Committee (such as quorum, notice of meeting, agenda and voting).
- b. Decisions being minuted and the minutes being signed by the President and Secretary.
- c. Minutes being forwarded to Council for information and record-keeping.
- d. Financial (income and expenditure) records being maintained and a summary of all financial transactions (such as a profit and loss statement) being included in the annual report to Council.
- e. Compliance with Council Workplace Health and Safety policy and guidelines.
- f. Compliance with Council's adopted code of conduct. (Applies to all Councillors, members of staff and delegates of council, including Section 355 Committee members.) Summary provided at Attachment C.

4. The Committee shall liaise with Council staff in the performance of their duties.

In this delegation:

'Facility' means Coolabah School of Arts Hall

Adopted by Council:

Council Resolution



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CONSTITUTION OF

**COOLABAH UNITED
CITIZENS
INCORPORATED**

REGISTRATION NUMBER: INC1900252

Date 05/03/2019

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Part 1 Objects

1 Objects of Coolabah United Citizens Incorporated

- (a) To assist charitable purposes in the Bogan Shire.
- (b) To maintain, repair and improve Coolabah hall and other village facilities.
- (c) To provide a function for local people.
- (d) To hold a series of functions and events throughout the year.

Part 2 Preliminary

2 Definitions

(1) In this constitution:

ordinary committee member means a member of the committee who is not an office-bearer of the association.

secretary means:

- (a) the person holding office under this constitution as secretary of the association, or
- (b) if no person holds that office - the public officer of the association.

special general meeting means a general meeting of the association other than an annual general meeting.

the Act means the *Associations Incorporation Act 2009*.

the Regulation means the *Associations Incorporation Regulation 2016*.

(2) In this constitution:

- (a) a reference to a function includes a reference to a power, authority and duty, and
- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(3) The provisions of the *Interpretation Act 1987* apply to and in respect of this constitution in the same manner as those provisions would so apply if this constitution were an instrument made under the Act.

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Part 3 Membership

3 Membership generally

- (1) A person is eligible to be a member of the association if:
 - (a) the person is a natural person, and
 - (b) the person is over 18 years of age, and
 - (c) the person ordinarily resides or works in the Coolabah area, and
 - (c) the person has applied and been approved for membership of the association in accordance with clause 3.
- (2) A person is taken to be a member of the association if:
 - (a) the person is a natural person, and
 - (b) the person was:
 - (i) in the case of an unincorporated body that is registered as the association - a member of that unincorporated body immediately before the registration of the association, or
 - (ii) in the case of a registrable corporation that is registered as an association - a member of the registrable corporation immediately before that entity was registered as an association.
- (3) A person is taken to be a member of the association if the person was one of the individuals on whose behalf an application for registration of the association under section 6 (1) (a) of the Act was made.

4 Application for membership

- (1) An application by a person for membership of the association:
 - (a) must be made in writing (including by email or other electronic means, if the committee so determines) in the form determined by the committee, and
 - (b) must be lodged (including by electronic means, if the committee so determines) with the secretary of the association.
- (2) As soon as practicable after receiving an application for membership, the secretary must refer the application to the committee, which is to determine whether to approve or to reject the application.
- (3) As soon as practicable after the committee makes that determination, the secretary must:
 - (a) notify the applicant in writing (including by email or other electronic means, if the committee so determines) that the committee approved or rejected the application (whichever is applicable), and
 - (b) if the committee approved the application, request the applicant to pay (within the period of 28 days after receipt by the applicant of

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the notification) the sum payable under this constitution by a member as entrance fee and annual subscription.

- (4) The secretary must, on payment by the applicant of the amounts referred to in subclause (3) (b) within the period referred to in that provision, enter or cause to be entered the applicant's name in the register of members and, on the name being so entered, the applicant becomes a member of the association.

5 Cessation of membership

A person ceases to be a member of the association if the person:

- (a) dies, or
- (b) resigns membership, or
- (c) is expelled from the association, or
- (d) fails to pay the annual membership fee under clause 9 (2) within 3 months after the fee is due.

6 Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a member of the association:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of the person's membership.

7 Resignation of membership

- (1) A member of the association may resign from membership of the association by first giving to the secretary written notice of at least 1 month (or any other period that the committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- (2) If a member of the association ceases to be a member under subclause (1), and in every other case where a member ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

8 Register of members

- (1) The secretary must establish and maintain a register of members of the association (whether in written or electronic form) specifying the name and postal, residential or email address, and date of birth of each person who is a member of the association together with the date on which the person became a member.
- (2) The register of members must be kept in New South Wales:

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- (a) at the main premises of the association, or
- (b) if the association has no premises, at the association's official address.
- (3) The register of members must be open for inspection, free of charge, by any member of the association at any reasonable hour.
- (4) A member of the association may obtain a copy of any part of the register on payment of a fee of not more than \$1 for each page copied.
- (5) If a member requests that any information contained on the register about the member (other than the member's name) not be available for inspection, that information must not be made available for inspection.
- (6) A member must not use information about a person obtained from the register to contact or send material to the person, other than for:
 - (a) the purposes of sending the person a newsletter, a notice in respect of a meeting or other event relating to the association or other material relating to the association, or
 - (b) any other purpose necessary to comply with a requirement of the Act or the Regulation.
- (7) If the register of members is kept in electronic form:
 - (a) it must be convertible into hard copy, and
 - (b) the requirements in subclauses (2) and (3) apply as if a reference to the register of members is a reference to a current hard copy of the register of members.

9 Fees and subscriptions

- (1) A member of the association must, on admission to membership, pay to the association a fee of \$2.
- (2) In addition to any amount payable by the member under subclause (1), a member of the association must pay to the association an annual membership fee of \$2, payable before the 1st March each year.
 - (a) except as provided by paragraph (b), before the first day of the financial year of the association in each calendar year, or
 - (b) if the member becomes a member on or after the first day of the financial year of the association in any calendar year—on becoming a member and before the first day of the financial year of the association in each succeeding calendar year.

10 Members' liabilities

The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the costs, charges and expenses of the winding up of the association is limited to

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the amount, if any, unpaid by the member in respect of membership of the association as required by clause 8.

11 Resolution of disputes

- (1) A dispute between a member and another member (in their capacity as members) of the association, or a dispute between a member or members and the association, are to be referred to a Community Justice Centre for mediation under the *Community Justice Centres Act 1983*.
- (2) If a dispute is not resolved by mediation within 3 months of the referral to a Community Justice Centre, the dispute is to be referred to arbitration.
- (3) The *Commercial Arbitration Act 2010* applies to a dispute referred to arbitration.

12 Disciplining of members

- (1) A complaint may be made to the committee by any person that a member of the association:
 - (a) has refused or neglected to comply with a provision or provisions of this constitution, or
 - (b) has wilfully acted in a manner prejudicial to the interests of the association.
- (2) The committee may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.
- (3) If the committee decides to deal with the complaint, the committee:
 - (a) must cause notice of the complaint to be served on the member concerned, and
 - (b) must give the member at least 14 days from the time the notice is served within which to make submissions to the committee in connection with the complaint, and
 - (c) must take into consideration any submissions made by the member in connection with the complaint.
- (4) The committee may, by resolution, expel the member from the association or suspend the member from membership of the association if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.
- (5) If the committee expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the committee for having taken that action and of the member's right of appeal under clause 12.
- (6) The expulsion or suspension does not take effect:

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- (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - (b) if within that period the member exercises the right of appeal, unless and until the association confirms the resolution under clause 11,
- whichever is the later.

13 Right of appeal of disciplined member

- (1) A member may appeal to the association in general meeting against a resolution of the committee under clause 11, within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- (3) On receipt of a notice from a member under subclause (1), the secretary must notify the committee, which is to convene a general meeting of the association to be held within 28 days after the date on which the secretary received the notice.
- (4) At a general meeting of the association convened under subclause (3):
 - (a) no business other than the question of the appeal is to be transacted, and
 - (b) the committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
 - (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (5) The appeal is to be determined by a simple majority of votes cast by members of the association.

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Part 4 The committee

14 Powers of the committee

Subject to the Act, the Regulation, this constitution and any resolution passed by the association in general meeting, the committee:

- (a) is to control and manage the affairs of the association, and
- (b) may exercise all the functions that may be exercised by the association, other than those functions that are required by this constitution to be exercised by a general meeting of members of the association, and
- (c) has power to perform all the acts and do all things that appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

15 Composition and membership of committee

- (1) The committee is to consist of:
 - (a) the office-bearers of the association, and
 - (b) at least 3 ordinary committee members, each of whom is to be a financial member.
 - (c) A Bogan Shire Council representative.
- (2) The total number of committee members is to be 7.
- (3) The office-bearers of the association are as follows:
 - (a) the president,
 - (b) the vice-president,
 - (c) the treasurer,
 - (d) the secretary.
- (4) A committee member may hold up to 2 offices (other than both the offices of president and vice-president).
- (5) There is no maximum number of consecutive terms for which a committee member may hold office.
- (6) Each member of the committee is, subject to this constitution, to hold office until immediately before the election of committee members at the annual general meeting next following the date of the member's election, and is eligible for re-election.

16 Election of committee members

- (1) Nominations of candidates for election as office-bearers of the association or as ordinary committee members:
 - (a) Verbal nomination of committee members to office bearing positions is permitted, and

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- (b) Nominations must be accepted by the nominated member before a ballot can commence.
- (2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.
- (3) If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (6) The ballot for the election of office-bearers and ordinary committee members of the committee is to be conducted at the annual general meeting in any usual and proper manner that the committee directs.
- (7) A person nominated as a candidate for election as an office-bearer or as an ordinary committee member of the association must be a member of the association.

17 Secretary

- (1) The secretary of the association must, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.
- (2) It is the duty of the secretary to keep minutes (whether in written or electronic form) of:
 - (a) all appointments of office-bearers and members of the committee, and
 - (b) the names of members of the committee present at a committee meeting or a general meeting, and
 - (c) all proceedings at committee meetings and general meetings.
- (3) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.
- (4) The signature of the chairperson may be transmitted by electronic means for the purposes of subclause (3).

18 Treasurer

It is the duty of the treasurer of the association to ensure:

- (a) that all money due to the association is collected and received and that all payments authorised by the association are made, and
- (b) that correct books and accounts are kept showing the financial affairs of the association, including full details of all receipts and expenditure connected with the activities of the association.

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19 Casual vacancies

- (1) In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the association to fill the vacancy and the member so appointed is to hold office, subject to this constitution, until the annual general meeting next following the date of the appointment.
- (2) A casual vacancy in the office of a member of the committee occurs if the member:
 - (a) dies, or
 - (b) ceases to be a member of the association, or
 - (c) is or becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
 - (d) resigns office by notice in writing given to the secretary, or
 - (e) is removed from office under clause 19, or
 - (f) becomes a mentally incapacitated person, or
 - (g) is absent without the consent of the committee from 3 consecutive meetings of the committee, or
 - (h) is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months, or
 - (i) is prohibited from being a director of a company under Part 2D.6 (Disqualification from managing corporations) of the *Corporations Act 2001* of the Commonwealth.

20 Removal of committee members

- (1) The association in general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) If a member of the committee to whom a proposed resolution referred to in subclause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send a copy of the representations to each member of the association or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

21 Committee meetings and quorum

- (1) The committee must meet at least 3 times in each period of 12 months at the place and time that the committee may determine.

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- (2) Additional meetings of the committee may be convened by the president or by any member of the committee.
- (3) Oral or written notice of a meeting of the committee must be given by the secretary to each member of the committee at least 48 hours (or any other period that may be unanimously agreed on by the members of the committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under subclause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any 3 members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (6) No business is to be transacted by the committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the committee:
 - (a) the president or, in the president's absence, the vice-president is to preside, or
 - (b) if the president and the vice-president are absent or unwilling to act, one of the remaining members of the committee chosen by the members present at the meeting is to preside.

22 Appoint association members as committee members to constitute quorum

- (1) If at any time the number of committee members is less than the number required to constitute a quorum for a committee meeting, the existing committee members may appoint a sufficient number of members of the association as committee members to enable the quorum to be constituted.
- (2) A member of the committee so appointed is to hold office, subject to this constitution, until the annual general meeting next following the date of the appointment.
- (3) This clause does not apply to the filling of a casual vacancy to which clause 19 applies.

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23 Use of technology at committee meetings

- (1) A committee meeting may be held at 2 or more venues using any technology approved by the committee that gives each of the committee's members a reasonable opportunity to participate.
- (2) A committee member who participates in a committee meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

24 Delegation by committee to sub-committee

- (1) The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of the member or members of the association that the committee thinks fit) the exercise of any of the functions of the committee that are specified in the instrument, other than:
 - (a) this power of delegation, and
 - (b) a function which is a duty imposed on the committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (3) A delegation under this clause may be made subject to any conditions or limitations as to the exercise of any function, or as to time or circumstances, that may be specified in the instrument of delegation.
- (4) Despite any delegation under this clause, the committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this clause has the same force and effect as it would have if it had been done or suffered by the committee.
- (6) The committee may, by instrument in writing, revoke wholly or in part any delegation under this clause.
- (7) A sub-committee may meet and adjourn as it thinks proper.

25 Voting and decisions

- (1) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee are to be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.
- (2) Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

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- (3) Subject to clause 21 (5), the committee may act despite any vacancy on the committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

Part 5 General meetings

26 Annual general meetings - holding of

- (1) The association must hold its first annual general meeting within 18 months after its registration under the Act.
- (2) The association will hold its annual general meetings:
 - (a) In August of each year, or
 - (b) within 6 months after the close of the association's financial year.

27 Annual general meetings - calling of and business at

- (1) The annual general meeting of the association is, subject to the Act and to clause 26, to be convened on the date and at the place and time that the committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
 - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,
 - (b) to receive from the committee reports on the activities of the association during the last preceding financial year,
 - (c) to elect office-bearers of the association and ordinary committee members,
 - (d) to receive and consider any financial statement or report required to be submitted to members under the Act.
- (3) An annual general meeting must be specified as that type of meeting in the notice convening it.

28 Special general meetings - calling of

- (1) The committee may, whenever it thinks fit, convene a special general meeting of the association.
- (2) The committee must, on the requisition of at least 5% of the total number of members, convene a special general meeting of the association.

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- (3) A requisition of members for a special general meeting:
 - (a) must be in writing, and
 - (b) must state the purpose or purposes of the meeting, and
 - (c) must be signed by the members making the requisition, and
 - (d) must be lodged with the secretary, and
 - (e) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (4) If the committee fails to convene a special general meeting to be held within 1 month after the date on which a requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (5) A special general meeting convened by a member or members as referred to in subclause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the committee.
- (6) For the purposes of subclause (3):
 - (a) a requisition may be in electronic form, and
 - (b) a signature may be transmitted, and a requisition may be lodged, by electronic means.

29 Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under subclause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under clause 27 (2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

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30 Quorum for general meetings

- (1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.
- (2) Five members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
 - (a) if convened on the requisition of members—is to be dissolved, and
 - (b) in any other case—is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) are to constitute a quorum.

31 Presiding member

- (1) The president or, in the president's absence, the vice-president, is to preside as chairperson at each general meeting of the association.
- (2) If the president and the vice-president are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

32 Adjournment

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) If a general meeting is adjourned for 14 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (3) Except as provided in subclauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

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33 Making of decisions

- (1) A question arising at a general meeting of the association is to be determined by:
 - (a) a show of hands or,
 - (b) if on the motion of the chairperson or if 5 or more members present at the meeting decide that the question should be determined by a written ballot—a written ballot.
- (2) If the question is to be determined by a show of hands, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (3) Subclause (2) applies to a method determined by the committee under subclause (1) (a) in the same way as it applies to a show of hands.
- (4) If the question is to be determined by a written ballot, the ballot is to be conducted in accordance with the directions of the chairperson.

34 Special resolutions

A special resolution may only be passed by the association in accordance with section 39 of the Act.

35 Voting

- (1) On any question arising at a general meeting of the association a member has one vote only.
- (2) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (3) A member is not entitled to vote at any general meeting of the association unless all money due and payable by the member to the association has been paid.

36 Proxy votes not permitted

Proxy voting must not be undertaken at or in respect of a general meeting.

37 Postal or electronic ballots

- (1) The association may hold a postal or electronic ballot (as the committee determines) to determine any issue or proposal (other than an appeal under clause 12).

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- (2) A postal or electronic ballot is to be conducted in accordance with Schedule 3 to the Regulation.

38 Use of technology at general meetings

- (1) A general meeting may not be held at 2 or more venues using any technology.

Part 6 Miscellaneous

39 Insurance

The association may effect and maintain insurance.

40 Funds - source

- (1) The funds of the association are to be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the association in general meeting, any other sources that the committee determines.
- (2) All money received by the association must be deposited as soon as practicable and without deduction to the credit of the Coolabah United Citizens Incorporated account at the Commonwealth Bank in Nyngan as a separate line entry.
- (3) The association must, as soon as practicable after receiving any money, issue an appropriate receipt.

41 Funds - management

- (1) Subject to any resolution passed by the association in general meeting, the funds of the association are to be used solely in pursuance of the objects of the association in the manner that the committee determines.
 - (a) The associations funds are permitted to be used for the payment of, recurring utilities, rates and, insurance premiums.
 - (b) Funds may be used, up to \$100.00 per transaction, for minor maintenance, repairs and, association running expenses.
- (2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by 2 authorised signatories.
 - (a) Authorised signatories are the President, Vice-President, Secretary, and Treasurer.

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42 Association is non-profit

Subject to the Act and the Regulation, the association must apply its funds and assets solely in pursuance of the objects of the association and must not conduct its affairs so as to provide a pecuniary gain for any of its members.

43 Distribution of property on winding up of association

- (1) Subject to the Act and the Regulations, in a winding up of the association, any surplus property of the association is to be transferred to another organisation with similar objects and which is not carried on for the profit or gain of its individual members.
- (2) In this clause, a reference to the surplus property of an association is a reference to that property of the association remaining after satisfaction of the debts and liabilities of the association and the costs, charges and expenses of the winding up of the association.

44 Change of name, objects and constitution

An application for registration of a change in the association's name, objects or constitution in accordance with section 10 of the Act is to be made by the public officer or a committee member.

45 Custody of books etc

Except as otherwise provided by this constitution, all records, books and other documents relating to the association must be kept in New South Wales:

- (a) at the main premises of the association, in the custody of the public officer or a member of the association (as the committee determines), or
- (b) if the association has no premises, at the association's official address, in the custody of the public officer.

46 Inspection of books etc

- (1) The following documents must be open to inspection, free of charge, by a member of the association at any reasonable hour:
 - (a) records, books and other financial documents of the association,
 - (b) this constitution,
 - (c) minutes of all committee meetings and general meetings of the association.
- (2) A member of the association may obtain a copy of any of the documents referred to in subclause (1) on payment of a fee of not more than \$1 for each page copied.

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- (3) Despite subclauses (1) and (2), the committee may refuse to permit a member of the association to inspect or obtain a copy of records of the association that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the association.

47 Service of notices

- (1) For the purpose of this constitution, a notice may be served on or given to a person:
 - (a) by delivering it to the person personally, or
 - (b) by sending it by pre-paid post to the address of the person, or
 - (c) by sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.
- (2) For the purpose of this constitution, a notice is taken, unless the contrary is proved, to have been given or served:
 - (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
 - (c) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent or, if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

48 Financial year

The financial year of the association is:

- (a) the period of time commencing on the date of incorporation of the association and ending on the following 30 June, and
- (b) each period of 12 months after the expiration of the previous financial year of the association, commencing on 1 July and ending on the following 30 June.



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COOLABAH COMMUNITY HALL HIRE.

2019

Hall Hire fees

- Hall Hire \$100 Chairs and tables included
- Bond on hall \$100
- BBQ \$ 20 To be left clean and gas bottle filled or replaced
- Kitchen \$ 40
- Bar facilities fridges etc \$ 20
- Tennis Court Hire \$50 per day

Chairs and tables off site hire

- Off-site hire bond \$100
- Tables \$ 10 p/table
- Chairs \$ 5p/chair

All breakages to be charged at \$50 p/ chair or table



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FACILITIES HIRE AGREEMENT

Venue:

Hirer:

Event:

Contact Person:

Address:

Phone:

Hire Date: From: To:

Hire Times: From:am/pm to:am/pm

Expected no. of attendees:

Conditions of Hire:

1. Council reserves the right not to accept the hire application or to cancel the booking at any time
2. The hirer must pay the required fees and/or security deposit with the signed section of these conditions of hire to Council at least 7 days before the date of the function/event. Failure to do so will result in access to the facility being denied to the hirer.
3. A tentative booking shall be permitted subject to confirmation being given by the hirer to Council at least 14 days before the date of the function/event
4. Sub-letting of the facility is prohibited
5. The hirer shall conform to and obey all reasonable directions given by an authorised person in regards to use of the facility
6. A police officer or authorised person shall have access to the facility at any time, notwithstanding any hiring
7. Any hirer not complying with the provisions of these conditions or in any way misconduct themselves may be removed from the facility by an authorised person or a police officer
8. Council takes no responsibility for the property of any hirer whilst at the facility

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9. Any motor vehicle driven or parked in the confines of the facility is entirely at the owners risk and no responsibility is accepted by Council for any theft or damage
10. The hirer shall not write on, decorate, placard, cut, damage, or pierce with nails, screws or any other contrivances the floor, wall or any part of the facility without permission from Council
11. The hirer shall be responsible for all damage caused to the facility during the period of hire and will be required to pay the costs of all repairs
12. Where the hirer of the facility is an incorporated entity e.g. sporting club, non-profit organisation, they will be required to have public liability insurance cover for a sum of at least twenty million dollars (\$20,000,000) for any one occurrence. An insurance certificate of currency along with an event risk assessment or risk management plan must be attached with the signed sections of this agreement
13. The hirer shall not bring into, be found in possession of, sell or consume intoxicating liquor in the facility without the necessary licences and Council approval
14. The hirer shall enforce the following requirements within the facility:
 - No alcohol unless permission is obtained from Council, if alcohol is to be consumed a liquor licence is required
 - Where alcohol is to be served, security will need to be provided on the ratio of 1 guard to 100 persons (1:100)
 - Alcohol must be served in cans or plastic cups (no glass permitted)
 - All doors are to be checked before leaving including fire exit doors
 - No smoking is permitted in the facility
 - No confetti to be used in or around the facility
 - All electrical appliances are to be switched off before vacating the facility
 - No furniture is to be dragged across floors
 - Conduct likely to cause damage is not permitted
 - There shall be no interference with furniture and equipment not belonging to the hirer and not forming part of the hire agreement
15. All fittings and equipment are to be left as found and the facility is to be left in a clean and tidy condition. The provision of cleaning equipment is the responsibility of the hirer. Recyclable materials are to be placed into the correct waste disposal bins
16. All vehicles admitted to the facility and surrounds are to be driven and parked so that no damage is caused to the facility or to the detriment of the public
17. Use of the facility later than 12.00 midnight Sunday to Thursday inclusive and 1.00am Friday and Saturday is not permitted
18. The hirer of the facility must ensure that the users of the facility are familiar with the location of all emergency exits and equipment

Non-compliance with any of these conditions shall render the hirer liable to a penalty as determined by Council, to be deducted from the hirer's security deposit.



General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019

This section must be signed and returned to Council together with the required fees and/or security deposit (if applicable) at least 7 days prior to the function/event. Failure to do so will result in access to the facility being denied to the hirer.

I undertake that I will at all times in the future indemnify the Bogan Shire Council and their agents, servants and employees and keep them indemnified against all actions, liabilities, proceedings, claims and expenses in respect of any injury or damage suffered by myself or any person present at my invitation or my knowledge, permission or authority arising out of or connected with my use of the facility. Without limiting the generality of this indemnity I accept that it includes breaches of duty by the occupier of the facility or any other duties imposed by law upon the Bogan Shire Council its agents, servants or employees in respect of the facility or the presence of my group at the facility.

Insurance:

I have attached a copy of the Public Liability Insurance certificate of currency. (*Where applicable*)

Policy No:

Insurer:

Amount:

Risk Assessment/Management Plan (see point 12. Conditions of Hire)

I have attached a copy of the event risk assessment or risk management plan

Liquor Licence:

I have attached a copy of the liquor licence

I have attached a copy of the RSA certificate/s

Not required (no alcohol to be sold or consumed)

Security has been arranged (*minimum 1 guard to 100 persons*)

Equipment Hire: (If required)

Tables (specify number required).....

Chairs (specify number required).....

Other items

Hire Fees: (If applicable)

Deposit Paid



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

.....
(Please print full name)

Of
(Full address)

Representing
(Organisation if applicable)

As hirer of the (Facility) on
..... /...../..... Acknowledge having read and accepted the conditions of hire.

Signed:
Date:

Office use only: Managers Comments

.....
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.....

Hire Fees Waived: (Authorisation by General Manager)

Signed:

Approved for Hire:

Name:

Position:

Signature:

Please return all required documents via email : admin@bogan.nsw.gov.au
or in person over the counter at our office.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR PEOPLE AND COMMUNITY SERVICES

Mayor and Councillors

The following report is submitted for consideration:-

1 VISITOR INFORMATION CENTRE OPERATIONAL REPORT

Summary:-

The purpose of this report is to provide information to Council on the operations of the Visitor Information Centre.

1.1 Introduction

The purpose of this report is to provide information to Council on the operations of the Visitor Information Centre.

1.2 Discussion

The past quarter included the typically quieter time, with less travellers and visitors to town over the hotter months.

The low water level in the Bogan River impacted on the number of visitors to Nyngan over summer for water skiing with at least one accommodation provider in town reporting almost no custom throughout the traditionally busy January school holiday period.

Exacerbating this was the postponement of the annual Bogan River Carp Muster in early February, which is typically a big weekend for tourism and associated accommodation and entertainment in the Shire.

VIC staff have continued to collect local shopping dockets despite the quiet period. Restaurants, supermarkets and service stations made up the majority of the reported sales in town.

Despite the lower visitor numbers the VIC merchandise continued to sell well in the lead up to Christmas and Australia Day. Bogan singlets, stubby holders and caps were the most popular items.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

The Museum volunteers took their regular annual break in January 2019 with the VIC fully staffed by the Shire.

Statistics

The total number of visitors through the centre and / or enquiries for the December / January / February period was as follows:

Visitors: 470

Phone: 345

Email: 114

1.3 Recommendation

That the Operational Report for the Visitor Information Centre be received and noted.

2 DEFIBRILLATOR GRANT

Summary:-

The purpose of this report is to provide information to Council on the NSW Government Local Sport Defibrillator Grant Program including the responses received from local sporting and community organisations as part of the community consultation process.

2.1 Introduction

The purpose of this report is to provide information to Council on the NSW Government Local Sport Defibrillator Grant Program including the responses received from local sporting and community organisations as part of the community consultation process.

2.2 Discussion

At its December 2018 meeting, Bogan Shire Council resolved to purchase four defibrillators for use within the Bogan Shire (451/2018).

Applications for the NSW Government Local Sport Defibrillator Grant close on 6 May 2019. Bogan Shire Council and incorporated, not-for-profit sports clubs in our Shire are eligible to apply for this grant, which would reduce the purchase cost of a defibrillator by almost 50 per cent.

The total cost of a defibrillator, including installation, routine maintenance over four years and a one-off familiarisation session is approximately \$3000, depending on the service provider. The grant would cover up to a maximum of \$1300 towards this cost.

Bogan Shire Council wrote to sporting and eligible community organisations within the Shire and received responses from the following:-

- The Girilambone Community Association; (letter attached)
- Nyngan Senior Rugby League Club; (Email attached)
- Nyngan Bowling Club; (by phone)
- Nyngan Junior Rugby League Club; (by phone)
- Nyngan Soccer Club; (by phone)

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

- Coolabah United Citizens Incorporated; (letter attached) and
- Nyngan Swimming Club.(letter attached)

All groups that responded with the exception of the Coolabah United Citizens were in favour of Bogan Shire Council applying for the grant. Two organisations (Girilambone Community Association and Nyngan Senior Rugby League) stated they would be able to, or possibly be able to, cover the remaining costs of the unit. The Nyngan Soccer Club applied for the grant themselves, and there may have been some other organisations that have also taken the initiative and applied for this grant themselves.

Council will need to decide how many defibrillators will be applied for under this Grant, in which locations they will be installed and whether they will contribute to funds required to make up the balance of the total cost, which could be anywhere from \$5,100 for 3 defibrillators to \$8,500 for 5 defibrillators, taking into consideration that Coolabah United Citizens Incorporated have stated that they already have three in the Village.

2.3 Attachments

Correspondence received from the following:-

1. Coolabah United Citizens Incorporated.
2. Girilambone Public School / Community Association
3. Nyngan Rugby League Football Club /Nyngan Junior League
4. Nyngan Swimming Club

2.4 Recommendation

For Council's Consideration.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Coolabah United Citizens Incorporated replacing Coolabah Community Progress Association.

c/o Lynette Dunn

Bundong Station

Coolabah

NSW 2831

March 8th 2019

Dear Abigail,

Thank you for the offer of the defibrillator

but we already have three in the village. I have only had four no replies to the letters and emails I have sent out to ask people's opinions and the date is up so we will decline the offer .

Thank you for thinking of us all.

Kind Regards

Lynette Dunn

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**



Monday 28th February 2019

Debb Wood
Director People and Community Services
BOGAN SHIRE COUNCIL

Dear Debb
RE; LOCAL SPORT DEFIBRILLATOR GRANT PROGRAM

I would like to confirm that Girilambone Public School is in full support of the Bogan Shire applying for this grant to enable these defibrillators to be situated at various locations around the Bogan Shire. It is important that the community have quick access to these to save lives.

I have also been looking to source funding to have one situated at Girilambone Public school for school and community use if necessary. If I can find a funding source for the other half of the cost for the AED the school would be more than willing to absorb the costs of the ongoing maintenance of the unit as well as replacement costs of the consumables as required.

I believe this is a very worthwhile project and that it is important that some of the outlying areas have access to this equipment not only those residing in Nyngan.

Yours Sincerely,

Angela Lewis
Principal
Girilambone Public School



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

From: Nyngan Rugby League Football Club [<mailto:nynganrugbyleague@gmail.com>]
Sent: Friday, 22 February 2019 12:21 PM
To: Abigail McLaughlin
Subject: Sports Defibrillator

Hi Abigail,

Nyngan Senior League are happy to contribute costs towards the Sports Defibrillator. I have spoken to Brendan Smith, Secretary of Nyngan Junior League they are interested depending on ongoing costs.

Regards,

--

Tara McDermott

Nyngan Rugby League Football Club



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**



PO Box 208
NYNGAN NSW 2825

7th February 2019

To Whom It May Concern,

During our meeting today, we discussed the defibrillator letter recently received from the Bogan Shire.

We haven't seen a defibrillator sign located at the pool.

As we have various age groups attending the pool during our hot summer months to either swim or watching their children or grandchildren swim.

We wondered, is there a possibility to have a defibrillator located at Nyngan Swimming Pool.

Hopefully, the equipment is never needed but in the event of a medical emergency, a defibrillator would be a great asset for the members of our local community or visitors to our town, as time is crucial.

Would it be possible to have a defibrillator placed at the pool?

We look forward to hearing from you soon.

Kind Regards

Lorraine Wales
Club Registrar
0408 195 922

BOGAN SHIRE COUNCIL	
FILE	R/N
06 MAR 2019	
ASSIGNEE	

3 ARTS AND CULTURE FUNDING

Summary:-

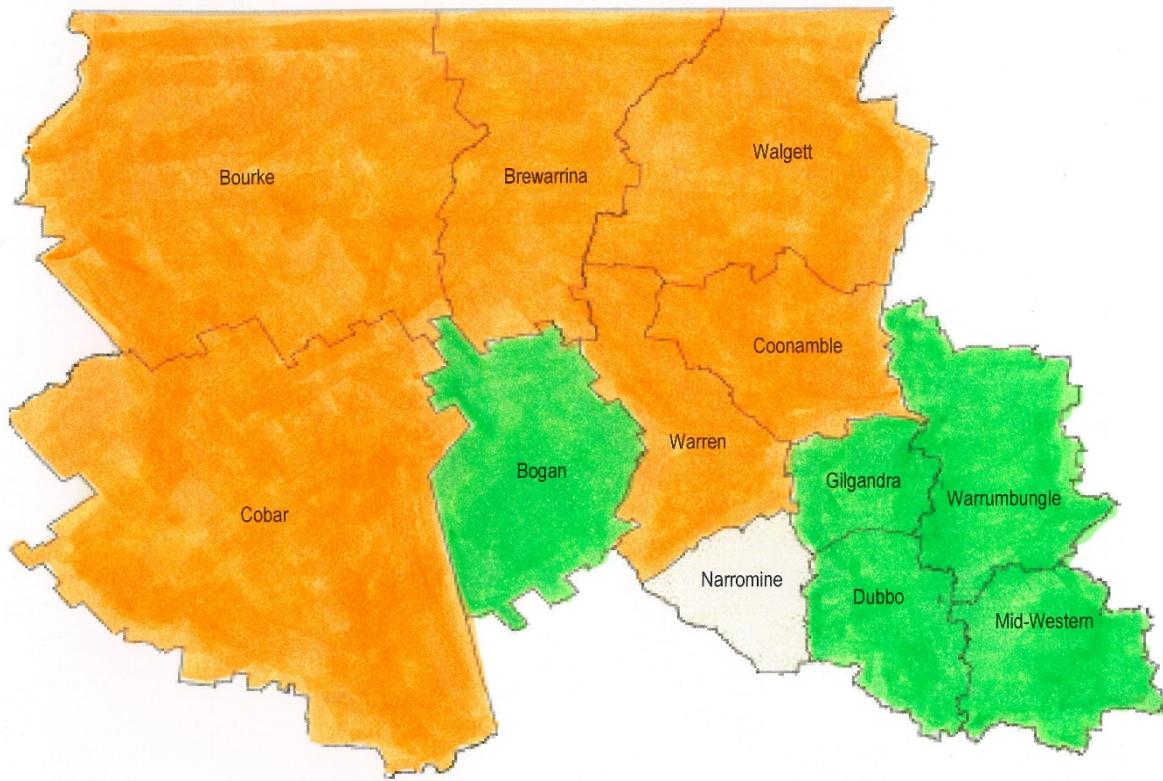
The purpose of this report is to provide information to Council on the background and current arrangements regarding the funding of arts and culture within Bogan Shire and to determine future funding arrangements.

3.1 Introduction

The purpose of this report is to provide information to Council on the background and current arrangements regarding the funding of arts and culture within Bogan Shire and to determine future arrangements.

3.2 Background

Historically Bogan Shire Council had been aligned to the Outback Arts RADO, which is based across western NSW and currently has Walgett, Coonamble, Warren, Cobar, Bourke and Brewarrina Councils as contributing members (see map).



Key

- █ Orana Arts 2018
- █ Outback Arts 2018

In May 2012 Council resolved not to participate in membership of Outback Arts. The general consensus amongst Councillors was that tangible benefits needed to be demonstrated to justify continuing the membership and that there was difficulty justifying an increase in contribution.

Instead it was resolved to put the money, initially \$7,000 per year which was then increased to \$10,000 per year from the 2014/2015 financial year into a Bogan Shire Arts and Culture Fund, which would be open to community members to apply. The current balance stands at \$41,104.

In November 2016 Council resolved (458/2016) that Bogan Shire Council become a contributing member of Orana Arts for one year only, commencing January 2017. Council paid \$8,800 including GST for the one year membership.

Since the decision not to be a participating member of Outback Arts, Council has been lobbied from time to time by members of the local community who find themselves unable to access programs and benefits only available to those Councils that were members. For example Nyngan-based artists were unable to put their works in exhibitions being hosted by Outback Arts in neighbouring Shires and all communities across the Bogan Shire have been excluded from workshops, concerts and other programs which are travelling around western NSW and in neighbouring Shires.

Local artists are also ineligible for certain grant funding and scholarship opportunities only available through the Outback Arts network.

Orana Arts is one of 14 Regional Arts Development Organisations (RADOs) in NSW, each providing strategic direction for sustainable arts and culture development in their region. As well as subscriptions received from contributing members, these organisations receive NSW Arts funding, and are able to apply for and provide grants.

RADOs are geographically based, and Councils although not bound to participate, are usually affiliated. Orana Arts is based around Dubbo and Wellington and currently services Gilgandra, Dubbo, Bogan, Mid-Western and Warrumbungle Councils.

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

As a member of Orana Arts, community members have access to Orana Arts strategic initiatives and programs, although most are not held locally given Bogan Shire is located within the designated Outback Arts' region.

3.3 Discussion

In considering options for future funding and promotion of arts and culture within Bogan Shire, Council could consider the following:-

1. Continue membership of Orana Arts;
2. Re-join Outback Arts; or
3. Not be a member of any RADO, but retain funding internally.

Orana Arts

Orana Arts has agreed to provide the following projects in Bogan Shire if Council agrees to re-subscribe:-

- Two youth workshops in creative arts;
- Two professional development workshops around skills and capacity;
- Two workshops stemming from the Aboriginal Artists program; and
- Access to the Country Arts Support Program.

The Orana Arts annual membership cost for 2018/2019 is \$8,976.00.

Outback Arts

RADO code of conduct prevents Outback Arts from lobbying for Bogan Shire affiliation, and they consequently have not provided Council with possible projects, however, projects co-ordinated by Outback Arts over the past year have included the following:

- Outback Archies, an art exhibition and competition for artists across all of the Outback Arts communities;
- An Aboriginal sculpture initiative at Bourke;
- An art festival at Gulgargambone where 11 renowned artists from across Australia gave the village a makeover with murals and other pieces of artwork;
- A three year "Women Out Front" initiative to empower young women in the arts at Warren and Walgett;

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

- Weaving workshops;
- Millinery workshops; and
- Afterschool programs.

Outback Arts was also recently successful in obtaining a \$300,000 grant to purchase and develop a cultural hub in Coonamble and servicing the far west region. Outback Arts have a local presence in Warren and Coonamble – staff in shopfront offices who are available to work with individuals, organisations and government to generate, promote and advocate for the arts and creative industries.

The Outback Arts annual membership cost for 2019 is \$10,583.00.

Internal Funding

Various local community arts and culture programs and activities have been funded in Nyngan over the past few years and include:

- St Joseph's Art Exhibition
- Nyngan High School MADD Concert
- Nyngan Girl Guides
- Roman Rudnytsky Piano Recital
- Nyngan High School Spectacular
- Western Studio of Performing Arts Tap Dance Workshop

Many potential applicants however are unaware that this funding exists and if this option is selected then provision should be made for funding to promote and grow the program.

Whilst Bogan Shire Council can administer this fund, it does not have the capacity to provide local artists and community members with access to outside funding, programs and scholarships as arts councils do.

3.4 Attachment

1. Letter - membership request for 2018/2019 - Executive Director, Orana Arts Inc.
2. Invoice 2018/2019 - Orana Arts Inc.

3.5 Recommendation

For Council's consideration.



People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019



PO Box 246
Wellington NSW, 2830
www.oranaarts.com

14 September 2018

Bogan Shire Council
PO Box 211
Nyngan NSW 2825
Attn: General Manager

Dear Mr. Francis,

As a Local Government financial member of Orana Arts, we thank you for your support and ensure that your staff and community will be well served and supported by the Orana Arts team. To clarify your investment in our organisation and in consideration of the new skills based Board of Directors, I've outlined below what the OA Program will be for financial year 2018/2019.

Council's contribution to the organisation will provide the following for community:

- Two youth workshops in the creative arts
- Two professional development workshops around skills and capacity
- Two workshops stemming from our Aboriginal Artists Program
- Country Arts Support Program, a devolved funding for OA local government members.

Councils will also receive:

- Quarterly Council newsletters tailored to highlight OA's program for councils' staff & councillors
- Access to OA social media platforms and networks to promote community events
- Inclusion in all OA strategic initiatives and programs, such as Aboriginal Arts Program & This Business Called Art
- Access to OA team's expertise in grant writing, strategic planning, governance review, funding support through partnerships & support letters and opportunities for quality creative sector development
- Invitation to nominate for Stakeholders Forum from local government and/or community to advise OA strategic planning
- Presentation to Councillors on Orana Arts delivery

Your contribution will:

- Increase in community capacity to access funds & opportunities
- Increase in community engagement in local arts & cultural activities
- Increase support to local artists so then can meet their artistic ambitions
- Expose and engage young people in arts & cultural practice.

BOGAN SHIRE COUNCIL	
FILE	R/N
21 SEP 2018	
ASSIGNEE	





**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

I hope this clarifies and reaffirms our commitment to regional arts development and the benefits of being a part of Orana Arts. I've enclosed the invoice for the 2018/2019 program and look forward to delivery it in your community.

Kind regards,

Alicia Leggett
Executive Director
Orana Arts, Inc.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**



PO Box 246
Wellington NSW, 2820
www.oranaarts.com

TAX INVOICE

ABN: 70 787 305 565

TO:

Bogan Shire Council
PO Box 221
Nyngan, 2825 NSW

Attn: General Manager Derek Francis

DATE: 14 Sep. 18

INVOICE NO: 017-18

Item Description	Amount ex GST	GST	Amount Inc. GST
Contribution to the Orana Arts Regional Development Organisation 2018/2019 Program for Bogan Shire Council and community	\$8,160.00	\$816.00	\$8,976.00

TOTAL: \$8,976.00

Details for Direct Deposit:

Account: Orana Arts Monthly Account
BSB: 062 730
ACC: 10008472





**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

4 ELECTRIC VEHICLE CHARGING PROGRAM

Summary:-

The purpose of this report is to provide information to Council on a program to increase the number of electric vehicle charging ports along designated routes in regional NSW.

4.1 Introduction

The purpose of this report is to provide information to Council on a proposal by Transport for NSW (TfNSW) to provide seed funding to organisations to assist with the installation of electric vehicle charging stations.

4.2 Discussion

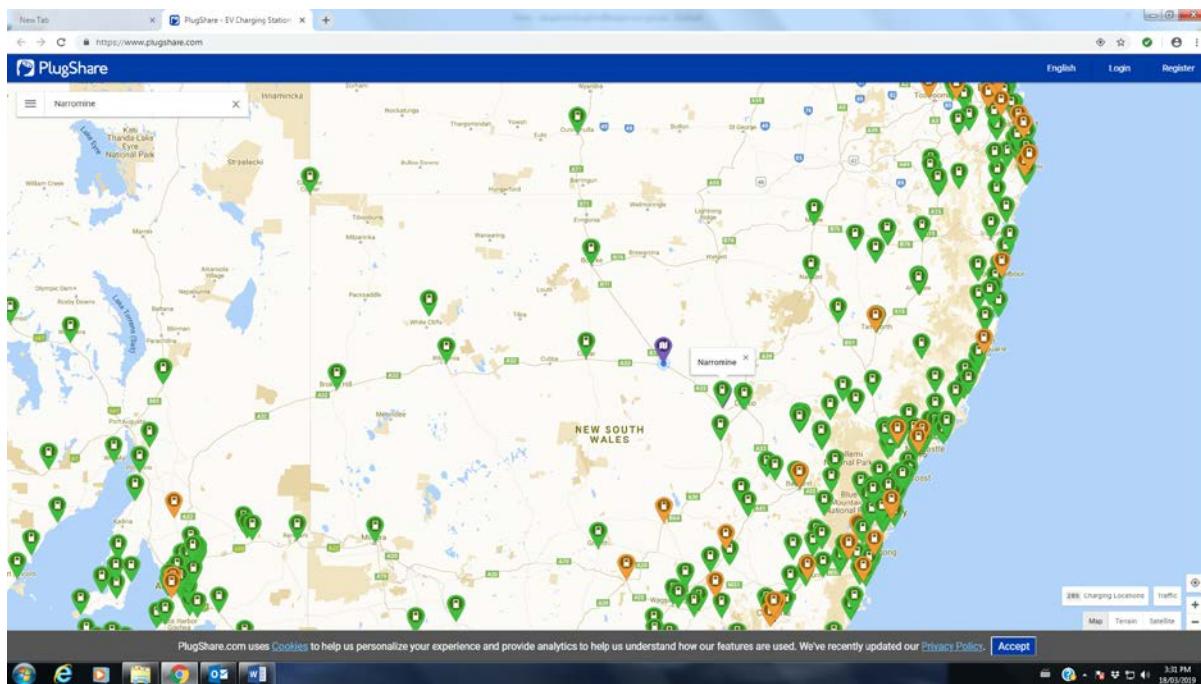
Transport has changed significantly in recent years and technology innovations are constantly improving the transport experience. There is a growing availability of electric vehicles (EVs), which offer significant economic and environmental benefits as well as contributing to a modern and cleaner energy future.

TfNSW is seeking to provide seed funding and partner with local councils and other organisations to develop and deliver a number of EV charging points focusing on regional NSW, in particular along major transport routes such as the Mitchell Highway.

According to the website “Plugshare”, Nyngan is one of the few towns along the Mitchell Highway which has no commercial electric car charging point.



People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019



They can be found at Bourke, Cobar, and Narromine. Having one in Nyngan would plug a gap along this transport route and encourage more owners of electric vehicles to visit and stop in our community.

There are different types of charging stations. Many tourist and accommodation sites have their own. The infrastructure for these points are often provided by companies such as Tesla free of charge (but only power Tesla cars) or NRMA (for NRMA members), with the site owner supplying the power.

TfNSW is requiring applicants to complete an Expression of Interest before 3 April 2019 and it is recommended that Council does so.

If successful a business case will be necessary as part of a more detailed Request for Proposal (RFP) process to consider all costs associated with the operation and maintenance of charging points including all costs associated with electricity usage.

TfNSW requires a minimum of 50% of the project costs be contributed by the applicant, either in cash or in kind. At this stage the cost of development is unknown and is being investigated. If further investigations reveal that Council's 50% contribution is unaffordable then Council can withdraw its interest and not proceed to RFP stage.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Electric charging stations vary in cost according to the supplier and the strength of the charger.

The benefits of having an EV charger in Nyngan include:-

- More visitors stopping in town. It takes a minimum of 20 minutes to charge a vehicle which can be spent patronising local businesses;
- Environmental savings; and
- More local opportunities for electric car technology.

4.3 Recommendation

That Council approves the submission of an expression of interest to the TfNSW Electric Vehicle Charging Program.

5 BOGAN SHIRE MEDICAL CENTRE

Summary:-

This report on the establishment and operations of the Bogan Shire Medical Centre has been compiled to record the background to the establishment and operation of a critically important piece of community infrastructure, the challenges encountered in the process as well as the successes of Bogan Shire Council in constructing and operating the Centre.

5.1 Introduction

This report on the establishment and operations of the Bogan Shire Medical Centre has been compiled to record the background to the establishment and operation of a critically important piece of community infrastructure, the challenges encountered in the process as well as the successes of Bogan Shire Council in constructing and operating the Centre.

5.2 Background

The BSMC was constructed by Council in response to community demand and opened in 2017 to patients for the first time.

The BSMC, operating under the direct operational control of Council, has been providing quality patient care to our community since that date.

5.3 Discussion

The running of a Medical Centre is not core Local Government business and it is unusual for a Council to run a Centre, let alone undertake the task of establishing one from scratch. Council staff involved have had to come to terms with a very steep learning curve in a highly complex and specialised industry.

Having said this, they have risen to the challenge acquiring the necessary skills and have integrated the BSMC into Council operations running it efficiently, like other facilities, for the benefit of our residents.

The attached detailed report refers.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

5.4 Attachment

Report on the Establishment and Operations of the Bogan Shire Medical Centre – March 2019.

5.5 Recommendation

That the Bogan Shire Medical Centre Report this report be received and noted.

Debb Wood
Director People and Community Services

REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR OF FINANCE AND CORPORATE SERVICES

Mayor and Councillors

The following reports are submitted for consideration:-

1 INVESTMENTS FEBRUARY 2019

Summary:-

The report is to outline the performance of Council's Investment Portfolio for the month of February 2019.

At 28 February 2019 Council had \$11.45 million invested. There has been an increase of \$436,000 due to grant funds being received.

1.1 Introduction

The purpose of this report is to outline the performance of Council's Investment Portfolio for the month of February 2019.

1.2 Background

In accordance with Clause 212 of the Local Government (General) Regulation 2005 a report must be presented to the Council setting out details of all the money that the Council has invested under section 625 of the Act.

1.3 Discussion

The Investment Report for February 2019 is shown below. At 28 February 2019 Council had \$11.4 million invested. There has been an increase of \$436,000 due to Council receiving grant funds for Cockies Road Rehabilitation and part of the Drought Communities Grant Funding.

Consideration of this report means that Council is complying with the Local Government (General) Regulation 2005.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Investment Movements for February 2019

It is hereby certified that these investments have been made in accordance with the Local Government Act 1993 and the Regulations thereto.

Bogan Shire - Investment movements						
REF	Source	Maturity	Days	% rate	Bal Jan 19	Bal Feb 19
3204	NAB	10/12/2019	365	2.800%	2,000,000.00	2,000,000.00
4608	NAB	1/06/2019	365	2.700%	2,000,000.00	2,000,000.00
37908808	Commonwealth	5/06/2019	364	2.750%	2,800,000.00	2,800,000.00
	NAB	15/01/2020	365	2.750%	1,000,000.00	1,000,000.00
6894	NAB - Professional Funds	At Call		1.900%	3,215,314.94	3,651,747.94
	Balance securities held				11,015,314.94	11,451,747.94
	Balance Ledger 19010.8200.8200				11,015,314.94	11,451,747.94
	Summary by institution					
	Commonwealth				2,800,000.00	2,800,000.00
	NAB				8,215,314.94	8,651,747.94
	BankWest				0.00	0.00
					11,015,314.94	11,451,747.94

1.4 Recommendation

That the Investments Report for February 2019 be received and noted.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

2 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION

Summary:-

- *The report is to provide a comparison of rate collections as at 28 February 2019, with the same period last year.*
- *Total arrears have increased from \$551,116 as at 28 February 2018 to \$632,535 as at 28 February this year.*

2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 28 February, 2019, with the same period last year.

2.2 Discussion

This report is provided for the information of Councillors.

Rate Collections	2018-2019	2017-2018
Arrears Prior to 01/07/2018	233,206	260,352
First Instalment in arrears as at 28/2/2019	70,990	38,804
Second Instalment in arrears as at 28/2/2019	92,129	56,105
Third Instalment Outstanding as at 28/2/2019	236,210	195,855
Fourth Instalment Outstanding as at 28/2/2019	967,487	945,584
Total Arrears	632,535	551,116
Total Outstanding	1,600,022	1,496,700
Monthly Transactions		
Amount Levied & B/Fwd	5,324,041	5,244,435
Add: Adjustments	11,622	24,267
Less: Payments to end of February	-3,659,440	-3,690,711
Less: Rebates	-79,175	-84,197
Add: Postponed	2,974	2,906
Gross Total Balance	1,600,022	1,496,700
Arrears of total amount levied %	12%	10.5%



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Total arrears have increased from \$551,116 as at 28 February 2018 to \$632,535 as at 28 February this year.

Each instalment amounts to approximately \$1,331,000.

(Total Rates, Waste, Water & Sewer Access Charges)

As at 28 February 2019 Council had collected \$31,271 less than at the same time last year however, an additional \$55,000 had been collected at the time of writing this report.

5.3% of rates were unpaid on the first instalment.

6.9% of rates were unpaid on the second instalment.

17.7% of rates were unpaid on the third instalment. This percentage has improved to 14% at the time of writing this report.

2.3 Recommendation

That the Rates and Annual Charges Collection Report for February 2019 be received and noted.

3 MANAGING CROWN LANDS

Summary:-

The purpose of this report is for Council to adopt the classifications and categorisations of the Crown Land in the attached listing. Council is now responsible for the management of the majority of Crown Lands in Bogan Shire.

3.1 Introduction

The purpose of this report is for Council to adopt the classifications and categorisations of the Crown Land in the attached listing. Council is now responsible for the management of the majority of Crown Lands in Bogan Shire.

3.2 Background

In 2012 the NSW Government began the first major review of Crown Land in 25 years, prompting a comprehensive consultation process with community and other interested parties about the future management of Crown Land. This extensive review process culminated in the NSW Parliament passing the new CLM Act in November 2016 and the Crown Land Legislation Amendment Act in May 2017.

3.3 Discussion

As a result of the new legislation Council has classified and categorised the 44 Reserves handed to Council under the new legislation.

Council will be required to undertake the task of producing management plans over the next three years and will require co-operation and a large amount of input from all departments within Council. Council will also be required to appoint a Native Title Manager to complete the Plans of Management. This appointment can be done externally or a member of our current staff can be trained to fulfil the role.

To aid in the implementation of the Plans of Management Council has been allocated funds by the State Government to complete this task within a three year period.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

Council has been given a list of identified parcels of land that it will now be responsible for and Council must now adopt all classifications. All land has been classified as Community Land under section 25 of the Local Government Act. This means that the land cannot be sold by Council unless it is recategorised. It cannot be recategorised as Operational unless the Crown Land Department give Council permission to sell the land or Council negotiate to buy the land. Council is also required to categorise each reserve as either a natural area, a sportsground, a park, an area of cultural significance or general community use. The classifications and categorisations of land are required to now be adopted to progress with the Management Plans.

3.4 Attachment

Table – Reserve Name – Classifications and Categories – included in mailout.

3.5 Recommendation

Council resolve to adopt the Classifications and Categories for each Reserve listed in the attachment.

Stephanie Waterhouse
Director Finance and Corporate Services

REPORT TO THE ORDINARY MEETING OF COUNCIL – DIRECTOR OF ENGINEERING SERVICES REPORT

Mayor and Councillors

I submit the following report for consideration:-

1 OPERATIONAL REPORT

1.1 Civil Works

Work undertaken during this reporting period from 18 February 2019, to 15 March, 2019 consisted of the following:-

- Continuing the construction of a concrete recreational footpath along Nymagee Street to join with the path at Rotary Park;
- Completing the installation of goalposts at the Nyngan Junior League Oval;
- Completing the installation of erosion control walls at the Nyngan Water Storage Project on the Tottenham Road;
- Assisting with the erection of a new shade shelter at Girilambone Park;
- Completing repairs to the Nyngan Aerodrome boundary fence; and
- Completing the desilting of the Nyngan Water Treatment sludge ponds.

1.2 Community Facilities

Work undertaken by Council's Community Facilities during this reporting period consisted of the following:-

- Completing repairs to irrigation system at Larkin Oval No.1 and Nyngan Showground Arena;
- Cleaning town gutters after heavy rain;
- Mowing and maintenance of ovals and reserves;
- Cleaning of town facilities;
- Cleaning and sweeping of the Nyngan CBD;
- Cleaning and maintenance of town streets and nature strips;
- Cleaning of town streets gutters and culverts; and
- Digging and backfilling of graves.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**

1.3 Roads

The work undertaken during this reporting period by Rural Works Crews consisted of the following:-

No.	Name	Comments
60	Whiterock Road	Maintenance grading completed.
10	Pangee Road	Construction of 1.5km completed.
8	Bobadah Road	Resheeting commenced.
8	Bobadah Road	Maintenance grading commenced.
MR 461	Condo Cobar Road	Maintenance grading completed.
60	Whiterock Road	Maintenance grading continuing.
77	Warrah Road	Maintenance grading completed.
MR 7514	Cockies Road	Rehabilitation of 2.7km commenced.
MR 7514	Cockies Road	Construction of 2km completed.

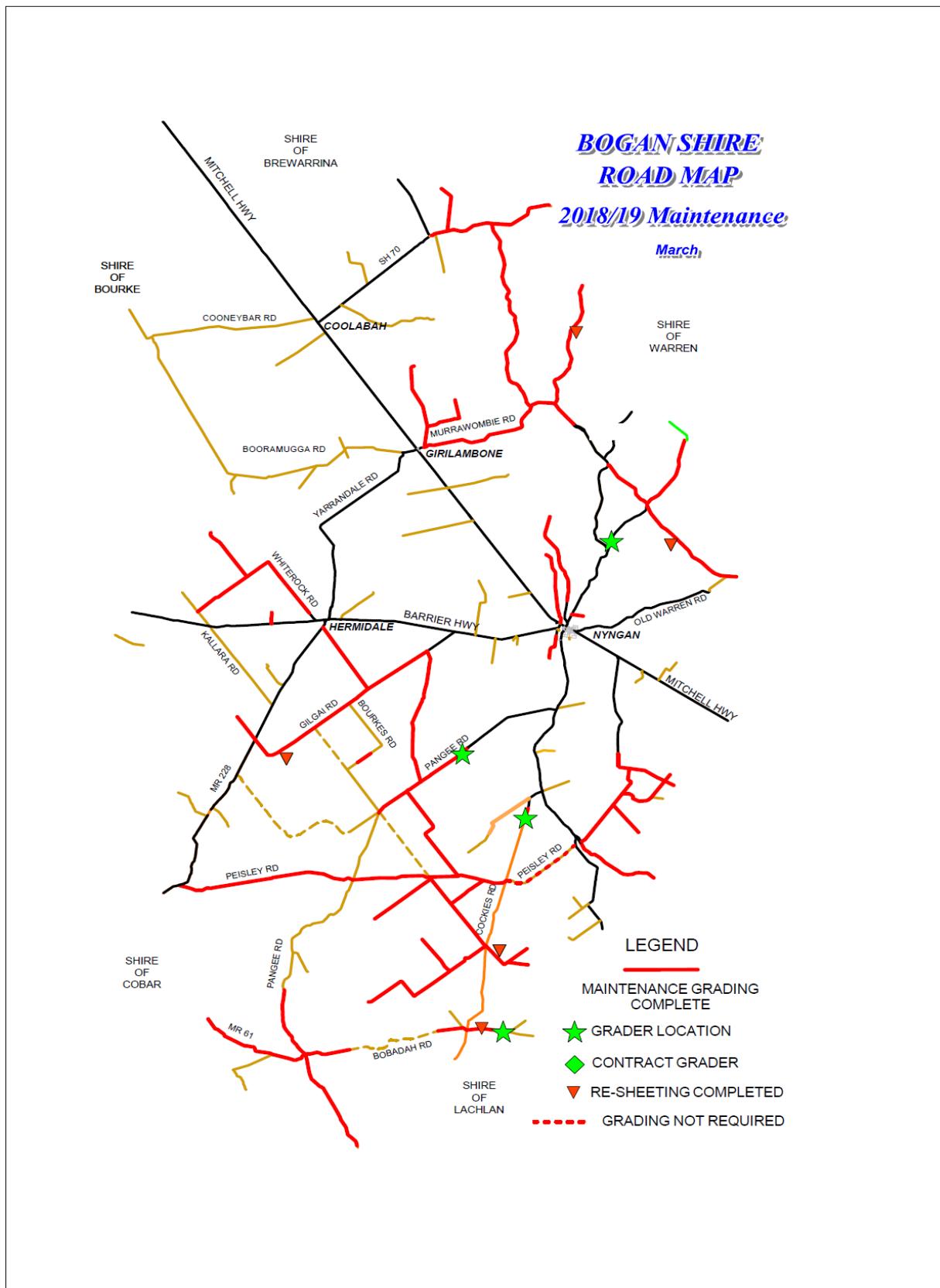
The works program for the remainder of March, and April includes but is not limited to the following works:-

- Continuing the construction of the new footpath along Nymagee Street to link with Rotary Park Pathway;
- Commencing the rehabilitation of 1km of Canonba Road;
- Completing the rehabilitation of approximately 2.7km of Cockies Road under the NSW Government's Heavy Vehicle Access Drought Relief Grant; and
- Maintenance grading, or resheeting of the following roads, Bobadah Road, Pangee Road, Cockies Road, Coffil's Lane, and Canonba Road.

1.4 Recommendation

That the Operational Report, including Civil Works, Community Facilities and Roads for the reporting period 18 February 2019 to 15 March 2019 be received and noted.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 28 March 2019**



2 DROUGHT MANAGEMENT PLAN

Summary:-

The purpose of this report is to provide information to Council on the preparation of a Nyngan Cobar Drought Management Plan.

2.1 Introduction

The purpose of this report is to provide information to Council on the preparation of a Nyngan Cobar Drought Management Plan.

2.2 Background

As the current drought conditions don't seem to be coming to an end in the immediate future, Council is in the process of preparing an updated Drought Management Plan to consider various strategies as water supplies reduce.

The Lower Macquarie Water Utilities Alliance undertook a Regional Drought Management Plan back in 2010 which included two major projects, the piping of the Albert Priest Channel and the construction of the off river storage.

2.3 Discussion

Unless there is significant inflow into Burrendong Dam, it is expected that the Macquarie River may cease to flow by March 2020, making it quite urgent to start investigating some of the strategies considered in the Drought Management Plan.

Council staff and staff from NSW Department of Industry – Water, Mike Brearley & Associates, and Cobar Shire Council, met on 14 March 2019 to commence the process.

Included in discussions are actions that will require further investigation before proceeding, major Government funding, or financial contribution by Council.

Funding has already been requested for an additional 535mL storage, replacement of the Belaringar Creek Syphon (contribution by Council), and purchasing water to fill the existing storage but other potential strategies such as ground water near Nyngan and Warren, a temporary weir in the Bogan River, and clay lining sections of the Albert Priest Channel are likely to incur significant costs.



Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019

The Department of Industry – Water is currently looking into the availability, quality, and quantity of ground water with accurate costs to investigate and bore not yet known. However, the estimated cost of a high leakage survey of the APC is \$20,000 and would need to be completed soon to determine where, and the extent, of clay lining of the Channel is required. The cost of earthworks on the APC based on the recommendations from survey could possibly be in the hundreds of thousands of dollars.

2.4 Recommendation

For Council's Information.

Graeme Bourke
Director Engineering Services

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019

REPORTS TO ORDINARY MEETING OF COUNCIL – DIRECTOR OF DEVELOPMENT & ENVIRONMENTAL SERVICES REPORT

Mayor and Councillors

I submit the following reports for consideration:-

1 DEVELOPMENT APPLICATIONS

1.1 Introduction

Three (3) applications have been approved since Council's meeting of 28 February 2019 and four (4) applications are currently with Council for consideration as tabled below:

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2018/004	Mr Greg Pack	22 Bourke Street, Girilambone	Use of Existing Building as a Dwelling	15,000	Building Certificate to be issued upon completion of outstanding matters. DA approval to follow.
2018/030	Mr Aron Couley and Ms Casey Hayes	56 Tottenham Road, Nyngan	New Private Shed	8,000	Approved 8 March 2019
2019/002	Mr Gordon Irving	166 Temples Lane, Nyngan	Subdivision	-	Under assessment - with Planning Consultant
2019/003	Mr Lee Jeffery	66-72 Flashman Avenue, Nyngan	Verandah	56,000	Approved 18 March 2019
2019/004	Lyons Advantage	23 Myall Street, Girilambone	Use of building as existing RFS Shed	35,000	Under Assessment
2019/006	Mr Glen Martin	11 Oxley Street, Nyngan	Demolition of Fire-Damaged Dwelling	20,000	Approved 19 March 2019

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019

2019/007	Mr Gordon Irving	Lot 52 DP 753467 Old Warren Road, Nyngan	Subdivision	-	Under Assessment - with Planning Consultant
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1.2 Recommendation

That the Development Applications Report since 28 February 2019 be received and noted.

2 OPERATIONAL REPORTS

2.1 Introduction

The purpose of this report is to outline key works undertaken by Council's Parks and Gardens Team since Council's Meeting of 28 February 2019.

2.2 Discussion

Key works undertaken by Council's Parks and Gardens Team consisted of the following:-

- Routine maintenance duties including manual watering (where required), whipper snipping, mowing, weed removal, Nyngan Cemetery, Davidson Park, Vanges Park, Medical Centre, Teamsters Rest, Town Hall and Senior Citizens Area, Flood Memorial Rest Area, Council Administration Building, Moonagee Street Park, Early Learning Centre, Rotary Park, Pioneer Park, Lions Park, Centenary Park and unoccupied Council housing.
- Maintenance of park play equipment at O'Reilly Park:-
 - Replaced handles on equipment.
 - Replaced broken baby swing.
- Centenary Fountain restored to working order.
- Continuation of new trial garden beds in Pangee Street.

Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council held on 28 March 2019

Key works that have been undertaken by Council's Noxious Weeds Officer consisted of:-

- Spraying at Nyngan racecourse in preparation for Anzac Day races;
- Spraying at Nyngan Golf Course;
- Spraying at Hermidale, Nymagee and Mulla Road;
- Boundary and road side inspections;
- Water way spraying and inspections;
- Property inspections as required under the *Biosecurity Act 2015*;
- Investigation underway into a weed mapping program; and

2.3 Recommendation

That the Operational Report, since 28 February 2019, including Parks and Gardens Team and Noxious Weeds Officer be received and noted.

Tony Payne
Director Development and Environmental Services



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

PRECIS OF CORRESPONDENCE

1 CAROLINE WALSH

Attached is a copy of a *Thank You* letter received from Caroline Walsh thanking Council for the support of the Nyngan High School Tongling Delegation Tour 2018. Caroline was part of the delegation to Tongling and very appreciative of Council's support for an amazing tour.

1.1 Recommendation: That the *Thank You* letter received from Caroline Walsh for Council's support of the Nyngan High School Tongling Delegation Tour 2018 be received and noted.

2 COOLABAH UNITED CITIZENS INC

Attached is a copy of correspondence received from the Coolabah United Citizens Inc asking Council to release to the Corporation \$1000 from the village fund to be placed into a new account to be opened at the Commonwealth Bank under the name of the Coolabah United Citizens Incorporated. Currently there is around \$54 in the account from membership fees, and power bills will need to be paid. The soon to be closed bank account from the Coolabah Community Progress Association has very limited funds left in it.

2.1 Recommendation: For Council's Consideration.

3 SERVICE NSW

Attached is a copy of an email from Service NSW regarding the proposed new Service NSW Centre located at 96 Pangee Street, Nyngan. A core function of the Centre will be to conduct Roads and Maritime Services Driving Tests with the majority of our customers being Learner Drivers and Aged Drivers. The Centre is requesting Council's approval for two driver testing parking spaces in close proximity to the Service Centre. The testing will take place every Wednesday and Friday between 9.00am and 4.00pm and signage will only be required during these times.

3.1 Recommendation: For Council's Consideration.



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

4 AUSTRALIAN FLOODPLAIN ASSOCIATION

Attached is a copy of an invoice received from the Australian Floodplain Association for membership 2019/2020 for \$50.00.

General Manager's Note: Council resolved in September 2017 to become a member of the Australian Floodplain Association for 2017/2018. However, Council did not pay for membership for 2018/2019.

4.1 Recommendation: For Council's Consideration.

5 NYNGAN RIVERSIDE TOURIST PARK

Attached is a copy of correspondence received from Dione Carter, Nyngan Riverside Tourist Park regarding water issues with the Bogan River. Negative feedback about the state of the lawns and water has now been received from tourists staying at the park due to the lack of water in the recreational weir. Mrs Carter has had meetings and calls with the Department of Environment and Heritage about some environmental water for the weir. Mrs Carter has support letters from businesses in town advising of their loss of trade suffering from the effects of the drought. Letters are attached. The businesses would like to draw to Council's attention if a positive plan for the future of the recreational weir could be considered in the next Council budget.

5.1 Recommendation: For Council's Consideration.

6 2WEB OUTBACK RADIO

Attached is a copy of correspondence received from 2WEB Outback Radio inviting Council to be part of a promotional package 2019/2020 Financial Year. The package cost is \$5,500 plus GST.

General Manager's Note: To date in this financial year, Council has paid \$805.00 to 2WEB.

6.1 Recommendation: For Council's Consideration.

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019

7 LOCAL GOVERNMENT NSW

Attached is a copy of correspondence received from the President, Clr Linda Scott, Local Government NSW regarding drought relief measures. LGNSW will continue to call for more support from both the State and Federal Governments. The extent of the current drought is such that additional assistance measures are required. One such new measure is the Federal Drought Communities Grant Program. Representations have been made to the Premier requesting that the NSW Government match this program dollar for dollar. The President also recognises the need for Councils to be provided with financial assistance to enable them to provide rate relief to those suffering hardship as a result of the drought. A number of Council delegates at the LGNSW's 2018 Annual Conference raised issues relating to drought support and assistance:

Provide greater financial assistance for affected communities, including through the funding of Councils to provide rate rebates of 50% to ratepayers suffering hardship as the result of drought;

Extend the Farm Management Deposit Scheme to businesses dependent on the agricultural sector; and

Establish a clear and consistent national policy and governance framework for drought management and for the administration of drought programs.

The President advises that LGNSW is actively advocating for these resolutions. LGNSW is offering to connect Councils seeking drought related assistance with other Councils that can provide it, and invited Council to provide details of plant, equipment and staffing needs so LGNSW can put them out across our network.

7.1 Recommendation: That the correspondence received from the President, Clr Linda Scott, Local Government NSW regarding drought relief measures be received and noted.

8 WEEKLY CIRCULARS

Weekly Circulars dated 22 February 2019, 1 March 2019, 8 March 2019 and 15 March 2019 have been emailed to Councillors for information.

8.1 Recommendation: That the Local Government Weekly Circulars be noted.



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

Caroline Walsh
“Watullo” 3018 Mulla Road, Nyngan NSW 2825

Mayor Ray Donald
Bogan Shire
NYNGAN NSW 2825

Dear Mayor Donald,

I'm writing to express my sincere gratitude to you and the Bogan Shire Councillors for their support of the Nyngan High School Tongling Delegation Tour for 2018.

The trip was amazing and very eye opening. I thoroughly enjoyed learning about their culture and in return helping them understand more about our Australian way of life. They were keen to learn more about Nyngan and it was my pleasure to be able to confidently speak about our wonderful town.

I've truly appreciated the support the shire has offered and the opportunity to grow and learn from this trip. Thank you again for supporting this amazing tour. I wish you all the best for 2019 including much needed rain.

Kind Regards

A handwritten signature in black ink, appearing to read "Caroline Walsh".

Caroline Walsh



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

Coolabah United Citizens Inc.

c/o Lynette Dunn

Bundong Station

Coolabah NSW 2831

March 5th 2019

Dear Bogan Shire,

On behalf of the executive committee of the above incorporation we would like to ask if it would be possible to have released to the new incorporation \$1000 from our account with the shire, to be placed into a new account to be opened at the Commonwealth Bank in Nyngan under the name of the Coolabah United Citizens Incorporated.

At this stage all we have for this new organization is around \$54 from membership fees and the power bills will need to be paid and with the climate the way it is no one is very free to do any functions.

The to be closed bank account from the Coolabah Community Progress Association has only very limited funds left in it.

Thanking you

Yours faithfully,

Lynette Dunn (secretary)

KERRY JORDAN (Treasurer)

Lynette Dunn

Kerry Jordan

Dated: 7/3/19

07/03/19



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

Email from Service NSW

Thank you for your time yesterday regarding the proposed new Service NSW Service Centre located at 96 Pangee Street Nyngan.

As discussed, a core function of the centre will be to conduct Roads and Maritime Services Driving Tests, with majority of our customers being Learner Drivers taking a test for the first time and Aged Drivers undergoing a re-test. To assist with this SNSW are requesting Council's approval for two driver testing parking spaces in close proximity to the Service Centre.

The Nyngan Service Centre will test every Wednesday and Friday between 9am and 4pm. Therefore, the driver testing parking spaces only need signage for these times. These spaces are identified by the placement of line marking on the road with the wording "Driving Tests Only" and signage on the kerb noting the time and days the driving tests are in use.

Your assistance in taking this to Council is greatly appreciated.

If you need any further information please give me a call.

Kind regards

Lewis Blume JP, Service NSW

Rural and Regional Project

1 Prince Albert Road, Queens Square

Sydney NSW 2000



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

Original

TAX INVOICE* / STATEMENT*

(* DELETE AS APPROPRIATE)

51

TO Bogong Shire Council DATE 11.03.2019
PO Box 221, NYNGAN 2825
ABN (of Recipient) ORDER NO. /
FROM Australian Floodplain
Association (AFA)
ABN (of Supplier) 85 893 489909

TOTAL INCLUSIVE OF G.S.T.

50 -

Total includes G.S.T. of

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019

Nyngan Riverside Tourist Park
46 Barrier Highway
Nyngan NSW 2825
Ph: 02 68 321 729



BOGAN SHIRE COUNCIL	
06.03.2019	FILE R/N
Attention: Derek	08 MAR 2019
Regarding: Water Issues with Bogan River	19/15 ASSIGNEE Derek Francis

We have been collating details of how many people stay at the park each year.

From January to December 2018 we recorded 23,000 people who stayed at our tourist park. This is an average of 65 people a night. All these people spend money in Nyngan to boost the economy of the town. Up until the past 12 months there has been nothing but good comments on people's experience with staying at the park.

We have had two Trip Advisor awards and do our best to keep the park in good order to attract people to Nyngan. Unfortunately due to lack of water in the recreational weir we have not been able to water lawns and trees and many trees, shrubs and lawn have died. We cannot use town water for gardens and lawns as we are charged the sewer levy. The size of the area we would like to keep green is about half the size of Number 1 Oval area in town.

cc:
Abigail McL.
Mayor

Recently we have had a lot of negative feedback from people staying at the park saying that they have come to stay at the park as they have only heard great reviews and they have been very disappointed with the current state that the river and the lawns are in. There have been visitors booked in to stay over the past 3 month who are not here for water sports or fishing and they had one look at the state of the river and the parks lawns and have left to stay in other towns. We have had to bitumen half the grassed areas to stop dust and make it respectable. I have had weekly calls and meetings with the Department of environment and heritage since mid January to push for some environmental water for the recreational weir before the fish die. We have considered purchasing water to save the fish and I have been speaking with a water broker and water is available for purchase as a back up if the environmental water is unsuccessful.

From 1st December 2019 until 28th of February the park has lost \$220,000 in income due to cancellation of bookings from the current state of the recreational weir and



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

the park grounds. The town has lost over \$400,000 in economy for this 3 month period, I have attached letters from just some of the businesses that this situation has affected.

We would like to draw all of these issues to council's attention so that in future we can have a plan, to ensure that people can have a great experience when visiting Nyngan. The businesses in town are already suffering from the effects of the drought and if we could have some plans in place for the future for water allocation for the recreational weir this would be a positive impact for the town.

I also hold an annual charity ball for locals and visitors to attend and this is in 3 weeks. We have not been able to water lawn areas to have this up to standard. The Bogan River Community Group has just been incorporated last week and we want to have a day on the green in October in conjunction with other charity groups to help raise money for a water fund for the recreational weir. At the last Bogan day out I co-ordinated there was 1600 people in attendance. We cannot hold these charity days successfully when we can not keep things looking presentable and of a high standard and when the recreational weir is not kept at a reasonable level.

Once you lose a visitor due to the above reasons it's hard to get them back. Could council please consider a positive plan for the future for the recreational weir when considering important issues for the town in the next council budget. Tourism is very important to the town's economy and I am sure we can work together as a community for a better future.

We want Nyngan to be a town where tourists have a great experience and want to return.

Regards,

A handwritten signature in black ink that reads "D Carter".

Dione Carter
Owner

Enclosed : Letters from Shell Service Station, Essential Self Storage & Nyngan Foodworks .

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019

Hello Derek

Thankyou for taking my call the other day and inviting me to put my thoughts in this email. I am writing to you to express my concern about the bogan shire councils decision to not purchase water and fill the ski weir. I believe it should have been filled and my reason is the negative impact its having on small business,in the town.

As a farmer having fed 5000 sheep this past year I understand drought and the fragility of water and the issues surrounding access however a number of my clients are Macquarie valley irrigators and have made me aware that the water was there freely available for purchase. I realise the burden placed on Bogan shire councils budget but I believe you have failed to see the flow on effects in real \$\$ terms for the regions small business, particularly Essential self storage.

My business suffered a 25% income reduction in one week, with 5 boats relocating to other ski areas in the central west. To understand my point you will need to learn that more then half of the boats in storage are not local but from Trangie and surrounding areas up to 150km away. These are Ski tourists for your town, their fuel, food, accommodation and other associated spending is not in the town and may not be in the future if they decide to leave their boats elsewhere. This is going to have a negative ripple effect through small business in Nyngan.

This swiftly made me readjust my risk appraisal of the Bogan shire and therefore I have postponed stage two of the storage units which would have injected some \$100,000 for the build, most spent locally. This money has been allocated to build in Condobolin for 2019 as the lake there is/has been full for years.

If this is just the reality for one new small business in Nyngan, imagine the pressure being placed on other business. I implore council to bring about a study of the real cost of not filling the ski area, anything less would just be reckless for future development.

If you would like to discuss this further please email or call me.

Yours Sincerely

Max Jones

Owner Essential Self Storage
Condobolin - Nyngan

BOGAN SHIRE COUNCIL	
FILE	R/N
19/15	08 MAR 2019
ASSIGNEE	
19/1425	

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019

Shell Service Station
Pangee Street
Nyngan NSW 2825

7 March 2019

The General Manager
Bogan Shire Council
Cobar Street
Nyngan NSW 2825

BOGAN SHIRE COUNCIL	
FILE	R/N
19/15	08 MAR 2019
ASSIGNEE	
19/1429	

Regarding the loss our Business is facing because of the Drought

Respected Sir,

We understand everyone is going through the problems because of this drought, so is our little business. We used to have heaps of travellers this time of year. Travellers are not in this year as there is no water in the river for water sports or fishing as the river is extremely low and we are not getting any rain. We used to have town people also filling up their boats for watersports and fishing and that did not happen this year as well. No Tourist coming into town makes a huge difference in everyone income. As a result of this situation, we are suffering of 35 % loss in business as compared to past years.

What can be done for the betterment of the people and the local business in town? Any suggesting what can be done for this situation?

Thank you,

Yours faithfully

Minal Patel



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

NYNGAN FOODWORKS
68-70 Cobar St,
NYNGAN. N.S.W. 2825.
5th March 2019

Dear Derek,
re: Bogan River bottom weir

Just a short note in the hope of addressing the shortage of water in one of our only recreational areas. This brings people to stay at Nyngan for more than a day/night stay .This area attracts skiers and campers for weeks at a time with fishermen also taking advantage of a well stocked river and public jetty.

This highlights the major concern of loss of income for our town, most notably the loss of a major function and community event, the Bogan Carp Muster. I am well aware of the persisting weather conditions that have contributed 100% to this situation. Going forward by preparing via budgeting and consulting with environmental groups, similar to the Macquarie Marshes, I feel we may be able to alleviate the problem.

As the owners of a supermarket we know that we wouldn't be the only ones feeling the loss of major turnover, for example fuel stations, food/takeway outlets and clubs etc. I note that the Bogan Shire has been very pro active in promoting Nyngan with the Big Bogan, parks & gardens and Museums but they are nothing compared to the value of a full lower weir pool. I estimate the loss to my business of up to \$30000 plus, over the Christmas/Summer holiday period.

Tourist, recreational/traveller dollars can never be replaced by a static resident population such as Nyngan has. Please note if businesses are not thriving or at least holding sales, the flow-on effect of being able to support and sponsor schools, sports and arts within the local community will be limited.

Please be aware that business is being adversely impacted by the prolonged dry conditions but have little or no access to financial relief measures. So to sum this up “with a little water Big things grow!” Please consider.

Yours sincerely,

A handwritten signature in black ink, appearing to read "JLW".

Ken & Julie White

BOGAN SHIRE COUNCIL	
FILE	R/N
08 MAR 2019	19/1426
ASSIGNEE	



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

The General Manager
Bogan Shire Council
PO BOX 221
NYNGAN NSW 2825

The Australian Hotel
42 Nymagee Street
NYNGAN NSW 32825

07/03/2019

Dear Derek

As you are aware, the current drought conditions have had a significant impact on not only our farming sector but also on the town itself and its many small businesses.

Due to the lack of water in our recreational weir there has been a significant impact on the number of people coming to our town to undertake activities such as water skiing, fishing etc. This in turn affects our businesses. My business has experienced as much as a 30% downturn over the summer period.

If we are in this situation again in the future it may be prudent to purchase water to allow these recreational activities to take place and therefore lessen the impact on our community.

Kind regards

A handwritten signature in black ink, appearing to read "Glen Berwick".

Glen Berwick
Licensee
Australian Hotel Nyngan

BOGAN SHIRE COUNCIL	
FILE	R/N
19/15	08 MAR 2019
ASSIGNEE	
19/1428	

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019



2WEB annual Shire Council promotional package – 2019/20 Financial Year

Council activities including, rate reminders, road and bridge closures, council meetings, office hours, special notices, infrastructure updates, council services, and special events in the shires annual calendar are included in this package.

To ensure your important information is incorporated in weekly programming, we ask you send any message via email or fax on council letterhead.

I am sure you will agree that this is an inexpensive, efficient way of relaying information within your shire.

The financial support of Local Government makes it possible for 2WEB to provide services to the many community organisations in our vast listening area.

This cost effective Local Government package is \$5,500 + GST entitles Council to unlimited announcements for 12 months.

For details on the package phone: (02) 68 722 333.

Email outback@outbackradio.com.au

wharrison@outbackradio.com.au – Wayne Harrison

Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019



Our ref: R94/0142-05 Out-28693

11 March 2019

Cr Ray Donald OAM
Mayor
Bogan Shire Council
PO Box 221
NYNGAN NSW 2825

BOGAN SHIRE COUNCIL	
FILE	R/N
15 MAR 2019	
ASSIGNEE:	

Dear Cr Donald

Drought relief measures

It was good to talk with you recently about drought relief measures. I also thank you for providing me with a copy of your letters of 25 January 2019 to the Deputy Prime Minister, the Hon. Michael McCormack MP, and to the Deputy Premier of NSW, the Hon. John Barilaro MP, describing how the drought is impacting rural and regional communities like Bogan and requesting the Federal and State Governments to consider further drought relief measures. LGNSW will also continue to call for more support from both the State and Federal Governments.

Your letter highlights the importance of the assistance currently being provided by the State and Federal Government's. However, the extent of the current drought is such that additional assistance measures are required.

One such new measure is the Federal Drought Communities Grant Program which recognises the essential role local government can play in terms of maintaining or stimulating local economic activity, particularly in the short term. I met with the Federal Minister for Local Government and Regional Services in Canberra and she assured me that the Federal Government was committed to help regional communities via this program. I have also made representations to the Premier, the Hon Gladys Berejiklian MP, requesting that the NSW Government match this program dollar for dollar.

I also recognise the need for councils to be provided with financial assistance to enable them to provide rate relief to those suffering hardship as the result of drought.

A number of council delegates at the LGNSW's 2018 Annual Conference raised issues relating to drought support and assistance, which were subsequently captured in three resolutions (Resolutions 2, 4 and 5).

In summary, these resolutions call upon the Federal and State Government to:

- provide greater financial assistance for affected communities, including through the funding of councils to provide rate rebates of 50% to ratepayers suffering hardship as the result of drought
- extend the Farm Management Deposit Scheme to businesses dependent on the agricultural sector, and
- establish a clear and consistent national policy and governance framework for drought management and for the administration of drought programs.



**Precis of Correspondence to the
Ordinary Meeting of Bogan Shire Council held on 28 March 2019**

I am pleased to say that LGNSW is actively advocating for these resolutions and I have recently written to the Minister for Local Government, Gabrielle Upton, Deputy Premier, John Barilaro, and Special Envoy for Drought Assistance, Barnaby Joyce MP, asking that they support Resolutions 2, 4 and 5.

LGNSW has also offered to help connect councils seeking drought-related assistance with other councils that can provide it.

We are aware of councils seeking support in the form of staff, plant and equipment, such as borrowing water tankers and drivers for short periods. We've also received inquiries from councils keen to help. This initiative is in addition to assistance being provided through sister council and other cooperative arrangements.

LGNSW has invited councils to provide details of plant, equipment and staffing needs so we can put them out across our networks.

If you would like any further information, please contact Shaun McBride on 02 9242 4072 or shaun.mcbride@lgnsw.org.au.

Yours sincerely

A handwritten signature in black ink that reads "Linda Scott".

Cr Linda Scott
President



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