



BOGAN SHIRE COUNCIL

Business Paper

27 February 2020



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20 February 2020

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers, Nyngan on Thursday 27 February 2020 at **9.00am**.

AGENDA

1. Opening Prayer
2. Remembrances
3. Apologies
4. Declarations of Interest
5. Confirmation of the Closed and Confidential Minutes of the Council Meeting held on 18 December 2019
6. Confirmation of the Ordinary Minutes of the Council Meeting held on 18 December 2019
7. Committee Meeting Minutes
8. Mayoral Minute
9. General Manager's Report incorporating reports from:-
 - People and Community Services
 - Finance and Corporate Services
 - Engineering Services
 - Development and Environmental Services
10. 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 27 February 2020**

COMMITTEE MEETING MINUTES

1 NYNGAN MUSEUM MEETING

Attached are the Minutes of the Nyngan Museum Committee Meeting held on 5 February 2020 at the Nyngan Museum.

1.1 Recommendation

That the Minutes of the Nyngan Museum Committee Meeting held on 5 February 2020 at the Nyngan Museum be received and noted.

2 ORANA JOINT ORGANISATION OF COUNCILS

Attached are the Minutes of the Orana Joint Organisation of Councils Meeting held at the Mid-Western Regional Council Chambers on 9 December 2019.

2.1 Recommendation

That the Minutes of the Orana Joint Organisation of Councils Meeting held at the Mid-Western Regional Council Chambers on 9 December 2019 be received and noted.

Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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Nyngan Museum Meeting Date: 5th February 2020

Present:

*Glad Eldridge, Leonie Montgomery, Anna Corby, Collin Pardy, Yvonne Pardy,
Anne Quarmby*

Apologies:

Margaret Sibbald

Guests:

Derek Francis, Abigail McLaughlin

Minutes last meeting: Move: Anna second: Anne

Business arising from previous minutes:

Mines Room has not been completed but us progressing slowly. At this stage it is ready to be sanded and then painted. Air conditioner has been removed from the wall and cupboards installed.

A big thank you to all those hard workers who donned gloves and pinnies and spent hours removing shellac from the backs of the Palais chairs. All jobs are easier and more fun if shared among friends. We will get there! The Shire have said they will move the buggy so that we can begin installing as soon as we have finished

Treasurers Report attached: read and moved: Collin 2nd: Glad

Correspondence In:

Museums and Galleries of NSW re Volunteer Museum Grant Program. Reasons for unsuccessful grant application.

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Correspondence Out

Email to Derek Francis to be passed on to John to thank him for all his help

Palais Theatre seats are looking good. Col Cluderay took the arms home to repair and paint. The arms were gold! Who would have thought? 4 sets are complete. Some adjustments are still needed to the mechanism of the chairs to enable them to fold up properly. Leonie will price and purchase all necessary materials for our maintenance and development projects.

The sewing machine room is now empty. All the china, glass and crystal has been carefully packed and moved to the main building for storage. Anna, Anne Val and Stewart were great helpers over a couple of days to get it done. Stewart is repairing the large glass cupboard, it needs the castors removing and then replacing once the frame has been repaired.

We need to source floor coverings, but we may have to compromise and put cheaper vinyl planks or lino under the display cabinets and where foot traffic is limited, and the more expensive in the centre of the room. The walls are too uneven to take wallpaper, so we will have to cover them with gyprock or masonite or ply to make them suitable. A picture rail will also be needed so that there are no unnecessary holes drilled into the walls. Pictures will be able to be hung and moved without damaging the wall. The air conditioner can now be removed. Walls will have to be painted after they are covered.

Moved we go ahead and buy a replacement air conditioner from Museum Support Group Account. Moved Collin 2nd Val Passed.

Our finances are not able to be maintained because we are closed for renovations so no fees coming in, and no grant money allocated to us, so we are considering asking stores in town for some sponsorship towards the final presentation of the room. As we were not successful with any grant applications, we have no money to complete the original plans, so we will have to find another way to finance the refurbishments. We will need to think outside the box, 'cause the sale of lamingtons

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Derek's Report

We will achieve what we set out to do, but the process has been very challenging. The roof had to be rebuilt due to previous poor renovations, along with severe white ant damage to floors and roof bearers.

Ramp, retaining wall and paths are done. Ducted electrical work complete, ground floor nearly complete it has Cyprus tongue and groove flooring

General business

Val has booked nights at the RSL door to provide fundraising opportunities for this year. She will organize these as the dates come up.

This Friday there is an opportunity to clean if you would like to help. Not much else to be done, so have a break if you need one. There will be lots of clean and move days to follow so don't feel left out if you cant make it! We'll save you some!

Next meeting will be AGM 4th March 2020

Meeting Closed: 10:14

Opening Hours after opening other end

Income reduced

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

minutes



MEETING OF: Orana Joint Organisation
DATE: 9 December 2019
TIME: 9.00 am
VENUE: Mid-Western Regional Council Chambers

ATTENDEES:

| | |
|--------------------------|--|
| Cr C Davies (Chair) | Narromine Shire Council |
| Cr M Quigley (Dep Chair) | Warren Shire Council |
| Cr D Batten | Gilgandra Shire Council |
| Cr D Todd | Warrumbungle Shire Council |
| Cr D Kennedy | Mid-Western Regional Council |
| Cr R Donald | Bogan Shire Council |
| Cr G Neill | Deputy Mayor, Bogan Shire Council (non-voting) |
| David Neeves | General Manager, Gilgandra Shire Council |
| Leeanne Ryan | Acting General Manager, Warrumbungle Shire Council |
| Jane Redden | General Manager, Narromine Shire Council |
| Brad Cam | General Manager, Mid-Western Regional Council |
| Glenn Wilcox | General Manager, Warren Shire Council |
| Derek Francis | General Manager, Bogan Shire Council |
| Belinda Barlow | Executive Officer, Orana Joint Organisation |
| Carolyne Marchant | (Minute Taker), Narromine Shire Council |

GUESTS

Damien Pfeiffer, Director Regions, Western NSW Department of Planning & Environment
Scott McLachlan, Chief Executive, Western NSW Local Health District
Krissy Ukena, Senior Executive Assistant, Western NSW Local Health District
Luke Homann, Transport for NSW
Ben Hughes, Director, Economx
Peter Halyburton, Energy and Management Services
Cate Whiteley, Charles Sturt University (CSU) Dubbo Campus
Peter Evans, Office of Local Government
Alayna Gleeson, Orana Water Utilities Alliance

1. WELCOME:

The Chair declared the meeting open at 9.04 am and Cr Des Kennedy, Mayor of Mid-Western Regional Council warmly welcomed Board Members and guests to the meeting.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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minutes

BOARD MEETING ITEMS

2. APOLOGIES:

Roger Bailey, General Manager, Warrumbungle Shire Council and Ashley Albury Regional NSW (DPC) were noted as apologies.

The attendance of Alayna Gleeson, Project Officer, Orana Water Utilities was acknowledged by the Board.

3. DECLARATION OF INTEREST

Nil

4. PRESENTERS

- 4.1 Health.Precincts - Damien Pfeiffer and Scott McLachlan – discussion regarding the Dubbo and Mudgee health precincts and the development of health and joint services precincts that will have enormous potential to meet the changing needs of rural and regional communities, while also achieving efficiencies of scale, avoiding duplication and supporting the broader economic growth of the regions' communities.
- 4.1 Connecting Central West Orana Transport Program update – Luke Homman
- 4.2 Economx – Ben Hughes offered a discussion in respect of regional and rural communities' ability to increase their capability and capacity to capture the economic benefits of infrastructure projects and maximise economic results well after the construction phase of infrastructure projects.

Scott McLachlan, Damien Pfeiffer, Krissy Ukena, Ben Hughes, Luke Homann and Alayna Gleeson left the meeting room at 10.50 am.

10.50am break for morning tea, meeting recommenced at 11.10 am.

Peter, Murray and Andrew Halyburton and Cate Whiteley joined the meeting room at 11.10 am.

- 4.3 Peter Halyburton, Murray Halyburton and Andrew Halyburton Energy and Management Services offered an update to the Orana Joint Organisation Board in respect of the energy/electricity supply and contracts.
- 4.4 Charles Sturt University, Dubbo Campus - future projects update was offered by Cate Whiteley, Regional Engagement and Government Relations team.

The Chair thanked all guests for their presentations and their time.

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At midday Peter, Murray and Andrew Halyburton and Cate Whiteley left the meeting.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING 30 SEPTEMBER 2019

2019/065 RESOLVED Crs Batten/Kennedy that the Minutes of the Meeting held 30 September 2019 be adopted as a true and correct record of the meeting noting an amendment to the attendance list to include Peter Evans, OLG and Jane Redden, General Manager, Narromine Shire Council.

CARRIED

6. MATTERS ARISING FROM MINUTES

6.1 RISK MANAGEMENT AND INTERNAL FRAMEWORK REPORT

2019/066 RESOLVED Crs Batten/Donald that:

1. That the Orana Joint Organisation Board offer a submission to the Risk Management and Internal Audit Framework Discussion Paper, noting that:
 - i) the Orana Joint Organisation is under resourced to fulfill this function;
 - ii) the function is counterproductive for such a small organisation noting that the estimated cost of \$30,000 p/a which is more than 30% of the Orana Joint Organisation's own source revenue and is at risk of contributing to the Orana Joint Organisation's failure.

CARRIED

7. CHAIRPERSON'S REPORT

2019/067 RESOLVED Crs Davies/Quigley that the Orana Joint Organisation Board note the Chairperson's minutes/report.

CARRIED

8. EXECUTIVE OFFICER'S REPORTS Part A (Action)

8.1 Orana Joint Organisation Budget Review October 2019

2019/068 RESOLVED Crs Donald/Kennedy that the document entitled, as attached Quarterly Budget REVIEW – OCTOBER 2019, be noted.

CARRIED

8.2 NSW Environmental Trust Restoration and Rehabilitation Funding

2019/069 RESOLVED Crs Batten/Todd that the Orana Joint Organisation Board note the funding application on behalf of Central West Councils Environment and Waterways Alliance for Creating Homes for Threatened Species Project (2019 NSW Environmental Trust Restoration and Rehabilitation Funding).

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CARRIED

9. EXECUTIVE OFFICER'S REPORTS Part B (Information)

9.1 Orana Water Utilities Alliance Report

2019/070 **RESOLVED** Crs Donald/Batten that the information be noted.

CARRIED

9.2 2018/2019 Orana Joint Organisation Annual Performance Statement

2019/071 **RESOLVED** Crs Kennedy/Batten that the information be noted.

CARRIED

9.3 Delivery Program Progress Report October to November

2019/072 **RESOLVED** Crs Todd/Kennedy that the Delivery Program Progress Report from October to November 2019 be noted.

CARRIED

9.4 Orana Joint Organisation Information Guide

2019/073 **RESOLVED** Crs Batten/Quigley that the information be noted.

CARRIED

9.5 Disclosures of Pecuniary Interests and Other Matters Returns

2019/074 **RESOLVED** Crs Quigley/Kennedy that the information be noted.

CARRIED

10. EXECUTIVE OFFICER'S REPORTS Part C (Confidential)

2019/075 **RESOLVED** Crs Todd/Quigley that the meeting move into Closed Meeting under section 10A (2) (d) (i) of the Local Government Act 1993 because the matter contains commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, and is therefore not in the public interest to disclose. Disclosure of this information would jeopardise future business opportunities.

CARRIED

There were no members of the public in attendance.

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OPEN MEETING

The following resolutions from Closed Meeting are noted.

10.1 Building Better Regions Fund Round 4

2019/076 RESOLVED Crs Donald/Batten that the Orana Joint Organisation Board does not support the funding application to Round 4 of the Building Better Regions Fund for Stage 2 of the Western Region Sports Hub Dubbo, as the Orana Joint Organisation Board does not have a complete appreciation of Dubbo Regional Council's position towards the project.

10.2 Regional University Centre Program Funding

2019/077 RESOLVED Crs Donald/Batten that the Orana Joint Organisation Board apply to be the lead applicant/partner for the Federal Government's Regional University Centre Funding Program.

11. NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

Notice of motion from Cr Donald from Orana Joint Organisation Board Extra Ordinary meeting held 27 August 2019.

That a discussion be held in respect of using recycled plastics as alternate road material at the next Orana Joint Organisation Board Meeting.

2019/079 RESOLVED Crs Batten/ Donald that the item in respect of the alternate road materials be placed on next Joint Organisation Leadership Team (JOLT) Meeting Agenda for further investigation, noting Transport for NSW's interest in collaborating with the current Orana Joint Organisation members.

CARRIED

12. MATTERS OF URGENCY

2019/080 RESOLVED Crs Quigley/Donald that the Orana Joint Organisation notify the NSW Government to act urgently on behalf of water users along the Macquarie River and change the flood mitigation capacity at Burrendong Dam from 100% to 120%.

CARRIED

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MATTERS OF URGENCY - Membership of Dubbo Regional Council

2019/081 RESOLVED Crs Kennedy/Batten that the meeting move into Closed Meeting under section 10A (2) (c) (i) of the Local Government Act 1993 because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business and is therefore not in the public interest to disclose. Disclosure of this information may prevent the Orana Joint Organisation from achieving the best outcome.

CARRIED

There were no members of the public in attendance.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
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minutes

OPEN MEETING

The following resolutions are noted from Closed Meeting.

MATTERS OF URGENCY - Membership of Dubbo Regional Council

2019/082 RESOLVED Crs Donald/Quigley that the Orana Joint Organisation Board

1. note the correspondence the received from Dubbo Regional Council, and
2. support Dubbo Regional Council to become a member of the Orana Joint Organisation inviting such membership with a fee based on the current Orana Joint Organisation 2019/20 member contributions, as reflected in the 2019 Orana Joint Organisation Charter and 2019 Statement of Revenue Policy, together with Dubbo Regional Council's share of the distribution of funds from the former Orana Regional Organisation of Councils (OROC) equating to \$69,407.30 (excl GST).

The total contribution to be received from Dubbo Regional Council is summarised in Table 1 and 2 below.

(Table 1)

Orana JO

| | 2017 ERP (Estimated Resident Population) | FLAT FEE | Per Capita Contribution | TOTAL | 2.7% Rate Peg |
|------------------------------|--|-----------|----------------------------|-------------|------------------|
| Dubbo Regional Council | 52,090 | \$8972.00 | \$28,128.60 | \$37,100.60 | \$38,102.32 |

(Table 2)

OROC

| | Total surplus funds (OROC) | Amount distributed |
|------------------------|----------------------------|-----------------------|
| Dubbo Regional Council | \$147,665 | \$31,304.98 |

13. CORRESPONDENCE

2019/084 RESOLVED Crs Donald/Quigley that the Orana Joint Organisation Board note the correspondence report.

CARRIED

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14. COMMITTEE OF THE WHOLE

Nil

MATTERS OF URGENCY (Cont'd)

2019/085 RESOLVED Crs Donald/Batten that the Orana Joint Organisation write to Local Members, NSW Premier, NSW Deputy Premier, Minister for Western NSW and Minister for Local Government requesting direct payment to Councils for rate relief in drought affected areas of NSW as a matter of urgency.

CARRIED

15. NEXT MEETING

Moved Cr Donald that the Orana Joint Organisation Board meet at NSW Parliament House in place of travelling to Canberra.

The motion lapsed for want of a seconder.

It was noted that the Board Meeting scheduled for 26 March 2020 will be held at Parliament House Canberra, and the following meeting to be held at Parliament House Sydney.

16. CLOSURE OF MEETING

There being no further business the meeting closed at 1.37 pm.

The Minutes (pages 1 to 10) were confirmed at a meeting held on the day of _____ 2020, and are a full and accurate record of proceedings of the meeting held on 9 December 2019.

Chair



**Mayoral Minute to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

REPORT TO ORDINARY MEETING OF COUNCIL – MAYORAL MINUTE

Councillors

The following report is submitted for consideration:-

1 GENERAL MANAGER’S PERFORMANCE REVIEW

The annual review of the General Manager’s performance was carried out by Council’s Performance Appraisal Committee comprising the Mayor and Deputy Mayor on 6 February 2020. The General Manager provided a presentation on his efforts over the past twelve months and provided a hard copy document with a comprehensive self-appraisal for reference during the session.

The Committee assessed and rated the Performance Measures as set out in the Performance Agreement document. All Councillors will be given the opportunity to provide input to this Committee during the Council meeting.

The review is based on assessment of the managerial objectives and specific responsibilities set out in the General Manager’s Contract of Employment.

1.1 Recommendation

That Council rates the General Manager’s performance over the last 12 months as either 5 – Outstanding, 4 – More than satisfactory, 3 – Satisfactory, 2 – Some concerns or 1 – Unsatisfactory.



**Mayoral Minute to the Ordinary Meeting of Bogan Shire Council
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2 WEATHER STATION AT THE NYNGAN AIRPORT

It has been brought to my attention that the daily weather readings at the Nyngan Airport have ceased since October 2019, coinciding with the Hoy family taking over the Post Office from the Davisons. I understand that someone from the Bureau of Metrology was to talk to the Hoys about continuing to read the weather, but apparently this did not eventuate before the Davisons left.

It would be a shame that after 100 years of records the weather station reports from Nyngan ceased. They are valuable records about local climate, and also helpful for agriculture records related to seasons and anyone considering to set up a business in Nyngan.

I suggest we contact the Bureau of Metrology urgently to see what the future situation is, and encourage them to call tenders for someone to read the daily weather situation from the instruments at the airport.

Council should not consider taking this on as it just becomes another unfunded mandate.

2.1 Recommendation:

For Council's Consideration

**RL Donald OAM
Mayor**

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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 | Ensure compliance with Stronger Communities grant milestones | DDES | UPDATE: Site established, internal plumbing completed, slab poured for all units. Estimated completion date of June 2020 on track. |
| 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. UPDATED: Second Locum secured until 22/5/2020. Renewed recruitment effort underway for permanent doctor with the Rural Doctors Network. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|---|------------|----------|---|---|-----------|--|
| 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 | 406 Petitions received. On-site meeting held with Deputy Premier. Met with Minister for Regional Transport & Roads in Bourke on 25 November 2019. <u>UPDATE:</u> Council advised that this crossing is not a priority for John Holland Rail. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|---|------------|----------|-----------------------|---|-------------|--|
| 4 | 25/10/2018 | 340/2018 | Palais Theatre | Council has been approached by interested parties to construct seniors living accommodation at the site. | DDES | <u>UPDATE:</u> Demolition works commenced. Contractor has advised that expected completion date now extended to 28 February 2020. |
| 5 | 28/02/2019 | 021/2019 | Drought Works | The General Manager continues to pursue grant funding opportunities to meet the cost to improve water security for Girilambone & Hermidale. | DES | No additional funding currently available from NSW Government. Request resubmitted via Town Water Supply Commissioner. <u>UPDATE:</u> Currently no funding available. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|---|------------|----------|--------------------------|--|-----------|---|
| | | | | <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> | | <p>NSW Government advice at this stage is that individual tanks do not meet the drought funding criteria.</p> <p>UPDATE: Currently no funding available.</p> |
| 6 | 24/04/2019 | 117/2019 | Cobar Water Board | <p>1. The General Manager requests further information from CWB concerning the apparent change in licence holdings, a copy of the legal advice concerning supply of water and reason why Cobar Shire Council cannot supply minor users within the Bogan Shire LGA.</p> | GM | <p>Advice from CWB is that they disposed of their licence in 2010.</p> <p>UPDATE: Meeting held with CWB 11 January 2020. CWB to continue to supply minor users pending further discussions.</p> <p>COMPLETED</p> |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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| | | | <p>2. Notes all current minor user agreements are between CWB and relevant users and that there may potentially be logistical and legal implications to BSC being responsible for supply of water via CWB's infrastructure.</p> | <p>Council staff to investigate implications.</p> <p><u>UPDATE:</u> Refer below.</p> <p>COMPLETED</p> |
| | | | <p>3. Whilst Council is prepared to have discussion with CWB to explore options for delivery of water to minor users within the Bogan Shire LGA, it does not agree to the Board's proposal at this stage.</p> | <p>Further correspondence sent to CWB.</p> <p><u>UPDATE:</u> Following meeting with CWB held on 11 January 2020, further agreements are to be negotiated.</p> |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|---|------------|----------|------------------------------------|--|-----------|--|
| 7 | 23/05/2019 | 164/2019 | Nyngan/Cobar Water Security | Council notes with concern that CWB appears to have used more than their allocation of water this year & that the General Manager raises this concern with the Secretary of CWB. | GM | <p>Meeting held on 18 June 2019 with Secretary of CWB and staff.</p> <p>Further correspondence sent to CWB. Awaiting response.</p> <p><u>UPDATE:</u> Meeting held with CWB on 11 January 2020. CWB acknowledged consumption issues and is endeavouring to have their entitlement increased. GM to monitor & communicate consumption.</p> <p>COMPLETED</p> |
|---|------------|----------|------------------------------------|--|-----------|--|

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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| 8 | 27/06/2019 | 222/2019 | Nyngan Regional Cultural Centre | Council engage Ian Bassett & Partners to prepare a detailed cost estimates for the construction of the Nyngan Regional Cultural Centre for purposes of a grant submission. | GM | UPDATE: Preliminary cost estimate, for grant purposes, \$8,215,000. COMPLETED |
| 9 | 22/08/2019 | 263/2019 | Stronger Country Communities Fund – Round 3 | Council makes a grant application to the Stronger Country Communities Fund for the construction of a Community Centre on the site of the old tennis courts incorporating a sum of money for a part-time Youth Worker for a period of one year. | DPCS | Application submitted. Letter sent to Deputy Premier regarding length of approval process. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|----|------------|----------|----------------------------|--|-------------|---|
| | 22/08/2019 | 264/2019 | | Council works with community orgs who deliver youth and other community support services to investigate methods of funding for ongoing employment of a part-time Youth Worker & further upgrading to the facility. | DPCS | UPDATE: Discussions commencing March 2020. |
| 10 | 26/09/2019 | 292/2019 | Garford Fire Engine | Council proceed with the respray of the Garford Fire Engine, with funds to be provided from the Historical Society \$5,224, Community Arts and Culture Fund \$15,362 and Accumulated Funds \$9,414. | DES | Quotes for the Garford to be resprayed and the exterior restored have been requested. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|----|------------|----------|-----------------------|---|-----------|--|
| | 24/10/2019 | | | Council examine options on the best way forward. | | Verbal report to be given at meeting. |
| 11 | 28/11/2019 | 359/2019 | Burrendong Dam | Council contact the relevant departments to request that as a matter of priority, a system be put in place which would have trigger points as to the level of Burrendong Dam and the release of water for use for fodder crops. | GM | <u>UPDATE:</u> Letter sent. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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| 12 | 28/11/2019 | 360/2019 | Weirs along Bogan River | Council approach the relevant departments that, as a matter of urgency, landholders along the Bogan River where weirs were previously located be allowed to reinstate these immediately and be subsidised for the work under a drought strategy plan. | GM | <u>UPDATE:</u> Letter sent. |
| 13 | 28/11/2019 | 366/2019 | Regional Water Supply Pipe Network | 1. Council supports in principle the investigation of a Regional Water Supply Network servicing the communities currently supplied by the Macquarie River downstream of Burrendong Dam. | GM | <u>UPDATE:</u> Meeting held 11 February 2020 with Water NSW at their request. Water NSW is progressing investigation for pipeline from Narromine bore fields to Nyngan. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

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|----|------------|----------|--|---|-----------|---|
| | | | | 2. Council reiterates its concern to the D/Premier & Minister for Water about the potential impacts of a pipeline. | | UPDATE: Council's concerns based on previous pipeline proposals communicated. COMPLETED |
| 14 | 28/11/2019 | 368/2019 | Repairs to Nyngan & Cobar Emergency Water Storage | The General Manager be authorised to procure sufficient quantities of Geosynthetic Clay Liner & Geotextile material to complete the remediation works, according to specifications provided by NSW Public Works. The procurement be carried out by way of quotations. | GM | Three quotations received and being reviewed. UPDATE: Remediation work in progress. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

| | | | | | | |
|----|------------|----------|---|---|------------|--|
| 15 | 28/11/2019 | 369/2019 | Second Water Storage Project Delivery | That Council consider project delivery experience to date, explore further options to appoint a firm of consultants to undertake complete contract, project and construction management of the project. | DES | Options being investigated <u>UPDATE:</u> Verbal update at Meeting. |
| 16 | 28/11/2019 | 372/2019 | Beleringar Creek Syphon Replacement Delivery | Council explore further options to appoint a firm of consultants to undertake complete contract, project & construction management of the Beleringar Creek Syphon Replacement Project. | DES | Options being investigated. <u>UPDATE:</u> Verbal update at Meeting. |

General Manager's Report to the Ordinary Meeting of Bogan Shire Council held on 27 February 2020

| | | | | | | |
|----|------------|----------|------------------------------------|--|-------------|--|
| 17 | 28/11/2019 | 375/2019 | Drought Communities Program | Council prepare a report with project options to a future Council meeting. | DPCS | UPDATE: Report submitted December 2019. COMPLETED |
| 18 | 28/11/2019 | 385/2019 | EPA – Clean Up Notice | Clean up Notices under POEO Act received from NSW EPA for suspected asbestos contamination at Nyngan Waste Facility and Pangee Street Works Depot. | DDES | UPDATE: Survey conducted by Council staff in lieu of external contractors as agreed by EPA. Clearance Certificate obtained from external agency for Pangee Street Depot. Proposed staged asbestos removal plan for Nyngan Waste Facility submitted to EPA for consideration. |



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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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 REVISION OF COUNCIL POLICY AP004 TONGLING EXCHANGE PROGRAM

Summary:-

This report is to review Policy AP004 Tongling Exchange Program.

2.1 Introduction

The purpose of this report is to review Policy AP004 Tongling Exchange Program. The Policy was last reviewed on 22 February 2018, and is now due to be reviewed again.

2.2 Background

Council resolved at its December 2011 meeting to formulate policy guidelines in relation to funding, interviews, programs and all other aspects for planning future Tongling delegations.

2.3 Discussion

Although the current focus of the agreement is on a Schools Exchange Program, the original intention of the agreement was for wider community participation and the Policy has been worded to allow for some flexibility to cover this situation should the need arise.

Each year, Bogan Shire Council will work with Nyngan High School and other stakeholders to determine the size and composition of delegations and agree on funding strategies to meet the cost involved.



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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In 2018, the delegation from Nyngan High School consisted on eight students and two teachers.

Council has been advised that the delegation from Nyngan High School for 2020 will again consist of eight students and two teachers.

To meet part of the delegation costs, currently estimated at approximately \$30,000 Bogan Shire Council will consider an allocation for the exchange program in its annual budget. For the 2019/2020 financial year this allocation is \$5,000.

Total cost of the 2018 delegation was \$32,276.78. Council contributed \$13,500 towards the cost of the visit.

The cost to host the delegation to Bogan Shire Council 2019 was \$9191.33, which included \$8815.33 for accommodation and food – Delegation of 10 / 5 nights/ 4 days. This cost was met using the \$5000.00 budgeted and some carried over funding from 2018/19.

The cost of 2017 visit to Bogan Shire was \$4137.95 – Delegation of 13 / 3 nights / 2 day.

The cost of the 2015 visit to Bogan Shire Council was \$4829.48 – Delegation of 9 / 3 nights / 2 days.

General Manager's Note: The Department of Education has contacted Council and has been advised that preparations for the 2020 Exchange will not proceed until travel restrictions to China have been cleared for travel.

2.4 Attachment

1. The revised Tongling Exchange Program Policy AP004.

2.5 Recommendation

That Council adopt the revised Policy AP004 Tongling Exchange Program until February 2022.

Derek Francis
General Manager



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

POLICY AP004

TONGLING EXCHANGE PROGRAM



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

Overview

An agreement on “establishing and developing friendly cooperation” was signed by Tongling City and Bogan Shire in 2000 (refer Appendix). The original intention of the agreement was to collaborate and promote exchanges for mutual social and cultural benefit as well as economic benefit, particularly in the areas of agriculture, tourism and mining, given the similarity in our respective economies.

Since 2003 the focus of the agreement has been on a friendship and schools exchange with students and teachers from Nyngan High School and No 15 Middle School, Tongling participating in annual exchanges.

Policy Statement

Council wishes to continue and strengthen the relationship with Tongling City as participants in exchanges have derived significant social and cultural benefit from it.

Notwithstanding the current focus on schools exchange the principal local body in the relationship with Tongling City is Bogan Shire Council as signatory to the cooperation agreement.

Applicability

This policy applies to all agreements that Bogan Shire Council Councillors and staff make with external parties as well as to internal arrangements in relation to the ongoing Tongling agreement.

Purpose

The purpose of this policy is to express and clarify Council's role in managing the Tongling agreement and to set out certain principles for managing exchanges.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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Principles

1 Agreement Lead

Bogan Shire Council as lead agency and signatory to the cooperation agreement with Tongling City will issue exchange invitations to Tongling City / No 15 Middle School following consultation with Nyngan High School and other stakeholders.

2 Frequency

Bogan Shire Council will support one exchange visit per year alternating, annually, between a visit to China and a visit to Australia. (In other words an Australian delegation visits China in Year 1, a Chinese delegation visits Australia in Year 2, an Australian delegation visits China in Year 3 and so on.)

Council considers that this is the optimal frequency for exchanges given the cost of exchanges and the desire to preserve the freshness of the experience and the sense of occasion for delegates and the community.

3 Composition of Delegations

Each year, Bogan Shire Council will work with Nyngan High School and other stakeholders to determine the size and composition of delegations and agree on funding strategies to meet the cost involved.

School students for the delegation shall be selected by a panel which includes two Council representatives being the Mayor and General Manager or their delegates, and the Principal and one teacher from the Nyngan High School. Council's representatives shall have input into the criteria used in the selection process.

In 2020, the delegation from Nyngan High School will consist of eight students and teachers.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

4 Funding

To meet part of the delegation costs, currently estimated at approximately \$30,000, Bogan Shire Council will consider an allocation for the exchange program in its annual budget. For the 2019/20 financial year this allocation is \$5,000.

5 Financial Report

After future visits to Tongling City and reciprocal visits to Bogan Shire Council, a Financial Report on all costs and monies raised be submitted to Council in conjunction with the Nyngan High School.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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Council's allocation is to fund part or all of the following costs:-

 Delegation to China:-

- Airfares – Sydney to China return for students and two teachers
- Airfares -Dubbo to Sydney return, or other alternate transport, such as coach and XPT Rail Services for students and teachers
- Visas for students and teachers
- Insurance for students and teachers
- Costs of internal China itinerary, students only, teachers pay own costs
- Gifts to – School / Council and students, main gift alternate each year, Bogan Shire Council/ Nyngan High School

 Delegation to Nyngan:-

- Cost of formal dinner
- Cost of any meals / expenses incurred by delegation
- Gifts – School / Council and students main gift alternate each year, Bogan Shire Council/ Nyngan High School
- Accommodation

With regard to the current school exchange program, Council strongly believes that no deserving school student from Years 9 and 10 should be excluded from participating in the school exchange program as a result of their inability to meet the costs involved. To avoid any perception that ability to pay influences the choice of students, Council does not favour allowing "additional" paying students to join delegations.

Tritton Mines and other service clubs have traditionally made a contribution towards the cost of the delegations.

Any remaining shortfall in funding for the Nyngan High School delegation will be met by fundraising activities carried out by the Nyngan High School.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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6 Coordination

A considerable amount of time and effort is required to develop and carry out a successful exchange program. Key to this is the coordination of efforts which is to be by a coordinating committee comprising:-

- Mayor, Bogan Shire Council
- General Manager, Bogan Shire Council
- Executive Assistant to the Mayor and GM, Bogan Shire Council
- Principal, Nyngan High School
- The assisting teacher who will travel with the delegation.

Depending on the composition of delegations, members representing other organisations may be brought onto the committee.

Current logistical arrangements are:

5.1 Bogan Shire will organise:-

Delegation to China:-

- Extend formal invitation to No 15 Middle School
- Liaise with No 15 Middle School
- Flights
- Visas
- Insurance
- Liaise with No 15 Middle School re internal China itinerary
- Main gift to School/ Council
- Gifts for delegations.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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 Delegation to Nyngan:-

- Accommodation whilst in Nyngan
- Main gift to School/ Council
- Gifts for delegations
- Formal dinner
- Media – photos.

6.2 Nyngan High School will organise:

 Delegation to China:-


- Student delegation
- Transport – Nyngan to Dubbo return
- Main gift to School / Council
- Gifts to students
- Fund raising.

 Delegation to Nyngan:-


- Availability of school bus – transport to and from Dubbo airport / pick up and drop offs in Nyngan, if school bus not available, alternate transport
- Students to accompany bus to pick up and drop off at Dubbo airport
- Students to farewell delegation at accommodation
- Teachers to inspect and ensure accommodation is left in an appropriate condition
- Main Gift for School /Council
- Gifts for delegation
- Itinerary in Nyngan
- Fund raising.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
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Items for discussion when planning an exchange include:

 Delegation to China

- Delegation representatives, number of delegates
- Dates, including length of stay
- Flights (including Dubbo to Sydney return)
- Visas
- Insurance
- Passports
- Gifts
- Transport – to and from Dubbo airport.

 Delegation to Nyngan:-

- School Bus (or alternate transport if school bus not available)
- Driver for bus – forward and return journey to Dubbo airport and pickups in Nyngan
- School activities
- Gifts
- Other meals / menus, including formal meal
- Itinerary for delegation, including visits to Museum, Council etc
- Welcome parcel (fruit tray etc) at accommodation.

**General Manager’s Report to the Ordinary Meeting of Bogan Shire Council
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Authority

Council Resolution No. xxxxxxxxxxxxxxxxxxxxxx dated 27 February 2020

Policy Owner / Further Assistance

General Manager

Related Information

- Tongling Agreement (attached)

Review Date

February 2022

Revision History

| Date | Description of Change | Sections Affected |
|-------------|------------------------------------|--------------------------|
| 23/02/2012 | New policy drafted and adopted | All |
| 27/03/2014 | Revised policy drafted | All |
| 27/11/2014 | Amendment to Policy | All |
| 24/03/2016 | Amendment to Policy | All |
| 22/02/2018 | Revised and Amended Policy adopted | All / Section 3 |
| 27/02/2020 | Revised and amended Policy adopted | Sections xxxxxxxxxxxxxx |

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

**Agreement on Establishing and Developing Friendly
Cooperation between Tongling City, Anhui Province,
PR.China and Bogan Shire of NSW, Australia**

At the invitation of Mr. Ray Donald, mayor of Bogan Shire, NSW, Australia, a five-member delegation from Tongling City, Anhui Province, PR.China, headed by Mr. Shu Qingtao, vice mayor of Tongling, and acting as the plenipotentiary of Mr. Chen Songlin, mayor of Tongling City, pay a friendly visit to Nyngan from May 19th to May 23rd, 2000. Mr. Shu Qingtao, representing Tongling Municipal Government, and Mr. Ray Donald, representing Bogan Shire Council, after an in-depth talk, expressed the common wish of forming a formal friendly link between Tongling and Nyngan, an agreement was reached as follows:

1. The economies of Tongling & Nyngan are remarkably similar, given the abundant resources of mining, agriculture and tourism in both and a strong complementarity in products mix exists, therefore, a progressive exchange and collaboration in such fields is rather conducive to mutual economic growth and friendly partnership.
2. Apart from the intended exchange and cooperation, both agree to further their relations for the social & cultural benefit of residents of both their areas, and to deepen their mutual understanding and friendship, leading to a formal twinning arrangement.
3. Bogan Shire agrees to pay a reciprocal visit to Tongling in the year 2001, renewing the friendly relationship between Tongling & Nyngan, and carrying out the agreed cooperative items.
4. For daily liaison and future projects, it is decided that acting as the liaison officer of each authority, Mr. Zhang Shanglian, director of Tongling Foreign Affairs Office, and Mr. Paul Wearne, general manager of Bogan Shire Council, shall continue to execute them accordingly. It is also agreed that

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

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both authorities will retain their contacts through Australian Consulate General in Shanghai and the Chinese Consulate General in Sydney.

5. This agreement is produced in Chinese & English and signed on 19th, May 2000 in Bogan Shire, each side retaining one original.

For

For

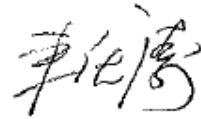
Representative of Bogan Shire

Representative of Tongling City



Councillor Ray Donald

Mr. Shu Qingtao



Mayor of Bogan Shire Council

Plenipotentiary of mayor of Tongling



People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020

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

Mayor and Councillors

The following report is submitted for consideration:-

1 BOGAN SHIRE LIBRARY REPORT

Summary:-

The purpose of this report is to provide Council with information both statistical and informative in regards to the Library's function.

1.1 Introduction

The purpose of this report is to provide Council with information both statistical and informative in regards to the Library's function.

1.2 Discussion

Over the past 3 months the Library and staff has:-

- Held two Lego sessions in October with 38 children and 15 adults in attendance;
- Held two Holiday Craft Activity Mornings in October with 23 children and 7 adults in attendance;
- Held weekly Story Time sessions with 75 children and 37 adults in attendance;
- Had parents (11) visit the Library spending time with children (24) reading and playing in children's area;
- Supervised 93 children using the eFun table computer; and
- Welcomed and assisted 19 other community members utilising the Library.

The North Western Library held its AGM meeting on 6 December 2019 with Gilgandra Shire hosting the meeting this year. Reports were given by the North Western Library Manager, Pam Kelly, and each Shire Librarian. Councillor Pauline Serdity was voted in as Chair Person for 2020.



**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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The Financial Statement was delivered, with Council contributions for the 2019/2020 period is as follows:-

| | |
|--------------------------------|----------|
| Operational Expenses: | \$24,084 |
| Management and Administration: | \$11,301 |
| Computer Software Maintenance: | \$12,135 |
| Technical Support Officer: | \$8,216 |
| Freight on Stock rotation: | \$718 |
| Total: | \$56,454 |

IPART has determined the rate-pegging increase for 2020/21 at 2.6% which would equate to an increase of \$1,507.00 in the overall per Council contribution.

The North Western Library held its Librarian's meeting on 5 December 2019 in Warren. Discussion items included stock purchases, setting the date for the bi-annual stocktake and other routine matters. It was agreed that a \$3,300 contribution from each Council's Our Local Priority Grant would be pooled to undertake a joint project (e.g. Ancestry Data) to be decided at a later date.

North Western Library launched its new North Western App and Kanopy (free access to movies) in February during Library lover's week. All libraries also now have access to Ancestry Library.

The Summer Reading Programme commenced to encourage children to read over the summer holidays. This year's theme is "Discover a new world". A good number of children have registered for the programme.

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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Statistics

Statistics for the past quarter dating from 1.10.19 to 31.12.19 are as follows with a comparison of the previous year figures for the same period:

| October 1st – December 31st, 2018 | | October 1st – December 31st, 2019 | |
|--|-------------|--|-------------|
| Adult Fiction | 615 | Adult Fiction | 497 |
| Western Fiction | 52 | Western Fiction | 47 |
| Large Print | 292 | Large Print | 196 |
| Magazines | 154 | Magazines | 146 |
| Adult Non Fiction | 106 | Adult Non Fiction | 105 |
| Talking Books | 34 | Talking Books | 43 |
| Inter Library TBs | 0 | Inter Library TBs | 0 |
| Junior Fiction | 180 | Junior Fiction | 140 |
| Junior Non Fiction | 8 | Junior Non Fiction | 10 |
| Easy & Easy2 & RR | 348 | Easy & Easy2 & RR | 299 |
| Toys | 7 | Toys | 5 |
| Stories are Magic | 8 | Stories are Magic | 27 |
| Junior Talking Books | 1 | Junior Talking Books | 0 |
| Young Adult Fiction | 36 | Young Adult Fiction | 22 |
| Equipment | 2 | Equipment | 1 |
| DVD's | 314 | DVD's | 214 |
| TOTAL ISSUES | 2157 | TOTAL ISSUES | 1752 |
| TOTAL MEMBERS | 2412 | TOTAL MEMBERS | 2489 |
| New Members | 15 | New Members | 21 |
| Internet Usage hours | 1249 | Internet Usage hours | 1069 |
| IT Help | 62 | IT Help | 151 |
| Wi-Fi | 79 | Wi-Fi | 61 |
| People counter | 2502 | People counter | 2799 |
| Reference Inquiries | 104 | Reference Inquiries | 33 |
| North Western eBook and eAudio | 0 | North Western eBook and eAudio | 32 |

Note: This report includes reference inquiries (searching for customer's requests), Wi-Fi usage and IT Help, which staff give to computer users. These figures have been added to show the hands on help staff provide to customers. Internet usage is measured in half hour bookings.

1.3 Recommendation

That the Library Report for the period October to December 2019 be received and noted.

People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020

2 BOGAN BUSH MOBILE – TERM 4 REPORT

Summary:-

The purpose of this report is to advise Council on the Term 4 activities of the Bogan Bush Mobile Service.

2.1 Introduction

The purpose of this report is to advise Council on the Term 4 activities of the Bogan Bush Mobile Service.

2.2 Discussion

Term 4 Dates

14 October 2019 - 17 December 2019

Statistics

Total children enrolled: 104 - official enrolments, 68 families

Term 4 attendance: 279

Term 4 sessions: 49

Current venues visited in term 4:

Marthaguy, Marra, Hermidale, Trangie, Collie, Collierreina, Tottenham, Mungery, Warren, Nyngan and Narromine.

Term 4 Activities

Bogan Bush Mobile had a very busy term 4, with Christmas parties being held from 2-17 December at all venues. The Service Leader designed photo books for each of the children that were heading off to "big school" in 2020 as is customary as families appreciate this small token as a reminder of their child's time with the Bogan Bush Mobile. The spring/summer months are generally a time for water focussed play in the programme, however due to the increasing intensity and severity of drought conditions in term 4 this activity was curtailed in favour of alternative cooler activities in the shade. The BBM programme included Christmas art and craft studio, dramatic play and the very popular mix n' mess station.

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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Bogan Bush Mobile provides opportunities for engaging children in learning that would otherwise be unattainable for isolated children.



Story time at Marra Creek Child Care.

Transition to Assessment and Rating

The Bogan Bush Mobile has historically operated as an out-of-scope service and was not subject to the assessment and rating process, however as a result of legislative changes in 2019 the service will now be assessed and rated against the National Quality Standards (NQS). Staff have been liaising with the government appointment transition authority (CCSA) and been proactive in making the necessary changes to ensure the Service meets the NQS. Mobile services across the state are expected to be scheduled for Assessment and Rating visits towards the end of 2020.

The Manager Education and Community Services will attend the child care sessions once a month, as regulation will require the children to have access to an Early Childhood Teacher (ECT).

**People and Community Services' Report to the Ordinary Meeting of Bogan Shire Council
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2.3 Recommendation

That the Bogan Bush Mobile Report Term 4 be received and noted.

Debb Wood
Director People and Community Services



Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020

**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 DECEMBER 2019 AND JANUARY 2020

Summary:-

The report is to outline the performance of Council's Investment Portfolio for the months of December 2019 and January 2020.

At 31 January 2020 Council had \$12.7 million invested. There has been a decrease of \$985,000 due to the payment of creditors during December and January.

1.1 Introduction

The purpose of this report is to outline the performance of Council's Investment Portfolio for the months of December 2019 and January 2020.

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 January 2020 is shown below. At 31 January 2020 Council had \$12.8 million invested. There has been a decrease of \$985,000 since the last Council meeting, due to the payment of monthly creditors and some grant funds for Drought Community Funding, water cartage and water investigations not yet being received.

All money has been invested in accordance with Council's Investment Policy.

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 27 February 2020**

Investment Movements for December 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 Nov 19 | Bal Dec 19 |
| 3204 | NAB | 08/06/2020 | 181 | 1.550% | 2,000,000.00 | 2,000,000.00 |
| 4608 | NAB | 26/02/2020 | 90 | 1.550% | 2,000,000.00 | 2,000,000.00 |
| 3994 | NAB | 02/03/2020 | 150 | 1.630% | 2,800,000.00 | 2,800,000.00 |
| 9467 | NAB | 13/07/2020 | 180 | 1.600% | 1,000,000.00 | 1,000,000.00 |
| 6894 | NAB - Professional Funds | At Call | | 1.150% | 5,933,283.60 | 5,058,971.05 |
| | | | | | | |
| | Balance securities held | | | | 13,733,283.60 | 12,858,971.05 |
| | Balance Ledger 19010.8200.8200 | | | | 13,733.283.60 | 12,858,971.05 |
| | | | | | | |
| | Summary by institution | | | | | |
| | | | | | | |
| | NAB | | | | 13,733,283.60 | 12,858,971.05 |
| | | | | | 13,733,283.60 | 12,858,971.05 |

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

Investment Movements for January 2020

| Bogan Shire - Investment movements | | | | | | |
|------------------------------------|-----------------------------------|------------|------|--------|----------------------|----------------------|
| REF | Source | Maturity | Days | % rate | Bal Dec 19 | Bal Jan 20 |
| 3204 | NAB | 08/06/2020 | 181 | 1.550% | 2,000,000.00 | 2,000,000.00 |
| 4608 | NAB | 26/02/2020 | 90 | 1.550% | 2,000,000.00 | 2,000,000.00 |
| 3994 | NAB | 02/03/2020 | 150 | 1.630% | 2,800,000.00 | 2,800,000.00 |
| 9467 | NAB | 13/07/2020 | 180 | 1.600% | 1,000,000.00 | 1,000,000.00 |
| 6894 | NAB - Professional Funds | At Call | | 1.150% | 5,058,971.05 | 4,948,708.29 |
| | | | | | | |
| | Balance securities held | | | | 12,858,971.05 | 12,748,708.29 |
| | | | | | | |
| | Balance Ledger 19010.8200.8200 | | | | 12,858,971.05 | 12,748,708.29 |
| | | | | | | |
| | Summary by institution | | | | | |
| | | | | | | |
| | NAB | | | | 12,858,971.05 | 12,748,708.29 |
| | | | | | 12,858,971.05 | 12,748,708.29 |

1.4 Recommendation

That the Investments Report for the months of December 2019 and January 2020 be received and noted.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

2 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION

Summary:-

This report is to provide a comparison of rate collections as at 31 January 2020, with the same period last year.

Total arrears have increased from \$421,692 as at 31 January 2019 to \$542,706 as at 31 January this year.

2.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at 31 January, 2020, with the same period last year.

2.2 Discussion

This report is provided for the information of Councillors.

| Rate Collections | 2019-2020 | 2018-2019 |
|--|------------------|------------------|
| Arrears Prior to 01/07/2019 | 347,962 | 245,150 |
| First Instalment Outstanding as at 31/01/2020 | 64,897 | 74,591 |
| Second Instalment Outstanding as at 31/01/2020 | 129,847 | 101,951 |
| Third Instalment Outstanding as at 31/01/2020 | 958,764 | 911,901 |
| Fourth Instalment Outstanding as at 31/01/2020 | 1,021,002 | 990,195 |
| Total Arrears | 542,706 | 421,692 |
| Total Outstanding | 2,522,472 | 2,323,788 |
| Monthly Transactions | | |
| Amount Levied & B/Fwd | 5,508,777 | 5,324,041 |
| Add: Adjustments | 35,184 | 10,664 |
| Less: Payments to end of November | -2,944,095 | -2,934,726 |
| Less: Rebates | -80,422 | -79,156 |
| Add: Postponed | 3028 | 2,965 |
| Gross Total Balance | 2,522,472 | 2,323,788 |
| Arrears of total amount levied % | 9.8% | 8% |



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Total arrears have increased from \$421,692 at 31 January 2019 to \$542,706 at 31 January this year. Total arrears had decreased to \$532,085 by 14 February, 2020.

Each instalment amounts to approximately \$1,377,000.

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

Council has 4.7% in arrears on the first instalment.

Council has 9.4% in arrears on the second instalment

As at 31 January 2020 Council had collected \$9,369 more than at the same time last year. At the time of writing this report Council has collected an additional \$137,419.

2.3 Recommendation ,

That the Rates and Annual Charges Collection Report at 31 January 2020 be received and noted.

3 REVISION OF PROCUREMENT POLICY

Summary:-

The purpose of this report is to review policy FIN004 Procurement Policy. The Policy was last adopted in February 2019 and is due to be updated and reviewed.

3.1 Introduction

The purpose of this report is to review Policy FIN004 Procurement Policy. The Policy was last adopted in February 2019 and is due to be updated and reviewed.

3.2 Background

The Procurement Policy is one of the most important Council Policies. It is important that Council staff have clear expectations in regards to both purchasing and tendering within Council that are set by Council and to also ensure compliance with the Local Government Act 1993. It is also an important part of Council's risk management strategies in fraud prevention.

3.3 Discussion

This Policy sets out Council's expectations for ensuring transparency, fairness and accountability in every procurement process so that community members, suppliers, Councillors and staff are aware of these expectations in order to comply with them.

The Policy also provides for a preference for local procurement in certain circumstances. A local purchasing arrangement seeks to encourage spending with approved local suppliers through a price advantage when Council is procuring goods or services in the Bogan Shire Council Local Government area.

Lastly, in the interests of transparency, it sets out Council's Policy in relation to assessment of tenders.

3.4 Attachment

Policy FIN004 Procurement Policy.

3.5 Recommendation

That Council adopt the revised Council Procurement Policy FIN004 until February 2021.



Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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COUNCIL POLICY FIN004

PROCUREMENT





**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Policy Outcomes Statement

This Policy sets out Council's expectations for ensuring transparency, fairness and accountability in every procurement process so that community members, suppliers, councillors and staff are aware of these expectations in order to comply with them.

The policy also provides for a preference for local procurement in certain circumstances. A local purchasing arrangement seeks to encourage spending with approved local suppliers through a price advantage when Council is procuring goods or services in the Bogan Shire Council Local Government area.

Lastly, in the interests of transparency, it sets out Council's policy in relation to assessment of tenders.

Overview

Bogan Shire Council procures in excess of \$20 Million in a typical financial year. As a public institution it is essential that this procurement is carried out in accordance with the highest standards of good governance.

This Policy is to be read in conjunction with the applicable provisions of the Local Government Act, 1993, the Local Government (General) Regulations, 2005 and Council's own operational policies, procedures and guidelines. It replaces all previous Bogan Shire Council Procurement Policies.

Applicability

This Policy applies to councillors and staff of Bogan Shire Council involved in procurement processes and decisions as well as to suppliers where appropriate.

Principles

In developing this Policy Council wishes to express its commitment to a policy that maintains the highest standards of good governance and transparency in procurement.

The principle of responsible financial management is to be applied to all procurement activities. Public funds are to be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising other relevant considerations including timing, efficiency and good governance.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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The following procurement principles have been considered in developing this policy and apply to all procurement activities:-

- Internal control measures that are efficient as well as effective
- Appropriate authorisation for all procurement activities
- Value for money
- Opportunities to maximise savings through joint procurement arrangements
- Decisions are to be based on full and complete knowledge of total cost and other attributes of goods and services (whole of life costing).

A policy position on local procurement is also incorporated into this Policy as Council recognises the importance of local businesses to the Bogan Shire economy. Council is committed to shopping locally wherever possible in the best interests of Council. This Policy therefore allows a price advantage to Local Suppliers. It is noted, however, that pricing is only one factor in Council's procurement decision-making. A range of factors including after-sales service, quality and ready availability of products will affect Council's procurement decisions.

Policy

1. Ethics and Integrity

It is expected that everyone involved in procurement processes and decision making must have regard to Council's Code of Conduct requirements and shall observe the highest standards of ethics and integrity. All involved must act in an honest and professional manner which supports the standing of the Council at all times.

2. Procurement Principles

It is expected that the following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- 2.1. Full accountability shall be taken for all procurement decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money.
- 2.2. All procurement practices shall comply with relevant legislation, regulations, and requirements consistent with the Council Policies and Code of Conduct.
- 2.3. Procurement is to be undertaken on a competitive basis with the highest standards of professionalism and probity.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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- 2.4. All processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, audit requirements and relevant legislation.
- 2.5. Any actual or perceived conflicts of interest for both existing and potential suppliers are to be identified, disclosed and appropriately managed; and
- 2.6. Any information provided to the Council by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.
- 2.7. No staff member or Councillors shall seek or receive personal gain.
- 2.8. All suppliers and tenderers shall be provided with the same information and equal opportunity;
- 2.9. Decision makers must be able to account for all decisions and provide feedback on them;
- 2.10. Staff involved in procurement must not be involved in any activity such as performing work with suppliers, consultants or contractors;
- 2.11. Procurement is not to engage in the practice of so-called "order splitting" with suppliers, consultants or contractors.
- 2.12. Council seeks best value for money in procurement, recognising that this does not necessarily equate to the lowest price to specification. Reasons for selecting other than the lowest price must be recorded, referenced to the purchase order and retained.

3. Local Purchasing

A price advantage shall be given to approved and registered Local Suppliers in considering each individual quotation for the supply of goods, materials and / or services to Bogan Shire Council below \$150,000. No price advantage shall be given for the supply of goods, materials and / or services to Bogan Shire Council over \$150,000.

3.1. Price Advantage

In the process of determining the successful supplier, an amount of (a) 5% for prices over \$5,000 up to \$150,000, and (b) 10% for amounts under \$5,000, will be nominally deducted from the Local Supplier quotation for the purpose of price comparison only. These prices include GST. No price advantage shall be given to prices over \$150,000.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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3.2. Local Supplier

A Local Supplier is defined as meeting the criteria provided in both (a) and (b) below:

- (a) An organisation that operates from premises within the boundaries of the Bogan Shire Council Local Government Area (LGA) and has operated from those premises for a minimum period of three (3) months before submitting the quotation; and
- (b) An organisation that is more than 49.9% owned by an individual (or individuals) that reside within the boundaries of the Bogan Shire Council LGA and has done so for a minimum period of three (3) months before the organisation submits the quotation. It is assumed that the individual(s) reside(s) at her/his/their address (es) on the electoral roll.

3.3. Annual Registration

Any supplier that wishes to be considered as a Local Supplier must request and complete the approved Bogan Shire Council application form to register as a Local Supplier at least once every 12 months and indicate on their quotations that they are to be considered a Local Supplier. This puts the onus of proof onto the supplier.

A local purchasing price advantage may only be given to registered suppliers who indicate this on their quotations.

3.4. False Declaration

If it is substantiated that a false declaration has been made on the Local Supplier application form then that supplier will not be considered a "Local Supplier" and the Local Purchasing Policy will not apply. Furthermore that supplier shall not be able to supply goods, materials and / or services to Bogan Shire Council for a period of 12 months.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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4. Tendering

The Local Government Act, 1993, Section 55 provides for a requirement to invite tenders before entering into certain contracts. Bogan Shire Council shall assess each tender using the following standard assessment criteria as a minimum. Whilst other criteria may be used which are more specific to each tender, the following criteria must be applied to all assessments:

4.1. Financial Assessment

The tender must include identification of all relevant costs, individual analysis of costing's contained in each submission, and cost comparisons between all competing submissions. The initial (once only), and ongoing costs, must be identified and calculated in the process of assessment of tender submissions.

4.2. Capability Assessment

The tender shall include the experience of the tenderer and the experience and qualifications of the key personnel who will be operating the contract, including management and supervision, and the capability of the contractor to work within the relevant policies of Council.

4.3. A Work Health and Safety Assessment

The tender must be performed where the tender involves the completion of works of any description. When purchasing goods, materials or services for Council, the provisions of the *Work Health and*

Safety Act 2011 (NSW) should be adhered to. This includes:

- (a) ensuring that any plant or substance provided for use by the employees at work is safe and without risks to health when properly used;
- (b) providing such information, instruction, training and supervision as may be necessary to ensure the employees' health and safety at work;
- (c) all safety aid operating information must be supplied with all products and equipment; and
- (d) a work method statement must be completed before any plant items are purchased.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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4.4. Environmental Assessment

An environmental assessment is especially essential where environmental issues may be involved. All persons or organisations responding to public calls for tenders, quotations or expressions of interest shall be asked to provide the following information within their submissions:-

- (a) a copy of their environmental policy or equivalent;
- (b) details of their environmental management strategy (where appropriate);
- (c) their commitment to due diligence in regard to environmental legislation;
- (d) documentation outlining past performance in regard to environment protection; and
- (e) evidence of selection and use of products based on a principle of 'value for money' over their life cycle, and consideration of other issues such as low wastage levels and use of recycled content and usability of those products.

Assessment criteria shall be weighted by the General Manager in order of importance and relevance to the specified tender. The assessment criteria and their weightings are to be included in the tender documentation.

Authority

Council resolution no XXX/2020 dated 27 February 2020.

Policy Owner / Further Assistance

Director Finance and Corporate Services / Procurement Officer.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Related Information

1. Local Government Act, 1993,
2. Local Government (General) Regulations, 2005
3. Council Policy FIN003 (Credit Cards)
4. Operational Policy AP006 (Delegations from the General Manager)
5. Bogan Shire Council Procurement Procedure
6. Bogan Shire Council Code of Conduct

Review Date

December 2022

Revision History

| Date | Description of Change | Sections Affected |
|-------------|------------------------------|--------------------------|
| 14/12/2019 | New policy drafted | All |
| | | |

Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020

4 SECOND QUARTER 2019/2020 BUDGET REVIEW

Summary:-

Council remains in a sound financial position and is broadly on budget.

Cash Balance is strong although decreasing as expected due to advance payments being expended.

Second quarter adjustments to the year-end position are a nett unfavourable amount of \$20,480.

4.1 Introduction

The purpose of this report is twofold:

1. To review actual performance against budget for the first six months of the 2019/2020 Financial Year up to 31 December 2019.
2. To adjust the budget in response to changes in the financial landscape and changes to Council's corporate goals.

4.2 Background

Clause 203 (1) of the Local Government (General) Regulation 2005 requires that Council complete a budget review within 2 months of the end of each quarter. More importantly the review should be completed to enable good financial management of Council's resources.

Referring to Appendix A, the Projected Year End Result has been adjusted to allow for second quarter recommended changes. The second quarter changes are shown in a separate column and discussed below and need to be approved at this meeting. A copy of the updated Capital Budget is shown in Appendix D.

The figures in the Projected Year End Result column are the estimate of income/spending at the end of the Financial Year. It is the sum of the originally adopted budget for 19/20, plus or minus approved changes made at the first quarter review, plus or minus recommended changes at this second quarter budget review.

4.3 Discussion

Performance Against Budget

The year to date performance against budget is unfavourable. Net unfavourable adjustments total \$20,480. Council budgeted originally for a cash surplus of \$15,716 and the changes to the budget for the past two quarters now show a cash deficit of \$72,421 across all funds.



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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The reasons for this change include:-

- First budget review adjustments - \$51,941
- Bush Fire Donation (Council resolution 362/2019) - \$10,000
- Town Hall Plans (Council resolution 392/2018) - \$10,480

The general fund is now showing a cash deficit of \$275,637 which is covered by drawing on retained earnings. Wherever possible budget changes have been offset against changes in other areas, however Council decisions reflect the current deficit.

The sewer fund has no changes to the original budget.

The water fund has no additional changes to the budget review approved for September 2019.

The state of the individual funds is shown in Appendix C.

As always Councillors and staff need to be aware of decisions and their impact on Council's budget. It is important that corresponding savings are found when making decisions on additional spending.

The second quarter adjustments are divided into favourable and unfavourable and explained below:-

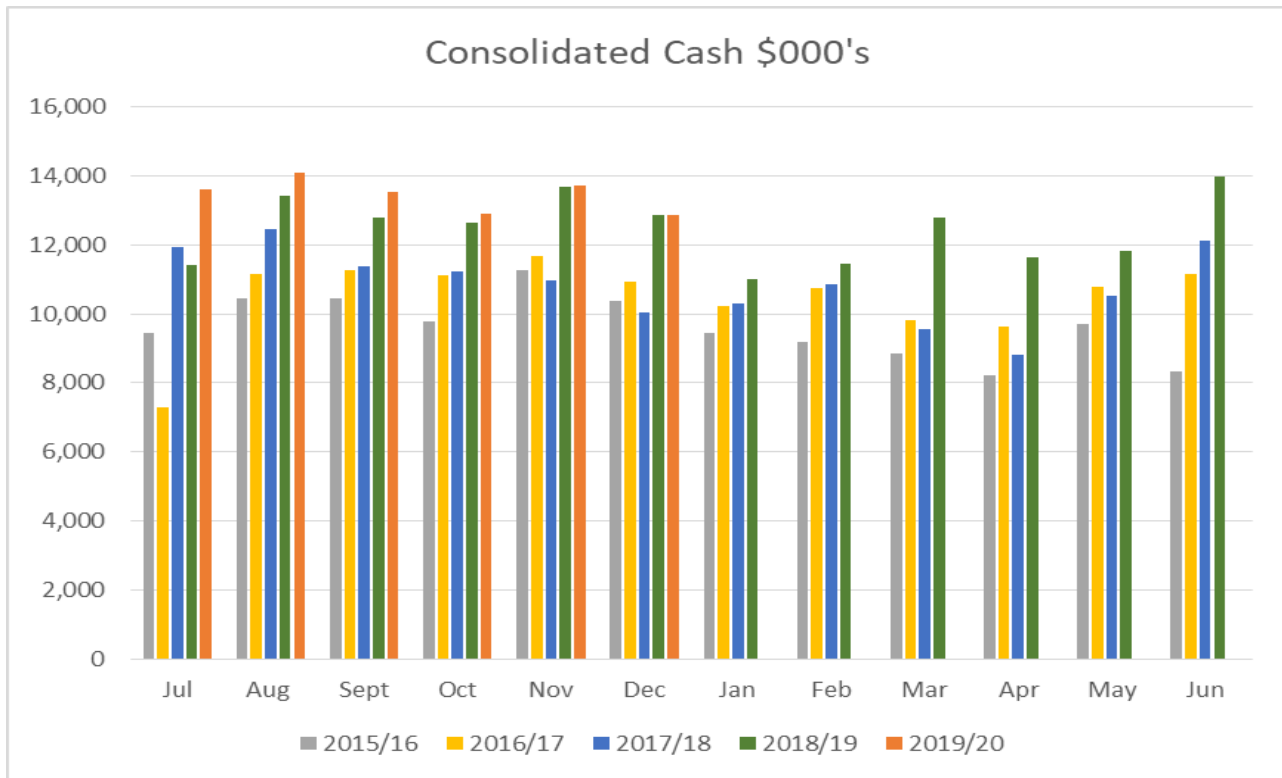
Favourable adjustments are where Council has found that it is going to get more income than budgeted or expects to spend less than originally budgeted. Unfavourable adjustments are the reverse. These are where the program is going to cost more than originally budgeted or income is going to be less or Council has resolved to spend additional funds to the original budget. The budget is therefore adjusted accordingly to reflect these changes.

These have been summarised in Appendix B.

Cash

Council is still holding significant cash balances at the moment, although reduced by \$671,000 since the September report, cash remains quite high due to the prepayment of 2019/2020 Financial Assistance Grants and a large percentage of the second instalment of rates and water being paid. The cash balance is expected to decrease further over the next six months as funds received in advance are expended.

**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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Consulting and Legal Expenses

The budgeted and actual spending on consultants and legal expenses is shown below. The consultancy expenditure has been spent on the Medical Centre, Water, Building and Environmental Services and IT.

The budget was increased in the second quarter in Children's Services due to specific funding to pay for consultants for inclusion support training.

| CONSULTING & LEGAL EXPENSES | | | |
|--|---------------|------------------------|----------------|
| Expense | Budget | Expenditure YTD | Revised |
| | \$ | \$ | |
| Consultancies | 396,819 | 147,269 | 436,523 |
| Legal | 28,000 | 1,647 | 28,000 |



**Finance and Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
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The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Bogan Shire Council for the quarter ended 31/12/19 indicates that Council's projected financial position at 30/6/20 will be *satisfactory* at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____ date: 13/02/2020
Stephanie Waterhouse
Responsible Accounting Officer, Bogan Shire Council

4.4 Attachments:

- Appendix A – 2019/2020 Second Quarter Budget Review Summary
- Appendix B – 2019/2020 Budget Review Statement of Adjustments
- Appendix C – 2019/2020 Cash Position of Funds Projected Operating Result
- Appendix D – 2019/2020 Capital Budget Updated

4.5 Recommendation

1. That the Second Quarter Budget Review 2019/2020 Report be received and noted.
- 2 That Council adopts the budget amendments shown on the Budget Review Statement (Appendix A) for the 2019/2020 Operating and Capital Budgets.

Stephanie Waterhouse
Director Finance and Corporate Services

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**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

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

Mayor and Councillors

I submit the following report for consideration:-

1 OPERATIONAL REPORT

1.1 Civil Works

Work undertaken during this reporting period from 9 December 2019 to 14 February 2020 consisted of the following:-

- Completing repairs, and maintenance at the Nyngan Showground.
- Completing top dressing to areas of Larkin Oval.
- Assisting with building renovations/improvements to the old SES building/Museum in Pangee Street.
- Assisting with asbestos inspection of the Nyngan Waste Depot.
- Continuing culvert improvements on Mitchell Highway as part of the Wilgaree shoulder widening Project.
- Completing repairs, and maintenance at the Nyngan Town Hall.
- Completing repairs to paving in the Nyngan CBD.
- Completing repairs at the Nyngan Town Library.
- Completing repairs, and maintenance to 8B in Dandaloo Street Nyngan.

1.2 Community Facilities

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

- Preparation of Town Hall for Australia Celebrations.
- Completing irrigation system repairs at Larkin Oval.
- 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.
- Digging and backfilling of graves.
- Completing private works.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

1.3 Roads

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

| No. | Name | Comments |
|------------|------------------------|----------------------------------|
| 5 | Peisley Road | Maintenance grading continuing. |
| 12 | Coffil`s Lane | Maintenance grading completed. |
| 14 | Gilgai Road | Maintenance grading completed. |
| 3 | Buddabadah Road | Maintenance grading completed. |
| MR228 | Hermidale Nymagee Road | Scour repairs continuing. |
| 9 | Glengariff Road | Maintenance grading continuing. |
| MR 7514 | Cockies Road | Maintenance grading completed. |
| HW7 | Mitchell Highway | Culvert improvements continuing. |
| 24 | Canonba Road | Shoulder grading completed. |
| 1 | Mulla Road | Shoulder grading completed. |
| 8 | Bobadah Road | Maintenance grading completed. |
| | Weir Road | Maintenance grading completed. |
| 82 | Pepper Lane | Maintenance grading completed. |
| 98 | East Nyngan Road | Maintenance grading completed. |
| 2 | Priors Road | Maintenance grading completed. |
| 51 | Currans Road | Resheeting commenced. |
| 52 | Healy's Road | Maintenance grading completed. |
| 17 | Booramugga Road | Maintenance grading commenced. |
| 38 | Billandry Road | Maintenance grading completed. |
| 5 | Peilsey Road | Causeway repairs completed. |



**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
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Council has completed the investigation of the water losses along the Albert Priest Channel identifying several sections that will require repairs to reduce this water loss.

Council's jet patching truck has completed work on the following roads:-

- Tottenham Road
- Barrier Highway
- Moonagee Road
- Canonba Road
- Nyngan Town Streets
- Colane Road

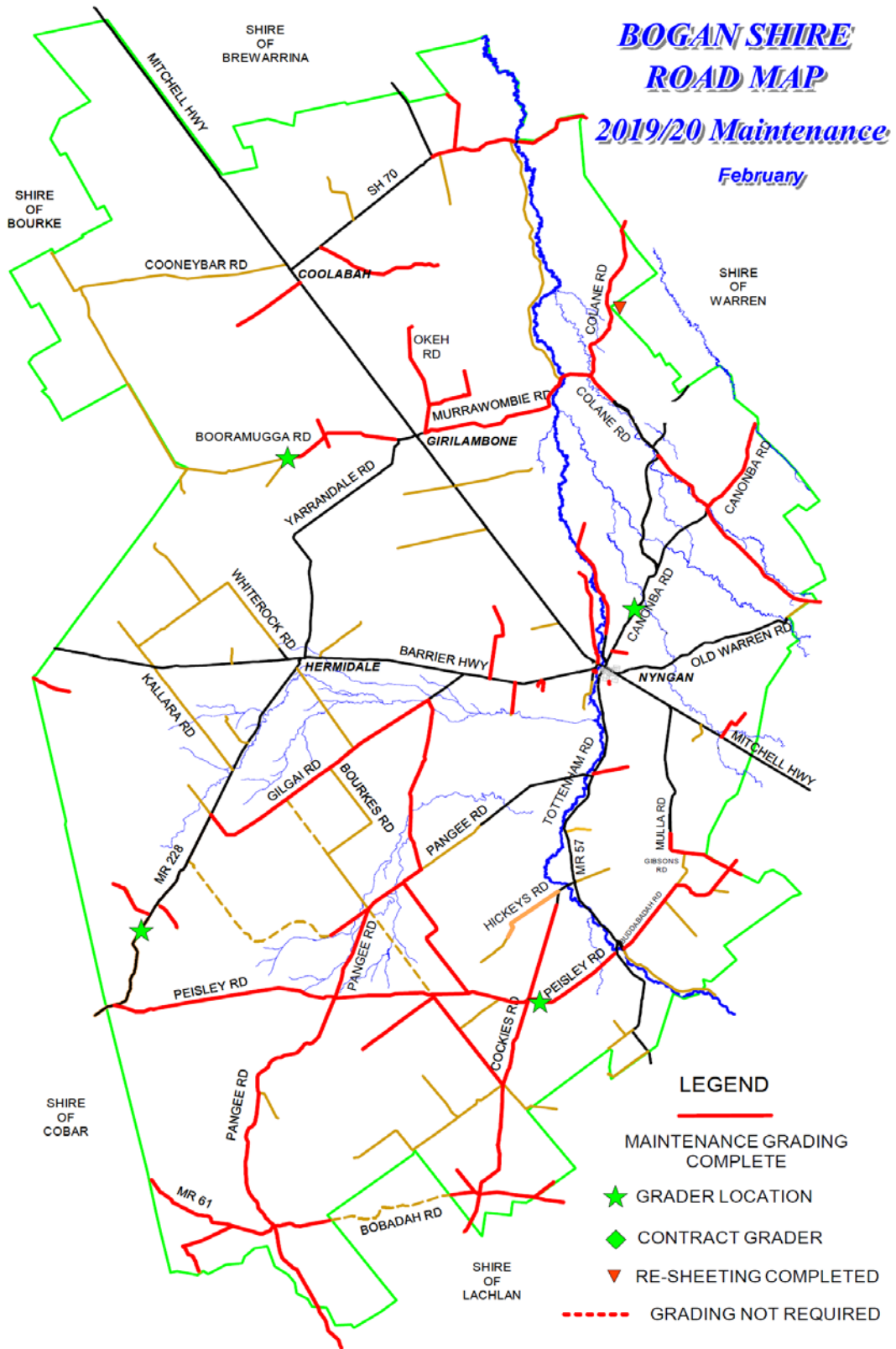
The works program for the remainder of February, and March includes but is not limited to the following works:-

- Completing culvert extensions on the Mitchell Highway near the property Wilgaree.
- Commencing heavy patching program on the Barrier Highway.
- Continuing the construction of the footpath in Pangee Street from the river to the Flood Memorial Rest Area.
- Commencing the improvements to the Hoskins Street crossing between Pangee Street and Nymagee Street.
- Commence the construction and sealing of 1 km on the Pangee Road, and 2km of Cockies Road under the Regional Roads Repair Grant.
- Continuing maintenance grading, or resheeting of the following roads: Peisley Road, Buddabadah Road, Gilgai Road, Glengariff Road, Plummers Road and Whiterock Road.

1.4 Recommendation

That the Operational Report, including Civil Works, Community Facilities and Roads for the reporting period 9 December 2019 to 14 February 2020 be received and noted.

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**



2 ABANDONED VEHICLES ON HIGHWAYS

Summary:-

The purpose of this report is to inform Council of the current process for removing abandoned vehicles on the state highways.

2.1 Introduction

The purpose of this report is to inform Council of the current process for removing abandoned vehicles on the state highways.

2.2 Background

Bogan Shire Council has a Roads Maintenance Council Contract with Roads and Maritime Services (RMS) for the provision of routine maintenance and specific ordered works. This work is funded by RMS and includes weekly routine inspections, pavement maintenance, sign and guidepost maintenance, and also includes occasional traffic control for vehicle accidents and removing abandoned vehicles from the road corridor.

Recent queries regarding the process for removing abandoned vehicles have prompted this report.

2.3 Discussion

The Roads Maintenance Council Contract provides Council with a regular income throughout the year to complete the above maintenance activities which pays for staff wages, plant and vehicle hire.

Council has, for many years, picked up abandoned vehicles with a table top truck fitted with a hiab crane. Due to the age of the crane it could no longer be certified for use without major repairs and was therefore unable to be used for several months before the truck was recently sold.



**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
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The replacement truck was included in the 2019-2020 budget and has been ordered and waiting delivery. The budget allowed for the replacement of the table top truck and crane with a tilt tray truck fitted with a hiab crane. This configuration was preferred as the tilt tray provided the benefit of easily loading small plant and abandoned vehicles.

When an abandoned, damaged, or burnt out vehicle is reported by our Highway Inspector, Council contacts the Police to request approval to have the vehicle removed from the road corridor. Approval to remove the vehicle can sometimes take several weeks as the Police may have to investigate an accident or stolen vehicle or an insurance company needs to investigate and release the vehicle for removal.

During the past year Council has had twelve vehicles picked up using both our resources (6 vehicles) and the services of a local contractor (6 vehicles). The cost of vehicle pickup varies depending on the location but generally the cost is comparable between Council and contractor.

2.5 Recommendation

That the Abandoned Vehicles on Highways Report be received and noted.



Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
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3 CAPITAL ROAD WORKS PROGRAM 2019-2020

Summary:

This report is to provide Council with a draft Road Works Program for the first and second quarter, 2020.

3.1 Introduction

The purpose of this report is to provide Council with a draft Road Works Program for the first and second quarter of 2020.

3.2 Background

This draft Road Works Program is subject to change depending on weather and operational circumstances.

3.3 Attachment

Capital Roads Work Program 2019-2020, detailing Quarter 1 and Quarter 2, 2020.

3.4 Recommendation

That the draft Capital Road Works Program 2019-2020 for the periods Quarters 1 and 2, 2020 be received and noted.

Graeme Bourke
Director Engineering Services

**Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

Capital Road Works Program 2019 - 2020

| Road | Status | Length Km | Q4 | | | Q1 | | | Q2 | | |
|--------------------------|--------|-----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
| Re-Sheeting | | | | | | | | | | | |
| - Colane Road | ● | 3 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Gilgai Road | ● | 2 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Currans Road | ◐ | 2 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Pangee Road 16/17 | ◑ | 2 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Bourkes Road | ◑ | 1 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Peisley Road | ◑ | 4 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Murrawombie Road 16/17 | ◑ | 2 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Jumps Road | ◑ | 2 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| - Merryanbone Road | ◑ | 3 | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| - Booramugga Road | ◑ | | | | | | | | | | |
| Cart Rock | | | | | | | | | | | |
| Lay Rock | | | | | | | | | | | |
| Construction | | | | | | | | | | | |
| Pangee Road | ● | 1 | | | | | | | | | |
| Cockies Road | ● | 2 | | | | | | | | | |
| Rehabilitation | | | | | | | | | | | |
| Hoskins Street | ● | | | | | | | | | | |
| Re-sealing | | | | | | | | | | | |
| Canonba Road | ● | 3 | | | | | | | | | |
| Colane Road | ● | 3 | | | | | | | | | |
| Old Warren Road | ● | 3 | | | | | | | | | |
| Pangee Road | ● | 2 | | | | | | | | | |
| Yarrandale Road | ● | 3 | | | | | | | | | |
| Temples Lane | ● | 2.5 | | | | | | | | | |

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

Four (4) applications have been approved since Council's meeting of 19 December 2019. Six (6) applications are currently with Council for consideration as tabled below:

| DA NUMBER | APPLICANT | ADDRESS | DESCRIPTION | VALUE (\$) | PROGRESS |
|-----------|------------------------------|--|--|-------------|---------------------------|
| 2019/018 | Lyons Advantage | Lot 502 DP 1222052 Lawlor Street, Nyngan. | Addition to existing Fire Control Centre Shed. | \$50,000 | Approved |
| 2019/019 | Lyons Advantage | 101 Cobar Street, Nyngan. | Construction of four (4) seniors living units. | \$960,000 | Approved |
| 2019/020 | Joanne and Richard Deebank | 46 Cobar Street, Nyngan. | New Swimming Pool. | \$37,800 | Approved |
| 2019/021 | Tritton Resources Pty Ltd | Lot 1 Section 3 DP 986 Booramugga Road, Hermidale. | New Pipeline. | \$3,000,000 | Under assessment |
| 2019/022 | John Hoare | 51 Cobar Street, Nyngan. | New Carport. | \$7000 | Plans yet to be submitted |
| 2019/023 | Monteath and Powyers Pty Ltd | 40-46 Pangee Street, Nyngan. | Subdivision. | - | Under Assessment |
| 2019/024 | Monteath and Powyers Pty Ltd | 1-15 Nymagee Street, Nyngan. | Subdivision. | - | Under Assessment |

**Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

| | | | | | |
|----------|-------------------------------|------------------------------|-------------------|----------|------------------|
| 2019/025 | Brett Burton | 98 Cannonbar Street, Nyngan. | New Veranda. | \$5000 | Under Assessment |
| 2019/026 | DC Tints Window Tint Training | 102 Nymagee Street, Nyngan. | Change of Use. | \$1000 | Under Assessment |
| 2019/027 | Wendy Robb | 49 Flashman Avenue, Nyngan. | New Private Shed. | \$15,000 | Approved |

1.2 Recommendation

That the Development Applications' Report 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 and Noxious Weeds Officer.

2.2 Discussion

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

- Routine upkeep and maintenance duties including manual watering (where required and in accordance with adopted Level 3 Water Restrictions), whipper snipping, mowing and weed removal at 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, O'Reilly Park, Centenary Park and Council housing.

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

- Boundary and road side inspections.
- Property inspections as required under the *Biosecurity Act 2015*.
- Spraying of highway, town streets, roadsides and Albert Priest Channel.



**Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020**

2.3 Recommendation

That the Operational Report, including Parks and Garden Team and Noxious Weeds Officer be received and noted.

3 ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 – DRAFT LSPS

3.1 Introduction

The purpose of this report is to present Council with a Draft Community Participation Plan (CPP) as required under the *Environmental Planning and Assessment Act 1979* (the Act).

3.2 Discussion

In March 2018, the *Environmental Planning and Assessment Act 1979* was amended to require Local Councils to have a CPP in place by 1 December 2019.

A draft CPP has since been developed by Council staff in close consultation with the NSW Department of Planning, Environment and Industry (DPEI) and is attached to this report for review.

Following review and any necessary amendments to the draft CPP, the document is required to be placed on public exhibition for a minimum of twenty eight (28) days.

As advised in the Business Paper from Council's Meeting held on 28 November 2019, the final version of the CPP was required to be adopted by 1 December 2019, however discussions with DPEI have confirmed that adoption post 1 December 2019 is acceptable.

3.3 Attachment

Draft Bogan Community Participation Plan

3.4 Recommendation

That the draft Bogan Community Participation Plan be placed on public exhibition for a period of twenty eight (28) days.

Tony Payne

Director of Development and Environmental Services



Development and Environmental Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020



Draft Bogan Community Participation Plan



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Community Participation in Council's Planning Decisions

Bogan Shire Council (Council) recognises that community participation throughout the planning system delivers better planning results for residents, businesses and visitors of the Shire.

Ultimately, our responsibility is to deliver the objectives of various Acts, including the *Environmental Planning and Assessment Act 1979* (EP&A Act). These objectives include the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing.

Community Participation is an overarching term covering how we engage the community in our work under the EP&A Act, including re-zonings and making decisions on proposed developments. The level and extent of community participation will vary depending on the scope of the proposal under consideration and the potential impacts of the decision.

"The Community" includes anyone who is affected by the planning system and includes residents, visitors, community groups, Aboriginal communities, peak bodies representing a range of interests, businesses and State and Commonwealth government agencies.





Why is community participation important?

- Community participation builds community confidence in the planning system.
- Community participation creates a shared sense of purpose, direction and understanding of the need to support growth and change, while preserving local character.
- Community participation provides access to community knowledge, ideas and expertise.

Objectives

The community participation plan objectives are to:

- Build community confidence in the planning system.
- Create a shared sense of purpose, direction and understanding of the need to manage growth and change, while preserving local character.
- Provide access to community knowledge, ideas and expertise.

What is a Community Participation Plan?

The Community Participation Plan (CPP) is designed to make participation in planning clearer for the community. It does this by setting out in one place how and when you can participate in the planning system, our functions and different types of proposals. This CPP also establishes our community participation objectives which we use to guide our approach to community engagement.



Table 1: What functions does the Community Participation Plan apply to?

| | |
|---------------------------|---|
| <p>Policies</p> | <p>Council develops policies that shape how we interact with the planning system. These may include policies on developments that do not require a development application, developer contributions or repayment schemes.</p> |
| <p>Plan Making</p> | <p>Strategic planning is an essential aspect in Councils work as it supports development and economic investment in the Shire. It involves planning for communities which integrates social, environmental and economic factors with the Shire's special attributes. Examples of this work includes planning proposals such as re-zonings, development control plans and economic growth plans.</p> |
| <p>Assessment</p> | <p>Councillors during Council Meetings, the General Manager and the Director Development and Environmental Services make decisions on a range of developments. When making decisions on these developments, consideration is given to whether land use proposals meet the strategic priorities of Council, the Region and the State. Furthermore, Council considers whether the proposed development is in the public interest and complies with applicable legislation, policies and guidelines.</p> |



Who does this community participation plan apply to?

The CPP is a requirement of the EP&A Act (see division 2.6 and Schedule 1) and applies to the planning functions exercised by Council. Planning functions are vast and may include determining Development Applications, preparing Local Environmental Plans or Development Control Plans or preparing strategic documents such as the Local Strategic Planning Statement. These functions are generally administered either by the General Manager or their delegates. In general, planning controls and their delegations are outlined in Table 2.

Table 2: Planning functions

| Planning Function | Responsibility | Delegation |
|--|---|---|
| Strategic documents such as the Local Strategic Planning Statement and Community Participation Plan. | Endorsed by Council following a public exhibition period. | Director of Development and Environmental Services. |
| Preparation of Local Environmental Plans and Development Control Plans | Endorsed by Council following a public exhibition period. | Director of Development and Environmental Services. |
| Determination or modification of development applications. | Director of Development and Environmental Services | Director of Development and Environmental Services. |



Our approach to community participation

In line with our community participation objectives, we encourage open, inclusive, easy, relevant, timely and meaningful opportunities for community participation in the planning system, our planning functions and individual proposals.

To achieve this, we design our engagement approach so that even where there may not be community wide consensus on a decision or outcomes, there can be acknowledgement that the process was fair with proper and genuine consideration given to community views and concerns.

To achieve the benefits of community participation in the planning system, we will tailor the following community participation approaches for all our planning functions:



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Table 3: Community participation approach

| <i>What</i> | <i>When</i> | <i>How</i> |
|---|---|---|
| <i>Level 1: Inform</i> | | |
| <i>We will review all Development Applications to determine whether they should be placed on public exhibition in a timely manner.</i> | We make this decision as soon as practical after the application is lodged with Council and commence public exhibition and neighbour notification as appropriate. | Advertisements in the local paper, letter mail outs, our website, social media announcements, emails, information sessions etc as deemed appropriate. |
| <i>Level 2: Consult</i> | | |
| <i>We consult with the community and invite them to provide their views and concerns on a development application or other planning function.</i> | During the public exhibition period, we seek your views and concerns. We welcome feedback as a submission in a formal exhibition, or at other times if appropriate. | Public exhibition, drop in sessions, walking tours, one on one engagement, emails and phone calls as deemed appropriate. |
| <i>Level 3: Consider</i> | | |
| <i>We respond to the community's views by addressing concerns raised.</i> | In reaching a decision we consider your views and concerns, and outline how we have addressed them in the assessment. | Phone calls, emails, opportunities to speak at Council Meetings and targeted consultation as appropriate. |



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| | | |
|---|---|--|
| <i>Level 4: Determination</i> | | |
| <i>We notify the community of decisions on proposals and detail how their views were considered in reaching the decision.</i> | In reaching a decision we consider your views and concerns, notify you of the reasons for the decision and how community views were considered. | Updates to websites, publication of submission reports, letters to submitters. Council provides a "Reason for the Decision" on the consent for each Development Application. |

Exhibitions

A key technique we use to encourage community participation is formal exhibition. During an exhibition period we make available relevant documents that may include a draft of the policy, plan or proposed development that we are seeking community feedback on. In conducting public exhibition, we receive submissions and maintain the privacy of the submitter.

In reaching decisions on proposals that have been exhibited, the Council, the General Manager, the Director of Development and Environmental Services or a delegated assessment officer balances a wide range of factors to ensure that decisions are made in the public interest. This includes the consideration of the objectives of the EP&A Act, the strategic priorities of Council, the community's feedback and the land use priorities identified in strategic plans and applicable policies and guidelines.



How can you get involved in a public exhibition?

- Make a formal submission on an exhibition by email or post.
- Connect directly with Council staff working on a proposal, policy, plan or project.

Exhibition timeframes

Section 2.21(2) of the EP&A Act details the types of proposals that must be considered in the CPP and Schedule 1 of the Act sets a minimum exhibition timeframe for most of these proposals. Council will exhibit a proposal for this minimum timeframe but will consider an extended timeframe based on the scale and nature of the proposal. The only requirements in this plan that are mandatory are those set out in the table below which are the same as the mandatory minimum timeframes in Schedule 1 of the EP&A Act.

Table 4: Mandatory exhibition timeframes

| | |
|--|--|
| <i>Draft Community Participation Plan</i> | 28 days |
| <i>Draft Local Strategic Planning Statements</i> | 28 days |
| <i>Planning Proposals for Local Environmental Plans subject to a gateway determination</i> | 28 days or as specified by the gateway determination which may find, due to the minor nature of the proposal, that no public exhibition is required. |
| <i>Draft Development Control Plan</i> | 28 days |
| <i>Draft Contribution Plans</i> | 28 days |
| <i>Application for development consent for designated development</i> | 28 days |
| <i>Environmental impact statement obtained under Division 5.1</i> | 28 days |

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Several of Council's functions and proposals do not have minimum exhibition timeframes. Council typically exhibits documents related to the exercising of these functions and proposals for the timeframes described in the tables below:

Table 5: Exhibition timeframes for Development Applications

| | |
|--|--|
| <i>Notification to all landowners considered by the Director of Development and Environmental Services to be impacted by the Development Application</i> | 14 days |
| <i>Advertisement if deemed to be of significant public interest by the Director of Development and Environmental Services</i> | 14 days |
| <i>Integrated Development</i> | 28 days |
| <i>Amendments to Development Applications</i> | In the same manner as the original development application unless varied at the discretion of the Director of Development and Environmental Services |



Key points to note regarding public exhibition include the following:

- A public authority is not required to make available for public inspection any part of an Environmental Impact Statement whose publication would, in the opinion of the public authority, be contrary to the public interest because of its confidential nature or for any other reason.
- Timeframes are in calendar days and include weekends.
- If the exhibition period is due to close on a weekend or a public holiday, Council may extend the exhibition to finish on the first available work day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

Making a submission

It is important that submissions only contain information relevant to the development or planning proposal. Council officers are required to assess proposals on planning grounds identified in relevant legislation. Issues such as a moral objection, commercial competition or personal circumstance of an applicant or objector cannot be given weight in Council's assessment. At a minimum, each submission must:

- Clearly identify the matter to which the submission relates
- State the grounds for any support or objection expressed in the submission
- Include appropriate contact details

Late submissions may be considered at Council's discretion until a determination has been made.



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Feedback

There are many ways for the community to provide feedback or raise questions outside of formal public exhibition periods and Council is committed to considering and responding to your views and concerns in this regard. Contact us:

Bogan Shire Council | PO Box 221 | 81 Cobar Street Nyngan, NSW, 2825

P: (02) 6835 9000 | F: (02) 68359011

W: www.bogan.nsw.gov.au |





Glossary

| Planning term | Definition |
|---------------------------|--|
| Contribution plans | A plan developed by Councils for the purpose of gaining financial contributions from new development towards the cost of new and upgraded public amenities and/or services required to accommodate the new development |
| Designated development | Designated Development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland) |
| Development application | Development application refers to developments require consent pursuant to the <i>Environmental Planning and Assessment Act</i> . |
| Development control plans | A plan that provides detailed planning and design guidelines to support the planning controls in a LEP |
| Gateway determination | A gateway determination is issued following an assessment of the |

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| | |
|--|---|
| | strategic merit of a proposal to amend or create an LEP and allows for the proposal to proceed to public exhibition |
| Local Environmental Plan (LEP) | An environmental planning instrument developed by a local planning authority, generally a council. An LEP sets the planning framework for a Local Government Area |
| State Environmental Planning Policy (SEPP) | An environmental planning instrument developed by the Department, that relates to planning matters that are state significant or are applicable across the state |

4 HOUSEHOLD CHEMICAL CLEAN OUT AND CHEM CLEAR PROGRAMS

4.1 Introduction

The purpose of this report is to inform Council of an upcoming opportunity to participate in House Hold Chemical Clean Out and Chem Clear Programs aimed at removing and disposing of unwanted chemical waste within the Shire.

4.2 Discussion

House Hold Chemical Clean Out

The House Hold Chemical Clean Out Program aims to provide residential households with an opportunity to safely dispose of unwanted household chemicals. The Program does not extend to commercial businesses.

Bogan Shire Council is a member of Netwaste who have previously participated in this Program. Netwaste engage a contractor and seek grant funding through the EPA which minimises cost to participating Councils. The cost to Council is subject to EPA funding and the number of Councils taking part in the Program, however, based on previous years it is estimated that the cost to Council will be approximately \$600 each time the Program is run.

Items accepted at the House Hold Chemical Clean Out include the following up to a maximum of 20 litres or 20 kilograms of any single item:

- Solvents and household cleaners
- Floor care products
- Ammonia-based cleaners
- Pesticides and herbicides
- Poisons
- Pool chemicals
- Hobby chemicals
- Motor fuels
- Fluorescent globes and tubes
- Acids and alkalis
- Smoke detectors
- Paint and paint-related products
- Gas bottles
- Fire Extinguishers
- Car and household batteries
- Motor oils and cooking oils

Chem Clear

Chem Clear holds a state wide collection every second year for disposal of AgVet chemicals.

Chemical holders are required to register their unwanted AgVet chemicals with Chem Clear online or over the phone. Upon registration they will then be notified of when the collection is scheduled to take place. Only registered bookings are collected.

It is expected that the next NSW collection will take place in March 2021 (possibly earlier).

Chemical disposal is free for all Group 1 chemicals. A fee will apply for all Group 2 chemicals.

Group 1 chemicals must:

- be in its original container (drum must be eligible)
- have a readable product label
- not have been mixed with any other product (including water)
- be within two years of its expiry date, or deregistration date

Group 2 chemicals – Any unknown AgVet chemical including:

- chemicals without labels or any identifiable features
- mixed chemicals
- out of date or de-registered by over 2 years

Waste holders registering Group 2 chemicals will be provided with a quote from Chem Clear after their registration is made and prior to the collection of their registered chemicals. The waste holder can accept or decline the quotation.

4.3 Recommendation

1. That Council opt to participate in the next Netwaste House Hold Chemical Clean Out.
2. That Council actively promote Chem Clear to the community to create awareness about the Program and encourage AgVet chemical holders to register unwanted chemicals for disposal.

Tony Payne

Director of Development and Environmental Services



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
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PRECIS OF CORRESPONDENCE

1 ESTHER CROSS

Attached is a copy of correspondence received from Esther Cross regarding the drought and heat. Esther's concern is that the native birds in Davidson Park are suffering due to lack of water, and has asked Council to consider installing a bird bath in the park.

1.1 Recommendation: For Council's Consideration.

2 MAYOR – COBAR SHIRE COUNCIL

Attached is a copy of a *thank you* letter received from Mayor Lillian Brady OAM, thanking Council for the beautiful flowers sent to her during her recent stay in hospital.

2.1 Recommendation: That the *thank you* letter received from Mayor Lillian Brady OAM, thanking Council for the beautiful flowers sent to her during her recent stay in hospital be received and noted.

3 HERMIDALE CWA

Attached is a copy of correspondence received from Melanie Cameron, Hermidale CWA requesting approve to put memorial plaques of past members in a section of the Hermidale Cemetery.

3.1 Recommendation: For Council's Consideration.

4 WEEKLY CIRCULARS

Weekly Circulars dated 12 December 2019, 10 January 2020, 14 January 2020, 28 January 2020, 31 January 2020, 7 February 2020 have been emailed to Councillors for information.

4.1 Recommendation: That the Local Government Weekly Circulars dated 12 December 2019, 10 January 2020, 14 January 2020, 28 January 2020, 31 January 2020 be received and noted.



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
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7th January, 2020

Attention: Bogan Shire Council

I wish to raise a concern regarding the drought and heat.

I am working at the clinic and have noticed that the native birds are suffering because they were coming to the window to access water. I tried giving them some in a cup but it was too small.

I contacted the council and was advised that my concern would be passed on to the environmental department to address the problem.

Then I brought a larger container from home and put it in Davidson Park with a note requesting people to top it up with water for the birds, but somebody threw it out because it is not official. It was having about 20 native birds getting relief.

Staff at the clinic indicated that they would be willing to donate for a bird bath, and I have contacted a person in Nyngan who can make one and could probably make it to specifications.

Can the council please consider installing a bird bath? It would be ideal to tap into the sprinkler system to make it maintenance free. I have previously installed one at my house with water flowing through the central pipe which is part of the structure of the birdbath.

Yours faithfully

Esther Cross

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
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The Office of the Mayor

PO Box 223
COBAR NSW 2835

Telephone: (02) 6836 5888
Facsimile: (02) 6836 5889

Email: mail@cobar.nsw.gov.au
Website: www.cobar.nsw.gov.au

In your reply please quote:
M2-1
LOB;jlb



Cobar Shire Council Offices
36 Linsley Street
COBAR NSW 2835

ABN: 71 579 717 155

"Regional Centre in Western NSW"

Wednesday, 5 February 2020

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

Dear Ray,

RE: THANK YOU

I would like to this opportunity to thank you for such a beautiful bunch of flowers.

I apologise for this being a very delayed response, but I have been in and out of Hospital and I am now on the road to recovery.

It was a pleasure to receive these flowers, it just goes to show the support your Council has also given Cobar.

Thanking you once again.

At the next meeting I will personally buy you a beer.

Thank you for all you have done.

Yours faithfully,



Lilliane Brady OAM
MAYOR

| | |
|---------------------|-----|
| BOGAN SHIRE COUNCIL | |
| FILE | R/N |
| 06 FEB 2020 | |
| ASSIGNEE: | |



Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2020

EMAIL FROM HERMIDALE CWA

-----Original Message-----

From: Don Cameron [<mailto:davec@bigpond.net.au>]

Sent: Monday, 17 February 2020 4:02 PM

To: Admin <admin@bogan.nsw.gov.au>

Subject: Hermidale CWA

Hermidale CWA seeks approval to put memorial plaques of past members in a section of the Hermidale Cemetery

Melanie Cameron

Sec

Hermidale CWA

