



BOGAN SHIRE COUNCIL

Business Paper

27 February 2014





Table of Contents

COUNCIL MEETING NOTICE	5
COMMITTEE MEETING MINUTES	7
1 MUSEUM.....	7
NOTICE OF MOTION.....	10
REPORTS TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER’S REPORT	11
1 CHECKLIST	11
2 CLEAN UP AUSTRALIA DAY 2014.....	24
3 REVITALISING LOCAL GOVERNMENT REPORT	25
REPORTS TO ORDINARY MEETING OF COUNCIL - CORPORATE SERVICES DEPARTMENT	28
1 BANK RECONCILIATION.....	28
2 INVESTMENTS	29
3 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION.....	31
4 WRITE OFF OF OUTSTANDING DEBTORS	32
5 REVISION OF COUNCIL POLICY FOR MEAL ALLOWANCE WHILE TRAVELLING.....	33
6 REVISION OF COUNCIL POLICY FOR PUBLIC INTEREST DISCLOSURES 34	34
7 CREDIT CARD POLICY	36
8 SECOND QUARTER BUDGET REVIEW	37
9 LIBRARY REPORT.....	43
REPORT TO THE ORDINARY MEETING OF COUNCIL – MANAGER OF ENGINEERING SERVICES REPORT	48
1. OPERATIONAL REPORT.....	48
2. TRAFFIC COMMITTEE MEETING RECOMMENDATIONS.....	52
REPORTS TO ORDINARY MEETING OF COUNCIL – MANAGER OF DEVELOPMENT AND ENVIRONMENTAL SERVICES REPORT	55
1 DEVELOPMENT APPLICATIONS	55
2 OPERATIONAL REPORT – PARKS & GARDENS.....	56
3 OPERATIONAL REPORT – NOXIOUS WEEDS OFFICER.....	57
4 REZONING OF RURAL LAND OUTSIDE THE NYNGAN TOWNSHIP	58
5 ROTARY PARK – PROGRAM OF WORKS.....	62

6	NYNGAN RETIREMENT VILLAGE.....	65
7	DEVELOPMENT APPLICATION.....	68
	PRECIS OF CORRESPONDENCE	70
1	REGIONAL DEVELOPMENT AUSTRALIA	70
2	THE HON. ADRIAN PICCOLI MP MINISTER FOR EDUCATION.....	70
3	ARENA – AUSTRALIAN RENEWABLE ENERGY AGENCY.....	70
4	MARK COUTON MP FEDERAL MEMBER FOR PARKES.....	71
5	CENTRAL WEST LOCAL GOVERNMENT REFERENCE GROUP.....	71
6	FIRE & RESCUE NSW	71
7	NSW PLANNING & INFRASTRUCTURE	72
8	NYNGAN RUGBY UNION CLUB.....	72
9	MACQUARIE MATRONS CHARITY GALA BALL	72
10	NYNGAN AG EXPO	72
11	LOCAL GOVERNMENT NSW	73
12	NYNGAN JUNIOR CRICKET CLUB.....	73
13	WEEKLY CIRCULARS.....	73
	GRANTS AND FUNDING	74

20 February 2014

COUNCIL MEETING NOTICE

The next Ordinary Meeting of Council will be held in the Council Chambers, Nyngan on Thursday 27 February 2014 at 9.30am.

Peter and Laura Giles will join Councillors and Senior Staff for lunch. Peter has worked for Bogan Shire for 22 years.

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 19 December 2013
6. General Manager's Confidential Report
7. Confirmation of the Minutes of the Council Meeting held on 19 December 2013
8. Notice of Motion
9. Committee Meeting Minutes – Nyngan Museum
10. General Manager's Report incorporating reports from:-
 - Corporate Services Department
 - Manager of Engineering Services
 - Manager of Development and Environmental Services
11. Correspondence
12. Grants and Funding

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 2014**

COMMITTEE MEETING MINUTES

1 MUSEUM

Attached are the Minutes of the Museum Meeting held on Wednesday 18 December 2013.

1.1 Recommendation

That the Minutes of the Museum Meeting held on Wednesday 18 December 2013 be received and noted.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

MUSEUM MEETING 18th DECEMBER 2013
Meeting commenced 9.25 am

PRESENT:

Glad Eldridge as Chair, Marg Snodgrass as Secretary, Sharon Thompson, Stewart MacKenzie, Dawn Conway, Marg & Hugh Sibbald, Val Keighran, Edna Boss, Rae Bywater, Anne Cummings, Donna Pumpa representing the Shire.

APOLOGIES:

Anna Corby, Peter Keighran, Col & Yvonne Parady, Ray & Di Donald, Dennis Callaghan.

Correction to November's minutes.

Donna and Glad were nominated for the "Hidden Treasures Honour Roll" not the Regional & Community Awards.

The minutes were read by Glad. Acceptance of the minutes was moved by Tammy Trothe and seconded by Sharron Thompson.

BUSINESS ARISING

Donna Pumpa is to be reimbursed \$20 for the postcards of 4 headers in a row.

Stewart MacKenzie is also to be reimbursed for the large map that has been framed and hung in the corner next to the entrance.

Glad Eldridge is to be reimbursed \$88 as well for new printer cartridges.

CORRESPONDENCE

An Email from Kevin Anthes has been brought in by Donna Pumpa via Vicki Cleaver. He is trying to find a clearer photo than the one that was in the email.

A photo has been brought in by Dawn Conway of a bullock team (Jack Carter's??) at Girilambone Railway Station.

St James Rail have sent brochures about upcoming tours.

National Pen have sent a Cambridge 5 function pocket knife and order form.

National Pen have sent a Christmas card and Pen with order form. They have also sent another pen with order form.

Doreen Strange has sent a letter with photos from one of the Fennimore boys.

Derek Francis (Bogan Shire GM) has sent a letter of congratulation to Glad on her nomination for the Hidden Treasures Honour Roll.

Maureen Neilson has sent a card with a cheque for \$20 for Anna Corby's research into her grand mother Eliza Ferguson.

**Committee Meeting Minutes to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

A card has been received from two young women that Anne Cummings met here at the museum and subsequently invited home for dinner and to stay over night.

Testo Solutions have sent a brochure about temperature and climate control for museums and galleries etc.

GENERAL BUSINESS

The weeds and dead grass along the railway line have been cleared.

It was decided to leave the order of new pens until next year.

There has been no further news from Graham Bourke at the Shire regarding the Town Clock.

The watering system has been fixed in Heritage Park.

Regarding the Visitors Information Centre – decisions will be made in the New Year.

The Museum will be closed from Monday 23rd December and will re-open on Monday 20th January 2014.

Tammy Trothe, Hugh Sibbald and Glad Eldridge will be on call.

Glad handed out small gifts to everyone.

The meeting closed at 10.25 am and the Christmas Party Morning Tea began.

TREASURY REPORT DECEMBER 2013

Door Takings and Donations 6/12/2013	\$48.50
Door Takings 13/12/2013	\$142.00
Door Takings 23//12/2013	<u>\$81.00</u>
DECEMBER TOTAL	<u>\$271.50</u>

TREASURY REPORT JANUARY 2014

Door Takings – Coach load 1/1/2014	\$60.00
Door Takings up to Week Ending 31/1/2014	<u>\$62.00</u>
JANUARY TOTAL	<u>\$122.00</u>

Notice of Motion the Ordinary Meeting of Bogan Shire Council held on 27 February 2014

NOTICE OF MOTION

That Bogan Shire Council does not supply treated water to fill a ground tank nor water road works to any person or business.

Signed: Councillor JE Hampstead

Signed: Councillor KM Ryan

13 February 2014

**General Manager’s Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

REPORTS TO ORDINARY MEETING OF COUNCIL – GENERAL MANAGER’S REPORT

Mayor and Councillors

The following reports are submitted for consideration:-

1 CHECKLIST

Item No.	Date	Minute No	Matter	Action Required	Officer	Status	
1	23/08/2007 25/02/2010 22/07/2010	500/2007 371/2007 370/2007 020/2010	Housing Residential & Aged Care Accommodation	Feasibility of developing Council owned land, subdivide, establish further aged care accommodation.	GM	Concept plans for “Pound Paddock” units adopted. Completed full architectural plans & specifications as well as hydraulic and structural engineering details. <u>COMPLETED</u>	
	22/08/2013	338/2013		Construct first 6 units of “pound paddock” retirement village commencing in north west corner.		MDES	<u>UPDATE:</u> Report to Council February Meeting.
	19/12/2013	515/2013		1. Tenders be called, as required, for the installation of infrastructure to service first six units			1. Not required – below tender limit. <u>COMPLETED</u>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
				<p>2. Expressions of interest be invited via the Nyngan Observer for tradespeople who may be available to work on the project.</p> <hr/> <p>3. The proposal is publicised and interested persons asked to submit Expressions of Interest (not binding).</p> <hr/> <p>4. Council invites the community to submit suggestions for a name for the proposed retirement village for consideration at its next meeting.</p> <hr/> <p>5. Proposed price of units be \$225,000 subject to final costing.</p>		<p>2. Expression of interest placed on hold pending decision on construction date.</p> <hr/> <p>3. Some publicity undertaken with more planned & recommended.</p> <hr/> <p>4. No suggestions yet received. Recommended to be pursued with initial residents at an appropriate time. <u>COMPLETED</u></p> <hr/> <p>5. Subject price now confirmed as selling price. <u>COMPLETED</u></p>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
2	25/02/2011 24/03/2011 28/04/2011	09/2009 467/2009 164/2010 384/2010 80/2011 114/2011	Ambulance Station	Council express interest in acquiring the former ambulance station premises.	GM	NSW Health agreed to acquisition. Council took ownership on 31 January 2014. <u>COMPLETED</u>
	25/05/2013	211/2013		Council acquire by compulsory acquisition Lots 9 & 10.		Refer above. <u>COMPLETED</u>
3	26/11/09	460/09	APC Improvements	Try and obtain more Government funding to complete the piping of the APC project.	GM	Mark Coulton requested to facilitate meeting in Canberra and to confirm availability of previous funding (\$12M).
	19/12/2013	506/2013		Approach be made to Cobar Shire Council to make a joint submission for Resources for Regions funding for the proposed Nyngan water storage project intended to provide water security for Nyngan and Cobar.		Initial informal approach made. General Manager to report verbally at Council Meeting.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
4	25/05/2012	116/2012	APC Agreement	A formal agreement be sought & entered into with CWB & irrigators covering all aspects of the APC operation.	GM	Council to adopt agreement following exhibition period. <u>COMPLETED</u>
	19/12/2013	516/2013		1. That Council adopt the proposed draft water supply contract for Albert Priest Channel licence holders for exhibition.		Placed on exhibition and advertised in Nyngan Observer. <u>COMPLETED</u>
				2. That the draft contract be placed on exhibition for a period of one month inviting submissions on the proposed charges and tariff structure.		No comments received. <u>COMPLETED</u>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
5	24/05/2012	123/2012	Vacant Block – Cnr Nymagee /Mitchell Streets	Asked John Holland to meet with Council ASAP to work towards some agreement concerning the block.	MDES	JHR require clean-up of site prior to lease approval.
	19/12/2013	507/2013		Approach John Holland to beautify site of former BP Service Station.		UPDATE: Email dated 7/1/2014 from John Holland Rail advising of their proposal to undertaken clean up works in 2014/2015 works program.
6	28/06/2012	150/2012	Oxley Street Subdivision	<ol style="list-style-type: none"> 1. Land bound by Derrybong, Oxley & Dandaloo Streets be subdivided. 2. The resulting four 20m x 45m blocks be sold for current market value. 3. Council approve the development of 4 x 2 br villas (stage 2) at a cost of \$550,000. 	MDES	Project on hold pending completion of Stage 1 of AAA Project.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
7	28/06/2012	179/2012	Dog Pound	Construction of the new dog pound in the location closer to the main road in the airport complex.	MDES	On hold pending outcome of RSPCA recommendations. UPDATE: Minor site works commenced in readiness of proposed RSPCA requirements. No formal notification received to-date.
8	26/07/2012	193/2012	Transfer of Land – Nymagee St 5,7 & 9	Council seek EOI to demolish the subject dwelling & associated structures including removal of excessive vegetation.	MDES	Transfer Completed. UPDATE: Once Asbestos Licence received demolition and general clean-up of site will proceed subject to budget review.
9	25/10/2012	315/2012	Local Heritage Sites	When new VIC commences signpost heritage sites with heritage colour and erect sign with the history of each location.	ENG	Pending accreditation of new VIC.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
10	13/12/2012	419/2012	Swimming Pool	Filtration plant room & associated structure.	MDES	<p>Non-friable asbestos training completed by staff.</p> <p>Licence application to WorkCover submitted mid Oct 2013.</p> <p>Asbestos removal to filtration plant room planned for winter 2014.</p>
11	28/02/2013	044/2013	Airport Hangars	The Nyngan Airport Management Plan be amended to reflect these changes.	MES	Amended document to be referred to Council Meeting May 2014.
12	13/12/2012 28/03/2013	418/2012 098/2012	Davidson Park Revitalisation Program	Council remove the entire playground, equipment, associated ground cover, fencing & park-bench seating with shelter. Establish paving pathways to the mural.	MDES	Vandalised / unsafe play equipment partly removed. Entire area to be removed following establishment of new playground area and equipment. Expected delivery date 21 February 2014.
	25/07/2013	310/2013		New playground area to be located on the south eastern side of the existing toilet blocks structure.		Site works for new playground programmed for early 2014.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
13	3/04/2013	18/2013	Western Rivers Veterinary Group	Council authorises GM to co-operate with Vets to establish the facility in Lawler Street.	GM	Contract currently being drafted – expected to be completed in March 2014.
	25/07/2013	298/013		General Manager negotiates an interest free loan, should vets wish to purchase land.		
14	28/02/2013	043/2013	Waste Management – Village Waste Depot Operations	<p>Program of Works for Hermidale & Girilambone be commenced immediately.</p> <p>Coolabah works be programmed for early 2013/14.</p>	MDES	<p>Hermidale: completed.</p> <p>Girilambone: Completed with exception of asbestos clean-up to be done once Council obtains licence.</p> <p>Coolabah: Contractor commenced.</p>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
15	26/06/2013	258/2013	Traffic Committee Recommendations – Pre School Parking	<p>Relocate bus parking to the southern side of the lane with the 40km school zone sign relocated to the northern side of the lane.</p> <p>RMS to re-examine the intersection design including:</p> <ul style="list-style-type: none"> • Keeping the proposed refuge island and make a no left turn for road trains from Pangee St into Moonagee St. • Installing blister on the western side of Moonagee St for “Give Way” sign. <p>Pre-School to confirm:</p> <ul style="list-style-type: none"> • Signed confirmation that children are always escorted into the building by staff or parents. 		<p>RMS has approved funding to relocate school zone signs. Work to be completed before Christmas. <u>COMPLETED</u></p> <p>Refuge island is no longer proposed. (Traffic Committee recommendation refer)</p> <p>Council considering installing blister.</p> <p>Confirmation not yet received.</p>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
	19/12/2013	530/2013		That Council examine further speed reduction facilities in Pangee Street to improve safety and seek funding from RMS.		Traffic Committee Meeting Recommendations to Council Meeting refers.
16	23/04/2013	124/2013	Insurance	Council seek clarification from the Insurance Council of Aus re: the availability of discounts or other provision on insurance pricing for towns protected against floods and whether flood insurance is mandatory.	GM	Insurance Council has requested flood study information. UPDATE: Drainage structures survey data now collected and flood study expected to be completed in April.
17	23/04/2013	124/2013	VIC	A part-time VIC position be created within the General Manager's Department, funded from the VIC "rent" budget already provided (\$12,000). Council calls for expression of interest from volunteers willing to staff the VIC during times when the VIC Officer is not on duty. VIC be opened for a minimum of 20 hours/week.	GM	VIC Officers employed. <u>COMPLETED</u> <u>COMPLETED</u>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
18	19/12/2013	530/2013	Front to Kerb Parking	That front to kerb parking be introduced throughout Nyngan where rear to kerb parking exists after advertising Council's intent to the general public for one month.	MES	UPDATE: Advertised in Nyngan Observer week commencing 15 January 2014. COMPLETED.
19	28/11/2013	461/2013	Showground Arena Irrigation	Investigate defects in the Showground Arena irrigation system and report back to Council on remedial measures.	MES	Existing system inspected with estimates for improvements being prepared by supplier. Report to March Council Meeting.
20	28/11/2013	462/2013	Anzac Day Centenary Commemoration 2015	Establish a floodlit commemorative plaque in centre of circle at Heritage Park for unveiling on Anzac Day 2015. Plant trees around the sandstone blocks and a Lone Pine in Heritage Park. Seek funding for planting trees.	GM MES GM	Included in grant application. Preparing design specifications. Work to be done in winter 2014. Application underway.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
21	28/11/2013	494/2013	Local Health Services	Write to Minister for Health re: loss of health services and lack of consultation.	GM	Letter sent. <u>COMPLETED</u>
				Research what services are to be cut and issue media release.	GM	Response waiting from Scott McLachlan, CEO, WNSWLHD.
				Invite CEO Western NSW Local Health, Scott McLachlan to next Council meeting.	GM	<u>UPDATE:</u> Meeting held 10 January 2014. <u>COMPLETED</u>
22	28/11/2013	499/2013	Skate Park	Install additional appropriate signage at skate park ramps advising of potential hazards.	MDES	Appropriate signage has been ordered, delivery expected 28 February 2014 and will be installed prior to March Council Meeting.
23	28/11/2013	500/2013	Reclassification of P5 & P6 schools	Follow up with schools and provide support as required.	GM	<u>UPDATE:</u> Response from Minister in correspondence refers. <u>COMPLETED</u>

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
24	19/12/2013	509/ 2013 510/2013	Health Cuts	Call public meeting to discuss health cuts at Multipurpose service Centre. That a motion of No Confidence in the State Member be put to the public meeting.	GM	<u>UPDATE:</u> No public meeting to be held and no motion to be put forward. <u>COMPLETED</u>
25	19/12/2013	532/2013	Rezoning of Rural Land Outside the Nyngan Township	Report on estimated cost be provided to February 2014 Council meeting prior to progressing with the proposal.	MDES	<u>UPDATE:</u> Report to this meeting of Council refers.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

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 CLEAN UP AUSTRALIA DAY 2014

2.1 Introduction

The purpose of this report is to request Council, consider a more suitable date to hold Clean Up Australia Day (CUAD) 2014.

2.2 Background

Clean Up Australia Day is held on first Sunday in March each year. Council has not held this community event since 2008 as extreme heat conditions and the potential dangers to participant's safety have been a major concern at this time of year. Local schools have participated more recently by cleaning up their grounds and surrounds on the Friday before which is officially known as Clean Up Schools Day.

CUAD allows Councils to nominate any other day during the year to hold the community event. As long as the event is registered with them CUAD will provide support and resources and their public Liability Insurance will cover participants.

2.3 Discussion

CUAD allows Council to register a more suitable date during the year to hold the community event.

- i. Either Sunday 19 or Sunday 26 July would be more a suitable date to clean up the town and/or Council owned roadsides as the daytime temperatures are more pleasant and it is prior to the Nyngan Ag Expo.
- ii. The first Sunday in March is often quite hot with heat stress and sunburn a concern.
- iii. Snakes are a potential danger in long grass on roadside areas.
- iv. Less flies and mosquitoes are around in cooler months of the year.

2.4 Recommendation

For Council's Consideration and Determination.



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

3 REVITALISING LOCAL GOVERNMENT REPORT

3.1 Introduction

The purpose of this report is to bring to Council's attention the recently released final report of the NSW Independent Local Government Review Panel and to obtain input into a draft response for consideration by Council at the March meeting.

3.2 Background

The NSW Government released the NSW Independent Local Government Review Panel's final report entitled "Revitalising Local Government" in January 2014. A copy of this report was circulated to all Councillors. The Government has allowed until 4 April 2014 for submissions in response to the Report.

The General Manager participated in an all-day workshop with the Orana Region of Councils (OROC) on 3 February which will result in an OROC submission to the NSW Government.

LGNSW will be making a submission on behalf of all Councils as well and has arranged a regional "Leaders Forum" in Nyngan on 25 March 2014 to "provide the opportunity to deliberate on the findings and recommendations of the report". LGNSW states "The Forums will be instrumental in framing LGNSW's response to the report and to whatever positions the NSW Government adopts in the short and the long run". All Councillors are welcome to attend free of charge but registration is essential.

3.3 Discussion

The Revitalising Local Government Report contains 65 recommendations over 12 categories. These are summarised in the attachment to this report which is provided to facilitate discussion and input into Council's submission. It is envisaged that this table will accompany a covering letter which will set out Council's policy position.

The new Report does not address Council's objections and concerns which were conveyed to the Panel in a detailed submission following Council's discussion in June 2013 on the draft Report, entitled *Future Directions*.

**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Council's policy position, as expressed in this previous submission to the Panel, can be summarised as:

- i. Bogan Shire Council has a proud record of financial viability and service delivery to our community over many years.
- ii. The Shire's population size sustains a functioning community and local government in an attractive environment and there is no reason to suggest that this will change over the medium / long term.
- iii. Bogan Shire Council is financially viable, with no significant borrowings and has, over several years, achieved a balanced budget based on positive cash flows, whilst making substantial contributions to asset creation and maintenance.
- iv. Bogan Shire Council agrees with and welcomes the many positive recommendations in the Report, such as the redistribution of Federal grants to Councils such as ours.
- v. The NSW Government needs to allow a period of time, say 3 years, following the implementation of these positive recommendations for them to bed down so that Councils can start to experience the benefit of the reforms.

Based on the content of the final report and related discussions it is the general manager's recommendation that this policy position be expanded to include:

Following the implementation of positive recommendations referred to above:

- vi. Using appropriate performance measures and benchmarks, developed in consultation with local government, the NSW Government can then determine the success of these positive reforms and work with any Council deemed to be financially unviable to determine the most appropriate remedial action for their specific circumstances including, but not limited to, amalgamation.
- vii. Council continues to participate in the Orana Region of Councils group which, by agreement of member Council's, has indicated it is prepared to accept legislated mandatory membership to address the Panel's concerns regarding voluntary membership of regional organisations.
- viii. Council rejects the recommendation that this Council becomes a Rural Council as this will seriously diminish local decision making and there are no demonstrated benefits for this community.
- ix. Council rejects the recommendation that this Council amalgamates with either Warren or Cobar Shire Councils as this weakens local representation, services and identity and there are no demonstrated benefits for this community.



**General Manager's Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

3.4 Attachment

Revitalising Local Government Report summarised recommendations and draft Council responses.

3.5 Recommendation

1. That Council policy position regarding the recommendations of the NSW Independent Local Government Review Panel contained in their report entitled Revitalising Local Government be as set out in points (i) to (ix) above.
2. That the General Manager formulates a submission to the NSW Government based on this policy position for consideration at the March Council meeting.

**Derek Francis
GENERAL MANAGER**

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

**REPORTS TO ORDINARY MEETING OF COUNCIL - CORPORATE SERVICES
DEPARTMENT**

Mayor and Councillors

The following reports are submitted for consideration:-

1 BANK RECONCILIATION

1.1 Introduction

The purpose of this report is to present the reconciliation of Council's cash book, bank statements and ledger bank account as at 31st January, 2014.

1.2 Background

The presentation of the reconciliation of Council's cash book, bank statements and ledger bank accounts is not a requirement of any Act, however historically it has been provided for the information of Councillors.

Bank Reconciliation for January 2014	
Council General Fund	
Bank Statement Balance	\$ 161,374.43cr
Add Deposits not yet receipted	\$ 37,939.44cr
Less Unpresented Payments	\$ 8,120.66dr
Balance as per Council	\$ 191,193.21dr
Represented by the following in Council Ledgers	
Account	
19001.8000.8000	\$ 191,193.21dr
Difference	\$ 0.00

1.3 Recommendation

That the bank reconciliation report be received and noted.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

2 INVESTMENTS

2.1 Introduction

The purpose of this report is to outline the performance of Council's investment portfolio for January 2014.

2.2 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.

2.3 Discussion

The Investment Report for January 2014 is shown below. At the end of January Council had \$6.9 million with no significant movement from the previous month.

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

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Investment Movements for January 2014

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 for January 2014								
REF	Source	Maturity	Days	% rate	Interest	Bal 30/11/2013	Bal 31/01/2014	
904	CBA	11-Dec-14	90	3.900%	9,616	0.00	1,000,000.00	
833	NAB	17-Apr-14	180	3.800%	15,158	800,000.00	800,000.00	
838	NAB	06-May-14	180	3.790%	9,397	500,000.00	500,000.00	
839	NAB	08-May-14	180	3.780%	18,745	1,000,000.00	1,000,000.00	
900	Westpac	16-Apr-14	180	3.800%	18,740	1,000,000.00	1,000,000.00	
802	Westpac - Maxi direct	n/a	n/a	2.500%		4,606,818.98	2,630,670.40	
	Balance securities held					7,906,818.98	6,930,670.40	
	Balance Ledger 19010.8200.8200						7,906,818.98	6,930,670.40
	Summary by institution							
	CBA					0	1,000,000.00	
	NAB					2,300,000.00	2,300,000.00	
	Westpac					5,606,818.98	3,630,670.40	
						7,906,818.98	6,930,670.40	

2.4 Recommendation

That the Investments Report be received for January 2014.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

3 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION

3.1 Introduction

The purpose of this report is to provide a comparison of rate collections as at January 2014, with the same period last year.

3.2 Discussion

This report is provided for the information of Councillors.

Rate Collections	2013-2014	2012-2013
Arrears Prior to 01/07/2013	442,075	503,382
Second Instalment Outstanding as at 31/01/2014	105,296	103,382
First Instalment Outstanding as at 31/01/2014	58,311	64,181
Total Arrears	605,682	670,945
Total Outstanding	2,330,155	2,208,744
Monthly Transactions		
Amount Levied & B/Fwd	4,923,391	4,533,982
Add: Adjustments	-68,061	43,028
Less: Payments to end of January	-2,449,747	-2,287,616
Less: Rebates	-75,428	-80,650
Add: Postponed	0	0
Gross Total Balance	2,330,155	2,208,744
Arrears %	26%	31%

3.3 Analysis

Each instalment amounts to approximately \$1,053,000
(Total Rates, Waste, Water & Sewer Access Charges)

Therefore:

10% have not yet paid their second instalment.

5.5% of ratepayers have not paid their first instalment.

Long term arrears have reduced by 12%.

3.4 Recommendation

That the rates collections report be received and noted.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

4 WRITE OFF OF OUTSTANDING DEBTORS

4.1 Introduction

The purpose of this report is to submit for write-off debt considered irrecoverable.

4.2 Background

As part of a process of analysing long outstanding debt, Council staff have prepared the list below of debt considered irrecoverable.

Clause 213 of the Local Government (General) Regulations allows the write off of debt where “the Council or the General Manager believes on reasonable grounds that an attempt to recover the debt would not be cost effective”.

Council’s Debt Recovery Policy states that “Rates, charges and other debts (including accrued interest) may only be written off by resolution of Council or under Delegated Authority”.

4.3 Discussion

Attempts have been made in the past to recover these amounts but the General Manager considers that it would not be cost effective to pursue the following debts any further:-

	Account No.	Amount	Date Raised	
1	28.01	\$179.83	31/05/2007	Telephone Bill
2	49.01	\$5,807.41	06/12/2006	Insurance
3	185.01	\$1,205.00	23/2/2011	Cleaning up block of Land
		\$7,192.24	(Total debt)	

4.4 Recommendation

That debts of \$7,192.24 be written off and debtor numbers 28.01, 49.01, and 185.01 be marked as written off in Council’s financial records.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

5 REVISION OF COUNCIL POLICY FOR MEAL ALLOWANCE WHILE TRAVELLING

5.1 Introduction

The purpose of this report is to review policy AP003 Travel Allowance for Meals. The policy was adopted on 15 December 2011 and is now due to be reviewed.

5.2 Background

The Travel Allowance for Meals Policy is based on the payment of a “per diem” meal allowance for staff working away from home.

Per diem is a latin term which refers to a specific amount of money that an organisation allows an individual to spend per day.

5.3 Discussion

This allowance eliminates the need for employees to create expense reports and keep receipts for reimbursement, documenting the amount that they spend. They are simply paid the per diem allowance in lieu.

The amount of the allowance is based on the Australian Taxation Office daily meal allowances as amended from time to time and shown on their website, with the applicable rates being rounded down to the nearest dollar.

There have been two changes to this policy. They are:

1. Updates to the table. Allowances are based on Taxation Determination TD 2012/17, which can be found on the ATO website.
2. The addition of a clause not permitting claims where meals have been provided as part of a course, seminar, meeting or other activity.

The table used in the revised policy is shown below:

City Travel		Country Travel	
Breakfast	\$24	Breakfast	\$21
Lunch	\$27	Lunch	\$24
Dinner	\$46	Dinner	\$42
Total	\$97	Total	\$87

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

5.4 Attachment

The revised policy is attached at the back of the Corporate Services' Report.

5.5 Recommendation

That Council adopt the revised policy AP003 Travel Allowance for Meals, "Per Diem".

6 REVISION OF COUNCIL POLICY FOR PUBLIC INTEREST DISCLOSURES

6.1 Introduction

The purpose of this report is to review policy AP001 Public Interest Disclosures – Internal Reporting. The policy was last reviewed on 11 October 2012 and is now due to be reviewed.

6.2 Background

The Public Interest Disclosures Act 1994 (the PID Act) aims to encourage and facilitate the disclosure, in the public interest, of corrupt conduct, maladministration, serious and substantial waste and government information contravention in the public sector.

Under section 6D of the PID Act, public authorities are required to have a Policy and Procedures for receiving, assessing and dealing with public interest disclosures made by public officials.

6.3 Discussion

The protection of people who make disclosures in the public interest is the foundation of this Policy.

The revised Policy requires Council management to do the following:

1. Support any staff member who reports a wrongdoing.
2. Thoroughly and impartially investigate any reported wrongdoing and take appropriate action if warranted.
3. Keep staff who make reports informed of the progress of the case.
4. Provide adequate resources.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

The Policy details the five main categories of serious wrongdoing which should be reported. These categories are:-

1. Corrupt conduct.
2. Maladministration.
3. Serious or substantial waste.
4. Government information contravention.
5. Local Government pecuniary interest contravention .

The above categories are explained in the policy document and examples given.

There have been minor changes to the previously adopted Policy which correct some minor wording errors. The provisions of the policy have not changed.

6.4 Attachment

The revised policy is attached at the back of the Corporate Services' Report.

6.5 Recommendation

That Council adopt the revised policy AP001 Public Interest Disclosures – Internal Reporting.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

7 CREDIT CARD POLICY

7.1 Introduction

The purpose of this report is to establish appropriate controls on the use of Council issued credit cards.

7.2 Background

Council has currently two credit cards in use, issued to the General Manager and to the Manager of Corporate Services. Division of Local Government Circular 04/04 refers to guidelines for Councils on the use of Council issued credit cards. Part of this circular identified the need for a policy to be established and controls implemented for the use of a council credit card.

7.3 Discussion

Corporate Credit Cards are a useful tool in today's environment in efficiently purchasing some goods and services required in Council's operations. Many suppliers are no longer accepting standard purchase orders and submitting an invoice requiring payment via credit card. Suppliers that quickly come to mind include airlines and accommodation providers. Council will also gain efficiencies when making infrequent minor purchases.

Council cards are issued in the name of an individual. The current credit limit is \$5,000 per card. The overall Credit Card limit for Council is \$10,000.

Statutory and Policy:

Compliance is required with Department of Local Government (DLG) circular 04/04 "*Appropriate Controls on the use of council issued credit cards.*" The attached policy is compliant with this direction.

7.4 Attachment

The policy is attached at the back of the Corporate Services' Report.

7.5 Recommendation

1. That the credit limit on the credit cards issued to the General Manager and Manager of Corporate Services be \$5,000.00 per card.
2. That Council adopt the attached draft policy to be known as Bogan Shire Council's "Corporate Credit Card Policy".

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

8 SECOND QUARTER BUDGET REVIEW

8.1 Introduction

The purpose of this report is twofold:

1. To review actual performance against budget for the half year ended 31 December 2013.
2. To adopt changes to the budget deemed necessary due to year to date performance and information which has become available since the original budget was adopted.

8.2 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.

The budget needs to be adjusted to cater for additional items resulting from Council resolutions and for changes in spending and revenue patterns which have resulted from changes in the financial landscape. The figures in the Revised Budget column are the estimate of where income/spending will be at the end of the financial year.

Factoring in all of the changes for the second quarter the net cost of the budget has increased by \$213,707. This has been caused primarily by additional capital spending in the Water and Sewer fund.

8.3 Discussion

Performance Against Budget

When compared against budget, the half yearly actual spending up to the end of December gives Council a good picture of how it is performing financially. The overall operating statement shows that Council is \$14,000 better than budget year to date. Within this figure there are several favourable variances which offset unfavourable variances against the revised budget.

Revision of the Budget

The budget has been revised in response to actual year to date performance and information which has become available since the setting of the original budget. Council staff have managed to accommodate increases in cost in specific areas with savings in other areas, which has kept the budget balanced.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

The Changes can be summarised as follows:

	Operating	Capital	Total
Original Budget	2,258,657	1,606,970	3,865,627
Depn Add Back	-3,582,300		-3,582,300
Consolidation minor funds	55,739		55,739
Original (Adopted) Cash Budget Total	1,267,904 Cr	1,606,970	339,066 (deficit)
Carry Forwards	1,912,715	511,220	2,423,935
Adopted Changes 1st Quarter	283,284 Cr	188,000	95,284 Cr
Recommended Changes 2nd Quarter	18,707	195,000	213,707
Cash Total	380,234	2,501,190	2,881,424 (deficit)

The above table shows that Council's cash reserves will be depleted by \$2,881,424 if all capital and operating works are completed by the end of the financial year. In reality cash will not deplete by that amount because some works will probably need to be carried forward at the end of the year.

The primary reason for spending being higher than income is the early payment of grant money which was accounted for and banked in the previous financial year. This money is now being spent in the current financial year.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

These and other items which were carried forward from the previous budget were discussed in the first quarterly review which was adopted at the ordinary meeting of Council held on 24 October 2013.

The overall cash deficit is split between the four funds as shown below:

	Movement	Original Budget	Revised Budget
General Deficit	340,067	2,612,170	2,272,103
Water Deficit	46,495	295,300	248,805
Sewer Surplus	Cr 185,629	Cr 202,629	Cr 17,000
Waste	82,395	120,845	38,450
Consolidation write back	55,739	55,739	0
Total	339,067	2,881,425	2,542,358

The above table shows that \$2.612 million of the total revised budget deficit is attributable to the General Fund, \$295 thousand is attributable Water and that the Sewer fund is actually making a \$203 thousand surplus.

Revised Budget

The revised budget is divided into two sections, operating and capital. The Revised Budget figure incorporates the Original Budget Adopted by Council, items carried forward from the previous financial year and changes made for the first and second quarters. It is the second quarter changes which are shown in the attached spreadsheet that Council are being asked to adopt at today's meeting.

All of the significant changes for the second quarterly review are discussed below.

Recommended Second Quarter Changes

The following items are the major changes to the revised budget that are recommended as a result of the second quarterly review:-

Operating

Cultural & Social **\$ 26,612 decrease cost**

Reduction in budgeted staff costs due to less than budgeted on-costs relating to salaries being charged to libraries.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Road Networks **\$ 385,060** **decrease cost**

The large reduction in the spending budget in this area is due to a reduction in administration staff overheads charged to this area (\$280K approx) and a transfer of wages to civil works (\$60K approx). \$30,000 was also moved from unsealed local roads maintenance to footpath, kerb and gutter replacement due to original budget not allowing specifically for these costs.

Active Transport **\$60,411** **increase cost**

Wages and Training Costs transferred from the Engineering office cost centre to specific civil works projects.

Air Services **\$ 8,000** **decrease cost**

Due to lower than budgeted wages being transferred to correct budget area.

Plant **\$103,795** **increase cost**

Correction of budget so that plant workshop wages costs have been moved to plant from engineering.

Built Environment **\$ 118,774** **increase cost**

Due to higher than budgeted wages and plant hire costs for the maintenance of council owned buildings, partially offset by higher than budgeted development income due to the construction of the Solar Plant accommodation facility.

Waste Management **\$14,050** **decrease cost**

Due to a djustment of wages and plant hire costs against actual expenditure in other Budget areas.

Noxious Weeds **\$61,651** **decrease cost**

Due to wages being charged to specific activities such as animal control, waste and parks and gardens rather than directly against noxious weeds.

Water **\$68,805** **increase cost**

Due to an increase in wages and plant costs offset by decreases in the sewer fund. Revenue is expected to increase due to higher usage as a result of drought conditions. This increased income will be reflected in the next budget review.

Sewer **\$62,000** **decrease cost**

Due to lower than budgeted wages and plant costs as a result of water and sewer staff charging less than budgeted time to sewer and more than budgeted to water.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

8.4 Attachments

Budget Review Statement attached to back of Corporate Services' Report.

8.5 Recommendation

That Council adopt the Second Quarter Revised Budget for 2013/2014.

9 LIBRARY REPORT

9.1 Introduction

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

9.2 Background

Historically the Library Manager has provided this report for the information of Councillors.

9.3 Discussion

North Western Library Service

In last quarter of 2013 the library participated with all North Western Library services in the Get Reading Program. (50 books you can't put down).

North Western Library held its Annual General meeting in Nyngan on 21st November. At this meeting it was nominated that each Council's contribution \$46,100 for 2014-15 would be increased by the IPART for the 2014/15 rating year.

Public Libraries Conference

On 25th and 26th November I attended the Metropolitan Public Libraries Conference, "Creating Libraries for our Communities" in Sydney at the Australia Technology Park at Redfern which is quite an amazing place.

Guest speakers over the 2 days filled us with many ideas and ways to take libraries into the future. The main theme of this Conference was how to take our libraries into the future by using partnerships and collaboration with organisations and businesses to help provide better library services and programs with minimal funding. Library Funding was also on the agenda.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

The first day was packed with speakers:

Topics and speakers were Steve Cananne - Australia is a changing society and what does that mean for us as a community and public Library; Steve Coffman, Vice President Library Systems & Services (LSSL) – Can Libraries compete in a Digital Age; Meredith Wallace General Manager Rockdale City Council - Who you know really Matters; Bernie Hawke- Library Services Manager, Dunedin Public Libraries – Proving an overview of NZ public library services and collaboration at a national level as a context for the divers' range of community partnerships developed at a local level by the Dunedin Public Libraries. Matt Roden, from the Sydney Story Factory – Talking about the Sydney Story Factory which is a not-for-profit creative writing centre for young people in Redfern, explaining the inspiration and inception, to the workshops currently run.

Paula Phoeffler, Library Co-ordinator, Client Services city of Canterbury Library – Talked about their Young Adult at the Lakemba branch and how because these teens had no other place to go or things to do they started going to the library in large number. Embracing this city of Canterbury Library service took a different approach to engaging teens with the aim of building a sense of belonging, community and worth. Using a community development approach the Library succeeded at engaging teens, Council, Government agencies and the community.

The last two speakers gave reports on their study projects. The Colin Mills 2012-12 recipient Danielle Old - Events Co-ordinator from Greater Taree City Council travelled to west coast of Canada to research the innovative ways in which the Canadian public libraries creatively engage their communities. The Kath Knowles Young Leaders' Award 2012 winner Heather Davis, Manager, Library Operations Library & Customer Services Waverly Council researched libraries who are visited by homeless people to spend their day, reading, accessing the internet, in a sheltered, safe and quiet environment.

Day two continued with many interesting speakers; Tara Klein and Olev Muska, Youth Services Specialist city of Canada Bay - Media Mash Ups program for their teens; Andrew Allen, Local Information Librarian Campbelltown City Library talked about their Campbelltown Recollections: Stories from our past videoing locals telling stories; Mala Scorse – Children's Librarian, Randwick City Library talked of their partnership with the children's discovery Museum trialling a unique program to introduce pre-school children and their carers to the art of scientific enquiry and discovery through a series of play based workshops. Bernie McSwain, Manager, libraries and community centres, city of Salisbury SA talked about the shift from lending to learning in their library service;

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Linda Heald, Co-ordinator, collection and Cultural Services Kogarah Library and cultural services, libraries are being challenged on all sides, we need to take a wider view and offer our communities story, imagination; Kirsten Fishburn Director Casula Powerhouse Arts Centre Liverpool City, the Casula Powerhouse provides innovative, successful and engaging model of community engagement which can be applied to communities in learning, library or cultural spaces;

Kathryn Baget-Juleff group Manager community connections, Shellharbour City Council, libraries make a significant contribution to the wellbeing of communities by fostering a sense of belonging and celebrating local identity and cultural history. We are also an important part of our local Councils so we need to know how to be part of our Council to remain an essential council service. The conference was closed by Dr Alex Byrne, State Librarian and Chief Executive State Library of NSW – Future Directions for NSW Public Libraries: Ten Essential Steps.

Library Refurbishment

Two stages of the Library's refurbishment have been accomplished. The bathroom renovation with a staff and public disabled friendly toilet is complete and replacement light fittings have been installed. The next stages of interior painting, renewing carpet and replacing new shelving and furnishings and restocking the Library will take place when I can co-ordinate all these trades to do their parts in a sequence within the shortest time possible. The Library will need to close for a period to enable these renovations to occur. We will have to pack everything in boxes and store until the refurbishment is done. This is a huge task and will probably take 3 to 4 weeks. I would like to have Council's approval to do this. When I have organised all parties I will let Council know the time. I would like to do this February/March if possible.

Library Statistics

Statistics for the past quarter dating from 1.10.13 to 31.12.13 are as follows with a comparison of the previous year figures for the same period: This last report includes reference inquiries (searching for customers requests), WiFi usage and IT Help which staff gives to computer users. I have added these figures to show the hands on help staff give to customers. Internet usage is now measured in half hour bookings rather than the 1 hour sessions. I have also added figures for the North Western Library Ebook and Eaudio to show the growing popularity of our Ebook/audio collection.

**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

October 1st – December 31st, 2012	October 1st – 31st December, 2013
Adult Fiction 1019	Adult Fiction 971
Western Fiction 45	Western Fiction 69
Large Print 524	Large Print 449
Magazines 167	Magazines 209
Adult Non Fiction 158	Adult Non Fiction 75
Talking Books 135	Talking Books 107
CD's 70	CD's 31
Junior Fiction 156	Junior Fiction 249
Junior Non Fiction 85	Junior Non Fiction 53
Easy & Easy2 & RR 601	Easy & Easy 2 & RR 420
Toys 27	Toys 18
Home-Start Resources 31	Home Start Resources 12
Junior Talking Books 12	Junior Talking Books 7
Young Adult Fiction 67	Young Adult Fiction 93
Equipment	Equipment 1
DVD's 734	DVD's 443
TOTAL ISSUES 3764	TOTAL ISSUES 3206
TOTAL MEMBERS 2220	TOTAL MEMBERS 2308
New Members 32	New Members 17
Internet usage 1253	Internet/computer Usage 2045
	IT Help 76
	WiFi 85
People Counter 4764	People Counter 3809
	North Western Ebook &Eaudio 146
	Reference Inquires 154



**Manager of Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

As this report demonstrates the Bogan Shire Library provides many services to our community and the community is keen to use the Library for their various needs.

9.4 Recommendation

That the Library Report be received and noted.

Luke Taberner

MANAGER, CORPORATE SERVICES

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

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

Mayor and Councillors

I submit the following report for consideration:-

1. OPERATIONAL REPORT

1.1 Civil Works

The work undertaken between the reporting period 9 December to the 15 February by Civil Works consisted of the following:-

- Completed repairs to the Collierina Hall.
- Completed repairs to the Dentist Surgery in Pangee Street.
- Completed construction of concrete pedestrian crossing in Pangee Street.
- Relocation of school zone signs and traffic islands in Moonagee Street.
- Repairs to pavers in Pangee Street CBD.
- Maintenance to the Council Chambers building in Cobar Street.
- Installation of exercise equipment in Larkin Oval.
- Completed renovation of the Library toilets.
- Renovations to the Bush Mobile Kitchen office in Cobar Street.
- Installation of bollards adjacent to the netball courts in Larkin Oval.
- Painting and repairs to the Palais Theatre.
- Completed renovations to the Ambulance Station building in Cobar Street.
- Repairs to the Town Library.
- Removed fence behind Landmark building in Pangee Street.
- Constructed a new concrete footpath in Bogan Street.
- Painted the bus shelter in Vanges Park.

1.2 Community Facilities

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

- Preparation and clean-up for Carols by Candle Light in Davison Park.
- Installation of Christmas decorations in Pangee Street.
- Preparation of the ovals and sporting fields.
- Preparation and clean-up of the Town Hall for the Australia Day Celebrations.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

- Cleaning and sweeping of the Nyngan CBD.
- General maintenance of town streets and nature strips.
- Cleaning of town streets gutters and culverts.
- Preparations for funerals – deliver and set up chairs and shelters.

1.3 Roads

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

No.	Name	Comments
25	Merryanbone Road	Re-sheeting completed.
92	Colane Road	Construction of 3km completed.
64	West Bogan Road	Maintenance grade completed.
10	Pangee Road	Maintenance grade continuing.
1	Mulla Road	1km of construction and seal completed.
10	Pangee Road	1km of construction and seal completed.
MR228	Hermidale/Nymagee Road	Maintenance grading continuing.
MR228	Hermidale/Nymagee Road	Construction of 2.2km commenced.
2	Gibsons Road	Resheeting completed.
52	Healy's Road	Maintenance grade completed.
60	Whiterock Road	Maintenance grading completed.
	Nyngan Aerodrome	Construction of taxiway completed.
59	Laroo Road	Maintenance grading completed.
13	Bourke's Road	Resheeting commenced.
HW7	Mitchell Highway	Resealing of segments commenced.
81	Benah Road	Resheeting completed.
14	Gilgai Road	Maintenance grading completed.
54	Jeffery's Road	Maintenance grading completed.
51	Curran's Road	Resheeting commenced.
85	Tikkara Road	Maintenance grading completed.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

22	Moonagee Road	Maintenance grading completed.
61	O'Neill's Road	Maintenance grading completed.
57	Tottenham Road	Shoulder repair continuing.
57	Tottenham Road	Heavy patching completed.
20	Murrawombie Road	Maintenance grading completed.
20	Murrawombie Road	Resheeting continuing.
HW8	Barrier Highway	Reseals completed.

The jet patcher this reporting period has carried out routine maintenance on the following roads:-

- Mitchell Highway – Shoulder widening on reseal segments.
- Tottenham Road edge repair.
- Yarrandale Road.
- Colane Road.
- Canonba Road.
- Old Warren Road.
- Nyngan town streets.
- Rotary Park.
- Buckingham Road.

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

- Continuing construction and sealing of 2.2km of the Hermidale/Nymagee Road under the Regional Roads Repair Grant.
- Maintenance grading rural roads.
- Re-sheeting of Pangee Road, Hickies Road, Currans Road, Bourkes Road Colane Road.
- Commencing rehabilitation of approximately 2km of the Mitchell Highway near 'Illyria'.
- Town kerb and gutter replacement including the construction of a new culvert at the corner of Moonagee Street and Cobar Street.
- Commencing footpath replacement program to repair identified problem areas.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Mitchell Highway Rehabilitation

The reconstruction of approximately 2km of highway at "Illyria" is scheduled to commence during the first week of March with a budget of \$900,000 being provided by RMS for the 2013/14 financial year. Council has been requesting RMS for many years to commit funds for the rehabilitation of the highway between Nyngan and Nevertire and specifically the section within the Bogan Shire.

Council staff has recently been advised by RMS at a contract meeting that there is no allocation of funding for further rehabilitation work (similar to "Illyria") on the highway in the 2014/15 budget. Mr Peter Dearden, Western Regional Manager of Roads and Maritime Services has confirmed that at the moment there is no funding in the budget, but this could change.

As there is no funding allocated for next year, it is considered that RMS may not have a long term commitment to continue on with the repair of the highway towards Nyngan over the next 10 years.

1.4 Attachment

Updated Bogan Shire Council – Works Program for 2013/14

1.5 Recommendations

- 1 That the Operational Report be received and noted.
- 2 That Council write to Roads and Maritime Services, expressing concern over the poor condition of the highway between Nyngan and Nevertire, requesting they allocate funds for rehabilitation in 2014/15 and continue to do so in future budgets.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

2. TRAFFIC COMMITTEE MEETING RECOMMENDATIONS

2.1 Introduction

The purpose of this report is to present the discussions of the Traffic Committee meeting held on Thursday 13 February 2014 and for Council to consider their recommendations.

2.2 Background

The Traffic Committee meets quarterly to discuss traffic and pedestrian facilities and issues and to make recommendations to Council.

2.3 Discussion

The following issues were discussed:-

2.3.1 Pangee Street Speed Reduction

Council had written to RMS after the completion of the raised pedestrian crossing seeking funding for another speed reduction device east of Home Hardware. Joe Sulicich advised he is checking the availability of any surplus funds while the Manager Engineering Services looks at design options and estimates. The installation of "No Trucks 12 Tonne and Over" signs between Dandaloo and Tabratong Streets has been completed.

2.3.2 Pangee Street and Moonagee Street Intersection Modifications

Although a pedestrian refuge is no longer being considered at the moment, it is still proposed to examine the possibility of providing kerb blisters south of the intersection in Moonagee Street to narrow the traffic lanes and provide a natural slowing of traffic approaching the intersection and the Pre-school.

2.3.3 Front to Kerb Parking

Following on from the acceptance of front to kerb parking in the Pangee Street CBD, and a recommendation from the Traffic Committee meeting in November, Council resolved that front to kerb parking be introduced throughout Nyngan where rear to kerb parking exists after advertising Council's intent to the general public for one month.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

Public comments to the General Manager were requested up to 4pm on Friday 14 February 2014. Two verbal objections were reported to the front counter before the advertising period commenced with no written comments received during the period.

2.3.4 Pre- School Bus Stop

Mayor Ray Donald discussed the current arrangement with the bus parking area and passed on comments from the Pre-school staff that they preferred the bus stop in the previous location outside the entrance gate. He also requested additional warning signs on the approaches to the Pre-school.

The committee are satisfied with the location of the bus parking area south of Pangee Lane and made the following recommendations:-

- To work with the existing bus stop location south of Pangee Lane and review if necessary.
- Write to the school bus drivers requesting them not to allow children to exit the bus until a teacher is at the door to accompany them into the school.
- Advise property owners along Pangee Lane between Moonagee and Mudal Streets of Council's intention to make the lane one way (west to east) only.
- Install mother and child crossing warning signs on the approaches to the Pre-school.

2.3.5 School Bus Route Signs

RMS advised that their preference for signposting of school bus stops is to use the "School Bus Route" sign with a distance plate "Next ___ km" placed at the start and end of the route with repeaters placed every 5 to 10 km or strategically located near existing bus stops. "School Bus Stop" signs are only preferred where a large number of children use the bus stop.

2.3.6 Cycleway and Pedestrian Access Mobility Plan Funding.

Manager Engineering Services advised that an application has been submitted to RMS for 2014/15 funding of an extension of the existing cycleway into Nyngan Street and around the recreation weir into Rotary Park and for additional pedestrian ramps identified in Council's 2011 PAMP. The funding is on a 50/50 shared basis and if successful, Council will need to allow \$20,000 for each project in the 2014/15 budget if they wish to proceed.

**Manager of Engineering Services' Report to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

2.4 Recommendation

2.4.1 That Council considers the following recommendations of the Traffic Committee:-

- 1 To work with the existing bus stop location south of Pangee Lane and review if necessary.
- 2 Write to the school bus drivers requesting them not to allow children to exit the bus until a teacher is at the door to accompany them into the school.
- 3 Advise property owners along Pangee Lane between Moonagee and Mudal Streets of Council's intention to make the lane one way (west to east) only.
- 4 Install mother and child crossing warning signs on the approaches to the Pre-school.

2.4.2 That Council implement front to kerb parking in all locations that are currently rear to kerb during the week commencing 31st March 2014 and this be advertised accordingly.

Graeme Bourke

MANAGER ENGINEERING SERVICES

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

**REPORTS TO ORDINARY MEETING OF COUNCIL – MANAGER OF
DEVELOPMENT AND ENVIRONMENTAL SERVICES REPORT**

Mayor and Councillors

The following reports are submitted for consideration:-

1 DEVELOPMENT APPLICATIONS

1.1 Introduction

Two (2) Development Applications have been approved.

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2013/012	Ian & Sara Drain	6 Cathundril Street NYNGAN	Dwelling extension	40,000	Awaiting additional information as of 16/05/2013
2013/014	Grant MacAlpine	Coolabah	Subdivision		Awaiting additional information as of 12/06/2013
2013/015	Bogan Shire Council	Cannonbar Road NYNGAN	New Waste Management Facility	80,000	Awaiting Council Determination
2013/025	Chris Hall	Oatley Street NYNGAN	Dwelling	252,000	Approved 31/1/2014
2013/028	Mr Rashid Khan	139 Pangee Street NYNGN	Fire safety upgrade	30,000	Approved 10/12/2013
2014/001	Dr Ryan Heggie	Cannonbar Road, NYNGAN	Hangar	64,000	Awaiting additional information as of 10/2/2014
2014/002	Mr Gregory Herbert	66 Cannonbar Street NYNGAN	Carport	13,000	Being assessed

1.2 Recommendation

That the report be received and noted.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

2 OPERATIONAL REPORT – PARKS & GARDENS

2.5 Introduction

The purpose of this report is to outline the key work undertaken since Council's November 2013 meeting by the Parks and Gardens team.

2.6 Discussion

Key work undertaken consisted of the following:-

- Significant works have been completed at the old ambulance station with assistance from Civil Works, including levelling of the yard, removal of trees, turfing of the back and side of the building, removal of the old garden and a portion of the Library/Men's Shed driveway dividing fence;
- Engaged and supervised a contractor to remove a number of dead street trees throughout the town and at Rotary Park.
- Completed planting of Cushion Bushes, Kangaroo Paw and Cut-leaf Daisy to all garden islands as part of the Pangee Street beautification program;
- Completed significant works at Rotary Park including replacement of sprinkler heads and filters, installation of a new pump, de-silting of the irrigation well and surrounding bank and completion of seeding works and installation of a power hub;
- Undertook investigation of alleged non-operational irrigation lines within Rotary Park to confirm that existing lines within the park could be made operational at minimal cost;
- Planted remainder of Kangaroo Paw from the Pangee Street beautification program in the garden at Centenary Fountain; and
- Completed routine maintenance tasks.

2.7 Recommendation

The report be received and noted.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

3 OPERATIONAL REPORT – NOXIOUS WEEDS OFFICER

3.1 Introduction

The purpose of this report is to outline the key work undertaken since Council's December 2013 meeting by the Noxious Weeds Officer.

3.2 Discussion

Key work undertaken consisted of the following:-

- Roads and Maritime Services highway work included:-
 - Spraying woody weeds along Mitchell Highway;
 - Spraying culverts within town limits along Mitchell Highway.
- Spraying infestation of Blue Heliotrope along Gilgai Road and Piesley Road. Sprayed Green Cestrum in Pangee Street.
- A number of road inspections were completed, notable State and Regional roads included:-
 - Cockies Road;
 - Barrier Highway;
 - Mitchell Highway;
 - Hermidale – Nymagee Road;
 - Arthur Hall VC Way.

Forty- two property inspections were conducted along the abovementioned roads.

- Significant time was allocated to town spraying, which included the majority of Council parks and rest areas within Nyngan and around Council buildings, infrastructure and recreational areas.

3.3 Recommendation

That the report be received and noted.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

4 REZONING OF RURAL LAND OUTSIDE THE NYNGAN TOWNSHIP

4.1 Introduction

At Council's June 2013 meeting (2013/262) following a report outlining various rezoning options of lands outside the township of Nyngan, Council resolved to continue the LEP amendment process. Specifically retaining the RU1 Primary Production zoning for identified land and reducing the minimum lot size to facilitate development of up to (1) dwelling per lot.

The purpose of this report is to advise Council of the progress following its December 2013 (532/2013) meeting which Council resolved that a report be presented at its February 2014 meeting prior to progressing with the proposal.

4.2 Background

Council resolved at its February 2013 (2013/047) meeting to engage a planning consultant to prepare an options report setting out how the LEP could be amended to facilitate dwelling development on those smaller lots otherwise identified as being unviable for primary production purposes.

4.3 Discussion

Council resolved that an estimate report be presented at its February 2014 meeting prior to progressing with the planning proposal. This resolution was made as Council was advised that should the Department of Planning (DoP) provide a positive Gateway determination significant works to follow would include:-

- a Flood Plain Risk Management Plan;
- a Bush Fire Assessment Report;
- an Ecological Assessment;
- community consultation; and
- planning consultant fees.

Due to the uncertainty and difficulty determining the cost of the abovementioned plans and reports it is suggested Council lodge a planning proposal with the DoP based on the report presented at its June 2013 meeting.

This approach would provide Council with the content of the decision and therefore provide a direction on how to best proceed with the project. The most likely consequence of this approach is that the planning proposal would ultimately be refused by the DoP due to the lack of necessary information.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

As there is no application fee to lodge the Planning Proposal with the DoP, there are no further financial consequences beyond the money already spent in preparing the planning Proposal (\$9,265 + GST).

The Planning Proposal presented at Council's June 2013 meeting has been finalised and is ready for submission. The following table depicts the anticipated project timeline if submitted.

No.	Description of Task	Task Commencement	Duration	Task Completion
1	<p>Gateway</p> <p>Anticipated Gateway Determination.</p>	March 2014	1 month	April 2014
2	<p>Technical Reports</p> <p>Further technical investigations and reports to be provided by proponent (following Gateway determination and prior to agency and community consultation) in relation to matters including:-</p> <ul style="list-style-type: none"> - Traffic assessment to confirm legal access - Flora and fauna assessment - Bushfire assessment - Flood Assessment (including levee extension consideration) - Contamination assessment (unless the three potentially contaminated sites are omitted). 	April 2014	3 months	July 2014

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

3	<p>Agency Consultation</p> <p>Agency consultation, as a minimum, will include liaison with the following:-</p> <ul style="list-style-type: none"> - NSW Roads and Maritime Services - NSW Department of Primary Industries - NSW Trade and Investment - NSW Office of Environment and Heritage. 	July 2014	1 month	August 2014
4	<p>Public Exhibition</p> <p>Community consultation to be undertaken as part of a formal public exhibition of the Planning Proposal in accordance with any conditions of the Gateway Determination.</p>	August 2014	1 month	September 2014
5	<p>Consider Submissions</p> <p>Post public exhibition, Geolyse Town Planner to consider, respond and report on issues raised.</p> <p>The process will determine, among other things, the following:-</p> <ul style="list-style-type: none"> • Whether or not to endorse and/or support the Planning Proposal; or • Whether or not to endorse the Planning Proposal (as exhibited); or • Whether or not to endorse the Planning Proposal (as amended). 	September 2014	2 weeks	September 2014

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

6	<p>Final document preparation</p> <p>Final LEP maps and Planning Proposal documentation to be prepared incorporating outcomes of submissions.</p>	October 2014	2 weeks	October 2014
7	<p>Submission to the Department</p> <p>RPA to forward Planning Proposal to the department for finalisation of the LEP.</p>	September 2014	N/A	September 2014
8	<p>Notification</p> <p>Anticipated date LEP will be notified.</p>	September 2014		September 2014
	<p>TOTAL ANTICIPATED PERIOD</p>			7 months from lodgement

4.4 Recommendation

1. That the report be received and noted.
2. The Planning Proposal is submitted to the Department of Planning NSW.
3. The Gateway Determination of the Planning Proposal is presented at the following Council Meeting.
4. An estimate report is provided at Council's next immediate meeting following the Gateway decision and prior to progressing with the proposal.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

5 ROTARY PARK – PROGRAM OF WORKS

5.1 Introduction

The purpose of this report is to advise Council of the progress regarding Rotary Park following its April 2013 meeting (135/2013).

5.2 Background

A report was presented at Council’s April 2013 meeting which detailed capital work items to be completed in the 2013-2014 budget year. This report details the works completed to date, expenditure and suggested alterations to the work schedule.

5.3 Discussion

Council resolved at its April 2013 meeting (135/2013) that a program of works to upgrade Rotary Park would be implemented into the 2013/2014 budget consisting of the following:-

- Installation of 67 new steel bollards along the northern road side;
- Relocation of the existing shade structure from the Nyngan Memorial Swimming Pool;
- Replacing the existing pump with a larger more efficient pump; and
- Extending the existing irrigation to service the western end (inter-circle area) of Rotary Park.

The below table shows the work schedule, 2013-2014 budget and expenditure to date;

Rotary Park	Budget 2013-2014	Expenditure to date
Supply and installation of steel bollards	\$9,000	\$6,428.16
New pump & additional irrigation to the western end of Rotary Park	\$18,000	\$21,114.28
Installation of relocated metal shelter from pool	\$5,000	
Total	\$32,000	\$27,542.44

To date the following has been completed:-

- Purchased materials and manufactured 67 steel bollards;
- Replaced existing submersible pump with a more suitable aboveground pump and automatic controller;
- Seeded the irrigated areas of Rotary Park with Couch grass; and
- Repaired the existing irrigation system to allow for effective irrigation.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**



Figure 1 – The above photograph shows the eastern elevation of Rotary Park. This area was sown with couch grass and the irrigation system was repaired as described below. It is clearly evident that this work has been successful in re-establishing the flood damaged area and the new pump is providing effective irrigation.

It was evident that the existing irrigation system required significant maintenance, which involved flushing out the irrigation lines, replacement of sprinkler heads and filters and a substantial de-silting process of and around the well prior to installation of the replacement pump.

Once the irrigation system was operating effectively attention turned towards trying to re-establish the old bayonet network in the western half of the park. It was identified that the old bayonet irrigation system could be repaired and connected with the existing irrigation system and operated from the new pump.

The network has already been located, repaired and tested under pressure. Materials have been purchased to complete this project however due to budget constraints installation is yet to be completed. It is proposed the finance allocated for the removal of the metal shade structure from the Nyngan Swimming Pool and installation at Rotary Park is reallocated to allow for the extension to the irrigation system. As only minimal labour is now required to complete this task cost is anticipated to be minimal to Council.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

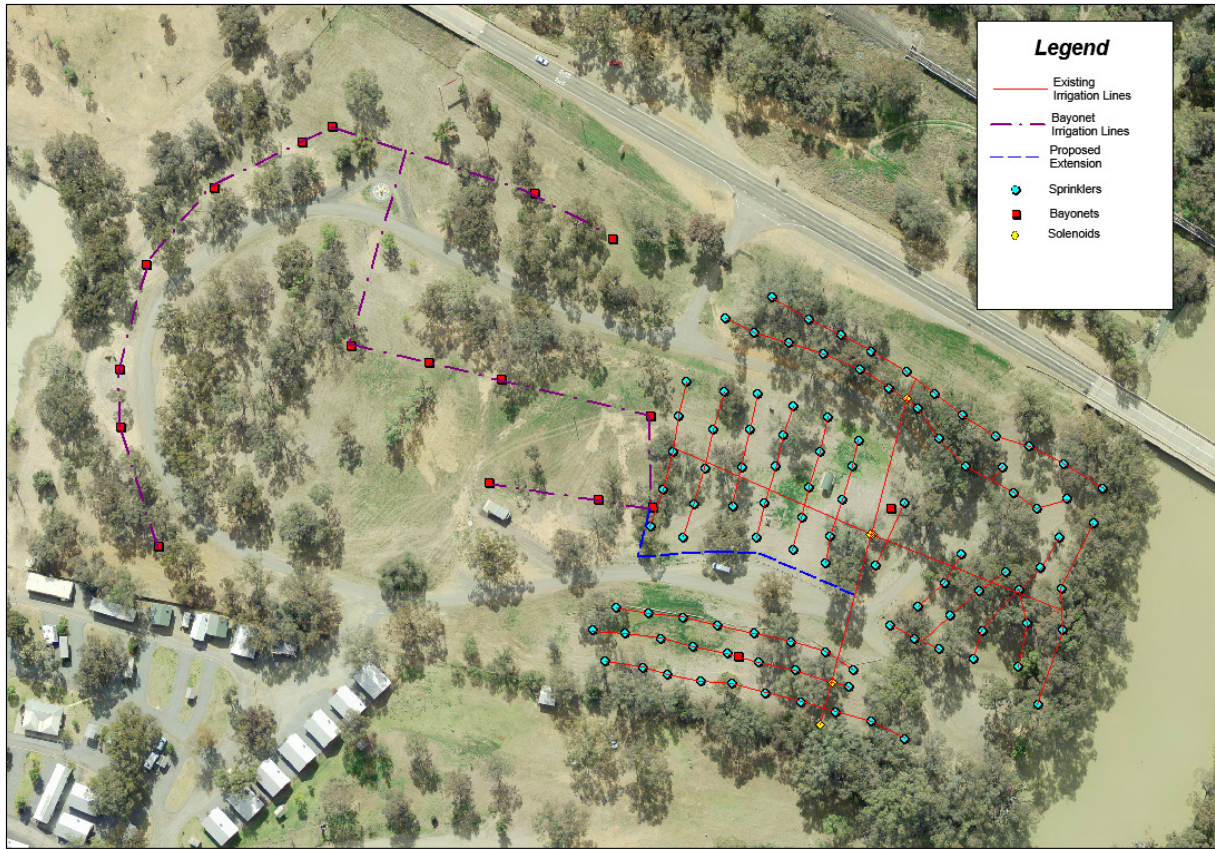


Figure 2 – The above aerial image shows the existing irrigation system on the eastern elevation, the old bayonet network on the western elevation and the proposed extension required to provide irrigation to the western end of Rotary Park.

The materials for the bollards have been purchased and they have been manufactured. Installation has been delayed due to higher than expected manufacturing costs. It is proposed that \$2000 is reallocated to this project from unspent funds for capital works completed at the village waste management facilities.

5.4 Recommendation

1. The report be received and noted.
2. Council reallocates the \$5,000 budgeted for the relocation of the existing shade structure and use this figure to complete the extension of the irrigation system to the western end.
3. Councils reallocate \$2,000 towards the installation of bollards from unspent funds for capital works allocated for the village waste management facilities.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

6 NYNGAN RETIREMENT VILLAGE

6.1 Introduction

The purpose of this report is to provide information to Council on the progress towards the construction of the Nyngan Retirement Village.

6.2 Background

At its December 2013 meeting Council considered a report on steps required to commence construction of the village.

6.3 Discussion

The following table reflects the status of actions relating to the steps identified in the December meeting report.

Item	Action	Comments	Date & Status
1	Obtain Council decision on where to site the first six units.	Obtain. See support note below.	Obtained Dec 2013
2	Obtain Council decision on price of units.	Obtain. Price to remain at \$225,000. See support note below.	Obtained Dec 2013
3	Finalise detailed design for revised "BSC staff" infrastructure plan.	Redraft completed, awaiting submission from Hydraulic Engineers and Designers.	Awaiting submission
4	Advertise, evaluate and aware tenders for infrastructure installation (if required).	Due re-evaluation of infrastructure costs Tenders may not be necessary.	Held-over
5	Advertise, evaluate Expressions of Interest for local tradespeople (appoint as required).	Due to re-evaluation of infrastructure design and costings, EOI withheld until construction date confirmed.	Held-over
6	Publicise the Village concept (press release & displays).	Press release undertaken. No response. Plans & Documents on display at Chambers and Library.	Progressing

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

7	Run an Expression of Interest process for prospective occupiers of the units.	Press release undertaken for EOI but no response.	January 2014 Recommend to continue
8	Present report to Council in February 2014 on outcomes 3 to 7 above with recommendations.	Report presented.	Feb 2014
9	Obtain Council approval in February 2014 for construction to commence.	Seeking approval.	Feb 2014
10	Commence construction in March 2014.	Construction could commence in late March only with sewer and stormwater drainage infrastructure being main focus.	March 2014

Supporting Notes - Comments Above

Items: 1 – 5 (inclusive)

Notwithstanding the above to clarify the latest situation following from further consultation with the Hydraulic Engineer in January the following should be noted:-

- a) location and depth of Council's sewer-main is one of the principle issues in the entire project as far as major budget item but which dictates the set point of the first dwellings;
- b) Council's decision in December to commence construction in the northwestern corner was based on the contents of Council report and recommendation from staff. However, the reconfirmed sewer-main invert level, now needs reconsideration, as the latest information from the Hydraulic Engineer dictates Council can now commence construction with the initial six dwellings backing onto Oxley Street frontage, partially commencing near the northeastern corner;
- c) up to 18 dwellings could be constructed using a redesigned gravity feed sewer and stormwater disposal systems; and
- d) Council to allow staff to dictate where the sewer and stormwater drainage system is to be constructed as to allow a full progressive staged construction of dwellings on each side of the internal access road without having to construct the entire road to beyond the northwestern corner.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

Item: 7

There has been no response to the media release in the local paper, to an expression of interest from the community. Several Councillors and staff members have assisted in a trial of presentation, which resulted in collection of very valuable information.

It is considered that further media releases be undertaken in the coming weeks and once construction commence that this media release is to continue.

6.4 Recommendation

1. That the report be received and noted
2. That Council extends its advertising program and period for a further 2 months with a further report in April meeting including a final costing's and detailed site plan layout of the staging process of the propos Nyngan Retirement Village

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

7 DEVELOPMENT APPLICATION

7.1 Introduction

The purpose of this report is to present a Development Application (proposed shed and carport) to Council for determination. The proposal is outside the limitations of the Bogan Development Control Plan (BDCP) 2012, however as the proposal achieves the objectives of the Bogan Local Environmental Plan 2011 without adverse impacts on neighbours the proposed development may be approved by Council.

Site plan to be tabled at the meeting.

7.2 Background

Council has received a Development Application for a proposed shed and garage that does not meet the size and setback limitations of the BDCP 2012.

This Development Application is presented to Council as it is believed that despite the limitations of the BDCP 2012 the proposal meets zoning objectives and does not adversely impact neighbouring properties.

7.3 Discussion

The proposed size of the shed and combined carport is 160m² which is in conflict with the maximum size of an outbuilding within a R1 – Residential zone (100m²) in accordance with Council's BDCP 2012.

It is proposed that despite the size and height of the proposed development being outside the limitations of the Bogan DCP 2012 the development be approved. This determination is based on the ability of the development to meet the following zone objectives of the Bogan Local Environmental Plan 2011:

- *To provide for the housing needs of the community.*
- *To provide for a variety of housing types and densities.*
- *To enable other land uses that provides facilities or services to meet the day to day needs of residents.*

The proposed parcel of land is located at 42 Hoskins Street Nyngan (Lot 211 DP 546839) and approximately 2,111m² in size. The BDCP 2012 has a cumulative size for outbuildings up to 175m² which the proposal would remain within and the overall site coverage would remain at less than 70 percent of the parcel of land.

**Manager of Development and Environmental Services' Report to the Ordinary Meeting of
Bogan Shire Council held on 27 February 2014**

The height of the proposed development is approximately 4.2m with 4m setbacks from side and rear boundaries. The parcel of land given its size provides adequate setbacks (4m minimum) from all boundaries and will be located in the rear yard.

The location and use of low reflective coloured materials will also maintain minimal impact to visual amenity.

7.4 Recommendation

1. The report be received and noted.
2. The Development Determination is approved by Council.
3. The Bogan Development Control Plan 2012 is reviewed, and a report be presented at Council's March meeting for larger parcels of land within residential zoning to incorporate larger out buildings.

Timothy Riley

MANAGER, DEVELOPMENT & ENVIRONMENTAL SERVICES

Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014

PRECIS OF CORRESPONDENCE

1 REGIONAL DEVELOPMENT AUSTRALIA

Attached is a copy of the Media Release - RDA Orana unveils Regional Plan 2013-2016. This plan is part of the roadmap to elevate the value of the Orana region, advance economic development and embrace new opportunities to create communities where people want to invest and live.

The Orana NSW Regional Plan 2013 – 2016 was developed after months of extensive community and Local Government consultations across the 13 Local Government areas that make up the Orana region.

The RDA Orana committee and staff thank Council for their support and assistance along the way.

General Manager's Note: A copy of the Plan has been included with Councillors' mail out.

1.1 Recommendation: That the Regional Plan 2013-2016 be received.

2 THE HON. ADRIAN PICCOLI MP MINISTER FOR EDUCATION

Attached is a copy of the response received from the Minister for Education in reply to Council's letter concerning the new Principal Classification Structure. Council is advised that a copy of the Principal Classification Paper prepared by the Department of Education and Communities that sets out the rationale for the creation of the new Associate Principal classification can be viewed on the Department's website.

2.1 Recommendation: That the response received from the Minister for Education concerning the new Principal Classification Structure be received.

3 ARENA – AUSTRALIAN RENEWABLE ENERGY AGENCY

Attached is a copy of a letter received from ARENA thanking Council for their letter of support to the Solar Energy eXchange Initiative (SEXI) Group of Councils project proposal. ARENA invests in projects that make renewable energy solutions more affordable and increase the amount of renewable energy used in Australia.

3.1 Recommendation: That the thank you letter received from ARENA in support to the Solar Energy eXchange Initiative (SEXI) Group of Councils project proposal be received.

**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

4 MARK COUTON MP FEDERAL MEMBER FOR PARKES

Attached is a copy of correspondence received from Mark Coulton MP in response to Council's letter regarding the escalating drought situation. Council is advised of the services provided by the Federal Government.

General Manager's note: Bogan Shire was one of twenty Local Government areas that the State Government drought declared last week. This paves the way for farmers to apply for transport subsidies on the movement of stock, fodder and water, back dated to the first of January 2014, and grant assistance for upgrade of water infrastructure.

4.1 Recommendation: That the correspondence received from Mark Coulton MP regarding the drought be received.

5 CENTRAL WEST LOCAL GOVERNMENT REFERENCE GROUP

Attached is a copy of a memo received from the Central West Local Government Reference Group regarding the future of Local Government Engagement in the Central Tablelands and Central West LLS Regions. A summary of the goals of the Group is included in the memo.

5.1 Recommendation: That the memo received from the Central West Local Government Reference Group regarding the future of Local Government Engagement in the Central Tablelands and Central West LLS Regions be received.

6 FIRE & RESCUE NSW

Attached is correspondence received from Fire & Rescue NSW advising Council that its contribution for 2013/14 is \$18,039. Also attached is a tax invoice from the Ministry for Police & Emergency Services, \$38,797.59 Council's contribution to Fire & Rescue, NSW Rural Fire Service and State Emergency Service. An Annual Assessment Notice is also included.

6.1 Recommendation: That the invoice for the 3rd instalment \$38,797.59, being for Fire & Rescue NSW, NSW Rural Fire Services and State Emergency Service be paid.

**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

7 NSW PLANNING & INFRASTRUCTURE

NSW Planning and Infrastructure is advising that Council is to confirm their acceptance of additional delegations for amendments to its LEP and to nominate the officers or employees who will be granted the proposed delegation. Delegation will include:

- Delegating the making of some local environmental plans (LEPs) to Councils, and
- Allowing the independent reviews of some council and departmental decisions in the plan making process.

7.1 Recommendation: That Council accepts the additional delegations to streamline the plan making and rezoning process.

8 NYNGAN RUGBY UNION CLUB

Attached is a copy of correspondence received from the Nyngan Rugby Union Club seeking sponsorships and donations for the 2014 Rugby season.

8.1 Recommendation: For Council's Consideration.

9 MACQUARIE MATRONS CHARITY GALA BALL

Attached is correspondence received from the Macquarie Matrons advising of their Charity Gala ball in support of local charities. They are requesting financial support from Council. Money raised at this year's ball will assist with programs offered to Nyngan, Narromine, Trangie, Tottenham and Warren.

9.1 Recommendation: For Council's Consideration.

10 NYNGAN AG EXPO

Attached is copy of correspondence received from the Nyngan Ag Expo seeking sponsors for the 2014 AGL Energy Nyngan Ag Expo.

10.1 Recommendation: That the Nyngan Ag Expo be advised Council provides sponsorship in the form of free use of the showground facilities and other Council resources such as tables and chairs.

**Precis of Correspondence to the Ordinary Meeting of Bogan Shire Council
held on 27 February 2014**

11 LOCAL GOVERNMENT NSW

Attached is a copy of correspondence and an invoice \$176.92 (Council's contribution) received from LGNSW being approval of legal assistance to Canterbury City Council. The correspondence advises of the legal matter concerning a land locked piece of land that was purchased by a private owner with no legal access to a public road.

11.1 Recommendation: For Council's Consideration.

12 NYNGAN JUNIOR CRICKET CLUB

Attached is a copy of an Application for Donation submitted by the Nyngan Junior Cricket Club requesting \$250 as a donation towards the McGrath Foundation.

General Manager's Note: Council donated \$100 last year.

12.1 Recommendation: For Council's Consideration.

13 WEEKLY CIRCULARS

Weekly Circulars 01/14 to 06/14 are tabled for Council's information. Copies of the Circulars Indices and Summary of Items have been dispatched to Councillors.

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

GRANTS AND FUNDING**LG Weekly 04/14 – 31 January 2014****Local Government Research Scholarships**

Two doctoral scholarships of \$25,392 annually (for three years) are available for suitably qualified applicants in the area of local Government studies.

LG Weekly 05/14 – 7 February 2014**2014 NSW Aboriginal Regional Arts Fund**

As part of the NSW Aboriginal Arts and Cultural Strategy, Arts NSW is calling for applications for the 2014 NSW Aboriginal Regional Arts Funds. The Fund aims to provide support for arts projects that celebrate and promote Aboriginal cultural identities in regional NSW.

LG Weekly 06/14 – 14 February 2014**Elsa Dixon Aboriginal Employment Program 2014/15**

Applications for the 2014/15 Elsa Dixon employment program are now open.

NSW Council Litter Prevention Grants

The NSW EPA is inviting applications for grants of up to \$125,000 to fund Council litter prevention projects. Applications are open until Friday 18 April 2014, with information sessions being held around NSW during February and March.

