



# **BOGAN SHIRE COUNCIL**

## **Business Paper**

**27 November 2014**

## Table of Contents

COUNCIL MEETING NOTICE .....	4
REPORT TO THE ORDINARY MEETING OF COUNCIL – MAYORAL MINUTE ...	5
1 RURAL COUNCIL WORKSHOP .....	5
MEETING OF COUNCIL – GENERAL MANAGER'S REPORT .....	7
1 CHECKLIST .....	7
REPORTS TO ORDINARY MEETING OF COUNCIL - CORPORATE SERVICES DEPARTMENT .....	19
1 BANK RECONCILIATION.....	19
2 INVESTMENTS .....	20
3 SUMMARY OF RATE & ANNUAL CHARGES COLLECTION .....	22
4 FIRST QUARTER 2014/15 BUDGET REVIEW .....	23
5 ANNUAL FINANCIAL REPORTS .....	30
6 ANNUAL REPORT 2013/2014 .....	31
7 LIBRARY REPORT – JULY TO SEPTEMBER 2014 .....	32
REPORT TO THE ORDINARY MEETING OF COUNCIL – MANAGER OF ENGINEERING SERVICES REPORT .....	36
1 OPERATIONAL REPORT .....	36
2 DISPOSAL OF DECOMMISSIONED FIRE TRUCKS.....	38
3 SHOWGROUND ARENA WATERING SYSTEM .....	49
REPORTS TO ORDINARY MEETING OF COUNCIL – MANAGER OF DEVELOPMENT & ENVIRONMENTAL SERVICES REPORT .....	52
1 DEVELOPMENT APPLICATIONS .....	52
2 OPERATIONAL REPORT – PARKS AND GARDENS TEAM.....	54
3 NYNGAN & DISTRICT MEMORIAL SWIMMING POOL COMPLEX – REVITALISATION PROGRAM PROGRESS REPORT .....	58
4 DAVIDSON PARK - REVITALISATION PROGRESS REPORT .....	66
5 VANGES PARK – REVITALISATION COMPLETION REPORT .....	68
6 STREET TREES MAJOR PRUNING PROGRAM – VARIOUS LOCATIONS .	73
7 O'REILLY PARK REVITALISATION PROGRESS REPORT .....	76
PRECIS OF CORRESPONDENCE .....	79
1 LODGE OXLEY .....	79
2 NYNGAN HIGH SCHOOL .....	79

3	NYNGAN HISTORICAL SOCIETY .....	79
4	OFFICE OF LOCAL GOVERNMENT .....	79
5	NSW RURAL FIRE SERVICE.....	80
6	NSW PUBLIC LIBRARIES ASSOCIATION LIBRARY FUNDING CAMPAIGN 80	
7	BUREAU OF METEOROLOGY .....	80
8	WEEKLY CIRCULARS .....	81
	GRANTS AND FUNDING .....	82

**20 November 2014**

**COUNCIL MEETING NOTICE**

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

At 10.15am Mr Richard Bootle will make a presentation to Council concerning the Albert Priest Channel.

At 12 noon the audited Financial Reports and Auditor's Report for the year ending 2014 will be presented to the public, in accordance with Section 418(3) of the Local Government Act 1993.

**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 23 October 2014
6. General Manager's Closed and Confidential Report
7. Confirmation of the Minutes of the Council Meeting held on 23 October 2014
8. Mayoral Minute
9. General Manager's Report incorporating reports from:-
  - Manager of Corporate Services
  - Manager of Engineering Services
  - Manager of Development and Environmental Services
10. Correspondence
11. Grants and Funding

Your attendance at this meeting would be appreciated.

Yours sincerely

**Cathy Ellison**

**Executive Assistant**

## **REPORT TO THE ORDINARY MEETING OF COUNCIL – MAYORAL MINUTE**

### **Councillors**

The following report is submitted for consideration:-

#### **1 RURAL COUNCIL WORKSHOP**

Corporate Services Manager Luke Taberner and I attended this workshop in Dubbo on 5 November 2014 joined by representatives from 20 other Councils. A similar workshop was held in Sydney on 3 November 2014 with 21 Councils represented. The meeting was facilitated and organised by representatives from the Office of Local Government. The purpose of the workshop was to design a draft Rural Council Model that enables small rural Councils to become “Fit for the Future”. One of the Independent Panel’s recommendations was for Councils, with a population of less than 10,000 either merge with a neighbouring Council or else become a Rural Council.

When asked what would be the roles and responsibilities of a Rural Council, well over 95% of the answers from delegates present indicated things we already do. A Rural Council would become affiliated with a Joint Organisation – probably the Council of the largest regional centre in the area. Five trial areas have been selected for this with OROC not one of them.

A number of suggestions were forthcoming in answer to what could be done to improve the operation of small Rural Councils. Elimination of cost shifting headed the list. Also reduction in regulation or red tape, less Integrated Planning and Reporting criteria, regional planning, winding back the non-core functions small Councils need to provide (eg medical services) reducing costs and access to a State Funding Authority were some of the main ones. Remaining a service provider and being transparent and accountable to the community were also on the list. Better arrangements are also needed for depreciation.

We have been provided with a write up of the notes from both meetings. The Office of Local Government will now compile a draft Rural Council Model for comment. If this is acceptable and beneficial it may form the basis of our “Fit for the Future” submission due by the end of next year.

## **Mayoral Minute to the Ordinary Meeting of Bogan Shire Council held on 27 November 2014**

If the draft Rural Council Model doesn't suit us, we need to base our submission on our desire to retain our autonomy and independence. Templates for these submissions have already been sent out. If the Minister and those employed at the Office of Local Government listen to our comments, and include them in future criteria, this may be satisfactory, however I fear that much of this has been pre decided. A lot of their focus is on bureaucratic ratios and population projections rather than Councils past and present performance and the fact that we remain a major employer in our towns. We need to make our desire to retain our autonomy and independence a major political issue prior to the State Election at the end of March next year, and have our community understand and support our position rather than wait until the end of June 2015.

The annual cost shifting bill to Council of over \$500m very quickly eliminates the \$1m a day the Minister say local Councils are losing. With credit budgets, savings and no debt we remain in a very strong position to demonstrate that we are "Fit for the Future" rather than trying to satisfy ratios and criteria set by officers in the O

ffice of Local Government who have very little understanding of Local Government out in communities.

### **1.1 Recommendation**

For Council's Information.

**RL Donald**

**MAYOR**

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

**MEETING OF COUNCIL – GENERAL MANAGER'S REPORT**

**Mayor and Councillors**

The following report is submitted for consideration:-

**1 CHECKLIST**

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
1	24/05/2012	123/2012	<b>Vacant Block – Cnr Nymagee /Mitchell Streets</b>	Asked John Holland to meet with Council ASAP to work towards some agreement concerning the block.	<b>MDES</b>	JHR has removed underground tanks mid-2014 prior to lease approval.  <b><u>UPDATE:</u> Lease concluded.</b>  <b>COMPLETED</b>
	19/12/2013	507/2013		Approach John Holland to beautify site of former BP Service Station.		<b><u>UPDATE:</u> Lease concluded.</b>  <b>COMPLETED</b>
2	28/06/2012	179/2012	<b>Dog Pound</b>	Construction of the new dog pound in the location closer to the main road in the airport complex.	<b>MDES</b>	Works progressing, design of kennels completed and to be manufactured by BSC.

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
						Works program placed on hold until all other works are completed due to limited staff.
3	26/07/2012	193/2012	<b>Transfer of Land – Nymagee St 5,7 &amp; 9</b>	Council seek EOI to demolish the subject dwelling & associated structures including removal of excessive vegetation.	<b>MDES</b>	Works scheduled for May 2015 – hot weather not suitable for wearing asbestos protective clothing.
4	25/10/2012	315/2012	<b>Local Heritage Sites</b>	When new VIC commences, signpost heritage sites with heritage colour and erect sign with the history of each location.	<b>ENG</b>	Pending accreditation of new VIC. Accreditation will be sought in time for 2015 'holiday season'.
5	22/05/2014	181/2014	<b>Swimming Pool</b>	Filtration plant room & associated structure. A final report to November Council meeting detailing final costs of all works & proposed future redevelopment works for 2015/16.	<b>MDES</b>	Pool to be prepared for public opening by October.  <b><u>UPDATE:</u></b> <b>Project finished report to Council Nov Meeting.</b>  <b>COMPLETED</b>



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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
6	13/12/2012 28/03/2013	418/2012 098/2012	<b>Davidson Park Revitalisation Program</b>	Council remove the entire playground, equipment, associated ground cover, fencing & park-bench seating with shelter. Establish paving pathways to the mural.	<b>MDES</b>	Removal completed. Paving subject to budget.
	27/03/2014	065/2014		New playground area to be located in the centre of the Park.		<b>UPDATE:</b> <b>Bi-Centennial wall and general grounds works started. Dec 2014 finish.</b>  <b>COMPLETED</b>
7	28/02/2013	043/2013	<b>Waste Management – Village Waste Depot Operations</b>	Program of Works for Hermidale & Girilambone be commenced immediately.	<b>MDES</b>	<b>Girilambone:</b>  Completed with exception of asbestos disposal program. Issues with WorkCover requirements final clean-up, specialised equipment required. Efforts to resolve are still progressing.  Suitable equipment located, waiting on contractor.

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
8	26/06/2013	258/2013	<b>Traffic Committee Recommendations</b>  <b>Pre School Parking</b>	RMS to re-examine the intersection design including: <ul style="list-style-type: none"> <li>Installing blister on the western side of Moonagee St for "Give Way" sign.</li> </ul>	<b>ENG</b>	Engineering preparing design options and estimates for consideration during 2014/2015.  Proposal and Estimate sent to RMS.
9	23/04/2013	124/2013	<b>Flood Insurance</b>	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.	<b>ENG</b>	Insurance Council has requested flood study information.  Insurance Council advised that Council has adopted the Nyngan Flood Study.  Continue to monitor.
	23/10/2014	385/4014		Council request the Insurance Council of Australia to advise all insurance companies that Nyngan is not a flood prone town, protected by a levee bank as demonstrated in BSC Flood Study.		<b><u>UPDATE:</u></b>  <b>Awaiting response from Insurance Council.</b>

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
10	22/05/2014	175/2014	<b>Showground Arena Irrigation</b>	Showground Watering System be upgraded in conjunction with the completion of the cemetery raw water system.	<b>ENG</b>	<b><u>UPDATE:</u></b>  <b>Report refers.</b>
	23/10/2014	388/2014		Prepare a quote for consideration at November Council meeting to replace watering system at the arena using existing parts where possible.		
11	27/03/2014	067/2014	<b>Skate Park</b>	Shade Sail Cover over the Skate Park.	<b>MDES</b>	<b><u>UPDATE:</u></b>  <b>COMPLETED</b>
12	19/12/2013	532/2013	<b>Rezoning of Rural Land Outside the Nyngan Township</b>	Report on estimated cost be provided to February 2014 Council meeting prior to progressing with the proposal.	<b>MDES</b>	Planning proposal lodged with the NSW Department of Planning and Infrastructure.  Gateway Determination was to proceed subject to variations outlined in the Gateway Determination conditions.

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
13	27/02/2014	006/2014	<b>Medical Services</b>	Pursue & make enquiries into using the Nyngan Multipurpose Service Centre & waiting rooms to attract an additional Medical Officer with VMO rights.	<b>GM</b>	Discussions with Senior Management of NSW Western LHD ongoing.
	26/06/2014	199/2014		GM pursue options for obtaining funding for the construction of a new medical centre.		
14	27/03/2014	066/2014	<b>Heritage Park</b>	Order & plant a grove of trees surrounding the sandstone blocks & plant Lone Pine tree.	<b>MDES</b>	<b><u>UPDATE:</u></b>  <b>Project now with P&amp;G as of 24/10/2014. Works completed to-date: Remaining 2 trees planted to Nymagee St frontage. (Lone Pine to be planted 25 April 2015 during ceremony.)</b>

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
						<b>Mitchell St frontage ready for turf - 26 Nov and will continue until budget is exhausted. Irrigation lines extended &amp; operational along railway fence line and Park. Obsoleted Nymagee St driveway partly removed. Old power pole removed.</b>
15	22/05/2014	182/2014	<b>Teamster Rest Area</b>	Cobb & Co Coach & Bullock Wagon location – confirm quotations and budget allowing progress without delay.	<b>MDES</b>	<b><u>UPDATE:</u> DA approved. Surveyor peg-out completed and frame &amp; truss material ready for delivery. Project completion date February 2015, depending on staff and contractors.</b>
16	22/06/2014	209/2014	<b>Tourist Information Bay</b>	On commencement of project, Council advise owners/apparent owners of existing highway signage that existing signs to be removed & may be replaced by signs on the Information Bays.	<b>GM</b>	Information supplied to AGL – awaiting response on sponsorship.  Tritton Mines also approached for sponsorship.

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
				Council charge an annual fee and an initial fee.		
17	28/08/2014	302/2014	<b>Nyngan Child Care</b>	Council proceed with the application for funding a study into the viability of providing a childcare service in Nyngan.	<b>MCS</b>	Application submitted.
18	28/08/2014	308/2014	<b>Oval Place</b>	Construct a length of 270 metres of road from Terangion Street to Larsen's Depot.	<b>ENG</b>	<b><u>UPDATE:</u></b>  <b>Programmed for March 2015.</b>
19	26/09/2014	356/2014	<b>RMS Directional Signage into Nyngan</b>	Refer to Traffic Committee & then to RMS.	<b>ENG</b>	Further signage be investigated.  <b><u>UPDATE:</u></b>  <b>Traffic Committee 26 November 2014.</b>
20	24/07/2014	279/2014	<b>Dialysis Services at Nyngan Hospital</b>	Send a firm letter to the Health Minister, Local Member & Dubbo Health District stating urgent need for expansion of the services.	<b>GM</b>	Letter sent, discussion held with LHD – dialysis services currently under review throughout district.

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
	23/20/2014	387/2014		Council write to Health Minister & local member concerning the response Council received from Western NSWLHD regarding dialysis at Nyngan.  Issue a Press Release.	<b>GM</b>  <b>Mayor</b>	<b><u>UPDATE:</u></b>  <b>Letter sent.</b>  <b>COMPLETED</b>  <b><u>UPDATE:</u></b> <b>Mayor's Desk 12 November 2014.</b>  <b>COMPLETED</b>
21	28/08/2014	297/2014	<b>Lease of Council Road</b>	Council applies to Crown Land to close unformed road which passes through Lot 43 DP752899.	<b>ENG</b>	<b><u>UPDATE:</u></b> <b>Property Owner applying for road closure.</b>  <b>COMPLETED</b>
22	28/08/2014	317/2014	<b>Nyngan Airport</b>	Investigate supplying aviation fuel & providing a refuelling service.	<b>ENG</b>	<b><u>UPDATE:</u></b> <b>Report to December Council meeting.</b>
23	26/09/2014	337/2017	<b>Sports Insurance</b>	Urgent letter be sent to Insurance Council of Australia re insurance benefits paid to injured players.	<b>GM</b>	Letter sent.  <b>COMPLETED</b>

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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
	23/10/2014	386/2014		Council write to all Shire Sporting Clubs' controlling bodies asking to explain what the premiums paid from the local Club are used for.	<b>MSC</b>	<b><u>UPDATE:</u></b>  <b>In progress.</b>
24	26/09/2014	362/2014	<b>Nyngan Waste Management &amp; Resource Facility</b>	Cost analysis be presented to Council to compare costs of providing additional staff to man the facility against awarding a contract to an external party.	<b>MDES</b>	Investigations under way.
25	26/09/2014	363/2014	<b>Fire Safety Audit Program</b>	Further report on progress of compliance with Program.	<b>MDES</b>	<b><u>UPDATE:</u></b>  <b>Fire Safety Audit Reports (FSARs) to all selected properties completed. Meetings held with several owners/Board of Directors.</b>  <b>Amended FSARs forwarded to owners and Board of Directors. Progressing well additional consultation required.</b>



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

Item No.	Date	Minute No	Matter	Action Required	Officer	Status
						<b>Report to March 2015 Council Meeting on overall impact.</b>
26	23/20/2014	406/2014	<b>RFS</b>	Council write to RFS & enquiry what the Service is doing to recruit volunteers & why the Service has not been able to respond to local call outs.	<b>ENG</b>	<b><u>UPDATE:</u></b>  In summary, response indicates:- <ul style="list-style-type: none"> <li>a) Regarding availability volunteers, "At the end of the day they are volunteers and they have other life commitments".</li> <li>b) Regarding Fire &amp; Rescue NSW, "They are happy to provide support where required".</li> <li>c) Regarding new volunteers, "We are doing everything we can to recruit as many volunteers (as) possible".</li> </ul>

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

**Derek Francis**

**GENERAL MANAGER**

**Manager Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council  
held on 27 November 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 31 October, 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.

<b>Bank Reconciliation for October 2014</b>		
<b>Council General Fund</b>		
Bank Statement Balance	\$	227,935.96cr
Add Deposits not yet receipted	\$	6,327.09cr
Less Unpresented Payments	\$	38,242.58dr
<b>Balance as per Council</b>	<b>\$</b>	<b>196,020.47cr</b>
<b>Represented by the following in Council Ledgers</b>		
Account		
<b>19001.8000.8000</b>	<b>\$</b>	<b>196,020.47cr</b>
<b>Difference</b>	<b>\$</b>	<b>0.00</b>

**1.3 Recommendation**

That the Bank Reconciliation Report be received and noted.

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

## **2 INVESTMENTS**

### **2.1 Introduction**

The purpose of this report to is to outline the performance of Council's investment portfolio for the month of October 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 October 2014 is shown below. At the 31 October 2014 Council had \$6.9 million invested. There has been a \$700,000 decrease in Council's investments since the September 2014 report. This is due to operational needs, R2R expenditure of \$130,000 and income not received until November and spending on the RMS Singleton Road project of approximately \$150,000 to date where income will not be received until completion of the project.

Council is investing funds in line with its' Investment Policy in a stagnant low interest market. Council's average return on investments is 3.25%.

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

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

### Investment Movements for October 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 October 2014							
REF	Source	Maturity	Days	% rate	Interest	Bal 30/09/2014	Bal 31/10/2014
4346	CBA	26-Dec-14	180	3.750%	18,493	1,000,000.00	1,000,000.00
4506	CBA	17-Apr-15	180	3.600%	14,202	0.00	800,000.00
4493	CBA	17-Apr-15	180	3.600%	17,753	0.00	1,000,000.00
833	NAB	17-Oct-14	180	3.720%	14,676	800,000.00	0.00
838	NAB	06-Nov-14	180	3.650%	9,000	500,000.00	500,000.00
839	NAB	08-Nov-14	180	3.660%	18,049	1,000,000.00	1,000,000.00
840	NAB	11-Sep-14	180	3.700%	18,246	1,000,000.00	1,000,000.00
900	Westpac	13-Oct-14	180	3.720%	18,345	1,000,000.00	0.00
802	Westpac - Maxi direct	n/a	n/a	2.400%		2,299,575.34	1,603,545.25
				Variable			
	Balance securities held					7,599,575.34	6,903,545.25
	Balance Ledger 19010.8200.8200					7,599,575.34	6,903,545.25
	<b>Summary by institution</b>						
	CBA					1,000,000.00	2,800,000.00
	NAB					3,300,000.00	2,500,000.00
	Westpac					3,299,575.34	1,603,545.25
						7,599,575.34	6,903,545.25

### 2.4 Recommendation

That the Investments Report be received and noted.

**Manager Corporate Services' Report to the Ordinary Meeting of Bogan Shire Council  
held on 27 November 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 October 2014, with the same period last year.

#### **3.2 Discussion**

This report is provided for the information of Councillors.

<b>Rate Collections</b>	<b>2014-2015</b>	<b>2013-2014</b>
Arrears Prior to 01/07/2014	312,421	471,493
First Installment Outstanding as at 31/10/2014	81,477	80,350
<b>Total Arrears</b>	<b>393,898</b>	<b>551,843</b>
<b>Total Outstanding</b>	<b>3,086,238</b>	<b>3,062,860</b>
<b>Monthly Transactions</b>		
Amount Levied & B/Fwd	4,748,665	4,922,110
Add: Adjustments	17,132	-78,732
Less: Payments to end of October	-1,605,299	-1,705,978
Less: Rebates	-77,230	-74,540
Add: Postponed	2,971	0
<b>Gross Total Balance</b>	<b>3,086,238</b>	<b>3,062,860</b>
<b>Arrears of total amount levied %</b>	<b>9%</b>	<b>12%</b>

Total arrears have dropped from \$551,000 at the end of October 2013 to \$394,000 as at 31 October this year.

Each installment amounts to approximately \$1,191,000  
(Total Rates, Waste, Water & Sewer Access Charges)

Council has collected at this date \$100,000 less than at the same time last year primarily due to a reduction in arrears prior to 1/7/2014.  
7% of rate payers had not paid their first installment prior to the 31 October 2014.

#### **3.4 Recommendation**

That the Rates Collections Report be received and noted.

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

## **4 FIRST QUARTER 2014/15 BUDGET REVIEW**

### **4.1 Introduction**

The purpose of this report is twofold:-

1. To review actual performance against budget for the first quarter of the 2014/15 financial year.
2. To adjust the budget in response to changes in the financial landscape and changes to Council's corporate goals.

### **4.2 Background**

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

The Projected Year End Result has been adjusted to allow for carry forward items and first quarter adjustments. These changes have been shown in the Recommended Changes column. The items to be carried forward have already been approved by Council at its August meeting. The first quarter changes need to be approved at this meeting.

The figures in the Projected Year End Result column are the estimate of income/spending at the end of the financial year. It is the sum of the originally adopted budget for 14/15, plus items carried forward from 13/14, plus or minus adjustments made at the September quarterly review.

### **4.3 Discussion**

#### ***Performance Against Budget***

First quarter increases to the budget are offset with savings so the nett amount of the adjustments is only unfavourable by \$4,060. As detailed at the August meeting, the nett amount of items carried forward from the previous year to the 2014/15 budget totalled \$1,494,364. The total nett changes shown in the table below is the combination of these two figures which is \$1,498,424.

The recommended changes and variances to budget are illustrated in the table below:

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

Outcome	Full Year Original Budget	2014/ 15 Sep Recommended Changes	2014/ 15 Sep Projected Year End Result	YTD Budgets	YTD Actuals (Incl Oncosts/ Com mit)	YTD Variance (Incl Oncosts/ Com mit)
<b>Grand Total</b>	<b>4,072,464</b>	<b>-1,567,871</b>	<b>5,640,335</b>	<b>1,018,095</b>	<b>-1,830,790</b>	<b>2,848,886</b>
<b>Operating</b>	<b>372,420</b>	<b>-65,134</b>	<b>437,554</b>	<b>93,084</b>	<b>-2,588,448</b>	<b>2,681,533</b>
Building our Community	1,011,204	7,776	1,003,428	252,801	192,255	60,546
Cultural & Social	132,504	3,748	128,756	33,126	23,401	9,725
Community facilities	727,092	3,992	723,100	181,773	154,708	27,065
Children & young people support	36	36	0	9	-66,385	66,394
Library	151,572	0	151,572	37,893	80,531	-42,638
Connecting our Community	1,174,632	34,918	1,139,714	293,658	840,293	-546,635
Road Networks	1,245,720	72,618	1,173,102	311,430	1,058,818	-747,388
Active Transport	138,948	-5,000	143,948	34,737	33,283	1,454
Air Services	53,340	-8,700	62,040	13,335	18,310	-4,975
Plant System	-263,376	-24,000	-239,376	-65,844	-270,118	204,274
Managing Our Environment	1,361,172	-107,943	1,469,115	340,293	-992,147	1,332,441
Built Environment	776,724	-11,001	787,725	194,181	359,548	-165,367
Waste Management	208,944	-87,000	295,944	52,236	-283,270	335,506
Noxious Weeds	106,680	-10,000	116,680	26,670	21,602	5,068
Water	263,532	55	263,477	65,883	-702,852	768,735
Sewer	5,292	3	5,289	1,323	-387,176	388,499
Our Health & safety	198,732	-37,447	236,179	49,683	156,097	-106,415
Environment Health	135,960	32,000	103,960	33,990	46,175	-12,185
Disaster Management	7,512	0	7,512	1,878	2,409	-531
Public Health	-7,800	0	-7,800	-1,950	1,014	-2,964
Fire Services	63,060	-69,447	132,507	15,765	106,500	-90,735
Developing Our Economy	94,704	1,196	93,508	23,676	35,519	-11,843
Local Industries and Business	58,800	0	58,800	14,700	28,871	-14,171
Tourism	35,904	1,196	34,708	8,976	6,648	2,328
Responsible Local Government	-3,240,012	33,324	-3,273,336	-810,024	-2,755,631	1,945,607
Leadership , Advocacy & Governance	402,948	-46,200	449,148	100,737	101,218	-481
Managing our business	-3,642,960	79,524	-3,722,484	-910,761	-2,856,849	1,946,088
Labour Overheads	-228,012	3,042	-231,054	-57,003	-64,835	7,832
Labour Overheads system	-228,012	3,042	-231,054	-57,003	-64,835	7,832
<b>Capital</b>	<b>3,700,044</b>	<b>-1,502,737</b>	<b>5,202,781</b>	<b>925,011</b>	<b>757,658</b>	<b>167,353</b>
Building our Community	518,688	-431,199	949,887	129,672	139,273	-9,600
Community facilities	512,184	-396,347	908,531	128,046	245,273	-117,227
Children & young people support	0	-5,819	5,819	0	-114,575	114,575
Library	6,504	-29,033	35,537	1,626	8,574	-6,948
Connecting our Community	2,057,496	-455,034	2,512,530	514,374	377,451	136,923
Road Networks	1,621,500	-152,899	1,774,399	405,375	194,340	211,035
Active Transport	45,000	0	45,000	11,250	0	11,250
Plant System	390,996	-302,135	693,131	97,749	183,111	-85,362
Managing Our Environment	1,014,864	-518,501	1,533,365	253,716	184,361	69,355
Built Environment	38,472	-123,239	161,711	9,618	34,159	-24,541
Waste Management	0	-35,594	35,594	0	22,607	-22,607
Water	628,896	-271,044	899,940	157,224	127,595	29,629
Sewer	347,496	-88,624	436,120	86,874	0	86,874
Our Health & safety	0	-98,003	98,003	0	6,083	-6,083
Environment Health	0	-23,003	23,003	0	5,509	-5,509
Disaster Management	0	-75,000	75,000	0	0	0
Fire Services	0	0	0	0	574	-574
Developing Our Economy	27,000	0	27,000	6,750	33,961	-27,211
Local Industries and Business	0	0	0	0	33,961	-33,961
Tourism	27,000	0	27,000	6,750	0	6,750
Responsible Local Government	81,996	0	81,996	20,499	16,530	3,969
Managing our business	81,996	0	81,996	20,499	16,530	3,969



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

The carry forward adjustments were detailed in August and will not be detailed in this report.

The first quarterly budget adjustments are detailed below and are divided into Pros and Cons.

Pros are where Council has either found that it is going to get more income than budgeted or expects to spend less than originally budgeted. These items are marked (F) for favourable. Meaning that the respective program is going to turn out better than originally budgeted. The budget is therefore adjusted accordingly.

Cons are the reverse. These are where the program is going to cost more than originally budgeted or income is going to be less. These items are marked (U) for unfavourable. The budget is therefore adjusted so that more money is allocated to that particular program.

## **Operating**

### **Pros**

<b>Financial Assistance Grants (Nett)</b>	<b>62,000</b>
<b>(F)</b>	

Due to a recalculation of these grants which resulted in Bogan Shire receiving a greater share of the overall grant pool due to its inherent disability factors. The money from this may be allocated to the Rezoning of Rural Land (\$35,000), FBT Liability (\$26,420) and a new Swimming Pool cleaner (\$16,000).

<b>Insurance</b>	<b>29,131</b>
<b>(F)</b>	

Rebates on insurance premiums paid to Statewide Mutual. As a member of Statewide Mutual Council benefits when the fund performs well, and when Council's claims are low, as has been the situation in both cases.

<b>Environmental Services Admin</b>	<b>24,000</b>
<b>(F)</b>	

Savings realised as a result of the resignation of the Health and Building trainee who will not be replaced until late January.

<b>Changes to expenditure on Parks</b>	<b>7,000</b>
<b>(F)</b>	

Moonagee and Lions Parks had \$12,000 each budgeted in the 2013/2014 Capital Budget for installation of sunshades and additional play equipment. These amounts were carried forward to the 2014/2015 year.

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

The Manager Development and Environmental Services requested that \$17,000 of this be transferred to O'Reilly Park for the upgrading of softfall and completion of works at this park, the remaining \$7000 saving may be used to partially off-set over-spending on swimming pool capital works.

**Water Income** **14,000**  
**(F)**

Access charges levied are \$14,000 above budget. This money may be allocated to employ a trainee for the last six months of the financial year.

**Environmental Services** **12,000**  
**(F)**

A Grant of \$12,000 was received under the Natural Disaster Relief Program for the reseeding of Rotary Park after flooding in February-March 2012. This reseeding had been completed in previous years however Council received the funds in September this year. This could help to offset the cost of Rezoning Rural Land below.

**Cons**

**Rezoning of Rural Land** **35,000**  
**(U)**

It has been established that an additional \$35,000 is required to complete this project on top of the \$50,000 already allocated in the original budget. Further details are available in Minute Number 268/2014 from the Ordinary Meeting of Council held on 24 July 2014.

**Swimming Pool** **31,000**  
**(U)**

The budget has been increased to cater for additional spending which has already been incurred on the upgrading of the Nyngan Swimming Pool. Corresponding savings are the result of the Environmental trainee not being employed for the first six months of the year (\$24,000) and lower capital expenditure on O'Reilly Park (\$7,000).

**Human Resources** **26,420**  
**(U)**

Due to FBT on Council's fleet which was not budgeted for. Council reduces its liability for FBT through contributions from staff, including leaseback fees and payment of fuel when used for private purposes outside the Shire.

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

**Plant Workshop** **29,131**  
**(U)**

For the purchase of security cameras (\$15,000) and a security gate (\$14,131) for the Nyngan Depot. These items were not originally budgeted for but are considered necessary to improve security and access control to the Depot. May be funded from additional income in the form of the insurance rebate detailed above.

**Swimming Pool** **16,000**  
**(U)**

For the purchase of a swimming pool cleaner due to a breakdown of the current piece of equipment.

**Water Trainee** **14,000**  
**(U)**

To provide support for maintenance and capital renewal of water mains and other water infrastructure. This employee can be paid for from the additional water access fees which have been levied.

**Stores Internet Connection** **5,000**  
**(U)**

The Store and Plant Manager have not had access to Civica for over one month due to the radio connection that links them to the administration building failing. After exhausting all avenues to rectify the problem ourselves with the help of a local contractor it has been unable to be fixed. Council need to engage our computer support company to travel out to Nyngan and replace the current radio links in both locations to enable them to connect to the main server and access Civica and the Data Fuel at the store. Funding for this will come from the Finance staff training budget.

**Bogan Bush Mobile** **5,819**  
**(U)**

Due to the installation of a new sun shade at Bogan Bush Mobile. The shade was damaged beyond repair and needed to be replaced. Council has \$30,000 carried over from 2013/2014 due to underexpenditure of their budget in this area. These funds will be taken from here.

**Bogan Bush Mobile Grant**

Council received a \$130,000 grant in advance last year for the Bogan Bush Mobile. This money will be spent in 2014/15 and has consequently been added to the budget. \$30,000 must be spent on educational equipment and \$100,000 on a new vehicle.

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

### **Additional Carry Forward**

There is an additional Carry Forward from 2013/2014 being \$69,447 for the Rural Fire Service. The Rural Fire Service had a carry forward of \$26,014 from 2012/13 and then an allocation paid to Council of \$95,782 for 2013/14 which totalled \$121,796. Their 2013/14 expenditure totalled only \$52,349 which leaves a Carry Forward balance of \$69,447. Council has now included this in our Carry Forward totals to bring them to \$1,563,811.

### **Consulting and Legal Expenses**

A review of Council's consulting and legal fees has been conducted as at 30 September 2014:

<b>CONSULTING &amp; LEGAL EXPENSES</b>			
<b>Expense</b>	<b>Budget \$</b>	<b>Expenditure YTD \$</b>	<b>Revised</b>
Consultancies	368,844	66,329	368,844
Legal	15,816	5,525	15,816

The major expenditure in the consultancy area has been spent on our Specialist Financial Accountant for the production of the Statutory accounts.

### **Summary**

Council is tracking well against expenditure notwithstanding additional costs incurred on the Rezoning of Rural Land, and the upgrading of the Nyngan Swimming Pool. It has received additional FAG grants and insurance rebates which could be allocated predominately to Capital projects.

Council has no additional money in the current budget to re-allocate should something unforeseen arise or a project goes over budget from this point. If this were to happen, Council would need to transfer money from an existing service or capital project.

Importantly labour is tracking on budget and is expected to remain so for the remainder of the financial year.

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

#### **4.4 Recommendation**

That Council:

1. Note the report on Actual compared to Budget for the quarter ended 30 September 2014.
2. Adopt the adjustments to the 2014/15 budget as shown above on the Budget Review Statement.

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for Bogan Shire Council for the quarter ended 30/09/14 indicates that Council's projected financial position at 30/6/15 will be *satisfactory* at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.



Signed: \_\_\_\_\_ date: 14/11/2014

Luke Taberner

Responsible Accounting Officer, Bogan Shire Council

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

## **5 ANNUAL FINANCIAL REPORTS**

### **5.1 Introduction**

The Financial Reports for the year ended 30 June 2014 have been completed. The Council's auditors conducted their final audit and we have received their Audit Report. A full set of the Financial Reports including the Auditor's Report will be tabled at the meeting. The report is available for inspections prior to the meeting. Please contact the Manager of Corporate Services. Consideration of this report means that Council is complying with the *Local Government Act 1993*.

### **5.2 Background**

The Financial Reports for the year ended 30 June 2014 have been prepared in accordance with the *Local Government Act 1993* and the Regulations made there under, the Australian Accounting Standards and Professional Pronouncements and the Local Government Code of Accounting Practice and Financial Reporting.

### **5.3 Discussion**

Section 418 to Section 421 of the *Local Government Act 1993* outlines the procedures that Council must follow with regards to the presentation of its Financial Reports.

In accordance with Section 418 Council is required to hold a public meeting in order to present the Financial Reports. Notification of the meeting was advertised in the local newspaper and the presentation is to be scheduled at a meeting of Council on Thursday 27 November 2014.

In accordance with section 420 "any person may make submission to the Council with respect to the Council's audited financial statements". ***At the time of writing this report, no submissions have been received.***

Council's Auditors have stated in their report that Council's overall financial position was in their opinion sound.

### **5.4 Recommendation**

That the Financial Reports and Auditor's Report for the period 1 July 2013 to 30 June 2014 be presented to the public and be received and noted.

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

## **6 ANNUAL REPORT 2013/2014**

### **6.1 Introduction**

In accordance with Section 428 of the *Local Government Act 1993* Council must, within 5 months of the year end, prepare an Annual Report. This report must be submitted to the Minister.

### **6.2 Discussion**

The Annual Report has been prepared and will be tabled at the meeting. The report is available for inspection prior to the Council meeting. Please contact the Manager of Corporate Services.

Preparation of this report means that Council is complying with the *Local Government Act 1993*.

The report was compiled after all Senior Officers had provided input and update of their respective sections of the report.

This report showcases Council to the public and is another mechanism by which a Council is made accountable for its actions.

### **6.3 Recommendation**

That the report be received and noted.

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

## **7 LIBRARY REPORT – JULY TO SEPTEMBER 2014**

### **7.1 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.

### **7.2 Background**

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

### **7.3 Discussion**

Another busy quarter at the library with many activities involving the community:-

**Children's Book Week** was held from the 18th August to the 24th August. This was the 69<sup>th</sup> year which it has been running. The Library displayed all the nominated and winning books.

**Country Women's Association International Country of study for 2013 was Morocco** and the library once again help judge and display the Year 5's and Year 6's posters from both the Nyngan Public School and St. Joseph's Catholic School. The posters were of exceptional standard and there was much interest in them while they were on display in the Library.

**The Book Link Reading Programme** finished early August with the presentation being held mid-August to present readers and age group winners with their certificates, book prizes and vouchers. Mrs Margaret McGlynn from the Nyngan CWA presented children with their Certificates, book prizes and vouchers.

The North Western Library has been fortunate to receive a grant "Tech Savvy Seniors Training Sessions" to provide computer training to seniors. This grant was funded by Telstra to help seniors better understand the internet and technology and to become comfortable with technology. All Libraries in our group provided sessions for seniors during August.

The Library hosted two writing workshops on Monday 23rd September which were partly funded by the Commonwealth Government's Drought Support Package, Catholic Healthcare, House with No Steps and Uniting Care. The workshops called "The Write Road" were founded by Stephanie Dale an author and journalist.



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

The first session was "Song of the Soul" for anyone wanting to write a book and the second session "Creative Journaling" a powerful tool for clarifying thoughts, solving problems, establishing clear pathways for the way forward in your life, family and work or business goals. 21 attended between the 2 sessions.

The North Western Library Service held its AGM Meeting at Coonamble on 30th October. The organisation is a model example of resource sharing between neighbouring Shires which leads to greater efficiencies and better service to the communities. Additional funds have been requested to pay for additional hours for book cataloguing of new stock at the central office located at Warren.

I have included information from the NSW Public Libraries Association re library funding – included in mail out. Local Councils need to keep pursuing State Government for more funding to maintain our standard of library services. The reduction of library funding is a prime example of cost shifting.

The Library provides many other services to our clients such as, photocopying, laminating, faxing, scanning and assisting customers at computers.

**Library Statistics**

Statistics for the past quarter dating from 1.07.14 to 30.09.14 are as follows with a comparison of the previous year figures for the same period:

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

<b>July 1<sup>st</sup> – Sept 30th, 2014</b>		<b>July 1<sup>st</sup> – 30th September, 2013</b>	
<b>Adult Fiction</b>	<b>650</b>	<b>Adult Fiction</b>	<b>922</b>
<b>Western Fiction</b>	<b>30</b>	<b>Western Fiction</b>	<b>74</b>
<b>Large Print</b>	<b>452</b>	<b>Large Print</b>	<b>497</b>
<b>Magazines</b>	<b>163</b>	<b>Magazines</b>	<b>199</b>
<b>Adult Non Fiction</b>	<b>175</b>	<b>Adult Non Fiction</b>	<b>129</b>
<b>Talking Books</b>	<b>121</b>	<b>Talking Books</b>	<b>100</b>
		<b>CD's</b>	<b>11</b>
<b>Junior Fiction</b>	<b>168</b>	<b>Junior Fiction</b>	<b>229</b>
<b>Junior Non Fiction</b>	<b>72</b>	<b>Junior Non Fiction</b>	<b>98</b>
<b>Easy &amp; Easy2 &amp; RR</b>	<b>296</b>	<b>Easy &amp; Easy 2 &amp; RR</b>	<b>626</b>
<b>Toys</b>	<b>13</b>	<b>Toys</b>	<b>28</b>
<b>Home-Start Resources</b>	<b>17</b>	<b>Home Start Resources</b>	<b>24</b>
<b>Junior Talking Books</b>	<b>10</b>	<b>Junior Talking Books</b>	<b>9</b>
<b>Young Adult Fiction</b>	<b>66</b>	<b>Young Adult Fiction</b>	<b>96</b>
<b>Equipment</b>	<b>4</b>	<b>Equipment</b>	<b>2</b>
<b>DVD's</b>	<b>381</b>	<b>DVD's</b>	<b>613</b>
<b>TOTAL ISSUES</b>	<b>2618</b>	<b>TOTAL ISSUES</b>	<b>3657</b>
<b>TOTAL MEMBERS</b>	<b>2379</b>	<b>TOTAL MEMBERS</b>	<b>2292</b>
<b>New Members</b>	<b>35</b>	<b>New Members</b>	<b>21</b>
<b>Internet usage</b>	<b>3100</b>	<b>Internet Usage</b>	<b>2614</b>
<b>People Counter</b>	<b>4379</b>	<b>People Counter</b>	<b>5032</b>

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

Other manual stats for 01.07.14 to 30.09.14:-

Borrow Box eAudio and eBooks (North Western): 599 users; 339 eBooks; 150 eAudio;

Inter Library Loans 80;

Computer IT Help: 112;

Wi-Fi 166; and

112 clients used the library for Study, Meetings, Tech Savvy sessions and Writing workshop sessions and Story Time sessions.

#### **7.4 Conclusion**

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.

#### **7.5 Recommendation**

That the Library report be received and noted.

**Luke Taberner**

**MANAGER CORPORATE SERVICES**

## **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 from the 13 October to 14 November consisted of the following:-

- Completed the construction of the new concrete footpaths leading to the memorial in Heritage Park.
- Maintenance and repairs to the showground multi-purpose shed.
- Replacing existing concrete footpath and driveway in Terangion Street near the Post Office.
- Painted non slip surface around the edge of the Nyngan Swimming Pool.
- Repaired toilets at Larkin Oval after Vandalism.
- Replaced signs in Davison Park.
- Assisted contractors with the erection of shade sails in O'Reilly Park.
- Repairs to pavers in Pangee Street near IGA.
- Repairs to the town library.
- Repairs to the toilets at the Town Hall after vandalism.
- Repairs to the showground announcers box after vandalism.
- Repairs to a culvert on Singleton's Road.

### **1.2 Community Facilities**

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

- Preparation of the ovals and sporting fields.
- Preparation of the Palais Theatre for the Fight Night.
- Cleaning and sweeping of the Nyngan CBD.
- Repairs to the irrigation system at No.1 Oval.
- Cleaning and maintenance of town streets and nature strips.
- Cleaning of town streets gutters and culverts.

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

### **1.3 Roads**

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

<b>No.</b>	<b>Name</b>	<b>Comments</b>
40	Plummers Road	Maintenance grading continuing.
7	Warrah Road	Maintenance grading completed.
81	Benah Road	Maintenance grading completed.
5	Peisley Road	Maintenance grading completed.
79	New Bogan Road	Maintenance grading completed.
4	Dandaloo Road	Maintenance grading completed.
25	Merryanbone Road	Maintenance grading continuing.
26	Old Warren Road	Heavy patching completed.
MR7514	Cockie's Road	Maintenance grading continuing.
11	Honeybugle Road	Maintenance grading completed.
HWY 8	Barrier Highway	Shoulder grading continuing.
HW 7	Mitchell Highway	Rehabilitation continuing.
81	Benah Road	Re-sheeting completed.

Council's Jet-Patcher during this reporting period has carried out routine maintenance on the following roads:-

- Nyngan town streets.
- Mulla Road.
- Gilgai Road.
- Pangee Road.
- Tottenham Road.
- Barrier Highway.

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

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

- Continuing maintenance grading of rural roads including Plummer's Road, Pangee Road, Merryanbone Road, Dandaloo Road, Buddabadah Road, and Mulla Road. Recently graded Cockie's Road will require further grading to the repair the damage from traffic during harvest.
- Installation of playground equipment at Girilambone.
- Construction of a shed to house and display the Cobb & Co Coach in Pangee Street.
- Construction and sealing of 1km of Dandaloo Road.
- Completing the 'Singletons Road' rehabilitation of 3.1km of the Mitchell Highway.
- Heavy patching of the Mitchell Highway and Barrier Highway.
- Installation of downpipes and pits to improve the storm water drainage at the racecourse bar.
- Continuing shoulder grading on the Barrier Highway.
- Resealing nominated section of the Mitchell Highway.

#### **1.4 Recommendation**

That the Operational Report be received and noted.

## **2 DISPOSAL OF DECOMMISSIONED FIRE TRUCKS**

### **2.1 Introduction**

The purpose of this report is to advise Council of the Rural Fire Services procedures for the disposal of decommissioned brigade fire fighting trucks.

### **2.2 Background**

Council considered a letter from Ian Hamblin on behalf of the Bogan Shire Rural Fire Brigade Captains at the October 2014 Council Meeting and requested that a full report into the disposal and subsequent use of decommissioned RFS fire trucks be presented to them at the next Council meeting.

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

## **2.3 Discussion**

Mr Hamblin's letter states that the Bogan Shire Rural Brigade Captains believe that decommissioned trucks should be offered for sale to the brigade they were issued to, to keep more equipment in the brigade, to improve safety and keep the proceeds of sales in the Shire.

Inspector Greg Sim, Manager North West Zone/Bogan District, Region West, NSW Rural Fire Services has advised Council of the following in relation to the disposal of decommissioned fire trucks:-

1. *The appliances are owned by the Rural Fire Fighting Fund (Crown) and vested in Council. The decision to dispose of the vehicles has been made in line with the 25 year tanker replacement program. The preferred way to achieve this is through a tender process allowing all interested parties the opportunity to tender for the appliance. The RFS Service Standard states that this must be achieved in accordance with the disposal policy for the Local Authority.*
2. *The disposal method should be based around the following principles:-*
  - *Achieve the best return to Government.*
  - *Satisfy probity considerations.*
  - *Provide adequate and equal opportunity to purchase.*
  - *Wherever possible 'acceptable to the community'.*
  - *Not cost more than the market value of the asset.*
3. *Once a vehicle is disposed of, it will not be reused by the NSW RFS or the RFS members for RFS Activities. They will also not become brigade equipment or utilised in any brigade activity. All markings, sirens, lights, equipment, BFO plates and any other equipment deemed necessary by the Zone Manager will be removed from the vehicles. On occasion, serviceable parts may be removed from the vehicle to reduce costs involved in repairing others. All exemptions for the vehicle will also be lifted meaning they will require registration to be used on a public road and will have no RFS insurance.*

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

4. *In the past we have agreed with Coonamble Council to hold the vehicles in our yard and display the appliances for sale to interested individuals. The tender process and advertising has been instigated by the Council and I generally met with the Council representative to open the tenders and evaluate them together. The Council then contact the individuals and chase payment. Once this has been completed the vehicles are released to the individuals. The Council then forwards a cheque to this office made out to NSW Rural Fire Service for the total funds minus any advertising costs (evidence to be provided). I forward this onto region and the money goes back into the Rural Fire Fighting Fund.*
5. *We need to be careful and ensure some probity as well as transparency is applied to the process especially if volunteers were to provide a submission for the appliance. They need to understand that these vehicles will not have anything to do with the RFS and are not suitable for RFS activities. They will not be put back into Red Fleet and are effectively wiped from all RFS systems.*
6. *Generally once all the approvals are in place the vehicles will be pulled into the Nyngan yard and we will remove all the fire fighting equipment and the items mentioned above. Then it will be over to Council for advertising and the tender process.*
7. *I cannot comment on previous events leading to the disposal of vehicles in Nyngan as I was not present, however I suspect it has been a very long time because the vehicles have been kept.*
8. *This has been discussed at length during Service Level Agreement Meetings and is becoming a reoccurring inquiry. I am confident that the above provides enough information about the process as such any further requests for information will go on notice and minutes from the SLA meetings will be referenced as the answers.*

## **2.4 Attachment**

NSW Rural Fire Service Resources (Disposal)

## **2.5 Recommendation**

1. That the report be received and noted.
2. That Ian Hamblin be advised of the procedure provided by Inspector Greg Sim, which involves disposal by tender to, amongst other things, "achieve the best return to Government".





NSW Rural  
Fire Service

Resources  
(Disposal)

## 5.4.1

### Asset Disposal

#### 1 Rationale

- 1.1 The Rural Fire Service ("the Service") is committed to the proper management of surplus or deficient physical assets that might otherwise reduce efficient, effective and safe service delivery. One of the key elements of asset management is the timely, appropriate and cost effective disposal of assets in a frame work that ensures probity, honesty and conformity to Government Policy.

#### 2 Standard

##### 2.1 Equipment Covered by this Service Standard

2.1.1 This Service Standard applies to equipment;

- Purchased through/by/with funds from the Rural Fire Fighting Fund;
- Ownership vested in the local authority; and
- Listed on Schedule 4 of the Service Level Agreement.

2.1.2 The assets **not covered** by this Service Standard are;

- Assets owned by the Service.
- Assets owned by the Local Authority (not purchased through the Rural Fire Fighting Fund).
- Assets owned by the Brigade.

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



NSW Rural  
Fire Service

## Resources (Disposal)

### 2.2 Considerations for Disposal

**2.2.1** All assets should be audited each year by the FCO to determine if each asset is still providing the service for which it was intended in a cost efficient and effective manner. Factors which will influence the determination of the viability of the asset are whether :

- the asset is still required for the delivery of services, either currently, or over the longer planning time frame.
- The asset is becoming uneconomical to maintain and/or operate.
- The asset wears out or fails.
- There is a Government Policy in place (e.g. Central determination on period of retention of an asset e.g. Tankers 10yrs)
- Other local considerations.

If the asset meets any one of the above, then the asset can be considered for disposal.

### 2.3 Disposal Criteria

Once an asset has been identified for possible disposal, the following set of criteria needs to be applied to determine if disposal is the best option.

**2.3.1** The asset is not critical to perform the service delivery functions.

**2.3.2** The asset no longer performs to its operational maximum in a safe, efficient and cost-effective manner taking into account:

- OH&S requirements;
- Whether running costs are becoming excessive compared to the value of the asset;
- Whether the asset still performs the task in a satisfactory manner; and
- Whether the asset is becoming unreliable, breaking down, or 'out of service' for increasing periods.

**2.3.3** The costs associated with upgrading, enhancement or refurbishment etc will not extensively prolong the life of the asset in a cost-effective manner, taking into account:

- whether the current book value (or market value) will be less than the proposed amount of the refurbishment/ upgrade/ enhancement;

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



NSW Rural  
Fire Service

## Resources (Disposal)

- whether the upgrade etc would markedly enhance the life of the asset; and
  - whether those funds would be better spend on a replacement.
- 2.3.4** There is a State Government/Service or Council predetermined policy that dictates the disposal of this classification of asset e.g. computers, motor vehicles, tankers etc.
- 2.3.5** The consequences if the asset is not replaced or fails to perform it's designated task covering the legal, moral, OH&S, human, financial and Rural Fire Service areas.
- 2.3.6** Any other options which may exist for the asset.

### 2.4 Recommendation for disposal method

After consideration of the criteria, the Fire Control Officer needs to make a recommendation on the disposal method.

**2.4.1** The disposal method should be based around the following principles:

- Achieve the best return to Government.
- Satisfy probity considerations.
- Provide adequate and equal opportunity to purchase.
- Wherever possible 'acceptable to the community'.
- Not cost more than the market value of the asset.

**2.4.2** The disposal methods include:

**(a) Auction**

This is a common method of disposal because it is usually more straightforward and the process is open to public scrutiny.

**(b) Tender**

Tendering is preferred where more control over the actual disposal of the asset is required.

**(c) Beyond Economical Repair (discarded or no-value)**

- the book or market value of the asset will be exceeded in repair/upgrade/refurbishment costs;

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



NSW Rural  
Fire Service

## Resources (Disposal)

- the market value will be exceeded by the disposal costs
- assets that have been superceded by technology etc thereby rendering the market value negligible.
- funds would be better spent on either a replacement asset or alternative method to deliver the service

### 2.5 Recommendation for disposal

- 2.5.1** The Fire Control Officer will prepare a report addressing the criteria listed in clause 2.3 and making recommendation on the disposal method (see clause 2.4).
- 2.5.2** Any recommendation should take into account Local Government policies/procedures.
- 2.5.3** The FCO will forward the necessary recommendation on the disposal method to the Local authority as the owner of the asset.

### 2.6 Approval to dispose of the asset

- 2.6.1** The Local authority will consider the report's recommendations on the disposal of the asset, either accepting or altering the recommendations and giving the reasons for any amendments.
- 2.6.2** The Local authority shall then report these finding back to the Fire Control Officer for the appropriate disposal action to take place.

### 2.7 Disposal action

- 2.7.1** The approved disposal method should be carried out in accordance with the locally agreed policies and procedures as determined by the Local authority.
- 2.7.2** Where the cost of disposal will exceed the likely cost of return upon disposal of the asset, an agreed method for disposal of such assets will be developed between the FCO and the GM for the approval of the Commissioner.
- 2.7.3** If the local authority has no policy or guidelines then those determined by the Department of Public Works and Services shall be used.

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



**NSW Rural  
Fire Service**

**Resources  
(Disposal)**

---

**2.7.4 Disposal of Vehicles**

- (a) Where a funded Rural Fire Service vehicle has been deemed surplus to requirements or beyond economical repair, the Commissioner's approval must be granted before any transfer of tender is effected.
- (b) A Vehicle Disposal/Transfer form is to be completed. See Intranet for a copy of this form
- (c) All transfers of vehicles to other Councils must be organised and processed by Fleet Officer at Head Office.
- (d) All tankers disposed of by way of tender or auction must have all references to Service, Council and Brigade, lights and siren removed. BFO identification plate is to be removed from the vehicle and returned to Engineering Services at Head Office. Council will be responsible for the organisation of auction or tender to ensure the best return is obtained.
- (e) All receipts for the sale of vehicles, excluding advertising and auction costs must be remitted for credit to the Rural Fire Fighting Fund. Cheques should be drawn in favour of the NSW. Rural Fire Service and forwarded to Financial Services Officer, Head Office as soon as possible after the sale.

- 2.7.5** A flow chart outlining the process to be followed in the disposal of the asset can be found on page 8.

**2.8 Monetary Process**

- 2.8.1** The assets covered by this Service Standard are vested in the local authority but owned by the Crown. The Rural Fires Act (Section 119(4)) states that an amount equal to the proceeds of sale of any such equipment shall be paid to the credit of the fund, in other words, returned to the Rural Fire Service.
- 2.8.2** In order for that to be achieved the following needs to happen:
- (a) If the disposal method is likely to return a monetary value for the asset, then a copy of the approval to dispose of the

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



NSW Rural  
Fire Service

### Resources (Disposal)

asset form, should be sent to the RFS - Manager Financial Services.

- (b) The RFS - Manager of Financial Services will then create a debtor, against that Council, in anticipation of the funds being remitted. The normal debtor system will then ensure that a remittance is received.
- (c) The Fire Control Officer, after receiving the remittance from the successful purchaser, then needs to send the money to the RFS - Manager Financial Services to clear the debtor and finalise the transaction.

**2.8.3** In the case of no money being anticipated from the disposal of the asset no further 'financial' arrangements need to occur.

#### **2.9 Service Level Agreements**

**2.9.1** The Service Level Agreement, between the Rural Fire Service and Local Government will contain an asset register of all the asset required to be maintained by the Rural Fire Service. This schedule of assets will be in force from the 1 July 2001. The Service Level Agreement will therefore become the basis of the asset register, thereby being the basis from which this Service Standard will be invoked.

**2.9.2** Any amendment to the asset, especially disposals, will therefore have to be adjusted in the schedule attached to the Service Level agreement

#### **2.10 Audit**

**2.10.1** The Service and Local Government will now be able to track the disposal of assets through the Service Level agreements. Any amendments, particularly disposals, will be tracked by the changing of the schedule attached to the Service Level Agreement.

**2.10.2** Each disposal will have to have the approval, as outlined in this Service Standard, recorded by the Fire Control Officer as evidence that the disposal was approved and the process followed.

**2.10.3** The audit of the assets in the Service Level Agreement will be done in accordance with both Local Government and Service policies within appropriate time frames.

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



**NSW Rural  
Fire Service**

**Resources  
(Disposal)**

---

**3 Who is responsible for implementing the Policy?**

- (a) RFS District/ Zone Managers
- (b) Local Government
- (c) RFS Regional Managers (Audit & compliance)
- (d) RFS Manager Financial Services

**4 Issue**

This Service Standard was considered by the Corporate Executive Group on 5 February 2002 and Rural Fire Service Advisory Council 21 August 2002. Issued by the Commissioner on 15 May 2002.

**5 Legislation and references**

Rural Fires Act, 1997 (as amended)  
Section 119 (2)  
Section 119 (3)  
Section 119 (4)

**6 Amendments**

None

**7 Document owner**

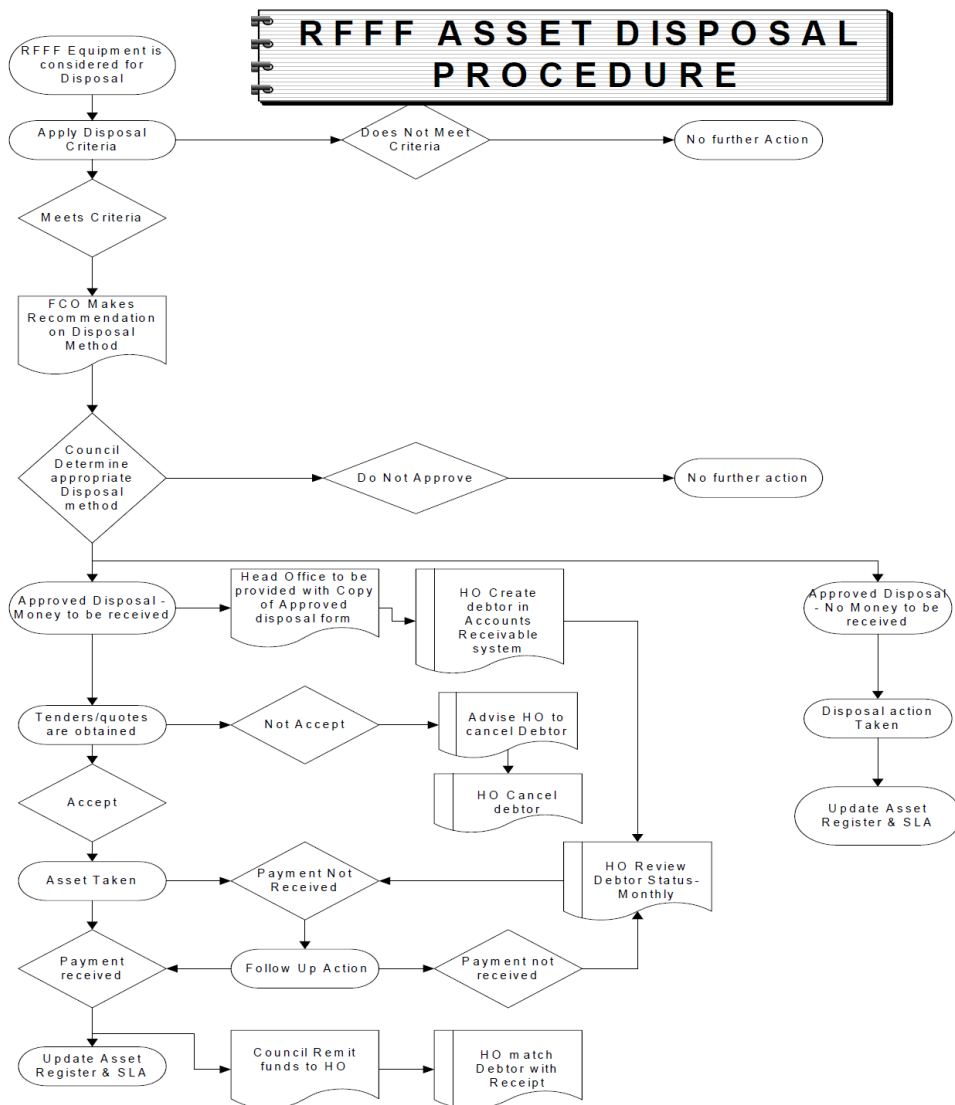
The owner of this Policy is the Executive Director Corporate Services.

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



**NSW Rural  
Fire Service**

**Resources  
(Disposal)**





### **3 SHOWGROUND ARENA WATERING SYSTEM**

#### **3.1 Introduction**

The purpose of this report is to provide Council with an estimate of cost to replace the existing showground arena raw watering system.

#### **3.2 Background**

A report was presented to Council in May 2014 for the upgrading of the existing watering system to provide an additional 12 sprinklers to ensure full coverage of the arena. This upgrade included a larger system controller for new stations, running additional wiring, installation of solenoids and PVC pipe for the additional sprinklers. The estimated cost to modify the system was \$25,000 which included \$6000 to complete the raw water system at the cemetery.

#### **3.3 Discussion**

The showground arena has now been inspected by another irrigation specialist who has provided a quotation to supply and install a complete new system of poly pipe and sprinklers at a cost of \$23,507.20.

The system quoted would use the existing pump, and controller, with new 50mm poly pipe, solenoid valves, wiring and sprinklers. Council staff will work with the installer to carry out the trenching to reduce the cost and the supplier has advised that approximately \$3,000 can also be saved by using the existing sprinklers. The design of the new watering system has allowed for thirty sprinklers (compared to the existing twelve) to provide sufficient overlap and full coverage of the arena turf.

The proposal in May was for Council's water supply staff to carry out a lot of the pipe and sprinkler installation as the supplier of the equipment indicated he would not be available to do the installation. With the current commitments of the water supply staff, it is preferred to have one staff member operating Council's trencher while the contractor completes the installation. This would allow the work to be completed in three to four days.

It is estimated that the arena system can be installed along with the required work to complete the cemetery raw watering system for a total cost of \$26,000. Council has \$30,000 in the current budget to complete the raw water at the Cemetery and to upgrade the arena watering system.

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

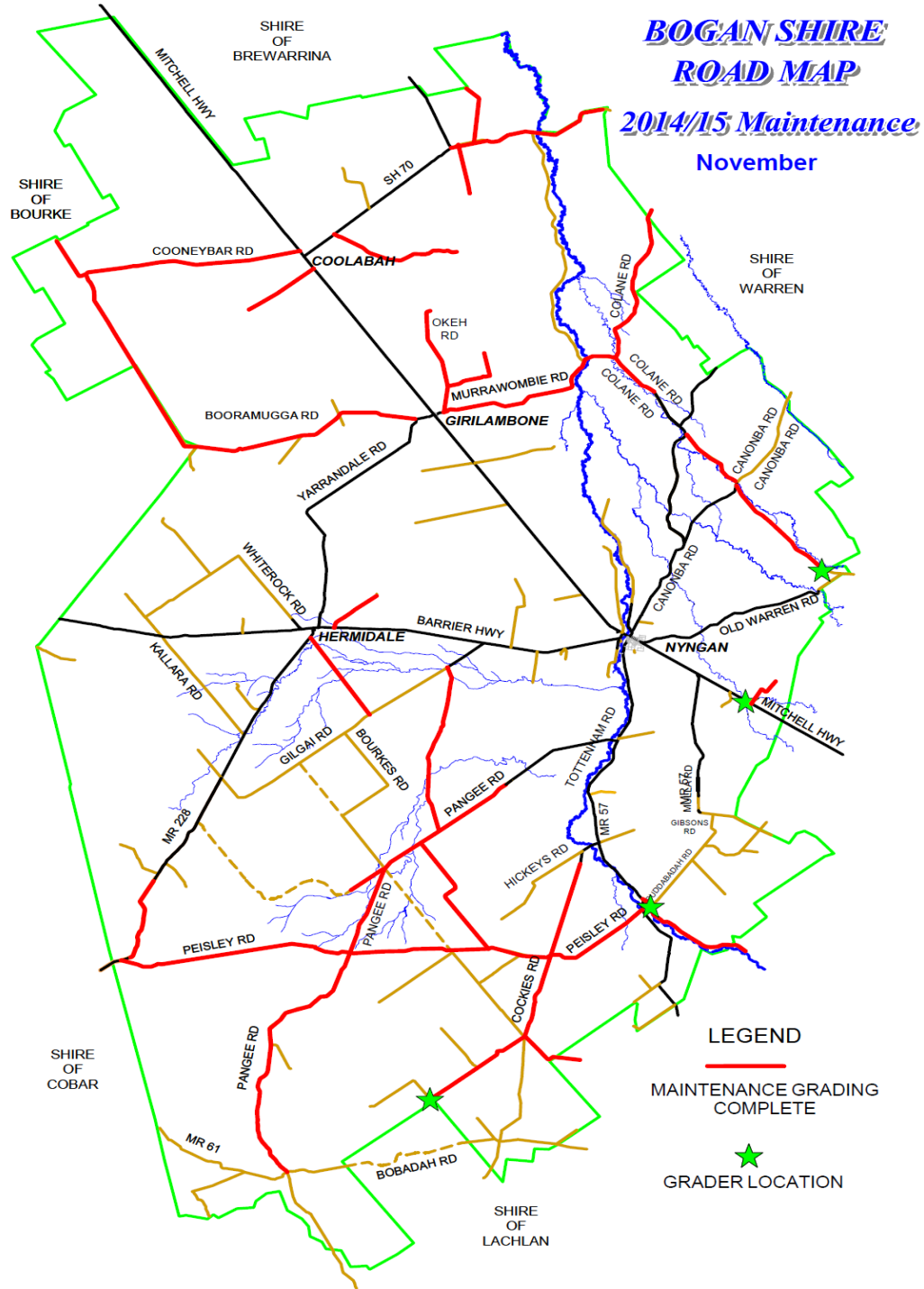
**3.4 Recommendation**

That the showground arena watering system be upgraded in conjunction with the completion of the cemetery raw water system at an estimated total cost of \$26,000.

**Graeme Bourke**

**MANAGER ENGINEERING SERVICES**

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



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

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

**Mayor and Councillors**

I submit the following reports for consideration:-

**1 DEVELOPMENT APPLICATIONS**

**1.1 Introduction**

Six (6) Development Applications have been approved since Council's October 2014 Meeting.

DA NUMBER	APPLICANT	ADDRESS	DESCRIPTION	VALUE (\$)	PROGRESS
2013/012	Ian & Mrs Sara Drain	6 Cathundril Street NYNGAN	Dwelling extension	40,000	Awaiting additional information as of 16/5/2013
2014/001	Dr Ryan Heggie	Cannonbar Road, NYNGAN	Hangar	64,000	Awaiting additional information as of 10/2/2014
2014/004	Ian Bennett	Mitchell Highway, NYNGAN	Transport depot	25,000	Awaiting additional information as of 22/4/2014
2014/013	Bruce Jordan	"Killawarra Station", COOLABAH	Extractive industry	10,000	Awaiting additional information as of 25/6/2014
2014/016	NSW Rural Fire Service	Cnr Dalley & Bourke Street, COOLABAH	Emergency services facility	140,000	Awaiting additional information as of 26/6/2014
2014/017	Michele Deacon	18 Minore Street, NYNGAN	Awning	20,000	Approved 15/10/2014
2014/018	Kenneth White	66 Dandaloo Street, NYNGAN	Carport	4,000	Approved 31/10/2014
2014/020	Bogan Shire Council	70 Pangee Street NYNGAN	Display Shed	80,000	Approved 6/11/2014
2014/022	Ron Bright	7 Cannonbar Street NYNGAN	Carport	3,000	Approved 30/10/2014

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

2014/023	NSW RFS	Lawlor Street NYNGAN	Carport	4,000	Approved 29/10/2014
2014/024	Kelvin Anderson	446 Okeh Road GIRILAMBONE	Subdivision		Being assessed as of 30/10/2014
2014/025	Michael Bush	26 Dandaloo Street NYNGAN	Swimming Pool	20,000	Approved 13/11/2014

**1.2 Recommendation**

That the report be received and noted.

## **2 OPERATIONAL REPORT – PARKS AND GARDENS TEAM**

### **2.1 Introduction**

The purpose of this report is to outline the key works undertaken since Council's October 2014 meeting by the Parks and Gardens team and its contractors for various projects. Contractors have been used on some occasions throughout this period due to the volume of work currently being undertaken and the limited timeframe available.

### **2.2 Discussion**

Key works that have been undertaken consisted of the following:

#### **➤ Davidson Park Program Project**

##### **Completed works to-date:-**

- ✓ (Contractor): Poured concrete footings and installed new 1.2m high children proof fence.
- ✓ (P&G Team): Prepared and installed the:-
  - new softfall material;
  - backfilled perimeter of new playground;
  - turf to immediate affected surrounding grounds;
  - trimmed adjacent trees and shrubs; and
  - installed new playground equipment and unlocked gates for usage.

##### **Outstanding works as of 17 November:-**

- establish a garden area between playground and public toilets; and
- works associated with the Bi-Centennial Wall and adjacent grounds. It is anticipated these will be completed prior to Christmas 2014.

#### **➤ Vanges Park Program Project:-**

##### **Completed works to-date:-**

- ✓ (P&G Team) Removed all Cedar Trees and plant replacement Flowering Ash Trees; and
- ✓ Relocated three (3) existing decorative concrete planter-boxes to perimeter of helicopter.

##### **Outstanding works as of 17 November:-**

- Planting of Bougainvillea in each relocated planter-box;
- Install watering system to each planter-box;
- Remove excess concrete slabs to perimeter of park, backfill with soils and lay new turf;

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

- (BSC – Civil Works) Assessable and install one (1) new timber style park seat adjacent to bus stop and two (2) park benches to Pangee Street frontage, and
- Install new helicopter display information sign.

It is anticipated these will be completed prior to Christmas 2014 subject to budget adjustment.

**Flood Memorial Carpark:-**

**Completed works to-date:-**

- ✓ Nil

**Outstanding works as of 17 November:-**

- (P&G) Undertake a search of existing irrigation lines located along railway fence-line and complete pressure test to re-establish irrigation to this area;
- (P&G) Flower Ash Trees to be ordered and holes to be prepared along southern side of carpark from Heritage Park to overhead foot bridge;
- (P&G) New irrigation line from Heritage Park to railway footbridge bridge path to be installed;
- Installation of new picnic table setting and curved roof shelter; and
- Install new twin waste & recycling bin stand and provide 240lt MGBs.

It is anticipated these abovementioned outstanding works will be completed prior to Christmas 2014.

**Heritage Park:-**

**Completed works to-date:-**

- ✓ (P&G) Backfilling along full length of new concrete walkway;
- ✓ Levelled filling soils/materials to prepare for turf laying to entire Park to Mitchell Street frontage;
- ✓ Removed excess concrete from abandon Nymagee Street driveway;
- ✓ Pressure tested all irrigation lines for any leakages prior to laying of turf and installed additional irrigation lines and sprinkler points; and
- ✓ Planted two remaining trees to Nymagee Street frontage.

**Outstanding works as of 17 November:-**

- Turf to over 700m<sup>2</sup> to Stage 1 (Mitchell Street frontage); and
- Remaining grounds to be backfilled and generally levelled, ready for turf subject to budget provisions.

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

It is anticipated these abovementioned outstanding works will be completed prior to Christmas 2014.

**O'Reilly Park (Skate Park) (Completed):-**

**Completed works to-date:-**

- ✓ (BSC – Engineering Staff) Reposition existing skate park ramps & existing picnic table setting and curved roof shelter relocated to new concrete slab.
- ✓ (Contractors) Sun Shade Sails erected.

**O'Reilly Park (Playground):-**

**Completed works to-date:-**

- ✓ (P&G) Removal of red capped roof covers in playground to reduce opportunity for climbing onto sails/vandalism;
- ✓ (Contractor) Vandalised shade sail replaced for second time;
- ✓ (P&G) New 1.2m high fence ordered; and
- ✓ (Contractor) Old concrete slab removed.

**Outstanding works as of 17 November:-**

- (P&G) Six (6) Flowering Ash trees plant on western side of playground area;
- (P&G) Minor M&R to existing softfall undertaken for short-term; and
- (P&G) Install new twin waste & recycling bin stand and provide 240lt MGBs.

It is anticipated these abovementioned outstanding works will be completed prior to Christmas 2014.

**Rotary Park: (Completed to-date: 2014/2015 Program):-**

**Completed works to-date:-**

- ✓ Recommission irrigation system due to recent breakages etc.

**Outstanding works as of 17 November:-**

- (P&G) Install new twin waste & recycling bin stand and provide 240lt MGBs; and
- Install additional bollards and other barriers to the south-eastern corner of the park to present a balance appearance to the internal roadway through the park.

It is anticipated these abovementioned outstanding works will be completed prior to Christmas 2014.



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

➤ **Completed routine maintenance tasks:-**

- Pangee Street beautiful program: weeding, litter removal and pruning of low maintenance gardens, (latest gardens have been weed infested);
- General mowing and edging to parks;
- Pruning of trees various locations;
- Repairs to irrigation systems in various parks; and
- Commencement of fortnightly mowing and ground maintenance of Bogan Bush Mobile Centre.

It is considered that with the appointment of a casual for the 6 months will allow at least P&G staff to get back to attending to the many parks and gardens through-out Nyngan.

### **2.3 Recommendation**

The report be received and noted.

### 3 NYNGAN & DISTRICT MEMORIAL SWIMMING POOL COMPLEX – REVITALISATION PROGRAM PROGRESS REPORT

#### 3.1 Introduction

The purpose of this report is to advise Council as per Council resolution 181/2014 of the completion of the revitalisation program of works which encompassed the expenditure of the carry-over funds from the 2012/2013 budget year into the 2014/2015 financial year and what was the total construction costs to-date.

#### 3.2 Background

The intention of the presented August 2014 report to Council was for an overview of the intent to complete the entire building within the allocated funds. It was considered that since the Storeroom portion was only to reach lockup stage, then the allocated budget would be sufficient.

#### 3.3 Discussion

This report is to present to Council the actual costs relating to the entire project including the extensive variations, which were encountered and unforeseen due to the nature of the lack of quality previous works, extensive leakage of the pool and the unknown, non-operational and deteriorated subsoil and wastewater drainage lines, and reticulation water supply system and electrical services over the past 60 years. Those involved hitting every pipe and conduit that has either been forgotten about, made obsolete or just in the wrong spot.

Presented for discussion is the original report with an additional column indicating the actual cost, with the itemised variations actual costs listed also, which all have been paid. Please note variations under a normal MBA contract by a builder would incur an additional cost of 10 - 15% per variation item.

Therefore, I report to Council that the Nyngan & District Memorial Swimming Pool 2014 project is now generally completed on time and however the **budget of \$187,000** has been exceeded by the **variations costing of \$61,432** to present a **final costing of \$222,289**. Variations were due to:- changes to original design and the many unknown factors. However, this project has a much higher quality of finish than I expected, when compared to what challenges laid ahead of those involved at the beginning.

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

I extend to Council my thanks for the opportunity to be involved in such a high profile project where future generations will utilise this swimming pool and associated facilities can still provide an economical-life service to the community of Nyngan. My thanks are also to be extended to Council's Civil Works team and others from Council and to the selected contractors involved for their cooperation and workmanship.

Item	Works to be undertaken	Est \$	Actual \$
1.	<b>External: ( Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ ** Terminate all power supply to pool filtration plantroom <b>(Completed)</b></li> <li>➤ ** Establish permanent new external power board &amp; pole adjacent to south-eastern boundary chain-wire fence line <b>(Not Undertaken)</b></li> </ul>	* \$1,800	<b>\$616</b>
2.	<b>External: (Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ ** Remove existing earthenware waste water drainage lines associated from the plantroom and replace with install 100mm sewer grade PVC pipework. Provide a new waste water drainage line junction to the proposed Nyngan Swimming Club, Storeroom. <b>(Completed)</b></li> <li>➤ Install 150mm stormwater grade PVC drainage line to drain all excess surfacewater and roof water, and discharge into the existing surfacewater diversion drain adjacent to the tennis courts, <b>(Completed)</b></li> <li>➤ New 450mm x 450mm surfacewater collection pits to be provided adjacent to western and eastern elevation of pool at the deep end of pool due to storeroom and proposed sun shade sail construction and remove all defective/nonoperational existing stormwater collection system. <b>(Completed)</b></li> </ul>	\$12,000	<b>\$2,734</b>  <b>\$3,261</b>  <b>\$2,500</b>

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

<b>3.</b>	<b>External: (BSC)</b> <ul style="list-style-type: none"> <li>➤ ** Remove existing chain-wire internal fence line <b>(Completed)</b></li> <li>➤ ** Demolish &amp; remove existing BBQ roof structure, BBQ structure and associated slab <b>(Completed)</b></li> <li>➤ ** Remove curved roof sheets from existing sun shade structure from in front of existing asbestos cladded pool filtration plantroom <b>(Completed)</b></li> </ul>	*\$6,000 (\$4,500)	Part of Bogan Shire Council's labour & plant cost
<b>4.</b>	<b>Nyngan Swimming Club, Storeroom: (Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ ** Excavate and prepare for construction concrete floor slabs and build new hobs to pool filtration plantroom and storeroom <b>(Completed)</b></li> <li>➤ ** Construct new BBQ slab <b>(Completed)</b></li> </ul>	\$18,000	<b>\$22,915</b> <i>(Paid)</i> <b>\$1,849</b> <i>(Paid)</i>
<b>5.</b>	<b>Pool Filtration Plantroom: (BSC)</b> <ul style="list-style-type: none"> <li>➤ Remove asbestos sheets from the pool filtration plantroom <b>(Completed)</b></li> <li>➤ Transport and dispose of all asbestos waste material and associated equipment <b>(Completed)</b></li> <li>➤ Obtain Enviro-Hygenist Report for Council's records <b>(Completed)</b></li> </ul>	* \$20,000 (\$3,000)	<b>(BSC)</b>  <b>(BSC)</b>  <b>\$11,026</b> <i>(Paid)</i>
<b>6.</b>	<b>External: (BSC)</b> <ul style="list-style-type: none"> <li>➤ ** Provide new galvanised steel lid and support members to existing trade waste pit to northern elevation of pool filtration plantroom</li> </ul>	\$2,500	<b>(BSC)</b>
<b>7.</b>	<b>Pool Filtration Plant-room &amp; Storeroom: (BSC)</b> <ul style="list-style-type: none"> <li>➤ Reconstruct new truss roof over renovated pool filtration plantroom <b>(Completed)</b></li> <li>➤ Reconstruct existing wall framing as to suit new roof line to pool filtration plantroom <b>(Completed)</b></li> </ul>	* \$28,000	<b>\$25,291.25</b> <i>(Paid)</i> Supply Frame, Truss, iron sheeting to roof & walls

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

	<ul style="list-style-type: none"> <li>➤ Construct on site timber wall framing for storeroom</li> <li>➤ Erect truss-roof over, to match and be in-line with renovated pool filtration plantroom roof line <b>(Completed)</b></li> <li>➤ Sislotion blanket to entire roof-line <b>(Completed)</b></li> <li>➤ Install dark-coloured corrugated iron roof sheeting throughout <b>(Completed)</b></li> </ul>		<i>Plus Windows for Storeroom</i> <b>\$4,500</b>
8.	<b>Pool Filtration Plantroom &amp; Storeroom (BSC)</b> <ul style="list-style-type: none"> <li>➤ Reclad the entire filtration plantroom and storeroom with dark-coloured colourbond corrugated sheeting and trimming, <b>(Completed)</b></li> <li>➤ Install insulation batts to all external walls and ceiling to <u>pool filtration plantroom only</u> <b>(Completed)</b></li> </ul>	* \$50,000	<i>See figure above for proportional costing's</i>
9.	<b>Pool Filtration Plantroom (BSC)</b> <ul style="list-style-type: none"> <li>➤ Empty existing sand filter beds and allow to dry <b>(Not undertaken insufficient time 2015/2016)</b></li> <li>➤ Sealing to be undertaken in consultation with specialised manufacturers <b>(Not undertaken insufficient time 2015/2016)</b></li> </ul>	(Not budgeted for, M&R funds)	
10.	<b>Pool Filtration Plantroom: (Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ Install new electrical wiring throughout <b>(Completed)</b></li> <li>➤ Install new mains to plantroom <b>(Completed)</b></li> </ul> <p><i>Please note: Anticipated that a portion of this cost (\$9,000) will be associated with a portion of external works associated with a new power supply form item 1 above (A saving or nil increase)</i></p>	* \$9,000 <b>(\$11,000)</b>	<b>\$5,200</b> <i>(Awaiting invoice. Invoice is to cover BBQ work Item 14 below)</i>
11.	<b>Pool Filtration Plantroom: (BSC)</b> <ul style="list-style-type: none"> <li>➤ Supply &amp; install new internal linings (Villaboard to plantroom walls or water-resistant gyprock to walls and ceiling) <b>(Completed)</b></li> </ul>	\$18,000	<b>\$1,415</b>

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

	<ul style="list-style-type: none"> <li>➤ Paint ceiling and walls throughout <b>(Completed)</b></li> </ul>		
12.	<b>Pool Filtration Plantroom &amp; Storeroom (BSC)</b> <ul style="list-style-type: none"> <li>➤ Supply and fit 920mm wide solid core entrance doors and aluminium windows to storeroom <b>(Completed)</b></li> </ul>	\$4,000	<b>\$1,593</b> <i>(Supply only)</i> <b>Labour BSC</b>
13.	<b>Pool Filtration Plantroom &amp; Storeroom (Contractor)</b> <ul style="list-style-type: none"> <li>➤ Erect new sun shade sails across entire deep end of pool <b>(Completed)</b></li> <li>➤ Replacement of the eight (8) umbrellas covers to the small umbrellas located adjacent to the baby pool <b>(Completed)</b></li> </ul>	* \$22,000 <b>(\$28,000)</b>	<b>\$14,710</b>  <b>\$7,480</b>
14.	<b>Pool Filtration Plantroom &amp; BBQ area (Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ Completed electrical fit-out; internal lights, switches and security lighting <b>(Completed)</b></li> <li>➤ Complete electrical works for new BBQ area <b>(Completed)</b></li> </ul>	\$5,000	<i>Proportional cost associated with item 10 above)</i>
15.	<b>Pool Filtration Plantroom (Local Contractor)</b> <ul style="list-style-type: none"> <li>➤ Completed plumbing &amp; fit-out including new SS sink <b>(Still Outstanding - Nov)</b></li> </ul>	\$2,500	<b>Est \$2,500</b>
16.	<b>Minor site works (BSC)</b> <ul style="list-style-type: none"> <li>➤ Provision of new Hydrant point within pool grounds <b>(Completed - BSC)</b></li> <li>➤ General concreting around pool filtration plantroom from drainage works and installation of sun shade sails posts <b>(Completed - Contractor)</b></li> <li>➤ Internal painting to plantroom <b>(Completed - BSC)</b></li> <li>➤ Minor stormwater drainage works from rear storeroom <b>(Not undertaken)</b></li> </ul>	\$7,000	<b>(BSC)</b>  <b>\$16,844</b> <i>(See variation)</i> <b>(BSC)</b>

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

	➤ Minor repairs to rear storeroom wall due to surface cracks <b>(Not undertaken)</b>		
	<b>Total Cost to-date of contractors &amp; materials</b>		<b>\$113,420</b>
	<b>Variations Costing: (Contractors costs and suppliers cost only)</b>		
	➤ Cut and remove 2 separate defective concrete between pool/filtration plantroom	<b>\$3,526</b>	
	➤ New water service to filtration plantroom	<b>\$640</b>	
	➤ Form up and pour new wider concrete hobs to pool/filtration plantroom due to demolition of entire original plantroom	<b>\$2,300</b>	
	➤ Timber framing material purchase for filtration plantroom reconstruction due to demolition of entire existing frame	<b>\$4,600</b>	
	➤ Change breezeway to storeroom due backwash pit location: slab, timber wall framing, internal lining	<b>\$5,800</b>	
	➤ New concourse floor tiles to vertical face of concourse due to removal of defective concrete between pool/filtration plantroom	<b>\$218</b> <i>(Supply only)</i>	
	➤ Ventilation grills to filtration plantroom due to chlorine odours	<b>\$1,045</b> <i>(Supply only)</i>	
	➤ Replacement of bird-damaged shade sail (2012/2013)	<b>\$2,002</b>	
	➤ Repairs to baby pool shade structure cover due to weather condition	<b>\$530</b>	
	➤ Provision for additional internal wall and ceiling linings to filtration plantroom due to possible chlorine odours impact on metal members to frame	<b>\$1,875</b>	

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

	➤ Replacement of main water service line to balance tank due to defective existing and damaged new line during construction of shade sails	<b>(BSC) \$</b>	
	➤ Continual changes to architectural drawings due to backwash pit	<b>\$3,500</b> <i>(approx.)</i>	
	➤ Replacement of the entire BBQ. Due to original BBQ was completely defective and was not reusable	<b>\$8,000</b>	
	➤ Replace entire concrete slab between pool and filtration plantroom and remove existing defective/broken concrete	<b>\$16,844</b>	
	➤ Bore post holes for shade sails and perimeter concrete path to new work	<b>\$6,674</b>	
	➤ Recommission pool dosing equipment	<b>\$2,023</b>	
	➤ Construct new work bench and sink system	<b>\$1,855</b>	
	<b>Total Cost of Variations</b>	<b>\$61,432</b>	<b>\$61,432</b>
	<b>Total BSC Labour &amp; Plant Costs to-date</b>		<b>\$73,764</b>
	<b>Total cost of Contractor &amp; Materials</b>		<b>\$113,420</b>
	<b>Adjustment in expenditure still be to reconciled</b>		<b>\$35,105</b>
	<b>Total cost to date:</b>		<b>\$222,289</b>
	<b>Allocated funds</b>		<b>\$187,000</b>
	<b>Projected Shortfall:</b>		



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

**Outstanding works to-date 17 November:-**

- Supply and fit new work bench to filtration plantroom;
- Connect water to new sink/workbench;
- New turf to immediate area around BBQ; and
- Erection of chainwire fence to rear portion of storeroom.

Estimated total cost of the above \$7,000.

**3.3 Attachments**

See below for photo

**3.4 Recommendation**

1. That the report be received and noted.
2. That all staff involved the Nyngan & District Memorial Swimming Pool be congratulated on the outcome of the completed works.



**Completed project at 4 November 2014**

## **4 DAVIDSON PARK - REVITALISATION PROGRESS REPORT**

### **4.1 Introduction**

The purpose of this report is for Council to be aware of the extent of works undertaken to-date in Davidson Park Revitalisation Project, what works are still outstanding and the status of the allocated budget expenditure.

### **4.2 Background**

Previous reports of March 2013 and August 2014 focus on the relocation of the playground area and the program of works. The final decision resulted in the approved location between the CWA building and the western side of the exiting toilet block. As reported in the August 2014 report, as a result of this decision confirmation of the location of the existing irrigation lines and light-pole power supply, the new playground area has been shifted slightly closer to the toilet block.

### **4.3 Discussion**

#### **Recently completed works:**

The progression of all works associated with Davidson Park to-date has been noticeably slower than anticipated however the following completed works draws to a close this portion of works associated with the new playground:

- ✓ (Contractor): Formed and poured concrete strip footing to perimeter of playground and installed a new heavy duty 1.2m high child proof fence;
- ✓ (P&G): Installed new soft-fall material;
- ✓ (P&G): Site works to perimeter of new playground including new turf; and
- ✓ (P&G): Install 3 new playground equipment pieces.

I am pleased to advise Council that this portion of Davidson Park works program is now complete and the playground was reopen for usage on 30 October 2014.

#### **Future program of works for discussion:**

Depending on available capital works funds within allocated budget the following works are programmed to commence and should be completed by Christmas 2014 depending of staffing levels:-

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

- remove all paving bricks along the full length of the Bi-Centennial Wall, around large tree at Pangee Street front boundary to Leo Bell property to predetermined line and remove other pavers from around tree near telephone box with general tidy-up program and then transport all pavers to Council Depot;
- fill/level and grade this area to a predetermined height to the suit visual appearance, from Pangee Street and prepare for laying of turf;
- extend existing irrigation system to provide sufficient coverage;
- remove rocks from around base of Pangee Street tree and Bi-Centennial plaque;
- turf to the nominated area;
- undertake replanting of roses to the Rose Garden; and
- upgrade Railway Station/Museum entrance to Davidson Park.

It is anticipated that any surplus capital works funds from these additional site works etc from the Davidson Park Project, should be reallocated to the Vanges Park Project and then once Vanges Park is completed any surplus capital works funds still available should be then be transferred to Heritage Park so that additional turf laying to the entire area can be achieved prior to ANZAC Day 2015.

It is acknowledged that the Davidson Park entire project has been a somewhat slower than programmed. The reasons are many however, it is anticipated that this final stage to the overall program will finalise the Davidson Park Revitalisation Project by Christmas 2014.

Allocated capital works budget is **\$17,664** and expenditure to-date for this portion of revitalisation project (playground) was to-date **\$8,195**. Surplus funds will be directed to complete any minor site works and be unitised to complete the railway entrance into Davidson Park.

#### **4.4 Recommendation**

1. The report be received and noted.
2. Any surplus capital works funds from Davidson Park Project be reallocated to Vanges Park and then also onto Heritage Park for purchase and installing of turf and additional tree planting to the Flood Memorial Carpark.

## **5 VANGES PARK – REVITALISATION COMPLETION REPORT**

### **5.1 Introduction**

The purpose of this report is to advise Council that the budgeted program of works for Vanges Park is now completed.

### **5.2 Background**

Council provided a budget for selective works to be undertaken to improve the appearance of Vanges Park. The focus of works has been the:-

- ✓ removal of all the Cedar Trees and the planting of eight (8) new Flowering Ash Trees;
- ✓ relocation of the existing decorative concrete planter-boxes to the perimeter of the helicopter and planting of varying coloured Bougainvilles to each planter box;
- ✓ supply water to planter boxes and back fill area with bark-chip/mulch material to effectively cover the bitumen road material under the helicopter;
- ✓ remove all excess concrete slabs (those no longer necessary) and fill and returf these areas; and
- ✓ install one (1) new park seat near bus stop and two (2) new park benches to the Pangee Street frontage.

### **5.3 Discussion**

The project has taken much longer than programmed due mainly to lack of staff and equipment. I am pleased to advise Council that the Vanges Park Project should be finished by Christmas 2014. Outstanding works as of 17 November 2014 are:-

- Planting Bougainvilleas in each relocated planter-boxes;
- Install watering system to each planter-boxes;
- Remove excess concrete slabs to perimeter of park backfilled with soils and lay new turf;
- (BSC – civil works) Assessable and install one (1) new timber style park seat adjacent to bus stop and two (2) park benches to Pangee Street frontage; and
- Install new helicopter display information sign.

**Budget capital works \$6,000.** Total expenditure to-date \$4,500. Expected final costing will exceed the \$6,000 budget figure to an **expected final cost of \$9,500.**

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

Reallocation of \$3,500 should be made from the surplus funds from the O'Reilly Skate Park Project and some funds from the cancellation of the Moonagee Park & Lion Parks Projects.

The only expected outstanding works will be the final filling/topping up of the area under the helicopter with bark-chip/mulch. Such bark-chip/mulch will be provided from tree pruning/removal program from street tree program.

#### **5.4 Attachments**

See photos below.

#### **5.5 Recommendation**

1. That the report be received and noted.
2. That \$3,500 be reallocated from the cancelled Moonagee Park & Lion Park Projects to Vanges Park Project.
3. That any surplus capital works funds from Vanges Park be transferred to the Heritage Park project.



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



This planter box has been removed and relocated to helicopter

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



Excess concrete slabs to be removed and grass to be laid.



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



These planter boxes have been removed and relocated to under helicopter. Excess concrete to be removed and remaining portions used to have new bench seats installed.



## 6 STREET TREES MAJOR PRUNING PROGRAM – VARIOUS LOCATIONS

### 6.1 Introduction

The purpose of this report is to advise Council of a program to heavily prune certain Fig Trees at various locations and the removal of either dead or dying trees in various other locations as presented within this report.

### 6.2 Background

Subject Fig Trees to be pruned are located at:-

- 1 tree: - Northern side of Mitchell Hwy (in front of the BP Service Station). Council has received continual complaints from the owners concerning the massive overhanging branches into their land which is impacting on their business. **(Completed 17 – 18 Nov)**
- 5 trees: - Southern side Mitchell Hwy opposite BP service station and adjacent to large ground depression area, **(one completed 17 November with the remaining programmed for 23 November)**
- 1 Tree: – Heritage Park, Nymagee Street, (programmed 23 November)
- 2 Trees – Flood Memorial Carpark, (programmed for 23 November).

The intent is to prune the trees to a suitable and publicly acceptable shape with suitable shape and coverage to still provide shade but remove the “L or Y or U-shape” that currently exists on Mitchell Hwy and Nymagee Street. Estimated cost is approx. \$2,000 per tree with all material being shredded and recycled into P&G areas.

Subject trees to be removed located at:-

- One tree – Heritage Park – Mitchell St (closest to level crossing) **Completed 17 November)**
- One tree – Heritage Park – Nymagee St – Peppercorn (Programmed 23 November)
- Two Trees – Hoskins St (Large Gum and a smaller gum tree) (Completed 17 November).

### 6.3 Discussion

The main entrance into Nyngan is marred by the current appearance of the large disfigured Fig Trees, as the result of cutting/pruning activity by the local electricity authority due to clearance requirements from the overhead power lines. It is considered that these trees especially those on the entrance into Nyngan, should not be presented to the public as a “letter shape” tree.

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

This pruning activity will still provide under canopy clearance for travellers with caravans seeking shade whilst travelling into Nyngan during our summer months.

Other Fig Trees through Nyngan have/will receive the same treatment as Mitchell Hwy/Nymagee Street. It is considered that towards the end of the 2014/2015 financial year that these trees are to be considered on their merits for pruning.

#### **6.4 Attachments**

See photo below.

#### **6.5 Recommendations**

1. That the report be received and noted.
2. That works be undertaken within the allocated budget on the nominated trees.



One of the five Fig Trees (Opposite Outback Motor Inn) that have been trimmed by the local electricity authority that require pruning.

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



Before & After pictures of Fig Tree - Mitchell Hwy BP Service Station 17 Nov 2014





## **7 O'REILLY PARK REVITALISATION PROGRESS REPORT**

### **7.1 Introduction**

The purpose of this report is to advise Council of the progress of works that have been undertaken to improve the existing facilities at O'Reilly Park and what works are still outstanding and the reason for the extensive delays in completing the project.

### **7.2 Background**

The O'Reilly Park Project was not just one section. The project is to encompass the:-

- a) Erection of sun shade sails over the extensive Skate Park to match the design of the 2013/2014 playground sails project; and
- b) Repairs to the vandalised sun shade sail over the playground area.

### **7.3 Discussions**

#### **Skate Park Sun Shade Sails:-**

This entire project has been undertaken with the intent to provide a more user friendly environment for the young bike and scooter riders. The sails design was to match the sails over the playground, with a different colour aspect to represent the Nyngan footballers. As a result of the sails design the entire skate park ramps were repositioned to provide as much sun protection to the users as possible and also reduce the likelihood of persons trying to climb onto the sails.

The entire Skate Park portion of the project is now completed.

➤ **Budgeted allocation: \$ 58,000                      Actual cost: \$ 55,339.84**

The balance of allocated budget of \$2,660.16 be reallocated to Vanges Park to assist in the expected short fall to finalise this project prior to Christmas 2014.

#### **Playground Sails:-**

The recent second case of vandalism impact on the same sun shade sail as the first has resulted in the following being undertaken:-

- a) Installation of a second black post to the south-eastern corner, to raise the entire corner by 1.3m higher than originally designed (cost \$1,410) and repairs to vandalised sail (cost \$700) and,
- b) P&G have removed the two remaining red cap (roofs) within the playground, which were being used by youths to burn holes in the sun shade sails, on both occasions.

## **Playground Softfall**

The major portion of works program are still to be undertaken at O'Reilly Park, however the following works have been completed and others programmed to be commenced soon including:-

- ✓ **(Completed)** - Relocation of the existing picnic table and curved roof shelter from the northern-western corner to the southern-western area adjacent to the internal roadway. The reason for the relocation is two fold:-
  - i. Reduce the climbing opportunities onto the sails over the playground via the curved roof shelter, and
  - ii. Reduce the likelihood of picnickers driving across the park to get to the table, as they did not wish to have to carrying their food and drinks to the table from the internal roadway.
- ✓ P&G Team: are to re-establish the surrounding grounds ready for Christmas holidays, including the removal of any trip hazards and filling of any depressions with sand material.

From mid-December to late January 2015 the following works are programmed:-

- contractor to excavate, form-up and pour footings and erect a 1.2m high child proof fence (similar to Davidson Park);
- removal of any remaining damaged existing softfall covering material;
- prepare playground area and install new softfall material; and
- recommission the playground area.

The extensive works associated with the playground at O'Reilly Park have been deliberately delayed, to allow P&G Team to complete as much of the other project works associated with Pangee Street, Davidson Park, Vanges Park, O'Reilly Park, Rotary Park, and the latest and largest Heritage Park Project, let alone general maintenance areas and also to undertake a budget review due to the additional transport and associated costs of the softfall material. Davidson Park playground utilised additional softfall material than was originally calculated for.

Council's budget allocation for:-

- fencing \$8,599 is sufficient to purchase the fencing material but insufficient for the erection as outlined above; and
- softfall material budget allocation of \$22,000 at this stage appears to be sufficient, but the removal of defective existing softfall covering material and installation of the new softfall material is expected to be insufficient.

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

A budget review for additional funds is sought from the cancelled Moonagee Park and Lions Park shade sails projects. Please note these two projects were based on Government Grants becoming available to subsidise their construction this financial year. These additional funds will see the entire O'Reilly Park completed by mid-February 2015 and a small portion being reallocated to Vanges Park to complete this project by Christmas 2014.

It is also sought that any surplus funds from the O'Reilly Park Project to be directed to Heritage Park Project for the purchase and installing of additional turf to make ready for 25 April 2015.

#### **7.4 Recommendation**

1. The report be received and noted.
2. A report to be referred to Council at its March 2015 meeting on the overall budget expenditure for O'Reilly Park Project.

**Timothy Riley**

**MANAGER OF DEVELOPMENT & ENVIRONMENTAL SERVICES**

## PRECIS OF CORRESPONDENCE

### 1 LODGE OXLEY

Attached is a copy of correspondence received from the Lodge Oxley thanking Council for the assistance provided to the Lodge in regard to the reduction of Council rates.

**1.1 Recommendation:** That the correspondence received from the Lodge Oxley thanking Council for the assistance provided to the Lodge in regard to the reduction of Council rates be received.

### 2 NYNGAN HIGH SCHOOL

Attached is a copy of correspondence received the Nyngan High School thanking Council for the support and sponsorship on the recent trip to Tongling, China.

**2.1 Recommendation:** That the correspondence received the Nyngan High School thanking Council for the support and sponsorship on the recent trip to Tongling, China be received.

### 3 NYNGAN HISTORICAL SOCIETY

Attached is a copy of correspondence received from the Nyngan Historical Society asking Council to donate to the project to completely restore the 1924 Garford Fire Engine. Estimate cost to restore the engine is \$45,000.

**3.1 Recommendation:** For Council's Consideration.

### 4 OFFICE OF LOCAL GOVERNMENT

Attached is a copy of Circular No 14-28 Release of Fit for the Future Self-Assessment Tool, Templates and Guidance Material. Councils can continue working on their Fit for the Future Proposals, for submission by 30 June 2015.

**4.1 Recommendation:** That Circular No 14-28 Release of Fit for the Future Self-Assessment Tool, Templates and Guidance Material be received.

## **5 NSW RURAL FIRE SERVICE**

Attached is a copy of correspondence received from the NSW Rural Fire Services advising of the recently approved allocations for the 2014-15 Rural Fire Fighting Fund which supports volunteer brigades. Council's summary and allocation is attached.

### General Manager's note:

\$1,040,225 (\$1,236,354 less previous year commitment is \$309,262 greater than the original certified bids and estimates figure of \$730,963).

**5.1 Recommendation:** That correspondence received from the NSW Rural Fire Services advising of the recently approved allocations for the 2014-15 Rural Fire Fighting Fund be received.

## **6 NSW PUBLIC LIBRARIES ASSOCIATION LIBRARY FUNDING CAMPAIGN**

Attached is a copy of correspondence received from the Library Funding Campaign Committee providing Council with an update of the Campaign as well as a presentation for the Council Meeting.

**6.1 Recommendation:** That the correspondence received from the Library Funding Campaign Committee providing Council with an update of the Campaign be received.

## **7 BUREAU OF METEOROLOGY**

Attached is a copy of correspondence received from the Bureau of Meteorology advising that the aerodrome forecast service for Nyngan airport will cease to be funded by the aviation industry Meteorological Service Charge. As a result of this decision the Nyngan Airport service is scheduled to cease on 5 March 2015.



**Précis of Correspondence to the Ordinary Meeting of  
Bogan Shire Council held on 27 November 2014**

General Manager's note:

1. Council was first made aware of the recommendation to cease the service in November 2012.
2. Council replied to the letter requesting the service not cease and inviting someone from the office to come and address Council – February 2013.
3. Reply to Council's letter advising the service may be provided on a contractual basis and a visit to Council is not possible – March 2013.

**7.1 Recommendation:** For Council's Consideration.

## **8 WEEKLY CIRCULARS**

Weekly Circulars 40/14 to 44/14 are tabled for Council's information. Copies of the Circulars Indices and Summary of Items have been dispatched to Councillors.

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

**Grants and Funding to the Ordinary Meeting of Bogan Shire Council  
held on 27 November 2014**

## **GRANTS AND FUNDING**

### **LG Weekly 40/14 – 17 October 2014**

#### **Expression of interest for Women's Safety Grants – Now Open**

Organisations are encouraged to submit an Expression of Interest (EOI) into conducting research that responds to violence against women and their children.

#### **Grants Available to Promote Cultural Diversity**

Councils are encouraged to apply for the NSW Government's "Celebration Grants" which promote funding between \$1000 and \$5000 for events that attract people from culturally diverse backgrounds.

#### **Grants for Disability Inclusion of Children and Young People**

The FundAbility program is offering grants between \$500 and \$37,000 to help communities become more inclusive of children and young people with disabilities.

#### **Creating Liveable Communities – Prizes Available**

Councils in NSW are encouraged to submit their ideas to receive prize money for projects that make their community more livable for carers, older people and people with disability.

#### **Cultural Diversity – Unity Grants**

Councils are encouraged to apply for the NSW Government's Unity Grants which provide funding between \$5000 and \$30,000 for projects that address community unity and intercultural activity.

#### **Grants open for the 20 Million Trees Program**

As previously advised, Councils are encouraged to apply for the first competitive grants round of the Australian Government's Tree program. The program aims to have the Australian community plant 20 million trees by 2020.

**Grants and Funding to the Ordinary Meeting of Bogan Shire Council  
held on 27 November 2014**

**LG Weekly 42/14 – 31 October 2014**

**Preschool Disability Support Program – Funding**

Applications open next week for funding to support children with additional needs in community preschools.

**Local Infrastructure Renewal Scheme – Round Three Outcomes**

Round three of the Local Infrastructure Renewal Scheme (LIRS) has been announced. All 31 projects put forward by NSW Councils have been approved under the third round.

**LG Weekly 43/14 – 7 November 2014**

**Fixing Country Roads – Councils called to Submit Full Applications**

The Minister for Roads and Freight, the Hon Duncan Gay MLC, has announced selected Councils across regional NSW have been invited to submit full applications as part of the NSW Government's \$37.5 million Fixing Country Roads Program.

**Course for Planners and Related Professionals**

Local Government practitioners are encouraged to attend a two-day course titled, 'Pillars of Planning – An Introduction'. Sponsored by the Department of Planning and environmental (DP&E), the course is being run at locations across NSW as part of the Department's PlanEd Program.

