

# **COBAR SHIRE COUNCIL**



## **ORDINARY MEETING AGENDA**

**THURSDAY, 23 AUGUST 2018**

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## ~ ORDER OF BUSINESS ~

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Business for the meeting will be as follows:

1. Apologies
  2. Declaration of Interests
  3. Condolences
  4. Confirmation of Minutes
    - Ordinary Meeting of Council – Thursday, 26 July 2018.
  5. Matters Arising from Minutes
  6. Notice of Motions
  7. Mayoral Report
  8. General Manager's Report – Part A (Action)
  9. General Manager's Report – Part B (Information)
  10. Matters of Urgency
  11. Correspondence
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## ~ COUNCIL'S VISION ~

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Our Vision is for Cobar Shire to be an attractive, healthy and caring environment in which to live, work and play, achieved in partnership with the community through initiative, foresight and leadership.

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## ~ COUNCIL'S MISSION ~

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Our Mission is to provide sound and sensible government and ensure that works and services are delivered effectively and equitably to the community of Cobar Shire.

Council will also develop and constantly review its policy on the maintenance of its road network with current priorities to include the sealing of the following strategic roads within the Shire;

- Ivanhoe Road
  - Louth Road
  - Tilpa Road
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## ~ COUNCIL'S VALUES ~

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Council has adopted the following Values that should be reflected in how the whole organisation operates and interacts with others:

- Continually strive for improvement in every aspect of Council's activities and recognise initiative.
- All activities are to be customer focused and provide equity for all.
- Involve the community in decision making through open government and consultative processes.
- Foster and promote sustainable ecological and economic development, rural pursuits and industries that contribute to the wealth of the region and in keeping with the environment and residents lifestyle.
- Conserve and protect the natural beauty of the area.
- Promote a spirit of regional cooperation particularly in regard to planning, infrastructure, economic development, tourism and employment.

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## ~ COUNCIL'S CHARTER ~

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A Council has the following charter (Section 8, *Local Government Act 1993*):

- To provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively.
- To exercise community leadership.
- To exercise its functions in a manner that is consistent with and actively promotes the principles of cultural diversity.
- To promote and to provide and plan for the needs of children.
- To properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development.
- To have regard to the long term and cumulative effects of its decisions.
- To bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible.
- To facilitate the involvement of Councillors, members of the public, users of facilities and services and council staff in the development, improvement and coordination of local government.
- To raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants.
- To keep the local community and the State government (and through it, the wider community) informed about its activities.
- To ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected.
- To be a responsible employer.

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**NOTICE OF MOTION – INSTALLATION OF PEDESTRIAN CROSSING IN THE MAIN STREET**

**FILE: C13-7 & B3-3**

**ATTACHMENT: NO**

**AUTHOR: *Clr Peter Yench***

**RECOMMENDATION:**

- 1. That Council install a pedestrian crossing in the Main Street at the cross roads between Kevin Humphries Office and the BP Service Station.**
- 2. That Council investigate the installation of a pedestrian crossing in Barton Street between Stationery Essentials and the National Australia Bank.**

**Background**

There have been a number of accidents and near misses of pedestrians at the cross road between the BP Service Station and Kevin Humphries Office.

With road trains travelling down the Main Street at 50km an hour and high pedestrian numbers especially after school hours the installation of a pedestrian crossing would resolve the issue.

We need to make our roads safer for our ratepayers.

I also think it would be viable to investigate an additional crossing between Stationery Essentials and National Australia Bank.

There has been one fatality on this corner, caused by a truck going through and an elderly lady crossed the road not realising that the back trailer cuts the corner short, if not a pedestrian crossing then perhaps a pedestrian island.



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**NOTICE OF MOTION – FREE CAMPING ON VACANT PARKING LOTS**  
**FILE: C13-7 & L6-2** **ATTACHMENT: NO**  
**AUTHOR: *Clr Peter Yench***

**RECOMMENDATION:**

**That Council make a decision on free camping on vacant parking lots within Cobar Shire and investigate an alternate solution to provide safety to the patrons of the Cobar Youth and Fitness Centre, Skate Park and Drummond Park.**

**Background**

At present there are a number of areas within the CBD of Cobar that free camping is being undertaken.

Council needs to make a decision on an alternate camping area within the Shire. If it is going to be the back Carpark of Council; then a Development Application needs to be submitted and the facility needs to be brought up to standard and made safe for those visiting Drummond Park, the Skate Park and the Cobar Youth and Fitness Centre.

With the high level of traffic coming through we need to ensure everyone's safety as what is occurring at the moment is unhygienic, unhealthy, unsafe and unlawful. With the number of vans parking there and children using the facility it is only a matter of time before an accident occurs.

I witnessed a lady tipping out a container of liquid, which contained an unknown substance onto a nearby tree, with the flies in the area there is the potential for a disease outbreak.

An investigation needs to be undertaken and a Development Application needs to be submitted.

Perhaps an option could be that a fence and lighting is put up around the Skate Park.







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**NOTICE OF MOTION – MORELLI PARK IMPROVEMENTS**

**FILE: C13-7 & P1-6**

**ATTACHMENT: NO**

**AUTHOR: *Clr Peter Yench***

**RECOMMENDATION:**

**That Council cease all works on Council's Parks and Gardens until Morelli Park is brought up to the same standard as the rest of the parks and gardens within the Shire.**

**Background**

There are a number of families living in the area with small children and Morelli Park needs to be accessible and useable for these families.

This park has been neglected by Council. The residents and Ratepayers in the area should be given access to the same facilities as everyone else.

Cobar township has people leaving every day to live in Dubbo and other surrounding areas, we need to focus on giving everyone the opportunity to have a patch of green.

I have attached the below photos for your reference and I would encourage you to go and look at the park yourself.





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**NOTICE OF MOTION – COMBINED SERVICES FACILITY**

**FILE: C13-7 & G4-19, A9-16, A10-22 & A10-13**

**ATTACHMENT: NO**

**AUTHOR: *Clr Peter Yench***

**RECOMMENDATION**

**That Council create a Business Plan to combine the Cobar Memorial Swimming Pool, Cobar Youth and Fitness Centre and the Cobar Shire and TAFE Library into one operational facility.**

**Background**

Over the past 10 years the Cobar Memorial Swimming Pool, Cobar Youth and Fitness Centre and the Cobar Shire and TAFE Library have all been operating at a loss.

If we combine all three facilities and have a strong business plan there is the potential to earn a greater income and to cut our losses.

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**CLAUSE 1A – MAYORAL REPORT**

**FILE: C13-1-5**

**AOP REFERENCE: 3.1**

**ATTACHMENT: NO**

**AUTHOR: *Mayor, Councillor Lilliane Brady OAM***

Report to be tabled.

**RECOMMENDATION**

**That Council accepts the information contained in the Mayoral Report for the month of August 2018.**

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**CLAUSE 2A – FAR NORTH WEST JOINT ORGANISATION DRAFT POLICIES AND INAUGURAL BOARD MEETING MINUTES**

**FILE: L5-26 AOP REFERENCE: 2.1 ATTACHMENT: YES (PAGE 70-185)**

**AUTHOR: *General Manager, Peter Vlatko***

**Purpose**

To consider the Far North West Joint Organisation consultation on the draft Policies and receive the Minutes of the Inaugural Board Meeting.

**Background**

The Inaugural Meeting of the Far North West Joint Organisation (FNWJO) was held on Wednesday, 25 July 2018 and in accordance with its set up it is required to consult with its member Councils on particular matters. The minutes of that meeting are attached to this Agenda.

**Discussion**

The Board has provided Council from its Inaugural Meeting the following matters to be considered:

- Draft Charter;
- Draft Payment of Expenses and Provision Facilities Policy;
- Draft Code of Meeting Practice.

A copy of all three are attached to this Agenda.

In relation to the Draft Code of Meeting Practice it should be noted that the Board has adopted the Cobar Shire Council Code of Meeting Practice as an interim code pending advice from the Office of Local Government on the status of the Draft Code of Meeting Practice. The code should be read in conjunction with the Charter.

The resolution of the Board is as follows:

1. That the Code of Meeting Practice as adopted by Cobar Shire Council be endorsed for consultation with member councils with the following changes:
  - The Board of a Joint Organisation may, if it thinks fit, transact any of its business at a meeting at which representatives (or some representatives) participate by telephone or other electronic means, but only if any representative who speaks on a matter can be heard by the other representatives;
  - A motion at a meeting of the Board of a Joint Organisation is taken to be defeated in the event of an equality of votes. In effect this means that, unlike councils, the chairperson of a Joint Organisation Board does not have a casting vote.
  - To allow non-voting representatives to participate in debate, non-voting representatives should be permitted to speak (but not move, second, amend or vote) on motions.

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**RECOMMENDATION**

- 1. That Council advise the Far North West Joint Organisation that it supports the Draft Charter, Draft Payment of Expenses and Provision of Facilities Policy and the Draft Code of Meeting Practice as presented.**
- 2. That Council receive and note the Minutes of the Inaugural Meeting of the Far North West Joint Organisation.**

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**CLAUSE 3A – 2018 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**  
**FILE: L5-5-2    AOP REFERENCE: 3.1.5.1, 3.2.2.1    ATTACHMENT: NO**  
**AUTHOR: *General Manager, Peter Vlatko***

**Purpose**

To Report on the proposed attendance at the 2018 Local Government NSW Annual Conference that will be held in Albury from 21-23 October 2018.

**Background**

The 2018 Annual Conference of the Local Government NSW will be held in Albury from 21-23 October 2018.

Local Government NSW have asked for input from all Councils to guide the content of the business sessions by identifying the most important 3-5 issues that are causing concern to Council and/or the local community. Advice is required by Friday, 24 August 2018 together with detailing an appropriate solution by including either a motion that could be considered by the Conference; or notes which might guide delegates to an agreed position.

Examples of Categories for issues could be:

- Joint Organisations;
- Economics;
- Environmental;
- Governance /Civic Leadership;
- Social Policy.

I am sure that Councillors have other important issues that they would like to advise.

The 2018 Annual Conference of the Local Government NSW will be the most significant event for Local Government in NSW. This Conference is the annual policy-making event for NSW general-purpose councils and our associate members. It is the pre-eminent event of the local government year where local Councillors come together to share ideas and debate issues that shape the way we are governed.

**Financial Implications**

The cost per delegate is expected to be as follows:

- Conference registration \$840.00 (early bird registration);
- Accommodation at least \$600.00;
- Airfares at least \$500.00 (if car not used);
- Miscellaneous Costs \$400.00.

Estimated total per delegate is \$2,340.00 exclusive of GST.

Sufficient funds have been provided in the 2018/2019 Budget for at least three delegates to attend this Conference.



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**Options**

I believe that this Conference is important to Cobar Shire Council and local government in NSW particularly with the recent Joint Organisations being implemented.

**RECOMMENDATION**

- 1. That the Mayor, Deputy Mayor and General Manager be authorised to attend the 2018 Annual Conference of the Local Government NSW to be held in Albury from 21-23 October 2018 and that all costs associated with attendance be met from within the relevant budget allocation.**
- 2. That Councillors detail appropriate advice to the General Manager at the August 2018 Council Meeting on 3-5 issues of importance and appropriate solutions that can be forwarded to the Local Government NSW for inclusion in the business sessions of the 2018 Local Government NSW Annual Conference.**

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**CLAUSE 4A – UNAUDITED FINANCIAL STATEMENTS 2017/2018**

**FILE: A12-2& F2-2-24    AOP REFERENCE: 3.1    ATTACHMENT: YES**

**(UNDER SEPARATE COVER)**

**AUTHOR: *Director of Finance and Community Services, Kym Miller***

**Purpose**

To approve the referral of the draft Financial Statements for the year ended 30 June 2018 to the Audit Office of New South Wales for audit and to authorise the signing of a statement as to Council's opinion of the General Purpose Financial Report.

**Background**

Section 413 (1) of the *Local Government Act 1993* requires that the Annual Financial Statements be referred for audit by Council.

Section 413 (2) (c) requires that Council by resolution includes in the Annual Financial Statements a statement as to its opinion on the General Purpose Financial report.

Draft Financial Statements have been prepared. Contract Audit staff on behalf of the Audit Office of New South Wales staff are expected to commence the audit in early September.

The key pages of the draft statements and the statement of opinion are attached.

It is to be noted that the reports include a number of items which are not recurring:

- Revaluation of operational land and buildings;
- Revaluation of storm water drainage assets;
- Bringing to account gravel stocks not previously recorded as stock – these will be shown as a prior period adjustment;
- The impairment of the RFS shed – the final treatment of this item may alter dependent upon its further consideration but it is no longer appropriate to record it as work in progress at cost.

Again the Financial Assistance Grant has been prepaid by approximately 50% of the amount determined for 2018/2019.

**RECOMMENDATION**

- 1. In accordance with Section 413 (1) of the Local Government Act 1993 Council refer the draft Financial Statements for the year ended 30 June 2018 for audit.**
- 2. In accordance with Section 413 (2) (c) Mayor Lilliane Brady OAM, a Councillor, General Manager Mr Peter Vlatko and the Responsible Accounting Officer sign the required statement as to Council's opinion of the accounts.**

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**CLAUSE 5A – MEDICAL COMMUNITY COMMITTEE**

**FILE: H1-1 & C8-19    AOP REFERENCE: 1.5.1    ATTACHMENT: NO**

**AUTHOR: *Director of Finance and Community Services, Kym Miller***

**Purpose**

For Council to support in principle membership of the Mayor or their nominee and the Director of Finance and Community Services or their nominee to a social / medical community committee, possibly in trust format which is proposed by Dr Heyns.

**Background**

Dr Heyns would like to establish a community entity to assist disadvantaged residents with social / medical services which fall outside of the Medicare bulk billing cover and areas covered by the various agencies that have presence in Cobar. It may also extend to funding services which fall outside of the current suite provided by the government.

Representation would include persons from:

- Cobar Primary Health Care Centre;
- Dr Indra Karalasingham;
- Hospital;
- Other agencies;
- Cobar Shire Council;
- With other input on an as required basis.

There is a nominal balance remaining from the recent community upgrade of the hospital which may form the opening bank account balance. Dr Heyns has been advised of financial support from local businesses.

Dr Heyns has suggested that some involvement by the Shire would assist the entity to last beyond his presence. The functions that he would like the Shire to assist with are governance and finance. He is not seeking for the entity to become a committee of Council.

Council is also investigating the opportunity to facilitate a broader based community trust and has had some preliminary material distributed on it. It will be workshopped at an opportune time (25.12.2015). It may be that this entity could develop into such a body.

**RECOMMENDATION**

- 1. That Council support in principle the formation of the entity outlined in this report.**
- 2. That subject to individual choice Council supports the membership of this entity of the Mayor and Director of Finance and Community Services.**

*Footnote: The existing Director of Finance and Community Services is willing to be a member of this entity.*

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**CLAUSE 6A – ROAD CAPITAL AND MAINTENANCE WORKS PROGRAM  
2018/2019**

**FILE: R5-15, R5-16      AOP REFERENCE: 4.3.1      ATTACHMENT: YES  
(PAGE 186)**

**AUTHOR: *Director of Engineering Services, Stephen Taylor***

**Purpose**

To confirm the Road Capital Works Program for 2018/2019.

**Background**

Council as part of the 2018/2019 Annual Operation Plan approved the following funding for works on Regional and Shire Roads:

**Regional Roads**

Regional Roads – Maintenance	\$1,336,608
Regional Roads – Reseals – Capital	\$400,000

**Shire Roads**

Shire Roads – Operational – Maintenance	\$1,299,480
Shire Roads - Gravel Re-sheeting – Capital	\$200,000
Shire Roads – Reseals – Capital	\$100,000
Special Rate Variation (SRV) – Capital	\$376,000

**External Funding**

Roads to Recovery (R2R) – Capital	\$760,000
VPA funding – Capital	\$60,000

**Additional External Funding**

**Fixing Country Roads**

Advice was received in 2017 that \$1,000,000 Fixing Country Roads funding has been approved for SR 20 Grain Road seal extension. This was subject to Council also receiving funding from the Federal Government under their Heavy Vehicle Safety and Productivity Program (HVSPP). An application for another \$1,000,000 was submitted under this program in March 2018. The program guidelines indicated that the expected announcement for this program would be made in mid-2018. At this stage no advice has been received.

**Roads to Recovery**

The current five year Roads to Recovery program concludes 30 June 2019. As of 1 July 2018 Cobar has \$829,533 of funds available in this program, i.e. \$69,533 more than the adopted budget. In addition there is \$1,005,314 of unspent funds which have been paid to Council. The total funds remaining (\$1,829,847) must be spent by 30 June 2019.

Over the completed four years of the current program \$5,139,656 has been spent on forty-five completed projects and five in-progress projects.

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## Regional Roads

Council has not yet received advice from RMS in regards to the Regional Roads block grant or the Repair program funding for 2018-2019, however it is assumed that the Repair program application will be un-successful as funding under this program was received in 2017-2018 and previously Cobar only gained sufficient points for project funding every second year. The block grant is unlikely to vary significantly from the adopted budget figure.

### Carry Over Funding from 2017/2018 Program

## Capital Projects

At the July 2018 Council meeting the following list of projects that had not been completed in 2017/2018 was presented and considered by Council:

Resolved to be carried forward ( <b>178.7.2018</b> )	
• MR 7518 Fifty Two Mile Road – Acres Billabong culverts	\$322,995
• MR 411 Tipping Way – Bend realignment	\$241,612
• MR 7518 Fifty Two Mile Road – Windara Bend	\$287,384
• MR 7518 Fifty Two Mile Road – Sandhill stabilisation	\$145,445
• SR 3 Nelyambo Bridge Road – Bridge guardrail	\$ 40,739
• Urban Streets – Blakey Street	\$ 80,182
• Industrial area – drainage design	<u>\$ 50,000</u>
<b>Total</b>	<b>\$1,168,357</b>

The following items were to be reviewed as part of the overall works plan:

• SR 7 Mt Gap Road – Gravel resheeting	\$137,184
• SR 10 Belarabon Road – Gravel resheeting	\$151,099
• SR 11 Broomfield Road – creek crossing stabilisation	\$ 75,000
• SR 19 Burthong Road – Gravel resheeting	\$201,000
• SR 31 Moolah Road – Gravel resheeting	\$ 75,000
• SR 32 Developmental Road – Gravel resheeting	<u>\$227,466</u>
<b>Total</b>	<b>\$866,746</b>

Note:

- The Nymagee VPA road funds (not shown in above list, but included in the list that was presented to the July 2018 Council meeting) were fully expended on reseal projects completed on Burthong Road and Whitbarrow Way during 2017-2018.
- Moolah Road gravel resheeting had two allocations of \$75,000 which should have both be carried over as they were funded from Roads to Recovery
- Grain Road seal extension was not listed as a carryover item as no funding agreement has been received from State Government at this stage. However there is \$109,639 of available Roads to Recovery funding which had been allocated to this project.

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The sources of funds for the above projects are:

• Roads to Recovery (Federal)	\$1,005,314
• Restart NSW (State)	\$52,937
• Special Rate Variation (Council)	\$593,366
• Budget allocation (Council Emergency Grant, Oct 2016)	\$391,612
• Budget allocation (Council General Fund)	<u>\$176,516</u>
<b>Total</b>	<b>\$2,219,745</b>

Apart from the last item (Council General Fund) all the other sources of funds are required to be spent on road projects.

### **Flood Damage**

There is some carryover of flood damage funding which RMS has indicated should be acquitted as soon as possible. The majority of Local Road carryover is due to lack of water to undertake repair work where flood damage needs to be completed. On Regional Roads an over-estimation of the cost of the work is likely to result in final costs being less than the approved funding.

The carryover funding is:

Regional Roads	\$218,588
Shire Roads	\$ 58,952

### **Proposed Capital Works Program 2018/2019**

#### **Carryover items not adopted by Council on 26 July 2018:**

The following items should remain on the Roads Capital Works Program:

SR 7 Mt Gap Road – Causeway stabilisation \$137,184

*Reason: Category 3 shire road that is subject to significant damage in causeways during wet weather. Stabilisation of these causeways will help reduce future damage during wet weather.*

SR 10 – Belarabon Road – Gravel resheeting \$151,099

*Reason: Category 2 shire road that does carry a reasonable amount of heavy traffic. The gravel has been won and crushed in the 'Tiltargara' pit. Work was commenced in January 2018 carting the gravel from the pit to the road; however once it became apparent that the gravel carting was damaging the road due to the lack of moisture in the road formation carting was stopped. The completion of this project is important once adequate rain occurs.*

SR 19 Burthong Road – Gravel re-sheeting \$201,000

*Reason: Category 3 shire road that will provide higher security of access in wet weather. This road is carrying more traffic than previously due to the development of Hera mine; it is also a school bus route.*

SR 31 – Moolah Road – Gravel re-sheeting \$150,000

*Reason: Category 3 shire road that will provide higher security of access in wet weather. Two funding allocations have been made to this road; however due to ongoing lack of water work has not been able to be commenced.*

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SR 32 – Developmental Road – Gravel re-sheeting \$227,466  
*Reason: Category 3 shire road that will provide higher security of access in wet weather. A Council resolution of 26 May 2016 (102.5.2016) that this road be allocated expenditure in the capital and maintenance budget for 2016/17; however due to ongoing lack of water work has not been able to be commenced. Gravel has been won in adjacent gravel pits and soil sampling has occurred so that suitable additives can be trialled with stabilisation of the gravel.*

The following item should be removed from the Roads Capital Works Program:

SR 11 – Bloomfield Road – Causeway stabilisation \$75,000  
*Reason: Category 3 shire road that will provide higher security of access in wet weather.*

*Due to low traffic volumes on this road and the need to undertake reseals work to protect existing sealed road surfaces this project is not proposed to be carried over.*

### **Proposed program 2018/2019**

The following items are recommended to be included in the Roads Capital Works Program:

#### **Reseals**

MR 228 Whitbarrow Way – 1.5 km	\$60,000
MR 407 Mulya Road – 5.4 km	\$190,000
MR 411 Tipping Way – 8 km	\$300,000
MR 7518 Fifty Two Mile Road – 5 km	\$205,000
MR 7521 Kiacatoo Road – 4 km	\$134,172
SR 10 Belarabon Road – 5 km	\$210,000
SR 19 Burthong Road – 1 km	\$35,000

*Reason: All of the proposed reseals are required to ensure that the existing seal does not fail.*

#### **Shire Roads – Gravel Re-sheeting**

SR 2 Seventy Eight Mile Road – 1 km of bull dust area stabilisation \$76,000  
*Reason: Category 3 Shire Road that is currently impassable to heavy traffic. Projects undertaken in 2016-2017 stabilised the first 8 km of this road, which has removed the problems on that section of road. A similar result could be achieved on the current area of failure.*

SR 36 Palesthan Road – Gravel re-sheeting approx. 10 km \$201,000  
*Reason: Category 3 Shire Road that has a number of heavy vehicles during the grain season. Gravel re-sheeting will provide a more suitable transport route.*

#### **Regional Roads – Sealing of approaches to grids**

Various Regional Roads \$90,000  
*Reason: Council resolved as follows:*

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*“That Council, in conjunction with landholders, seal the approaches of grids on regional roads on a program basis.”  
(215.8.2017)*

*Allowance has been made to commence the sealing of grid approaches. Only double lane grids that are in good condition and being maintained by the property owners will be sealed. Several grids have already been identified that fit those criteria. It is anticipated four or five grid approaches would be able to be sealed for the allocated budget.*

### **Town Streets – Improvements**

Old Bourke Road – widen and reform \$150,000

*Reason: Several roads in the industrial area are in very poor condition. After completion of the survey and design of stormwater drainage for the entire industrial area a program of road widening and reformation needs to commence. Old Bourke Road is the primary access to majority of the area and should be improved first. Work is programmed from the Barrier Highway to the railway line.*

Filtration Plant Road – widen and reseal \$100,000

*Reason: The traffic use on this road has increased with increased numbers of tourists accessing the Fort Bourke Hill lookout. The new water treatment plant (WTP) will also create an increase in traffic numbers with more chemical deliveries directly to the plant. There will also be a potential conflict point at the intersection of the new access road to the WTP and the access to Fort Bourke Hill. Some of the improvement works will be a cost to the WTP project; however an allowance has been for a contribution to the widening and reseal of the road from the roads budget.*

### **Shire Roads – Seal Extension**

SR 2 Seventy Eight Mile Road – 1.5 km \$50,000

*Reason: RMS require a significant quantity of crushed gravel to be transported over the 1.5 km of this road from the Barrier Highway to undertaken the ‘Musheroo overlay project’. The works proposal submitted by Council to RMS indicated that if RMS form and stabilise the road Council would fund the sealing. This will result in Council achieving an additional 1.5 km of seal at a significantly lower cost than would normally be expected.*

SR 20 – Grain Road – Seal extension 8 -12 km \$2,350,000

*Reason: Category 1 Shire Road. As noted above \$1,000,000 of has been approved to undertake seal extension on this road. The original application was for \$2.35 million to undertake 12 km of seal extension. Council has been verbally advised that \$1,000,000 has been allocated from Fixing Country Roads funding, subject to additional funding being obtained from the Federal Heavy Vehicle Safety and Productivity Program. An application to this program (for \$1,000,000) was made in March 2018. At this stage no advice has been received on the outcome of this application. Allowance of \$350,000 has been made from Roads to Recovery funding. Although this project will not be completed this financial year due to delays in receiving funding advice the project is included in the Road Capital Works Program.*



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## Contingency Works – Reseals

Although not included in the program at this stage additional resealing work has been identified on Regional and Shire Roads and Town Streets (including villages) that will be recommended to Council in Q3 if any of the above projects cannot proceed due to lack of funding or water for construction.

### Financial Implications

The program considered in this report is within the budget allocation adopted by Council for the 2018/2019 Capital Works Program.

### RECOMMENDATION

That the following Road Capital Works Program, including all carry-over items, be adopted for 2018/2019:

#### Regional Roads - Reseals

- MR 228 Whitbarrow Way – reseal 1.5 km \$60,000
- MR 407 Mulya Road – reseal 5.4 km \$190,000
- MR 411 Tipping Way – reseal 8 km \$300,000
- RR 7518 Fifty Two Mile Road – reseal 5 km \$205,000
- MR 7521 Kiacatoo Road – reseal 4 km \$134,172

#### Regional Roads – Seal Extension

- RR7518 Fifty Two Mile Road – Windara bend \$287,384
- Various – sealing grid approaches \$90,000

#### Regional Roads – Reconstruction

- MR 411 Tipping Way – bend realignment \$241,612
- RR 7518 Fifty Two Mile Road – sand hill stabilisation \$145,445
- RR 7518 Fifty Two Mile Road – Acres Billabong culvert \$322,995

#### Shire Roads – Reseals

- SR 10 Belarabon Road – reseal 5 km \$210,000
- SR 19 Burthong Road – reseal 1 km \$35,000

#### Shire Roads – Seal Extension

- SR 2 Seventy Eight Mile Road – construct and seal 1.5 km \$50,000
- SR 20 Grain Road – construct and seal 12 km \$2,350,000  
(subject to HVSPF funding)

#### Shire Roads – Gravel re-sheeting and stabilisation

- SR 2 Seventy Eight Mile Road – stabilise 1 km \$76,000
- SR 7 Mt Gap Road – gravel re-sheeting \$137,184
- SR 10 Belarabon Road – gravel re-sheeting \$151,099
- SR 19 Burthong Road – gravel re-sheeting \$201,000
- SR 31 Moolah Road – gravel re-sheeting \$150,000
- SR 32 Developmental Road – gravel re-sheeting \$227,466
- SR 36 Palesthan Road – gravel re-sheeting \$200,000

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**Shire Roads – Construction**

- **SR 3 Nelyambo Bridge Road – bridge guardrail** **\$40,739**

**Town Streets**

- **Industrial Area – survey and design stormwater disposal** **\$50,000**
- **Blakey Street – reconstruct Blakey St – 100 metres** **\$80,182**
- **Old Bourke Road – widen and reform – 600 metres** **\$150,000**
- **Filtration Plant Road –widen and reform – 700 metres** **\$100,000**

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**CLAUSE 1B – DEVELOPMENT APPROVALS: 18 JULY 2018 – 14 AUGUST 2018**

**FILE: T5-1                      AOP REFERENCE: 1.6.3.1                      ATTACHMENT: NO**  
**AUTHOR: Director of Planning & Environmental Services, Garry Ryman**

**Complying Development Approvals**

There were no Complying Development Applications approved under delegated authority for the period 18 July 2018 – 14 August 2018.

**The value of Complying Development approvals for 2018/2019 to date is Nil.**

The value of Complying Development approvals for the similar period in 2017/2018 was Nil.

**Local Development Approvals**

The following Local Development Applications have been approved under delegated authority for the period 18 July 2018 – 14 August 2018.

<b>CERTIFICATE NO.</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>VALUE (\$)</b>
2018/LD-00029	14 Duffy Dr, Cobar	Carport	2,000.00
2018/LD-00028	15 Morrison St, Cobar	Carport	17,800.00
2018/LD-00027	16 Prince St, Cobar	Carport	4,200.00
2018/LD-00024	8 Molineaux St, Cobar	Carport	18,810.00
2018/LD-00023	12 Wrightville St, Cobar	Wash Bay	75,000.00
2018/LD-00014	17 Brough St, Cobar	Carport	6,300.00

**The value of Local Development approvals for 2018/2019 to date is \$24,447,690.00.**

The value of Local Development approvals for the similar period in 2017/2018 was \$1,142,255.00.

**Construction Certificates**

The following Construction Certificates have been approved under delegated authority for the period 18 July 2018 – 14 August 2018.

<b>CERTIFICATE NO.</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>
2018/CB-00020	14 Duffy Dr, Cobar	Carport
2018/CB-00019	15 Morrison St, Cobar	Carport
2018/CB-00021	16 Prince St, Cobar	Carport

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2018/CB-00018	8 Molineaux St, Cobar	Carport
2018/CB-00016	12 Wrightville St, Cobar	Wash Bay
2018/CB-00008	17 Brough St, Cobar	Carport

**RECOMMENDATION**

**That the information detailing the Local Development and Construction Certificate approvals for the period 18 July 2018 - 14 August 2018 be received and noted.**

**CLAUSE 2B – MONTHLY STATUS REPORT**

FILE: C13-10

AOP REFERENCE: 3.1

ATTACHMENT: NO

AUTHOR: *General Manager, Peter Vlatko*

COUNCIL RESOLUTIONS 25 SEPTEMBER 2014					
NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
627	Council – Clause 10A – Adoption of Management Plan for Lot 18 DP213415	188.9.2014	DPES	<p>That Council authorise the General Manager to negotiate a lease or licence for an appropriate term and conditions with the Cobar Bowling and Golf Club Ltd.</p> <p>That Council authorise the Mayor and General Manager to sign any lease or licence under the Common Seal of Council.</p>	<p>December 2017 target will not be met.</p> <p>Timeframe to be reviewed.</p> <p>Staff working on this subject to resources available.</p>
COUNCIL RESOLUTIONS 23 APRIL 2015					
NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
702	Council – Clause 8A – Maintenance of Stock Control Structures	60.04.2015	DES	That Council recompile a comprehensive Grid Register which is expected to take approximately 6 to 12 months to complete depending on resources available and location of grids with the Register including GPS coordinates, photos of the grid, an assessment on the condition of the	<p>Staff being appointed to undertake project.</p> <p>Identification has commenced and register started.</p> <p>Anticipated work to be completed by December 2017.</p>

				grid and its associated infrastructure.	Register to be provided to the August 2018 Workshop.  Workshop held August 2018. – No further action required.
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**COUNCIL RESOLUTIONS 24 SEPTEMBER 2015**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
793	Council – Clause 9A – O’Neill Road Water Supply	197.09.2015	<b>SM/ DES</b>	That Council undertakes flow and pressure testing on the existing main on Lerida Road during the summer peak demand to determine the availability of water.  That a full report be provided to Council when available.	NSW Public Works have been engaged to undertake a network analysis of the Cobar water supply reticulation to determine the pressure and availability of water in the entire network.  The model has been developed and awaiting draft Report for Councils consideration.  Project to be completed by August 2018.  Estimates are being prepared to extend the water main to O’Neill Road. A report will be provided to September 2018 Ordinary Council Meeting.

**COUNCIL RESOLUTIONS 10 DECEMBER 2015**

NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
821	Council – Notice of Motion – Establishment of a Cobar Community Trust	251.12.2015	GM	That Council investigates the establishment of a Cobar Community Trust with the aim of sourcing grants for the improvement of facilities, infrastructure or anything of benefit to the Cobar Community and Shire.	This will be scheduled for a Workshop.

**COUNCIL RESOLUTIONS 28 APRIL 2016**

NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
870	Committee of the Whole Closed Council – Report 1C – Analysis of Plant and Equipment Hire and Trades and Miscellaneous Services Register	58.4.2016	GM	That any future projects within Cobar Shire that we look at supporting the local businesses (where applicable) to ensure their viability and have a review of the Policy.	Policy to be reviewed and all purchases to have quotes provided and encourage the use of locals.
879	Council – Clause 6A – Raw Water Supply to Dalton Park Horse Complex	68.4.2016	DES	That the Raw Water Supply to Dalton Park Horse Complex be listed on Councils 10 Year Long Term Financial Plan and that Council seek any available grant funding in the interim.	In draft budget. Business Case to be considered.  A detailed Estimated Cost will be provided to Council at the August Ordinary Meeting.  Cost estimates were presented to Council workshop August 2018. A further report will be provided to

					September 2018 Ordinary Council Meeting.
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**COUNCIL RESOLUTIONS 23 FEBRUARY 2017**

983	Council – Notice of Motion – Augmentation of Water Supply Euabalong/ Euabalong West	05.2.2017	<b>DES</b>	That Council seek funding for the establishment of a bore and associated works in the Lachlan River aquifer adjacent to Euabalong for the purpose of augmenting the raw water supply for the two villages.	Expression of Interest application has been assessed as eligible for submission of detailed application within 12 months from 17 November 2017.
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**COUNCIL RESOLUTIONS 9 MARCH 2017**

1007	Council – Clause 7B – Expenditure for Roads Network	59.3.2017	<b>DES</b>	That a Rest Area be built along the Wool Track and that it be named after Duncan Gay.	Matter to be raised with funding request for Wool Track. An updated funding application for sealing of the Wool Track is being prepared.
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**COUNCIL RESOLUTIONS 27 APRIL 2017**

1014	Council – Clause 4A – Cobar Sewer Upgrade Project	74.4.2017	<b>DES</b>	That Council applies to Infrastructure NSW for an amendment of the project scope for the Cobar Sewer Upgrade Project to include a refurbishment of Council's three other operating pump stations and to install a screen compactor at an estimated total cost of \$1,050,000.  That Council notes that approximately \$600,000 of the available funding will	Report on Sewage Pumping Stations and Sewage Treatment Plant Inlet Works has been received from NSW Public Works. Application for change of scope of works has been submitted to Infrastructure NSW for approval. Response has been received from Infrastructure NSW that the matter is now progressing and Council will receive a reply soon.
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				be uncommitted and Council will consider options for those remaining funds once the pump stations and screen compactor projects have been completed.	
1021	Council – Clause 11A – Minutes of the Economic Taskforce April Meeting	81.4.2017	<b>DCED</b>	<p>That Council resolves to further investigate the idea of a freight depot for Cobar and report back to the Taskforce.</p> <p>That a Call for Expressions of Interest from businesses who would like to engage the services of a security company to monitor their premises and answer alarms to establish demand for such a service.</p> <p>That Council resolves to approach Mr Hausler in regards to the future of his rail track and loco for use in a public space in Cobar.</p>	<p>Initial positive discussions held with Livestock and Bulk Carriers Association who will provide further information.</p> <p>Matter on hold due to investigation for industrial land.</p> <p>One on one visits to potential businesses have commenced to determine interest in such a venture. Strong interest so far.</p> <p>No action to date.</p>
1025	Council – Clause 7B – Expenditure for Roads Network	92.4.2017	<b>DES</b>	That RMS be contacted in relation to a turning lane being installed at the Meadow Glen Rest Area as a matter of urgency.	<p>Letter has been sent to RMS to request improvements to entrance to Meadow Glen Rest Area.</p> <p>Letter has been acknowledged by RMS and they are programming work subject to available funding.</p> <p>At this stage RMS has not allocated funds to the project.</p>

**COUNCIL RESOLUTIONS 22 JUNE 2017**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1048	Clause 3B – Unsealed Road Stabilisation Trials Report	146.6.2017	<b>DES</b>	That an investigation be reported to Council in relation to bore costs on rural roads.	Report is being prepared and will be reported to October 2018 Ordinary Council Meeting.

**COUNCIL RESOLUTIONS 24 AUGUST 2017**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1066	Council Meeting – Clause 2A – Review of Current Water Restrictions	200.8.2017	<b>GM</b>	That Council staff prepare a report in relation to water catchment damming in the Cobar area to increase water security for Cobar residents.	Currently seeking contractors to undertake the investigation through Department of Water.  Public Works preparing a Desktop Study to be completed by December 2018.
1071	Council Meeting – Clause 6A – Sale of Land at Duffy Drive	205.8.2017	<b>DFCS</b>	That the two blocks of land which are the subject of this report be auctioned with the reserve to be determined by Council at the meeting preceding the advertised auction date.	These blocks will be offered in 2018 with other unpaid rate properties.
1076	Council Meeting – Clause 5B – Meeting Minutes	215.8.2017	<b>DES</b>	That Council, in conjunction with landholders, seal the approaches of grids on regional roads on a program basis.	Investigation to be undertaken in conjunction with Budget consideration.  To be considered with 2018/2019 Road Capital Program in August

					2018. Road Capital Works Program in August agenda for consideration – No further action required.
1081	Council Meeting – Clause 5B – Meeting Minutes	220.8.2017	<b>DES</b>	That Council look into acquiring Public Stock Watering Points as a method of guaranteeing access to water for Council use.	Investigation to be undertaken.  Lack of staff resources has restricted progress.

**COUNCIL RESOLUTIONS 28 SEPTEMBER 2017**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1092	Council Meeting – Clause 12A – Minutes of Economic Taskforce Meeting	248.9.2017	<b>DCED</b>	<p>That Council resolves to accept the recommendations of the Economic Taskforce:</p> <p>That Council identify the Pulpulla Road as a high priority for its ability to contribute to tourism and economic development and that Council work with National Parks and Wildlife Service to establish a plan of action and budgets to maintain it to a standard suitable for all vehicle access.</p> <p>That Council investigate options of providing street signage to locate key facilities, such as the pool, sports facilities and water</p>	<p>Recommendations accepted.</p> <p>Initial discussions held with NPWS with positive feedback. Discussion held with Destination NSW - there are possible funding options, success more likely if more developments undertaken at Mt Grenfell. Council awaiting to see what developments the Mt Grenfell Board progress prior to seeking this funding.</p> <p>Ongoing and for budget consideration.</p>

				<p>recreation areas.</p> <p>That the celebrations to mark Cobar's 150<sup>th</sup> Anniversary be an item on Council's agenda and that projects be scoped and indicative budgets developed.</p> <p>That Council convene a meeting of major contractors to identify a list of ideas that could be undertaken to improve the efficiency of working across mine sites and reduce the costs of doing business in Cobar. Discuss options for implementing the ideas with the mines in Cobar Shire.</p>	
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**COUNCIL RESOLUTIONS 23 NOVEMBER 2017**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1108	Council Meeting – Notice of Motion – Industrial Land Subdivision	297.11.2017	GM	That Cobar Shire Council as a matter of urgency provide a comprehensive report on the establishment of a new Industrial Subdivision for Cobar and to incorporate a business case for the construction of appropriate sheds on some of the blocks for rent for those seeking rental rather than outright purchase of industrial blocks.	Grant application (EOI) submitted under the Growing Local Economies Fund. Further work currently being progressed on suitable sites for new industrial sites.  Workshop held on Thursday, 12 July 2018 – No further action required.

**COUNCIL RESOLUTIONS 14 DECEMBER 2017**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1116	Council Meeting – Clause 3A – RMS Repair Program for 2018/2019	325.12.2017	<b>DES</b>	That Council nominate RR7518 Fifty Two Mile Road for funding for \$400,000 from the 2018/2019 REPAIR Program for seal extension.  That if funding is not obtained that council continues to nominate RR7518 Fifty Two Mile Road in subsequent years until funding is obtained.	Funding application has been submitted for 2018/2019.  Advice on outcome of application has not been received to date.

**COUNCIL RESOLUTIONS 22 FEBRUARY 2018**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1124	Council Meeting – Notice of Motion – Re-Location of Western Division Office	05.2.2018	<b>GM</b>	That Cobar Shire Council request the NSW Government to re-locate the Western Division Office from Dubbo to Cobar.	No action to date.
1131	Council Meeting – Clause 5A – Development Application 2018/LD-00004	13.2.2018	<b>DPES</b>	That Council establishes a Policy for Fencing in Urban Areas in Cobar.	Resources are not available for this at this time.
1134	Council Meeting – Clause 9A – Cobar	20.2.2018	<b>GM</b>	That Council form a Committee with relevant members of Council	Due to the funding allocation this matter may not be required – No

	Miners Memorial			and the community for this project and the General Manager provide a structure of the Committee including Terms of Reference.	further action required.
1138	Council Meeting – Clause 12B – NSW Container Deposit Scheme	37.2.2018	MPES	That Council writes to the NSW Government to take on the SA model for Container Deposit Schemes.	Letter sent – No further action required.

### COUNCIL RESOLUTIONS 22 MARCH 2018

NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
1141	Council Meeting – Notice of Motion – Government Incentive Programs for Attracting Health Care Professionals to the Region	46.3.2018	GM	<p>That Council seek an urgent meeting with the Deputy Premier and the Minister for Health to seek a commitment from the NSW Government to establish and provide incentives and programs for the attraction and delivering Doctors, Specialists and other staff to rural communities such as Cobar and in particular the Western Area of NSW.</p> <p>That Council seek a Letter of Support from our neighbouring Councils representatives of OROC, RDA, the President of the LGA to support our representation to the Government on the matter.</p>	<p>Letter's sent seeking support. Awaiting response in order to organise the meeting.</p> <p>Letters of support received and forwarded to Ministers Office.</p> <p>Meeting scheduled with Minister Brad Hazzard on 4 September 2018.</p>

				That Council approach the Western Area Health with the number of statistics of people being sent from Cobar for treatment and the nature of treatment and whether the numbers equate to having the service out here.	The total of transfers from Cobar Hospital YTD (period 1 July 2017 to 26 April 2018), the total being 142. This is 20.6 % of overall admissions to Cobar Hospital.
1142	Council Meeting – Notice of Motion – Installation of an Independent Pedestrian Crossing	47.3.2018	<b>GM</b>	That Council write to John Holland Rail, being the entity that maintains the RailCorp assets for Rural NSW, to increase the width to accommodate two vehicles crossing at same time on the level crossing on Bourke Road between Railway Parade South and Railway Parade North and install an independent pedestrian crossing.	Negotiations between John Holland Rail, RMS and Council has commenced.  Awaiting RMS funding allocation.

**COUNCIL RESOLUTIONS 26 APRIL 2018**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1152	Council Meeting – Notice of Motion – Investigations into Water Cost Reduction Options	75.4.2018	<b>GM</b>	That Council investigate options and ways of reducing the cost of water to the households and to include such things as:  i. Desalination of water; ii. Additional bore water; iii. Reduce the number of parks, gardens and	Investigations to be undertaken once grant funding is found.

				<p>ovals; iv. Increase water storages.</p> <p>That Council seek grant funding to engage a consultant to undertake the investigations.</p>	
1153	Council Meeting – Notice of Motion – Policy Development for Development Applications for Mining Operations	76.4.2018	<b>GM</b>	That Council develops a Policy to assist in the determination of Development Approvals (DA's) for Mining Operations in order to reduce the impact of Fly-in, Fly-out (FIFO) and Drive-in, Drive-out (DIDO) on our community.	Meeting has been requested with Department of Planning Staff in Sydney to discuss policy issues and report to be provided back to Council.
1157	Council Meeting – Clause 4A – Report on Promotional Packages During Summer 2017/2018 at the Cobar Memorial Swimming Pool and Cobar Youth and Fitness Centre	81.4.2018	<b>DFCS</b>	That a report be brought to Council on options to improve the efficiency and usage of the pool including a profit and loss analysis from other Council's in the region.	Report to be provided to October 2018 Council Meeting.
1162	Council Meeting – Clause 10A – Memorial Gate – Nymagee Park	87.4.2018	<b>DES</b>	That subject to the Nymagee Progress Association approval Council grant permission for the installation of a memorial gate for Joan Whiteman at Nymagee Park by the Nymagee CWA.	Letter sent to Nymagee Progress Association and Nymagee CWA and they have replied agreeing to the proposal.
				That Council will not be liable for the cost of construction or future maintenance of the memorial gate.	



**COUNCIL RESOLUTIONS 24 MAY 2018**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1166	Council Meeting – Notice of Motion – Annual Rubbish Collection Day	105.5.2018	<b>DPES</b>	That Council investigate the cost/ feasibility of providing an annual rubbish collection day to residents in Cobar, with a report to be provided back to Council and consideration of future budget allocations.	Report to be presented to December 2018 Council Meeting.
1167	Council Meeting – Notice of Motion – Regional Telecommunications Review	106.5.2018	<b>GM</b>	That Council submit an application as part of the Regional Telecommunications Review into Black Spot phone coverage in the Cobar district.  That Council invite the six (6) Committee Members to have a Meeting with Cobar Shire Council to further discuss the review.	Matter being progressed and subject to resources available.  Request sent.
1169	Council Meeting – Notice of Motion – Community Consultative Committee – Inland Rail	108.5.2018	<b>GM</b>	That discussions be held in relation to the Inland Rail proposal and the impact on Cobar be put to a Councillor Workshop.	Workshop planned for next quarter (July – September 2018).
1170	Council Meeting – Notice of Motion – Community Consultative Committee – Inland Rail	109.5.2018	<b>GM</b>	That Council contact the Inland Rail Authority to defer a decision on membership of the NSW Committee due to lack of time to consult with the community.	Request sent and awaiting response.
1176	Council Meeting –	131.5.2018	<b>DES</b>	That Council lobby the	Submission being prepared.

	Clause 12B – Grant Funding			Government to amend the formula for Fixing Country Roads grants applications to include value of freight.	
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**COUNCIL RESOLUTIONS 28 JUNE 2018**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1179	Council Meeting – Notice of Motion – Ward Oval Free Camping	139.6.2018	<b>GM</b>	That as a matter of urgency Council investigate the opportunity to open Ward Oval to temporary free camping in order to remove the current situation of a lack of organised and appropriate free camping sites within Cobar.	Investigation being undertaken and will be provided to the September Workshop.
1180	Council Meeting – Notice of Motion – Arid Research Centre	140.6.2018	<b>GM</b>	That a submission be made to the Prime Minister of Australia and the Premier of NSW seeking their support and consideration of establishing an Arid Research Centre in Cobar for the Far Western NSW.  That a letter and submission be made to the National Farmers Association that a letter of support be sought.	Submission being prepared.
1190	Council Meeting – Clause 8A – Report on the Findings of the Code of Conduct	149.6.2018	<b>GM</b>	That a final report on the matter be brought to Council at the conclusion of Cr P Yench’s training as per the resolution.	Training quote received and organised.

	Complaint by Cr L Brady OAM Against Cr P Yench				
1191	Council Meeting – Clause 9A – Planning Proposal Submissions for Newey Reserve to Allow Free Camping – Lot 25 DP837494	150.6.2018	<b>DPES</b>	That Council authorises the Director of Planning and Environmental Services on behalf of the Council to request a gateway determination from the NSW Department of Planning and Environment in respect of the Gateway Planning Proposal Report prepared by Rebecca Ben-Haim, Eco Logical Australia Pty Ltd and dated June 2018.	Planning proposal forwarded to Deptment.

**COUNCIL RESOLUTIONS 27 JULY 2018**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1195	Council Meeting – Clause 2A – Everybody’s Home Campaign	173.7.2018	<b>GM</b>	That Council support the Everybody’s Home Campaign.  That Council write to Lake Macquarie City Council advising them of our support for the Everybody’s Home Campaign.	Letter sent – No further action required.
1196	Council Meeting – Clause 3A – Interim Executive Officer – Far North West Joint Organisation	174.7.2018	<b>GM</b>	That the Report on the Far North West Joint Organisation be received and noted.  That Cobar Shire Council grant permission for General Manager,	Noted – No further action required.  Permission granted – No further action required.

				Peter Vlatko, to undertake the role of Interim Executive Officer for the Far North West Joint Organisation should the appointment be required.	
1197	Council Meeting – Clause 4A – Request from Coonamble Shire Council to Join the Far North West Joint Organisation	175.7.2018	<b>GM</b>	That Cobar Shire Council seek clarification from the Office of Local Government in relation to the request from Coonamble Shire Council to join the Far North West Joint Organisation and any ramifications or conditions.	Awaiting response.
1198	Council Meeting – Clause 5A – Lilliane Brady Village Reaccreditation	176.7.2018	<b>DFCS</b>	That the Lilliane Brady Village Reaccreditation Report be received and noted.  That the Director of Nursing and Lilliane Brady Village Staff's effort be acknowledged.	Noted – No further action required.  Verbally thanked at the meeting – No further action required.
1199	Council Meeting – Clause 6A – Carried Forward Capital Expenditure	177.7.2018	<b>FM</b>	That \$128,000.00 operating expense is carried forward for the asbestos removal project (\$80,000.00) and environmental projects (\$48,000.00).	Now incorporated into budget – No further action required.
1200	Council Meeting – Clause 6A – Carried Forward Capital Expenditure	178.7.2018	<b>FM</b>	That the following road projects totaling \$1,182,936.00 are carried forward:  As per tabled resolution.	Works Program to be considered at the August Council Meeting – No further action required.
1201	Council Meeting – Clause 6A – Carried Forward Capital Expenditure	179.7.2018	<b>FM</b>	That the following road projects totaling \$866,749.00 be reconsidered at a Council workshop as part of the overall	Works Program to be considered at the August Council Meeting – No further action required.

				works program: As per tabled resolution.	
1202	Council Meeting – Clause 6A – Carried Forward Capital Expenditure	180.7.2018	FM	That the following capital projects totaling \$3,471,135.00 are carried forward:  As per tabled resolution.	Works Program to be considered at the August Council Meeting – No further action required.
1203	Council Meeting – Clause 6A – Carried Forward Capital Expenditure	181.7.2018	DES	That a complete works program be presented to the August Ordinary Meeting of Council for Council’s consideration.	Works Program to be considered at the August Council Meeting – No further action required.
1204	Council Meeting – Clause 7A – Rate Abandonments 2017/2018	182.7.2018	OC	That Council write-off rates and charges totaling \$215,478.63 for 2017/2018 as follows subject to Auditors approval:  As per tabled resolution.	Rates written off – No further action required.
1205	Council Meeting – Clause 9A – Implications to Council for Crown Land Management Under the New Legislation <i>Crown Land Management Act 2016</i> (CLM Act)	184.7.2018	ES	That Council delegate to the General Manager, Peter Vlatko who will sub delegate to Director of Planning and Environmental Services, Garry Ryman to undertake the categorisation of Crown land and to keep Council updated on developments of Plan of Managements and other significant changes to Council responsibilities in regard to Crown land.	Delegates approved.
1206	Council Meeting – Clause 10A – Use of	185.7.2018	DES	That the current fee to the Cobar Bowling and Golf Club for the use	Fee reviewed – No further action required.

	Effluent by Cobar Bowling and Golf Club			of effluent be increased to an annual charge of \$16,000.00 for 2018/2019 and be reviewed in July 2019.	
1207	Council Meeting – Clause 11B – Engineering Works Report	197.7.2018	DES	<p>That the information contained in the Engineering Works Report detailing maintenance on Shire and Regional Roads, State Highways and Water Sewer Mains, Resources for Regions Projects and other Major Grant Works be received and noted.</p> <p>That a letter be forwarded to Council’s Parks and Gardens staff on behalf of Councillors acknowledging a job well done.</p>	<p>Noted – No further action required.</p> <p>Letter sent – No further action required.</p>

**RECOMMENDATION**

That the information contained in the monthly status report be received and noted, with the following items to be removed: 702, 1076, 1108, 1134, 1195, 1196, 1198, 1199, 1200, 1201, 1202, 1203, 1204, 1206 and 1207.

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**CLAUSE 3B – INVESTMENT REPORT AS AT 31 JULY 2018****FILE: B2-7****AOP REFERENCE: 3.1.1.7****ATTACHMENT: NO****AUTHOR: Finance Manager, Neil Mitchell****Purpose**

Section 625 of the Local Government Act 1993 and Clause 212 of the Local Government (General) Regulation 2005 and the Council's investment policy require Council's investments to be reported to the Council on a monthly basis.

**Issues**

The table below shows the balances of Council's Investments as at the end of the month. Term deposits have differing terms in order to spread the maturity dates throughout the year. The recalculated amount restricted, due to changes in the future of the LBV, in the Audited Financial Accounts for Employee Leave Entitlements is \$329,509.

<b>Investment</b>	<b>Opening Balance</b>	<b>Transfers to Investments</b>	<b>Transfers from Investment</b>	<b>Interest Earned</b>	<b>Closing Balance</b>
NAB Sweep Acct	\$1,856,398	\$6,233,115	\$5,454,982	\$3,574	\$2,638,105
NAB Term Deposits					
2.75% (Oct) 4038	\$2,002,342	\$2,000,000	\$2,003,697	\$4,219	\$2,002,863
2.54% (Sep) 4039	\$2,015,572	\$2,000,000	\$2,016,774	\$4,264	\$2,003,062
AMP Bank					
2.85% (Jul) 4036	\$2,000,875	\$2,000,000	\$2,003,998	\$6,402	\$2,003,279
2.85% (Feb) 4037	\$2,024,485	\$2,000,000	\$2,025,645	\$4,596	\$2,003,436
2.85% (Apr) 4044	\$1,011,883	\$1,000,000	\$1,012,714	\$2,081	\$1,001,249
2.65% (Jan) 4047	\$1,006,694			\$2,266	\$1,008,960
2.60% (Aug) 4048	\$1,009,078			\$2,228	\$1,011,306
2.65% (Jan) 4049	\$1,006,694			\$2,266	\$1,008,960
Bank of Qld					
2.75% (Oct) 4046	\$2,024,773	\$2,000,000	\$2,025,783	\$4,626	\$2,003,616
Auswide Bank					
2.91% (Jan) 4040	\$3,000,478			\$7,417	\$3,007,894
<b>TOTALS</b>	<b>\$18,959,272</b>	<b>\$17,233,115</b>	<b>\$16,543,593</b>	<b>\$43,939</b>	<b>\$19,692,731</b>

*Annualised Average return on Investment for the Month: 2.73%*

*I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993 and Clause 212 of the Local Government (General) Regulation 2005 and the Council's Investment Policy.*



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**Finance Manager****RECOMMENDATION****That Council receive and note the Investment Report as at 31 July 2018.**

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**CLAUSE 4B – BANK RECONCILIATION, CASH FLOW & LOAN FACILITY  
SUMMARIES AS AT 31 JULY 2018**

**FILE: B2-7**

**AOP REFERENCE: 3.1.1.5**

**ATTACHMENT: NO**

**AUTHOR: *Finance Manager, Neil Mitchell***

**Purpose**

Council has requested that the following financial information be presented to each meeting of Council: reconciled bank balance, cash flow statement, and loan facility.

**Issues**

**Bank Reconciliation**

Balance as per Bank Statement	10,000
Add Outstanding Deposits	3,990
Less Unreceipted Cheques	(4,876)
<b>Reconciled Balance</b>	<b>9,114</b>

*In accordance with the requirements of the Local Government Act, 1993, I hereby certify that the Cash Book has been reconciled with the appropriate Bank Statements on a daily basis during the month and that the reconciliations have been recorded.*



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Finance Manager

**Summary of Total Funds Available at Month End for the Last 12 Months**

Month	Investment Balances	Operating Account	Total Available Funds
Aug 17	15,001,007	(144,836)	14,856,171
Sep 17	14,531,587	(5,470)	14,526,117
Oct 17	13,877,566	11,347	13,888,913
Nov 17	14,767,506	14,665	14,782,171
Dec 17	15,490,298	16,060	15,506,358
Jan 18	15,595,463	18,693	15,614,156
Feb 18	16,480,346	18,784	16,499,130
Mar 18	16,068,503	(7,720)	16,060,783
April 18	15,482,686	5,976	15,488,662
May 18	15,818,138	3,172	15,821,310
Jun 18	18,959,272	6,905	18,966,177
Jul 18	19,692,731	9,114	19,701,845



The recalculated amount restricted, due to changes in the future of the LBV, in the Audited Financial Accounts for Employee Leave Entitlements is \$329,509

### **Cash Flow**

<b>June</b>		<b>Description</b>	<b>Forecast</b>
<b>Forecast</b>	<b>Actual</b>		<b>July</b>
3,172	3,172	Bank Balance Forward	9,114
770,300	413,000	FAG / R2R / RMCC ( <i>Ordered Works Claim</i> )	1,196,300
14,100	14,336	RMS Agency	14,586
980,000	603,714	Rates /Water/User Charges	690,000
150,000	137,019	Private Works/Debtors	150,000
280,000	179,969	LBV – Residents Fees & Grant	280,000
170,000	170,999	Child Care/In Home Care	170,000
392,428	141,376	Net Movement of Investments ( <i>paid out loan</i> )	290,000
1,000,000	621,302	Sundry Income & Grants ( <i>incl. R4R</i> )	1,000,000
		<i>Less</i>	
(3,000,000)	(1,476,668)	Creditors	(3,000,000)
(750,000)	(799,105)	Wages / Salaries	(790,000)
10,000	9,114	Closing Reconciled Bank Balance Cr/(Dr)	10,000

<b>Borrowing Instruments as at 31 July 2018</b>	
Swimming Pool and Street Upgrade Loan (6.22%)	(1,209,790)
2 x Tyre Rollers Leaseback (6.87%, <i>Quarterly Payments</i> )	(41,638)
Bomag Tyre Roller Lease ( <i>Implicit rate of 5.63%</i> )	(9,598)

### **RECOMMENDATION**

**That Council receive and note the Bank Reconciliation, Cash Flow and Loan Facility Report as at 31 July 2018.**

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**CLAUSE 5B – MEETING MINUTES**

**FILE: C8-6-4, R5-36 & C8-17 AOP REFERENCE: 3.1 ATTACHMENT: YES  
(PAGE 187-197)**

**AUTHOR: *Executive Assistant General Manager/ Mayor, Janette Booth***

**Background**

Councillors and Council Staff are required to represent Council at a variety of meetings.

Included in the attachments to this agenda are copies of the minutes and the Status Reports of those meetings which have been held recently for the information of Councillors. They include:

- Cobar Youth Council – Monday, 25 June 2018 (no Status Report);
- Cobar Youth Council – Monday, 30 July 2018 (no Status Report);
- Rural Roads Advisory Committee – Tuesday, 1 August 2018 (Status Report);
- Liquor Accord Committee – Tuesday, 14 August 2018 (no Status Report).

**RECOMMENDATION**

**That the Minutes and Status Reports of the Cobar Youth Council, Rural Roads Advisory and the Liquor Accord Committees be received and noted.**

**CLAUSE 6B – UPDATE ON INFRASTRUCTURE PROJECT FINANCES**  
**FILE: G4-29 AOP REFERENCE: 4.1.3.3 and 4.4.4.2 ATTACHMENT: NO**  
**AUTHOR: Director of Engineering Services, Stephen Taylor**

**Purpose**

To provide Council with an update on the infrastructure projects budgets and expenditure as at 31 July 2018.

**Background**

Cobar Shire Council was successful in obtaining funding for three projects through the Resources for Regions Restart NSW provided by the NSW State Government. One project has been completed with two ongoing projects.

**Financial Implications**

	<b>Restart NSW Funding</b>	<b>Cobar Shire Council Funding</b>	<b>Expended as at 31 July 2018</b>	<b>Project Status</b>
Water Treatment Plant	\$15,750,000	\$200,000	\$4,846,514	<ul style="list-style-type: none"> <li>- Work on Foundation of amenities building;</li> <li>- Sludge lagoons construction continuing;</li> <li>- Site pipework.</li> </ul>
Sewerage Scheme Refurbishments Expansion and upgrade	\$2,100,000	\$100,000	\$466,153	<ul style="list-style-type: none"> <li>- The Ward Oval Pump station refurbishment and Lagoon upgrade have been completed.</li> <li>- Application to Infrastructure NSW has been made to change scope of works to include upgrade of all sewer pump stations and pre-treatment screening for sewer influent. No response from INSW has been received.</li> </ul>



**RECOMMENDATION**

**That Council receive and note the updated financial information for the two Restart NSW Resources for Regions infrastructure projects.**

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**CLAUSE 7B – EXPENDITURE FOR ROADS NETWORK**

**FILE: R5-31, C6-20-3 AOP REFERENCE: 4.3.2**

**ATTACHMENT: YES**

**(PAGE 198-200)**

**AUTHOR: *Director of Engineering Services, Stephen Taylor***

**Purpose**

To provide Council with financial information on the expenditure on Council's Local and Regional Roads.

**Background**

A report detailing the Expenditure on Council's Shire Local Roads (blue) and Regional Roads Network (green) is provided as an attachment to this agenda for Council's information.

**RECOMMENDATION**

**That the information detailing the Expenditure for Council's Roads Network be received and noted.**

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## **CLAUSE 8B – ENGINEERING WORKS REPORT**

**FILE: C6-20-2**

**AOP REFERENCE: 4.3.2**

**ATTACHMENT: YES**

**(PAGE 201-206)**

**AUTHOR: *Director of Engineering Services, Stephen Taylor***

### **Purpose**

To inform Council of completed and ongoing Engineering Works for the period of July 2018.

### **Background**

Lack of rain continues to restrict areas of the shire where road maintenance can be undertaken. However Mulya Road was able to be graded prior to the Louth Races by using a bore on Gidgee Road. Use of a contractor on the south end of The Wool Track when a small amount of moisture was present enabled a light maintenance grade to be undertaken.

Seal failures on RR7518 – Fifty Two Mile and SR10 – Belarabon Road have been identified. These are likely a result of additional heavy traffic transporting drought feed for livestock. Urgent resealing is being undertaken in August to ensure that the entire sealed surface does not fail.

### **State Highways**

#### **Maintenance Work**

- Sign replacement works as required – **ongoing**;
- Pothole repairs – **ongoing**.

#### **Ordered Works**

- Musheroo Project – Gravel winning and crushing is close to completion and extension of culverts headwalls is underway. A draft price for the main construction work has been submitted to RMS and construction is anticipated to commence in September.

### **Urban Roads/Shire Roads/Regional Roads**

#### **Maintenance Work**

- Maintenance grading – MR407, MR 461, RR7522 (contractor) and SR23;
- Pothole repairs – MR407, MR416 & RR7518;
- Guide posts and signs – MR228, MR407, MR416, MR461, RR7518, SR19, SR20, SR21, SR24, SR36 and SR38.

#### **Construction Work**

- Work on Acres Billabong Culvert (contractor) and Windara Bend realignment and seal extension is continuing.

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## **Water and Sewer**

### **Maintenance Work**

- Pest control within sewer reticulation network being carried out where necessary – **ongoing**;
- Clearing and control of vegetation along the Nyngan to Cobar raw water pipeline easement (CWB) – **ongoing**;
- Twelve water faults were reported during the month, eleven were resolved.
- Repairs are being undertaken to the Sewer Treatment Plant embankment – **ongoing**;
- A chlorine installation audit and identified remedial works is being undertaken – **ongoing**.

### **Water Operations**

Consumption of potable water is at similar levels to last year with the water treatment plant producing approx. 2 – 2.5 ML per day down from the summer peak of approx. 7 ML per day.

### **Parks and Gardens**

- General maintenance carried out within parks and reserves within the Shire as required – **ongoing**.
- Gardens have been planted in Marshall Street adjacent to the Heritage Centre.

### **Resources for Regions**

#### **Construction of New Water Treatment Plant**

- The contract was let to Laurie Curran Water (LWC) on 23 June 2017.

Work completed to date:

- Site and road reserve clearing;
- Security fence erected around main treatment plant site;
- PAC Contact Tank and Clear Water Tank;
- Clarifier and filter tank;
- Pipelines from new WTP to Fort Bourke Hill reservoirs;
- Sludge Lagoons.

Work in progress:

- Work on foundations of clear water pump and main treatment buildings have commenced.

Expenditure to end of July on the contract by LWC is \$3,914,490 (36% of the contract). It is expected that the next 3-4 months will have a significant increase in

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progress on the construction as work commences on the mechanical and electrical installation.

**RECOMMENDATION**

**That the information contained in the Engineering Works Report detailing maintenance on Shire and Regional Roads, State Highways and Water Sewer Mains, Resources for Regions Projects and other Major Grant Works be received and noted.**

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**CLAUSE 9B – 2017/2018 ANNUAL REPORT**

**FILE: A2-2**

**AOP REFERENCE: 3.3.3**

**ATTACHMENT: YES  
(UNDER SEPARATE COVER)**

**AUTHOR: *General Manager, Peter Vlatko***

**Purpose**

For Council to receive and note the 2017/2018 Annual Report.

**Background**

Council is required, under the *Local Government Act 1993* Part 4 (s428), to provide an Annual Report within 5 months of the end of each financial year, outlining its achievements in meeting the objectives and performance targets set out in the Annual Operational Plan for that year.

The Annual Report in the year in which an ordinary election of Councillors is to be held must also report as to the Council's achievements in implementing the Community Strategic Plan over the previous 4 years (End of Term Report).

The 2017/2018 Annual Report has now been provided to Councillors under separate cover for perusal and information.

A copy of the Council's Annual Report must be posted on the Council's Website and provided to the Minister and such other persons and bodies as the regulations may require. A copy of a Council's Annual Report may be provided to the Minister by notifying the Minister of the appropriate URL link to access the report on the Council's Website.

**RECOMMENDATION**

- 1. That the information contained in the 2017/2018 Annual Report be received and noted.**
- 2. That a copy of Council's Annual Report be provided to the Minister and such other persons and bodies as the regulations may require.**
- 3. That the Annual Report be placed on Council's Website.**



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**CLAUSE 10B – DISCLOSURE OF INTEREST – COUNCILLORS AND DESIGNATED PERSONS**

**FILE: C12-3-1**

**AOP REFERENCE: 3.1**

**ATTACHMENT: NO**

**AUTHOR: *General Manager, Peter Vlatko***

**Background**

The Annual Disclosure of Interest Returns in accordance with Section 449 of the Local Government Act 1993 for Councillors and Designated Persons have been completed for the period 1 July 2017 to 30 June 2018.

These documents are tabled and will be held in Council's Records.

**RECOMMENDATION**

**That Council note the Annual Disclosure of Interest Returns for Councillors and Designated Persons for the period 1 July 2017 to 30 June 2018**

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**CLAUSE 11B – SERVICE REVIEWS – AN UPDATE**

**FILE: L5-25 AOP REFERENCE: 3.1.2 ATTACHMENT: YES (PAGE 207-274)**

**AUTHOR: *Senior Projects Officer, Angela Shepherd***

**Purpose**

To provide Council with an update on the roll out of service reviews across the organisation.

**Background**

In 2017 Council was awarded a grant to start the process of undertaking service reviews across the organisation. The funding was used to develop a framework under which to undertake the reviews and to capacity build staff to understand the process and what outcomes Council is aiming for. A series of workshops were held. The consultants also undertook the first three reviews for Council.

The consultant reviewed service provision for:

- Parks and Gardens;
- Tourism;
- Youthie;

Since these reviews were received, staff have been working through the recommendations in the reviews to identify where improvements in service provision could be made.

In addition, staff have completed a review into the Records Management service and provided recommendations to improve the efficiency of that service. Staff are currently developing the scope to undertake a review of the workshop operations.

**Issues**

Each review looked at options such as increasing service levels, reducing service levels, outsourcing service provisions etc in a bid to find efficiency or budget gains. A summary of each review and the response is outlined below.

**Tourism**

This review looked at reducing the level of accreditation of the VIC (and therefore the number of hours the VIC would be open) or stopping the service altogether. A copy of the review is attached. Staff have gone through the list of recommendations and addressed each. A copy of this response is also attached.

The review acknowledges the significant economic benefits of Tourism for the Cobar community and the part the Great Cobar Heritage Centre plays in attracting visitors. Our VIC supports local businesses through the services they provide.

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Whilst revenues increased over the last ten years, so did the cost of operating, with the main costs being employee expenses – which was expected. There are 18 recommendations in the review. Responses to these have been developed and actions included in the business plan (tourism, museum and events) that is reported to Council every 6 months.

In response to Recommendation 13 – consider reducing the operating hours to reduce expenditure – staff have seriously analysed this option. Staff believe there will be a loss of income to both the VIC and local businesses if hours of operation are reduced in the peak season. A trial was considered for the three summer months, which would see a \$10,000 fall in expenses by reducing the opening hours of the centre.

When considering this option, the cost of advertising these changes was considerable, given the many locations advertising is undertaken (including fixed signage) and the confusion it may cause. These and other costs associated meant few savings would actually be afforded. However, significant productivity improvements can be made by better utilising the staff during these months. These improvements have been evidenced in the six monthly reports to Council.

The actions will continue to be reported against to Council in the business plan reports.

### **Parks and Gardens**

Cobar's parks and gardens provide invaluable health (physical and mental) benefits to the community and are a place that brings people together – a highly important function in our very transient community. Whilst expenses have increased over the ten years, income is varied, depending greatly on grant income. At present, Council is providing significant upgrades to three playgrounds, due mostly to grant income. This is needed as much of the equipment is beyond its useful life and no longer meets Australian Standards. This also applies to structures at Ward Oval. Further investigations are required in the villages in relation to asset life of structures and what needs to be replaced.

It was noted that Council does not have a true understanding of the cost of providing each park and garden. The volume of water used on a number of parks puts their water costs per kilolitre in the top tier (ie \$4.24 / KL). In a hot climate, water use is high. Staff have been converting watering systems to more efficient systems (ie the rainbird system at Ward Oval and Drummond Park) and systems that can be monitored more effectively remotely (ie through mobile apps). Staff have been reviewing water costs and staffing levels to get a better understanding of the costs of each park.

Data collection and changes to technology to reduce water use is imperative to informing future discussions on possible consolidation of parks. It may be that fewer parks are required or that different uses for those parks are sought that reduce the cost of maintaining them. A community discussion on expected service levels and the cost of providing that level of service can be held when there is information to inform that discussion. However, it is too early to do so as there is not adequate information available at this stage and there is no information on the utilization rates of the parks. This is the current focus of the parks and gardens service review.

Some improvements have been achieved in terms of onboarding of staff.

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Parks and gardens staff will continue to work through the review and respond to it accordingly.

### **Cobar Youth and Fitness Centre**

The review notes the importance of the Centre to Council in their ability to meet the aims in the CSP and the Economic Action Plan. Most of the income comes from activity fees and the majority of costs are employee costs (review is attached). The centre is a cost to the community, rather than running at a loss. It is a community service.

The running of the centre was compared to a PCYC – the main difference being a PCYC can raise funds through fundraising. The review notes that wages are less than for the average PCYC, revenue is slightly higher than for private sector equivalent operators, however revenue-wage cover is half that of the private sector.

The review noted the value to the community of the Centre and that it is critical to attracting and retaining residents. The centre generates a positive return on investment through these externalities. It notes there may be opportunities to increase the marketing for the centre and reduce net costs by increasing revenue and outsourcing. By collecting customer satisfaction and visitation data, and benchmarking performance over time, KPIs and service standards can be developed.

There are 11 recommendations outlined in the review. These have been addressed by staff (response attached). The option to outsource cleaning and the canteen have been put on hold until building upgrade works are undertaken. The canteen is not a viable concern to outsource on its own at this point. Cleaning staff are at times the only staff in the centre, however efficiencies in cleaning are being explored (ie more efficient equipment etc).

Issues around asset and building maintenance are being addressed in current grant applications and better connections to Drummond Park and the skate park are being addressed in works being undertaken on the adventure playground design in Drummond Park. Staff will continue to work through the recommendations and address them, in particular, in regards to data collection to better inform future reviews.

### **Records Management**

The review of records management was undertaken by staff. This unit was reviewed due to the high workloads and increasing costs of providing what is essentially an internal service.

Concerns for the business unit are around Council's low levels of compliance with relevant legislation and best practice, increasing demand for services with an unprecedented increase in the volume of records to manage and managements wish to consider moving towards a digital recordkeeping system (EDRMS).

Council is currently processing 10,000 records a year. This has increased three fold since May 2017, mainly as the number of email records increase. Records staff have had a concerted effort to increase record capture in a bid to protect Council and comply with legislation.

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Council operates a paper based records management system, which is inefficient and unsustainable. Processing emails is currently taking 70% of staff time, which does not leave adequate time for undertaking other compliance and strategic matters. There is also a large risk, with 97% of records likely to be lost in a disaster, such as a flood or fire.

The main recommendation given (paper attached) is to move towards an EDRMS whilst there are staff with the skills to be able to do so. This has not been available in the past and it would create a sustainable system into the future.

An EDRMS requires careful planning , management support and resources, however it will increase Council's ability to address legal issues, compliance risks, disaster management and increase record knowledge and capacity across the organisation. The steps required and risks of the project have been identified by staff (attached).

### **Legal Situation**

Council is not obligated to undertake service reviews, however it is good practice to do so.

### **Policy Implications**

Policy responses can be developed in response to the reviews.

### **Financial Implications**

An \$80,000 grant was received to assist with this project. Financial implications of each review can be determined during the budget setting process for the next budget – 2019/2020 and in the workshops leading up to the development of that budget.

## **RECOMMENDATION**

**That Council receives and notes the progress on the review of service levels being undertaken.**

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**CLAUSE 12B – MINUTES OF OUTBACK ARTS BOARD MEETING**  
**FILE: A3-1 AOP REFERENCE: 1.4.5 ATTACHMENT: YES (PAGE 275-284)**  
**AUTHOR: *Senior Projects Officer, Angela Shepherd***

**Purpose**

To provide a summary of the July Outback Arts Board meeting of the Board.

**Background**

The Outback Arts board is made up of six shire representatives and three individuals or community organisation representatives who have an interest in arts and culture in their community and wish to have a direct involvement through Outback Arts.

Outback Arts receives core funding from ARTS NSW as well as an annual contribution from the contributing councils. Outback Arts works with individuals, organisations and government to generate, promote and advocate for the arts and creative industries in the far west region of NSW.

**Issues**

The July meeting was held in the Outback Arts recently acquired and renovated building in Coonamble – which houses the regional art gallery, space for artists in residence, space for the collections held by the organisation to be appropriately stored, gallery space, meeting rooms and offices. This wonderful space is working well, with the exhibition space booked out for 2018 and filling up for 2019. The next artist to be exhibited will be Cobar resident, Kylie Harvey, with her Restricted (textiles) exhibition. There has been a great deal of interest from regional artists to have their works stocked in the retail space and the community art space has three regular bookings, with the revenue this creates being invested back into the facility.

The recently reviewed and updated constitution was adopted by the organisation and reflects changes to the way meetings can be held, the composition of the group and more practical ways of doing business (such as online banking).

A range of artistic projects have been delivered across the region, including Cobar where a millinery workshop and materials workshop, with a mental health focus were held in the last quarter. Council has been encouraging local groups to apply for the CASP funding which closed in early August. Announcements will be made later in the year for projects that take place in 2019. Council applied for funding for a copper art workshop with the idea to incorporate it into the 2019 Grey Mardi Gras festival if successful. Copper craft is very reflective of our town and also the culture of the 1950's to 1970's.

The organisation is currently developing the Not Dead Yet project which addresses rural communities struggles with drought, isolation and a culture of suppressing emotional issues. The community is encouraged to donate old working hats or Akubra's which will be photographed, repurposed, exhibited and sold off to raise money for Outback Arts mental health programs.

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**Financial Implications**

Council makes an annual contribution through the budget to be a member of the Board, which in turn makes Cobar eligible to participate in the activities of Outback Arts (to bring workshops and other events to Cobar and for locals to travel to activities held by the group across the region) and for Council and community groups in the Shire to be eligible to apply for grant funding.

**RECOMMENDATION**

**That Council receives and notes the minutes of the July 2018 Ordinary Meeting of the Outback Arts Board and the Council summary report provided by Outback Arts on their activities.**

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**CLAUSE 13B – GRANT FUNDING****FILE: G4-17****AOP REFERENCE: 3.1.1.4****ATTACHMENT: NO****AUTHOR: Senior Projects Officer, Angela Shepherd****Grant Update**

<b>Grant and Department</b>	<b>Activity</b>	<b>Amount Applied For</b>	<b>Successful?</b>	<b>Council Funding Required</b>	<b>Deadline for Project</b>
<b>Grants Applied for</b>					
RMS Active Transport Grants	Install 15 pram ramps in the CBD	\$48,750	Pending	75:25 requirement \$16,250	
Public Reserves Management Fund	Repair of fences and gates on the Wrightville Common	\$11,399	Pending	Nil	
Public Reserves Management Fund	Fencing Euabalong West Tip and grading fence line and installing double gates	\$8,799	Pending	Nil	
Public Reserves Management Fund	Euabalong Cemetery – replace fence with a rabbit proof/stock proof fence	\$8,825	Pending	Nil	
Safe and Secure Water	Reroofing water reservoirs	\$1.2m	Full application submitted after EOI successful	\$400,000 from the Water Fund budget	
Safe and Secure Water	Nymagee Water Security study	\$35,000	EOI successful – preparing full application		
Safe and Secure Water	Euabalong Water Security study	\$35,000	EOI successful – preparing full application		



<b>Grant and Department</b>	<b>Activity</b>	<b>Amount Applied For</b>	<b>Successful?</b>	<b>Council Funding Required</b>	<b>Deadline for Project</b>
Public Reserves Management Fund	On behalf of the Euabalong Common Trust – Boxthorn control	\$18,480	Pending	Management trust will contribute \$2,000	
Stronger Country Communities Fund	Upgrades to the Youth and Fitness Centre	\$907,574	Pending	\$160,000 S94 funds \$82,519 budget funds	Been deemed eligible – onto next stage of assessment.
Stronger Country Communities Fund	Construction of the Miners Memorial	\$360,028	Pending	\$89,959 Council \$100,000 community	Been deemed eligible – onto next stage of assessment.
Stronger Country Communities Fund	Modifications to Maidens Av house for use as a Girl Guides and meeting hall	\$225,709	Pending	\$30,628	Been deemed eligible – onto next stage of assessment.
Stronger Country Communities Fund	Toilet upgrades across the Shire	\$359,963	Pending	\$44,984	Been deemed eligible – onto next stage of assessment.
Youth Opportunities	Series of workshops with year 11 students – job undertaken in conjunction with CHS and NGOs	\$31,090	Pending	Staff support	
Country Arts Support Program	Copper smithing workshops during the Grey Mardi Gras	\$3,800	Pending		Announced around November.
Resources for Regions	Ward Oval multipurpose building – as per the masterplan	\$2,495,218 Total project cost \$3,326,957	EOI submitted	\$831,739	Council had to provide 25% of the total project cost.

<b>Grant and Department</b>	<b>Activity</b>	<b>Amount Applied For</b>	<b>Successful?</b>	<b>Council Funding Required</b>	<b>Comment</b>
<b>Grants Announced</b>					
Heritage Activation Grants	Disability access ramp to the GCHC	\$80,000	Successful	\$16,000	
Growing Local Economies	New 30 lot industrial estate	\$3.9m project, \$3.4m grant request	EOI successful, preparing business case	\$500,000	

Council committed \$200,000 in the 2018/2019 Budget to put towards grant proposals as a co-contribution. To date, \$16,000 has been allocated.

### **Current Grant Opportunities**

- Growing Local Economies – projects over \$1m, open found, allocations to be made on a sub-regional level, projects to features in new regional plans. Major infrastructure projects. Currently working with DPC on our regional plan. No closing date until funds allocated. Preparing a business case for a new industrial park as per above. Due 7 September 2018.
- Safe and Secure Water – ongoing. Several projects being progressed through EOI stage.
- Fixing Country Roads – ongoing round – no projects being developed at this stage. Investigating options for the Wool Track again.
- Regional Cultural Fund – Round 2 open. Currently developing up proposals to redo the exhibition areas and another for a new exhibition area. Closes 21 September.
- Contaminated Land Management grants currently open. Working with Bourke and Walgett to develop a proposal under the JO for a shared officer to undertake the work for a three year period.
- Local Sports Grant – closes 24 August. Council not eligible but encouraging other groups to apply and working with Nymagee Progress Association on a shade structure for their playground.
- Infrastructure grants – close 24 September. Project not yet identified for that round.
- Stronger Communities Fund – closes 11 October. Encouraging progress associations to prepare and submit a grant.
- Community Sports Infrastructure Fund – closes 14 September and can apply for \$500,000.

### **Grant Funded Projects - Implementation**

The following is a summary of works in progress for grant funded projects:

- CASP grants – Yarn Bombing project underway with workshops continuing.

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- Anzac grant – signage at the cinema and railway station – signs completed, at the signwriters.
  - Armistice Day grant – planning stage.
  - Reconciliation Week grant to produce a series of story boards in progress.
  - The ODGP was successful in obtaining \$200,000 of funding under the Rural General Practice Grants Program for the extension of the Medical Centre. Council’s contribution will be \$123,000. Project nearing completion.
  - Service Reviews – 3 Service statements finalised by consultant – staff prepared 1, workshop being scoped, have until October 2018 to acquit the grant.
  - Social Housing grant for Dalton Park upgrade – equipment been ordered, work commenced on installing toilet. Have 12 months to complete the project. Park plan being prepared.
  - Social Housing grant for Rankin St – equipment being installed.
  - SCCF Drummond Park – equipment ordered, park plan being prepared.
  - SCCF Pool project – Contractor engaged, equipment being ordered. Project to be undertaken whilst pool is closed.
  - Stronger Communities Program grant for optometrists arcade project – funding agreement signed. Design work is progressing. To be completed by 31 December 2018.
  - RCF Museum project – project being scheduled, funding agreement signed.
  - Miners Memorial BBRF – funding agreement being progressed. Project to commence within 12 weeks of signature.
  - Heritage Near Me Access Ramp to Museum – no funding agreement provided to date.

## **RECOMMENDATION**

**That the information contained in the grant funding report detailing grants applied for, grants announced and grants available be received and noted.**

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**CLAUSE 14B – RATES RECONCILIATION REPORT AS AT 31 JULY 2018****FILE: R2-1****AOP REFERENCE: 3.1.1.6****ATTACHMENT: YES (PAGE 285-286)****AUTHOR: Office Coordinator, Jo-Louise Brown****Purpose**

To provide Council details of the Rate Reconciliation as at 31 July 2018.

FUND	LEVY 2018-2019	Pensioner Rebates	Abandoned Levy	Additional Levies	Sub Total 2018-2019	Arrears 30th Jun 18	Payments	Total Outstanding	Total Outstanding Previous Year	% Outstanding of Sub Total Plus Arrears
Business	409,307.61		-	-	409,307.61	78,431.59	61,909.39	425,829.81	342,284.19	87.31%
Farmland	694,965.98		-	-	694,965.98	31,215.47	12,839.80	713,341.65	603,416.84	98.23%
Mining	1,728,262.37		-	-	1,728,262.37	225,987.30	-	1,954,249.67	1,789,537.39	100.00%
Residential	1,177,062.40	43,388.85	-	-	1,133,673.55	233,293.62	81,635.93	1,285,331.24	1,191,733.51	94.03%
Overpayments					-	-134,695.26	- 101,527.42	-33,167.84	-157,571.47	24.62%
Legal Costs			-	5,119.68	5,119.68	50,747.28	6,236.70	49,630.26	32,355.33	88.84%
Interest			-	510.27	510.27	135,920.90	4,952.66	131,478.51	117,611.01	96.37%
<b>General Rates</b>	<b>4,009,598.36</b>	<b>43,388.85</b>	<b>-</b>	<b>5,629.95</b>	<b>3,971,839.46</b>	<b>620,900.90</b>	<b>66,047.06</b>	<b>4,526,693.30</b>	<b>3,919,366.80</b>	<b>98.56%</b>
<b>Domestic Waste</b>	<b>615,210.00</b>	<b>16,111.15</b>	<b>-</b>	<b>-</b>	<b>599,098.85</b>	<b>43,136.57</b>	<b>79,631.93</b>	<b>562,603.49</b>	<b>510,130.99</b>	<b>87.60%</b>
<b>Sewerage</b>	<b>606,975.00</b>	<b>17,150.00</b>	<b>-</b>	<b>-</b>	<b>589,825.00</b>	<b>102,726.72</b>	<b>63,867.08</b>	<b>628,684.64</b>	<b>564,484.23</b>	<b>90.78%</b>
Cobar Water	670,280.00	18,550.00	-	-	651,730.00	39,458.68	79,289.78	611,898.90	547,269.48	88.53%
Nymagee Water	27,937.00	262.50	-	-	27,674.50	10,198.21	3,371.77	34,500.94	31,586.20	91.10%
Euabalong Water	45,129.00	787.50	-	-	44,341.50	10,434.18	11,856.00	42,919.68	49,066.25	78.36%
Euab West Water	27,323.00	437.50	-	-	26,885.50	5,775.18	3,616.91	29,043.77	28,190.40	88.93%
Mt Hope Water	6,444.00	-	-	-	6,444.00	1,013.14	2,148.00	5,309.14	5,005.96	71.20%
<b>Water Access</b>	<b>777,113.00</b>	<b>20,037.50</b>	<b>-</b>	<b>-</b>	<b>757,075.50</b>	<b>66,879.39</b>	<b>100,282.46</b>	<b>723,672.43</b>	<b>661,118.29</b>	<b>87.83%</b>
<b>Water Usage</b>			<b>8,429.28</b>	<b>-</b>	<b>- 8,429.28</b>	<b>680,566.13</b>	<b>293,885.08</b>	<b>378,251.77</b>	<b>215,257.74</b>	<b>56.28%</b>
<b>TOTAL</b>	<b>6,008,896.36</b>	<b>96,687.50</b>	<b>8,429.28</b>	<b>5,629.95</b>	<b>5,909,409.53</b>	<b>1,514,209.71</b>	<b>603,713.61</b>	<b>6,819,905.63</b>	<b>5,870,358.05</b>	<b>91.87%</b>

**RECOMMENDATION****That the Rates Reconciliation Report as at the 31 July 2018 be received and noted.**

# **ATTACHMENTS**



## **ORDINARY MEETING AGENDA**

**THURSDAY 23 AUGUST 2018**

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## ~ REFERENCE TO ATTACHMENTS ~

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### **PART A – ACTION**

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Clause 4A – Unaudited Financial Statements 2017/2018.....	Under Separate Cover
Clause 6A – Road Capital and Maintenance Work Program 2018/2019 .....	186

### **PART B – INFORMATION**

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Clause 9B – Annual Report 2017/2018 .....	Under Separate Cover
Clause 11B – Service Reviews – An Update.....	207-274
Clause 12B – Minutes of Outback Arts Board Meeting.....	275-284
Clause 14B – Rates Reconciliation Report as at 31 July 2018.....	285-286