

# **COBAR SHIRE COUNCIL**



## **ORDINARY MEETING AGENDA**

**THURSDAY 27 OCTOBER 2016**

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## ~ ORDER OF BUSINESS ~

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Business for the meeting will be as follows:

1. Apologies
  2. Public Access Session
  3. Declaration of Interests
  4. Condolences
  5. Confirmation of Minutes
    - Ordinary Meeting of Council – Thursday, 22 September 2016
  6. Matters Arising from Minutes
  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 Councillor's, 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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**PUBLIC ACCESS – EUABALONG COMMUNITY MEMBERS**

**FILE: A11-2**

**AOP REFERENCE: 3.2**

**ATTACHMENT: NO**

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

**Purpose**

To thank Euabalong Community Members for addressing and hosting Council.

**Background**

Euabalong Community Members will address Council on issues affecting the Euabalong Community.

**RECOMMENDATION**

**That Council resolves to thank Euabalong Community for their address and for hosting this Council Meeting and Council looks forward to continuing to work with the Euabalong Community into the future.**

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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 October 2016.**



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**CLAUSE 2A – LGNSW TRAINING – EXECUTIVE CERTIFICATE FOR ELECTED MEMBERS**

**FILE: C12-1**

**AOP REFERENCE: 3.1.4.1**

**ATTACHMENT: NO**

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

**Purpose**

The purpose of this report is to provide information to Council about the Local Government NSW Training – Executive Certificate for Elected Members which is to be held Sydney. The program will be conducted over 5 days: Stage 1 and 2: 11 - 13 November 2016, Stage 3: 9 -10 December 2016.

**Background**

Local Government NSW (LGNSW), in partnership with the UTS Australian Centre of Excellence for Local Government and TAFE NSW, has developed a high quality accredited program for NSW Elected Members.

This course will help them to better understand their legislative responsibilities, and build skills and capacity to have a positive and well informed impact on Council decision making.

Topics covered through the program will include the following:

- Day 1 – Working as an Elected Member;
- Day 2 – Integrated Planning and Reporting;
- Day 3 – Community Engagement and Land Use Planning;
- Day 4 – Focus on Governance;
- Day 5 – Working Strategically through Collaboration.

Participants will have the opportunity to acquire skills and knowledge to improve their effectiveness as a leader in their Council and local community.

The course will include:

- A focus on good governance, local democracy, credibility and effectiveness for NSW Elected Members;
- Access to expert Local Government practitioners and researchers sharing their insights and experiences;
- High level theory and analysis regarding leadership, governance and the role of the councillor;
- Information regarding common practice and good practice on a diverse range of topics Opportunities to share aspirations and challenges with a cohort of peers;
- Deep conversations about the role of the Councillor and the role of Local Government in NSW;
- Perspectives and opinions about key Local Government issues;
- Designing and sharing of practical and complex solutions to common issues;
- Opportunities for both new and experienced Councillors to access current information about Local Government practice and research.

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### Issues

The General Manager is currently working with the OROC Members to provide a coordinated and cost effective training for all Councillors. The training of elected members is now a major requirement that must be provided in order to meet the proposed changes to the Local Government Act.

The ability to bring the courses to our region will reduce the cost to Council or the elected member.

Councillor Janine Lea-Barrett is seeking Council approval to attend the program. As Councillor Lea- Barrett is interested to attend this training it must also be made available to other Councillors if interested.

### Legal Situation

Council needs to provide for training and development of Elected Members.

### Policy Implications

Attendance at the workshop is covered in the Payment of Expenses & Provision of Facilities to Mayor and Councillors Policy.

### Financial Implications

Registration cost is \$3,500.00 exempt of GST for one delegate plus travel. Travel costs will be approximately \$1,000.00, accommodation will be roughly 5 nights \$300.00 per night equals approximately \$1,500.00 per delegate, with a miscellaneous budget of \$250.00. This course, per delegate will cost approximately \$5,950.00.

Costs are provided for in Council's 2016/2017 Governance Training Budget which has a budgeted figure of \$25,000.

### Risk Implication

Nil.

### RECOMMENDATION

**That Council approves the attendance of Councillor Janine Lea-Barrett at the 2016 Local Government NSW Training – Executive Certificate for Elected Members in Sydney to be held between 11-13 November and 9 -10 December 2016.**

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**CLAUSE 3A – SUSPENSION OF ALCOHOL FREE ZONES****FILE: C13-1 & H1-9 AOP REFERENCE: 4.3.1.1 ATTACHMENT: NO****AUTHOR: *General Manager, Peter Vlatko*****Purpose**

The purpose of this report is to provide a further on the suspension of the Alcohol Free Zone planned for Thursday, 24 November 2016.

**Background**

Further to a written request from the Cobar Business Association a Report was provided to the September Ordinary Council Meeting, were it was resolved as follows:

*“That Council supports the suspension of the Alcohol Free Zone between 6pm and 12 midnight on Thursday, 24 November 2016 and the General Manager be authorised to consult with the local Police and to provide a further report to Council regarding the suspension of the Alcohol Free Zone”.*

Liaison with local police both before and after the Council resolution is an essential requirement. This consultation with the police has been undertaken by Council officers and will continue to be undertaken in the lead up to the event.

In this instance the proposal has been considered by the Local Area Police Command and Council. The Local Area Police Command support the lifting of the Alcohol Free Zone.

**Financial Implications**

There are minor costs associated with the advertising of the suspension of the Alcohol Free Zones. These costs can be covered by the existing events budget. Costs of road closures and covering street signs will be made as an in-kind donation from Council to the Cobar Business Association.

**Legal Situation**

In accordance with Section 645 of the Local Government Act 1993, an Alcohol Free Zone has been established over all roads, streets, footpaths, laneways and public carparks in Cobar and can be suspended by resolution.

Council has the power to suspend an alcohol free zone (It is not possible to suspend part of a zone).

In order to suspend an alcohol free zone Council must pass a valid resolution which includes the need to liase with the local Police before and after making such a resolution.

If an alcohol free zone is suspended it is necessary to publish notice of the resolution in the local newspaper.

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Street signs must be covered immediately on commencement of the timeframe and the covers removed immediately following the suspended time.

**Options**

Council have the option to decline the request.

**RECOMMENDATION**

**That Council supports the suspension of the Alcohol Free Zone between 6pm and 12 midnight on Thursday, 24 November 2016 and that published notice of the resolution is placed in the local newspaper.**

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**CLAUSE 4A – MEETING ARRANGEMENTS – CHRISTMAS AND NEW YEAR (INCLUDING NOTIFICATION OF STAFF CHRISTMAS PARTY)**

**FILE: C6-16**

**AOP REFERENCE: 3.1.5**

**ATTACHMENT: NO**

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

**Purpose**

To determine the meeting times and procedures for the Christmas and New Year period 2016/2017 and advise of the Council Staff Christmas Party.

**Background**

This report deals with the closure of Council over the Christmas and New Year period and with the setting of meeting dates over that same period.

**Issues**

The Council Offices (including the main Administration building, Children's Services, Youth and Fitness Centre and Library) will be closed from Monday 26 December 2016 and will re-open the morning of Tuesday, 3 January 2017. The Depots will be closed from the afternoon of Thursday, 22 December 2016 and re-open Tuesday, 3 January 2017. There will be a skeleton crew of Depot employees working through the closure period. Normal rosters will apply to emergency call-outs and alterations to garbage collection days will be advertised in the Cobar Weekly.

Council's Staff Christmas Party will be held on Friday 16 December 2016 and all Council Staff (including the Lilliane Brady Village and Euabalong) as well as Councillors are encouraged to attend.

Council will need to determine appropriate meeting dates during the holiday season and the following arrangements are recommended:

- Ordinary Council Meeting – Thursday, 8 December 2016;
- No Meetings to be held during January 2017;
- The normal Meeting cycle to resume in February 2017.

By adopting the above meeting arrangements for December and January, allowance can be made for the adequate preparation of reports and meeting agendas.

It is common practice in many Councils to delegate joint authority to the Mayor and General Manager to deal with matters of an urgent nature during the period that there are no Council Meetings. In this case, that authority would be for the period commencing 9 December 2016 and terminating on 23 February 2017 which is the date for the first Council Meeting for 2017.

This delegated authority is conferred jointly which means that the Mayor or General Manager cannot act in isolation on any urgent matters. If there are any urgent matters to be dealt with, they are automatically reported to the first Meeting of 2017.

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## **RECOMMENDATION**

- 1. That the following Meeting arrangements be adopted for the Christmas and New Year period:**
  - **Ordinary Council Meeting – Thursday, 8 December 2016;**
  - **No Meetings to be held during January 2017;**
  - **The normal Meeting cycle to resume in February 2017.**
  
- 2. That the Mayor and General Manager be delegated authority, jointly, to deal with matters of an urgent nature for the period commencing 9 December 2016 to 9 February 2017 and that if any urgent matters are dealt with under this authority that they be reported to the February 2017 Ordinary Meeting of Council.**

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**CLAUSE 5A – 2016 LOCAL GOVERNMENT NSW HUMAN RESOURCES ANNUAL CONFERENCE**

**FILE: L5-5-2**

**AOP REFERENCE: 3.3.2**

**ATTACHMENT: NO**

**AUTHOR: *Acting Human Resources Manager, Summer Patterson***

**Purpose**

The purpose of this report is to provide information to Council about the annual Local Government NSW Human Resources Conference which is to be held at Rydges World Square in Sydney from 16 - 18 November 2016 and seek approval for an appropriate employee to attend.

**Background**

This report details the relevance of the attendance at the Conference and the costs associated.

The Conference is aimed at all Local Government HR Professionals interested in the people issues facing our industry. The conference will feature expert local government, academic, corporate and government speakers, interactive workshops to exchange best practice across councils, provision of a range of case studies, forums and workshops to encourage stronger networks and the opportunity to socialise with peers.

This year's Conference will:

- Focus on creating workplace environments where your colleagues can perform at their best;
- Examine ways of providing a professional, stimulating and friendly work environment in which our staff can thrive as they meet new challenges;
- Talk about new technology, ideas and practices;
- Discuss ways of continuing to build a team that reflects both our broader community by pursuing diversity through inclusion;
- Ensure that we attract and retain the best people in our industry.

**Issues**

The Conferences over the years have been extremely beneficial as many of the speakers on the program are human resource professionals from other Councils who showcase how they have addressed challenges and overcome issues with limited resources.

This Conference is important as it provides the opportunity to keep up to date with changes in human resources management principles, best practice in local government and networking opportunities for Councils that are rural and remote (like Cobar) with access to some of the best HR Managers in the Sector.

Cobar Shire Council has not sent any delegates to the previous annual conference due to staff changes and conflicting dates with prior engagements.

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**Financial Implications**

Registration costs are \$1,190.00 per delegate inclusive of lunches and \$80.00 for a Conference dinner on the Wednesday night. Accommodation costs would be approximately \$300.00 per room per night for two nights and travel costs of \$500.00 would be required.

Costs are provided for in Council's 2016/2017 Training Budget.

**RECOMMENDATION**

**That Council approves the attendance of the Acting Human Resources Manager at the 2016 Local Government Human Resources Conference.**



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**CLAUSE 6A – CODE OF CONDUCT ANNUAL REPORT****FILE: P5-8****AOP REFERENCE: 3.1.5****ATTACHMENT: NO****AUTHOR: *Director of Corporate and Community Services, Kym Miller*****Purpose**

To report to Council the Part 12 requirements of Cobar Shire Council's Procedures for the Administration of the Cobar Shire Council Code of Conduct Policy.

**Background**

Council adopted a Code of Conduct at the Ordinary Meeting of Council on 28 February 2013 in accordance with S440 (3) of the Local Government Act 1993.

Part 12 of the Procedures requires that the following information be presented to Council by 31 December 2016 based on the twelve months ended 30 September 2016.

**Part 12 Reporting on Complaints Statistics**

The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

The total number of code of conduct complaints made about Councillors and the General Manager under the code of conduct in the year to September.	0
The number of code of conduct complaints referred to a Conduct Reviewer.	0
The number of code of conduct complaints finalised by a Conduct Reviewer at the preliminary assessment stage and the outcome of those complaints.	0
The number of code of conduct complaints investigated by a Conduct Reviewer.	0
The number of code of conduct complaints investigated by a Conduct Review Committee.	0
Without identifying particular matters, the outcome of code of conduct complaints investigated by a Conduct Reviewer or Conduct Review Committee under these procedures.	N/A
The number of matters reviewed by the Division and, without identifying particular matters, the outcome of the reviews.	0
The cost of investigating complaints including staff costs.	Nil.

(Information about code of conduct complaints and the management and investigation of code of conduct complaints is to be treated as confidential and is not to be publicly disclosed except as may be otherwise specifically required or permitted under the procedures. No complaints were received for this reporting period).

**RECOMMENDATION**

- 1. That the Code of Conduct Annual Report be received and noted.**
- 2. That the statistics contained in the Report be reported to the Office of Local Government.**

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**CLAUSE 7A – UNAUDITED FINANCIAL STATEMENTS 2015/2016**

**FILE: A12-2 AOP REFERENCE: 3.1 ATTACHMENT: YES (PAGE 68-71)**

***Author: Director of Corporate and Community Services, Kym Miller***

**Purpose**

To approve the referral of the draft Financial Statements for the year ended 30 June 2016 to Council's Auditors 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. Luka Group has commenced the annual audit and it is anticipated that the audit will be completed within the prescribed time and that Luka Group will make a presentation to Council at its Ordinary Meeting in December.

The key pages of the draft statements are attached.

The draft surplus is in line with the budget forecast presented to Council as at the end of the third quarter in 2015/2016.

**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 2016 for audit.**
- 2. In accordance with Section 413 (2)(c) Mayor Brady OAM, Councillor Abbott, General Manager Mr. Vlatko and the Responsible Accounting Officer sign the required statement as to Council's opinion of the accounts.**

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**CLAUSE 8A – ALLOWANCE FOR LEAKS POLICY****FILE: P5-104 AOP REFERENCE: 3.1.1.4 ATTACHMENT: YES (PAGE 72-78)****AUTHOR: Rates Officer, Jo-Louise Brown****Purpose**

The purpose of this Report is for Council to adopt a Policy which ensures that all applications for allowances for water lost through concealed water leaks are processed in a consistent manner.

**Background**

The property owner is responsible for the maintenance and repair of their water service (from Council's water meter). The property owner is responsible for all water that passes through their water meter, as a consequence, concealed water leaks can result in significant unexpected costs to property owners. Accordingly, Council has received applications from property owners regarding possible allowances where there have been concealed water leaks on properties.

A copy of the draft Policy is contained within the attachments.

**Issues**

This policy specifically advises how to process applications where there has been water lost through concealed water leaks.

A concealed water leak is defined as a water leak that is hidden from view and there is no visible evidence of lush or green grass, damp soil or damp walls or floors. A leak is not considered concealed if it is not under something solid, eg, concrete path, house.

**Legal Situation**

After adoption by Council the draft Policy will be placed on public exhibition for 28 days. Any submissions from the public will be reviewed, along with the final draft Policy at the December 2016 Ordinary Council Meeting.

**Policy Implications**

This Policy will be added to Council's Policy Register once adopted.

**Financial Implications**

The allowance will cover 50% of the increase in water usage and will only be available once every five years at the same property. The allowance will be funded from the Water Fund.

**RECOMMENDATION**

- 1. That the draft Allowance for Leaks Policy be placed on public exhibition for a minimum of 28 days.**
- 2. That Council consider, at the December Ordinary Council Meeting, the draft Allowance for Leaks Policy along with any submissions received following the public exhibition period.**

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**CLAUSE 9A – UPDATE ON INFRASTRUCTURE PROJECT FINANCES****FILE: G4-29 AOP REFERENCE: 4.1.4.2****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 30 September 2016.

**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 30 September 2016</b>	<b>Project Status</b>
Water Treatment Plant	\$15,550,000	\$200,000	\$746,206	<ul style="list-style-type: none"><li>- Advice has been received that \$7.75 million funding has been approved through the Water Security for Regions Regional Water and Waste Water Backlog Program.</li><li>- Draft tender documents have been completed and a meeting will be held with the Office of Water on 18 October 2016 to discuss Section 60 approval of the documents.</li><li>- Subject to Section 60 approval tenders will be advertised early November 2016.</li></ul>
Sewerage Scheme Refurbishments Expansion and upgrade	\$2,100,000	\$100,000	\$329,624	<ul style="list-style-type: none"><li>- The Ward Oval Pump station refurbishment is continuing.</li><li>- Lagoon upgrade on ground works have been delayed due to weather conditions.</li></ul>

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### **Sewerage Scheme Project**

The approved sewerage scheme project consisted of four components. The sewerage lagoon upgrade and Ward Oval pump station are progressing. NSW Public Works have undertaken Options Studies for the Effluent Chlorination Facility and the Expansion of the Sewerage System (East Cobar Industrial Area). The preliminary estimates for both of these projects are significantly more than the original funding approved by Infrastructure NSW.

<b>Project</b>	<b>Approved funding</b>	<b>Preliminary Cost Estimate (excluding project management)</b>
Effluent Chlorination Facility	\$108,000	\$2,088,000 - Wetland and chlorination
East Cobar Sewer expansion	\$1,530,000	\$2,400,000 – Pressure Sewer System

Neither component can be undertaken within the currently approved funding. A staged project of the sewer expansion could be undertaken with stage 1 being able to be undertaken within the current budget. However this would only service 65 of the 106 properties identified in the original funding application and a scope variation would need to be approved by Infrastructure NSW.

The existing effluent disposal by irrigation onto Ward Oval and the golf course is being undertaken under an old Section 60 approval from the Office of Water. Although at this stage there is no indication that this will change the irrigation discharge is unlikely to meet current quality standards and an upgrade of the treatment is a likely to be required in the near (3 – 5 years?) future. It would therefore seem prudent for Council to pursue this component of the project as it provides the greater long term security for the Cobar Sewerage Scheme.

### **RECOMMENDATION**

- 1. That Council receive and note the updated financial information for the two Restart NSW Resources for Regions infrastructure projects.**
- 2. That Council approves the development of the Effluent Chlorination Facility within the current approved funding and postpones the East Cobar Sewer Expansion until further funding can be obtained.**
- 3. That a further report be considered by Council when Effluent Chlorination Facility final design and cost estimates are available.**

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## **CLAUSE 10A – REVIEW OF CURRENT WATER RESTRICTIONS**

**FILE: W2-21**

**AOP REFERENCE: 5.1.3**

**ATTACHMENT: NO**

**AUTHOR: *Acting Services Manager, David Sechtig***

### **Purpose**

The purpose of this report is to consider the current water restrictions in view of change to daylight saving and the advent of warmer weather.

### **Background**

As Cobar and surrounding areas are now starting to enter into the warmest period of the year it would be an appropriate time for Council to give consideration to adjusting the current level of Water Restrictions.

This is because with the increase in the temperature usage levels increase which results in the Filtration Plant working for excessive hours. This is not ideal for the Plant because maintenance and detention times are affected and this effects the quality of the water produced.

It is also an environmentally sound move for Council to alter the watering times as Council needs to encourage the community to water when evaporation levels are at their minimum; so this precious resource is not wasted or misused.

The water restrictions that are currently in effect are as follows:

#### **Cobar, Euabalong and Euabalong West**

- Hand held hoses are permitted at any time;
- All fixed sprinklers, irrigation systems etc. are permitted between **4.00pm** and **10.00am** daily;
- No car washing permitted on hard surfaces.

#### **Nymagee**

- Total ban on hand held hosing until further notice;
- All fixed sprinklers, irrigations systems are banned;
- No car washing permitted on hard surfaces.

#### **Mount Hope**

- Hand held hoses are permitted between **5.00pm** and **9.00am** daily;
- All fixed sprinklers, irrigation systems etc. are banned;
- No car washing permitted on hard surfaces.

It is recommended that the time period for hand held hoses be adjusted to be between the hours of 5pm to 9am for Cobar, Nymagee, Mount Hope, Euabalong and Euabalong West.

Change the fixed sprinkler watering times for Cobar, Euabalong and Euabalong West to be set between 6.00pm to 8.00am respectively, with fixed sprinkler watering at Mount Hope and Nymagee banned.

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## **RECOMMENDATION**

**That Council amends the current water restrictions the following commencing on Thursday, 27 October 2016:**

### **Cobar, Euabalong and Euabalong West**

- Hand held hoses are permitted between 5pm and 9am daily;
- All fixed sprinklers, irrigation systems etc, be permitted between 6pm and 8am daily;
- No car washing be permitted on hard surfaces.

### **Nymagee and Mount Hope:**

- Hand held hoses be permitted between 5pm and 9am daily;
- All fixed sprinklers, irrigation systems etc, are banned;
- No car washing permitted on hard surfaces.

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**CLAUSE 11A – FIRST QUARTERLY REVIEW OF THE ANNUAL OPERATIONAL PLAN 2016-2017**

**FILE: L5-22 AOP REFERENCE: 3.1 ATTACHMENT: YES (PAGE 79-148)**

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

**Purpose**

To provide Council with a detailed review of all actions outlined in the Annual Operational Plan 2016-2017 for the first quarter (ie July to September 2016).

**Background**

At the June 2016 Ordinary Council Meeting, Council adopted the 2016-2017 Annual Operational Plan (AOP) and Budget. Council is obligated to review the AOP and Budget each quarter, under the NSW Integrated Planning and Reporting Legislation and Guidelines. It should be remembered that this review is only for the period July to September 2016 and does not cover actions or activities that have occurred since then. However, this paper aims to highlight major issues that may arise in Q2 of 2016/2017.

**Issues**

Each responsible officer has provided the attached review of their operations. All actions outlined in the AOP have been addressed and statistics are provided where appropriate.

A summary of the major projects undertaken in Q1 and the emerging concerns for Q2 in 2016/2017 are as follows:

**Governance**

- Significant effort has been placed on the organisational structure of Council over these three months, and is continuing, in line with Council's resolution. This has been in an effort to improve efficiencies, better use the resources available to Council and to provide a higher level of service to the community. Council will be asked to consider the organisational structure, as per requirements of the Local Government Act, in Q2.
- Council has been working with a number of community groups to gain a better understanding of the issues, service capabilities, opportunities and gaps in service provision. This includes childrens services, health services and the NGOs. These meetings will continue in Q2 and have been very successful to date.
- Work on the Economic Development Strategy has progressed. A community survey resulted in 218 responses on the reasons people live in Cobar and what they shop for elsewhere, 35 responses to the business survey on what conditions have been like in the last 12 months and expectations for the next 12 months and around 20 face to face interviews. Two workshops were also held with a total of 22 participants. All information is currently being compiled with the final Economic Development Action Plan to be adopted by Council in Q2.



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- Council worked with the Cobar Business Association to run a series of training activities for local businesses, including two social media workshops, a visual merchandising workshop and a process thinking workshop. All were designed to build the capacity of businesses to develop alternative markets and customer bases or improve their processes to survive downturns in the local economy and become more resilient. These were grant funded.
  - Council continued to participate in the Far West Initiative. Community consultations have taken place in Q2 and a meeting of the Advisory Committee is expected to take place in Q2 to discuss the feedback from these meetings and the submissions which are due in November 2016.
  - Work continues on the design for the new MPS. Further community consultations are expected in Q2.
  - Work has commenced on the introduction of an electronic performance management system for staff which will streamline the annual process, allow for better reporting and development of professional development plans. Work on the redevelopment of the Workforce Plan will commence in Q2.
  - The Phase 1 Amendments of the Local Government Act were adopted in Q1 by the NSW Government. They aim to clarify roles and responsibilities of councillors, mayors, administrators and general managers, introduce new guiding principles for local government, improve governance of councils and professional development for councillors, expand on the framework for strategic business planning and reporting, prioritise community engagement and financial accountability, and streamline council administrative processes. These will be phased in over time.

### Community Services

- The Lilliane Brady Village currently has 5 vacancies which will impact on the budget for this year. The DON is also experiencing difficulty in filling rosters. Another very successful fete was held in Q1.
- There continues to be a lack of investment and strategic direction from the NSW government on tourism for our area since Inland Tourism went into administration. Council, along with others in the region, need to develop a strategic campaign to get funding for tourism activities in our region. This should be a focus in Q2. The issue of 'free' camping is likely to be high on Council's agenda as the numbers of campers at some locations has been very high in Q1. However, we are moving into the 'quiet' period until March next year.
- Preparations for the Festival of the Miners Ghost are in full swing, with the festival to be held at the end of October. As part of the festival, the Youth Council is currently very busy organising the Colour Run. The Youth Council were also very active in the very successful Ocean to Outback ride that raised funds for the Cobar Hospital and will be assisting with the Golden Dash and Halloween Disco at the end of October.
- Children's Services is likely to lose around \$300,000 of funding from 2018 (IHC approximately \$20,000, FDC approximately \$80,000 and COOSH approximately \$20,000). Council is currently developing strategies to assist educators and Council to make up the shortfall and to lobby funding bodies to retain funding at current levels. COOSH vacation care continues to have strong growth, with the July school holiday program double the numbers of children for the same time last year.

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- There has been strong usage of the Youth and Fitness Centre for the quarter, with nearly 10,000 usages. New sports programs have commenced, there are new users/groups utilising the facility and this is expected to increase again in Q2. Council needs to develop a plan for the Centre to undertake much needed maintenance and upgrade works.
  - The Auditors have been working on this year's audit which is progressing well. The results are slightly better than forecast and well within Council's comfort zone. A full report to Council will occur in Q2.

### **Engineering**

- The pool opened as scheduled on 1 October 2016. There has been a significant issue with water loss during Q1 and a need to undertake repair works. This is currently being addressed, with further reports to Council likely.
- Drummond Park Stage 1 works have been completed with overwhelming enthusiasm from the community. The playground has been very highly utilised since opening. Security cameras have been installed to protect the asset. Design work has commenced on Stage 2 with the idea of an adventure playground to be discussed. Community consultation will be undertaken, commencing this month.
- Construction drawings and a Schedule of Quantities has been finalised for the construction of the Miners Memorial in Heritage Park. Fundraising activities are underway. This is a community project.
- The roads capital works program has been significantly affected from wet weather in Q1. Projects completed during this quarter included 2 km of seal extension on Wilga Downs Road and the stabilising and sealing of causeways on Gidgee Road. Wet weather has also significantly affected the maintenance program and resulted in damage to various roads. An inspection of roads for damage from the wet weather will be undertaken over the next period to assess if a Flood Damage claim can be justified.
- The Fixing Country Roads project at Acres Billabong has also been delayed due to wet weather. The next section of seal extension on the Wilga Downs Road under the Fixing Country Roads program is programmed for Q3 and Q4.
- The Restart NSW funded Ward Oval sewer pump station refurbishment project commenced in Q1 and will be completed in Q2.
- The contract for the Restart NSW Cobar Water Board twin pipelines replacement project has been let and on site works at Nyngan will begin in Q2. This work will include the installation of 30 km on new 300 mm pipeline.
- A grant application was submitted for additional funding for the Cobar Water Treatment Plant replacement project last year. Advice was received in October that this funding application has been successful and the Treatment Plant replacement tender will be advertised in Q2. It is anticipated that on site work for the construction of the plant will commence in Q1 2017/2018.

### **Planning and Environmental Services**

- The number of Development Applications has slowed this calendar year and as a result staff have been focusing on food shop inspections and compliance in regards to public health issues. This will continue in Q2.

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- Council has been undertaking inspections of private pools in accordance with our policy and this will continue in Q2 as applications are received and mandatory inspections fall due.
  - Staff have focussed on the upcoming bushfire season. Council has written to all urban vacant lot owners requesting them to clear overgrown vegetation and reduce the fire hazard. This is a cooperative effort with the RFS undertaking work to provide fire breaks around Cobar and the villages and Council staff reducing fire loads in council controlled areas.
  - The Department of Planning has commenced the development of the Far West Regional Plan. These environmental plans look at a vision for the region, identify social and economic issues in the region and determine infrastructure requirements for the future. Council is participating in this process and once a draft has been developed, the Department will undertake public consultation. Most other regions in NSW have a plan adopted or at the consultation stage.
  - Council has been reviewing procedures for receiving waste in order to undertake planning activities at the Cobar Waste Depot. In addition, there was an issue with waste being dumped at the tip in Euabalong, which was coming from Lachlan Shire. Council has installed signs in the area which appears to have stopped the in-flow of rubbish.
  - Staff from the NBN have been in Cobar, and will continue to be during Q2, surveying the town for the purposes of planning for NBN installation. Council has been working with the company and has been providing feedback on the draft reports as they come through. Council has signed access agreements for asset inspection and design work. The area to be serviced and the locations for above ground infrastructure is currently being finalised.
  - Capital works on the museum were completed in Q1. A capital works program has been developed for the remainder of the year.
  - Staff have been undertaking asset inspections of staff housing, with around 65% of premises inspected in Q1, the remainder will be undertaken in Q2. The purpose of the inspections is to undertake condition assessment reports and identify asbestos. This information will be used for asset management purposes, including the development of a maintenance schedule. Asset inspections will continue with other assets during the year.

### **Legal Situation**

Council must review the AOP quarterly as per the NSW Integrated Planning and Reporting guidelines.

### **Policy Implications**

The report outlines what has been achieved to date, what has not been achieved and why, and highlights any concerns regarding the actions in the AOP. Councillors are encouraged to read through the report to get an understanding of where each of the actions has progressed to and to understand any possible issues that may need addressing in future quarters.

### **Financial Implications**

Any financial implications are outlined in the budget review.

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**Risk Implication**

Any risks to achieving outcomes are listed in the report.

**RECOMMENDATION**

**That Council receives and endorses the first quarterly review of the 2016-2017 Annual Operational Plan, covering the period July to September 2016.**

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**CLAUSE 12A – POLICY ON COAL SEAM GAS EXPLORATION AND PRODUCTION**

**FILE: M4-1      AOP REFERENCE: 5.3.1 & 5.1.1.1      ATTACHMENT: NO**

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

**Purpose**

To clarify and endorse Council's position on coal seam gas exploration and production.

**Background**

At the May 2014 Ordinary Council Meeting, Council was asked to adopt a policy position in regards to coal seam gas exploration and production. This was as a result of the Association of Mining Related Councils developing their own position on the matter at that time. It is not known if any part of the Shire has coal seam gas and the NSW government position has moved in the last two years.

Cobar Shire Council does not need to have a policy on coal seam gas exploration and production. The Association has since adopted their own policy.

At the May 2014 Ordinary Council Meeting it was resolved:

*That Cobar Shire Council supports in principle the Association of Mining Related Council's Draft Policy on Coal Seam Gas including the relevant Position Statement and additional information and that Council's direction is as follows in relation to Coal Seam Gas Exploration and Production:*

- *That impacts on Local Government Council Infrastructure are adequately compensated for in the immediate and future life of those assets;*
- *In regard to the communities environmental assets, that the appropriate oversight body, whether government or private, is engaging effectively and is communicating with Council and the processes are put in place to independently obtain baseline data on air and water quality;*
- *Council's position as far as practicable is a "nil" effect position in regard to the quality of surface water, domestic, stock and irrigation aquifers used by our community and a "nil" net effect on above ground environmental assets in relation to coal seam gas activities;*
- *That health and environmental impact assessments are conducted for all significant mining and extractive industries during the approval process;*
- *That individual property rights in regard to unwelcome drilling, exploration and/or extraction activities are supported;*
- *That the ten (10) International Council of Mining and Metals (ICMM) principles are supported by Council;*
- *That Cobar Shire Council recommends to the State Government that the pre-gateway determination process be modified to enable a refusal where appropriate, and;*
- *That Council promotes the dissemination of information to landholders that is independent and informs them of their rights and obligations prior to entering into any agreements relating to coal seam gas exploration or production.*

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Council was going to use this position to develop a detailed policy for adoption by Council.

**Issues**

Council does not need to have their own policy developed. Council has agreed to the above policy positions.

**RECOMMENDATION**

**That Council endorses the policy position for Coal Seam Gas Exploration and Production as adopted by Council in May 2014 and no further work be undertaken at this stage.**

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**CLAUSE 13A – COMMUNITY ENGAGEMENT STRATEGY**

**FILE: L5-22 AOP REFERENCE: 3.3 ATTACHMENT: YES (PAGE 149-160)**

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

**Background**

During 2011-2012 Council developed their first set of Integrated Planning and Reporting (IP&R) documentation in accordance with our obligations under the integrated planning and reporting framework. Since then, IP&R has been imbedded into the Local Government Act through the Phase 1 Amendments adopted in August 2016.

Council must develop and adopt a Community Engagement Strategy prior to developing a Community Strategic Plan (10 year timeframe). Other plans include the development of a new ten year budget, four year Delivery Plan, renewed Asset Management Plans and Workforce Strategy and the development of the 2017/2018 Annual Operational Plan and budget. All documents must be adopted by Council by 30 June 2017. In addition, this year it is compulsory for Council to develop and adopt a Disability Inclusion Action Plan (DIAP) (four year document).

The Community Engagement Strategy does not just cover the development of the IP&R documents, but the ongoing engagement and consultation functions of Council with the community. As such, the Strategy is quite generic. This year there are appendices included, specific to the development of the IP&R documents and the DIAP.

The Strategy must be published, it must reflect the diversity of the community, outline the methods of engagement and outline how information will be made available to the community. It must address the social justice principles and ensure that government agencies are included in the engagement process.

This paper presents the draft Community Engagement Strategy for adoption and also outlines the plan for engagement in the development of the Community Strategic Plan – Cobar 2030 and the 2017 DIAP.

**Issues**

Community consultation and engagement are integral aspects of Council's every day activities. Engagement is not an 'add-on' activity. The engagement strategy aims to encourage the community to be informed and to participate in the decision-making processes that guide the development of services that Council provides.

The Community Engagement Strategy aims are for Council to inform, consult, involve and partner with the community, while remaining consistent in the desire to do so across Council areas. Council is committed to continuously improving the ways in which engagement is undertaken, and clearly communication is the key to engagement.

Councillors need to be involved in the engagement process. The engagement plan does not include a separate workshop for Councillors, but rather Councillors are encouraged to participate in the activities outlined. Councillors will be kept informed of dates and activities as they are confirmed.

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The Community has been consulted and engaged with quite extensively over the last four years. There was extensive engagement in the development of the original IP&R documents and then 12 months later through the Special Rate Variation process. There are annual discussions with the community to develop the Community Enhancement Plan and then specific engagement around activities such as the development of the Drummond Park playground, the skate park (through the skate park committee). Council has been working with the children's services providers, health service providers, NGOs and will undertake more work with tourism providers and Aboriginal services and groups. Council also participates in the Liquor Accord, Traffic Committee, LEMC, Economic Taskforce and hosts the Rural Roads Advisory Committee.

All these groups will be utilised and it is anticipated that the IP&R documents will be updated, rather than rewritten as the community priorities are still quite similar to what they were four years ago. This was highlighted in the recent discussions held by the Office of Local Government on the service gaps in the Far West as part of the Far West Initiative consultations.

During the engagement activities, it is important that the community is made aware of the limitations of Council's budget and human resources which need to be accounted for in the review of the Community Strategic Plan (CSP). The plan can include issues that Council is not responsible for but which are important to the community. The community will be asked to provide feedback on their priorities and their preferred level of service.

### **Financial Implications**

There are no financial implications for the adoption of the Community Engagement Strategy. A separate budget item is not required, as engagement should be integral to all Council activities.

Any expenses, which are expected to be minimal, incurred as a result of the engagement plans in the appendices, will be met from the existing budget.

### **RECOMMENDATION**

- 1. That Council resolves to adopt the Cobar Shire Council Community Engagement Strategy and that it be made publically available and reviewed in four years' time.**
- 2. That Council notes the engagement plans in the appendices which will be used in the review of the integrated planning and reporting documents and the development of the Disability Inclusion Action Plan.**
- 3. That Councillors endeavor to participate as much as possible in the community engagement activities that will be undertaken in the development of the Cobar 2030 Plan and associated documents.**



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**CLAUSE 14A – SENIOR CITIZENS CHRISTMAS PARTY 2016**

**FILE: S5-27**

**AOP REFERENCE: 1.3.4.1**

**ATTACHMENT: NO**

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

**Purpose**

To set the date for the Senior Citizens Christmas Party for 2016.

**Background**

Council has, for a number of years, held a Christmas party for its Senior Citizens in the Council Chambers with the cost being met by Council. It has again been included in the adopted 2016/2017 Budget with a \$2,871 allowance.

The event is organised by the Manager of Tourism and Public Relations with heavy support from the Administration Centre Staff.

It is desirable that the event be held before the Christmas school holidays commence as local school children may be involved in the entertainment.

Council Staff and Councillors assist with the serving of food, entertainment and the role of Santa Claus which is usually keenly contested for by a Councillor.

To assist Councillors to be involved, the party is generally held the day after the last Council Meeting for the year.

**RECOMMENDATION**

**That the Council Senior Citizens Christmas Party be held in the Cobar Shire Council Chambers on Friday, 9 December 2016.**

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**CLAUSE 1B – DEVELOPMENT APPROVALS: 14 SEPTEMBER 2016 – 17 OCTOBER 2016**

**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 14 September 2016 – 17 October 2016.

**The value of Complying Development approvals for 2016/2017 to date is Nil.**

The value of Complying Development approvals for the similar period in 2015/2016 was Nil.

**Local Development Approvals**

The following Local Development Applications have been approved under delegated authority for the period 14 September 2016 – 17 October 2016.

<b>CERTIFICATE NO.</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>VALUE (\$)</b>
20106/LD-00028	Kidman Way, Cobar	Relocation of Dewatering Line	4,000
2016/LD-00029	11 Brough St, Cobar	Demolition of Fire Damaged Dwelling	20,000
2016/LD-00030	33 Prince St, Cobar	Carport	35,410

**The value of Local Development approvals for 2016/2017 to date is \$424,410.00.**

The value of Local Development approvals for the similar period in 2015/2016 was \$725,363.00.

**Construction Certificates**

The following Construction Certificates have been approved under delegated authority for the period 14 September 2016 – 17 October 2016.

<b>CERTIFICATE NO.</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>
2016/CB-00022	33 Prince St, Cobar	Carport

**RECOMMENDATION**

**That the information detailing the Local Development and Construction Certificate approvals for the period 14 September 2016 – 17 October 2016 be received and noted.**

**CLAUSE 2B – MONTHLY STATUS REPORT**

FILE: C13-10

AOP REFERENCE: 3.1

ATTACHMENT: NO

AUTHOR: *General Manager, Peter Vlatko*

<b>COUNCIL RESOLUTIONS 22 MARCH 2012</b>					
<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
162	Council – Clause 16A - Liquid Trade Waste Policy – Costs and Implementation Method	14.3.2012	<b>DES/SM/DPES</b>	Adopts option one (1) for the upgrading of the existing trade waste outlets and purchase the required pre-treatment units and complete the installation works on all trade waste premises with all costs to be funded out of the Sewer Fund Reserves with a no-interest three (3) year loan to local proprietors of businesses, and further that repayment will be a condition of approval on their Liquid Trade Waste licence agreement as per the NSW Office of Water regulations.	Lack of staff resources has prevented implementation of resolution. Discussions were being undertaken with Dubbo City Council through the LMWUA for Dubbo Trade Waste Officer to implement a Trade Waste Program for several Councils within the LMWUA.  Change in Local Government structure likely to affect progress of this proposal.
<b>COUNCIL RESOLUTIONS 24 APRIL 2013</b>					
<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
380	Committee of the Whole Closed Council – Clause 1C – Notice of Rescission Motion – Consideration of Tourism Cost Centre	95.4.2013	<b>DCCS/MTPR</b>	That in the year 2013/2014 that Council develops a tourism management plan that details appropriate commitments and plans that aid the tourist industry in Cobar.	Action plan instigated for implementation of resolution. Interim Report provided to March 2014 Ordinary Council Meeting. Expect Plan to be developed in 2016/2017 as part of overall IP&R.

**COUNCIL RESOLUTIONS 22 AUGUST 2013**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
435	Council – Clause 9A – Determination of Status of Mt Gap Road	187.8.2013	<b>ESM</b>	That Mt. Gap Road within Mt. Gap Station shall be dedicated a public road and remain on the Roads Register as a Shire Road.	Waiting on gazettal by Western Lands.

**COUNCIL RESOLUTIONS 22 MAY 2014**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
560	Council – Clause 4A – Cobar Shire Council Policy Direction Concerning Coal Seam Gas Exploration and Production	92.5.2014	<b>GM/SPO</b>	<p>That Cobar Shire Council supports in principle the Association of Mining Related Council's Draft Policy on Coal Seam Gas including the relevant Position Statement and additional information and that Council's direction is as follows in relation to Coal Seam Gas Exploration and Production:</p> <ul style="list-style-type: none"> <li>▪ That impacts on Local Government Council Infrastructure are adequately compensated for in the immediate and future life of those assets;</li> <li>▪ In regard to the communities environmental assets, that the appropriate oversight body, whether government or private, is engaging</li> </ul>	Report to October 2016 Ordinary Council Meeting to reconsider action.

				<p>effectively and is communicating with Council and the processes are put in place to independently obtain baseline data on air and water quality;</p> <ul style="list-style-type: none"> <li>▪ Council’s position as far as practicable is a “nil” effect position in regard to the quality of surface water, domestic, stock and irrigation aquifers used by our community and a “nil” net effect on above ground environmental assets in relation to coal seam gas activities;</li> <li>▪ That health and environmental impact assessments are conducted for all significant mining and extractive industries during the approval process;</li> <li>▪ That individual property rights in regard to unwelcome drilling, exploration and/or extraction activities are supported;</li> <li>▪ That the ten (10) International Council of Mining and Metals (ICMM) principles are supported by Council;</li> <li>▪ That Cobar Shire Council recommends to the State</li> </ul>	
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				<p>Government that the pre-gateway determination process be modified to enable a refusal where appropriate, and;</p> <ul style="list-style-type: none"> <li>▪ That Council promotes the dissemination of information to landholders that is independent and informs them of their rights and obligations prior to entering into any agreements relating to coal seam gas exploration or production.</li> </ul>	
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**COUNCIL RESOLUTIONS 24 JULY 2014**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
583	Works Committee Meeting – Report 3A – Road Capital Works Program 2014/2015	128.7.2014	<b>DES/ESM/RM</b>	That Council trials the use of chemical and cementitious stabilisation of the unsealed road network in conjunction with gravelling.	Trial undertaken in-conjunction with 2016/2016 Capital Works Program Report to be prepared for Council in Q4 2016/2017.

**COUNCIL RESOLUTIONS 25 SEPTEMBER 2014**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
627	Council – Clause 10A – Adoption of Management Plan for Lot 18 DP213415	188.9.2014	<b>DPES</b>	<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</p>	Item given high priority status with completion target extended to December 2016.

				and General Manager to sign any lease or licence under the Common Seal of Council.	
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**COUNCIL RESOLUTIONS 11 DECEMBER 2014**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
660	Council – Clause 7A – Office of Local Government Promoting Better Practice Review of Cobar Shire Council – Report Action plan Status	245.12.2014	<b>GM</b>	That Staff continue to work towards the completion of any work required by the recommendations contained within the Promoting Better Practice Review of Cobar Shire Council Report and detailed within the reviewed Action Plan.	General Manager to review and report on status to December 2016 Ordinary Council Meeting.

**COUNCIL RESOLUTIONS 23 APRIL 2015**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
701	Council – Clause 7A – EOI – Lease, Management and Maintenance of Cobar Regional Airport	59.04.2015	<b>ESM/DES</b>	That on completion of all requirements for certification of Cobar Regional Airport master planning be commenced, in conjunction with preparation of a business plan exploring potential commercial development of the Airport.	Airport Committee Meeting scheduled to be held in Q2.  Grant application submitted for Mater Plan.
702	Council – Clause 8A – Maintenance of Stock Control Structures	60.04.2015	<b>ESM/DES</b>	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	Staff being appointed to undertake project.

			<b>RM/DES</b>	coordinates, photos of the grid, an assessment on the condition of the grid and its associated infrastructure.  That Council's Approval, Installation and Maintenance of Stock Control Structures in Public Road (Public Gates, Grids, RAMPS and Stock Races) remain unchanged at this time pending the recompilation of a Grid Register at which time the matter will be revisited.	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>
777	Traffic Committee – General Business – Restricted Sight Distance at Intersections around Town	184.09.2015	<b>RM/SM/US</b>	Trees at selected intersections that restrict sight distance are trimmed in consultation with residents.	No further action required.  Council will continue to monitor.
785	Works Committee – Report 3A – Cobar Water Treatment Plant Project Expenditure and Action Plan	188.09.2015	<b>PM/ SM/ DES</b>	That the land acquisition, power design and finalisation of the investigation and tender documents for the Cobar Water Treatment Plant continue to be progressed.  That a further report be provided on the outcomes of the relevant Grant Application/Expression of Interest and required further action plan.	Grant funds obtained for full project. Monthly report provided on project – No further action required.



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.	No action to date.
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**COUNCIL RESOLUTIONS 22 OCTOBER 2015**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
799	Finance and Policy Committee – Notice of Motion – Services to O’Neill Road and Sutherland Drive	210.10.2015	<b>DES/SM</b>	That an investigation be undertaken into a water subsidy for the residents of O’Neill Road for the summer months similar to what we do for the Villages.	Action plan instigated for implementation of resolution.

**COUNCIL RESOLUTIONS 26 NOVEMBER 2015**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
809	Works Committee – Notice of Motion – Report 2A - RMS Repair Program for 2016/2017	226.11.2015	<b>DES</b>	That if funding is not obtained that Council continues to nominate MR407 Mulya Road in subsequent years until funding is obtained.	No advice received from RMS to date.
817	Council – Clause 7A – Cobar Sewerage Treatment Land Being Lot 24 in DP837494, Application for	236.11.2015	<b>DES</b>	That Council apply for a 12 month short term licence over crown land parcel Lot 24 in DP837494.  That the Mayor and General	No action to date.

	<p>Licence to Occupy Crown Land and Approval for Land Acquisition</p>			<p>Manager be authorised to execute the licence documents under the Common Seal of Council.</p> <p>That the costs associated with the licence be paid from operating expenses for the Cobar Sewerage Treatment Works.</p> <p>That Council acquire by compulsory acquisition the whole of the land contained in Lot 24 DP837494 Sewerage Works Road, Cobar (hereafter called the acquisition land).</p> <p>That the acquisition of land be acquired pursuant to Section 187 of the Local Government Act 1993 and the Land Acquisition (Just Compensation) Act 1991 for commercial purposes for the continued operation and management of the Cobar Sewerage Treatment Works.</p> <p>That the acquisition land value be paid upon completion of the acquisition of the acquisition land, to the Department of Primary Industries on behalf of the Crown in full and final payment of all those interests including the rights of the Crown pursuant to Section</p>	
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			<p>104 of the <i>Native Title (NSW) Act 1994</i> and Section 54(2) of the <i>Land Acquisition (Just Terms Compensation) Act 1991</i>.</p> <p>That the survey plans and other acquisition documents for the acquisition of the acquisition land be signed under the Common Seal of Council.</p> <p>That the Council authorise the Mayor and General Manager to sign all acquisition documents.</p> <p>That the acquisition land be acquired as operational land pursuant to the provisions of Section 31 of the <i>Local Government Act 1993</i>.</p> <p>That pursuant to the provisions of Section 190 of the <i>Local Government Act 1993</i> all minerals are excluded from the acquisition.</p> <p>That Council makes the necessary application to the Minister or Governor so that the acquisition can be completed.</p> <p>That the costs associated with compulsory acquiring the land be paid from the Sewer Reserve Fund.</p>	
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**COUNCIL RESOLUTIONS 10 DECEMBER 2015**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
821	Council – Notice of Motion – Establishment of a Cobar Community Trust	251.12.2015	<b>GM</b>	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.	No action to date.
822	Council – Notice of Motion – Bypass for Heavy Vehicles	252.12.2015	<b>GM</b>	That the alternate Heavy Vehicle Bypass through Cobar be added to the 10 Year Strategic Business Plan.	Matter to be raised with the review of IP&R Documents in Q2-Q3.
823	Council – Clause 1A – Mayoral Report	253.12.2015	<b>GM</b>	That urgent representations be made by the Mayor to the Member for Parkes and relevant State and Commonwealth Ministers for the retaining of the Cobar Bureau of Meteorology and the staffing levels and that Cobar be considered and granted funding for the new radar.	Government resolved to provide unmanned Stations – No further action required.
836	Council – Committee of the Whole Closed Council – Clause 2C – Incorporation of Lilliane Brady Village into the New Cobar Multi-Purpose Service	281.12.2015	<b>GM</b>	That subject to the proposed changes in the draft Memorandum of Understanding (MOU) and Term Sheet detailed in Councils resolution of 26 November 2015 that Council progress positively the incorporation of the Lilliane Brady Village into the proposed new Multi-Purpose Service with the 10 extra aged care beds to be attached	Advice provided to relevant Health Authorities.  MOU signed. Council working with Government Contractor in relation to design.

				<p>directly to the Lilliane Brady Village.</p> <p>That the information and discussions held concerning the proposed new Cobar Multi-Purpose Service incorporating the Lilliane Brady Village remains confidential within the Committee of the Whole Closed Council.</p>	
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**COUNCIL RESOLUTIONS 25 FEBRUARY 2016**

<b>NUMBER</b>	<b>ITEM</b>	<b>RESOLUTION NUMBER</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
842	Works Committee – Confirmation of the Minutes	13.2.2016	<b>SM</b>	That Cobar Community Radio be offered the same offer that Cobar Shire Council are offering to 2WEB Bourke.	General Manager requested Cobar Community Radio to provide Business Plan and Organisation Structure.
844	Works Committee – Report 3A – 2WEB Transmitter Investigation Report	14.2.2016	<b>DCCS</b>	<p>That Council approve the installation of the 2WEB FM re-broadcast transmitter at the existing Fort Bourke Water Treatment Plant.</p> <p>That the installation cost and application to the Australian Communication and Media Authority for the required apparatus licence be charged against Cobar - television budget.</p> <p>That Council applies for a five year</p>	No action to date, matter being reviewed by GM.

				<p>licence.</p> <p>That this is a once off payment contribution and no additional or ongoing costs will be covered by Cobar Shire Council.</p>	
855	<p>Committee of the Whole Closed Council – Clause 3C – Expression of Interest for Airport Self Service Bowser (AVGAS) and Refueling Truck (JETA1) Facility</p>	33.2.2016	ESM	<p>That SkyFuel to be offered the Construction, Maintenance and Operation of self-serving aviation fuel (AVGas) bowser and Jet A1 truck facilities at the Cobar Regional Airport on 5 X 5 X 5 leasing condition.</p> <p>That consent be granted to SkyFuel to build Jet A1 self-service bowser if it wishes without any adverse financial impact to the Council.</p>	<p>SkyFuel started operations at the Airport using mobile trucks as an interim arrangement as the previous refuellers pulled out.</p> <p>SkyFuel DA applications approved. They have already earmarked the area listed. Aviation fuel prices have significantly dropped compared to previous prices – No further action required.</p>

**COUNCIL RESOLUTIONS 28 APRIL 2016**

NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
865	Confirmation of the Minutes – Traffic Committee Meeting	53.4.2016	DES	That the works required on the Booroomugga Road and Barrier Highway intersection at Canbelego be prioritized as high and if funding is required that funding be sought.	RMS have advised they will undertake a full REF before any work is undertaken. Staff to provide design and incorporation of new Fire Tank project.
870	Committee of the Whole Closed Council – Report 1C – Analysis of Plant and	58.4.2016	GM	That any future projects within Cobar Shire that we look at supporting the local businesses (where applicable) to ensure their	Policy to be reviewed with new Council.

	Equipment Hire and Trades and Miscellaneous Services Register			viability and have a review of the Policy.	
871	Committee of the Whole Closed Council – Matter of Urgency	58.4.2016	<b>GM</b>	That Council undertake a review of the Organisational Structure.	GM currently progressing review.
874	Council – Clause 1A – Mayoral Report	61.4.2016	<b>GM</b>	Following the Launch of the Orana Regional Bio-Hub Report that the General Manager investigate the next step to progressing this project and Report back to Council.	Council to be updated once information is confirmed on status of project.
878	Council – Clause 5A – Use of Effluent by Cobar Bowling and Golf Club	67.4.2016	<b>SM</b>	The current fee to the Cobar Bowling and Golf Club is fixed at current at the annual charge of \$15,000.00 and to be reviewed annually.	To be reviewed as part of Budget process – No further action required.
879	Council – Clause 6A – Raw Water Supply to Dalton Park Horse Complex	68.4.2016	<b>DCCS</b>	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.	To be involved in the review of the IP&R documentation (Q2-3).

#### COUNCIL RESOLUTIONS 26 MAY 2016

NUMBER	ITEM	RESOLUTION NUMBER	ACTION BY	ACTION REQUIRED	OUTCOME
880	Finance & Policy Committee – Report 4B – Grant Funding	81.5.2016	<b>DES</b>	That Staff investigate and report back to Council the possibility of utilising the existing facilities at the Cobar Regional Airport for flight training.	Report to be prepared to November Ordinary Council Meeting.
892	Council – Clause 11A	94.5.2016	<b>DPES</b>	That Council acting as Trust	All offers accepted. Applications

	- Dalton Park Horse Complex Licence Agreements			<p>Manager for the Dalton Park Racecourse (R630019) Reserve Trust, resolve to affix the Trust seal to the 12 month temporary licence agreements for the following organisations and individuals to cover the period 1 July 2016 to 30 June 2017, if the offers are accepted:</p> <ul style="list-style-type: none"> <li>• Cobar Pony Club;</li> <li>• Cobar Miners Race Club;</li> <li>• Mr S Griffiths and Mrs C Griffiths;</li> <li>• Ms Sharon Whitehurst;</li> <li>• Ms Christie Wheeler, Mr Geoff Turton and Mr Kevin &amp; Mrs Maree Wheeler;</li> <li>• QS Outback;</li> <li>• Mr Wayne Prisk.</li> </ul>	being processed – No further action required.
893	Council – Clause 12A – Bathurst Street Reserve Licence Agreement	95.5.2016	<b>DPES</b>	That Council acting as Trust Manager for the Bathurst Street Reserve Trust, resolve to affix the Trusts seal to the 12 month temporary licence agreement for the Cobar Tennis Club to cover the period 1 July 2016 to 30 June 2017 if the offer is accepted.	Offer accepted – Application being processed – No further action required.
897	Council – Clause 4B – Meeting Minutes	102.5.2016	<b>DES</b>	That prior to work being allocated to a Shire or Regional road that consultation between property owners, road users and the Shire occur to determine the most appropriate location to complete	<p>Consultation with property owners and road users is being undertaken prior to works being undertaken.</p> <p>A Staff position has been allocated to this role – No further action required.</p>



works.

**COUNCIL RESOLUTIONS 23 JUNE 2016**

905	Council – Clause 3A – Occupancy at the Community Centre for the Cobar Mobile Children’s Services Inc	113.6.2016	<b>DPES</b>	<p>That Cobar Mobile Children’s Services Inc. is offered tenure of the eastern side of the Community Centre as per attached sketch by way of Memorandum of Understanding for a period of two (2) years with a mutually agreeable option of a further one (1) year, commencing on 1 July 2016, with such agreement containing a strategic cessation clause to accommodate any major building works that may occur with the site.</p> <p>That the rental be \$5,400 plus GST in the first year and indexed at C.P.I effective 1 July of each subsequent year.</p> <p>That Council commence planning for a permanent toilet so that consideration of a toilet can be undertaken by Council if grant applications fail.</p>	<p>Cobar Mobile Children’s Services Inc. have accepted Council’s offer and agreed in principal. Awaiting return of draft agreement. Rent has been paid net of donation – No further action required.</p> <p>Planning has started for a permanent toilet. Once grant funding has been identified an application will be made.</p>
911	Council – Clause 10A – Economic Taskforce	120.6.2016	<b>MPES</b>	<p>That Council prepare a Plan of Management for the Newey Reserve and review the free camping issue in Cobar.</p>	<p>Plan of Management being investigated.</p>
912	Council – Clause 10A – Economic Taskforce	121.6.2016	<b>SPO</b>	<p>That Council lobby the Minister for Tourism and Destination NSW to outline their vision for promoting</p>	<p>Lobbying to be commenced once the election has been completed.</p>

				Outback NSW.	
914	Council – Clause 10A – Economic Taskforce	123.6.2016	<b>SPO</b>	That the Taskforce review their Terms of Reference at their next meeting and report their recommendations to the new Council.	Next Economic Taskforce Meeting scheduled for November. Report will be provided to the November Council Meeting.
916	Recommendations to Council from Committee of the Whole (Closed Council)	132.6.2016	<b>GM</b>	That the General Manager provide a report on the cost of providing a water network that eliminates contaminated water delivery.	Report to be provided to February 2017 Ordinary Council Meeting.

**COUNCIL RESOLUTIONS 22 SEPTEMBER 2016**

<b>933</b>	<b>Council – Clause 1A – Election of the Mayor and Deputy Mayor</b>	<b>168.9.2016</b>	<b>GM</b>	<p>That Council note that the General Manager or his nominee is the Returning Officer for the purpose of electing the Mayor and Deputy Mayor.</p> <p>That the period of appointment of the Deputy Mayor be consistent with the period of the appointment of Mayor, being two (2) years.</p> <p>In the event of more than one (1) nomination that Council conduct the election of the Mayor and Deputy Mayor by ordinary ballot and in accordance with the Local Government (General) Regulations 2005.</p> <p>That following the election the ballot papers used in the election of the</p>	<p>Noted – No further action required.</p> <p>Noted – No further action required.</p> <p>Undertaken – No further action required.</p> <p>Ballot papers destroyed – No further action required.</p>
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				Mayor and Deputy Mayor be destroyed.	
944	Council – Clause 2A – Meeting Dates and Times	171.9.2016	GM	<p>That the Ordinary Meetings of Council be held in the Council Chambers commencing at 5pm on the fourth Thursday of each month except for the December meeting which is to be held on the second Thursday of the month to stay clear of the Christmas period and January where no meeting is held and that where practical the September Council Meeting to be designated as the Rural Council meeting that will commence at 1:00pm.</p> <p>The Rural Council Meeting be held on a rotating basis through the Council Election cycle as follows:</p> <ul style="list-style-type: none"> <li>- Euabalong (October 2016);</li> <li>- Nymagee (September 2017);</li> <li>- Mt Hope (September 2018);</li> <li>- Tilpa (September 2019).</li> </ul> <p>That the start time of the Ordinary Council Meeting scheduled to be held on Thursday, 24 November 2016 be changed to 4:00pm.</p>	<p>Noted – No further action required.</p> <p>Noted and advertised – No further action required.</p> <p>Noted and advertised – No further action required.</p>
945	Council – Clause 3A – Delegations of Authority	172.9.2016	GM	That the Delegations of Authority for the Mayor, Deputy Mayor and General Manager be confirmed.	Noted – No further action required.
946	Council – Clause 4A – Council Committees/ Delegates	173.9.2016	GM	That Council determine its delegates for each of the listed Committees/ Organisations as follows:	Noted and advertised – No further action required.

				- See Minutes for complete list.	
947	Council – Clause 6A – Request for Change of Meeting Date and Suspension of Alcohol Free Zones	176.9.2016	<b>GM</b>	That Council supports the suspension of the Alcohol Free Zone between 6pm and 12 midnight on Thursday, 24 November 2016 and the General Manager be authorised to consult with the local Police and to provide a further report to Council regarding the suspension of the Alcohol Free Zone.	Further Report to be provided to October Ordinary Council Meeting.
948	Council – Clause 7A – Finance in Local Government Intensive Course	177.9.2016	<b>MFA</b>	That approval is given to Council’s Manager Finance & Administration to attend the Finance in Local Government Intensive Course between 14 and 18 November 2016 in Bathurst.	Conference attendance arranged – No further action required.
949	Council – Clause 8A – Pensioners Rate Rebate 2016/2017 - Claim 133	178.9.2016	<b>RO</b>	That Council writes off rates in respect of eligible pensioners in the sum of \$113,493.74 as detailed in the summary listed below, subject to Council’s Auditor’s approval:  - See Minutes for breakdown.  That Council apply for a subsidy of \$61,486.13 summarised below and further that Council undertake that in the event of a subsidy not being paid to Council in respect of the rates written off, then Council will not subsequently take proceedings for recovery thereof:  - See Minutes for breakdown.	Rates written off – No further action required.
950	Council – Clause 9A –	179.9.2016	<b>EA-DES</b>	That the following Contractors be	Contractors for the Provision of

	Quotation for the Supply of Trade and Miscellaneous Services 2015/2018			<p>included in the Council's Register of approved Contractors for the Provision of Trades and Miscellaneous Services 2015/2018:</p> <p>However, McMullan Group Pty Ltd must show proof of current Public Liability Insurance to the value of \$20,000,000 before they commence any contract work for Cobar Shire Council.</p> <ul style="list-style-type: none"> <li>- Oz Height &amp; Safety Pty Ltd;</li> <li>- McMullan Group Pty Ltd.</li> </ul>	Trades and Miscellaneous Services 2015/2018 Register amended – No further action required.
951	Council – Clause 10A – Dalton Park Horse Complex – Proposed Advisory Sign	180.9.2016	<b>DPES</b>	That Council approve the Director of Planning and Environmental Services to install an advisory sign at the Dalton Park Horse Complex confirming that use of the complex is available for use by licence holders only.	Action incomplete.
952	Council – Clause 11A – Dalton Park Horse Complex – In Principle Support to Licence Application	181.9.2016	<b>DPES</b>	<p>That Council provides in principle support to the use of the Dalton Park Horse Complex by a Cobar Barrel Racing Club once formed and affiliated with the National Barrel Horse Association.</p> <p>That a separate application for a licence confirming formation of a local affiliate club of the National Barrel Horse Association together with details of anticipated events/activities proposed for the</p>	Meeting with applicant scheduled for 20 October 2016 to discuss formation of local club requirements for submission of a separate application – No further action required.

				relevant licence period be submitted to Council for consideration.	
953	Council – Clause 12A – Economic Taskforce	182.9.2016	SPO	That Council receive and note the Minutes of the Economic Taskforce Meeting held on Thursday, 25 August 2016.  That the Economic Taskforce review their Terms of Reference at their next meeting and report their recommendations to the new Council.	Noted – No further action required.  Terms of Reference to be reviewed in November 2016. Resolution the same as 914 - No further action required.
954	Council – Matter of Urgency – Action to Seek Better Distribution of Financial Assistance Grants	194.9.2016	GM	That Council endorse the action of the General Manager in submitting the following to the LGNSW Conference:  <i>“That Local Government NSW asks ALGA to review and outline the options for a more sophisticated allocation of FAGS funding, including to improve the allocation to areas of need. This review would examine the principles of the Local Government (Financial Assistance Act) 1995, including the minimum grant principle and distribution methodologies applied by both the Commonwealth Grants Commission and the state based Local Grants Commission and report options for a change”.</i>	Action submitted – No further action required.

### RECOMMENDATION

That the information contained in the monthly status report be received and noted, with the following items to be removed: 702 Part 2, 777, 785, 823, 855, 878, 892, 893, 897, 905 Part 1 and Part 2, 933, 944, 945, 946, 948, 949, 950, 952, 953 and 954.

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**CLAUSE 3B – INVESTMENT REPORT AS AT 30 SEPTEMBER 2016****FILE: B2-7****AOP REFERENCE: 3.1.1.7****ATTACHMENT: NO****AUTHOR: *Manager Finance & Administration, Neil Mitchell*****Purpose**

The table below shows the balances of Council's Investments as at the report date. Term deposits have differing terms in order to spread the maturity dates throughout the year. The amount restricted in the Unaudited Financial Accounts as at 30 June 2016 for Employee Leave Entitlements is \$321,156.

<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	\$4,302,252	\$6,156,491	\$5,475,997	\$3,078	\$4,985,824
NAB Term Deposits					
3.05% (28 Aug) 4039	\$2,128,697	\$2,000,000	\$2,128,844	\$4,358	\$2,004,211
3.00% (30 Sep) 4040	\$1,012,569			\$2,451	\$1,015,020
3.03% (16 Sep) 4041	\$1,006,911		\$1,007,471	\$560	\$0
3.03% (30 Sep) 4042	\$1,006,265			\$2,447	\$1,008,712
3.06%(24 Sep) 4038	\$2,013,150		\$2,018,276	\$5,126	\$0
Bank of Sydney					
2.30% (14 Oct) 4043		\$1,000,000		\$1,008	\$1,001,008
2.80% (13 Oct) 4045		\$1,000,000		\$767	\$1,000,767
Community Alliance Credit Union					
3.0% (14 Oct) 4046	\$1,003,826			\$2,454	\$1,006,280
<b>TOTALS</b>	<b>\$10,572,739</b>	<b>\$10,156,491</b>	<b>\$10,630,588</b>	<b>\$22,249</b>	<b>\$12,021,822</b>

*Annualised Average return on Investment for the Month: 2.36%*

*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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Manager Finance & Administration

**RECOMMENDATION**

**That Council receive and note the Investment Report as at 30 September 2016.**

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**CLAUSE 4B – BANK RECONCILIATION, CASH FLOW & LOAN FACILITY  
SUMMARIES AS AT 30 SEPTEMBER 2016**

**FILE: B2-7      AOP REFERENCE: 3.1.1.5      ATTACHMENT: NO**  
**AUTHOR: *Manager Finance & Administration, 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.

**Bank Reconciliation**

Balance as per Bank Statement	10,000
Add: Outstanding deposits	7,176
Deduct: Unpresented Cheques	(7,555)
<b>BALANCE AS PER CASH BOOK</b>	<b>9,621</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 of September 2016 and that the reconciliations have been recorded.*



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Manager Finance & Administration

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

Month	Investment Balances	Operating Account	Total Available Funds
Oct-15	12,002,987	(13,000)	11,989,987
Nov-15	12,524,282	-	12,524,282
Dec-15	12,435,700	-	12,435,700
Jan-16	10,002,473	(73,800)	9,982,673
Feb-16	9,928,673	(72,231)	9,856,442
Mar-16	11,090,439	(75,849)	11,014,590
Apr-16	9,858,306	67,277	9,925,583
May-16	11,576,435	2,558	11,578,993
Jun-16	10,532,325	1,346	10,533,671
Jul-16	10,572,739	(35,035)	10,537,704
Aug-16	12,473,670	23,471	12,497,141
Sep-16	12,021,822	9,621	12 031 443

*The amount restricted in the Unaudited Financial Accounts for Employee Leave Entitlements is \$321,156.*



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**Cash Flow**

<b>Forecast</b>	<b>Actual</b>	<b>Description</b>	<b>Forecast</b>
<b>September</b>	<b>September</b>		<b>October</b>
23,471	23,471	Bank Balance Forward	23,471
-	-	RMS – Regional Roads Block Grant	419,300
320,000	-	RMS – Ordered & Routine Works	215,500
13,750	13,942	RMS Agency	13,750
460,000	308,842	Rates /Water/User Charges	460,000
150,000	201,143	Private Works/Debtors	150,000
240,000	262,146	LBV – Residents Fees & Grant	240,000
150,000	167,370	Child Care/In Home Care	150,000
3,136,316	5,154,592	Term Deposits Matured ( <i>One additional TD</i> )	4,033,022
130,000	74,792	Sundry income	30,000
70,000	59,922	Plant Sales	70,000
		<i>Less</i>	
(1,800,000)	(2,545,140)	Creditors	(2,300,000)
(690,000)	(721,578)	Wages / Salaries	(710,000)
(1,171,304)	1,013,142	Transfer from/(to) ‘At Call’ Account	3,702,190
(1,000,000)	(4,000,000)	New Term Deposit	(6,485,000)
(22,233)	(22,265)	Loan Repayment	(22,233)
10,000	9,621	Closing Reconciled Bank Balance Cr/(Dr)	10,000

COUNCIL LOAN FACILITY as at 30 September 2016

Refinanced NECU Loan (6.22%)

(1,541,572)

**RECOMMENDATION**

**That Council receive and note the Bank Reconciliation, Cash Flow and Loan Facility Report as at 30 September 2016.**

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**CLAUSE 5B – MEETING MINUTES**

**FILE: C8-6-4**

**AOP REFERENCE: 3.1**

**ATTACHMENT:  
YES (PAGE 161-165)**

**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 – Friday, 30 September 2016 (no Status Report);
- Cobar Youth Council – Friday, 14 October 2016 (no Status Report).

**RECOMMENDATION**

**That the Minutes of the Cobar Youth Council Committee Meetings be received and noted.**

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**CLAUSE 6B – EXPENDITURE FOR ROADS NETWORK**

**FILE: R5-31**

**AOP REFERENCE: 4.3.2**

**ATTACHMENT: YES**

**(PAGE 166-176)**

**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 Capital/R2R (orange), 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 7B – ENGINEERING WORKS REPORT**

**FILE: C6-20-2**

**AOP REFERENCE: 4.3.2**

**ATTACHMENT: NO**

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

### **Purpose**

To inform Council of completed and ongoing Engineering Works for the period of September 2016.

### **Background**

Ongoing rain since July has had a detrimental effect on the road network. Sealed roads have pot-holed extensively and unsealed roads have been cut up and badly rutted. Work crews are working at every opportunity between rain events to restore and preserve as much of the network as possible.

### **State Highways**

#### **Maintenance Work**

- Sign Replacement Works as required – **ongoing**;
- Pothole repairs – **ongoing**;
- Submission of paperwork for Nymagee road widening project on Kidman Way. A verbal consent for hold point release has been given which will enable stage one of the project to commence;
- Grader crew working on shoves HW8 & MR410.

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

#### **Maintenance Work**

- Inspections on various Shire and Regional Roads;
- SR1A – Road restoration following rain;
- SR41 – Weir Grounds maintenance;
- MR407 – Slashing and maintenance grading;
- MR416 – Pothole patching;
- RR7518 – Pothole patching and flood repairs;
- RR7521 – Vegetation control;
- MR461 – Flood repairs.

#### **Construction Work**

- SR4 – Causeway formation;
- SR26 – Road formation and stabilisation.

### **Private Works**

Nil.

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## Water and Sewer

### **Maintenance Work**

- Pest control within sewer reticulation network being carried out where necessary - **ongoing**;
- Sluice valve and hydrant repairs on town water supply reticulation – **ongoing**;
- Clearing and control of vegetation along the Nyngan to Cobar raw water pipeline easement (CWB) – **ongoing**;
- Investigation, inspection and locating of the town water reticulation mains within the town of Cobar for the purpose of assessing the serviceability, condition and sizes. The identification of the disused mains and interconnections that are still connected into the town reticulation along with valve and hydrant location for future main replacement and works program. – **ongoing**.

### **Construction Work**

- Stage one of the relocation and connections on the existing of raw water supply mains at Fort Bourke has been **completed**.
- Stage two will be completed by the end of the month and this will allow for greater control of raw water supply and obtain a higher level of backflow control from the mine connection and achieve the complete isolation of the old mine de-watering storage tank from the CWB system. – **ongoing**.

## Urban Works

### Parks

- Drummond Park upgrade has been completed with installation of the play equipment, and was opened for use early October;
- General maintenance carried out within parks and reserves within the Shire as required – **ongoing**;
- Ongoing review of intersection visibility and vegetation obstruction will be continued on a regular period through the year – **ongoing**;
- Spraying of footpaths, laneways and grass verges will occur at various locations around town over the next three months.

## Resources for Regions

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

- See Update on Infrastructure Project Finances report;
- NSW Public Works have been continuing to undertake the power design for the new Water Treatment Plant and the electrical power consultants have visited the site and the process has reached the point of the creation of access easements for the electrical supplier and the construction works;
- NSW Public Works have forwarded the new WTP document to DPI Water for review and to start the section 60 process on the new DAF treatment process.

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## **Construction of New Water Pipeline – Nyngan to Cobar**

- The Cobar Water Board’s Twin Pipeline Replacement Project contractor, National Australian Pipelines, is preparing documentation required prior to commencing work.  
Site access issues (weather) and access approvals have been addressed and as the weather is improving works on the ground is expected to start mid-November.

## **Upgrade of Sewerage Facilities**

- See: Update on Infrastructure Project Finances Report;
- Ward Oval Pump Station.  
The contractor for the Ward Oval Sewer Pump Station refurbishment is continuing to work on the site, and the works are progressing towards completion with a significant upgrade of the pump stations operational controls and service life being obtained on this asset for the future of community of Cobar.
- With the clearing of vegetation and regrowth around the embankments of the Sewerage Oxidisation Ponds nearing completion, works are continuing on the establishment of erosion control grass and irrigation system on the banks of lagoons with this work is being carried out by Council staff. Wet weather and regrown has delayed these works – **Ongoing**.

## **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 8B – GRANT FUNDING****FILE: G4-17****AOP REFERENCE: G4-17****ATTACHMENT: NO****AUTHOR: *Special 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>					
Heritage Near Me Activation Grant	Undertake repairs to the roof, gutter, windows etc to waterproof an unused area at the Great Cobar Heritage Centre, paint, floor covers and electrical upgrade.	\$90,200	Pending	\$6,820 from 'matching grants' allocation.	
Building Resilience to Climate Change	Undertake a masterplan of the Cobar Regional Airport.	\$60,000	Pending	\$15,000 from the matching grants budget.	
Country Arts Support Program	Conduct a series of art and craft afternoons designed to bring the community together and develop more creative networks within the community.	\$5,000	Pending	Nil.	If successful, project will take place in 2017.
Community Building Partnerships	Construct a new shed to house the Pontiac and old fire engine at the Great Cobar Heritage Centre.	\$12,280	Pending	Council would match with \$12,280 out of the matching grants budget. Total value of project \$24,560.	
RMS Walking and Cycling Programs	Funding for a consultancy to develop an Active Transport Plan for the Shire.	\$45,000	Pending	\$15,000. It's a grant that allows us to apply for 75% of funding. Our contribution could come from the footpaths budget or the grants matching	The RMS has suggested we should apply for this grant to allow us to source more

				budget.	construction funding in the future.
RMS Walking and Cycling Programs	Funding to construct a series of 15 pram ramps (2.5m wide) linking the Brennan Centre to the supermarkets, pharmacy, taxi rank, Council and medical centres. They would replace the current non-compliant ramps making it easier for older people and people with prams to walk the route.	\$37,125	Pending	\$37,125 – it is a 50:50 grant with Council's contribution to come from either the footpaths budget or matching grants contribution.	
Club Sport and Recreation Infrastructure Grants	Upgrade and Extension of the Cobar Youth and Fitness Centre.	\$780,000	EOI pending	\$200,000 including some Peak funds and a sport and recreation grant already received.	

Grant and Department	Activity	Amount Applied For	Successful?	Council Funding Required	Comment
<b>Grants Announced</b>					
Water Security Backlog Program	Funding for the new Water Treatment Plant.	\$7.5m	Successful	Existing grant funding and Council contribution used as matching funding.	
Youth Opportunities	Expand the Batyr program at Cobar High School.	\$25,000	Unsuccessful	\$10,000 from local fundraising being undertaken by local Batyr supporters and \$10,000 in corporate sponsorship. No Council funds.	
National Stronger Regions Fund	Upgrade and Extension of the Cobar Youth and Fitness	\$640,000	Unsuccessful	\$295,000, made up of S94A funds, matching	Announcement was expected



	Centre.			grant funds and allocated grant funding. Project also requires \$20,000 from Peak and includes \$25,000 already received from NSW Sport and Rec.	July, however Federal election put this back. An announcement is expected shortly.
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### **Current Grant Opportunities**

- Nil being considered.

### **Grant Funded Projects – Implementation**

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

- Nymagee Tennis Courts – There has been a delay in this project as Council strives to find an appropriate contractor to undertake the work. Two options have been given to the community to choose from (synthetic and a bitumised surface). It is anticipated a contractor will be engaged by the Council Meeting date. Project due to be completed by 30 October.
- Drummond Park synthetic turf – This project is completed and the grant has been acquitted and accepted.
- Youth Opportunities –Series of life skills workshops organised for October, including applying for a job and mock interviews, contracts – conditions and the pitfalls of entering contracts, financial counselling, why and when, and Money Minded course.
- Environmental Education Grant – Have worked with the schools to develop a poster promoting water quality in the Newey. This and other information will be available at the Festival of the Miners Ghost Markets. Stall booked for October markets.
- Public Library Infrastructure Grant – Initial discussions have been held regarding the design and grant requirements.

### **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 9B – RATES RECONCILIATION REPORT AS AT 30 SEPTEMBER 2016****FILE: R2-1****AOP REFERENCE: 3.1.1.6****ATTACHMENT: YES (PAGE 177-178)****AUTHOR: Rates Officer, Jo-Louise Brown****Purpose**

To provide Council details of the Rate Reconciliation as at 30 September 2016.

FUND	LEVY 2016-2017	Pensioner Rebates	Abandoned Levy	Additional Levies	Sub Total 2016-2017	Arrears 30th Jun 16	Payments	Total Outstanding	Total Outstanding Previous Year	% Outstanding of Sub Total Plus Arrears
Business	387,669.46		-	-	387,669.46	44,815.83	208,109.16	224,376.13	211,714.24	51.88%
Farmland	646,880.51		-	-	646,880.51	28,580.76	314,256.61	361,204.66	374,357.43	53.48%
Mining	1,593,798.63		-	-	1,593,798.63	80,895.62	149,099.32	1,525,594.93	732,590.12	91.10%
Residential	1,142,650.80	50,661.79	-	-	1,091,989.01	198,967.82	406,348.35	884,608.48	814,587.23	68.52%
Overpayments					-	-134,701.52	-100,497.34	-34,204.18	-42,263.50	25.39%
Legal Costs			-	5,253.96	5,253.96	29,730.56	6,131.55	28,852.97	31,915.19	82.47%
Interest			-	1,877.61	1,877.61	91,093.80	4,223.92	88,747.49	69,004.15	95.46%
<b>General Rates</b>	<b>3,770,999.40</b>	<b>50,661.79</b>	<b>-</b>	<b>7,131.57</b>	<b>3,727,469.18</b>	<b>339,382.87</b>	<b>987,671.57</b>	<b>3,079,180.48</b>	<b>2,191,904.86</b>	<b>75.71%</b>
<b>Domestic Waste</b>	<b>584,040.00</b>	<b>18,463.21</b>	<b>220.00</b>	<b>220.00</b>	<b>565,576.79</b>	<b>37,738.61</b>	<b>249,164.98</b>	<b>354,150.42</b>	<b>330,573.92</b>	<b>58.70%</b>
<b>Sewerage</b>	<b>587,440.00</b>	<b>19,468.75</b>	<b>-</b>	<b>-</b>	<b>567,971.25</b>	<b>101,765.42</b>	<b>276,011.72</b>	<b>393,724.95</b>	<b>380,427.75</b>	<b>58.79%</b>
Cobar Water	641,210.00	21,131.26	360.00	-	619,718.74	33,490.53	301,814.62	351,394.65	324,068.51	53.80%
Nymagee Water	27,000.00	437.50	900.00	-	25,662.50	6,839.05	10,391.86	22,109.69	19,450.24	68.03%
Euabalong Water	43,200.00	1,137.50	600.00	-	41,462.50	9,674.44	19,549.51	31,587.43	30,413.81	61.77%
Euab West Water	26,400.00	437.50	-	-	25,962.50	3,928.18	12,602.34	17,288.34	18,090.84	57.84%
Mt Hope Water	6,300.00	-	-	-	6,300.00	154.58	3,738.70	2,715.88	2,495.28	42.08%
<b>Water Access</b>	<b>744,110.00</b>	<b>23,143.76</b>	<b>1,860.00</b>	<b>-</b>	<b>719,106.24</b>	<b>54,086.78</b>	<b>348,097.03</b>	<b>425,095.99</b>	<b>394,518.68</b>	<b>54.98%</b>
<b>Water Usage</b>	<b>405,589.95</b>		<b>9,750.30</b>	<b>-</b>	<b>395,839.65</b>	<b>446,807.89</b>	<b>378,028.53</b>	<b>464,619.01</b>	<b>257,235.64</b>	<b>55.14%</b>
<b>TOTAL</b>	<b>6,092,179.35</b>	<b>111,737.51</b>	<b>11,830.30</b>	<b>7,351.57</b>	<b>5,975,963.11</b>	<b>979,781.57</b>	<b>2,238,973.83</b>	<b>4,716,770.85</b>	<b>3,554,660.85</b>	<b>67.81%</b>

**RECOMMENDATION**

That the Rates Reconciliation Report as at the 30 September 2016 be received and noted.

# **ATTACHMENTS**



## **ORDINARY MEETING AGENDA**

**THURSDAY 27 OCTOBER 2016**

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## ~ REFERENCE TO ATTACHMENTS ~

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