



ATTACHMENTS

ORDINARY MEETING AGENDA

THURSDAY, 28 NOVEMBER 2019

~ REFERENCE TO ATTACHMENTS ~

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COBAR SHIRE COUNCIL GIFTS AND BENEFITS POLICY

FILE: P5-106

RESPONSIBLE OFFICER: GENERAL MANAGER

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INTRODUCTION

The Policy provides a clear understanding of Councillor's and Employees responsibilities in relation to receiving or being offered gifts or benefits.

In carrying out their role for Cobar Shire Council, a Council official may be offered gifts or benefits in the course of their employment. The gift or benefit may be offered in good faith or to establish a business relationship or to display appreciation for an ongoing business relationship.

Given the potential for acceptance of gifts and benefits to be misinterpreted and to cause reputational damage to Council and Council officials involved, it is necessary that Council officials conduct themselves in accordance with Council's Gift and Benefits Policy in-conjunction with Council's Code of Conduct.

POLICY

Council officials (including Councillors, members of staff, delegates, contractors, consultants, volunteers and community representatives) must:

- a) Not seek or accept a bribe, or other improper incentive;
- b) Not take advantage of his or her official position to improperly influence other Councillors, members of staff or delegates in the performance of their professional duties for the purpose of securing a private benefit for themselves or for some other person;
- c) Not accept or acquire a personal profit;
- d) Offers of money (in any form) should not be accepted.

A person offered a bribe should refuse it and report the incident as soon as possible to the General Manager. Council will take the relevant steps in reporting this matter. In certain cases it will be reported to ICAC and other local authorities. Refer to the "Review" Section for further instructions on reporting.

LEGISLATION

The action undertaken in respect of gifts or benefits pertaining to elected members and employees is referenced in legislation in several areas. These areas are listed as follows as well as an extract from Council's Code of Conduct Policy:

Local Government Act 1993

Section 339A of the *Local Government Act 1993* specifies penalties in relation to misuse of office by Councillors and employees.

339A. Misuse of office

- (1) A councillor, an employee or a member must not procure the doing or not doing of anything by the council to gain, directly or indirectly, an advantage or to avoid, directly or indirectly, a disadvantage for:

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- a) the councillor, employee or member; or
 - b) a close associate of the councillor, employee or member; or
 - c) a member of the councillor's, employee's or member's family.

Penalty: Fine not exceeding 50 penalty units.

(2) In addition to any penalty imposed under this section, a court may make an order:

- a) barring the councillor from nominating as a candidate at any election for a period not exceeding 7 years; or
- b) dismissing the councillor or member from office.

Criminal Code Act 1924

Section 83 of the *Criminal Code Act 1924* provides for Criminal action on behalf of public officers.

83. Corruption of Public Officers

Any person who:

1. being a public officer, corruptly solicits, receives, or obtains, or agrees to receive or obtain, any property or benefit of any kind for himself or any other person on account of anything done or omitted, or to be done or omitted, by him in or about the discharge of the duties of his office; or
2. corruptly gives, confers, or procures, or promises or offers to give, confer, or procure, or attempt to procure, to, upon, or for any public officer, or any other person, any property or benefit of any kind on account of anything done or omitted, or to be done or omitted, by such officer in or about the discharge of the duties of his office – is guilty of a crime.

Charge: (a) Official corruption.
(b) Bribery of a public officer.

Councillors and Council employees are considered 'public officers' under the Criminal Code Act 1924 which has provision for the imposition of severe penalties, including imprisonment.

COBAR SHIRE COUNCIL'S - CODE OF CONDUCT POLICY

Cobar Shire Council's *Code of Conduct Policy*, which was adopted in June 2019, extract below:

For the purposes of this section, a reference to a gift or benefit does not include a political donation or contribution to an election fund that is subject to the provisions of the relevant election funding legislation.

PERSONAL BENEFIT

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) a political donation for the purposes of the *Electoral Funding Act 2018*
 - b) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - c) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - d) free or subsidised meals, beverages or refreshments of token value provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

GIFTS AND BENEFITS

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you:
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

HOW ARE OFFERS OF GIFTS AND BENEFITS TO BE DEALT WITH?

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement;
 - b) seek gifts or benefits of any kind;
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty;
 - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9;

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- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount;
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser;
 - g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council’s gift register:
- a) the nature of the gift or benefit
 - b) the estimated monetary value of the gift or benefit
 - c) the name of the person who provided the gift or benefit, and
 - d) the date on which the gift or benefit was received.
- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

GIFTS AND BENEFITS OF TOKEN VALUE

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
 - b) gifts of alcohol that do not exceed a value of \$50
 - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d) prizes or awards that do not exceed \$50 in value.

GIFTS AND BENEFITS OF MORE THAN TOKEN VALUE

- 6.9 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.

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- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.
- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

“CASH-LIKE GIFTS”

- 6.13 For the purposes of clause 6.5(e), “cash-like gifts” include but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

IMPROPER AND UNDUE INFLUENCE

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

RESPONSIBILITIES

The General Manager is to:

- Ensure that prompt and appropriate actions are available to address issues;
- Ensure that all Gifts and Benefits are registered.

Council Officials are to disclose:

- Any Council official offered an unwelcomed and unsolicited gift or benefit should report the incident in writing to the General Manager. Such report, should include:
 - Date, time and place of the incident;
 - To whom the gift or benefit was offered;
 - Who offered the gift or benefit and contact details (if known);
 - The response to the offer;
 - Any other relevant details of the offer.

Where a Gift or Benefit is received that cannot reasonably be refused or returned, this must be disclosed promptly to the General Manager, or in the case of the General Manager to the Mayor and reported in the Gifts Register in accordance with this Policy.

The gift or benefit must be surrendered to Council, unless the nature of the gift or benefit makes this impractical.

A Council Official or an Employee must not seek or accept any payment, gift or benefit intended or likely to influence, or that could be reasonably perceived by an impartial observer as intended or likely to influence a Councillor or an Employee to:

- Act in a particular way (including making a particular decision);
- Fail to act in a particular circumstance otherwise deviate from the proper exercise of his or her official duties. A Councillor or an Employee must:
 - Not accept a gift of money;
 - Not seek any gift or benefit for themselves or anyone else as provided in section 339A of the Local Government Act 1993;
 - Not accept any gift or benefit offered for themselves or anyone else;
 - Report any offer of a gift or benefit for themselves or anyone else, to the General Manager, or in the case of the General Manager to the Mayor, within 7 days of the offer being made;
 - Report any offer and receipt and refusal of a Token Gift to the General Manager, or in the case of the General Manager to the Mayor, in within 7 days of the offer being made.

FAILING TO COMPLY WITH CONDITIONS OF THIS POLICY

Any Council Official may be subject to the provisions as detailed in 1.3 *Legislative Context* of this policy depending on the nature and extent of the breach. Any Council officer failing to adhere to the Gifts and Benefits Policy may be subject to a range of administrative actions which, depending on the nature and extent of the breach, may result in employment termination or legal action.

GIFTS AND BENEFITS REGISTER

The General Manager will establish and maintain a Gifts and Benefits Register. All offers of Gifts and Benefits and Token Gifts (including Gifts and Benefits and Token Gifts offered but refused) that are reported or declared are to be recorded in the Gifts and Benefits Register.

The Register must include:

- The date of the offer;
- The name of the intended recipient;
- The name of the person/ organisation who offered the gift;
- The nature of the gift;
- The estimated value of the gift;
- Other relevant details including details of refusal or return of gift or benefit and details of how the benefit was used.

REPORTING OF GIFTS AND BENEFITS

A Councillor or an Employee must report to the General Manager, or in the case of the General Manager to the Mayor:

- Any offer of a Gift or Benefit being made and refused;
- Any offer of a Gift or Benefit unable to be refused or returned.

A report is to be made and approved by the General Manager.

You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.

You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

DEFINITIONS

Councillors – means a person elected to Council and includes the Mayor and Deputy Mayor

Delegate – a person sent or authorised to represent others, in particular an elected representative sent to a conference.

Gift – is usually a tangible item provided at no charge. Gifts may include, but are not limited to items such as cash – including “cash-like” gifts such as gift cards, gift vouchers, credit or debit cards with credit, prepayments, memberships or entitlements to discounts, property (real or otherwise), goods and services made available at heavily discounted prices, alcohol, clothes, products.

Benefit – a non-tangible item which is believed to be of value to the receiver (i.e. preferential treatment such as a service, tickets to sporting, theatrical or music events, corporate hospitality at a corporate facility of sporting venue, a new job or promotion, preferential treatment such as queue jumping, access to confidential or sensitive information, discounted products for personal use, free or discounted travel, frequent flyer points and free training sessions, free or subsidized lavish meals or hospitality.

Bribe (“bribery” is defined as inducement by offering any undue reward by, or to, any person in public office to influence his or her behavior in that office and to incline that person to act contrary to the known rules of honesty and integrity) – a gift or benefit given specifically for the purpose of winning favors or to influence the decision or behavior of a Council official to benefit someone or something.

Nominal value – is the monetary limit of the value of gifts or benefits that may be accepted (i.e. total value of gift or benefit received). A gift or benefit is of nominal value when it has no significant or lasting value in excess of \$50.00.

Significant value – a gift or benefit that has a value above the nominal value limit.

Token - usually have a value under the nominal value limit.

Non token – items that are of a more individual nature, with a value above the nominal value limit. Items may include, free or discounted travel; use of holiday homes; corporate hospitality at major sporting events; free training excursions; tickets to major events and access to confidential information.

Conflict of interest – any situation in which an individual or corporation (either private or government) is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

Public perception – the perception of a fair-minded person in possession of the facts.

Gifts and Benefits Register – a register maintained by Council of all declared gifts and benefits. The Register is located in the General Manager’s Office.

GIFTS AND BENEFITS POLICY

AMENDMENT LIST

No.	Date Adopted	Minute No.	Date Commenced	Notified in Local Paper
1	28 September 2017	237.9.2017	29 September 2017	N/A
2				
3				
4				



Local Government Remuneration Tribunal

Ref: A4374304

To Mayors/General Managers

29 October 2019

Dear Mayors/General Managers

I write to advise that the Local Government Remuneration Tribunal has commenced its review for the 2020 annual determination.

Pursuant to s. 241 of the *Local Government Act 1993* (LG Act), the Tribunal is required to make an annual determination, by no later than 1 May 2020, on the fees payable to Councillors and Mayors to take effect from 1 July 2020.

In accordance with the LG Act, and as foreshadowed in the 2019 Report and Determination, the Tribunal will undertake a review of the categories as part of the 2020 review. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2017. The review was prompted by the amalgamation of councils resulting in the creation of 20 new councils and an overall reduction in the number of councils in NSW from 152 to 128.

In reviewing the categories, the Tribunal examined a range of statistical and demographic data and considered the views of councils and Local Government NSW (LGNSW). Having regard to that information, the Tribunal determined a categorisation model which differentiates councils primarily on the basis of their geographic location. Other factors which differentiate councils for the purpose of categorisation include population, the sphere of the council's economic influence and the degree of regional servicing.

Existing categorisation

Each of the 128 councils is allocated into one of the following nine categories:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

The criteria for each of the categories are outlined on pages 16 to 19 of the 2019 determination.

2020 review

The Tribunal foreshadowed in the 2019 Report and Determination that a case may exist to revise some categories and their applicable criteria:

“12. A few submissions have suggested alternative categorisation models. The Tribunal will consider this in detail in the 2020 review. The Tribunal intends to commence the 2020 annual review earlier than usual to ensure there is time to review the existing model and to examine alternatives. The Tribunal is of the preliminary view that a case may exist to revise the number of categories, and their applicable criteria, particularly for regional and rural councils.”

The Tribunal has reviewed the existing model and proposes to create a new category for Non-Metropolitan councils. The new category, if determined, is proposed to be titled Regional Centre.

The Tribunal considers that changes to the categories and criteria applicable to Metropolitan councils and county councils are not warranted at this time.

The proposed categories and applicable criteria are outlined in **Attachment 1** and the proposed allocation of councils into each of those categories is outlined in **Attachment 2**.

Fees

The Tribunal will also determine the minimum and maximum fee levels for each category in the categorisation structure.

In accordance with section 242A of the LG Act the Tribunal is required to apply the Government's public sector wages policy to the determination of ranges of fees for Councillors and Mayors. The public sector wages policy currently provides for a cap on increases of 2.5 per cent.

Sub-sections (3) and (4) of section 242A makes it clear that the minimum and maximum fees applicable to the existing categories cannot be increased by more than 2.5 per cent. The Tribunal is however able to determine that a council can be placed in another category with a higher range of remuneration without breaching the government's wage policy.

The range of fees payable to the proposed new category of Regional Centre, if determined, will be between the ranges of fees currently paid to Regional Rural and Regional Strategic Centre.

Submissions

The Tribunal invites submissions from individual councils addressing the following four matters:

- 1. Proposed classification model and criteria**
Comments on the proposed classification model outlined in **Attachment 1**, including the titles and criteria for each category.
- 2. Allocation in the proposed classification model**
Comments on the appropriate allocation for their individual council in the proposed classification model outlined in **Attachment 2**, having regard to the proposed criteria for each category.
- 3. Range of fees payable in the proposed classification model**
Comments on the ranges of fees for the proposed classification model, having regard to the Tribunal's obligations under section 242A of the LG Act as outlined above. Any recommendations in respect of the proposed new category of Regional Centre, if determined, should have regard to the capacity of their individual council to pay any increase in fees (**Attachment 2**).
- 4. Other matters**
Councils may wish to address other matters within the Tribunal's jurisdiction under the LG Act.

Deadline and where to send submissions

The Tribunal has a limited period to undertake the annual review and the determination is required to be made before 1 May. For that reason, council submissions should be submitted as follows:

Deadline: No later than Friday 20 December 2019
Send to: catherine.power@psc.nsw.gov.au
(hard copies of submissions are not required)

Please note that any material provided to the Tribunal may be made available to any member of the public under the *Government Information (Public Access) Act 2009*.

As part of the annual review the Tribunal will seek to meet with LGNSW, as it does each year, to receive a sector wide view on local government in NSW.

If you require any further information, please email sarah.bradshaw@psc.nsw.gov.au or telephone on 02 9272 6006.

Yours sincerely



Dr Robert Lang
Local Government Remuneration Tribunal

Enclosed: Attachment 1 and Attachment 2

Local Government Remuneration Tribunal – 2020 Annual Review - Proposed Classification Model

General Purpose Councils - Metropolitan

No changes are proposed to the titles and criteria for Metropolitan Councils. The titles and criteria as determined in the 2019 Annual Determination are below.

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety has been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Local Government Remuneration Tribunal – 2020 Annual Review - Proposed Classification Model**Metropolitan Large**

Councils categorised as Metropolitan Large will typically have a minimum population of 200,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum population of 100,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Local Government Remuneration Tribunal – 2020 Annual Review - Proposed Classification Model

General Purpose Councils - Non-Metropolitan

A new category (Regional Centre) is proposed between Regional Strategic Area and Regional Rural. The existing category of Regional City is to be renamed Major Regional City. New and amended criteria are outlined below.

Major Regional City

Councils categorised as Major Regional City will typically have a population above 150,000.

These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation and entertainment facilities to service the wider community and broader region
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a population above 200,000.

These councils:

- contain a mix of urban and rural settlements
- provide a range of services and activities including business, office and retail uses, along with arts, culture, recreation and entertainment facilities to service the wider community
- host tertiary education campuses and health facilities.

While councils categorised as Regional Strategic Area may have populations which exceed those of Regional City, they would not typically provide the same range of regional services or have an equivalent sphere of economic influence.

Central Coast Council and Lake Macquarie Council are categorised as Regional Strategic Area.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum population of 40,000.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- a degree of economic activity within the Council area characterised by a Gross State Product exceeding \$2B
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Local Government Remuneration Tribunal – 2020 Annual Review - Proposed Classification Model**Regional Rural**

Councils categorised as Regional Rural will typically have a minimum population of 20,000.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural

Councils categorised as Rural will typically have a population less than 20,000.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Local Government Remuneration Tribunal – 2020 Annual Review - Proposed Allocation of Councils
Proposed allocation of councils

Table 1: General Purpose Councils - Metropolitan

Principal CBD	Major CBD	Metropolitan Large	Metropolitan Medium	Metropolitan Small
Sydney	Parramatta	Blacktown	Bayside	Burwood
		Canterbury-Bankstown	Campbelltown	Camden
		Cumberland	Georges River	Canada Bay
		Fairfield	Hornsby	Hunters Hill
		Liverpool	Ku-ring-gai	Lane Cove
		Northern Beaches	Inner West	Mosman
		Penrith	Randwick	North Sydney
		Sutherland	Ryde	Strathfield
			The Hills	Waverley
				Willoughby
				Woollahra

Table 2: General Purpose Councils – Non-Metropolitan

Regional City	Regional Strategic Area	Regional Centre		Regional Rural
Newcastle	Central Coast	Albury	Mid-Coast	Bega
Wollongong	Lake Macquarie	Armidale	Orange	Broken Hill
		Ballina	Port Macquarie-Hastings	Byron
		Bathurst	Port Stephens	Eurobodalla
		Blue Mountains	Queanbeyan-Palerang	Goulburn Mulwaree
		Cessnock	Shellharbour	Griffith
		Clarence Valley	Shoalhaven	Kempsey
		Coffs Harbour	Tamworth	Kiama
		Dubbo	Tweed	Lithgow
		Hawkesbury	Wagga Wagga	Mid-Western
		Lismore	Wingecarribee	Richmond Valley Council
		Maitland	Wollondilly	Singleton
				Snowy Monaro

Rural			
Balranald	Cootamundra-Gundagai	Junee	Oberon
Bellingen	Cowra	Kyogle	Parkes
Berrigan	Dungog	Lachlan	Snowy Valleys
Bland	Edward River	Leeton	Temora
Blayney	Federation	Liverpool Plains	Tenterfield
Bogan	Forbes	Lockhart	Upper Hunter
Bourke	Gilgandra	Moree Plains	Upper Lachlan
Brewarrina	Glen Innes Severn	Murray River	Uralla
Cabonne	Greater Hume	Murrumbidgee	Walcha
Carrathool	Gunnedah	Muswellbrook	Walgett
Central Darling	Gwydir	Nambucca	Warren
Cobar	Hay	Narrabri	Warrumbungle
Coolamon	Hilltops	Narrandera	Weddin
Coonamble	Inverell	Narromine	Wentworth
			Yass

Table 3: County Councils

Water	Other
Central Tablelands	Castlereagh-Macquarie
Goldenfields Water	Central Murray
Riverina Water	Hawkesbury River
Rous	New England Tablelands
	Upper Hunter
	Upper Macquarie

**Minutes of Tourism Committee Meeting
October 16th 2019
Cobar Golf and Bowling Club**

Meeting opened at 6:02pm

Demi Smith chaired the meeting. Kay Stingemore took the minutes.

Present: Demi Smith, Samantha Smith, John Collins, Cr Kate Winders, Lillian Simpson, Barry Knight, Samantha Lloyd, Jane Siermans, Sue Singleton (arr. A little late), Bobbi Murray, Faye Anson

Apologies: Narelle Kriz, Joy Martin, Liam Richards, Jonathon Thompson

Minutes of the previous meeting were circulated. Minutes declared to be true and correct.

Moved: Barry Knight

Seconded: Sam Smith

Began with discussion of Markets as Bobbi had to leave early.

MARKETS IN THE PARK

- Bobbi reported that there are 28 stalls booked in. The Fire Truck will be there, too.
- Question of BYO alcohol was brought up.
Action: Demi is to double check is this is permitted. Time limits? Glass?
- The placement of the generator was discussed; it can go anywhere as it is on a trailer.
- Mick is to start music at 5 o'clock. Dance groups are performing in front of rotunda at 6:30 and 7:30.
- Bobbi asked if the rotunda upgrade would be completed.
Action: Demi to follow up with Bonnie, also follow up on Council generator.
- Kids' amusement stuff to run out of the Youthie. It will be \$10pp for unlimited use. Kids will have a wristband once they have paid. It will be monitored.
- Discussion about food regulations payment. Demi reported \$136.
- **Action:** Demi to forward to Bobbi and help with follow-up. Bobbi will follow up with Bruno. Fee is town specific.
- It is uncertain if the sound trailer will be finished; Demi has a Plan B (our PA as back-up).
Action: Demi to continue to pursue.
- No fairy lights, light tower being organised.
Action: Demi organizing lights.
- Ran through schedule.

- Bobbi will be there from 3pm.
- Generator to be delivered in the morning.
- People are being warned to look after their dogs in the evening during the fireworks.
- Question of power cords brought up.
Action: Bobbi and Barry to confer.

Actions update / business arising

ARTS COUNCIL EXHIBITION

- Drop off for art is Saturday 10am-2pm.
- Tuesday set-up at 4pm. Tourism staff can help if needed.
- Volunteers to help sit the exhibition are sought; Home School may be able to help.
- Parks and Gardens have been up and cleaned up weeds, etc.
- Parks and Gardens can provide large witches' hats and rope for platform edge.
- Museum will loan plastic wine glasses and look at helping with other refreshments.
Action: Demi / Sam Smith / Kay to sort.
- A pull-up banner with the history of the station has been ordered; if it doesn't arrive in time, posters and/or a display book will be provided. Same for indigenous languages.
Action: Kay to follow up.

CEMETERY TOURS

- The bus for the cemetery will wait out there to bring people back. They can take an esky for us.
- The cement pad and path have been completed for the plaque.
- Saturday bookings are good but plenty of room on Friday.

SURFACE TOURS

- Bookings for the tours are slow.
Action: All to continue to promote; tourism staff to promote to visitors.

A NIGHT TO REMEMBER OUR LOST MINERS

- Six people from Mines Rescue at Peak have committed to the Guard of Honour.
Action: Barry to continue to chase up CSA.
- No wreaths have been confirmed, but CSA and Peak will be laying them. Paper Daisy can make them and know that these orders may be coming in.
- The school choirs are being organised by Kylie Harvey. Now includes Home School.
- Sam Smith has worked on the programs
Action: JC to get Brian Micke to bring in or send through brief bio.

- The light tower has been organised.
- Portaloos are booked.
Action: Barry to confirm delivery details with Troy.
- No generator is needed. Rotary want to be near the power outlet.
- The schedule was run through. No major dramas at this point. It was noted that Shane is performing for free.

MINI MINE EXPO

- Cobar Concrete will bring heavy equipment.
- The Fire Engine will be there.
- Fire and Rescue will do mock kitchen fire demonstrations.
- In addition to previously reported stalls / displays, there will be Peter Payne Law, Wilcannia Forbes (Alanna), Boart Longyear (drilling), horse shoe throwing with Westrac, Ambos, RFDS and CSA and Epiroc will do 'showbags'.
- Barry will be there from 8am with forklift.
- Conduit St will be blocked 9am-4pm.
- Confirmed care for 'jaws of life' to be dropped off at 10am.
- Council will provide barricades.
- Fire and Rescue have their own barricades.
- Sam Lloyd said Peak will have their own.
- Shade structures – discussion as to whereabouts of Arts Council's shade structure.
Action: Demi to follow up on shade structures.
- High Vis – will not attempt official world record. Will stick with "Nutbush".
Action: Demi to follow up with Murdi Paaki and Joy Martin for high vis vests. Peak can provide if needed.
- Jane and Sam will work together on the novelty events. Ten gumboots needed. Pegs, etc. needed.
Action: Demi to follow up with Little As for pegs. Jane, Demi and Sam to confer on activities organisation. Peak to provide gumbies.
Organisation of prizes? Quids?
- Question of drone photo brought up.
Action: Demi and Sam to follow up.

OTHER MINER'S GHOST MATTERS

- Barry asked if there was a designated photographer. It was suggested Sam and JC could take photos at any event they attended. Also suggested contacting Michael Tidyman, who had asked if there was any photography work available.
Action: Demi to follow up
- There will be no shop window competition this year. It was remarked that many of the shops are going Halloween. Consider what to do about this for next year.

- Barry needs fliers for the Club for the reunion.
Action: Demi to follow up.
- Barry reminded everyone about the unveiling of the Harry Marshall Memorial plaque at the Youthie at 5pm on Friday: all welcome.
- Sam Lloyd suggested mines be contacted and asked to advertise the Festival at mine site (many workders don't read the paper, see posters or see the social media). Sm has taken care of this at Peak
Action: Sam Smith to email fliers to Sam Lloyd. Demi to follow up with other mines.

OTHER BUSINESS

GMG

- Demi gave a report on the planning for GMG 2020: the music will be booked in as soon as our technological issues are resolved.
- Shelly and Lawrie Minson were mentioned as possibilities for entertainers.
- Lillian spoke about the "Cavalcade of Fashion." She will bring information to the next meeting.

TOURISM REPORT

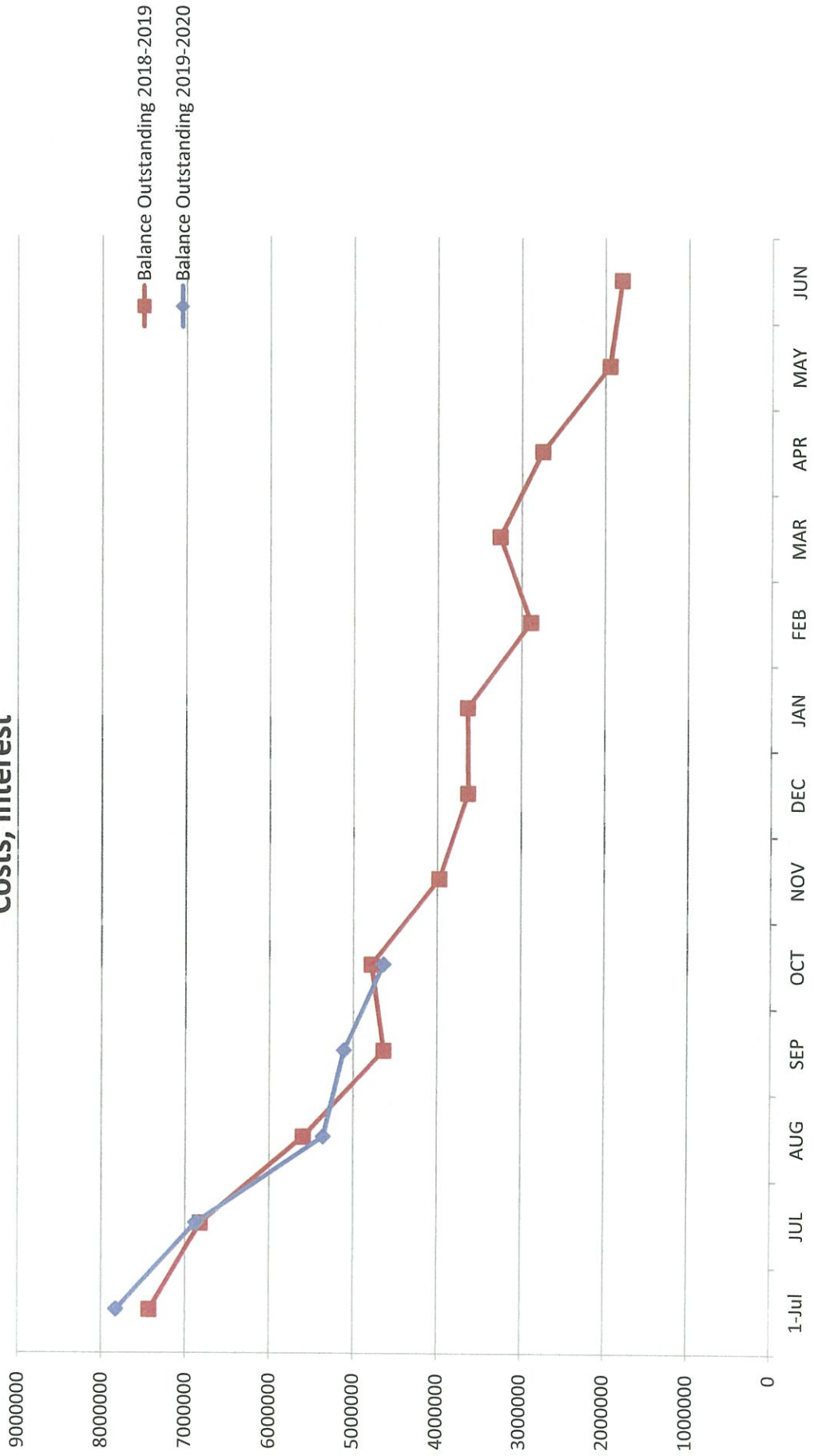
- Cobar had a presence at the Melbourne camping and caravan show. Many copies of the Kidman Way book plus information about GMG, etc, were given out.
- The Great Cobar Heritage Centre has had good statistics for the last few months. July was the best-ever year for income and the best for visitors since 2010 (stats by John Collins). Lillian suggested this is a good news story that should be shared in the *Weekly*.

Meeting closed 7:08pm

Next meeting debrief Wednesday 30th October 6pm at the Cobar Golf and Bowling Club.

Road Number	Road/Project Name	Road/Project Length	Preliminary Estimate	Actual Costs as at 31.10.2019	October			November			December			Comments		
					7/10/19	14/10/19	21/10/19	28/10/19	4/11/19	11/11/19	18/11/19	25/11/19	2/12/19		9/12/19	16/12/19
SR20	Grain Road 12km Seal Extension Project	12km	\$2,315,209.00	\$46,188.86												Establishment on project site in October and preparation of subbase pavement layer has commenced.
	GRADING WORKS															
12	Yathong Road	1031m														Maintenance grading of an 11km section of SR12 undertaken using the moisture in the road after a rainfall event, from intersection with SR17 to Yathong mailbox.
15	Sturvation Road	13.5km	\$125,000.00													Full maintenance grading of this road is being completed.
17	Micri Road	47.8km	\$100,000.00	\$15,474.16												Maintenance grading of a 10km section of SR16 undertaken (north western end of the road).
18	Bruce Gullenward Drive	27.8km	\$50,000.00													Spot grading works completed on SR29.
29	Booroomanga Road	40km	\$75,000.00	\$52,686.68												Full maintenance grade completed.
30	Canbelago Road	2.9km	\$12,500.00	\$9,244.11												Full maintenance grade completed.
33	Nymagee Station Road	1.65km	\$25,000.00													Full maintenance grade completed.
39	Coombie Road	7.2km														Spot grading works to be completed.
46	Reservale Road	60km	\$37,500.00	\$21,478.66												Full maintenance grade completed on the section between the intersection with SR16 and Nymagee (approx. 28.5km).
416	The Wool Track	47km	\$100,000.00													
419	Glenwood Road	46.59km	\$50,000.00	\$54,787.53												
7522	The Wool Track	64.45km	\$150,000.00													

**Total Rates Outstanding
General Rates, Water Access, Sewer Access, Domestic Waste, Legal
Costs, Interest**



Rate Arrears 2019-2020
General Rates, Water Access, Sewer, Domestic Waste, Interest & Legal Costs

