

ATTACHMENTS



ORDINARY MEETING AGENDA

THURSDAY 28 MAY 2015

~ REFERENCE TO ATTACHMENTS ~

PART A – ACTION

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**COBAR SHIRE
COUNCIL**
outback nsw

Publication Guide

Government Information (Public Access) Act 2009

Preface

The *Government Information (Public Access) Act 2009 (NSW)* (GIPA Act) replaced the *Freedom of Information Act 1989 (NSW)*, and introduced a new right to information system. The new system is focused on making government information more readily available.

Section 6 of the *GIPA Act* makes it mandatory for agencies to disclose some information proactively and free of charge, unless there is an overriding public interest against disclosure. Section 20 of the *GIPA Act* requires agencies to develop and adopt a publication guide as part of their mandatory open access information.

Council's publication guide is a summary of what we do, how we do it and the type of information we hold and generate through the exercise of our functions, with a particular focus on how those functions affect members of the public. Council will review its publication guide at least once every 12 months.

Version Control Table

Date Reviewed	Responsible Officer	Date Adopted	Version
July 2010	Mr Gary Woodman	Draft version	1.0
December 2010	Mr Gary Woodman	16 December 2010	1.1
June 2011	Mr Gary Woodman	23 June 2011	2.0
June 2012	Mr Gary Woodman	28 June 2012	3.0
June 2013	Mr Gary Woodman	27 June 2013	4.0
June 2014	Mr Gary Woodman	26 June 2014	5.0
June 2015	Mr Gary Woodman		6.0

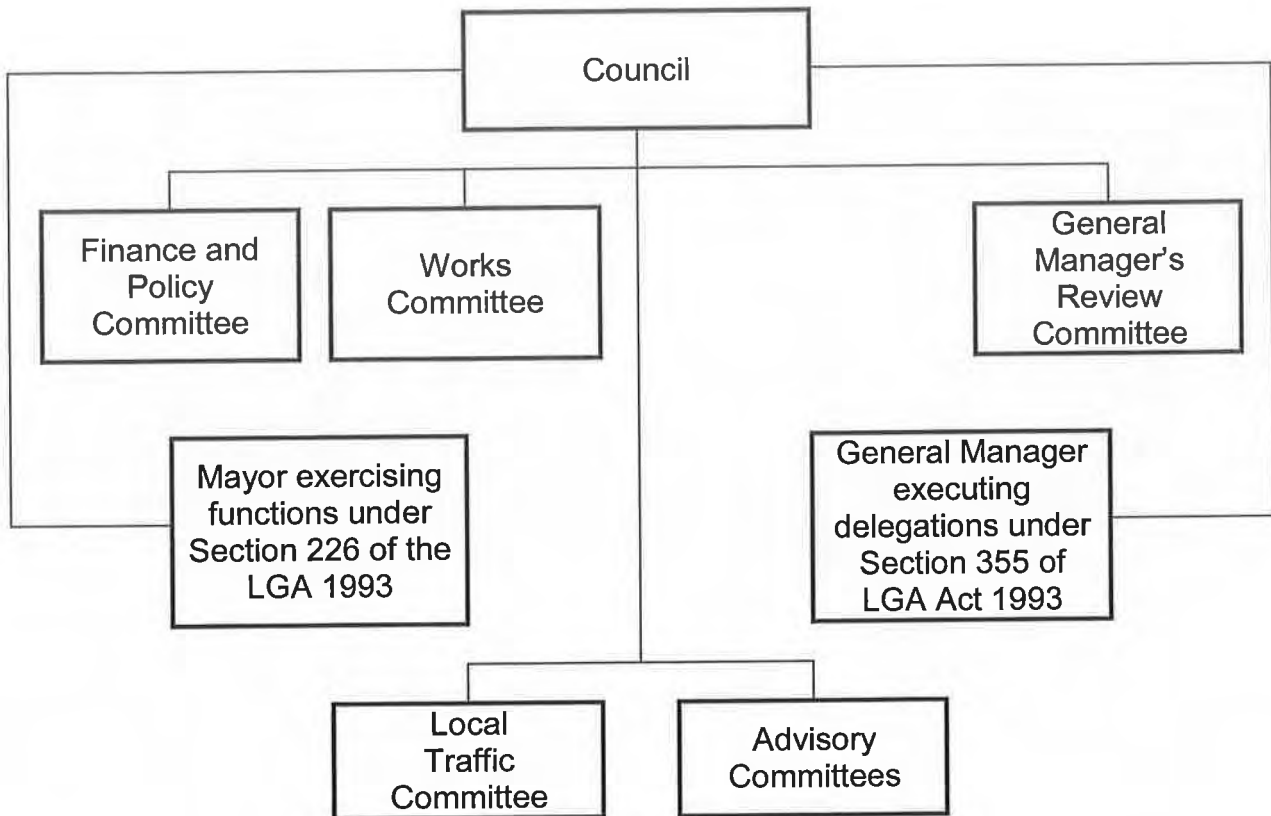
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Structure and Functions

Structure

Cobar Shire Council is a Council constituted under Section 219 of the *Local Government Act 1993*. Section 222 provides that the elected representatives called 'Councillors', comprise the governing body of the council.



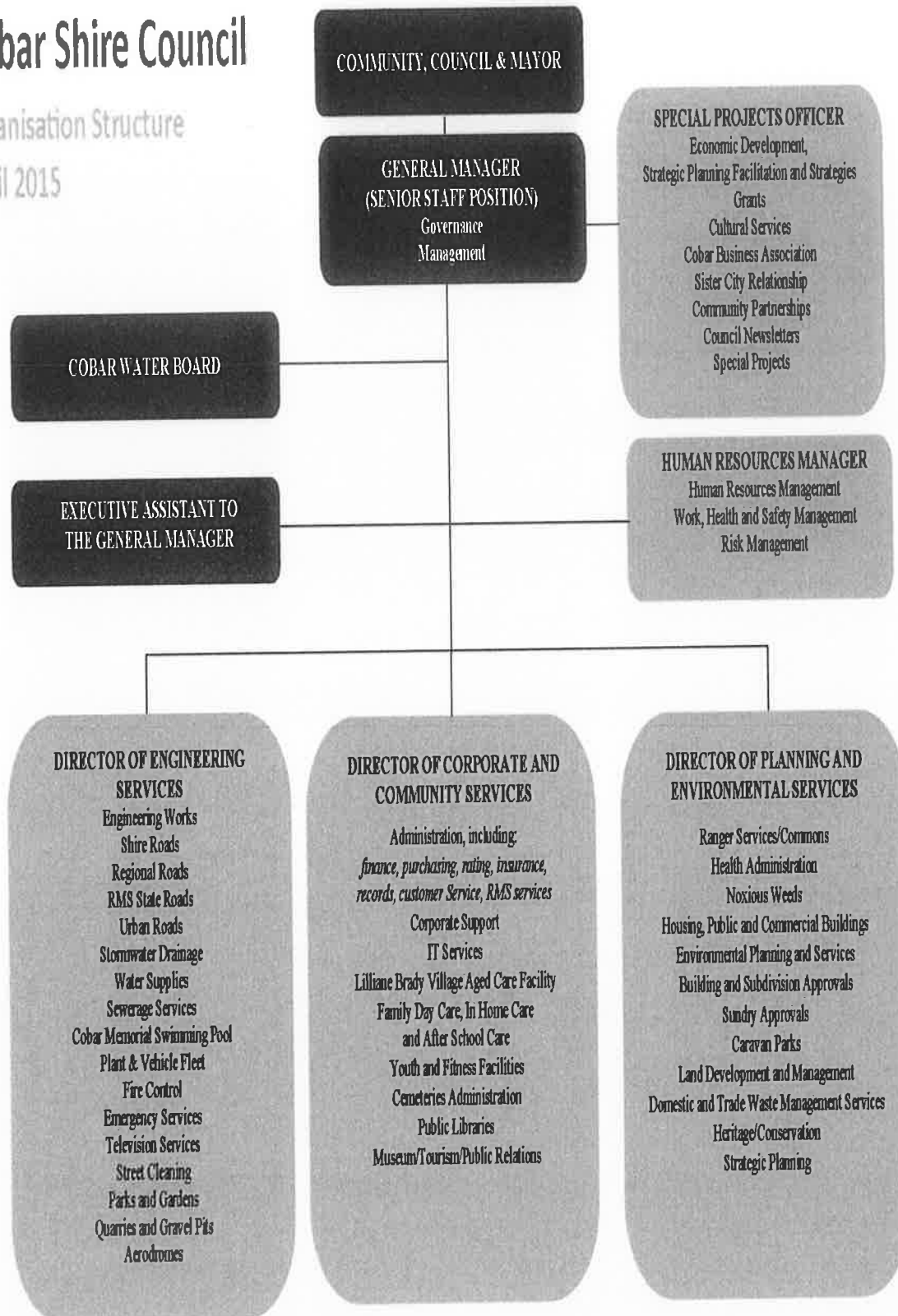
How Council Works

To assist the Council in its policy decision-making role, the Council utilises a 'committee system' through which the majority of matters which need determination by Council are considered comprehensively. It has two (2) major Standing Committees: these being the Finance and Policy Committee and Works Committee. There is also the General Manager's Review Committee which is responsible for the General Manager's performance reviews. The Local Traffic Committee and a number of Advisory Committees and Organisations report to Council and occasionally through the Standing Committees.

Organisational (Departmental) Structure

Cobar Shire Council

Organisation Structure
April 2015



Functions

Chapter 5 of the *Local Government Act 1993* specifies the functions of the Council as follows:

CHAPTER 5 – WHAT ARE A COUNCIL'S FUNCTIONS

This Chapter specifies a council's functions. In doing so, it recognises that all functions of a council come from statute, either from this Act or another Act.

(s21) Functions under this Act

A council has the functions conferred or imposed on it by or under this Act.

Note: This Act classifies certain of a council's functions as service, that is, non-regulatory (Chapter 6), regulatory (Chapter 7) or ancillary (Chapter 8). Ancillary functions are those functions that assist the carrying out of a council's service and regulatory functions.

A council also has revenue functions (Chapter 15), administrative functions (Chapters 11, 12 and 13) and functions relating to the enforcement of this Act (Chapters 16 and 17).

(s22) Other functions

A council has the functions conferred or imposed on it by or under any other Act or law.

Note: While the main functions of councils are provided for under this Act, councils also have functions under other Acts. An important general provision is contained in section 50 of the *Interpretation Act 1987* which provides, in part:

- (1) A statutory corporation:
 - (a) has perpetual succession;
 - (b) shall have a seal;
 - (c) may take proceedings and be proceeded against in its corporate name;
 - (d) may, for the purpose of enabling it to exercise its functions, purchase, exchange, take on lease, hold dispose of and otherwise deal with property; and
 - (e) may do and suffer all other things that bodies corporate may, by law, do and suffer and that are necessary for, or incidental to, the exercise of its functions.

- (4) This section applies to a statutory corporation in addition to, and without limiting the effect of, any provision of the Act by or under which the corporation is constituted.

Some other Acts and some of the functions they confer include:

Community Land Development Act 1989 – planning functions as consent authority
Companion Animals Act 1998 – companion animal registration and control
Conveyancing Act 1919 – placing covenants on council land
Environmental Planning and Assessment Act 1979 – environmental planning
Fire Brigades Act 1989 – payment of contributions to fire brigade costs and furnishing of returns
Fluoridation of Public Water Supplies Act 1957 – fluoridation of water supply by council
Food Act 2003 – inspection of food and food premises
Impounding Act 1993 – impounding of animals and articles
Library Act 1939 – library services

Protection of the Environment Operations Act 1997 – pollution control
Public Health Act 1991 – inspection of systems for purposes of microbial control
Recreation Vehicles Act 1983 – restricting use of recreation vehicles
Roads Act 1993 – roads
Rural Fires Act 1997 – issue of permits to light fires during bush fire danger periods requiring the furnishing of information to the Rural Fire Service Advisory Council and its Co-ordinating Committee
State Emergency Service Act 1989 – recommending appointment of local controller
Strata Schemes (Freehold Development) Act 1973 – approval of strata plans
Strata Schemes (Leasehold Development) Act 1986 – approval of leasehold strata plans
Swimming Pools Act 1992 – ensuring restriction of access to swimming pools

The exercise by a council of its functions under this Act may also be modified by the provisions of another Act. Some of those Acts and some of the modifications they effect include:

Coastal Protection Act 1979 – limitation on coastal development by councils
Environmental Offences and Penalties Act 1989 – forfeiture of council functions to person appointed by Governor
Government Information (Public Access) Act 2009 – council required to publish certain information and to grant access to certain documents
Heritage Act 1977 – rating based on heritage valuation
Privacy and Personal Information Protection Act 1998 – council required to amend certain records that are shown to be incomplete, incorrect, out of date or misleading
State Emergency and Rescue Management Act 1989 – council required to prepare for emergencies
Unclaimed Money Act 1995 – unclaimed money to be paid to the Chief Commissioner of Unclaimed Money

(s23) Supplementary, incidental and consequential functions

A council may do all such things as are supplemental or incidental to, or consequential on, the exercise of its functions.

In order to undertake its functions, Council has identified the following Principal Activities and Functions.

Principal Activities	Functions
Administration	<ul style="list-style-type: none"> • Corporate Support • Human Resources • Computer Support • Engineering Support • Plant/Workshop Operations
Economic Affairs	<ul style="list-style-type: none"> • Land Development • Caravan Parks • Tourism Promotion & Museum • Special Projects
Public Order & Safety	<ul style="list-style-type: none"> • Fire Protection (Rural)

	<ul style="list-style-type: none"> • Ranger Services • Emergency Services
Health	<ul style="list-style-type: none"> • Public Health/Environment Administration • Noxious Weeds
Community Services	<ul style="list-style-type: none"> • Lilliane Brady Village • Family Day Care, In Home Care & After School Care • Youth Services • Fitness Centre • Television and Radio Services
Housing & Community Amenities	<ul style="list-style-type: none"> • Housing • Development Approval & Control • Domestic & Trade Waste Management Services • Street Cleaning • Urban Stormwater Drainage • Cemeteries
Water Supplies	<ul style="list-style-type: none"> • Cobar & Village's Water Supply
Sewerage Services	<ul style="list-style-type: none"> • Sewerage Services
Recreation & Culture	<ul style="list-style-type: none"> • Library Services • Public Halls • Other Cultural Services
Public Facilities	<ul style="list-style-type: none"> • Cobar Memorial Swimming Pool
Recreational Facilities	<ul style="list-style-type: none"> • Parks, Gardens & Reserves • Skate Park
Mining, Manufacturing & Construction	<ul style="list-style-type: none"> • Sunday Approvals • Quarries & Gravel Pits
Transport & Communication	<ul style="list-style-type: none"> • Urban Roads • Rural Roads • Aerodromes

Integrated Planning and Reporting Framework

In accordance with Section 406 of the Local Government Act 1993 Council has developed for 2012/2013 onwards a Community Strategy Plan, Resourcing Strategy, Delivery Program and Annual Operational Plan. These documents were developed using Council's Community Engagement Strategy and are available to the public.

The objectives of the Principal Activities of the Council are as follows:

ADMINISTRATION

Corporate Support

- Provision of timely Internal Management Reporting to allow the monitoring of financial performance.
- Provide advice to council of the financial implications of actions.
- Completion of Statutory Accounts for Council.
- Effective management of the rating function including a reduction in the level of outstanding rates.
- Investment of Surplus Funds to provide a maximum benefit to Council.
- Provide a high standard of administrative support to the organisation.

Human Resources

- Provide a human resources service for the organisation, in order to progressively improve the knowledge, skills, qualifications, performance and job satisfaction of all Council employees.

Computer Support

- Provide an effective computer system to support Council's operations.
- Ensure that staff are able to fully utilise software and hardware products.

Engineering Works

- Efficient management and operation of the Engineering Office, Depots and the Workshop.

Plant/Workshop Operations

- Ensure that the purchase or replacement of plant is justified by their economic and/or social return.
- To effectively and efficiently utilise all plant to its maximum utilisation.

ECONOMIC AFFAIRS

Land Development

- To plan and maintain sufficient residential and industrial land stock so as to provide for the future growth and development within the Shire.

Caravan Parks

- To provide a Caravan Park of a high standard and attractive for tourists, camping and permanent residents with a cash positive result for Council.

Tourism Promotion & Museum

- Develop and market Cobar Shire as an attractive tourist destination/stop-over and as a viable location for tourism development for ongoing social, employment and economic benefits to the whole community.
- Provide a facility for the collection, conservation, exhibition and interpretation of objects, documents and photographs relating to the culture and history of Cobar and the region.

Special Projects

- Work with Council and business groups to foster and promote economic development within the Shire of Cobar.
- Improve the soft and hard infrastructure of the Shire through special projects.
- Leverage Council funding for projects and Council functions by attracting grant funding where possible.
- Improve the operation of Council through effective strategic planning and reporting.
- Increased opportunities for Cobar through partnerships with other organisations.

PUBLIC ORDER & SAFETY

Fire Protection (Rural)

- To provide an effective and economically viable organisation to assist in the protection of individuals and minimise property damage under threats by rural fires.

Ranger Services

- To provide ranger services for the control of animals found on a public place and to enforce the requirements of the various acts, regulations, and codes.
- To provide ranger services for the management and control of commons.
- Carry regular inspection of Council's properties.
- Carry regular surveillance of Waste Depot and surrounding areas.

Emergency Services

- To assist the community to prepare for and minimise the damage to individuals and property from threats from natural hazards.
- To have contingency plans to address the community to recover after a natural disaster.

HEALTH

Public Health/Environment Administration

- To provide service to monitor the operation of food shops, licensed premises, hair dressers, beauty salons, swimming pools, water supplies, and public health.

Noxious Weeds

- Monitor the quantity of Noxious Weeds within Cobar Shire at an acceptable level, incorporating the *Noxious Weeds Act 1993*, *Local Government Act 1993* and *Weed Control Plans*.
- To provide a vision for the future eradication and maintenance of Noxious Weeds.

COMMUNITY SERVICES

Lilliane Brady Village

- To be recognised as a regional centre of excellence for the provision of flexible, quality care for the aged and disabled whose needs cannot be met in the wider community.
- Aim to provide a place of security, safety and on going care in a welcoming home like atmosphere, at the same time considering the staff's needs and safety.

Family Day Care, In Home Care & After School Care

- To provide a safe and affordable home based child care service that delivers quality care.

Youth Services and Fitness Centre

- To provide youth services and a facility that will create interaction between all ages, interests and social standing by providing recreational, sporting and cultural activities, and support services for the youth and community of Cobar.

Television and Radio Services

- Provision of a broader range of television and radio services to the township of Cobar.

HOUSING & COMMUNITY AMENITIES

Housing

- To provide a range of quality housing for rental as an employment incentive for professional staff.
- To provide a range of quality housing and surgeries as an incentive to recruit medical doctors to work in Cobar.

Development Approval & Control

- Provide development services to the community for the processing of Development Applications.
- Encourage forms of development, which are compatible with and enhance the environment of the area.
- Provide services for the preparation and review of Local Environmental Plans and Development Control Plans and Developer Contribution Plan in accordance with the provisions of the *Environmental Planning & Assessment Act 1979*, and *Local Government Act 1993*.

Domestic & Trade Waste Management Services

- To provide modern environmentally acceptable waste disposal services which encourage waste minimisation, are cost effective and meets the needs of residential, commercial, industrial and agricultural sectors of Cobar Shire.

Street Cleaning

- To provide the community with an aesthetically pleasing and clean, healthy environment within the urban areas.

Urban Stormwater Drainage

- Provide a stormwater drainage system that copes with storms with pollution and inconvenience to residents and motorists minimised.
- Preserve and enhance a suitable environment that meets the sustainable needs of the population and to protect the environment against degradation.

Cemeteries

- Maintain the Cobar Cemetery at an acceptable level.
- To provide a vision for the future development and maintenance of the Cobar Cemetery.
- Establish a financial arrangement so that the Cobar Cemetery is partially self-funding for maintenance and capital improvements so far as it is practicable.
- To work towards an area in the Cobar Cemetery where all denominations are in the same section.
- Provide maintenance of all Village Cemeteries.

WATER SUPPLIES

Cobar & Villages Water Supply

- Provision of potable water supply that meets the National Health and Medical Research Centre's Australian Drinking Water Guidelines within Cobar.
- Education of public on importance of water and the water cycle.
- Provision of future water reticulation services in new residential/industrial subdivisions in Cobar.
- Provision of basic non-potable water supply to Village areas.

SEWERAGE SERVICES

Sewerage Services

- Collection and treatment of effluent.
- Education of public on importance of water and the water cycle.
- Compliance with Environment Protection Authority (EPA) requirements.
- Maximise effluent reuse.

RECREATION & CULTURE

Library Services

- To provide a quality and readily accessible library service to support the educational, informational, recreational and cultural needs of the community.

Public Halls

- Provide facilities for use as public halls in Nymagee, Euabalong and Mount Hope.

Other Cultural Services

- To provide support services for the Regional Arts Development Officer.

PUBLIC FACILITIES

Cobar Memorial Swimming Pool

- To ensure the standard of Cobar Memorial Swimming Pool meets community expectations.
- To provide an aquatic facility for the social, recreational and sporting requirements of residents and visitors to Cobar in a cost effective basis.

RECREATIONAL FACILITIES

Parks, Gardens & Reserves

- Maintain street trees.
- Enhance the streetscape within budget allocated annually.
- Assess community needs for upgrading/ increases to the current level of parks, gardens and sporting grounds.
- Maintain parks and open spaces to a standard that encourages recreation, relaxation and enjoyment by the community.
- Create a clean and tidy image through creative landscaping.
- Maintain public amenities.
- Safeguard recreational facilities for the community.

Skate Park

- Maintain Peak Skate Park.

MINING, MANUFACTURING & CONSTRUCTION

Sundry Approvals

- To provide advice, approval and inspection services for functions that do not require approval under the *Environmental Planning & Assessment Act 1979*.

Quarries & Gravel Pits

- Oversees the control of quarrying activities in Cobar Shire.

TRANSPORT & COMMUNICATION

Urban Roads

- To provide, maintain and improve facilities which enhance the roads and streets infrastructure to meet relevant standards and community expectations.

Rural Roads

- To maintain/reconstruct classified roads to current standards within constraints of funding allocations from Block Grant Agreements.
- To construct/maintain rural sealed and unsealed rural roads to current standards with financial assistance and Council funds.
- To continue a program of improvement works to enable all weather access throughout the Cobar Shire to allow for the safe movement of people and goods between local centres of population.

Aerodromes

- To provide a facility for regional aircraft to use for both RPT and general aviation to serve the needs of the community at Cobar.
- To maintain landing strips at Nymagee, Euabalong and Mount Hope.

The Community Strategic Plan, Four (4) Year Delivery Program and Annual Operational Plan contain details of the way in which the Council will measure its performance in achieving the above objectives.

Resources

At 30 June 2013, Cobar Shire Council employed 131.2 full time equivalent staff in all Departments. The value of Non-Current Assets held at 30 June 2013 was \$189.38M. The Operating Revenues were \$24.06M (including capital income of 1.338M) and the Operating Expenses were \$23.55M for the year ended 30 June 2013.

Effect of Council's Functions on Members of the Public

The table below sets out a general description of the powers exercised by Council in the performance of its functions.

A COUNCIL EXERCISES FUNCTIONS UNDER:						
THIS ACT	Regulatory Functions	Ancillary Functions	Revenue Functions	Administrative Functions	Enforcement Functions	OTHER ACTS
<p>Service Functions</p> <p>For example:</p> <ul style="list-style-type: none"> • Providing community health, recreation, education & information services • Environmental protection • Waste removal & disposal • Land & property, industry & tourism development & assistance <p>For other functions, see Introduction to Chapter 6 LGA 1993</p>	<ul style="list-style-type: none"> • Approvals • Orders • Building certificates 	<ul style="list-style-type: none"> • Resumption of land • Powers of entry 	<ul style="list-style-type: none"> • Rates • Charges • Fees • Borrowings • Investments 	<p>For example:</p> <ul style="list-style-type: none"> • Employment of staff • Integrated Planning/Reporting Framework Documents • Financial reporting • Annual reports 	<p>For example:</p> <ul style="list-style-type: none"> • Proceedings for breaches of the Act • Prosecution of offences • Recovery of rates and charges 	<p>Various Functions</p> <p>See the Note to section 22 on page 6 of this document</p>

Public Participation in Policy Formulation

Members of the community have an opportunity to participate in the formulation of Council's policies and the exercising of its functions as follows:

- Attending meetings of Council and most of its Standing Committees.
 - Ordinary Meetings of Council are held on the fourth Thursday of the month, except January (when no meeting is held), and are open to the public and includes a public forum.
 - Finance and Policy Committee meetings are held on the second Thursday of the month, except January and December (when no meetings are held), and are open to the public and includes a public forum. Recommendations are submitted to the next Ordinary Meeting of Council for consideration and adoption.
 - Works Committee meetings are held on the second Thursday of the month, except January and December (when no meetings are held), and are open to the public and includes a public forum. Recommendations are submitted to the next Ordinary Meeting of Council for consideration and adoption.
 - General Manager's Review Committee meetings are held when required, however does not allow for public participation.
 - Traffic Committee Meetings are held quarterly on the second Tuesday of the month and the recommendations are submitted to the Ordinary Meetings of Council for consideration and adoption.
- Making submissions for Council's consideration in relation to the development of its Integrated Planning and Reporting Framework Documents, Strategic Plans and Supporting Plans in accordance with Council's Community Engagement Strategy.
- Making submissions, comments or objections to proposals relating to development, subdivision and building approvals in accordance with the requirements of the *Local Government Act 1993* and the *Environmental Planning and Assessment Act 1979*.
- Voting at Local Government Elections and in Constitutional Referendums conducted by Council.

A Council may not do any of the following unless approval to do so has been given at a Constitutional Referendum:

- Divide its area into Wards or abolish any Wards in its area.
- Change the basis on which the Mayor obtains office.
- Increase or decrease the number of Councillors in accordance with the *Local Government Act 1993*.
- Change the method of Ordinary Election of Councillors for an area divided into Wards or the voting system used in Council Elections.

Information held by Council

Information Categories

Council holds information (hard copy and/or electronic form) that relate to a number of different issues concerning the Cobar Shire Council area. This information is grouped into three categories.

1. Electronic Documents;
2. "Physical Files";
3. Policy and General Documents.

Electronic Documents and Physical Files

Council has a form of 'Electronic Document Management System' that is a mirror image of its 'Physical Files' for information that has been created electronically by Council.

Council's 'Physical Files' capture information against the following indices:

- Aboriginal matters;
- Administration;
- Advertising Signs;
- Agriculture;
- Airports;
- Ambulance Services;
- Animals;
- Arts;
- Asset Management;
- Assets;
- Associations;
- Auditors;
- Bands;
- Banking;
- Beautification;
- Bluett Memorial Trust;
- Boundaries;
- Bridges;
- Building and Building Control;
- Bureau of Meteorology;
- Bushfires/NSW Rural Fire Service;
- Bus Services;
- Caravan Parks;
- Celebrations and Ceremonies;
- Cemeteries;
- Centrelink;
- Certificates;
- Clubs;
- Codes;
- Committees;
- Commons;
- Community Services;
- Complaints;
- Computers;
- Conferences;
- Conservation of Land Management;
- Consultants;
- Councillors;
- Council Meetings;
- Creditors;
- The Cancer Council of NSW;
- Dental Services;
- Development Strategies;
- Disability Services;
- Donations;
- Drainage;
- Drought Issues;
- Development;
- Education;
- Electricians;
- Electricity;
- Emergencies;
- Employment;
- Environmental Issues;
- Estimates;
- Engineering;
- Factories & Shop Act;
- Finance;
- Financial Statements;
- Fire Matters;
- Forests;
- Fuels;
- Gas;
- General Manager;
- Government Gazette Notices;
- Graffiti;
- Grants;
- Health Matters;
- Heritage Matters;
- Historical Society;
- Holidays;
- Housing;
- Independent Commission Against Corruption;
- Insurances;

- Leases;
- Legal Services;
- Library Matters;
- Licences;
- Litter;
- Loans;
- Local Government;
- Mapping;
- Maritime Services;
- Mayoral;
- Media;
- Medical Services;
- Mining;
- Museum;
- Noxious Weeds;
- National Competition Policy;
- National Disaster Relief;
- Ombudsman;
- Parks, Gardens and Public Reserves;
- Parliamentary Issues;
- Plant and Equipment;
- Police Matters;
- Policies and Codes;
- Postal Matters;
- Printing and Stationery;
- Private Works;
- Property (Rates);
- Public Works;
- Quarries and Gravel Pits;
- Railways;
- Rates;
- Records Management;
- Risk Management;
- Roads (Local Roads, Regional Roads);
- Roads and Traffic Authority (RTA);
- Rural Lands Protection Board;
- Security;
- Seminars, Conferences and Training;
- Septic Tanks;
- Sewerage;
- Single Invitation Maintenance Contract;
- Sister City Relationships;
- Sport and Recreation;
- Staff;
- Standards;
- Statistics;
- Streets
- Subdivisions;
- Swimming Pools;
- Taxation;
- Telephones;
- Tenders;
- Tourism;
- Town Planning;
- Trees;
- Waste Management Services;
- Water Supply;

These Electronic Documents and Physical Files are not available on Council's website however this information may be available either by informal release or via an access application in accordance with Sections 7-9 of the *Government Information (Public Access) Act 2009*, unless there is an overriding public interest against disclosure of the information as outlined in Section 14 of the *Government Information (Public Access) Act 2009*. Members of the public who require an informal release or an access application can do so by contacting Council's Public Officer on 02 6836 5888 or at mail@cohar.nsw.gov.au.

Policy and General Documents

The *Government Information (Public Access) Regulation 2009 (NSW)* requires that the following list of Policy and General Documents held by Council are to be made publicly available for inspection, free of charge. The public is entitled to inspect these documents on Council's website or from Council's Administration Office during ordinary office hours or at any other place as determined by the Council. Any current and previous documents of this type may be inspected by the public free of charge. Copies can be supplied for a reasonable copying charge.

Codes, Plans, Policies and Reports

- Code of Conduct and Administration Procedure

- Code of Meeting Practice
- Any Codes Referred to in the *Local Government Act 1993*
- Other Council Policies
- Integrated Planning and Reporting Framework Documents (Community Engagement Strategy, Community Strategic Plan, Resources Strategy (Including Long Term Financial Plan, Workforce Plan and Asset Management Plans), Four (4) Year Delivery Program, Annual Operational Plan)
- EEO Management Plan
- Social Plan
- Crime Prevention Plan
- Crime Prevention Strategy
- Plans of Management for Community Land
- Payment of Expenses and Provision of Facilities to the Mayor and Councillor Policy
- Annual Report
- Annual Financial Reports
- Auditor's Reports
- GIPA Annual Reports
- Annual Reports of Bodies Exercising Delegated Council Functions (available by contacting the Public Officer)
- Departmental Representatives' Reports presented at a meeting of the council in accordance with section 433 of the *Local Government Act 1993* (available by contacting the Public Officer)

Registers and Returns

- Contracts Register
- Land Register
- Roads Register (available by contacting the Public Officer)
- Register of Investments (available by contacting the Public Officer)
- Register of Delegations
- Gifts Registers (available by contacting the Public Officer)

- Returns of the Interests of Councillors, Designated Persons and Delegates (this document is available for inspection at Council's Administration Office only, and not on the website, in accordance with the Information Commissioner's guidelines)
- Returns as to Candidates' Campaign Donations
- Council Use of Common Seal Register (available by contacting the Public Officer)
- Register of graffiti removal work kept in accordance with Section 67C (available by contacting the Public Officer)

Agendas, Business Papers and Minutes

- Agendas and business papers for Council Meetings, not including business papers for matters considered when part of a meeting is closed to the public
- Agendas and business papers for Committee Meetings, not including business papers for matters considered when part of a meeting is closed to the public
- Minutes of Council Meetings - if any part of a meeting is closed to the public then only the resolution and recommendations that were made are included in the minutes
- Minutes of Committee Meetings - if any part of a meeting is closed to the public then only the resolution and recommendations that were made are included in the minutes

Planning and Development Documents

- Building and Development Applications under the *Environmental Planning and Assessment Act 1979* and associated documents (available by contacting the Public Officer)
- Records of Approvals Granted, any variation from local policies with reasons for the variation and decisions made on appeals concerning approvals (available by contacting the Public Officer)
- Local Policies adopted by Council concerning approvals and orders
- Records of Building Certificates under the *Environmental Planning and Assessment Act 1979* (available by contacting the Public Officer)
- Plans and Land Proposed to be Compulsorily Acquired by Council (available by contacting the Public Officer)
- Leases and Licences for the use of Public Land Classified as Community Land
- Planning Decisions Register
- Environmental Planning Instruments, Development Control Plans and plans made under sections 94A and B of the *Environmental Planning and Assessment Act*

1979 that apply to land within Council's area (available by contacting the Public Officer)

How is Council Information Made Available

There are four ways Council Information will be made available;

1. Mandatory Release

This generally includes information found on Council's website such as policy and general documents, the current Publication Guide and Disclosures Log.

2. Proactive Release

These are additional documents that are made available to the public on Council's website and at the Administration Centre.

3. Informal Request

This is for specific information. Under the *Government Information (Public Access) Act 2009* Council can choose to release this information without the need for a formal access application. Access via this path may be subject to reasonable conditions such as photocopying charges. Requests for information should be emailed to Council at mail@cobar.nsw.gov.au or contacting Council's Public Officer at the Administration Centre on 02 6836 5888.

4. Formal Access Application

If you have not been able to obtain the information you need through any other form of access you can lodge a Formal Access Application. Unlike the Informal Request you have a legally enforceable right to be provided with access unless there is an overriding public interest against disclosure of the information. An application fee and processing charge may apply. A formal *Government Information (Public Access) Act 2009* Application Form (downloadable from Council's website) will need to be completed and submitted to Council with the application fee.

How Members of the Public May Access and Amend Council Information

Access to Council information may be obtained Council's website at www.cobar.nsw.gov.au or by contacting Council's Public Officer at the Administration Office between 8am and 4pm Monday to Friday.

If the information you require is not available on the website please email Council at mail@cobar.nsw.gov.au or contact Council's Public Officer at the Administration Office on (02) 6836 5888.

If you ask for information and you are not able to obtain it, you may apply for them under the *Government Information (Public Access) Act 2009 (NSW)* by:

- Completing a GIPA Application Form downloadable from Council's website. If you cannot download this form you may obtain a copy from Council's Administration Office.
- Present the form and the appropriate fee to Council's Administration Office, 36 Linsley Street, Cobar.

Details of procedures and fees are detailed in the *Government Information (Public Access) Act 2009 (NSW)* or may be obtained from Council's Public Officer at the Administration Office.

Arrangement can be made for amendments to information concerning personal information of members of the public by contacting Council's Public Officer. Enquiries should be addressed as follows:

General Manager
Cobar Shire Council
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COBAR NSW 2835
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Further Information

If you require further information regarding the *Government Information (Public Access) Act 2009*, members of the public can review the website of the Information and Privacy Commission (IPC) at:

www.ipc.nsw.gov.au

The Information Commissioner can also be contacted as follows;

Free Call Telephone: 1800 472 679

Email: ipcinfo@ipc.nsw.gov.au

Address: GPO Box 7011
SYDNEY NSW 2001

Office Address: Level 11
1 Castlereagh Street
SYDNEY NSW 2001

Local Government Remuneration Tribunal

Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the Local Government Act 1993, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2015 are determined as follows:

Table 3: Fees for General Purpose and County Councils

Table 3: Fees for General Purpose and County Councils				
Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee	
	Minimum	Maximum	Minimum	Maximum
General Purpose Councils				
Principal City	25,040	36,720	153,200	201,580
Major City	16,690	27,550	35,470	80,260
Metropolitan Major	16,690	27,550	35,470	80,260
Metropolitan Centre	12,520	23,370	26,600	62,090
Metropolitan	8,330	18,380	17,740	40,090
Regional Rural	8,330	18,380	17,740	40,090
Rural	8,330	11,010	8,860	24,030
County Councils				
Water	1,660	9,180	3,550	15,080
Other	1,660	5,490	3,550	10,020

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Local Government Remuneration Tribunal

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 13 April 2015

Section 4 Determinations

Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2015

Table 1: General Purpose Councils

Table 1: General Purpose Councils (152)		
Category	Council	
Principal City (1)	Sydney	
Major City (3)	Newcastle Parramatta Wollongong	
Metropolitan Major (2)	Blacktown Penrith	
Metropolitan Centre (16)	Bankstown Campbelltown Fairfield Gosford The Hills Hornsby Hurstville Lake Macquarie	Liverpool North Sydney Randwick Ryde Sutherland Warringah Willoughby Wyong
Metropolitan (21)	Ashfield Auburn Botany Burwood Camden Canada Bay Canterbury Holroyd Hunters Hill Kogarah Ku-ring-gai	Lane Cove Leichhardt Manly Marrickville Mosman Pittwater Rockdale Strathfield Waverley Woollahra

Local Government Remuneration Tribunal

Table 1: General Purpose Councils (152)			
Category	Council		
Country Rural (32)	Albury Armidale Dumaresq Ballina Bathurst Bega Valley Blue Mountains Broken Hill Byron Cessnock Clarence Valley Coffs Harbour Dubbo Eurobodalla Great Lakes Goulburn Mulwaree Queanbeyan		Greater Taree Griffith Hawkesbury Kempsey Lismore Maitland Orange Port Macquarie-Hastings Port Stephens Shellharbour Shoalhaven Tamworth Tweed Wagga Wagga Wingecarribee Wollondilly
Rural (77)	Balranald Bellingen Berrigan Bland Blayney Bogan Bombala Boorowa Bourke Brewarrina Cabonne Carrathool Central Darling Cobar Conargo Coolamon Cooma-Monaro Coonamble Cootamundra Corowa Cowra Deniliquin Dungog Forbes Gilgandra Glen Innes Severn	Gloucester Greater Hume Gundagai Gunnedah Guyra Gwydir Harden Hay Inverell Jerilderie Junee Kiama Kyogle Lachlan Leeton Lithgow Liverpool Plains Lockhart Mid-Western Moree Plains Murray Murrumbidgee Muswellbrook Nambucca Narrabri Narrandera	Narromine Palerang Parkes Oberon Richmond Valley Singleton Snowy River Temora Tenterfield Tumbarumba Tumut Upper Hunter Upper Lachlan Uralla Urana Wakool Walcha Walgett Warren Warrumbungle Weddin Wellington Wentworth Yass Valley Young

Local Government Remuneration Tribunal

Table 2: County Councils

Table 2: County Councils (14)	
Category	Council
Water (5)	Central Tablelands Goldenfields Water MidCoast Riverina Water Rous
Other (9)	Castlereagh – Macquarie Central Murray Far North Coast Hawkesbury River New England Tablelands Richmond River Southern Slopes Upper Hunter Upper Macquarie

**MINUTES OF THE WARD OVAL USERS GROUP COMMITTEE
MEETING HELD AT COUNCIL CHAMBERS ON MONDAY 13 APRIL
2015 COMMENCING AT 5:09PM**

PRESENT

Gary Woodman (Cobar Shire Council), Errol George (Cobar Shire Council), Wayne Mills (Cobar Shire Council), Deputy Mayor Peter Abbott (Cobar Shire Council), Sarah Irvine (Cobar Netball Association), Jennifer Mitchell (Cobar Blues), Gemma Bain (Cobar Shire Council), Heinz Goldmann (Mens Shed), Heather Christie (Show Society), Sandra Finnegan (Cobar Shire Council), Phil Gilligan (Mines Rescue) and David Sechtig (Cobar Shire Council).

APOLOGIES

Clr Jarrod Marsden and Clr Harley Toomey (Cobar Shire Council), David Snelson (Show Society) and Racquel Potter.

RECOMMENDATION: That the apologies from Clr Jarrod Marsden and Clr Harley Toomey (Cobar Shire Council), David Snelson (Show Society) and Racquel Potter be accepted.

Peter Abbott/Wayne Mills

CARRIED

FEES AND CHARGES

RECOMMENDATION: That the information contained in the Draft Fees and Charges report be received that and no objections were raised be noted.

Peter Abbott/Wayne Mills

CARRIED

GENERAL BUSINESS

Keys are required by the Show Society. Action will be taken to provide copies prior to the show.

If Ward Oval facilities are unavailable due to the Show or other major hires the use of the Youth and Fitness Centre is provided at no cost.

Mines Rescue has advised that they will be completed and cleaned up by Midday Monday 4 May 2015.

The Traffic Committee has advised that Booramugga Road will be closed between 2:30pm and 3:30pm on weekdays during the show.

The oval will not be in use for 2 weeks after the Show, as per the same as last year.

The General Manager indicated that there is a possibility of Council obtaining a grant for the purchase of a mobile toilet block that will be available for hire at a minimum cost.

The question of whether it is the Clubs responsibility or Councils in advising the need for opening of toilets/showers and emptying of bins. Council is provided with a calendar of events for the use of Ward Oval and will act on that accordingly.

Council is required to advise the Men's Shed if they will be turning off the water at Ward Oval.

Netball Courts are in need of line marking. Cobar Blues Secretary has been advised of potential options in obtaining services to complete the line marking.

FUTURE MEETINGS

Next meeting will be March 2016, further information will be provided closer to the date.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5:50PM.

**MINUTES OF THE WOOLTRACK ADVISORY COMMITTEE
MEETING HELD AT COUNCIL CHAMBERS ON THURSDAY 23
APRIL 2015 COMMENCING AT 2:10PM**

PRESENT

Gary Woodman (Cobar Shire Council), Mayor Lilliane Brady OAM (Cobar Shire Council), Clr Bob Sinclair (Cobar Shire Council), Clr Greg Martin (Cobar Shire Council), Clr Peter Maxwell (Cobar Shire Council), Clr Peter Yench (Cobar Shire Council), Clr Marsha Isbester (Cobar Shire Council), Owen Johns (Cobar Shire Council), Angela Shepherd (Cobar Shire Council), Anil De Silva (Cobar Shire Council) and Sandra Finnegan (Cobar Shire Council).

2014/2015 REVIEW

- The REPAIR program application was adjusted with the withdraw of Tilpa and Louth Rd to just have the Wooltrack with 25 points for 2015/2016;
 - 1 informal and 2 formal meeting's conducted with The Hon. Duncan Gay MLC, Minister for Roads, on the Wooltrack;
 - Fixing Country Roads application submitted October 2014.
-

PROPOSED ACTIONS FOR 2015/2016

- Development of an advertising campaign for the Wooltrack including the use of Facebook;
- Write to and provide The Hon. Duncan Gay MLC with the Nairn Report;
- Develop a submission and organise a meeting with Roger Fletcher, Board Member of Infrastructure NSW and present a copy of the Nairn Report;
- Further meetings and provision of the Nairn Report with participating Councils;
- Investigate schemes that can be used either directly or indirectly for funding of the Wooltrack;
- Organise a meeting and tour of the Wooltrack, with invitations to the Hon. Kevin Humphries MP and the Hon. Sarah Mitchell MLC, Parliamentary Secretary for Regional and Rural Health and Western NSW;
- Build a case on freight, employment and new industry opportunities and the development of the economy for Ivanhoe;
- Hold discussions with Wooltrack users to determine priority sections of the road.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2:58PM

Minutes of the OROC Board Meeting
held at
Warren Sporting and Cultural Centre
Warren
On Friday 1st May 2015
at 9.30 am

1. Meeting Open and apologies

Present: Gary Woodman, General Manager Cobar; Clr Peter Abbott, Deputy Mayor Cobar Shire; Steve Loane, General Manager Warrumbungle Shire; Dan Simmons, General Manager Brewarrina Shire; Don Ramsland, General Manager Walgett Shire; Clr David Lane, Mayor Walgett Shire; Derek Francis, General Manager Bogan Shire; Clr Jim Hampstead, Deputy Mayor Bogan Shire; Clr Doug Batten, Mayor Gilgandra Shire; Neil Alchin, Director Corporate and Business Services, Gilgandra Shire; Clr Bill McAnally, Mayor Narromine Shire; Mark Riley, General Manager Dubbo City; Clr Rex Wilson, Mayor Warren Shire Council; Ashley Wielinga, General Manager Warren Shire; Ross Earl, General Manager Bourke Shire; Clr Al Karanouh, Mayor Coonamble Shire; Rick Warren, General Manager Coonamble Shire; John Walkom, Chair RDA Orana and Belinda Barlow OROC Executive Officer.

Apologies: Clr Andrew Lewis, Mayor Bourke Shire; Greg Lamont, General Manager Narromine Shire; Clr Mathew Dickerson, Mayor Dubbo City; Clr Ray Donald, Mayor Bogan Shire; Clr Peter Shinton, Mayor Warrumbungle Shire; Clr Rod Buhr, Mayor Wellington Council; Karen Roberts, Acting General Manager, Wellington Council; Paul Mann, General Manager, Gilgandra Shire; Clr Lilliane Brady, Mayor Cobar Shire and Clr Angelo Pippas, Brewarrina Shire;

The meeting was opened at 9.30 am by OROC Chair Clr Bill McAnally.

At this juncture the Chair expressed, on behalf of OROC, sympathies to Ray and Di Donald on the passing of their son David and to Rex and Robin Wilson who are cousins to David Donald.

The Chair also extended, on behalf of OROC, get well wishes to Mayor of Cobar, Councillor Lilliane Brady, and also to Mayor of Dubbo, Councillor Mathew Dickerson.

Mayor of Warren Shire Clr Rex Wilson welcomed the OROC Board to Warren.

Motion: *That the apologies be accepted by the OROC Board.*

Moved: Clr David Lane

Seconded: Steve Loane

CARRIED

2. Energy and Management Services (EMS)

Peter and Andrew Halyburton from Energy and Management Services have been engaged by OROC Member Councils to negotiate the renewal of electricity supply contract for various contestable sites and street lighting.

The current electricity supply for OROC is due to expire on 30 June 2015 and requires a contract in place for both contestable sites and street lighting.

Peter and Andrew Halyburton of Energy and Management Services addressed the OROC Board and provided a comprehensive overview of the current electricity market and an analysis in response to a pricing request (16th April 2015) for OROC Members. The Board were advised that there were 4 leading Retailers who responded to the pricing request made by OROC and offers that were received were of high quality and highly competitive.

A final analysis of prices undertaken by Energy and Management Services determined that Momentum Energy offered the best 1, 2 and 3 year contracts for contestable sites and street lighting with a \$29,591 (2.8%) advantage over EnergyAustralia for the first year. For year 2, Momentum Energy provided a \$42,169 (3.8%) advantage over the offer from Energy Australia and \$61,860 (5.3%) advantage in year 3.

- Motion:**
1. *That OROC Members accept Momentum Energy as the preferred Energy provider for contestable sites and streetlighting for a 3 year period.*
 2. *That this contract be subject to Momentum Energy offering 30 day payment terms and that a separate metering agreement be investigated.*

Moved: Ashley Wielinga

Seconded: Mark Riley

CARRIED

At this juncture Peter and Andrew Halyburton from Energy and Management Services left the meeting.

3. Confirmation of previous OROC Board Meeting Minutes

- Motion:** *That the minutes of the meeting of OROC held in Dubbo on Friday 20 February 2015 be accepted as a true and accurate record of that meeting.*

Moved: Clr Al Karanouh

Seconded: Clr Doug Batten

CARRIED

4. Confirmation of previous GMAC Meeting Minutes

- Motion:** *That the minutes of the meeting of GMAC held in Dubbo on Friday 17 April 2015 be accepted as a true and accurate record of that meeting.*

Moved: Clr Doug Batten

Seconded: Steve Loane

CARRIED

- Motion:** *That the 9 recommendations contained therein be adopted by the OROC Board.*

Moved: Clr Al Kananouh

Seconded: Don Ramsland

CARRIED

Recommendations:

- 1: That OROC extend an invitation to Gary Humphries, Chief Operating Officer, Essential Energy to the July 2015 OROC Board Meeting to discuss the final determination of the Australian Energy Regulator (AER) in respect to Street Lighting costs for the ensuing period. (2014-2019).
- 2i: That OROC recommends Dubbo City Council's Director Environmental Services, Melissa Watkins be requested to represent OROC members, and engage with NSW Planning and Infrastructure to provide input into the Central West/Orana Regional Growth Plan.

- 2ii: That Dubbo City Council's Director Environmental Services, Melissa Watkins be requested to provide OROC with updates on the Orana Regional Growth and Infrastructure Plan; noting that any emerging issues in the Plan development to be discussed with OROC.
- 3: a) That the OROC Chair be requested to make urgent representations both by way of a face to face meeting with The Hon Troy Grant, Deputy Premier and Minister for Police and Justice along with a delegation of OROC Mayors and further correspond with The Hon Troy Grant raising concern in respect of the loss of Court House Services and proposed closures, particularly highlighting the region's considerable concerns at the continual erosion of government services from rural and regional communities.
- b) That OROC also correspond with The Hon Sarah Mitchell, Parliamentary Secretary for Western NSW, providing her with a copy of the correspondence received from The Hon David Clarke, Parliamentary Secretary for Justice, raising concerns in respect of the loss of Court House Services and proposed closures, particularly highlighting the region's considerable concerns at the continual erosion of government services from rural and regional communities.
- 4: That OROC extend an invitation to The Hon Sarah Mitchell MLC, Parliamentary Secretary, for Rural and Regional Health and Western NSW to the OROC Board Meeting to be held on Friday 1 May, 2015 to discuss issues affecting the Orana Region of Western NSW.
- 5: That the OROC Executive Officer together with the GMAC Chair determine a 'Statement of Regional Priorities' as part of the process of revising the OROC Regional Strategic Plan for consideration at a future meeting of OROC.
- 6: That OROC acknowledge Matt Parmeter, Solar Exchange Initiative Co-ordinator for his effort in developing the Solar Exchange Initiative Project.
- 7: That OROC respond to the Local Government Minister in respect to the considerable concern of cost shift activities on OROC member councils, highlighting the serious nature of cost shift and continued erosion of government services in the region.
- 8: That OROC correspond with LGNSW President and Chief Executive, Premier and Deputy Premier and Parliamentary Secretary of Western NSW in respect to OROC's considerable concern of cost shift activities on member councils, highlighting the serious nature of cost shift and continued erosion of government services in the region. Requesting for LGNSW to make representation to IPART on cost shift figures recorded over the years.
- 9: That the Finance Professional Team and the Human Resources and Learning Development Team meet together later in the year to identify and determine future direction of each Team.

Motion: *That the 26 determinations contained therein be endorsed by the OROC Board noting that in respect of determination 10. as below, Nyngan is to be acknowledged in further correspondence to NSW Government in respect of loss of Court House Services.*

Moved: Mark Riley

Seconded: Gary Woodman

CARRIED

Determinations:

- 1.** That the apologies be accepted.
- 2.** That the Minutes of the previous GMAC Meeting held 20 February 2015 in Dubbo be adopted.
- 3.** That the correspondence received by Essential Energy in respect to Essential Energy's revised regulatory proposal.
- 4:** That GMAC note the revised street lighting charges proposed by Essential Energy for the ensuing period. (2014-2019)
- 5:** That GMAC note Peter Halyburton, Energy and Management Services has been invited to present at the OROC Board Meeting with an update of the Australian Energy Regulator's (AER) final determination on street lighting charges (2014-2019) and the current OROC electricity contracts.
- 6:** That GMAC note Energy and Management Services will be conducting e21 EnergyPlus software training for relevant council staff on Friday 1 May in Warren and that all councils are encouraged to send staff to this training.
- 7:** That OROC Executive Officer be requested to inform NSW Planning and Infrastructure that Dubbo City Council's Director of Environmental Services Melissa Watkins will represent OROC members during the process of developing the Orana Regional and Infrastructure Growth Plan.
- 8:** That GMAC Chair Mark Riley be requested to inform Dubbo City Council's Director of Environmental Services of OROC's recommendation.
- 9:** That Dubbo City Council's General Manager and Director of Environmental Services discuss the need to establish an OROC Regional Planning Professional Team.
- 10:** That GMAC notes the response from The Hon David Clarke MLC, NSW Parliamentary Secretary for Justice in respect to the lack of consultation with local government during the review period of Court House Services in the region.
- 11:** That the report of the Central West, Orana and Far West Regional Leadership Group meeting be noted by GMAC.
- 12:** That GMAC note that the next Regional Leadership Group is to be held on 12 May 2015 in Dubbo and the Far West Regional Leadership Group meeting is to be held in Broken Hill on 20 May 2015.
- 13:** That GMAC note the correspondence received from Minister Toole outlining the NSW Coalition's position on Local Government reform.
- 14:** Discussion took place in respect to Pilot Joint Organisations, Fit for the Future and the Far West Initiative and each GMAC member gave an update on each council's 'Fit for the Future' position and future proposal.

- 15: That GMAC note that delegates representing Dubbo City Council and Gilgandra Shire Council will be attending the LGNSW Regional Collaboration and Shared Services Roundtable on 29 and 30 April 2015 in Sydney; and that the delegate from Gilgandra Shire be asked to provide a verbal update to OROC Board Members at the next meeting.
- 16: That information supplied by RDA Orana in respect to the Orana and Far West Regional Audit and Infrastructure Plan be noted.
- 17: That the report of the Mining Development Taskforce Meeting held on 4 March 2015 be noted.
- 18: That GMAC acknowledge the Solar Exchange Initiative Project has gained support from the NSW Legislative Council and Federal Senate.
- 19: That the OROC Correspondence be accepted.
- 20: That the financial report for period ending 23 March 2015 be accepted.
- 21: That the Executive Officer's report be accepted.
- 22: That GMAC note the OROC Financial Professional Team meeting minutes.
- 23: That GMAC note the Orana Risk and Safety Management minutes.
- 24: That GMAC note the OROC HR & LD Team meeting minutes.
- 25: That GMAC note information in respect to the Internal Audit current three (3) year arrangement is now finalised with a future process yet to be determined by its members.
- 26: That GMAC note the information in respect Emissions Reduction Fund and request that M2100 further discuss any opportunity to attract funding to the region with Matthew Parmeter, Co-ordinator of the Solar Exchange Initiative project.

5. Business Arising

5.1 Joint Organisations/Fit for the Future/Far West Initiative

The OROC Board gave consideration to the sharing of information between Member Councils that are undertaking submissions (Template 2 and Template 3) under the Fit for the Future reform process.

Motion: *That member Councils that are preparing Fit for the Future submissions, being Templates 2 and 3, under the Local Government Reform process be requested to share copies of their submissions with relevant Members.*

Moved: Mark Riley

Seconded: Gary Woodman

CARRIED

5.2 OROC Weather Radar

The meeting was advised that the recently appointed Minister for Primary Industries, Niall Blair, had been forwarded a copy of the OROC Weather Radar Study.

Prior to the March 2015 State Government election Member for Dubbo and Deputy Premier, Troy Grant indicated to OROC Chair, that any funding allocated in State Government's 2015 Drought Strategy is to go towards the construction of a weather radar service in Western NSW.

Motion: *That OROC write to the Minister for Primary Industries, Niall Blair, and Member for Dubbo and Deputy Premier thanking Government for their election commitment of \$2.5 million to work with the Bureau of Meteorology to develop enhanced network weather stations across the state and in this regard, requesting that a weather radar facility be constructed to service the Western Region on the current Bureau of Meteorology site at Cobar.*

Moved: *Clr Doug Batten*

Seconded: *Ross Earl*

CARRIED

5.3 NSW Attorney General – Court House Services

A determination in respect of this matter has already occurred as part of the "Report of Previous GMAC Meetings" component of these minutes.

5.4 NSW Planning and Environment

A determination in respect of this matter has already occurred as part of the "Report of Previous GMAC Meetings" component of these minutes.

5.5 Cost Shifting

The OROC Board had before it correspondence dated 3 March 2015 from The Hon Paul Toole, Minister for Local Government, in respect to the issue of cost shifting. A determination in respect of this matter has already occurred as part of the "Report of Previous GMAC Meetings" component of these minutes.

5.5 Regional Airlines

The OROC Board had before it correspondence dated 12 March 2015 from The Hon Warren Truss, Minister for Infrastructure and Regional Development in respect of the issue of regional airlines continuing to fly in and out of Sydney Airport (Mascot) once Badgerys Creek is operational.

Motion: *1. That the correspondence from The Hon Warren Truss, Minister for Infrastructure and Regional Development, be noted.
2. That OROC proceed to write to Sarah Mitchell, Parliamentary Secretary for Western NSW, supporting the advancement of securing a regular air services between Walgett, Bourke and Dubbo.*

Moved: *Ross Earl*

Seconded: *Clr David Lane*

CARRIED

5.7 NSW Local Government Minister

The OROC Board had before it correspondence dated 5 March 2015 from The Hon Paul Toole, Minister for Local Government in respect to the State Government's position on Local Government reform post the March 2015 NSW State election.

Motion: *That the correspondence from The Hon Paul Toole be noted.*

Moved: *Clr Doug Batten*

Seconded: *Clr Rex Wilson*

CARRIED

5.8 Orana and Far West Regional Audit and Infrastructure Plan – RDA Orana

The OROC Board had before it information in respect of the Orana and Far West Regional Audit and Infrastructure Plan.

Motion: *That the information regarding the progress of the Orana and Far West Regional Audit and Infrastructure Plan be noted.*

Moved: *Clr Bill McAnally*

Seconded: *Don Ramsland*

CARRIED

5.9 Western Mining and Resource Development Taskforce

The OROC Board had before it information supplied by Alison McGaffin, NSW Premier and Cabinet in respect of an update on the Western Mining and Resource Development Taskforce.

Motion: *1. That the information regarding the progress of the Western Mining and Resource Development Taskforce be noted.
2. That OROC proceed to write to Sarah Mitchell, Parliamentary Secretary for Western NSW indicating the significance of the work undertaken by the Western Mining and Resource Development Taskforce Group and NSW Mining Related Councils.*

Moved: *Steve Loane*

Seconded: *Derek Francis*

CARRIED

5.10 Solar Exchange Initiative

The OROC Board had before it information supplied by Matt Parmeter in respect of the Solar Exchange Initiative.

Motion: *That the information regarding the Solar Exchange Initiative be noted.*

Moved: *Clr Doug Batten*

Seconded: *Don Ramsland*

CARRIED

5.11 LGNSW Invitation to OROC Board Meetings

The OROC Board had before it information in respect of the inability of LGNSW President, Chief Executive and Executive Members to attend the OROC Board Meeting on 1 May 2015.

Motion: *That such information be noted.*

Moved: *Clr Doug Batten*

Seconded: *Steve Loane*

CARRIED

6. OROC Correspondence

Motion: *That the OROC correspondence be accepted.*

Moved: *Mark Riley*

Seconded: *Clr Rex Wilson*

CARRIED

7. OROC Financial Report

Motion: *That the OROC financial report for the period ending 23 March 2015 be accepted by the OROC Board.*

Moved: *Clr Rex Wilson*

Seconded: *Clr Doug Batten*

CARRIED

8. OROC Executive Officers Report

Motion: *That the OROC Executive Officer's Report be accepted by the OROC Board.*

Moved: *Clr Rex Wilson*

Seconded: *Clr Doug Batten*

CARRIED

9. Lower Macquarie Water Utilities Alliance

Stewart McLeod, Director Technical Services Dubbo City Council and LMWUA Project Officer, David Swann joined the meeting.

9.1 Minutes from previous LMWUA Board Meeting held 20 November 2014

Motion:

- 1. That the minutes of the LMWUA Board Meeting held in Dubbo on Friday 20 November 2014 be accepted as a true and accurate record of that meeting.*
- 2. That it be recorded that the General Manager of Warrumbungle Shire Council, Steve Loane, had previously submitted an apology in respect of this meeting.*

Moved: *Clr Rex Wilson*

Seconded: *Ross Earl*

CARRIED

9.2 Minutes from LMWUA Technical Committee Meeting held 24 February 2015

Motion: *That the minutes of the LMWUA Technical Committee held on 24 February 2015 be accepted as a true and accurate record of that meeting.*

Moved: *Ashley Wielinga*

Seconded: *Stewart McLeod*

CARRIED

9.3 Minutes from LMWUA Technical Committee Meeting held 21 April 2015

Motion:

- 1. That the minutes of the LMWUA Technical Committee held 21 April 2015 be accepted as a true and accurate record of that meeting.*
- 2. That a letter of thanks be sent to Narromine Shire Council for their efforts in regards to designing and hosting the LMWUA website.*

Moved: *Stewart McLeod*

Seconded: *Ashley Wielinga*

CARRIED

9.4 LMWUA Project Officer's Report

Motion:

- 1. That the LMWUA Project Officer's report be accepted.*
- 2. That the following Actions are to be discussed by the LMWUA Technical Committee.*
 - i) Currency of Best Practice Planning (Action 1)*
 - ii) Documentation of Asset Maintenance Procedures (Action 2)*
 - iii) Alliance keeps abreast of possible grants and awards (Action 4)*

Moved: *Clr Rex Wilson*

Seconded: *Stewart McLeod*

CARRIED

9.5 LMWUA Business Plan and Regional Strategy: Implementation Plan

Motion: *That the LMWUA Business Plan and Regional Strategy be adopted.*

Moved: Gary Woodman

Seconded: Stewart McLeod

CARRIED

9.6 LMWUA Matters without notice and General Business

There were no further LMWUA matters discussed.

10. OROC General Business

10.1 Joint Organisations – Fit for the Future

Mayor Gilgandra Shire Council Clr Doug Batten provided the OROC Board a comprehensive overview of the Regional Collaboration and Share Services LGNSW Roundtable that he attended on 29 and 30 April 2015. Issues raised included:

- Pilot JO's – challenges include engagement between all levels of government.
- There is not a 'one size that fits all' approach in respect of the Pilot JO's – there are varying models being established by the Pilot regions.
- The Pilot JO governance appears to be an emerging challenge – areas of conflict/mediation process still needs to be determined.

Motion: *That such information be noted.*

Moved: Clr Doug Batten

Seconded: Mark Riley

CARRIED

10.2 IPART – Methodology for Assessment of Council Fit for the Future Proposals

The Executive Officer advised the OROC Board of the recent release of the Methodology Consultation Paper by IPART as the Expert Advisory Panel for the assessment of Council's Fit for the Future Proposals. Further advice was provided that South Australian Local Government representative John Comrie has also been appointed to the Expert Advisory Panel to review local councils Fit for the Future submissions. Submissions on this paper are due 25 May 2015 with a public forum to discuss the paper being held in Dubbo on 15 May 2015.

Motion: *That each Member Council make its own submission if necessary to IPART in respect of the Methodology for Assessment of Council Fit for the Future Proposals.*

Moved: Clr Jim Hampstead

Seconded: Ross Earl

CARRIED

10.3 Centenary of Anzac Day

Member Councils reported in respect of individual activities undertaken in their respective localities to commemorate the Centenary of Anzac Day 2015.

Motion: *That it be noted that Centenary of Anzac Day events across the entire region were very well supported.*

Moved: Clr Rex Wilson

Seconded: Clr Al Karanouh

CARRIED

10.4 Regional Development Australia - Orana update

Chair of RDA - Orana, John Walkom provided an update on RDA – Orana activities to the Board as follows:

- Orana Bio-hub project – this project is a green waste composting initiative that is proposed to receive and process green garden waste from the Dubbo Local Government Area and surrounding areas.
- Orana Carbon Project – this project is an opportunity for diversification in rangeland areas of Western NSW. The establishment of Emissions Reduction Fund by the Federal Government will allow funding to spread throughout other sectors of the region's economy. Department of Environment will be in the region during May and will be travelling to parts of the region to discuss opportunities for attracting funding under their program with industry, community and local government.
- RDA - Orana continues to have a steady flow of regional immigration certifications along with a 402 Visa for Korean nationals that are currently studying in the region.
- RDA - Orana had met with a delegation from the Narromine Economic Development Group requesting that RDA - Orana facilitate discussions with relevant government bodies to increase water allocations for productive use in the Macquarie Valley.

Motion:

1. That such information be noted.
2. That OROC proceed to write to RDA - Orana requesting the Department of Environment travel to outlying areas of the region in respect to marketing the Emissions Reduction Fund.

Moved: Ross Earl

Seconded: Gary Woodman

CARRIED

11. Close / Next Meeting

Meeting closed 1.25 pm.

The next OROC Board Meeting is to be held on Friday 31 July 2015 in Lightning Ridge.

**MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE
MEETING HELD AT BERANGABAH STATION ON WEDNESDAY 6
MAY 2015 COMMENCING AT 11:22AM**

PRESENT

George Millear (Tiltagoona), Craig Hudson (Amphitheatre), Andrew Paul (Red Tank Station), Andrew Farnsworth (Innesowen), Robert, Ann and Graham Vagg (WingDing Station), Barry and Pauline Oliver (Kaleno Station), Paul and Donna Whytcross (Kia-Ora Station), Jenni Rogers (Kulwin Station), Diane Noble (Karwarn Station), Phil and Mary Bruce (Pine Ridge), Lindsay Markey, Josh Robertson, Ken and Terri Hogan, Dave Sinclair, Leonie Sinclair (Berangabah Station), Councillor Peter Abbott (Cobar Shire Council), Councillor Bob Sinclair (Cobar Shire Council), Gary Woodman (General Manager, Cobar Shire Council), Owen Johns (Acting Director of Engineering Services, Cobar Shire Council), Maurice Bell (Roads Manager, Cobar Shire Council), Anil De Silva (Engineering Support Manager, Cobar Shire Council) and Adrienne Pierini (Trainee Civil Engineer, Cobar Shire Council).

Due to an apology from Mayor Lilliane Brady OAM, Councillor Peter Abbot was requested and agreed to chair the meeting.

APOLOGIES

RECOMMENDATION: That the apologies received from Mayor Lilliane Brady OAM (Cobar Shire Council), Councillors Greg Martin, Jarrod Marsden, Peter Maxwell and Marsha Isbester (Cobar Shire Council), Brett Hallcroft (Construction Supervisor, Cobar Shire Council), Joe and Mel Hughes (Belarabon), Robert and Rhonda Hanson (Noona Station), Kevin and Anne-Marie Murphy (Neckarbo), Justin McClure (Kallara Station) and Steve Roberts (Ashleigh Downs) be accepted.

Peter Abbott/Bob Sinclair

CARRIED

CONFIRMATION OF MINUTES

RECOMMENDATION: That the minutes of the Rural Roads Advisory Committee Meeting held on Wednesday 4 February 2015 at the Mount Hope Community Hall be adopted as a true and correct record of the proceedings of that meeting.

Bob Sinclair/George Millear

CARRIED

MATTERS ARISING FROM THE MINUTES

- Nil.
-

STATUS REPORT

- Item 2 – Council hasn't received a letter from the Tilpa community. Letter was accidentally sent to Geographical Names Board instead;
 - Item 4 – completed;
-

**THIS IS PAGE 1 OF THE MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE MEETING
HELD AT BERANGABAH STATION ON WEDNESDAY 6 MAY 2015 COMMENCING AT 11.22AM.**

-
- Item 11 – change to action by Roads Manager;
 - Item 49 – Contractor will be undertaking weed control work on the highway in a few weeks time; will request contractor to also do some work on RR7518 and SR10 on his way past;
 - Item 50 – The approaches need to be dug out and re-compacted (they are subsiding as the water is washing away the soil underneath). Funding opportunities are doubtful;
 - Item 51 – Need to obtain funding for resealing;
 - Item 52 – Need to review funding allocations to see if can be done. Roads Manager and Director of Engineering Services to review and discuss;
 - Item 54 – Report to be submitted at next Rural Roads Advisory Committee Meeting;
 - Item 57 – change to action by Roads Manager. Grid in question is dangerous as the concrete is falling in and is located on the boundary of Keewong and Pine Hill;
 - Item 58 – completed;
 - Item 59 – noted and completed;
 - Item 60 – completed;
 - Item 65 – completed;
 - Item 68 – completed. Rates notices were sent out at the correct time by Council, the delay was due to Australia Post;
 - Item 69 – the areas in question are located near Keewong and between the bitumen sealed sections on the Cobar end of The Wooltrack;
 - Write to Simon Fryer in regards to accessing water for possible road works on Yathong Road (SR12) if available (well near Irymple);
 - Investigate possible water sources for road works on The Wooltrack, i.e. write to property owners along The Wooltrack requesting permission to use water if available.

RECOMMENDATION: That the information contained in the Status Report be received and noted and items 4, 58, 59, 60, 65 and 68 be removed.

Gary Woodman/Bob Sinclair

CARRIED

EXPENDITURE REPORTS

- Approximately \$14,000 to \$15,000 left on Shire Roads budget for this financial year – to be used for emergency maintenance only;

RECOMMENDATION: That the information contained in the expenditure reports be received and noted.

Bob Sinclair/Gary Woodman

CARRIED

MAINTENANCE OF STOCK CONTROL STRUCTURES

- Grids are owned by the property owner and thus the maintenance, including the 20m approach either side, are the responsibility of the property owner.

RECOMMENDATION: That the information contained in the Maintenance of Stock Control Structures Report be received and noted.

Gary Woodman/Bob Sinclair

CARRIED

PRIORITY SECTIONS OF THE WOOLTRACK

Two priority sections of The Wooltrack were identified by the Committee. They recommend with the available funding that:

- The seal be extended as far as possible at the Cobar end of The Wooltrack; or
- The s-bends at “The Cottage” located on The Wooltrack (approximately 90km from Cobar) be re-aligned (i.e. survey done) and section sealed.

RECOMMENDATION: That the two priority sections of The Wooltrack identified by the Rural Roads Advisory Committee be recommended to The Wooltrack Advisory Committee for future works.

Bob Sinclair/Barry Oliver

CARRIED

GENERAL BUSINESS

Gary Woodman discussed not being able to access the gravel pit in the National Park near Yathong Road (SR12) due to licensing restrictions and that tanks and pits on National Parks across the State are being filled in.

Andrew Paul enquired into the possibility of changing the format of the expenditure reports so that costs are itemised for each road rather than a running total for the year. Gary Woodman advised that to do this would take a lot of time and that the description of works column is provided in the reports for this reason.

Andrew Paul also enquired into funding that Moree Plains Shire Council received (approximately \$40 million). Gary Woodman advised that this was ‘betterment’ funding that was in line with Queensland due to the 2011 floods and was an exception at the time.

Bob Sinclair requested a report be done on Grain Road (SR20) in regards to the grading arrangement made with Rodney Nancarrow, costs and standard of works. Gary Woodman advised that this arrangement is being run on a trial basis as was passed by Council and that a detailed report will be put to Council at the end of the trial period for review.

Bob Sinclair also urged all landholders to write a letter to the Minister for Roads and Transport in regards to obtaining funding for The Wooltrack to be sealed.

Andrew Farnsworth advised that the “Windara bend” on Tiltagoona Road (RR7518) has become dangerous since the unsealed re-alignment done last year. Apparently road trains are having problems maneuvering around the bend, especially with oncoming traffic. Possibly needs to be widened about 1m on the outside of the bend to fix the problem.

Andrew Farnsworth also discussed the dangerous bends on Tipping Way (MR411). Maurice Bell advised that advisory speed signs have been erected on the bends where required.

THIS IS PAGE 3 OF THE MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE MEETING HELD AT BERANGABAH STATION ON WEDNESDAY 6 MAY 2015 COMMENCING AT 11.22AM.

Bob Sinclair enquired as to when grading works will start on The Wooltrack. Maurice Bell advised that firstly water needs to be sourced before works can commence. If this can be done quickly, works could commence within the next few weeks.

Craig Hudson advised that David Hughes (Belarabon) has indicated that he has water available for use in road works.

Diane Noble enquired as to when works on Yathong Road (SR12) will be undertaken. Maurice Bell advised that there will be some capital improvement works undertaken on SR12 this financial year.

Barry Oliver advised that the Bloomfield Road (SR11) sign at the intersection with The Wooltrack is still missing and needs to be replaced.

FUTURE MEETINGS

The next meeting is to be held on Wednesday 5 August 2015 at Tilpa commencing at 11:00am.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1:40PM.

Minutes of the Cobar Youth Council Committee held in the Council Chambers on 13 May 2015

Meeting opened: 4:15pm

Present: Narelle Kriz, Hannah Kriz, Zainab Khan, Thomas Jones, Sarah Dunne, Michaela Christie, Charlee Davis-Banks and Gary Woodman.

Apologies: Harley Toomey, Jarrod Marsden, Chyna Whittaker, Emily Carswell, Jessica Nicholson, Sarah Barrett, Peter Yench, Rebekka Manns, Kaddi Negus and Ben Dunne.

MINUTES FROM THE PREVIOUS MEETING 4 FEBRUARY 2015

That the Minutes of the Meeting held on 4 February 2015 be accepted as a true and correct record of that Meeting.

(Narelle Kriz/ Hannah Kriz)

CARRIED

BUSINESS ARISING FROM MINUTES:

Nil.

2015 COBAR LITTLE BIG DAY OUT – 7 FEBRUARY 2015

- 300-350 attendees;
- Insufficient DJ's and Singers (need to make sure more are organised if the 2016 Events goes ahead);
- Music played was more suitable for the older crowd;
- Perhaps the Elective Music Class 9/10 to be involved;
- Support from CSA Mine (\$500), Peak Gold Mine (\$500);
- Indent Grant \$2,500;
- Country Arts Support Program \$1,500;
- Tattoo people were happy;
- Fairy Floss well used;
- Jumping castle happy;
- Next time perhaps different and more entertainment/ activities;
- More Youth Council Members need to attend the preparation meetings;
- October 2015 need to start preparation for 2016 Event.

NEW COBAR YOUTH COUNCIL POSITIONS FOR 2015

President – Hannah Kris

Vice President – Sarah Dunne

Secretary – Zainab Khan

Publicity Officer – Charlee Davis-Banks

SKATE PARK OPENING – 14 MARCH 2015

Very well attended.

Totem Skate Boarding were very impressed with the Park, behaviour of the kids and the skills of the Cobar Skaters.

The Park is a ‘fast’ skate park.

Peak Gold Mine may be prepared to pay for a speaker/ music/ PA System around the Park – to be based at the Youth and Fitness Centre.

Older kids are helping the younger kids and giving the younger kids skate time.

YOUTH WEEK – 10-19 APRIL 2015

- Events were a movie night, disco, pool comp, squalleyball comp, craft, cooking, photo comp;
- Will have a skate night (cancelled due to rain).

BLUELIGHT DISCO GEAR

- Speakers are not working at the moment, perhaps a fuse gone;
- Need to find Cobar’s budding DJ’s.

COBAR YOUTH COUNCIL MEMBERS

- All responsible for organising more fellow members of the Cobar Youth Council.

IDEAS PAGE

- Youth Council Video/Movie that could document the work by the Youth Council on Facebook;
- Movie Night/ DJ Night/ Sleepover Night;
- Disco Night (Klub 812);
- Grade 10 Prom Night;
- Dye Hard Charity Fun Run/ Market Day;
- Trash and Treasure at the Markets/ Youth Centre Buy, Swap, Sell;
- Water Competition;
- Grants for “Big Events’ like ‘Splendour on the Grass’ music festival.

NEXT MEETING

The next meeting of the Cobar Youth Council will be an ideas workshop at the Youthie at 4pm on Wednesday, 27 May 2015.

Meeting closed: 5:15pm.

Cobar Shire Council Water Supply – Action Plan Page 1

Summary

In 2013-14, Cobar Shire Council implemented all the water supply requirements of the NSW Best-Practice Management Framework and its performance has been [to be completed by Council].

Key actions from Council's Strategic Business Plan:

- Insert achievements for Key Action 1 here for Cobar Shire Council
- Insert achievements for Key Action 2 here for Cobar Shire Council

INDICATOR		RESULT ²		COMMENT/DRIVERS	ACTION
	Best-Practice Management Framework	Implemented all the Best-Practice Requirements ¹	Very good	Implementation of the requirements demonstrates effectiveness and sustainability of water supply business. 100% implementation is required for eligibility to pay an 'efficiency dividend'.	Prepare a supplementary paper, with a 30-year TAMP, Financial Plan & Report by April 2016 in accordance with the NOW Conditions of Approval.
CHARACTERISTICS					
5	Connected property density	19 per km of main Low ranking (4, 4)		A connected property density below 30 can significantly increase the cost per property of providing services, as will also a high number of small discrete water supply schemes.	
9	Renewals expenditure		Not reported	Adequate funds must be programmed for works outlined in the Asset Management Plan – page 3 of the 2013-14 NSW Performance Monitoring Report.	FOR INDICATORS 9 to 56 Where ranking is low, investigate reasons including past performance and trends, develop remedial action plan and summarise in this column.
10	Employees	1.8 per 1,000 props Median ranking (3, 3)	Satisfactory		
SOCIAL - CHARGES					
12	Residential water usage charge	205 c/kL High ranking (2, 2)	Review	Benefits of strong pricing signals are shown on page 5 of the 2013-14 NSW Performance Monitoring Report.	
13	Residential access charges	\$233 per assessment Highest ranking (1, 1)	Review		See 16.
14	Typical residential bill ³ (TRB)	\$1017 per assessment Lowest ranking (5, 5)	Review	TRB should be consistent with projection in the financial plan, and should achieve full cost recovery. Drivers – OMA Management Cost and Capital Expenditure.	See 43.
15	Typical developer charges	\$1200 per ET Lowest ranking (5, 5)			
16	Residential revenue from usage charges	78% of residential bills Highest ranking (1, 1)	Very good	≥ 50% of residential revenue should be generated through usage charges.	
SOCIAL – HEALTH					
19	Physical quality compliance	Yes Highest ranking (1, 1)	Very good		
19 a	Chemical quality compliance	Yes Highest ranking (1, 1)	Very good		
20	Microbiological compliance ⁴	Yes Highest ranking (1, 1)	Very good	Critical indicator. LWUs should annually review their DWMS in accordance with NSW guidelines ⁴ .	

1. Council needs to annually 'roll forward', review and update its 30-year total asset management plan (TAMP) and 30-year financial plan, review Council's TBL Performance Report and prepare an **Action Plan** to Council. The Action Plan is to include any actions identified in Council's annual review of its DWMS (Indicator 20) and any section 61 Reports from the NSW Office of Water. Refer to pages 27, 28, 107 and 111 of the 2013-14 NSW Water Supply and Sewerage Performance Monitoring Report.
2. The ranking relative to similar size LWUs is shown first (Col. 2 of TBL Report) followed by the ranking relative to all LWUs (Col. 3 of TBL Report).
3. Review and comparison of the 2014-15 **Typical Residential Bill (Indicator 14)** with the projection in the later of your IWCM Strategy and financial plan and your Strategic Business Plan is **mandatory**.
In addition, if both indicators 43 and 44 are negative, you must report your proposed 2015-16 typical residential bill to achieve full cost recovery.
4. **Microbiological compliance (Indicator 20)** is a **high priority** for each NSW LWU. Corrective action for non-compliance (≤97%), or any 'boil water alerts' must be reported in your Action Plan. Refer to pages 7, 8 and 28 of the 2013-14 NSW Water Supply and Sewerage Performance Monitoring Report (www.water.nsw.gov.au) and NSW Guidelines for drinking water quality management systems, NSW Health and NSW Office of Water, 2013.

Cobar Shire Council Water Supply – Action Plan Page 2

INDICATOR		RESULT		COMMENT/DRIVERS	ACTION
SOCIAL – LEVELS OF SERVICE					
25	Water quality complaints	12.8 per 1,000 props Lowest ranking (5, 5)	May require review	Critical indicator of customer service. Can be influenced by the type of business - e.g. unfiltered supply.	
26	Service complaints	23 per 1,000 props Median ranking (3, 4)	Satisfactory	Key indicator of customer service.	
27	Average frequency of unplanned interruptions	3 per 1,000 props Highest ranking (1, 1)	Very good	Key indicator of customer service, condition of network and effectiveness of operation.	
30	Number of main breaks	21 per 100km of main Lowest ranking (5, 4)	May require review	Drivers – condition and age of water mains, ground conditions.	Monitor breaks, including past performance and trends.
32	Total Days Lost	0.5% Median ranking (3, 3)	Satisfactory		
ENVIRONMENTAL					
33	Average annual residential water supplied	464 kL per prop Low ranking (4, 5)		Drivers – available water supply, climate, location (Inland or coastal), pricing signals (Indicator 3), restrictions.	
34	Real losses (leakage)	80 L/c/d Median ranking (3, 3)	Satisfactory	Loss reduction is important where an LWU is facing drought water restrictions or the need to augment its water supply system.	
ECONOMIC					
43	Economic Real Rate of Return (ERRR)	-0.2% Low ranking (4, 4)	Review	Reflects the rate of return generated from operating activities (excluding interest income and grants). An ERRR or ROA of ≥ 0% is required for full cost recovery.	Increase 2015-16 charges to achieve full cost recovery - refer to page 13 of 2013-14 NSW Performance Monitoring Report. Also see 14 and Footnote 3 on page 1.
44	Return on assets (ROA)	-0.1% Low ranking (4, 4)		See 43.	
45	Net debt to equity	-9% Median ranking (3, 4)		LWUs facing significant capital investment are encouraged to make greater use of borrowings – page 14 of the 2013-14 NSW Performance Monitoring Report.	
46	Interest cover	0 Lowest ranking (5, 5)		Drivers – in general, an interest cover > 2 is satisfactory.	
47	Loan payment	\$0 per prop Low ranking (4, 4)		The component of TRB required to meet debt payments. Drivers – expenditure on capital works, short term loans.	
49	Operating cost (OMA)	\$1225 per prop Lowest ranking (5, 5)	May require review	Prime indicator of the financial performance of an LWU. Drivers – development density, level of treatment, management cost, topography, number of discrete schemes and economies of scale.	Review components carefully to ensure efficient operating cost.
51	Management cost	\$103 per prop Highest ranking (1, 1)	Very good	Typically about 40% of the OMA. Drivers – No. of employees. No. of small discrete water schemes.	
52	Treatment cost	\$871 per prop Lowest ranking (5, 5)	May require review	Drivers – type and quality of water source. Size of treatment works	
53	Pumping cost		Not reported	Drivers – topography, development density and location of water source.	
55	Water main cost	\$193 per prop Lowest ranking (5, 5)	May require review	Drivers – age and condition of mains. Ground conditions. Development density.	
56	Capital expenditure		Not reported	An indicator of the level of investment in the business. Drivers – age and condition of assets, asset life cycle and water source.	

Cobar Shire Council Sewerage – Action Plan Page 1

Summary

In 2013-14, Cobar Shire Council implemented all the sewerage requirements of the NSW Best-Practice Management Framework and its performance has been [to be completed by Council].

Key actions from Council's Strategic Business Plan:

- Insert achievements for Key Action 1 here for Cobar Shire Council
- Insert achievements for Key Action 2 here for Cobar Shire Council

INDICATOR		RESULT ²		COMMENT/DRIVERS	ACTION
	Best-Practice Management Framework	Implemented all the Best Practice Requirements ¹	Very good	Implementation demonstrates effectiveness and sustainability of water supply and sewerage business. 100% implementation is required for eligibility to pay an 'efficiency dividend'.	Prepare a supplementary paper, with a 30-year TAMP, Financial Plan & Report by April 2016 in accordance with the NOW Conditions of Approval.
CHARACTERISTICS					
5	Connected property density	33 per km of main	Lower than the statewide median of 38	A connected property density below about 30 can significantly increase the cost per property of providing services.	
7	Renewals expenditure		Not reported	Adequate funds must be programmed for works outlined in the Asset Management Plan – page 3 of the 2013-14 NSW Performance Monitoring Report.	FOR INDICATORS 7 to 57 Where ranking is low, investigate reasons including past performance and trends, develop remedial action plan and summarise in this column.
8	Employees	1.1 per 1,000 props High ranking (2, 1)	Good		
SOCIAL – CHARGES					
12	Typical residential bill ³ (TRB)	\$320 per assessment Highest ranking (1, 1)	Review	TRB should be consistent with projection in the financial plan, and should achieve full cost recovery. Drivers – OMA Management Cost and Capital Expenditure.	See 46.
13	Typical Developer Charges	\$920 per ET Lowest ranking (5, 5)	Review		
14	Non-residential sewer usage charge	175c/kL High ranking (2, 2)	Good		
SOCIAL - HEALTH					
16	Sewerage coverage	90.9% Median ranking (3, 4)	Satisfactory		
17	Percent sewage treated to tertiary level		Not reported		
18	Percent of sewage volume that complied	100% Highest ranking (1, 1)	Very good	Key indicator of compliance with regulator.	
19	Sewerage treatment works compliant at all times	1 of 1		Key indicator of compliance with regulator.	
SOCIAL – LEVELS OF SERVICE					
21	Odour Complaints	0 per 1,000 props Highest ranking (1, 1)	Very good	Critical indicator of customer service and operation of treatment works.	
22	Service complaints	27 per 1,000 props Low ranking (4, 4)	May require review	Key indicator of customer service.	
23	Average Duration of Interruption	120 minutes Low ranking (4, 4)	May require review	Key indicator of customer service, condition of network and effectiveness of operation.	
25	Total Days Lost	0% Highest ranking (1, 1)	Very good		

1. Council needs to annually 'roll forward', review and update its 30-year total asset management plan (TAMP) and 30-year financial plan, review Council's TBL Performance Report and prepare an **Action Plan** to Council. The Action Plan is to include any actions identified in Council's annual review of its DWMS (Indicator 20) and any section 61 Reports from the NSW Office of Water. Refer to pages 27, 28, 107 and 111 of the 2013-14 NSW Water Supply and Sewerage Performance Monitoring Report.

Cobar Shire Council Sewerage – Action Plan Page 2

INDICATOR		RESULT		COMMENT/DRIVERS	ACTION
ENVIRONMENTAL					
26	Volume of sewage collected per property	250 kL Lowest ranking (5, 5)		Compare sewage collected to water supplied.	
27	Percentage effluent recycled	46% High ranking (2, 2)	Good	Key environmental indicator. Drivers – availability of potable water, demand, proximity to customers, environment.	
28	Biosolids reuse	0%	Not reported	Key environmental indicator.	
32	Net Greenhouse gas emissions (WS & Sge)	230 t CO ₂ /1000 props High ranking (2, 2)	Good	Drivers – gravity vs pumped networks, topography, extent of treatment.	
34	Compliance with BOD in licence	100% Highest ranking (1, 1)	Very good	Key indicator of compliance with regulator requirements.	
35	Compliance with SS in licence	100% Highest ranking (1, 1)	Very good	Drivers – algae in maturation ponds, impact of drought.	
36	Sewer main breaks and chokes	0 per 100km of main Highest ranking (1, 1)	Very good	Drivers – condition and age of assets, ground conditions.	
37 a	Sewer overflows to the environment	0 per 100km of main Highest ranking (1, 1)	Very good	Drivers – condition of assets, wet weather and flooding.	
39	Non-residential percentage of sewage collected	7% Low ranking (4, 5)		For non-residential, compare % of sewage collected to indicator 43 (% of revenue).	
ECONOMIC					
43	Non-residential revenue	11% Low ranking (4, 5)	May require review	See 39 above.	
46	Economic Real Rate of Return (ERRR)	-1.7% Lowest ranking (5, 5)	Review	Reflects the rate of return generated from operating activities (excluding interest income and grants). An ERRR or ROA of ≥ 0% is required for full cost recovery.	Review and increase the real 2015-16 charges to achieve full cost recovery. See Footnote 3 on page 1.
46 a	Return on assets	-1.3% Lowest ranking (5, 5)		See 46.	
47	Net debt to equity	-9% Median ranking (3, 4)		LWUs facing significant capital investment are encouraged to make greater use of borrowings – page 14 of the 2013-14 NSW Performance Monitoring Report.	
48	Interest cover	0 Lowest ranking (5, 5)		Drivers – in general, an interest cover of > 2 is satisfactory.	
48 a	Loan payment			The component of TRB required to meet debt payments. Drivers – expenditure on capital works, short term loans.	
50	Operating cost (OMA)	\$295 per prop High ranking (2, 1)	Good	Prime indicator of the financial performance of an LWU. Drivers – development density, level of treatment, management cost, topography, number of discrete schemes and economies of scale.	Review carefully to ensure efficient operating cost.
52	Management cost	\$112 per prop Median ranking (3, 2)	Satisfactory	Drivers – number of discrete schemes, number of employees. Typically about 40% of OMA.	
53	Treatment cost	\$91 per prop Highest ranking (1, 1)	Very good	Drivers – type and level of treatment, economies of scale.	
54	Pumping cost	\$25 per prop High ranking (2, 1)	Good	Drivers – topography, development density, effluent recycling.	
56	Sewer main cost	\$68 per prop Lowest ranking (5, 4)	May require review	Drivers – topography, development density, effluent recycling.	
57	Capital expenditure	\$0 per prop Low ranking (4, 5)		An indicator of the level of investment in the business. Drivers – age and condition of assets, asset life cycle.	

2. The ranking relative to similar size LWUs is shown first (Col. 2 of TBL Report) followed by the ranking relative to all LWUs (Col. 3 of TBL Report).
3. Review and comparison of the 2014-15 **Typical Residential Bill (Indicator 12)** with the projection in your Strategic Business Plan is **mandatory**. In addition, if both indicators 46 and 46a are negative, you must report your proposed 2015-16 typical residential bill to achieve full cost recovery.