

# **ATTACHMENTS**



## **ORDINARY MEETING AGENDA**

**THURSDAY 27 SEPTEMBER 2018**

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# Drought Communities Programme

## Drought Communities Programme—Extension

### About the program

The Drought Communities Programme (DCP) supports communities in the most drought-affected regions of Australia.

Funding is available to eligible councils for local infrastructure projects and other drought-relief activities. Project funding is intended to provide short-term support, including by boosting local employment and procurement, and addressing social and community needs.

### Program funding

On 19 August 2018, the Australian Government announced it would boost the Drought Communities Programme by \$75 million and provide initial support of \$1 million to 60 eligible councils in 2018-19.

### Eligible projects

Eligible councils are able to select projects that provide the greatest support to their communities, including infrastructure and other activities. Projects must be in addition to the normal planned activities of the council. Further guidance will be available in the program guidelines.

Projects could include:

- ▣ Employing local contractors to undertake repairs and maintenance
- ▣ Upgrading or building new community facilities
- ▣ Holding events and undertaking drought-relief activities
- ▣ Carting potable water into communities for drinking and bathing.

### Eligible Councils

The following councils are eligible under the current round of funding:

## New South Wales

- ▣ Armidale Regional
- ▣ Blayney
- ▣ Brewarrina
- ▣ Broken Hill
- ▣ Bogan
- ▣ Bourke
- ▣ Cabonne
- ▣ Central Darling
- ▣ Cobar
- ▣ Coonamble
- ▣ Dubbo Regional
- ▣ Forbes
- ▣ Gilgandra
- ▣ Glen Innes Severn Shire
- ▣ Gunnedah
- ▣ Gwydir
- ▣ Inverell
- ▣ Lachlan
- ▣ Liverpool Plains
- ▣ Mid-Western Regional
- ▣ Moree Plains
- ▣ Muswellbrook
- ▣ Narrabri
- ▣ Narromine
- ▣ Oberon
- ▣ Parkes
- ▣ Tamworth Regional
- ▣ Tenterfield
- ▣ Unincorporated

- ▣ Upper Hunter
- ▣ Uralla
- ▣ Walcha
- ▣ Walgett
- ▣ Warren
- ▣ Warrumbungle
- ▣ Wentworth

## Queensland

- ▣ Balonne
- ▣ Barcaldine
- ▣ Barcoo
- ▣ Blackall Tambo
- ▣ Bulloo
- ▣ Boulia
- ▣ Diamantina
- ▣ Flinders
- ▣ Goondiwindi
- ▣ Lockyer Valley
- ▣ Longreach
- ▣ Maranoa
- ▣ McKinlay
- ▣ Murweh
- ▣ Paroo
- ▣ Richmond
- ▣ Quilpie
- ▣ Somerset
- ▣ South Burnett
- ▣ Southern Downs
- ▣ Toowoomba
- ▣ Winton

## Victoria

- ▣ East Gippsland
- ▣ Wellington

## Guidelines

Note: The Drought Community Programme guidelines are currently being updated to reflect the extension announced by the Australian Government on 19 August 2018.

# Drought Communities Programme 2015 to 2019

## About the program

The Drought Communities Programme (DCP) is designed to deliver benefits in targeted drought affected regions of Australia. The Australian Government is providing \$35 million over four years, commencing in the 2015 to 2016 financial year, to fund local infrastructure initiatives that provide employment for people whose work opportunities have been impacted by drought.

Funding will be targeted at projects that stimulate local community spending, use local resources, businesses and suppliers, and/or provide a long-lasting benefit to communities and the agricultural industries on which they depend.

Funding will be directed to declared local government areas.

## Eligible projects

Eligible projects must relate to economic, social and cultural infrastructure; safety and accessibility upgrades; and/or town facility developments and upgrades.

Projects will need to demonstrate they expect to:

- ▣ lead to the employment of locals, with a focus on employing farmers and/or farm staff/labourers/contractors)—and/or
- ▣ contribute to the economic activity of communities/regions—and/or
- ▣ lead to the retention of businesses, services and facilities

## Declared Councils

Declared Councils that can receive funding under the DCP are those specified by the Minister for Regional Development in consultation with the Minister for Agriculture and Water Resources.

Funding will initially focus on the following councils:

- ▣ Balonne
- ▣ Barcaldine
- ▣ Barcoo
- ▣ Blackall Tambo
- ▣ Boulia
- ▣ Bulloo
- ▣ Burke
- ▣ Carpentaria
- ▣ Diamantina
- ▣ Flinders
- ▣ Longreach
- ▣ McKinlay
- ▣ Murweh
- ▣ Paroo
- ▣ Quilpie
- ▣ Richmond and Winton in Queensland
- ▣ Brewarrina, Coonamble and Walgett in New South Wales
- ▣ Buloke, West Wimmera and Yarriambiack in Victoria

## Additional councils

The Minister for Regional Development, in consultation with the Minister for Agriculture and Water Resources, can consider approving further Declared Councils (Additional Councils) under the DCP at their discretion.

The program does not create an entitlement for all drought-affected councils to receive funding. Program funding is capped at \$35 million, and once that ceiling is reached through additional councils being added to the list of Declared Councils, then no other approvals are possible, without a further consideration of the program's parameters by the Australian Government.

## Program funding

The program will provide up to \$35.0 million:

Declared Councils will each receive total payments of \$1.5 million.

## Guidelines

# Further drought support announced

NSW Farmers' Association has welcomed additional Federal Government funding and new initiatives announced this week as part of its drought support package for farmers and regional communities.

The majority of the \$250million announcement is made up of low-interest loans aimed at encouraging farmers to invest in on-farm infrastructure to improve storage facilities such as silos and hay sheds, as well as new taxation measures allowing farmers to claim costs of expanding fodder storage after one year, instead of having to wait three years.

The additional package includes: an increase in low interest loans from \$1million to \$2million per farming enterprise to improve feed storage infrastructure through the Regional Investment Corporation; accelerated depreciation provisions for fodder infrastructure that will allow farmers to claim tax write offs after one year instead of three; \$155million for local government projects including \$1million each to 36 councils across NSW; \$72million for a special drought round of the National Water Infrastructure Development Fund; \$37million for new bores across the southeast region of the Great Artesian Basin; \$2.7million for enhanced long term weather forecasting; and additional staffing to fast track Farm Household Allowance applications.

NSW Farmers' president James Jackson said the announcement recognises the challenges farmers face accessing water and fodder.

"It is good to see that the Australian Government will underwrite local councils to provide access to water, which a number have already commenced in response to NSW Farmers' local advocacy.

"The increase from \$1million to \$2million for low interest loans will help farmers to increase on-farm infrastructure to store the grain and fodder generously provided through community appeals," Mr Jackson said.

"However, while low interest loans are helpful, there is a limit to the amount of debt that farm businesses can carry and still be in a viable position to fund the costs of restocking and replanting when the drought breaks.

"NSW Farmers calls on the Australian Government to defer both loan interest and principle repayments until it rains, as has been announced by the NSW Government for loans under the Farm Innovation Fund.

"All measures that recognise farmers are business people are welcome.

"Most are managing cash flows with costs outweighing receipts, and the accelerated depreciation will be of help.

"It is hoped that the additional funding for local government water projects, the drilling of bores, and the \$72 million for the National Water Infrastructure Fund will also provide much needed support for local employment and regional businesses who are also facing challenging times.

"The additional funding for long term forecasting will be of benefit, but until it rains, farmers will continue to focus on maintaining the welfare of their core breeding stock and ensuring there is adequate moisture to maintain planting and horticulture activities," Mr Jackson said.

# DROUGHT HELP



*There have been many offers of assistance to try and help us through this terrior time. It makes you think how wonderful human nature can be.*

## Hay Trucks to Visit

Friday August 24

- Approximately 4 truckloads of hay delivered from Hamilton, Victoria.
- Cobar VIEW Club providing dinner for the truck drivers.
- Introduction to Cobar for the truck drivers at Cobar Memorial Services Club from 8.30pm.

## Project "Help for our Heroes"

Account Name  
Cobar Drought Relief  
BSB 332-000  
Account number 38335

Money will be used to buy salt blocks, cotton seed to put on the hay and things that graziers will use. There will be no direct cash donations given.

Other wonderful gestures of assistance have been received from the following:

- Cobar Shire Council, Cobar Shire Community Centre, Cobar Shire Fire Station, Cobar Shire Police Station, Cobar Shire Ambulance Station, Cobar Shire Library, Cobar Shire Sports Centre, Cobar Shire Tennis Centre, Cobar Shire Bowling Club, Cobar Shire Golf Club, Cobar Shire Cricket Club, Cobar Shire Football Club, Cobar Shire Rugby Football Club, Cobar Shire Netball Club, Cobar Shire Hockey Club, Cobar Shire Badminton Club, Cobar Shire Table Tennis Club, Cobar Shire Chess Club, Cobar Shire Gardening Club, Cobar Shire Fishing Club, Cobar Shire Birdwatching Club, Cobar Shire Genealogy Club, Cobar Shire History Club, Cobar Shire Art Club, Cobar Shire Music Club, Cobar Shire Dance Club, Cobar Shire Book Club, Cobar Shire Gardening Club, Cobar Shire Fishing Club, Cobar Shire Birdwatching Club, Cobar Shire Genealogy Club, Cobar Shire History Club, Cobar Shire Art Club, Cobar Shire Music Club, Cobar Shire Dance Club, Cobar Shire Book Club.
- The Cobar Shire Council, Cobar Shire Community Centre, Cobar Shire Fire Station, Cobar Shire Police Station, Cobar Shire Ambulance Station, Cobar Shire Library, Cobar Shire Sports Centre, Cobar Shire Tennis Centre, Cobar Shire Bowling Club, Cobar Shire Golf Club, Cobar Shire Cricket Club, Cobar Shire Football Club, Cobar Shire Rugby Football Club, Cobar Shire Netball Club, Cobar Shire Hockey Club, Cobar Shire Badminton Club, Cobar Shire Table Tennis Club, Cobar Shire Chess Club, Cobar Shire Gardening Club, Cobar Shire Fishing Club, Cobar Shire Birdwatching Club, Cobar Shire Genealogy Club, Cobar Shire History Club, Cobar Shire Art Club, Cobar Shire Music Club, Cobar Shire Dance Club, Cobar Shire Book Club.
- All Cobar Shire Council, Cobar Shire Community Centre, Cobar Shire Fire Station, Cobar Shire Police Station, Cobar Shire Ambulance Station, Cobar Shire Library, Cobar Shire Sports Centre, Cobar Shire Tennis Centre, Cobar Shire Bowling Club, Cobar Shire Golf Club, Cobar Shire Cricket Club, Cobar Shire Football Club, Cobar Shire Rugby Football Club, Cobar Shire Netball Club, Cobar Shire Hockey Club, Cobar Shire Badminton Club, Cobar Shire Table Tennis Club, Cobar Shire Chess Club, Cobar Shire Gardening Club, Cobar Shire Fishing Club, Cobar Shire Birdwatching Club, Cobar Shire Genealogy Club, Cobar Shire History Club, Cobar Shire Art Club, Cobar Shire Music Club, Cobar Shire Dance Club, Cobar Shire Book Club.

**Cobar Shire Staff and Councillors will soon be going out on weekends to deliver groceries to those in need. We will let people know the Friday before that we are coming, we are intending to start in the Byrds area.**

Note: Assistance will be given to the needy, not the greedy and I repeat what was said by Aussie Helpers last time that they came to Cobar: "people with greed, got more than the people with need". This will not happen again, everyone must sign and put their names down, so we will know who received what.

**Thank you for the support you have given us, the pile of groceries in my office makes me feel so proud to be a member of this wonderful town.—Lilliane Brady OAM, Mayor**



# Drought hitting businesses hard

A total of 96 per cent of businesses in western NSW have been negatively affected by the state's crippling drought, while almost 70 per cent of affected businesses indicated their local economy had been weakened.

These are the figures from a new survey conducted by the state's peak business organisation, the NSW Business Chamber.

Western NSW Business Chamber Regional Manager Vicki Seccombe said the survey, which heard from more than 1,000 respondents across the state, highlights the need for immediate practical assistance to support NSW communities through this tough period.

"The impact on our regional businesses including retailers, manufacturers, agri-business and tourism operators has been significant in western NSW," Ms Seccombe said.

"Cash flow is a huge concern with 86 per cent of western NSW businesses indicating their cash flow had been adversely impacted.

"Our regional businesses are the backbone of our communities, supplying our essentials, providing many of us with employment, and more often than not financially supporting our sporting and community groups."

She said while there are no silver bullets (apart from rain) the chamber would like to see a suite of practical and targeted measures implemented to support businesses.

Suggestions include a drought-focused business concierge service to help connect non-farm businesses with existing government programs; access to financial counselling and specialised business advisory services in town halls and community centres across regional NSW; and Australian and NSW Government funding to allow local governments to provide council rate relief for drought affected businesses.

The chamber also called for clear policy statements from the ATO and Revenue NSW on the availability of tailored payment plans to assist businesses in meeting their tax obligations.

# STEM students speak to sharks



Cobar High School's Stage 4 STEM classes presented their school projects to a panel of community members Mary Urquhart, Karen Manns and Benn McManus in a 'Shark Tank' style presentation at the school last week. The students have been studying a variety of impairments and are developing prototypes of a range of items that could be used to support someone living with an impairment. The judging panel was delighted and excited by the projects the students presented. Photo contributed

# Cobar Memorial Services Club

2 Marshall St | 6836 2102 | cobarrsl@bigpond.com

**THIS THURSDAY**  
**Joker Draw**  
**\$12,000**  
 Plus Drawn between 7pm-9pm  
**SPIN & WIN**

LTPS /17/17908

**IT WILL GO OFF SOON!**  
 Drawn till it's won on  
 September 20

**This Thursday**  
**August 23**  
**Kids Glow Disco**  
**FREE ENTRY**  
 Music & games  
 Glow products on sale

Parents must remain in the club for the duration

**Cobar Services Club welcomes FREE CAMPERS to Cobar. See staff for how we can help you.**

**Don Costa**  
 This Friday from 7.30pm  
**FREE SHOW—DON'T MISS IT**

**★ THANK YOU ★**  
 to all the acts who made the show on Saturday night, especially John Peebles for all his hard work.  
 We will do it again soon!

**DON'T FORGET YOUR FOOTY TIPS!**

**Saturday Fun Bowls** from 12pm, \$5 entry, free BBQ

Cupcake Day raised \$405 for the RSPCA. Thanks to Jo, Amy, Kelle & Therese who made cakes—great effort!

Now serving **Coffee & Cake**

**Punters Club**  
 Tameka & Maurice to bet

**YOU'RE NOT ALONE**

Health care providers, lawyers, accountants, and other professionals are available to help you with your legal and financial needs.

1. Financial planning and estate planning with professional assistance.  
 2. Providing the necessary legal and financial planning assistance.  
 3. Coordinating services for professional fee assistance.

Dear editor

At the next Council meeting I will be moving a notice of motion that Council investigates the establishment of a rehabilitation and health centre. This centre could facilitate countless health and recreational activities and provide numerous benefits to the far west region of the state.

About 14% of the Cobar Shire's population is Aboriginal. For Bourke the figure is about 32%, Nyngan nearly 20%, Hillston 8% and Brewarrina and Wilcannia greater than 60%. Once established, the centre could be expanded into a training/educational facility to Bridge the Gap. There is a ten-year gap in the average life expectancy between Indigenous and Non-Indigenous Australians. Health and education are major contributors to this gap.

The Cobar Memorial Children's Hostel was once used to board children in Cobar so they could attend the local schools. Young people from surrounding towns could again be accommodated at the hostel and be educated at the schools in Cobar or participate in further training activities that could be offered by the TAFE or the local industry.

There are many benefits of such a facility – health, education/training, tourism, increased revenue for local business, savings for residents who would usually have to travel to receive services offered at the centre and diversification of the local industry base, not to mention a sense of pride in 'state of the art' facilities that would give a positive outlook for residents of the area.

Cobar is at a standstill. We must look outside the square to bring it back to the town it once was which was the envy of other towns in the area. If you agree with me, take the time to talk to the other members of Council and encourage them to support this notice of motion.

Peter Yench, Bourke Street, Cobar.

# **COBAR SHIRE COUNCIL**



## **RECORDING AND STREAMING COUNCIL MEETINGS POLICY**

**FILE: P5-107**

**RESPONSIBLE OFFICER: GENERAL MANAGER**

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## **INTRODUCTION**

This Recording and Streaming of Council Meetings Policy provides the policy direction and guidelines for Councillors, Staff and the community.

This policy applies to a range of public meetings and forums that are open to the public and held in the Council Chambers at 36 Linsley Street, Cobar.

This policy applies to all people in attendance at public meetings or forum which may include Council Officials, the media and members of the public.

Increased community awareness can promote confidence in the integrity and accountability of decision making processes of Council and live streaming will improve accessibility of Council Meetings to a broader audience.

Live streaming or viewing a recording of a meeting allows viewers to choose to watch and listen to a meeting in real time or at a later time, giving greater access to Council decision making and debate and encouraging openness and transparency.

## **POLICY**

### **MEETINGS TO BE RECORDED AND LIVE STREAMED VIA COUNCIL WEBSITE**

All public Ordinary and Extraordinary Council Meetings held in the Council Chambers (only) will be streamed live and publicly available via Council's website: [www.cobar.nsw.gov.au](http://www.cobar.nsw.gov.au) and later linked to our Facebook Page: <https://www.facebook.com/Cobar-Shire-Council>.

Confidential Council Meetings and confidential items of business in a Council meeting that are closed to the public under Section 10a of the *Local Government Act 1993* will not be streamed live and will not be recorded or made available later as a recording.

**Please note:** That Rural Council Meetings will **not** be streamed.

### **ACCESSING RECORDINGS**

Recordings of a meeting will be available for viewing on Council's website within 72 hours after the meeting. Recordings of meetings will be accessible on Council's website for a period of at least two (2) years. Council will retain recordings of meetings for a total period of at least seven (7) years.

Council will make every reasonable effort to ensure that a live stream and recording is available. However, technical difficulties may arise in relation to live streaming or access to Council's website, or the internet and the availability of recordings may be delayed.

Viewing live or recorded audio and video over the internet consumes data – the user is responsible for any charges that a service provider may impose for data usage, particularly over a mobile internet connection.

Bookmarks will be added to meeting recordings to assist in identifying and navigating the agenda items considered during the meeting.

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All persons will be advised that the public meeting or forum is being recorded and webcast through appropriate advice and information, including statements in the meeting agendas, signage at the entrance of the Council Chambers or alternate venue, and advice provided by the Chairperson at the commencement of the public meeting or forum.

### **CAMERA POSITIONING**

It is intended that the standard camera positions will only provide vision of the Councillors and Manex who are present at the meeting.

Appropriate signage will be placed at the entrance to the meeting location notifying all attendees that the meeting will be streamed live and recorded. Notice will also be given on Council's website and printed in the Council Meeting Agenda and on Request to Speak forms.

At the commencement of each meeting, the Chair (usually the Mayor) will state that the meeting will be live streamed and that a video and audio recording of the meeting will be made publicly available for viewing on Council's webpage.

### **COUNCILLORS**

It is intended that the standard camera positions will provide live and recorded vision of all Councillors who are present at a Council meeting, and live and recorded audio when they speak, for the duration of the meeting (other than for confidential items or meetings).

By attending a public meeting of the Council attendees are consenting to being recorded and published.

### **PUBLIC/ PUBLIC ACCESS SESSIONS**

Members of the public who address Council will be heard on the live audio stream, and audio of them speaking will be recorded.

As far as practically possible, it is not intended that there be either live or recorded footage of the public, however this Policy recognises that there might be incidental capture, for example in the background behind a Councillor.

Signage immediately outside the Council Chamber, and a statement made by the Chair (usually the Mayor) at the commencement of each meeting will inform the public that audio and video of the meeting will be streamed live on the internet, and that the recording will be made publicly available on Council's website.

Council's Code of Meeting Practice sets out the requirements for Public Forum guidelines with regards to a Council Meeting.

Any attendee who is invited to speak will be recorded and their voice and image will form part of the live stream, recording and publishing.

By attending a public meeting of the Council attendees are consenting to being recorded and published.

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## **STATEMENTS IN THE MEETING AGENDAS AND BY THE CHAIRPERSON**

Agendas of public meetings and forums must include a statement that advises attendees that the meeting will have video and audio recording, and will be webcast.

The agenda statement for Council and Committee Meetings will read and will be read by the Mayor/ Chairperson before the commencement of the meeting:

*In the spirit of open, accessible and transparent government, Cobar Shire Council Ordinary and Committee Meetings are video recorded and webcast. By speaking at a Council or Committee Meeting, members of the public agree to being recorded and webcast. Cobar Shire Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council or Committee Meeting. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Cobar Shire Council.*

Confidential meetings of Council will not be video recorded or webcast. Recordings and webcasts are protected by copyright and owned by Cobar Shire Council. No part may be copied, recorded, reproduced or transmitted without the prior written consent of the General Manager. Any recording or webcast is not, and shall not, be taken to be an official record of Cobar Shire Council or discussion depicted therein. Only the official minutes may be relied upon as an official record of the meeting.

An audio recording of the Council or Committee Meeting will be taken for administrative and minute preparation purposes only.

## **SIGNAGE WITHIN THE COUNCIL CHAMBERS**

Appropriate signage is to be displayed at the entrance of the Council Chambers, to advise those in attendance that the public meeting or forum will be recorded and/or webcast. The signage at the entrance of the Council Chambers will be fixed to either side of the doors to ensure informed consent and visibility by individuals as they enter the Council Chamber. The signage for Council and Committee meetings will read:

*This public meeting is being recorded and webcast on the internet. The recording will be archived and available on the Cobar Shire Council Website and Facebook Page. All due care is taken to maintain your privacy, however as a visitor in the public gallery, your presence may be recorded.*

## **MEETINGS (OR ITEMS OF BUSINESS) CLOSED TO THE PUBLIC**

If Council resolve to close a meeting to the public in accordance with Section 10a of the Local Government Act 1993 or any person who is not a councillor may be expelled from the meeting as provided by section 10(2) (a) or (b) of the Act, for the whole of the meeting or any item of business, live streaming and recording will cease (unless provided otherwise in Council's Meeting Procedure Local Law).

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## **TECHNICAL DISCLAIMER**

There may be situations where, due to technical difficulties beyond Council's control a live stream or recording may not be available. Every reasonable effort will be made to ensure the availability of live streaming and recordings of meetings, and of Council's website.

However, Council takes no responsibility for and accepts no liability in the event that live streaming of a meeting, a recording of a meeting, or Council's website is unavailable.

Technical issues may include, but are not limited to: the availability of the internet, network or device failure or malfunction, unavailability of social media platforms or power outages.

## **DISCLAIMER**

Opinions expressed and statements made during a Council meeting are those of the individuals making them, and not those of Council. Unless set out in a resolution of Council, Council does not endorse or support the views, opinions, standards, or information that may be expressed by individuals at a Council meeting and which may be contained in a live stream or recording of a Council meeting.

Council does not accept any responsibility for any verbal comments made during Council meetings which may be inaccurate, incorrect or defamatory and does not warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error.

Council does not accept any responsibility or liability for any loss, damage, cost, or expense that might be incurred as a result of the viewing, use or reliance of information or statements provided in a live stream or recording of a Council meeting. Endorsed Council minutes provide the definitive record of Council's resolutions.

## **LEGISLATION**

The action undertaken in respect of recording and streaming Council Meetings 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 and Council's Code of Meeting Practice:

- Local Government Act 1993;
- Privacy and Data Protection Act 2014;
- Freedom of Information Act 1982;
- Cobar Shire Council's Code of Conduct;
- Cobar Shire Council's Code of Meeting Practice Policy.

## **COBAR SHIRE COUNCIL'S - CODE OF CONDUCT POLICY**

Cobar Shire Council's *Code of Conduct Policy*, which was adopted in February 2016, extract below:



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## GENERAL CONDUCT

- 3.1 You must not conduct yourself in carrying out your functions in a manner that is likely to bring the council or holders of civic office into disrepute. Specifically, you must not act in a way that:
- a) contravenes the Act, associated regulations, council's relevant administrative requirements and policies;
  - b) is detrimental to the pursuit of the charter of a council;
  - c) is improper or unethical;
  - d) is an abuse of power or otherwise amounts to misconduct;
  - e) causes, comprises or involves intimidation, harassment or verbal abuse;
  - f) causes, comprises or involves discrimination, disadvantage or adverse treatment in relation to employment;
  - g) causes, comprises or involves prejudice in the provision of a service to the community (*Schedule 6A*).
- 3.2 You must act lawfully, honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the Act or any other Act (*section 439*).
- 3.3 You must treat others with respect at all times.

## FAIRNESS AND EQUITY

- 3.4 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.5 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.

## HARASSMENT AND DISCRIMINATION

- 3.6 You must not harass, discriminate against, or support others who harass and discriminate against colleagues or members of the public. This includes, but is not limited to harassment and discrimination on the grounds of sex, pregnancy, age, race, responsibilities as a carer, marital status, disability, homosexuality, transgender grounds or if a person has an infectious disease.

## COBAR SHIRE COUNCIL'S - CODE OF MEETING PRACTICE

Cobar Shire Council's *Code of Meeting Practice*, which was adopted in September 2013, extract below:

- 33A) REPRESENTATIONS BY MEMBERS OF THE PUBLIC – CLOSURE OF PART OF MEETING**

- 
- (1) A representation at a council meeting by a member of the public as to whether a part of the meeting should be closed to the public can only be made for a fixed period immediately after the motion to close the part of the meeting is moved and seconded.
  - (2) That period is as fixed by the council's code of meeting practice or (if the council does not have a code of meeting practice or its code of meeting practice does not fix that period) as fixed by resolution of the council. Different periods can be fixed according to the different types of matters to be discussed or received and discussed at closed parts of meetings.

**33(B) RESOLUTIONS PASSED AT CLOSED MEETINGS TO BE MADE PUBLIC**

If a council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting or part of the meeting has ended.

**PART 4 - KEEPING ORDER AT MEETINGS**

**34. QUESTIONS OF ORDER**

- (1) The chairperson, without the intervention of any other Councillor, may call any Councillor to order whenever, if in the opinion of the chairperson, it is necessary to do so.
- (2) A Councillor who claims that another Councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- (3) The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Council.
- (4) The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

**35. ACTS OF DISORDER**

- (1) A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a committee of the Council:
  - (a) contravenes the Act, or any regulation in force under the Act or this Code; or
  - (b) assaults or threatens to assault another Councillor or person present at the meeting; or
  - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or committee, or addresses or attempts to address the Council or committee on such a motion, amendment or matter; or

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- (d) insults or makes personal reflections on or imputes improper motives to another Councillor; or
  - (e) says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the Council or committee into contempt.
- (2) The chairperson may require a Councillor:
- (a) to apologise without reservation for an act of disorder referred to in subclause (1) (a) or (b); or
  - (b) to withdraw a motion or an amendment referred to in subclause (1) (c) and, where appropriate, to apologise without reservation; or
  - (c) to retract and apologise without reservation for an act of disorder referred to in subclause (1) (d) or (e).
- (3) A councillor may, as provided by section 10(2) (a) or (b) of the Act, be expelled from a meeting of a council for having failed to comply with a requirement under subclause (2). The expulsion of a councilor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

### **36. HOW DISORDER AT A MEETING MAY BE DEALT WITH**

- (1) If disorder occurs at a meeting of the Council or committee of the Council, the chairperson may adjourn the meeting for a period of not more than 15 minutes and leave the chair. The Council, on reassembling, must, on a question put from the chair, decide without debate whether the business is to be proceeded with or not. This subclause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of Councillors.
- (2) The Council or committee may, as provided by Section 10(2) (a) or (b) of the Act, expel a member of the public from a Council or committee meeting engaging in or having engaged in disorderly conduct at the meeting.

### **ATTENDANCE AT MEETINGS OF THE COUNCIL**

- (1) The press and public are entitled to attend a meeting of the Council and those of its committees of which all its members are Councillors, except as provided by this clause.
- (2) The Council or such a committee may close to the press and public only so much of its meeting as comprises the receipt or discussion of any of the following:
  - (a) *Personnel matters concerning particular individuals (Section 10A(2)(a))*

(Note: Parts of meetings can be closed to the public to consider personal matters concerning particular individuals such as their income, health and work performance but the name of the individual should not be shown in the agenda. As personnel matters are generally a management responsibility, it is unlikely that many matters of this nature would come

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before councils. They would be more appropriately dealt with under delegation by the council to the general manager or under sub-delegation by the general manager to staff.

Personnel matters of a more general nature, involving a section of staff or all staff, are not matters for which parts of a meeting can be closed.)

(b) **Personal hardship of any resident or ratepayer (Section 10A(2)(b))**

(Note: Parts of meetings can be closed to consider personal hardship, particularly circumstances preventing a resident or ratepayer paying rates or charges, or requesting financial assistance. Hardship for residents and ratepayers can also relate to circumstances such as child care concessions, building permit fees after bushfires, car parking offences, recreation ground fees for people with disabilities and library fines. Note in particular the waiving or reduction of fees under section 610A.

Again such matters could be handled under delegation to prevent the agenda and the meeting time being overloaded with ratepayers personal affairs.)

(c) **Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting business or proposes to conduct business (Section 10A(2)(c)).**

(Note: This provision replaces the former provisions covering proposals for council selling or purchasing land or other property. A council or committee may close part of a meeting to consider confidential matters such as a reserve price for the auction of council land or surplus equipment, or the price it would be prepared to pay to purchase an article or property.)

(d) **Commercial information of a confidential nature (Section 10A(2)(d))**

A council or committee may close part of a meeting to prevent the disclosure of commercial information of a confidential nature that would, if disclosed:

- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret.

(Note: it is stressed that this provision applies only to commercial information that is of a confidential nature. This provision does not apply to information that is not commercial or is not confidential. For example, it cannot be used to prevent the consideration of a development application at an open meeting solely on the basis that it is a controversial matter. Nor does it prevent the open consideration of tenders/contracts.

Where a council is considering entering into a contract, it should consider the inclusion in tender documentation for potential tenderers advice to the effect that commercial confidential detail provided by the tenderer will be included in a confidential business paper and not be made available to the public until after the tendering process has concluded. This would not preclude all other aspects and details of a tender/contract from being discussed openly.

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Councils have the same protection for their confidential commercial activities as that applying to other persons.)

(e) **Information that would, if disclosed, prejudice the maintenance of law (Section 10A(2)(e))**

(Note: this provision covers circumstances such as the discussion of any confidential information passed to the council by the Police Service.)

(f) **Matters affecting the security of the council, councillors, council staff or council property (Section 10A(2)(f))**

(Note: This provision covers circumstances such as the discussion of matters affecting the safety of councillors or the protection of council property.)

(g) **Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege (Section 10A(2)(g)).**

(Note: Councils and committees may close parts of meetings to receive and consider advice concerning litigation or any advice which would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.)

- (3) Council or a committee has the discretion to close part of a meeting to the public to consider a motion to close another part of the meeting.
- (4) The ground on which a meeting is closed must be specified in the decision to close the meeting and recorded in the minutes of the meeting. In particular it must specify:
  - (a) The relevant provision of Section 10A(2) of the Act;
  - (b) The matter to be discussed during the closed part of the meeting; and
  - (c) The reasons why it is being closed, including an explanation of the way in which discussion of the matter in an open meeting would be on balance, contrary to the public interest.
- (5) A person (whether a Councillor or another person) is not entitled to be present at a meeting if expelled from the meeting by a resolution of the meeting.
- (6) Nothing in this clause prevents any limitation being placed on the number of members of the public admitted to a meeting of the Council or a committee of the Council, provided such limitation is for reason of safety or security.
- (7) There will be available a Public Access Session at each meeting. This will consist of six by five minute sessions commencing at 5.00 pm. Members of the public who wish to access these sessions must give prior notice to the General Manager and include in their request details of the item of business to be discussed at the session.

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## **TAPE RECORDING OF MEETING OF THE COUNCIL OR A COMMITTEE**

### **62(A) TAPE RECORDING BY A PERSON OF THE PUBLIC PROHIBITED WITHOUT PERMISSION**

- (1) A person of the public may use a tape recorder to record the proceedings of a meeting of the Council or a Committee of the Council only with the prior authority of the Council or Committee.
- (2) The Council or committee may, by resolution, expel from the place where it is holding a meeting any person who uses a tape recorder in contravention of this clause.
- (3) If any such person, after being notified of such a resolution, fails to leave the place where the meeting is being held, a police officer or any person authorised by the Council for the purpose, may by using only such force as is necessary, remove the person from, and, if necessary, restrain the person from re-entering that place.
- (4) In this clause, tape recorder includes a video camera and any electronic devise capable of recording speech, whether a magnetic tape is used to record or not.

### **RISK ASSESSMENT**

Consideration has been given to the risks identified with implementing live streaming, recording and publishing at Council. By live streaming, recording and publishing meetings, the potential audience to Council Meetings is significantly increased, which as a result increases the likelihood of a legal matter arising and/or severity of potential liability. The potential additional risk is not considered greater than the benefit associated with increased visibility and transparency in Council decision making associated with live streaming.

### **LEGAL EXPOSURE RELATING TO INAPPROPRIATE BEHAVIOURS OF THOSE IN ATTENDANCE**

Councillors and Officers need to take care, especially in the heat of a council debate, not to make defamatory statements which could give rise to a civil action.

Councillors and Council Staff are guided by the Cobar Shire Council Code of Conduct and Code of Meeting Practice. Members of the Public are guided by the Cobar Shire Council Code of Meeting Practice.

As outlined previously, the Chair and/or the General Manager have the discretion and authority at any time to direct the termination or interruption of live streaming.

Attendees are advised that they may be subject to legal action as a result of their inappropriate and/or unacceptable behaviour and/or comments.

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## **LEGAL EXPOSURE RELATING TO BREACH OF PRIVACY AND DEFAMATION**

The video recording equipment will be configured, as far as practicable, to minimise coverage of the gallery area, however attendees need to be aware that as this is a public meeting their image, voice or comments may be captured and published in the live stream.

## **COPYRIGHT**

Video and audio recordings captured at public meetings and forums remain the property of Cobar Shire Council and are protected by copyright. No part may be copied, recorded, reproduced, or transmitted without the prior written consent of the General Manager.

## **WEBCASTING, LIVE-STREAMING AND RECORDING BY THIRD PARTIES**

Any webcasting, video or audio recording undertaken by third parties at public meetings or forums are strictly prohibited without the prior written permission of the General Manager or their delegate. Where approval is granted, these activities by third parties must be conducted in accordance with the Cobar Shire Council Code of Meeting Practice.

## **FAILURE TO COMPLY WITH CONDITIONS OF THIS POLICY**

Any Council officer failing to adhere to the Recording and Live Streaming 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.

## **REVIEW**

The General Manager will review the Recording and Live Streaming Policy within 12 months of an election, and thereafter at four yearly intervals, to ensure that it meets its statutory requirements and the needs of Council. It may also be reviewed at other times as determined by Council.

Subject to the provisions of the Local Government Act and/ or Regulation, this Policy may be amended or cancelled by Council at any time without prior notice or obligation to any person.

## DEFINITIONS

<b>Audio recording</b>	Means the recording of sound by an electronic device.
<b>Chair</b>	The person who chairs a meeting of Council, predominately the Mayor.
<b>Council</b>	Means Cobar Shire Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council Policies and Strategies.
<b>Council Officials</b> (also known as Public Officials)	Includes Councillors; full-time, part-time and casual employees; consultants; volunteers; contractors; and external members of Council committees.
<b>Councillors</b>	Means a person elected to Council and includes the Mayor and Deputy Mayor.
<b>Defamation</b>	Intentional false communication which damages the reputation of another individual.
<b>Public meetings and/or forums</b>	Include Council Meetings, Committee Meetings, Community Forums that are open to the public and held in Council Chambers.
<b>Video recording</b>	Means the recording of sound and images by an electronic device.
<b>Streaming (Webcasting)</b>	Means the broadcast of audio and video footage on the internet via a designated website to a large number of potential users. The broadcast may be either live (live-streaming), delayed or on demand.





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**MINUTES OF THE COBAR SHIRE COUNCIL ECONOMIC TASKFORCE  
MEETING HELD IN THE COUNCIL CHAMBERS  
TUESDAY 14 AUGUST COMMENCING AT 5:36PM**

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**PRESENT**

Heather Christie, Acting Chair (nominated by the group)  
Kirk Grogan  
John Stingemore  
Lillian Simpson  
Miranda Riley  
Peter Vlatko (General Manager)  
John Martin (Manager Tourism & Public Relations)  
Angela Shepherd (Senior Projects Officer via phone)

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**APOLOGIES**

Michael Prince  
Jill Prince  
John Dineen  
Clr Janine Lea-Barrett

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**MINUTES FROM THE PREVIOUS MEETING – TUESDAY, 6 MARCH 2018**

**RESOLVED:**

That the minutes of the previous meeting held on Tuesday, 6 March 2018 be confirmed as a true and correct record of the proceedings of that meeting.

*Heather Christie/ Miranda Riley*

**CARRIED**

**MATTERS ARISING FROM MINUTES**

Updates were given on the progress of the Festival of the Miner's Ghost and the Running on Empty event and the Regional Platters project.

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**STATUS REPORT**

An update was given for items raised by members. None were removed.

*Heather Christie/ Miranda Riley*

**CARRIED**

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**NEWHEY RESERVE**

Updates were provided on desilting the Newey and the free camping situation.

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### **COMMUNITY ENHANCEMENT PROGRAM (CEP)**

This document is council's wish list for infrastructure development throughout the shire. Feedback to be provided as soon as possible, with the draft plan to go to Council in September or October.

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### **REVIEW OF REDS – IDEAS TO PROGRESS**

The group were encouraged to look at the document and develop a list of ideas with the key priorities to be progressed by the taskforce. All ideas to be provided by the next meeting.

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### **UPDATE ON FESTIVAL OF THE MINERS GHOST (FOMG), RUNNING ON EMPTY FESTIVAL AND GREY MARDY GRAS**

The meeting was provided with an update on the FOMG, Running on Empty and the Grey Mardi Gras.

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### **TOURISM ACTIVITY – VISITOR NUMBERS AND ISSUES**

The meeting was provided with an update on the visitor economy for the first six months of 2018.

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### **SUPPORT FOR LOCAL BUSINESSES**

A discussion was had within the group that when Cobar Mines were operating the CSA Mine, they had a scheme for their employees where the mine held accounts with a number of local businesses and an employee of the mine could go and purchase goods and the mine garnished an amount each week from the employee's wages. It was thought this was good for local businesses and promoted local shopping.

### **RECOMMENDATION:**

The meeting resolved that the Economic Taskforce **INVESTIGATE** the possibility that any of the current mining operations in Cobar would consider a similar scheme.

*Kirk Grogan/ Lillian Simpson*

**CARRIED**

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### **GENERAL BUSINESS**

- The General Manager informed the meeting that the Ward Oval Masterplan was done in 2012 and needs revisiting to see what is still applicable in 2018. A grant has been submitted to have the building/ pavilion in the plan designed and constructed under the Resources for Regions program.
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- The meeting held a discussion on the issue of who owns Red Tank Government Tank where council operates the garbage tip. It was suggested that if council own the land part of it could be used to set up a Farm Stay.
  - The meeting discussed where council was up to with the proposed Bio-Hub. The General Manager informed the meeting that Mark Glover from the Bio-Hub project had not lodged a development application for the project nor had he approached council about the project.
  - The meeting discussed options to attract a hardware business to Cobar and the economic benefits this would bring.
  - John Stingemore presented the meeting with a number of fossils that have been discovered on his property. There is a palaeontologist looking at the fossils and when and if they are verified the Taskforce would like to see how such collections could be displayed in any new museum development and further utilised to build the visitor economy.
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### **NEXT MEETING**

The next meeting will be held Tuesday, 13 November 2018 at 5.30pm in the Council Chambers.

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 7:00PM**

Cost Code	CAPITAL WORKS		Actual 2017/2018	Allocation 2018/2019	Actual 2018/2019	July/August Expenditure	Commitments 2018/2019
	All Projects	Works Undertaken					
55106	MR7518 - Barnato - Tilpa Road						
	Acres Billabong	Culverts installed	242,179	322,995	152,300	152,300	163,763
55505	MR228 - Whitbarrow Way						
	Reseal 1.7km		59,397	60,000		-	
55510	MR407 - Mulya Road						
	Reseal 5.4km		153,410	190,000		-	
55515	MR411 - Tipping Way						
	Bend re-alignment	Design to be undertaken	-	241,612		-	
55517	MR411 - Tipping Way						
	Reseal 8km		-	300,000		-	
55545	RR7518 - Fifty Two Mile Road						
	Reseal 5 km	3 km resealed	74,280	205,000	105,417	105,417	
55546	RR7518 - Fifty Two Mile Road						
	Windara Bend seal extension	Construction underway	12,616	287,384	159,650	159,650	
55547	RR7518 - Fifty Two Mile Road						
	Sand hill stabilisation		4,555	145,445		-	
55550	RR7521 - Kiacatoo Road						
	Reseal 4km		213,553	134,172		-	
55560	Various - Grid approach sealing						
				90,000		-	
55610	SR2 - Seventy Eight Mile Road						
	Stabilise 1km			76,000		-	-
55605	SR2 - Seventy Eight Mile Road						
	Seal extension 1.5km			50,000		-	-
55616	SR3 - Nelyambo Bridge Road						
	Bridge approach sealing	Guardrail to be installed	121,129	40,739		-	
55635	SR7 - Mt Gap Road						
	Causeway stabilisation		-	137,184		-	
55650	SR10 - Belarabon Road						
	Gravel Resheeting		84,081	151,099		-	
55651	SR10 - Belarabon Road						
	Reseal 5 km	Completed		210,000	186,133	186,133	

Cost Code	CAPITAL WORKS		Actual	Allocation	Actual	July/August	Commitments
	All Projects	Works Undertaken	2017/2018	2018/2019	2018/2019	Expenditure	2018/2019
55700	SR19 - Burthong Road						
	Reseal 1km		142,035	35,000		-	
55701	SR19 - Burthong Road						
	Gravel Resheeting		-	201,000		-	
55706	SR20 - Grain Road						
	Seal extension 12km	Waiting for Federal funding	-	2,350,000		-	
55760	SR31 - Moolah Road						
	Gravel Resheeting			150,000		-	
55765	SR32 - Developmental Road						
	Gravel Resheeting		4,507	227,466		-	
55875	SR36 - Palestine Road						
	Gravel Resheeting			200,000		-	
55805	SR40 - Filtration Plant Road						
	Widen and reseal		-	100,000		-	
55855	Urban Streets						
	Blakey Street reformation	Heavy patching undertaken	12,070	80,182	14,587	14,587	
55860	Industrial Area Improvement						
	Design/Construct drainage improvements		-	50,000		-	
55862	Old Bourke Road						
	Reform, widen and seal		-	150,000		-	
	<b>TOTAL</b>		<b>\$ 1,123,812.31</b>	<b>\$ 6,185,278.00</b>	<b>\$ 618,086.91</b>	<b>\$ 618,086.91</b>	<b>\$ 163,763.00</b>
				<b>BALANCE (Ex GST)</b>	<b>\$ 5,567,191</b>		<b>\$ 5,403,428</b>

Cost Code	Shire Local Roads Maintenance	Description of Works	Expenditure			Commitments
			2017/2018		August	
66001	Asset Inspections					
		Inspections	23,183	887	650	
66010,11	SR1A - Buckanbe Road/Budda Road					
			50,795	-	-	
66020/21	SR2 - Seventy Eight Mile Road					
			120,749	-	-	
66030,31	SR3 - Nelyambo Bridge Road					
			57,145	-	-	
66041	SR4 - Gidgee Road					
		Maintenance grading	4,776	41,242	41,242	
66061	SR6 - Pulpulla Road					
			61,966	-	-	
66070,71	SR7 - Mount Gap Road					
			3,270	-	-	
66081	SR8 - Coomeratta Road					
			252	-	-	
66091	SR9 - Neckarbo Road					
		Inspection	14,066	444	444	
66101	SR10 - Belarabon Road					
		Inspection	122,558	1,490	1,120	
66111	SR11 - Bloomfield Road					
			34,924	-	-	
66120/121	SR12 - Yathong Road					
		Inspection	36,740	550	144	
66133/132	SR13A - Lerida Road					
			10,746	1,582	-	
66131	SR13B - Bedooba Road					
			120,733	769	-	
66140-42	SR14 - Manuka Road					
			-	-	-	
66150-52	SR15 - Shuttleton Road					
			21,136	-	-	
66161	SR16 - Sandy Creek Road					
			174	-	-	
66171	SR17 - Merri Road					
			90,190	-	-	
66181	SR18 - Bruce Cullenward Road					
			40,982	-	-	
66190-91	SR19 - Burthong Road					
		Signs	89,884	587	317	
66201	SR20 - Grain Road					
		Signs	19,981	1,915	1,645	
66211	SR21 - Tallebung Road					
		Signs	16,944	676	450	
66221	SR22 - Round Hill Road					
		Pothole repairs	54,824	3,930	3,661	
66231	SR23 - Booberoi Road					
		Signs	49,541	5,957	184	
66240/241	SR24 - Mount Grace Road					
		Inspection	66,016	531	254	
66250/251	SR25 - Wilgaroon Road					
			25,937	-	-	
66261	SR26 - Wilga Downs Road					
		Inspection	9,212	1,572	540	
66270-71	SR27 - Cooneybar Road					
			394	-	-	
66281	SR28 - Yimkin Road					
			21,571	-	-	

Cost Code	Shire Local Roads Maintenance	Description of Works	Expenditure			Commitments
			2017/2018		August	
66291	SR29 - Booroomugga Road					
			75,169	-	-	
66301	SR30 - Canbelego Road					
			2,664	-	-	
66311	SR31 - Moolah Road					
			25,184	-	-	
66321	SR32 - Developmental Road					
			14,597	-	-	
66331	SR33 - Nymagee Station Road					
		Maintenance grading	17,096	1,535	1,535	
66341	SR34 - Wallacevale Road					
			24,593	-	-	
66351	SR35 - Osterly Downs Road					
			33,428	-	-	
66361	SR36 - Palesthan Road					
			986	854	-	
66371	SR37 - Bimbella Road					
			1,026	-	-	
66381	SR38 - CSA Access Road					
			355	536	-	
66391	SR39 - Coombie Road					
			6,031	-	-	
66391	SR40 - Filtration Plant Road					
			-	-	-	
66411	SR41 - Tilpa Weir Road					
			106	-	-	
66421	SR42 - Endeavor Mine Road					
		Pothole repairs	2,177	2,483	854	488
66431	SR43 - Sewerage Works Road					
			-	-	-	
66441	SR44 - Old Reservoir Road					
			9,342		-	
66461	SR46 - Rosevale Road					
			26,375		-	
66481	SR48 - Euabalong Tip Road					
			-		-	
	<b>TOTAL</b>		<b>\$ 1,407,815</b>	<b>\$ 67,540</b>	<b>\$ 53,040</b>	<b>\$ 488.00</b>
		Allocation 2018/2019				1,325,470
		BALANCE TO SPEND (EX GST)				1,257,930
		BALANCE TO SPEND (inc Commitments)				1,257,442



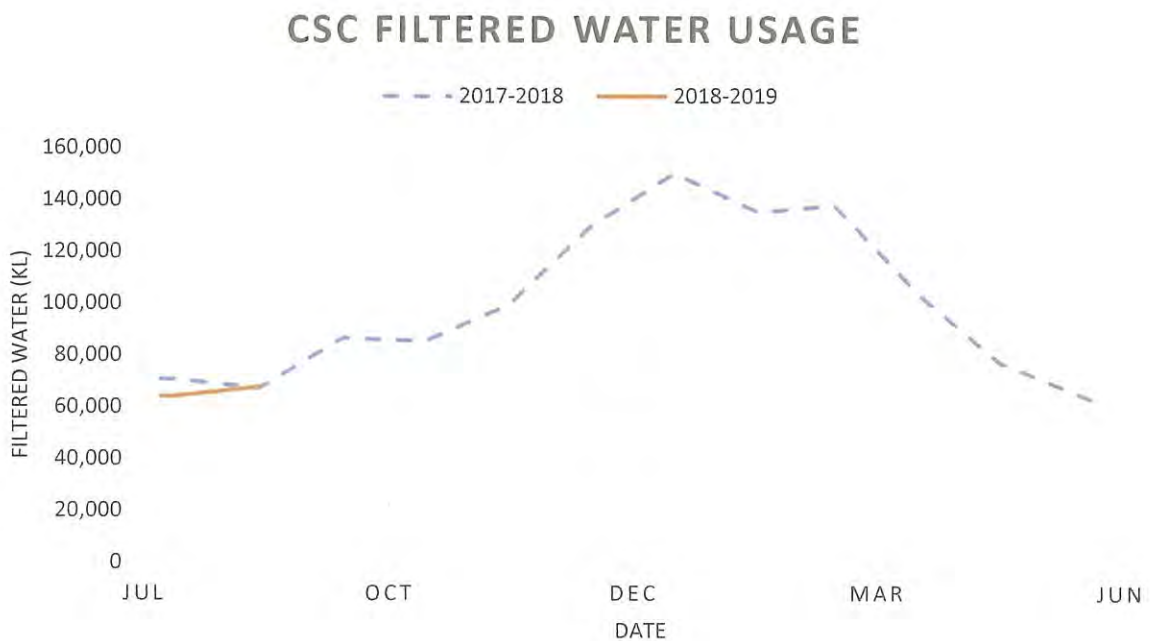
Cost Code	Regional Roads Maintenance	Description of Works	Expenditure			Commitments
			2017/2018	2018/2019	August	
	<b>Asset Inspections</b>					
70001	Regional Roads	Inspections	5,267	5,628	3,777	
	TOTAL Asset Inspections					
	<b>Traffic Facilities</b>					
71001	Shire Roads	Guide posts	45,035	1,274	1,274	
	TOTAL Traffic Facilities					
	<b>MR228 Whitbarrow Way</b>					
72282,83,85	Sealed Pavement	Signs	20,618	645	393	2,500
	TOTAL MR228					
	<b>MR407 Mulya Road</b>					
74070,71,73	Sealed Pavement	Shoulder grading	55,521	47,685	35,075	
74072,74	Unsealed Pavement	Maintenance grading	246,178	134,857	18,124	
	TOTAL MR407					
	<b>MR411 Tipping Way</b>					
74110,11,12,13,14	Sealed Pavement	Vegetation control	12,104	8,018	6,543	976
	TOTAL MR411					
	<b>MR416 The Wool Track</b>					
74160,61	Sealed Pavement	Signs	16,281	4,990	1,398	488
74162,64	Unsealed Pavement		107,340	-	-	
	TOTAL MR416					
	<b>MR419 Glenwood Road</b>					
74190	Sealed Pavement	Signs	4,337	713	713	
74192-74194	Unsealed Pavement	Maintenance grading	84,074	49,349	49,349	
	TOTAL MR419					
	<b>MR423 Lachlan Valley Way</b>					
74230,31	Sealed Pavement	Heavy patch repairs	25,717	7,398	6,581	
	TOTAL MR423					
	<b>RR7518 Fifty Two Mile Road</b>					
75180,81,85	Sealed Pavement	Vegetation control	37,991	6,050	2,308	
75182,83,84	Unsealed Pavement	Stores issue	213,283	43,220	11	
	TOTAL RR7518					
	<b>RR7521 Kiacatoo Road</b>					
75210,11,12,14	Sealed Pavement	Vegetation control	15,813	4,768	4,318	
	TOTAL RR7521					
	<b>RR7522 The Wool Track</b>					
75220,24	Unsealed Pavement		49,835	19,150	-	
	TOTAL RR7522					
	<b>MR461 Priory Tank/Balowra Road</b>					
7,461,074,611	Sealed Pavement		2,961	683	-	
74614 76100 101	Unsealed Pavement	Maintenance grading	72,765	55,059	19,406	3,500
	TOTAL MR461					
	<b>MR68 Curranyalpa Road</b>					
76800 76804	Unsealed Pavement		46,905	-	-	
	TOTAL MR68					
	<b>MR7524 Frederick Street</b>					
79000	Sealed Pavement		-	-	-	
	TOTAL MR68					
	<b>TOTAL</b>		\$ 1,062,025	\$ 389,490	\$ 149,270	\$ 7,464
			Allocation 2018/2019		1,336,608	
			BALANCE TO SPEND (EX GST)		947,118	
			BALANCE TO SPEND (inc Commitments)		939,654	

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This report provides a summary of the water condition and activity for the month of August 2018.

1. Potable Water Supply and Quality

The Council filtered 67,705 kL this month, up from 67,184 kL last year, as shown in the figure below. The plant ran for an average of 11.9 hours/day with an average output of 50 litres/second.



Raw water, with an average turbidity of 7.59 and pH of 7.59, was treated to a finished turbidity of 0.12 and pH of 7.50. The turbidity, pH levels, chlorine and fluoride trends of the million tank reservoir for each day of the month is shown in Appendix A of this document. Each parameter except fluoride was within the critical control point limits and therefore within water quality requirements. The fluoride dosing was non-compliant for part of the month. This was caused by the non-availability of the Councils one trained fluoride operator, the other Councils water plant operator will be attending a fluoride training course later in the year.

The microbiology and chemistry laboratory analysis results for the month were within acceptable norms and the raw data for the month shown in Appendix B.

## 2. Water Faults and Erroneous Readings

### a) Customer Complaints

The following complaints for discoloured drinking water, water odour, water main breaks or taste issues were logged with the Council over the month:

#### Water:

Date	Description	Location	Status
01/08/2018	Water Leak	Marshall Street	Resolved
06/08/2018	Water Meter Leak	Tenth Street	Ongoing
07/08/2018	Water Meter	Irwin Street	Resolved
07/08/2018	Water Meter Broken	Carr Street	Ongoing
08/08/2018	Water Meter Leaking	Wrightville	Ongoing
09/08/2018	Fire Hydrant Leaking	Becker Street	Ongoing
16/08/2018	Water Meter Leak	Government Road	Ongoing
16/08/2018	Water Pipe Blockage	Joseph Street	Ongoing
24/08/2018	Water Supply Issue	Becker Street	Ongoing

### b) Water Treatment Plant

There was a total of 3 plant faults within the water treatment facility this month, minor faults are excluded from this report. The main faults identified were:

Date	Description	Location	Status
14/08/2018	Rakes stopped working	Raw water inlet	Resolved
15/08/2018	Dehumidifier and air filter issues	Water treatment plant	Resolved

### c) Pump Stations, Reservoirs and Reticulation

No faults were identified by the Council and recorded this month.

## 3. Plant Upgrades and Preventative Maintenance Programs

### a) Water treatment plant

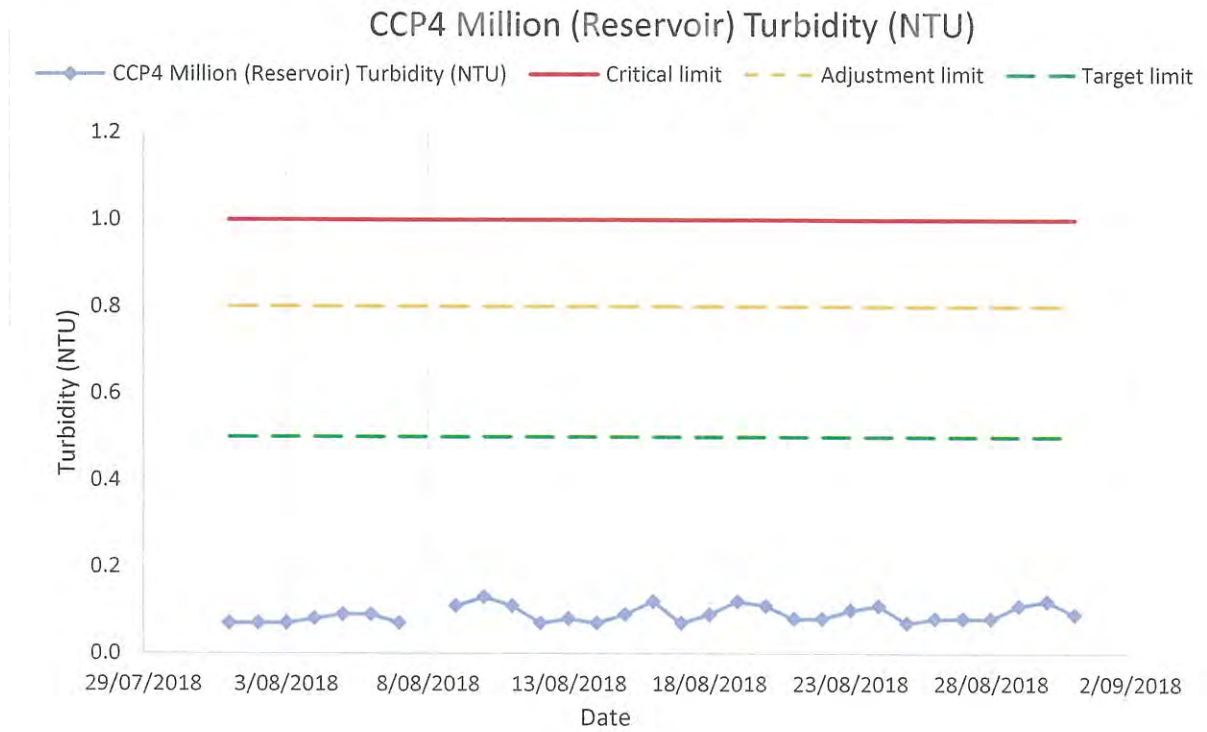
The usual day to day maintenance was undertaken on the water treatment plant. This included: turbidity meters recalibration, pH probe recalibration, chlorine display meter recalibration, intakes and rapid mixer pressure cleaning, Alum auger cleaning, Alum and Soda Ash hopper and discharge line clean outs, and carbon filter cleaning. Structural inspections of the 7Meg and Million Gallon Reservoirs were conducted. Chlorine inspections of the water treatment plant and the 7Meg facility were conducted.

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- b) Pump Stations and Reticulation  
Soda Ash dosing pump was rebuilt.

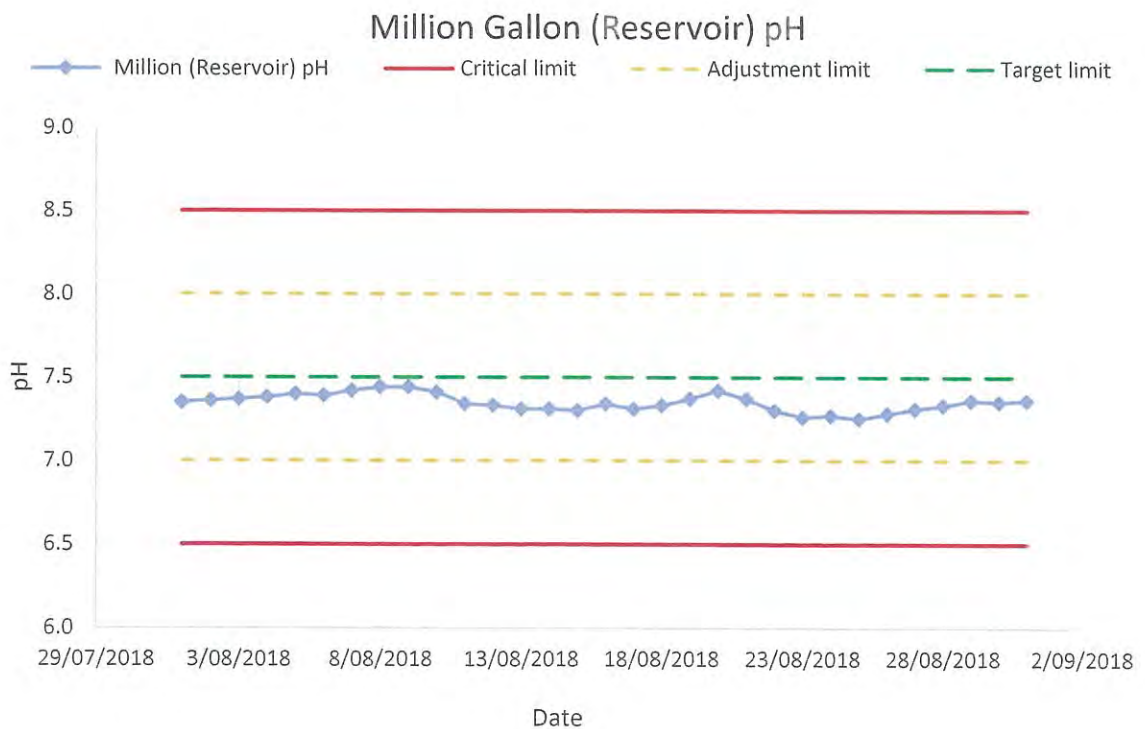
<b>Notes:</b>
The 7 Meg tank pH levels averaged 8.27 for the month. The critical limit for pH is 8.5. Due to the proximity to the critical limit the pH will continue to be monitored.

Appendix A: Reservoir Tank Readings

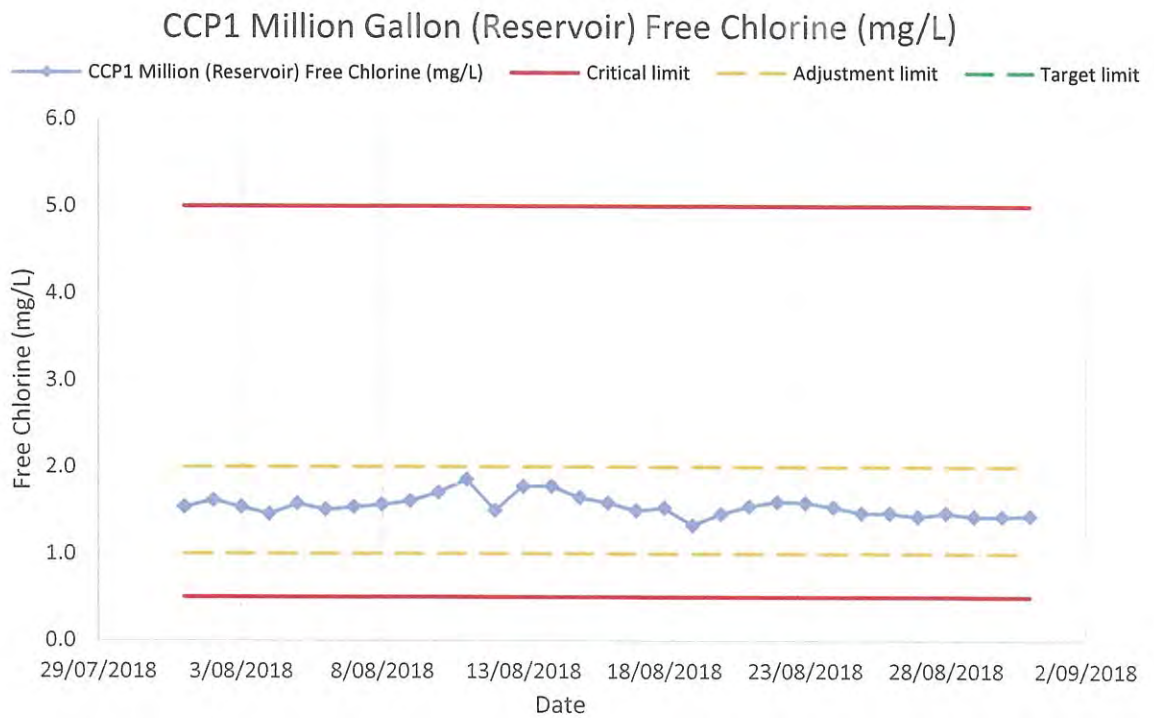
Reservoir Tank Water Turbidity (NTU)



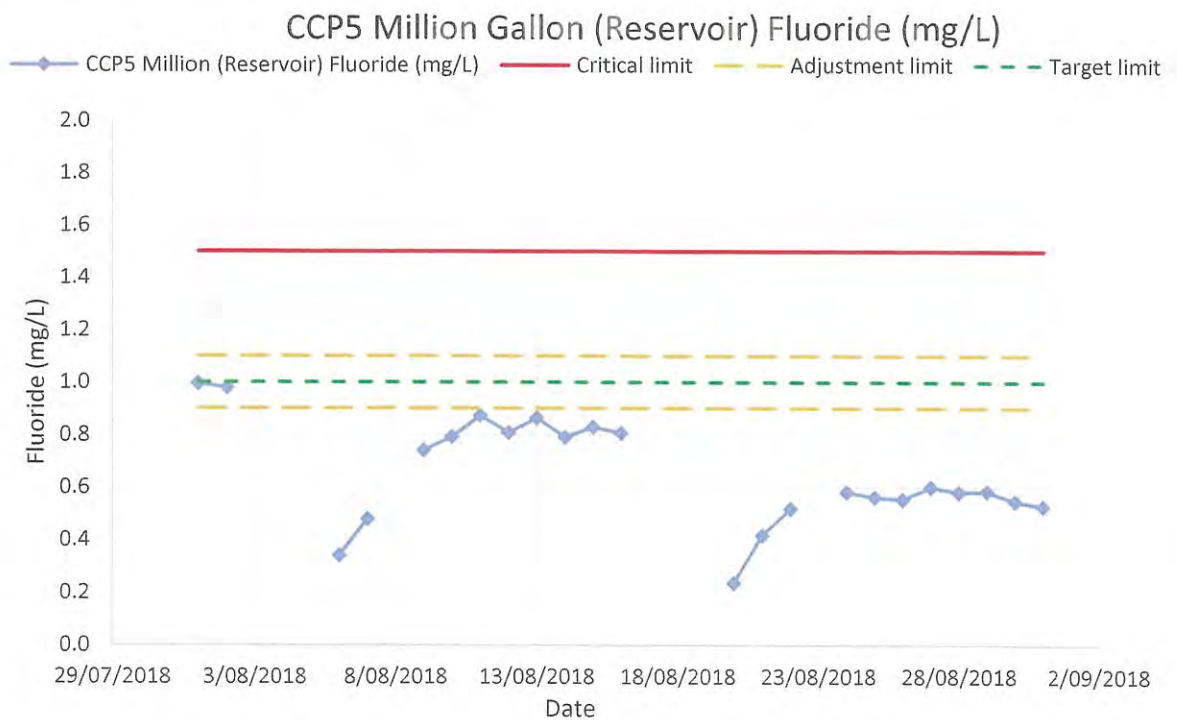
Reservoir Tank pH Levels



Reservoir Tank Chlorine Levels



Reservoir Tank Fluoride Levels



## Appendix B: Laboratory Results

The summary for the laboratory analysis results for the potable water this month are shown below:

Analysis Type	Characteristic	Guideline Value	Units	Mean	Min	Max	Sample Count	% meeting guideline values
Chemistry	Aluminium	0.2000	mg/L	0.0300	0.02	0.04	2	100.00
	Antimony	0.0030	mg/L	0.0005	0.0005	0.0005	2	100.00
	Arsenic	0.0100	mg/L	0.0008	0.0005	0.001	2	100.00
	Barium	2.0000	mg/L	0.0660	0.066	0.066	2	100.00
	Boron	4.0000	mg/L	0.0500	0.05	0.05	2	100.00
	Cadmium	0.0020	mg/L	0.0003	0.00025	0.00025	2	100.00
	Calcium	10000.0000	mg/L	32.4000	31.7	33.1	2	100.00
	Chloride	250.0000	mg/L	54.0000	54	54	2	100.00
	Chromium	0.0500	mg/L	0.0025	0.0025	0.0025	2	100.00
	Copper	2.0000	mg/L	0.0125	0.006	0.019	2	100.00
	Fluoride	1.5000	mg/L	0.3500	0.34	0.36	2	100.00
	Fluoride (WU result)	1.5000	mg/L	0.3800	0.36	0.4	2	100.00
	Fluoride Ratio	0.8 - 1.2		1.0850	1.06	1.11	2	100.00
	Iodine	0.5000	mg/L	0.0300	0.03	0.03	2	100.00
	Iron	0.3000	mg/L	0.0475	0.005	0.09	2	100.00
	Lead	0.0100	mg/L	0.0010	0.001	0.001	2	100.00
	Magnesium	10000.0000	mg/L	15.4300	15.25	15.61	2	100.00
	Manganese	0.5000	mg/L	0.0078	0.0025	0.013	2	100.00
	Mercury	0.0010	mg/L	0.0001	0.00005	0.00005	2	100.00
	Molybdenum	0.0500	mg/L	0.0025	0.0025	0.0025	2	100.00
	Nickel	0.0200	mg/L	0.0050	0.005	0.005	2	100.00
	Nitrate	50.0000	mg/L	1.0000	1	1	2	100.00
	Nitrite	3.0000	mg/L	0.0500	0.05	0.05	2	100.00
	pH	6.5 - 8.5		7.7500	7.7	7.8	2	100.00
	Selenium	0.0100	mg/L	0.0010	0.001	0.001	2	100.00
	Silver	0.1000	mg/L	0.0010	0.001	0.001	2	100.00
	Sodium	180.0000	mg/L	56.5000	56	57	2	100.00
	Sulfate	500.0000	mg/L	68.5000	68	69	2	100.00
	Total Dissolved Solids (TDS)	600.0000	mg/L	259.5000	259	260	2	100.00
	Total Hardness as CaCO <sub>3</sub>	200.0000	mg/L	144.4500	143.4	145.5	2	100.00
	True Colour	15.0000	Hazen Units (HU)	1.0000	1	1	2	100.00
	Turbidity	5.0000	NTU	0.1250	0.05	0.2	2	100.00
Uranium	0.0170	mg/L	0.0025	0.0025	0.0025	2	100.00	
Zinc	3.0000	mg/L	0.0150	0.01	0.02	2	100.00	

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Microbiology

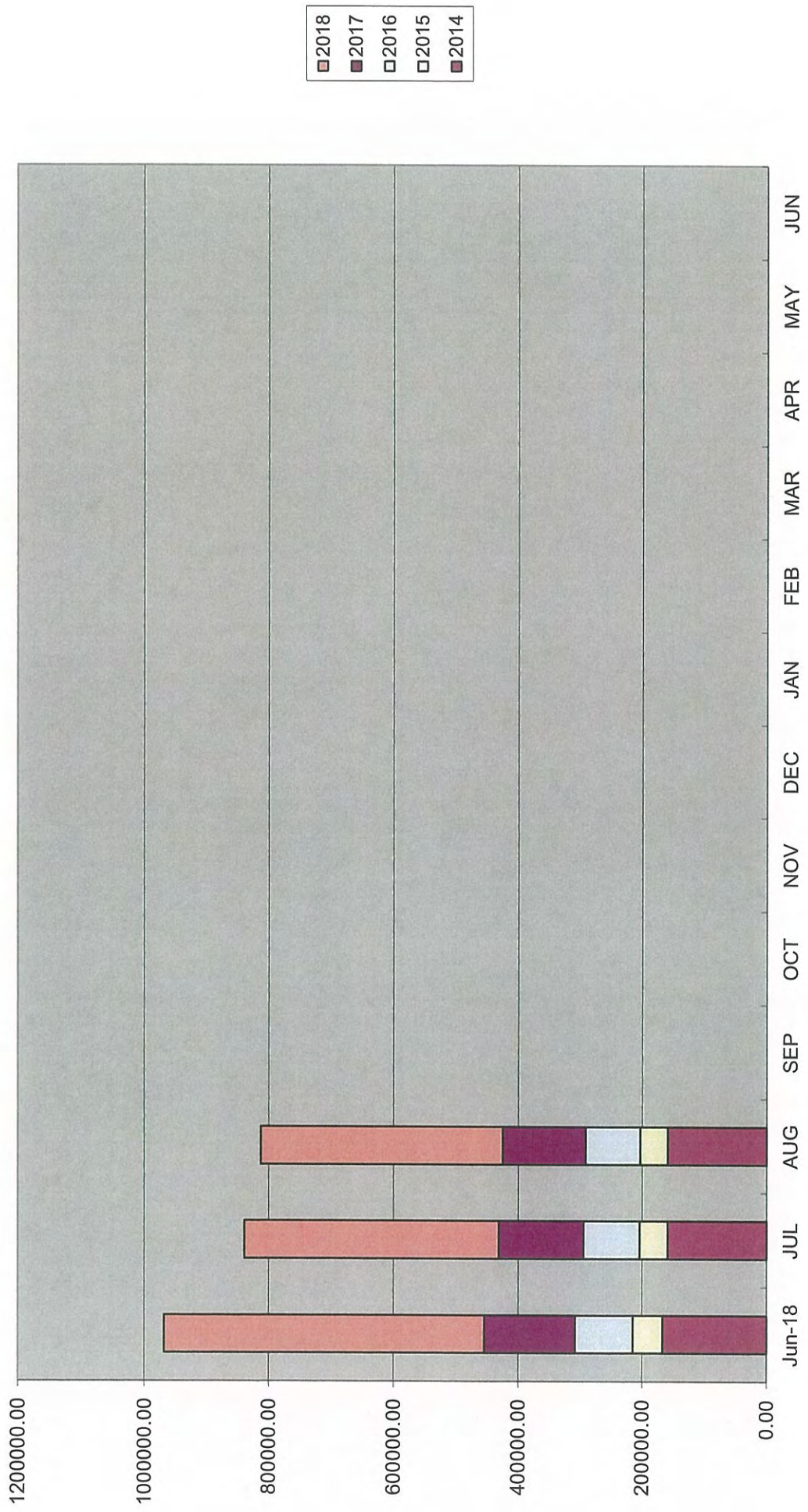
E. coli	0.0000	cfu/100 mL	0.0000	0	0	5 100.00
Free Chlorine	0.2 - 5	mg/L	1.3440	1.25	1.43	5 100.00
pH	6.5 - 8.5		7.6040	7.36	8.32	5 100.00
Temperature	30.0000	C	15.1800	14.6	16.2	5 100.00
Total Chlorine	5.0000	mg/L	1.7020	1.62	1.78	5 100.00
Total Coliforms	0.0000	cfu/100 mL	0.0000	0	0	5 100.00
Turbidity	5.0000	NTU	0.3160	0.1	0.71	5 100.00

Operational Monitoring

Fluoride (daily WU)	0.9 - 1.5	mg/L	0.6549	0.236	0.996	23 8.70
Fluoride (weekly WU)	0.9 - 1.5	mg/L	0.5213	0.43	0.792	8 0.00



**Rate Arrears 2018-2019**  
**General Rates, Water Access, Sewer, Domestic Waste, Interest & Legal Costs**



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

