

# **COBAR SHIRE COUNCIL**



## **ORDINARY MEETING AGENDA**

**THURSDAY 12 DECEMBER 2013**

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## **~ ORDER OF BUSINESS ~**

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Business for the meeting will be as follows:

1. Apologies
  2. Declaration of Interests
  3. Condolences
  4. Confirmation of Minutes
    - Ordinary Meeting of Council – Thursday 28 November 2013
  5. Matters Arising from Minutes
  6. Mayoral Report
  7. Notice of Motions
  8. General Manager's Report – Part A (Action)
  9. General Manager's Report – Part B (Information)
  10. General Manager's Report – Part C (Confidential)
  11. Matters of Urgency
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**PART C – CONFIDENTIAL**

*Page Number*

Clause 1C – Land Acquisition Cobar Caravan Park, Lot 317 DP755649 ..... (Refer to Confidential Agenda)	
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*That a report regarding the land acquisition Cobar Caravan Park be considered in the Committee of the Whole Closed Council with the press and public excluded for the reasons stated in Section 10A (2) (c) of the Local Government Act 1993 as the matter contains information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).*

Reference to Attachments	63
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## ~ COUNCIL'S VISION ~

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

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## ~ COUNCIL'S MISSION ~

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

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

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

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

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

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

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

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## ~ COUNCIL DIARY ~

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DATE	ACTIVITY	INVOLVES
Thursday 12 December 2013 (5:00pm)	Council Meeting	Councillors/Senior Staff/ Community
Thursday 12 December 2013 (7:00pm)	Mayors Christmas Party	Councillors/Senior Staff
Friday 13 December 2013 (12:00noon)	Senior Citizens Christmas Party	Councillors/Senior Staff/ Community
Thursday 19 December 2013 (3:00pm)	Council Staff and Councillors Christmas Party	Councillors/ Staff
Tuesday 24 December 2013 (1:00pm) – Thursday 2 January 2014 (8:00)am	Christmas – New Year Break	Councillors/Senior Staff/ Community
Thursday 13 February 2013 (9:00am – 4:00pm)	Councillor Financial Issues Training Workshop	Councillors/Senior Staff/ Community
Thursday 13 February 2013 (5:00pm)	Committee Meetings	Councillors/Senior Staff/ Community

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**CLAUSE 1A – MAYORAL REPORT**

**FILE: C13-1-5**

**AOP REFERENCE: 3.1**

**ATTACHMENT: NO**

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

Report to be tabled.

**RECOMMENDATION**

**That Council accepts the information contained in the Mayoral Report for the month of December 2013.**



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**NOTICE OF MOTION – REGISTRATION FEE FOR COMMON 2014/2015**  
**FILE: C13-7, C7-1      AOP REFERENCE: S2.1.1    ATTACHMENT: NO**  
**AUTHOR: *Councillor, Peter Yench***

**RECOMMENDATION**

**Registration fees for the 2014/2015 Common be reduced by 50 per cent to help our Local Commoners with a form of drought relief inline with the drought relief announced by the Deputy Premier Hon. Andrew Stoner and Minister for Primary Industries Hon. Katrina Hodgkinson.**

**Explanation**

An article in the land 21 November 2013 drought relief welcome and I believe we should show some sort of licence in regards to our NSW State Government and NSW farmers.

The Western Land Lease payments and Wild Dog Destruction Board rates will be waived for the North West of NSW and Transport subsidies for animal Welfare will remain.

This has been announced for the Bourke, Brewarrina and Walgett Local Government areas.

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**NOTICE OF MOTION – MOBILE PHONE COVERAGE**

**FILE: C13-7, T2-1 AOP REFERENCE: 4.2.1.1 ATTACHMENT: NO**

**AUTHOR: *Councillor, Peter Yench***

**RECOMMENDATION**

**That Council write to the Chief Executive Officer of Telstra, Commonwealth Minister for Communications, Member for Parkes Mark Coulton MP, Hon. Kevin Humphries MP Minister for Western NSW and Regional Development Australia - Orana pointing out the inequities of mobile service coverage in the rural areas of NSW and in particularly Western Council Areas such as Cobar Shire, Bourke Shire, Central Darling Shire, Caroothal Shire, Bogan Shire, Brewarrina Shire, Lachlan Shire and Walgett Shire etc and ask for appropriate mobile service coverage in Western NSW as an appropriate community service instead of needing to contract co contribution funding for tower erections and for emergency situations.**

**Explanation**

A large proportion of Shires like Cobar have rural properties and poor coverage.

At the previous OROC Board Meeting the Telstra Area General Manager Western NSW advised the following information:

- New mobile communication towers will have to attract co-contribution funding erection in rural, low populated areas of poor mobile service – only equitable way forward;
- When appropriate, Telstra looks for opportunities to co-locate with existing service providers on towers in rural and regional areas;
- A new mobile handset has recently released by Telstra that is blue ticked rated and is recommended for rural and regional handheld coverage;
- Temporary Telstra towers are erected for emergency situations and for large events;
- There has been a significant reduction of public pay phones in most communities; there is a community service agreement that at least one pay phone is located within a community, especially for emergency situations, and many pay phones require a phone card and will not take cash.

This is treating residents of Western NSW like second class citizens.

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**CLAUSE 2A – INTERIM BORE DRILLING REPORT – LILYVALE REST AREA AND BARNATO – TILPA ROAD**

**FILE: MR-19, S12-36 AOP REFERENCE: 4.3.1, 4.3.2 ATTACHMENT: YES  
(PAGE 64)**

**AUTHOR: Works Manager, Kingsley Page**

**Purpose**

To report that there is a lack of construction water available to complete the Roads and Maritime Services (RMS) Vehicle Rest Area project on the Barrier Highway at Lilyvale and the RMS Repair Program project on the Barnato – Tilpa Road.

Council investigates and installs new water bores and turkey nest dams for road work construction and maintenance.

**Background**

At the Council Meeting of 24 October 2013, Council adopted the following recommendation;

*“That an appropriate investigation be undertaken and reported to Council in regards to new water bores and turkey nest dams for road work construction and maintenance”.*

Cobar area has been experiencing a dry spell with a reduction of at least thirty three per cent of average rainfall.

RMS is funding the construction of a new vehicle rest area to be located on the Barrier Highway at Lilyvale approximately 96 km west of Cobar.

Also, the RMS along with Cobar Shire are joint funding \$800,000 to construct and seal a 6.7 km section of pavement on the Barnato – Tilpa Road starting approximately 12 km from the Barrier Highway. The Lilyvale Rest Area project has commenced construction and the Barnato-Tilpa Road is about to commence construction.

**Issues**

Construction schedule will be 8 weeks for Lilyvale and 12 weeks for Tilpa Road with the absolute completion date being the 30 June 2014 due to RMS requirements. The last task is the bitumen sealing and this is not recommended to be done in the winter months so in reality the finish date should be no later than end of April 2014.

Construction water is required for both projects and because of the dry spell property owners are not prepared to sell Council any water as they believe they will need every bit of water for themselves.

Ground water has been identified by previous drilling by the old Department of Main Roads (DMR) in the area with expected flow rates of 0.5 to 0.9 L/s or 1,800 to 3,240 L/hr.

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The owner of “Windara Station”, Mr Gary Wells, has informed Council that due to the recent dry period it has depleted the storage in his ground tank and he is unable to supply construction water to the road project as he needs all the water for his stock.

According to Gary Wells there is a good source of ground water available adjacent to the proposed road works and that with a high degree of certainty a bore will yield a worthwhile flow rate sufficiently enough to meet the construction requirements.

The next source of water is at the Tiltagoona Station 20 km to the north. The owner is in a probably worse position than Gary Wells as he has his bores committed to the Tiltagoona CO2 Drilling Program as well as providing water for his stock.

A third source of water is at Barnato Station. This water source has been depleted as it has been used for the RMS Heavy Patching program along the Barrier Highway.

If bores are drilled in this proximity they will supply water for both projects and will be the best source of water available for the road sections heading west, north, south and east without any reliance on ground tanks into the future.

### **Financial Implications**

Construction water would have to be trucked by road train tankers from Cobar adding considerable costs to both projects.

An application fee to the NSW Office of Water is \$1,286.30 which can take up to 6 weeks to process.

Quotes from a water contractor Chris Reynolds of Capital Drilling Services Pty Ltd to sink a bore as specified by the NSW Office of Water is approximately \$12,000 per bore with a provisional sum of \$1,500 for earthworks. Council would be providing the necessary PVC casing from its own pipe supply at the depot.

Council has existing bore pumps available to pump the water to the surface.

The costs of the bores could be offset by the insurance funds received by Council of \$68,500 for the damaged side tipper and if required the \$25,000 from the sale of plant previously reported.

### **Options**

1. Delay construction as long as possible and hope rain can recharge the ground tanks at Barnato Station, Windara Station, Lilyvale Station and other adjoining stations.
2. Haul water longer distances from Cobar at a significant cost.
3. Hire a water drilling contractor to sink bores in the road reserves at Windara Station, Barnato Station and Jacobs Well for road work purposes.

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**RECOMMENDATION**

- 1. That a water drilling contractor be hired to sink three water bores in the road reserve at Windara Station, Barnato Station and Jacobs Well Station for an estimated cost of \$40,000.**
- 2. Further investigation of other water bore sites be conducted on an “as needed” basis and reported to Council for approval.**

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**CLAUSE 3A – 2013 AERODROME SAFETY INSPECTION REPORT**

**FILE: A9-2, A5-6      AOP REFERENCE: 4.3.2.2      ATTACHMENT: YES**

**(PAGE 65-85)**

**AUTHOR: *Works Manager, Kingsley Page***

**Purpose**

To provide Council with the 2013 Aerodrome Safety Inspection (ASI) Report carried out by Tom Griffiths of Airports Plus Pty Ltd at Cobar Regional Airport on 8 October 2013 and required action plan.

**Background**

Airports Plus Pty Ltd was commissioned to carry out an Aerodrome Safety Inspection (ASI) of Cobar Regional Airport by the Cobar Shire Council (the aerodrome operator).

The inspection of Cobar Regional Airport under Civil Aviation Safety Regulations (CASR) 139.315 (4)(a) was required because there are Regular Public Transport (RPT) operations with a Metroliner 23 aircraft, operated by Brindabella Airlines, that has a capacity of greater than nine passengers.

Cobar Regional Airport is also used by the Royal Flying Doctor Service (RFDS) and occasional charter operations associated with the mining activities in the region.

**Issues**

The 2012 Safety Inspection contained sixteen recommendations, of which one has been addressed. The 2011 Safety Inspection contained fifteen recommendations of which eleven are still outstanding, three have been addressed and one is now not required.

All outstanding recommendations have been reproduced in this new report to avoid duplication.

The 2013 Aerodrome Safety Inspection contains sixteen additional recommendations. Please see attached Safety Inspection Report.

An additional part time Aerodrome Reporting Officer (ARO) will be appointed shortly to provide relief for the existing ARO and this should address a lot of the minor non-conforming issues around operating procedures.

Cobar Shire Council should ensure that all Aerodrome Reporting Officers are appropriately trained and competent in performing their functions.

The runway resealing and upgrade to the lighting system have been listed for funding in the next round of Resources for Regions Program. It is envisaged that other aerodrome anomalies such as the General Aviation (GA) taxiway to runway 17/35 being closed and line marking issues high lighted in the recommendations can be addressed at the same time.

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If Cobar Shire Council is unsuccessful with its Resources for Regions Program funding a separate estimate would need to be created in the 2014/2015 budget to bring Cobar Regional Airport to a standard that satisfies the Civil Aviation Safety Authority (CASA).

While the Regular Public Transport service is operated in daylight hours, there was nothing found that would indicate that Cobar Regional Airport is not safe for the scheduled Air Transport Operations.

The ASI Report has been forwarded to the Civil Aviation Safety Authority (CASA) for review.

### **Risk Implication**

Safety recommendations that have not been addressed over the past three years could be alarming enough for CASA to pay closer scrutiny of Cobar Regional Airport.

### **Options**

1. That an estimate is made so that sufficient funds can be allocated in the 2014/2015 budget to address the backlog of outstanding safety recommendations. It is envisaged \$20,000 would be sufficient to address line marking, vegetation and training of the Airport Reporting Officers.
2. That the runway and lighting upgrade should be evaluated at the conclusion of the Resources for Regions Program deliberations. A separate budget item of at least \$400,000 per year for five years would be needed to extend the runway life for another twenty years. A further investigation would be required to see if the lighting could be incrementally upgraded over five years as well.

### **Policy Implications**

The Council runs the risk of over subsidising Cobar Regional Airport at the expense of not providing other community services.

## **RECOMMENDATION**

- 1. That the information regarding the 2013 Aerodrome Safety Inspection at Cobar Regional Airport be received and noted.**
- 2. That an estimate is made so that \$20,000 can be allocated in the 2014/2015 budget to address the backlog of outstanding safety recommendations.**
- 3. That the runway and lighting upgrade be evaluated at the conclusion of the Resources for Regions Program deliberations.**

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**CLAUSE 4A – NSW REVENUE PROFESSIONALS CONFERENCE****FILE: S5-1****AOP REFERENCE: 3.3.2.3****ATTACHMENT: NO****AUTHOR: *Rates Officer, Jo-Louise Brown*****Purpose**

The purpose of this report is to provide information to the Council about the NSW Revenue Professionals Conference which is being held in the Hunter Valley on 2-4 April 2014 and to seek approval for a delegated employee to attend. The theme of this year's conference is "*Advancing Professionalism in Rating & Revenue for NSW Local Government*".

**Background**

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

The Conference program includes such items as:

- Water and sewer billing best practice;
- Interpreting the Supplementary Valuation List;
- Sundry Debtor accounts – what a Revenue Officer should do prior to raising accounts to ensure the debts are recoverable;
- Division of Local Government update on Rating and Revenue topics;
- Personal Safety, Confidence Building and Motivation;
- Integrated Planning and Reporting process relevant to rating;
- Debt Collection;
- IPART presentation on rate pegging and Special Rate Variation Applications;
- Hardship Policies;
- Reviewing Categorisation of properties for rating;
- Financing Local Government into the Future.

**Issues**

It is usual for the Rates Officer to attend the Annual Conference. This has not occurred for the past two years due to budget restraints.

The Conferences over the years have been found to be extremely beneficial as several training sessions relevant to rating and revenue raising are conducted during the conference. The Division of Local Government, Valuer General's Department and IPART also address issues and changes in legislation relevant to rating.

This Conference is important as it provides the opportunity to keep up to date with changes in rating and categorisation legislation, debt collection, best practice in local government and networking opportunities for Councils that are rural and remote (like Cobar).



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**Financial Implications**

Registration costs are \$440.00 (If registration is prior to 17 December 2013 otherwise \$515.00) per delegate inclusive of lunches and Conference dinner. Accommodation costs would be approximately \$615.00 for the entire conference. Travel costs will be approximately \$200.00 i.e. the total expenses will be approximately \$1,255.00.

Costs are provided for in Council's 2013/2014 Budget.

**RECOMMENDATION**

**That one delegated Council employee attend the NSW Revenue Professionals Conference.**

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**CLAUSE 5A - AUSTRALIA DAY AWARDS**

**FILE: C2-3**

**AOP REFERENCE: 1.3.4.1 ATTACHMENT: NO**

**AUTHOR: *Kym Miller, Director Corporate and Community Services***

**Purpose**

To advise Council of the view of the community committee which is organising the Australia Day Celebration regarding the selection panel for the Awards. This Committee is known as the Tourism Advisory Committee but is essentially an events committee.

**Background**

An important component of the Australia Day celebration is the judging of the various citizen and event of the year categories. The Committee discussed the selection process at its meeting of 24 November and is seeking to have the selection panel expanded beyond Councillors as is currently the case to include community members. Accordingly, they wish to recommend to Council that the selection panel consist of the Mayor, two Councillors and two community members one of whom would be a member of the Tourism Advisory Committee. This person is not to be an employee of Cobar Shire Council.

The representative from the Tourism Advisory Committee is to be selected by that Committee and the other community member is to be selected by Council.

Council will need to determine the Councillors to be involved.

**RECOMMENDATION**

**That the selection panel for the Australia Day Awards comprise the Mayor, two Councillors and two community members with one community member to be chosen from within the Tourism Advisory Committee with one community member to be chosen by Council and that the Mayor is authorised to make this selection.**

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**CLAUSE 6A – 2014 WESTERN DIVISION COUNCILS OF NSW ANNUAL CONFERENCE**

**FILE: L5-4-4 AOP REFERENCE: 3.2.2.2**

**ATTACHMENT: NO**

**AUTHOR: *General Manager, Gary Woodman***

**Purpose**

To finalise attendance arrangements for the 2014 Western Division Councils of NSW Annual Conference.

**Background**

The 2014 Annual Conference of the Western Division Councils of NSW is going to be held in Hillston on Sunday 2 March to Tuesday 4 March 2014 including travelling.

Details of the conference agenda and guest speakers will be provided to attendees at a later date. However with the demise of the Shires Association and forming of Local Government NSW there will be a need to have a strong and well supported organisation such as the Western Division Councils of NSW.

Normal practice has been that the Mayor, Deputy Mayor and one other Councillor together with the General Manager attend. Appropriate funding of the attendee expenses are contained within the 2013/2014 budget however last year attendees attended at their own cost.

Attached are details of the Conference. Registration fees are \$350.00 per attendee, accommodation for the Sunday and Monday nights would be approximately \$120.00 twin share or \$90.00 single room subject to genders attending.

Council will need to determine the Councillor who wishes to attend.

Councillors should also provide advice on any matters that should be provided as resolutions to the Conference.

**RECOMMENDATION**

- 1. That Council note the attendance at the 2014 Western Division Councils of NSW Annual Conference and determine which Councillor will attend with the Mayor, Deputy Mayor and General Manager or his delegate.**
- 2. That Councillors provide advice to the General Manager by Friday 24 January 2014 on matters that should be considered as resolutions to the 2014 Western Division Councils of NSW Annual Conference.**

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**CLAUSE 7A – ADVICE OF EXPENDITURE IN EXCESS OF BUDGET**

**FILE: L5-22**

**AOP REFERENCE: 3.1**

**ATTACHMENT: NO**

**AUTHOR: *Director Corporate and Community Services, Kym Miller***

**Purpose**

To advise Council of a (capital) budget line that will exceed budget. The budget line is light vehicles and sedans in the capital budget and the predicted over run is \$40,000.

**Background**

Regulation 202 of the Local Government Regulation (General) 2005 requires that the responsible accounting officer of Council reports to the ‘next meeting of council’ where ‘actual expenditure is materially different from its estimated expenditure’.

On this occasion the expenditure has not yet overrun the budget because a number of vehicle purchases are on foot. However, when the vehicles are changed over the over run will occur.

The amount represents one vehicle which was due for replacement last financial year but was omitted from the schedule due to the protracted discussion on cost cuts to the tourism cost centre.

This situation is now resolved and the vehicle is overdue for replacement.

**Financial Implications**

The capital budget will increase by \$40,000 but this is well within the cash capacity of the 2013/2014 forecast.

**RECOMMENDATION**

- 1. That the advice of expenditure on light vehicles and sedans exceeding budget by \$40,000 be received and noted.**
- 2. That the amount is incorporated into the second quarter budget review.**

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**CLAUSE 8A – COBAR SHIRE COUNCIL INTERNAL AUDIT COMMITTEE  
– COMMUNITY REPRESENTATIVES (INDEPENDENT EXTERNAL  
MEMBERS)**

**FILE: A12-4 AOP REFERENCE: 3.1.4.2 ATTACHMENT: YES (PAGE 86-90)**

**AUTHOR: *General Manager, Gary Woodman***

**Purpose**

One of Cobar Shire Council's Internal Audit Committee – Community Representatives Mr Rod Shaw has resigned from Brewarrina Shire Council and is no longer able to fulfil the role on Council's Committee. An alternative Brewarrina Shire Council Officer has nominated, Mr Dan Simmons, the new General Manager of Brewarrina Shire Council and is recommended as a suitable candidate to fill the vacancy.

**Background**

In September 2010, pursuant to Section 23A of the Local Government Act 1993, the Department of Premier and Cabinet, Division of Local Government released Internal Audit Guidelines (Guidelines) for Local Government in NSW.

The Guidelines advise all councils to develop an Internal Audit Committee to act as an independent and objective oversight of council systems and processes.

As per the Division of Local Government Internal Audit Guidelines, the broad responsibilities for a best practice Internal Audit Committee include the following:

- Risk Management;
- The control framework;
- External accountability (including the Council's annual audited financial reports);
- Legislative compliance;
- Internal audit;
- External audit;
- Approving the internal audit charter that guide the activities of an internal audit committee;
- Having input into and approving an internal audit's long-term strategic plan and annual audit plan;
- Having input into the appointment and remuneration of the internal auditor;
- Making enquiries of management and the internal audit to determine if there is scope or budgetary limitations that impede an internal auditor's ability to function properly;
- Approving the scope of an external assessments or equipment internal assessment of internal audit to be undertaken every 5 years.

The Internal Audit Committee is fundamental to assisting the General Manager and Council with their oversight functions to:

- Ensure all keys controls are opening effectively;
- Ensure all key controls are appropriate for achieving corporate goals and objectives;

- 
- Meet their statutory and fiduciary duties;
  - Provide a forum for discussing problems and issues that may effect the operations of the internal audit group and acting as a forum for discussion;
  - Provide a forum for discussion to identify areas worthy of examination by an internal audit group;
  - Review the implementation of the annual audit plan and implementation of audit recommendations.

The Luka Group are Council's Internal Auditors as well as Council's External Auditors.

Council at its meeting on the 26 August 2010 adopted as policy the Audit Committee Charter and Internal Audit Charter. At Council's Extraordinary Meeting on the 9 September 2010, Council amended these policies to take into account the new Guidelines (September 2010) and in particular the Audit Committee's structure that now is as follows:

#### **Members (voting)**

- Two (2) Councillors (one of whose role will include chairing the Committee in the absence of the independent external member) (currently Councillors Sinclair and Isbester);
- Independent external member with financial expertise (not a member of Council, whose role may include chairing the Committee – Currently Ms Lynn Moore, Director of Corporate and Community Services, Brewarrina Shire Council);
- Independent external member (currently vacant due to resignation from Brewarrina Shire Council).

#### **Attendee (non-voting)**

- General Manager;
- Director of Corporate and Community Services;
- Internal Auditor (currently Luka Group).

#### **Invitees (non-voting) for specific agenda items**

- Representatives of the external auditors;
- Other Officers or Councillors may attend by invitation only as requested by the Committee.

Over time appropriate advertising has been undertaken for the two (2) independent external members and due to the inability to attract suitable interested members of the community Council has opted to appoint Senior Officers from Brewarrina Shire Council on a reciprocal arrangement.

On the 28 October 2013 the Mayor of Brewarrina Shire Council advised that Mr Dan Simmons, had been appointed as General Manager of Brewarrina Shire Council replacing Mr Rod Shaw. It is recommended that Mr Simmons would be a suitable candidate to fulfill the current vacancy on Council's Internal Audit Committee.

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Attached is a copy of Mr Simmon's Resume. Mr Simmons has extensive experience in business, agriculture and trading.

**Legal Situations**

- Local Government Act, 1993 – Section 23A – Internal Audit Guidelines, September 2010;
- Audit Committee Charter Policy;
- Internal Audit Charter Policy.

**Financial Implications**

The swapping of Senior Council Officers as Independent External Member positions on both the Cobar and Brewarrina Shire Council's Internal Audit Committees will ensure the positions are filled by competent persons with only staff time and travelling costs being expended.

Council has provided \$24,000.00 in the 2013/2014 Budget for the Internal Auditor (Luka Group) costs.

**Options**

Council does not need to accept any recommended expressions of interest for the vacant independent external member of its Internal Audit Committee.

**RECOMMENDATION**

**That Council appoint for a period of three (3) years from the date of appointment, Mr Dan Simmons as a Community Representative (Independent External Member) of Council's Internal Audit Committee, with the appointment being dependent on Mr Simmons continuing in his position as General Manager or other Senior Position at Brewarrina Shire Council.**

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## **CLAUSE 9A - COMPLIANCE & ENFORCEMENT PROGRAMME**

**FILE: P5-72    AOP REFERENCE: 1.6.2 & 1.6.5    ATTACHMENT: YES  
(PAGE 91-102)**

**AUTHOR: *Manager Planning and Environmental Services (Compliance & Regulatory Services), Nicholas Mamouzelos***

### **Purpose**

To inform Council about compliance and enforcement activities conducted by Environmental and Planning Services within Cobar Shire pursuant to the various statutory responsibilities delegated upon local government authorities within NSW and further to present a draft Compliance and Enforcement Policy for consideration.

### **Background**

In August 2013, Council commenced a compliance and enforcement program within the Cobar Shire. The focus of this program included the following areas identified as high risk to public health and public safety:

- Building & development;
- Fire safety;
- Food safety;
- Pollution including air, land and water;
- Public health;
- Companion animals.

Apart from various statutory responsibilities imposed upon Council in discharging various compliance and regulatory functions, Planning and Environmental Services has engaged in a tiered duty of care approach to the issues of compliance and enforcement.

Food safety and building fire safety inspections conducted throughout Cobar Shire revealed a relatively low level of compliance with relevant regulations.

### **Food Safety**

Of particular concern is that ninety per cent of food premises inspected within the Cobar Shire, including retail and food preparation, were detected with serious safety breaches. Some stand out examples include:-

- Rat and cockroach infestations located adjacent to cooking apparatus and utensils;
- High risk food products, including seafood and chicken, stored at dangerous temperatures where salmonella, botulism, hepatitis and listeria bacteria are able to rapidly multiply;
- Out of date meat on sale where putrefaction has set in;
- Failing to provide a sanitised food preparation area.

Hefty fines issued under the provisions of the *Food Act 2003* (NSW) were issued to the operators of these food premises for these breaches on the basis that seriousness of the breaches coupled with the risk to public health was such to warrant the issue of fines rather than a warning or caution.



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Disappointingly, a common response from some of the food premises operators was that inspections had not been conducted with any regime or with any structured follow up, therefore they did not worry about food safety provisions as a follow up was unlikely.

### **Building Fire Safety**

The compliance programme has similarly revealed that the level of compliance with building fire safety regulations amongst commercial building owners within Cobar Shire has been low. Some serious matters detected during fire safety inspections included:

- Fire exit doors chained and padlocked shut within a licensed premises with a large patronage;
- Fire extinguishers either completely missing or in one case 22 years out of date and non-operational;
- Fire hose reels not operational;
- Smoke detectors not installed in commercial accommodation premises;
- Highly inflammable solvents, fuels and paints stored directly next to mattresses and cardboard within an accommodation wing of a commercial premises.

Similarly, hefty fines issued under the provisions of the *Environmental Planning & Assessment Regulations 2000* (NSW) were issued for these offences as the persons responsible have shown a disregard for public safety.

Of significant concern is that some premises were found with serious operational fire safety breaches during the course of follow up inspections, in spite of large fines having previously been issued for offences initially detected. A response provided for one of these matters by a premises operator was that he did not think Council Officers would return to check if the defects had been rectified.

### **Other Compliance & Enforcement Issues**

Apart from food safety and building fire safety, a number of other matters have been dealt with by Planning and Environmental Services since August 2013. These have included:

- Dangerous dogs;
- Noise from premises;
- Unauthorised backyard burning;
- Illegally and dangerously parked road trains;
- Unauthorised and illegal building works;
- Assistance to Police and other government agencies.

### **Overview**

Councils have numerous compliance and enforcement functions and obligations under the *Local Government Act 1993* (NSW) and other State legislation. Cobar Shire Council, the second largest local government area within New South Wales, has a

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diverse range of businesses and residents together with FIFO miners and associated contractors presenting unique challenges in respect of local government regulatory services.

Other unique factors impacting upon Cobar Shire include the large volume of interstate traffic passing through the Cobar Shire and Cobar being a regional administration and supply hub.

Deploying a uniformly consistent compliance and enforcement program in a Shire with residents, workers, traveler's and itinerants from other states, including South Australia, Western Australia, Northern Territory and South Australia, whose expectations and views on compliance are not always in accordance with general public interest community interests, has been a challenging task.

To this end, four months to date of a high visibility compliance and enforcement program conducted between August and November 2013 has yielded results that indicate a structured compliance program is the backbone and key to an effective system that enhances the safety, wellbeing and amenity for residents, visitors, business operators and FIFO workers within the Cobar Shire.

A key component of this high visibility compliance and enforcement program has been an emphasis on assistance, education and information to land owners, residents, business operators and other stakeholders. Planning and Environmental Services have provided ready access to relevant information in order to assist stakeholders to effect compliance.

The attached draft Compliance and Enforcement Policy has been formulated as an informative and transparent document providing clear guidelines to all residents, land owners, business operators and any other stake holders in the manner with which Cobar Shire Council deals with any compliance and enforcement matters.

### **RECOMMENDATION**

- 1. That Council endorses the continuation of the current compliance and enforcement program as having precedence within the resources available and duties undertaken by Planning and Environmental Services.**
- 2. That the attached draft Compliance and Enforcement Policy be placed on public exhibition for a minimum period of twenty eight (28) days (exclusive of the Christmas/New Year period) and a further report be considered by Council at its February 2014 Meeting for the purpose of adopting a policy.**

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**CLAUSE 10A – ENGAGEMENT OF PROJECT MANAGER**

**FILE: G4 - 29 AOP REFERENCE: 4.1.4 ATTACHMENT: YES (PAGE 103)**

**AUTHOR: *Director of Engineering Services, Peter Graf***

**Purpose**

To report on the engagement of a Project Manager to manage Resources for Regions projects including construction of a new water treatment plant at Cobar.

**Background**

Council recently received funding of \$7.8 million dollars from the Resources for Regions program undertaken by Infrastructure NSW. Council is contributing \$200,000 to the project cost of \$8 million dollars.

The management of this project and any subsequent Resources for Regions projects are beyond Council's current engineering resourcing and expertise and would be difficult to handle without support. The attached governance structure which will form part of the agreement with Infrastructure NSW includes a project manager as an additional Council employee to be appointed. This manager will be fully funded by Resources for Regions projects including the water treatment plant replacement project.

It is anticipated that to attract the right person to the role a salary package including accommodation and vehicle would need to be negotiated in the range of existing engineering managers. The duration of employment would be for the life of the projects, currently three years.

**Issues**

The current resources in the Engineering Services Department include:

- Director Engineering Services – This role manages the three main areas below as well as all engineering functions and will be the Project Director for all Resources for Regions projects.
- Services Manager – This role manages all water and sewerage and urban activities in the shire as well as providing contract technical services to the Cobar Water Board. This role will also provide a small amount of time to the project management team for the water treatment plant. This role is fully occupied.
- Works Manager – This role manages all shire, regional and urban roads, airport and plant and equipment and is fully occupied.
- Contracts Manager – This role manages the RMS, RMC Contract and all other contracts within the shire and is fully occupied.

Therefore to successfully undertake Resources for Regions projects including the water treatment plant an additional Project Manager is required. This position will bring in the required expertise, time availability and management skills to undertake the works. It should be noted that none of the existing engineering staff have the expertise and experience to manage a project of the magnitude of the Water Treatment Plant.

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### **Financial Implications**

There will be no cost to Council beyond the \$200,000 made available to fund the project as the Project Manager will be fully funded by Resources for Region projects

The salary to be offered would be in the range of Band 3 Level 4 Grade 4 (around \$100,000 per annum plus 3.5% civil liability allowance) In addition the package would include a vehicle (either purchased outright or leased) and accommodation. This package is similar to that offered to engineering managers and is appropriate to attract a suitably qualified engineer to this role.

### **Options**

There is no other option to successfully complete these projects than engaging a Project Manager.

### **RECOMMENDATION**

**That the General Manager be authorised to engage a Project Manager with a salary package including accommodation and vehicle negotiated in the range of existing Engineering Managers (Band 3 Level 4 Grade 4), for the duration of employment being for the life of the Resources for Regions projects currently for a period of three years.**

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**CLAUSE 11A - LAND ACQUISITION COBAR CARAVAN PARK, LOT 317  
DP755649**

**FILE: A10-1-9            AOP REFERENCE: 2.2.3.1            ATTACHMENT: NO**  
**AUTHOR: *Land Management Officer, Heather Holder***

**Purpose**

The purpose of this report is to confirm Council's financial support for the purchase of the Crown Reserve (84412) which is part of the Cobar Caravan Park in the 2014/2015 budget.

**Background**

Cobar Shire Council has over the previous twelve (12) years made various attempts to purchase the parcel of land which is a Crown Reserve (No.84412; gazetted May 1963 for public recreational purposes) and is where part of the Cobar Caravan Park is situated.

To continue the acquisition of this land Council is required to confirm its intention.

**RECOMMENDATION**

**That a report regarding the land acquisition Cobar Caravan Park be considered in the Committee of the Whole Closed Council with the press and public excluded for the reasons stated in Section 10A (2) (c) of the Local Government Act 1993 as it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.**

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**CLAUSE 12A – DIVISION OF LOCAL GOVERNMENT PROMOTING  
BETTER PRACTICE REVIEW OF COBAR SHIRE COUNCIL**

**FILE: L5-2-3                      AOP REFERENCE: 3.1                      ATTACHMENT: YES  
(UNDER SEPARATE COVER)**

**AUTHOR: *General Manager, Gary Woodman***

**Purpose**

To provide Council a copy of the final version of the Division of Local Government Promoting Better Practice Review Report for Council's appropriate action.

**Background**

Officers of the Division of Local Government have verbally advised that it is expected that the Chief Executive Officer of the Division of Local Government (DLG) will sign off on the final version of the Division of Local Government Promoting Better Practice Review Report of Cobar Shire Council on 4 December 2013. At the time of writing this report the final version had not been provided to Council but was expected soon.

Accordingly when the final document is provided to Council it will be made available to all Councillors and Senior Staff.

The letter from the DLG accompanying the report will provide Council with instruction on actions to be undertaken.

Council's Officers will formulate the proposed recommendation by the Council Meeting.

**RECOMMENDATION**

**For Council's consideration and decision.**

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**CLAUSE 1B– LILLIANE BRADY VILLAGE ANNUAL AUDITED FINANCIAL REPORTS**

**FILE: C8-4-6**

**AOP REFERENCE: 3.1**

**ATTACHMENT: YES  
(PAGE 104-122)**

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

**Purpose**

To receive the annual audited financial reports for the Lilliane Brady Village as at 30 June 2013.

**Background**

Whilst part of Council, the various legislative requirements for the Lilliane Brady Village require that a separate set of books are kept and audited. Most of its income is from the Federal Government.

The Lilliane Brady Village had a surplus for the year of \$156k, after charging depreciation of \$57k.

This surplus is higher than advised in the Comparison of Business Units Report to the November 2013 Ordinary Meeting of Council because the audited results have a lower internal charge for Council administration.

Much of the administration that was previously done at Linsley Street is now being done at the Village with a net gain in cost reduction.

The surplus is commendable in that the original budget included a \$90k contribution from the Pink Ladies which was conditional upon the capital extensions to the front lounge room being completed. This extension will now occur in either 2013/2014 or possibly 2014/2015 and the surplus has been achieved without that money being included in revenue.

The contribution from the Pink Ladies (and Peak Gold Mine) will not be included in the operating income budget.

The surplus has arisen due to a favourable client mix and a cost cutting campaign by the Director.

**Financial Implications**

There will be significant capital renewal requirements in the short to medium term, particularly with the loss of the Federal Government funding for the bathroom repairs.

This will make surplus budgets difficult to achieve.

**RECOMMENDATION**

**That the Annual Audited Financial Reports for the Lilliane Brady Village for the year ended 30 June 2013 be received and noted.**

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**CLAUSE 2B – MONTHLY STATUS REPORT****FILE: C13-10****AOP REFERENCE: 3.1****ATTACHMENT: NO****AUTHOR: *General Manager, Gary Woodman***

<b>COUNCIL RESOLUTIONS 24 SEPTEMBER 2009</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
1	Council – Clause 2B – The Wool Track Project	<b>GM/SPO/DES/WM</b>	Council be kept informed of progress.	Letter and copy of report sent to K Humphries, J Cobb, S Ley, J Williams, M Coulton and F Nash. Letters sent to trucking companies seeking support for sealing. Information provided to all OROC councils. Initial contact undertaken with Central Darling Shire Council and Balranald Shire Council in regard to arrangements for a delegation to the Minister for Regional Services. Wool Track Development Advisory Committee has met and formulated an Action Plan for 2013/2014.

<b>COUNCIL RESOLUTIONS 28 APRIL 2011</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
14	Committee of the Whole Closed Council – Clause 1C –	<b>GM/LMO</b>	Arrange acquisition of Lot 317 DP 755649 from the Crown subject to the	Acquisition arrangements commenced with Land and Property Management



	Cobar Caravan Park Business Development Strategy		<p>availability of funds from the 2011/2012 budget.</p> <p>Following successful acquisition of the above land, classify this land as Operational under the Local Government Act 1993.</p>	<p>Authority with acquisition subject to allocation of funds. Application provided to the Division of Local Government in regard to acquisition.</p> <p>Finalisation of purchase processes will not be undertaken until funds are confirmed in a Council budget. Report provided to December 2013 Council Meeting.</p> <p>Will be undertaken at time of acquisition.</p>
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#### COUNCIL RESOLUTIONS 23 JUNE 2011

NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
28	Committee of the Whole Closed Council – Clause 3C – Plant and Equipment Utilisation Improvement Report	GM/DES	Undertake actions in accordance with the relevant recommendations of the report.	Appropriate communication strategy and action plan instigated.

#### COUNCIL RESOLUTIONS 28 JULY 2011

NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
30	Finance & Policy Committee	DCCS/HRO	That Community Members of the	Arrangements in train for volunteer training.

	- Report 2A – Cemetery Maintenance – Set Up of a Cemetery Committee under Section 355, Local Government Act 1993		Cemetery Committee receive appropriate volunteer training.	
47	Council – Clause 4B – Project Status Report	<b>DPES</b>	Investigate the costings for acquiring the land at the end of the Old Bourke Road around to the New Bourke Road, the Old Pipeline Road to the Barrier Highway, the southern side of North Railway Parade in the vicinity of the old trucking yards and the land behind Polyfabrications for industrial purposes or town development	Initial report provided to the October 2011 Committee Meeting.  Industrial Strategy to be determined.

#### COUNCIL RESOLUTIONS 25 AUGUST 2011

NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
61	Council – 3A – Lower Macquarie Water Utilities Alliance (LMWUA) Agreement	<b>DES</b>	Mayor & GM execute the Deed of Agreement once consent is obtained.	Deed will be executed when consent obtained.

#### COUNCIL RESOLUTIONS 27 OCTOBER 2011

NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
87	Council – Clause 4A – Land Acquisition – Cobar Caravan	<b>DPES/LMO</b>	Undertake all processes required for the acquisition of the Cobar Caravan Park Lot	Completed. Need to fund acquisition before proceeding any further. Acquisition steps to

	Park Lot 317 in DP755649		317 in DP755649.	'Proposed Acquisition Notice'. Report provided to December 2013 Council Meeting.
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<b>COUNCIL RESOLUTIONS 22 MARCH 2012</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
157	Council – Clause 10A – Dalton Park Racecourse – Consideration of Fees and Licences	<b>LMO</b>	General Manager be authorised to negotiate a licence term of up to 7 years but no less than two (2) years with all licence holders.	Action Plan instigated for implementation of resolution.
158	Council – Clause 11A – Bathurst Street Reserve (R64199) – Consideration of Fees for Licences	<b>DPES/LMO</b>	That the General Manager be authorised to negotiate a licence term of up to seven (7) years but no less than two (2) years with the Cobar Tennis Club.	Action Plan instigated for implementation of resolution.
161	Council – Clause 14A – Cobar Scout/Guide Hall – 2 Brennan Street – Donation	<b>DCCS/LMO</b>	Maintains the current donation of accommodations at 2 Brennan Street, rent free to the Army Cadets and Girl Guides the financial year of 2012/2013.  Continue to forgo income for rates and water for 2 Brennan Street.  Negotiate a written lease agreement for a period of 5 years with a 5 year option to renew. The lease agreement to cover rent, maintenance of buildings and grounds, insurance, payment of electricity and other maintenance issues.	Action Plan instigated for implementation of resolutions.

			<p>Set conditions that the donation is conditional upon the Army Cadets and the Girl Guides entering into a lease agreement.</p> <p>Review further donations annually.</p> <p>Provides written advice to the Army Cadets and Girl Guides of the donation and all conditions.</p>	
162	Council – Clause 16A - Liquid Trade Waste Policy – Costs and Implementation Method	<b>DES/SM</b>	Adopts option one (1) for the upgrading of the existing trade waste outlets and purchase the required pre-treatment units and complete the installation works on all trade waste premises with all costs to be funded out of the Sewer Fund Reserves with a no-interest three (3) year loan to local proprietors of businesses, and further that repayment will be a condition of approval on their Liquid Trade Waste licence agreement as per the NSW Office of Water regulations.	Action Plan instigated for implementation of resolution.
<b>COUNCIL RESOLUTIONS 26 APRIL ADJOURNED TO 3 MAY 2012</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
177	Council - Clause 7A – Nymagee Old School Community Centre	<b>DPES/LMO</b>	Authorise the Mayor and General Manager to sign a license agreement with the Nymagee Progress Association once incorporated under the Common Seal of Council.	Final Licence Agreement has been sent to Nymagee Progress Association for signing.
194	Committee of the Whole Closed Council - Clause 4C – Sale of Land	<b>GM/LMO</b>	That Council provides authority for the General Manager to negotiate the sale of land at either 100 or 105 Marshall Street, Cobar for at least the minimum	Further Councillor workshop strategies planning for land in concern held on 9 August, 2012.

		<p>amount per square metre detailed in the report.</p> <p>That Council provides authority for the General Manager to undertake investigations into any party in regards to the standard financial and company checks, the company's previous experience with similar projects and their previous experience in completing projects with timeframes.</p> <p>The Council may in its absolute discretion elect to terminate negotiations with any party prior to exchange of a contract for the sale of land.</p> <p>That Council approve the sale of land conditional on:-      Surveying undertaken and new plans submitted and approved;      Subdivision plans submitted and approved;      Rezoning of the land to allow for motel accommodation;      All legal cost for both parties paid;      Submission of a detailed development application that includes but is not limited to:      Detailed architectural and design plans including elevations, footpaths, ramps, disabled access etc;      Detailed site plan;      Detailed car parking and access plans, including disabled parking;      A detailed risk assessment for Council water and</p>	<p>Currently no interested party.</p>
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			<p>sewerage systems; Detailed landscaping plan including footpaths;</p> <p>That Council authorise the Mayor and the General Manager to sign all relevant documentation under the Common Seal of Council.</p> <p>That investigations and reporting be undertaken for appropriate master planning of Council land at 100 and 105 Marshall Street, Cobar;</p> <p>That any sale of the land be subject to the negotiated development proceeding within a reasonable time;</p>	
<b>COUNCIL RESOLUTIONS 26 JULY 2012</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
219	Council – Clause 8A – Road Closure – Corner of Murray and Blakey Street, Cobar	<b>DPES/LMO</b>	<p>That Council resolves to close part of the road reserve on the corner of Murray and Blakey Street, Cobar identified as being Lot 2 in Deposited Plan 46869.</p> <p>That Council provides authority for the General Manager to make application to the Department of Primary Industries, Crown Land Division to close the road.</p> <p>That Council authorise the Mayor and the General Manager to sign all relevant documentation under</p>	<p>Action plan instigated for implementation of resolution.</p> <p>Advertising of proposed road closure undertaken by Crown Land Division of Department of Primary Industries. Submissions being managed in conjunction with DPI.</p> <p>Follow up has been occurring with providers of submissions and now waiting on response from Crown</p>

			the Common Seal of Council. That the land be acquired as operational land pursuant to the provisions of Section 31 of the <i>Local Government Act 1993</i> .	Lands. Classification to be arranged at acquisition.
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**COUNCIL RESOLUTIONS 23 AUGUST 2012**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
234	Council – Clause 7A – Festival of the Miners Ghost	<b>DCCS/MTPR</b>	Seek grant funding for the event to assist it to grow into an event with broader appeal beyond residents of Cobar.	Action plan instigated for implementation of resolution.
240	Committee of the Whole Closed Council – Clause 1C – Goat Handling Facility – Lot 40 DP755649 Kidman Way, Cobar	<b>DPES</b>	Decline to accept that the current operation of the goat handling facility at Lot 40 DP 755649 Kidman Way, Cobar is a continuing use under S109 of the Environmental Planning and Assessment Act 1979.  That the continued operation of the goat handling facility at Lot 40 DP 755649 Kidman Way, Cobar be dealt with as a compliance matter to be followed up by the Director of Planning and Environmental Services.	Action plan instigated for implementation of resolutions.

**COUNCIL RESOLUTIONS 27 SEPTEMBER 2012**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
254	Council – Clause 21A – Application for Exemption – Pavement	<b>DES/WM</b>	That representations and submissions be provided to Commonwealth Ministers and Agencies in seeking 100% funding for the essential pavement upgrading	Action plan instigated for implementation of resolution. Currently applications being made to

	Concession and Future Maintenance of Cobar Regional Airport		works that are required to be able to handle larger aircraft as that proposed by Brindabella Airlines at Cobar Regional Airport.	the State Government through the Resources for Regions Program.
COUNCIL RESOLUTIONS 13 DECEMBER 2012				
NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
307	Council – Clause 12A – Plant Replacement Program, Proposed Purchase of 34,000 Litre Water Tank Trailer in lieu of Side Tipper Trailer	GM/WM	That the Plant Replacement Program be altered to provide for the purchase of one only 34,000 litre trailer road tanker in lieu of the side tipper trailer.  That quotations be called for the supply and purchase of one only 34,000 litre trailer water tanker suitable for use as the lead trailer in a road train configuration at an estimated cost of \$100,000.	Rescission Motion reported again to the April 2013 Council Meeting which was lost. Action plan instigated and implemented of original resolution.
COUNCIL RESOLUTIONS 28 FEBRUARY 2013				
NUMBER	ITEM	ACTION BY	ACTION REQUIRED	OUTCOME
343	Council – Clause 22A – Proposed Hangar Construction and Lease of Plant of Land at Cobar Regional Airport by Sullivan’s Mining and Hardware	DES/WM	That Council approve the construction of a hangar (subject to the building regulations) to be known as Hanger No. 2, on the current site of the “Aero Club”.  That the applicant, Sullivan’s Mining and Hardware be responsible for the cost of relocation of the Aero Club to a site determined by the Works Manager.  That Council enter into a lease with the applicant for	Action plan instigated for implementation of resolutions.  Action plan instigated for implementation of resolutions.



			<p>a 5 x 5 x 5 year lease with the annual fees being in line with the Fees and Charges as determined by Council.</p> <p>That Council investigate the possibility of arranging a lease for the management and maintenance to the appropriate standard of the Cobar Aerodrome, including the house and all amenities.</p>	Expressions of interest advertising will be delayed until final result of Resources for Regions EOI known.
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**COUNCIL RESOLUTIONS 28 MARCH 2013**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
350	Finance and Policy Committee – Notice of Motion – Management of the Youth and Community centre	<b>DCCS/MYFC</b>	That expressions of interest be called for seeking an independent operation of the Youth and Community Centre.	Expressions of interest advertising will be delayed until final result of Resources for Regions EOI known.
362	Committee of the Whole Closed Council - Clause 3C – Consideration of RMS Agency Agreement	<b>DCCS</b>	That Council approve in principle entering an agency agreement with Roads and Maritime Services for a further three years provided that the projected revenue covers Council's costs.	Action plan instigated for implementation of resolution.

**COUNCIL RESOLUTIONS 24 APRIL 2013**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
380	Committee of the Whole Closed Council – Clause 1C – Notice of Rescission Motion –	<b>GM</b>	That in the year 2013/2014 that Council develops a tourism management plan that details appropriate commitments and plans that aid the tourist industry in Cobar.	Action plan instigated for implementation of resolution.

	Consideration of Tourism Cost Centre			
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<b>COUNCIL RESOLUTIONS 25 JULY 2013</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
419	Council – Clause 10A – Proposed NSW Grain Harvest Management Scheme (GHMS) – 2013/2014	<b>WM</b>	That this matter be taken up with the State Government to receive additional funding to maintain these roads, and the damage caused by these vehicles.	Action plan instigated for implementation of resolution.
422	Committee of the Whole Closed Council – Clause 1C – Industrial Relations Matters	<b>GM/HRO</b>	That a follow up report on the financial and risk implications be presented to Councillors when available.	Initial report provided to July Ordinary Council Meeting and Committee of the Whole Closed Council – follow up report to be determined.
423	Committee of the Whole Closed Council – Clause 3C – Expressions of Interest for Lease of the Town Hall Cinema	<b>DPES</b>	That Council leases the cinema to the Western Studio of Performing Arts as per their expression of interest submission.	Draft lease provided to Western Studio of Performing Arts.

<b>COUNCIL RESOLUTIONS 22 AUGUST 2013</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
427	Works Committee – Report	<b>CM</b>	That the works program be developed to address	Action plan instigated for

	1A – Pedestrian Access Mobility Plan (PAMP) and Access Audit		the priority one items. That the risk of un-actioned priority one items be entered into Council’s Risk Register.	implementation of resolution.
435	Council – Clause 9A – Determination of Status of Mt Gap Road	<b>WM</b>	That Mt. Gap Road within Mt. Gap Station shall be dedicated a public road and remain on the Roads Register as a Shire Road.	Waiting on gazettal by Western Lands.
437	Committee of the Whole Closed Council – Clause 1C – Tender T3-13-5 – Design and Construction of Skate Park Facility	<b>SPO</b>	That Council award the tender for the Cobar Skate Park (T3-13-5) to Precision Skate Parks Pty Ltd, conditional upon, and once the RDAF Round 3 funding agreement is finalised.	Action plan instigated for implementation of resolution. Engagement of Successful Contractor subject to confirmation of funding from the Commonwealth Government.
<b>ORDINARY COUNCIL RESOLUTIONS 26 SEPTEMBER 2013</b>				
<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
444	Finance and Policy Committee – Report 2A – Christmas Functions 2013	<b>GM/SPO</b>	That Council provides a lump sum payment of \$3,400 based on the number of staff and Councillors towards the Staff/Councillors Christmas celebrations in 2013.  The lump sum payment be divided as follows: \$2,440 for a combined Cobar-based staff/Councillor party, \$800 for Lilliane Brady Village staff and \$160 for Euabalong staff.  That Council determines that the offices where	Arrangements for Christmas Parties finalised – No further action required.

			practical will close from 3pm on Thursday 19 December 2013.	
447	Committee of the Whole Closed Council – Clause 1C – Cobar Truck Wash Options	<b>DES/WM</b>	That Council proceeds to investigate the options of developing a new truck wash at the rear of the Council Depot for consideration in the 2014/2015 budget with the options being to cater for construction vehicles only and both construction and stock carrying vehicles.	Action plan instigated for implementation of resolution.
457	Council – Clause 12A – Side Tipper and Rock Crusher Report	<b>WM</b>	That Council hires a gravel crusher on a trial basis.  That an appropriate investigation be undertaken and reported to Council in regards to new water bores and turkey nest dams for road work construction and maintenance.  That council does a complete evaluation of plant and equipment in relation to budget, expected services levels and staff numbers prior to the 2014/2015 budget.	Quotes being obtained.  An initial report provided to the December 2013 Council Meeting.  Expect a report to be provided to the February 2014 Council Meeting.

**ORDINARY COUNCIL RESOLUTIONS 24 OCTOBER 2013**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
478	Council – Clause 11A – Expressions of Interest for Resources for the Regions Program Round 2	<b>SPO</b>	That Council resolves to submit Expressions of Interest to the Resources for Regions program Round 2 for the following projects and that they be listed in this priority order:	All Expressions of Interest applications provided – No further action required.

			<ol style="list-style-type: none"> <li>1. Pavement strengthening works and lighting upgrades at the Cobar Regional Airport - \$2.3m;</li> <li>2. Sewerage works upgrades (including expansion of the network to the Industrial Estate, Ward Oval sewer pump station refurbishment, treatment plant refurbishment and effluent reuse upgrade works - \$1.2m;</li> <li>3. Reseal of the Mulya Road (RR 407), CSA Access Road (SR38) and Endeavor Access Road (SR42) - \$2.45m;</li> <li>4. Refurbishment of the Cobar Community Facilities (Youth and Fitness Centre and Town Hall Cinema) - \$0.55m;</li> <li>5. Reseal Hera Mine Access Road – Priory Tank Road (RR461) and Burthong Road (SR19) - \$2m.</li> </ol>	
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**COUNCIL RESOLUTIONS 28 NOVEMBER 2013**

<b>NUMBER</b>	<b>ITEM</b>	<b>ACTION BY</b>	<b>ACTION REQUIRED</b>	<b>OUTCOME</b>
479	Finance and Policy – Report 1A – Notice of Motion – Invitation to Parkes and Barwon MP’s to Attend Council Meetings	<b>GM</b>	<p>That Council invite Mark Coulton MP and Kevin Humphries MP to attend a Council Meeting for a formal discussion on Cobar’s economic position and associated matters.</p> <p>That prior to such attendance an agenda/strategy be formulated.</p>	<p>Written invitation sent to Mark Coulton MP and Kevin Humphries – No further action required.</p> <p>Action plan instigated for implementation of resolution.</p>

480	Finance and Policy – Report 2A – Presentation Regarding the Darling Basin Drilling Program	<b>LMO</b>	That Council thank the Representative from the Division of Resources and Energy for their presentation.	Verbal thank you provided at the meeting – No further action required.																														
481	Finance and Policy – Report 3A – Q1 2013/2014 Budget Variation	<b>DCCS</b>	<p>That the operating budget be amended to reflect the following:</p> <table border="1"> <thead> <tr> <th></th> <th><b>General Fund</b></th> <th><b>Waste Fund</b></th> <th><b>Water Fund</b></th> <th><b>Sewer Fund</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Adopted</td> <td>-811,875</td> <td>109,638</td> <td>2,967</td> <td>11,968</td> <td>-687,302</td> </tr> <tr> <td>Carry Overs</td> <td>-56,750</td> <td></td> <td></td> <td></td> <td>-56,750</td> </tr> <tr> <td>Adjustments</td> <td>-11,707</td> <td>47,976</td> <td></td> <td></td> <td>36,269</td> </tr> <tr> <td>New Forecast</td> <td>-880,332</td> <td>157,614</td> <td>2,967</td> <td>11,968</td> <td>-707,773</td> </tr> </tbody> </table> <p>(New Forecast with individual line items as per the attachment to this report)</p> <p>That the capital budget be reduced by \$627,328 as per the attachment to this report.</p> <p>That Council reinstate any of the deleted capital projects should the funding for them be received.</p>		<b>General Fund</b>	<b>Waste Fund</b>	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Total</b>	Adopted	-811,875	109,638	2,967	11,968	-687,302	Carry Overs	-56,750				-56,750	Adjustments	-11,707	47,976			36,269	New Forecast	-880,332	157,614	2,967	11,968	-707,773	Council Budget items amended in accordance with Quarterly Budget Review- No further action required.
	<b>General Fund</b>	<b>Waste Fund</b>	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Total</b>																													
Adopted	-811,875	109,638	2,967	11,968	-687,302																													
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482	Finance and Policy – Report 4B – Grant Funding	<b>SPO</b>	That Council agrees to apply for Country Libraries Funding to enclose the alcove at the Library as per last years grant application to increase library storage capacity and to provide a meeting space for the public.	Grant application complete – No further action required.																														
483	Works Committee – Report 1A – Liquid Trade Waste Policy Renewal	<b>SM</b>	That Council adopt the Liquid Trade Waste Policy.	Policy distributed – No further action required.																														

484	Committee of the Whole Closed Council – Clause 1C – Cobar Memorial Services Club Car Park Lease Agreement	<p><b>DES</b></p> <p><b>DPES/LMO</b></p>	<p>That Council accept the legal advice received from Marsdens Law Group and advise the Cobar Memorial Services Club that Council has investigated their concerns and found them to be invalid and therefore Council is not prepared to negotiate in regards to the conditions of the lease.</p> <p>That the Memorial Services Club be advised that Council will consider concession in regard to payment of general rates on the car park land which is of concern during the Budget Deliberation process for the 2014/2015 budget.</p> <p>That an investigation be undertaken to determine that all users of Crown Land where Cobar Shire Council is the trustee and Council Owned Land are being charged appropriately for the use of the land and that they hold appropriate insurances with an appropriate report to be provided in the near future.</p>	<p>Appropriate letter provided to Cobar Memorial Services Club and arrangements for Mayor and General Manager to meet with Secretary/ Manager – No further action required.</p> <p>Action plan instigated for implementation of resolution</p>
485	Council – Clause 2A – Presentation of Council’s Audited Financial Reports for 2012/2013	<b>DCCS</b>	That Council thanks Mr Jeff Shanks of Luka Group for his presentation.	Verbal thank you provided at the meeting – No further action required.
486	Council – Clause 3A – Proposal to Facilitate Financial Issues in Local Government Workshop for Cobar Shire Council Councillors and Senior Staff and Other	<b>GM</b>	<p>That Council participate in a Financial Issues in Local Government Workshop in Cobar as detailed in the Report on Thursday 13 February 2014.</p> <p>That Councillors who wish to attend the Financial Issues in Local Government Workshop in Cobar advise the General Manager by close of business on 29 November 2013.</p>	<p>Arrangements in train for undertaking workshop on 13 February 2014.</p> <p>Assumption that all Councillors attending the Council Meeting on 28 November 2013 will be</p>

	Interested Councils			attending and request to those Councillors who were an apology have been made – No further action required.
487	Council – Clause 5A – Equal Employment Opportunity Policy	<b>HRO</b>	That the draft Equal Employment Opportunity Policy be adopted by Council.	Policy distributed – No further action required.
489	Council – Clause 5A – Donations Policy	<b>HRO</b>	That the attached draft Donations Policy be adopted by Council.	Policy distributed – No further action required.
490	Council - Clause 7A – Review of Weed Management in New South Wales	<b>NWO/LMO</b>	That Council makes an appropriate submission to the Natural Resource Commission about the review of weed management in NSW indicating that Council advocates for and supports the continued management of weeds by local government with appropriate levels of funding from the NSW Government that it is much more than the current level and uses our achievements through the current funded Weed Action Program (WAP) to answer concerns and issues raised in the Natural Resource Commission’s Issues Paper.	Submission provided to the Natural Resource Commission – No further action required.
491	Council - Clause 8A – Swimming Pool Utilisation Report	<b>SM</b>	That Council take into consideration the final season financial results or part thereof in determining the entrance fees for the Cobar Memorial Swimming Pool for the 2014 – 2015 pool season.	Noted – will be considered at Council Workshops that are considering the 2014/2015 Fees and Charges – No further action required.
492	Council - Clause 9A – Economic Taskforce Community Representatives	<b>SPO</b>	That Council accepts Mr Peter Abbott’s nomination as a Community Representative on Council’s Economic Taskforce.	Advice provided to Mr. Abbott on his nomination success – No further action required.



			That following the development of the Terms of Reference of the Taskforce that Council again calls for Community Representatives to sit on the group.	Action plan instigated for implementation of resolution.
493	Council – Clause 10A – Donations Requests from Schools in Cobar Shire.	<b>DCCS</b>	That Council make end of year donations of \$100.00 each to the schools (cash or Cobar Quids as required) in the Cobar Shire (including Euabalong) for 2013.  That Council assist the schools to apply for donations for the 2014/2015 year.	Donations provided – No further action required.  Action plan instigated for implementation of resolution.

**RECOMMENDATION**

**That the information contained in the monthly status report be received and noted.**

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**CLAUSE 3B – MEETING MINUTES**

**FILE: R5-36 AOP REFERENCE: 3.1 ATTACHMENT: YES (PAGE 123-125)**

**AUTHOR: *General Manager, Gary Woodman***

**Background**

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

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

- Rural Roads Advisory Committee .....6 November 2013.

**RECOMMENDATION**

**That the minutes of the meeting of the Rural Roads Advisory Committee be received and noted.**

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**CLAUSE 4B – DEVELOPMENT APPROVALS****FILE: T5-1****AOP: REFERENCE: 1.6.3.1****ATTACHMENT: NO****AUTHOR: *Director of Planning & Environmental Services, Garry Ryman*****Complying Development Approvals**

There were no Complying Development Applications approved under delegated authority for the period 20 November 2013 – 4 December 2013.

**The value of Complying Development approvals for 2013/2014 to date is Nil.**

The value of Complying Development approvals for the similar period in 2012/2013 was \$57,780.00.

**Local Development Approvals**

The following Local Developments have been approved under delegated authority for the period 20 November 2013 – 4 December 2013.

CERTIFICATE NO.	ADDRESS	DESCRIPTION	VALUE (\$)
2013/LD-00054	Sixth St, Cobar	Storage Shed	20,000
2013/LD-00051	Burthong Rd, Nymagee	Car Park Extension	10,000
2013/LD-00050	63 Brough St, Cobar	Carport	30,00
2013/LD-00049	13 Belagoy St, Cobar	Shed & Boundary Fence	17,000
2013/LD-00048	33 Prince St, Cobar	Manufactured Home	183,704
2013/LD-00041	Maryantha East, Cobar	Dwelling	200,000
2007/LDA-00109 REV01	Lots 17 Clifton Pl & 52 Duffy Dr, Cobar	Modification to Residential Units	-

**The value of Local Development approvals for 2013/2014 to date is \$2,318,818.00.**

The value of Local Development approvals for the similar period in 2012/2013 was \$10,903,280.00.

**Construction Certificates**

The following Construction Certificates have been approved under delegated authority for the period 20 November 2013 – 4 December 2013:

CERTIFICATE NO.	ADDRESS	DESCRIPTION
2013/CB-00052	Sixth St, Cobar	Storage Shed
2013/CB-00043	63 Brough St, Cobar	Carport

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**RECOMMENDATION**

**That the information detailing the Local Development and Construction Certificate approvals for the period 20 November 2013 – 4 December 2013 be received and noted.**

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**CLAUSE 5B – BANK RECONCILIATION, CASH FLOW & LOAN FACILITY  
SUMMARIES AS AT 30 NOVEMBER 2013**

**FILE: B2-7                      AOP REFERENCE: 3.1.1.5                      ATTACHMENT: NO**

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

**Purpose**

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

**Bank Reconciliation (NAB & Orana)**

Balance as per Bank Statement – 30 November 2013	\$ 268,911
Add:    Outstanding deposits	\$ 22,160
Deduct: Unpresented Cheques	(\$ 2,410)

<b>BALANCE AS PER CASH BOOK 30 November 2013</b>	<b>\$ 288,661</b>
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*In accordance with the requirements of the Local Government Act, 1993, I hereby certify that the Cash Book has been reconciled with the appropriate Bank Statements on a daily basis, during the month of November 2013 and that the reconciliations have been recorded.*



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Manager Finance & Administration

**Summary of Total Funds Available at Month End,  
30 November 2013**

<b>Month</b>	<b>Investment Balances</b>	<b>Operating Account</b>	<b>Total Available Funds</b>
Dec-12	3,551,162	10,709	3,561,871
Jan-13	2,267,106	1,008,851	3,275,957
Feb-13	3,647,974	165,077	3,813,051
Mar-13	3,897,268	27,447	3,924,716
Apr-13	4,331,178	62,765	4,393,943
May-13	4,942,144	185,338	5,127,482
Jun-13	6,800,469	47,099	6,847,568
Jul-13	6,762,636	487,501	7,250,137
Aug-13	6,958,021	880,066	7,838,087
Sep-13	6,407,476	125,737	6,533,213
Oct 13	6,066,108	351,008	6,417,116
Nov 13	6,291,092	288,661	6,579,753

## Cash Flow

Forecast	Actual	Description	Forecast
Nov-13	Nov-13		Dec-13
351,088	351,008	Bank Balance Forward	288,661
605,000	605,671	Financial Assistance Grant	
	12,487	RTA	
128,000		RMS – Ordered Works	483,556
510,000	299,679	RMS – RMCC Routine	
674,000	776,878	Rates /Water/User Charges	520,000
150,000	143,450	Private Works/Debtors	150,000
70,000	197,959	LBV – Residents Fees & Grant	207,180
250,000	150,696	Child Care/In Home Care	90,000
384,145	340,000	Transfer from ‘At Call’ Account	1,800,000
15,000	13,066	Museum & Youth Centre	15,000
	34,910	GST	125,324
25,000	28,612	Sundry	25,000
		<i>Less</i>	
(1,200,000)	(1,481,085)	Creditors	(2,100,000)
(660,000)	(669,514)	Wages / Salaries	(800,000)
(1,200,000)	(492,923)	Transfer to ‘At Call’ Account	(741,221)
(22,233)	(22,233)	Loan Repayment <i>(refinanced during November)</i>	(22,264)
80,000	288,661	Closing Reconciled Bank Balance Cr/(Dr)	41,236
<b>COUNCIL’S LOAN FACILITIES as at 30 November 2013</b>			
Working Capital Loan (NAB 5.63%)			(\$ 700,000)
Refinanced NECU Loan (NAB 6.22%)			(\$1,986,962)
<b>Closing Balance 30 November 2013</b>			<b>(\$2,686,962)</b>

## RECOMMENDATION

**That Council receive and note the Bank Reconciliation, Cash Flow, Investment and Loan Facilities for the month of November 2013.**

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**CLAUSE 6B – INVESTMENT REPORT AS AT 30 NOVEMBER 2013**

**FILE: B2-7**

**AOP REFERENCE: 3.1.1.7**

**ATTACHMENT: NO**

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

**Purpose**

Council has requested that appropriate financial information be presented to each meeting of Council. The table below the balances of Council's Investments as at the report date. Funds available throughout the month for short-term investment were transferred to a NAB Sweep Account because the interest rate remains competitive. Net funds amounting to \$162,100.67, received during September and November 2012 from Sale of Council property continue to be preserved to assist in covering "Employee Leave Entitlements". Loan proceeds from a National Australia Bank loan draw-down of \$1m on 29 June 2012 were transferred to a NAB term deposit which is re-invested (principal and interest) every six months. The current term deposit, attracting 3.79% interest, will mature on 06/05/2014 and will therefore provide additional income over the investment term. Included in the table below is the approximate interest attributable to November 2013.

<b>Date</b>	<b>Opening Balance</b>	<b>Transfers to Investments</b>	<b>Transfers from Investment</b>	<b>Interest earned – Investments- Month</b>	<b>Closing Balance</b>
	<b>01.11.2013</b>				<b>30.11.2013</b>
NAB Sweep Acct	\$ 4,846,302	\$ 1,182,923	(\$971,000)	\$ 9,367	\$ 5,067,592
NAB Sweep Acct ELE	\$ 162,101				\$ 162,101
NAB Term Deposit, Mat. 6/11/13; 4.25% Interest	\$ 1,057,705			\$ 3,694	\$ 1,061,399
<b>Totals</b>	<b>\$ 6,066,108</b>	<b>\$ 1,182,923</b>	<b>(\$ 971,000)</b>	<b>\$ 13,061</b>	<b>\$ 6,291,092</b>

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

  
\_\_\_\_\_  
Manager Finance & Administration

**RECOMMENDATION**

**That Council receive and note the Investment Report for the month of November 2013.**

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**CLAUSE 7B – RATES RECONCILIATION TO 30 NOVEMBER 2013****FILE: R2-1****AOP REFERENCE: 3.1.1.6****ATTACHMENT: YES (PAGE 126-127)****AUTHOR: Rates Officer, Jo-Louise Brown****Purpose**

To provide Council details of the Rate Reconciliation as at 30 November 2013.

FUND	LEVY 2013-2014	Pensioner Rebates	Abandoned Levy	Additional Levies	Sub Total 2012-2013	Arrears 30th Jun 13	Payments	Total Outstanding	Total Outstanding Previous Year	% Outstanding of Sub Total Plus Arrears
Business	349,572.86	328.93	192.00	318.00	349,369.93	19,111.15	233,811.59	134,669.49	118,172.43	36.55%
Farmland	606,290.59	2,625.00	301.00	729.45	604,094.04	25,447.15	323,240.48	306,300.71	234,047.97	48.65%
Mining	1,342,103.85		-	144,150.00	1,486,253.85	0.00	722,561.07	763,692.78	533,598.90	51.38%
Residential	1,078,701.04	48,836.93	2,175.81	492.00	1,028,180.30	124,727.96	569,185.59	583,722.67	539,242.24	50.63%
Overpayments					-	-121,599.18	-76,481.80	-45,117.38	-60,190.05	37.10%
Legal Costs			-	4,548.84	4,548.84	22,376.90	8,169.46	18,756.28	25,252.63	69.66%
Interest			490.06	2,759.21	<b>2,269.15</b>	47,185.88	5,709.08	43,745.95	56,123.32	88.46%
<b>General Rates</b>	<b>3,376,668.34</b>	<b>51,790.86</b>	<b>3,158.87</b>	<b>152,997.50</b>	<b>3,474,716.11</b>	<b>117,249.86</b>	<b>1,786,195.47</b>	<b>1,805,770.50</b>	<b>1,446,247.44</b>	<b>50.27%</b>
<b>Domestic Waste</b>	<b>519,220.00</b>	<b>18,204.14</b>	<b>1,129.59</b>	<b>95.00</b>	<b>499,981.27</b>	<b>19,429.90</b>	<b>301,278.58</b>	<b>218,132.59</b>	<b>223,296.16</b>	<b>42.00%</b>
<b>Sewerage</b>	<b>657,310.00</b>	<b>19,556.25</b>	<b>620.00</b>	<b>-</b>	<b>637,133.75</b>	<b>21,661.84</b>	<b>375,717.99</b>	<b>283,077.60</b>	<b>293,187.22</b>	<b>42.97%</b>
Cobar Water	577,754.00	20,956.25	227.00	-	556,570.75	21,203.32	349,470.43	228,303.64	240,810.30	39.51%
Nymagee Water	24,220.00	612.50	329.97	-	23,277.53	4,315.39	13,329.67	14,263.25	13,103.14	51.69%
Euabalong Water	36,115.00	1,312.50	1,562.83	-	33,239.67	7,383.17	20,429.16	20,193.68	22,034.46	49.71%
Euab West Water	22,780.00	612.50	555.00	-	21,612.50	4,102.76	12,322.19	13,393.07	24,573.49	52.08%
Mt Hope Water	4,585.00	-	-	-	4,585.00	308.26	3,422.72	1,470.54	1,623.26	30.05%
<b>Water Access</b>	<b>665,454.00</b>	<b>23,493.75</b>	<b>2,674.80</b>	<b>-</b>	<b>639,285.45</b>	<b>37,312.90</b>	<b>398,974.17</b>	<b>277,624.18</b>	<b>302,144.65</b>	<b>41.03%</b>
<b>Water Usage</b>	<b>303,594.70</b>		<b>27,686.30</b>	<b>-</b>	<b>275,908.40</b>	<b>461,357.26</b>	<b>704,897.71</b>	<b>32,367.95</b>	<b>11,655.70</b>	<b>4.39%</b>
<b>TOTAL</b>	<b>5,522,247.04</b>	<b>113,045.00</b>	<b>35,269.56</b>	<b>153,092.50</b>	<b>5,527,024.98</b>	<b>657,011.76</b>	<b>3,567,063.92</b>	<b>2,616,972.82</b>	<b>2,276,531.17</b>	<b>42.32%</b>

**RECOMMENDATION****That the Rates Reconciliation Report as at the 30 November 2013 be received and noted.**



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**CLAUSE 8B – EXPENDITURE FOR ROADS NETWORK**

**FILE: R5-31 AOP REFERENCE: 4.3.2 ATTACHMENT: YES (PAGE128-138)**

**AUTHOR: *Director of Engineering Services, Peter Graf***

**Purpose**

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

**Background**

A report detailing the Expenditure on Capital/R2R (grey), Council's Shire Local Roads (blue) and Regional Roads Network (green) is provided as an attachment to this agenda for Council's information.

**RECOMMENDATION**

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

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## **CLAUSE 9B – ENGINEERING WORKS REPORT**

**FILE: C6-20-2**

**AOP REFERENCE: 4.3.2**

**ATTACHMENT: NO**

**AUTHOR: *Director of Engineering Services, Peter Graf***

### **Purpose**

To inform Council of completed and ongoing Engineering Works for the period of November 2013.

### **Background**

November 2013 Engineering Works have consisted mainly of maintenance and some construction works on Shire Roads.

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

#### **Roads to Recovery**

- SR 12 – Yathong Road – gravelling and maintenance grading.

#### **Special Rate Variation Works**

- SR 17 – Merri Road – gravelling and maintenance grading.

#### **Maintenance Work**

- SR 3 – maintenance grading;
- SR 12 – maintenance grading;
- SR 18 – gravelling and maintenance grading;
- MR 7521 – road shoulder maintenance;
- MR 7518 – gravelling and maintenance grading.

### **State Highways**

#### **Maintenance Work**

- Shoulder grading drop off - intensive works being completed on Kidman Way South (MR410) – ongoing – additional work needed;
- Sign Replacement Works as required – ongoing;
- Rest Area Maintenance – ongoing;
- Heavy patching on MR410 - completed;
- Heavy patching on HW8 – completed;
- Vegetation control on MR410 – ongoing;
- Pybar camp entrance – only sealing needed.

#### **Ordered Work**

- 9 segments have been resealed on MR410;
- 4 segments remaining to be resealed;
- Line marking on MR410 – ongoing;
- Lillyvale Rest Area – ongoing.

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## **Water and Sewer**

### **Maintenance Work**

- Continuation of Sewer Pump Station inspections and Flow Meter Recording Works;
- Pest control within Sewer Reticulation Network;
- Stop valve and hydrant repairs on town water supply reticulation;
- Clearing vegetation on the Nyngan to Cobar Pipeline easement (CWB) – progressing;
- Scour valve flushing on 300mm pipeline (CWB);
- Major meter reading works (CWB) – ongoing.

### **RECOMMENDATION**

**That the information contained in the Engineering Works Report detailing maintenance on shire and regional roads, state highways and water and sewers mains be received and noted.**

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**CLAUSE 10B – TRAFFIC COUNTS ON SHIRE ROADS AND CLASSIFIED ROADS (RR7518– MR461)**

**FILE: R5-34 AOP REFERENCE: 4.3.2**

**ATTACHMENT: YES  
(PAGE 139-140)**

**AUTHOR: *Construction Supervisor, Brett Hallcroft***

**Background**

Updating of traffic counts on Regional and Shire roads is continuing with counts being undertaken over the last month on RR7518 and MR461.

**Current Traffic Count Summary**

<b>Rd No.</b>	<b>Road Name</b>	<b>Location of Counter</b>	<b>Date</b>	<b>AADT</b>	<b>% Commercial Vehicles</b>
RR7518	Fifty Two Mile Road	5 km from intersection with Barrier Highway	21/10/2013 – 14/11/2013	21	35.1%
MR461	Priory Tank Road	5 Km from intersection with Barrier Highway	06/11/2013-26/11/2013	58	27.3%

**RECOMMENDATION**

**That the information in relation to traffic counts on Shire roads and classified roads (RR7518), (MR461) be received and noted.**

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**CLAUSE 11B – GRANT FUNDING****FILE: G4-17****AOP REFERENCE: 3.1.1.4****ATTACHMENT: NO****AUTHOR: *Special Projects Officer, Angela Shepherd*****Grant Update**

<b>Grant and Department</b>	<b>Activity</b>	<b>Amount Applied For</b>	<b>Successful?</b>	<b>Council Funding Required</b>	<b>Deadline for Project</b>
<b>Grants Applied for</b>					
Training and Community Access – Western CMA	Purchase of a solar system to run the Indigenous Nursery	\$5,374	Pending	Nil	
Community Building Partnerships	Supply and installation of a new piece of playground equipment in Drummond Park	\$13,655	Pending	Matching	March 2015
Remote Airstrip Access Fund	Purchase and installation of new gable markers and wind sock pole at Nymagee airstrip	\$15,779	Pending	Matching (Hera funds)	30 June 2014
NSW Country Library's Fund	To enclose the alcove at the library and turn it into a meeting room with facilities and compactuses installed in the library to house the local history collection appropriately.	\$93,020	Pending	\$10,000 from the matching grants allocation.	
Youth Week 2014	NSW Government	\$1,230	Pending	Matching	Youth Week 2014
Indent Funding	Little Big Day Out – Council as a sponsor for the Youth Council.	\$2,500	Pending	Nil.	1 February 2014
ANZAC Centenary Local Grants Program	Development of a travelling exhibition, booklet and visual display on RSL exterior.	\$10,000	Pending	Nil, however other community donations required and being sought.	April 2015
NSW Sport and Recreation	Project to improve Drummond Park playground area with installation of synthetic grass.	\$35,000	Pending	Matching	2015

<b>Grant and Department</b>	<b>Activity</b>	<b>Amount Applied For</b>	<b>Successful?</b>	<b>Council Funding Required</b>	<b>Comment</b>
<b>Grants Announced</b>					
Nil					

### **Current Grant Opportunities –**

#### **Resources for Regions EOI's submitted**

Council submitted the following EOI's under the latest round of the Resources for Regions Program:

- Cobar Airport pavement strengthening and lighting upgrade - \$2.5m;
- Upgrade to the sewer network, including Ward Oval pump station, bank stabilisation at the lagoons, expansion of the network into the industrial area and chlorination of the reuse water - \$2.2m, with \$100,000 Council contribution;
- Resealing and stabilised widening (shoulder preparation/grading, line marking and sign installation) the Mulya Rd, CSA Access Rd and Endeavor Access Rd - \$5.21m with a \$50,000 Council contribution;
- Resealing and stabilised widening of Priory Tank Rd and 4.5km of Burthong Rd - \$4,036,300 requested from Resources for Regions, with Council to contribute \$63,700 from the VPA with YTC Resources;
- Upgrade of the Cobar Youth and Fitness Centre, including an extension, new kitchen, toilet, airconditioning, painting and new entrance way - \$1.2m. No Council contribution pledged.

Council also assisted the Cobar Water Board with their proposal for the Nyngan – Cobar Twin Pipelines Replacement Project and the Cobar Caravan Park with their submission for increased mining accommodation.

#### **RECOMMENDATION**

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

# **ATTACHMENTS**



## **ORDINARY MEETING AGENDA**

**THURSDAY 12 DECEMBER 2013**

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## ~ REFERENCE TO ATTACHMENTS ~

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