

ATTACHMENTS



ORDINARY MEETING AGENDA

THURSDAY 27 APRIL 2017

~ REFERENCE TO ATTACHMENTS ~

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ACTION PLAN

The Action Plan is to be completed and adopted by the Council to guide the implementation and monitoring of the recommendations in this report. The reviewers have allocated notional priority rankings using the risk rating analysis on the previous page. The Council is encouraged to review and revise these, if necessary.

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
1. Following the adoption of its revised Code of Conduct, the Council is encouraged to provide councillors and staff with information highlighting the provisions which have changed.	High	Information session conducted for Councillors on the Code of Conduct.	March 2014	General Manager	Complete. Staff receive training at Induction on the Code of Conduct including provision of a Guideline. Councillors received training at induction and at time of adoption of new Code.
2. As planned, the Council prepare and adopt a Gifts and Benefits policy.	Medium	Development and adoption of a Gifts and Benefits Policy.	May 2017	General Manager	Currently yearly information instruction on gifts and benefits is provided to staff together with information at annual staff induction and corporate induction. Policy to Council for adoption.

Promoting Better Practice Review Report – Cobar Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
3. Further training and/or assistance should be provided to assist in the completion of disclosure of interests returns and ensure that accurate information is recorded by designated persons.	Medium	Training Session conducted for completion of the next Designated Persons Return and following the next election.	September 2014	General Manager	Complete. Training undertaken at time of distribution of documentation for the 2013/2014 return.
4. The Council is encouraged to create an Enterprise Risk Management system as intended.	Low	Development of an Enterprise Risk Management system	June 2017	Human Resources Manager	Risk Management Policy adopted by Council. Enterprise Risk Management risk factors to draft stage. Enterprise Risk Register complete with Action List on very high risk items developed. Action Plan to be developed to reduce very high risk items.
5. To ensure that the Council is well-placed to manage the impact of adverse and unplanned events on its operations, it should develop a business continuity plan.	High	Development of a Business Continuity Plan	December 2018	Director of Finance and Community Services	Plan being produced in conjunction with StateCover.

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION		PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
6.	The Council is encouraged to take steps to improve document control in relation to the documents in its policy register.	Medium	Finalisation of Policy Register with Version Control	June 2014	General Manager	Complete. Current policies all available on Council's Website. Policy register renewed and relevant Council Officer accountable.
7.	Each Council committee should be provided with either a constitution or charter setting out its membership and functions, and documented procedures/operations manuals.	Medium	Development of Council Committee Procedures/ Operational Manual that details for each respective Committee a Charter (Terms of Reference), membership and functions	June 2017	Manex	Terms of Reference developed for the Economic Taskforce - Completed.
8.	The Council's practices and procedures for handling complaints should be formalised in a policy. This should include provisions for regular reports for consideration by the executive management team and elected body.	Low	Redevelopment of Complaints Management Policy to include provision for statistical reporting	June 2016	Director of Corporate and Community Services	Complaints Management Policy adopted by Council 26 February 2009. Electronic complaints system to be developed.

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
9. Ensure the Community Engagement Strategy includes strategies for engagement around community priorities and expected levels of service.	Medium	Renewal of Asset Management Plans to involve community engagement concerning levels of service	June 2018	Director Corporate and Economic Services in conjunction with Asset Managers	Renewed Asset Management Plans will be undertaken with community engagement for levels of service that are affordable.
10. Community engagement processes (particularly when suggesting or testing the case for a Special Rate Variation) should be informed by information contained in the Long-Term Financial Plan.	Medium	Requested work undertaken during community engagement process	N/A	Director Corporate and Economic Services	Complete, SRV approval by IPART.
11. The Council is encouraged to use the road hierarchy (asset management plans) to establish, as part of the community engagement process, an affordable level of services.	Medium	Re-development and adoption of Transport Asset Management Plan	N/A	Works Manager	Complete, Transport Asset Management Plan adopted in February 2013
12. The Council should ensure that there are clear links between the Delivery Program and the Resourcing Strategy.	Medium	-	N/A	Director Corporate and Economic Services	Complete, Delivery Program and Resource Strategy amended and re-adopted in February 2013 (LTFP) as part of SRV Application.

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
13. The Council is encouraged to have a schedule (including dates) to update its Long-Term Financial Plan at least annually, with specific milestones established and a reporting framework to the Council to ensure its progress.	High	LTFP to be updated annually as part of budget development process	March 2014	Director of Finance and Community Services	Complete. LTFP is part of the AOP template and updated annually.
14. In its next review of its Long-Term Financial Plan, the Council is encouraged to include Key Performance Indicators, Sensitivity Analysis, Balance Sheets and Cash Flow Statements as required.	High	Indicators, sensitivity analysis, balance sheets and cash flow statements to be included in LTFP as part of budget development process	March 2014	Director of Finance and Community Services	Complete. Cash flow, balance sheet items included in LTFP. Quarterly reviews include KPIs.
15. As part of the ongoing review of its asset management plans, the Council is encouraged to continue to determine affordable asset maintenance requirements and asset replacements.	Medium	Re-develop Asset Management Plans to include major asset replacement projects	June 2016	Asset Manager	Complete. Asset Management Plans do include provision for affordable major items in 4-5 yearly rolling works programs.

Promoting Better Practice Review Report – Cobar Shire Council

RECOMMENDATION		PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
16.	The Council's Workforce Management Plan should be better linked to the activities set out in the Delivery Program and Operational Plan.	Low	-	N/A	Human Resources Manager	Complete, June 2013 Workforce Plan now linked to activities set in the Delivery Plan and Annual Operational Plan.
17.	The Council needs to ensure its long-term financial plan identifies required and affordable expenditure, including strategies on how it will be financed.	High	As they are identified they will be incorporated during budget development	March 2014	Director of Finance and Community Services	Complete. Required expenditure needs for major projects are identified in asset management plans, contributions plans and community enhancement program.
18.	The Council is required to prepare future Quarterly Budget Review Statements in line with the Division of Local Government's minimum Quarterly Budget Review Guidelines.	High	Redevelopment of Quarterly Budget Review Documents in accordance with DLG Guidelines	September 2014	Director of Finance and Community Services	Completed.

Promoting Better Practice Review Report – Cobar Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
19. The Council is required to update its Investment Policy in line with the Division of Local Government's Investment Policy Guidelines 2010. The Council should review its Investment Policy assuring that only investments allowed under latest Ministerial Investment Order are authorised.	Low	Update of Investment Policy to ensure compliance with the latest Ministerial Investment Order	June 2014	Director of Finance and Community Services	Complete. Current investments are in accordance with the latest Ministerial Investment Order and Policy Guidelines. Investment policy updated.
20. It is recommended that the Council prepare and adopt a borrowing policy.	Medium	Develop and adopt a Borrowing Policy	June 2015	Director of Finance and Community Services	
21. A review of the Council's financial systems be undertaken to provide assurances that they adequately provide for the Council's needs.	Medium	Implementation of IT Strategic Plan Action Plan	June 2015	Director of Finance and Community Services	Action Plan implemented and ongoing monitoring being undertaken by MANEX - Completed.
22. Councillors should be provided with clear and relevant information to allow them to undertake management of the Council's financial affairs at a strategic rather than operational level.	Low	Undertake training on the financial role and responsibilities of Councillors	February 2014	General Manager	Complete. Training undertaken.
23. The Council is encouraged to develop and implement specific succession planning strategies to address issues related to its ageing workforce.	Low	Development and implementation of a Staff Attraction and Retention Policy	June 2018	Human Resources Manager	Outline developed with a wellbeing program partially implemented.

Promoting Better Practice Review Report – Cobar Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
24. The Council is encouraged to consider using employee surveys on a regular basis to identify workplace issues and for assistance in developing the Workforce Management Strategy.	Low	Continuation of Bi-ennial Staff Surveys	October 2017	Human Resources Manager	Staff Surveys completed 2009, 2011, 2013 and 2015. Staff Attitude Survey Results Action Plan developed and implemented. Survey for 2017 planned.
25. The Council should ensure the Consultative Committee meets on a regular basis in line with the Committee's Constitution and the NSW Local Government (State) Award.	Medium	Ensure appropriate reports and matters are arranged for Consultative Committee Agenda	June 2014	Consultative Committee Chair, Secretary, Human Resources Manager and General Manager	Complete. Consultative Committee meeting regularly when agenda items are available.

Promoting Better Practice Review Report – Cobar Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
26. a. The Council, in updating its Equal Employment Opportunity Management Plan, should consider the National Framework for Women in Local Government and include strategies for people with disabilities and people from minor groups. b. Information about the Council's Equal Employment Opportunity strategies and outcomes should be included in its annual reports.	Medium	Renewal and adoption of EEO Management Plan Inclusion of further information on EEO strategies and outcomes in Annual Report	June 2014 October 2014	Human Resources Manager Human Resources Manager	Complete. EEO Policy adopted by Council at the December 2013. Complete. Renewed EEO Management Plan to draft stage. 2013/2014 Annual Report includes EEO outcomes.
27. As part of its review of staff training costs, the Council should be mindful that its Training Plan and budget remain in accordance with the NSW Local Government (State) Award.	Medium	Consideration of full costs of Corporate Training Plan in budget deliberation	March 2014	Human Resources Manager	Complete. Yearly Corporate Training Plan developed.
28. The Council should consider developing a Development Control Plan to support its Local Environmental Plan and development application assessment processes.	Low	Development and adoption of Development Control Plan		Director of Planning and Environmental Services	Not required.

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
29. The Council is strongly encouraged to consider formalising and documenting its development application lodgement and assessment processes.	Medium	Review and expand Council's Development Application Procedures Manual.	June 2018	Director of Planning and Environmental Services	Development Application Procedures Manual finalised. A guide to assist external customers is being developed.
30. The Council is encouraged to provide information to councillors on its section 94 contributions on a quarterly basis via its Quarterly Budget Review Statement reports.	Low	Reporting of Section 94 Contributions Register	March 2014	Director of Finance and Community Services	Complete. Section 94 Contributions Register has been verified and updated and reported to Council quarterly.

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
<p>31. That the Council, in the next revision of its Delivery Program and Resourcing Strategy, consider the inclusion of (and risks associated with not including):</p> <ul style="list-style-type: none"> a proactive program for monitoring compliance with environmental requirements which it has the responsibility for regulating an enforcement and prosecution policy an orders policy under section 159 of the Local Government Act a system for reporting and investigating reports of non-compliance or unauthorised development. 	Low	Develop and adopt a Compliance and Enforcement Policy	June 2016	Director of Planning and Environmental Services	The enforcement and prosecution policy is completed.
<p>32. The Council is encouraged to proceed with its decision to develop and implement a compliance program for operations it is required to monitor under public health legislation.</p>	Low	Development of a Compliance Register that includes public health legislation	June 2019	Director of Planning and Environmental Services	

Promoting Better Practice Review Report – Cobarr Shire Council

RECOMMENDATION	PRIORITY	ACTION PROPOSED	TIMEFRAME	RESPONSIBILITY	PROGRESS REPORT
33. In the next revision of its Delivery Program and Resourcing Strategy the Council should consider the inclusion of (and risks associated with not including) an on-site sewage management strategy.	Medium	Development of an On-site Sewage Management Strategy.	June 2018	Director of Planning and Environmental Services	Register of properties undertaken.
34. The Council is encouraged to pursue its intention to develop a waste management strategy.	Low	Development and adoption of Waste Management Strategy	December 2018	Director of Planning and Environmental Services	<ul style="list-style-type: none"> Commercial Waste Strategy for Cobarr by December 2017. Review of Domestic Waste in Cobarr by June 2018. Other services by December 2018.

Disability Inclusion Action Plan



**COBAR SHIRE
COUNCIL**
outback nsw

2017

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Message from the Mayor

I am pleased to present Cobar Shire Council's first Disability Inclusion Action Plan. Whilst Council has always strived to improve the ability of those with disability in our community to be included and able to access our services and facilities, we have not had a plan solely devoted to disability and inclusion before.

Council has the opportunity to positively influence and support access and inclusion across all areas of the community, such as in our public building, parks and recreational spaces, how we provide information and encourage the community to input into our decision making. We are a major employer in the Shire, we can provide employment opportunities for those with disability and we can promote positive attitudes and behaviours both within our organisation and more broadly across the community towards those with disability.

Through this plan, Council aims to ensure that access and inclusion is core Council business and part of Council decision making. The actions in this plan will be integrated throughout our planning documents and will be reported on regularly.

This plan has been developed through the direct input from people with disability, their families and carers in our community and the service organisations that work with them. The community was encouraged to attend a workshop or to provide their ideas directly to Council. These conversations were key to developing this plan to make Cobar a more welcoming and accessible Shire for everyone.

An inclusive community promotes diversity and is able to thrive from the opportunities diversity can provide. An inclusive community also provides greater choice to all residents. I thank all residents and service organisations who have taken the time to input into this plan and encourage you to continue to do so. By working together, we can all make Cobar Shire a better place to live, work and play.

Inclusion is everyone's business. Council cannot achieve all the outcomes alone. I look forward to continue working with all agencies to improve access and inclusion in our community.



Cllr Lilliane Brady, OAM
Mayor

Message from the General Manager

Through this plan Council aims to demonstrate our commitment to people with disability to improve access and inclusion over the next four years. The development of this plan was the impetus for us to consult with the community in targeted groups and sessions to ensure that those impacted had a true say into the future plans and actions of Council. We are committed to continuing this consultation into the future and value the feedback and input we gained through this process.

This plan aims to identify the issues our residents face when it comes to access and inclusion. These very residents, their families and carers, as well as the service organisations were also key in developing the solutions outlined in the action plan. Whilst Council is always limited in what activities we can undertake and the outcomes we can achieve through our resource constraints, we aimed to identify priority actions that are achievable in the timeframe and that would make a real difference to our community.

Inclusion is everyone's business at Council. All staff and Councillors can positively impact on the liveability of Cobarr Shire for all people, including those with disability. As a leadership organisation, we can make a difference by improving our own practices, processes and systems.

Council's leadership team is committed to implementing this plan. More importantly, we are committed to its continued improvement and enhancement to ensure real inclusion and accessibility outcomes for our community.

Thank you to everyone who has participated in the development of this plan and I look forward to continuing to work with the community to deliver the actions outlined in it.



Peter Vlatko
General Manager

Cobar Shire Council

Vision

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.

Mission

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: The Wool Track, Louth Road and Tilpa Road.

Values

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.

About this Plan

Cobar Shire Council has developed this plan as a four year framework, outlining the key strategies and actions to be delivered by Council in its commitment to disability access and inclusion within the Shire. Council is committed, through the actions in this plan, to make continual improvement to reduce barriers that people face when living, working and visiting our Shire. The strategies and actions outlined in this plan will be incorporated into all of Councils Integrated Planning and Reporting documents.

The Case for Inclusion

- As a community, we are poorer without a diverse range of viewpoints and individual perspectives.
- Exclusion leads to disadvantage and discrimination, which have far reaching negative impacts across all aspects of life, including health, welfare, education and employment. These impacts are felt beyond the individual, with families and the broader community being negatively impacted by a non-inclusive community.
- Employment can provide independence, reduce reliance on benefits and improve the living standards of people with disability. This can also have positive health impacts and contribute to a greater sense of self-worth.
- Providing physical access to businesses benefits not only people with disability, but older people, parents with prams and business owners by expanding their business reach.

Consultation

Council is committed to undertaking true consultation with the community to develop this plan and throughout its implementation and the development of future plans. Council's leadership team drove the development of this plan and are committed to implementing it. A specific workshop session was held with Councillors prior to the development of the plan and Councillors attended the community workshop session.

To start the conversation, Council organised a workshop on 9 November 2016 with the relevant service providers and NGO's that service Cobar to outline Council's commitment to developing a DIAP and to gain their input into the DIAP. There were 10 participants at the workshop with representatives from Flourish Australia, Ability Links, Cobar Shire Council, CentaCare and Carewest in attendance. This group provided excellent input into the issues they believed their clients face in the Shire and provided their ideas on how to address these issues. These organisations also played a key role in promoting the development of the DIAP to their clients and encouraged participation in the community workshop held on 30 November 2016.

At this meeting, around 8 community representatives participated in a similar workshop with more ideas contributed. Also, Council encouraged the community to have their say by directly contacting staff, which yielded further responses. This meeting was advertised in the local paper and social media and was well promoted by the service organisations that attended the 9 November meeting.

During the workshop, participants believed that they generally have good access to Council and are able to provide input and feedback. As such, there was no need for a specific committee to be formed. Council has agreed to hold an annual workshop to outline progress in implementing the DIAP and to provide the opportunity to update it.

A draft of this plan was placed on public exhibition for the month of April to allow the community to further input and comment. Feedback received was incorporated into the final plan adopted by Council.

Policy Background

The National Disability Strategy 2010-2020 was developed in partnership between the Commonwealth, State, Territory and Local Governments. It sets out a national plan for improving life for Australians with disability, their families and carers.

The National Disability Insurance Scheme (NDIS) is a major reform to deliver a national system of disability support focussed on individual needs and choice over how, when and where support is provided. Individuals, rather than service providers will determine how their funding is spent. Disability inclusion action planning is complementary to the NDIS and assists Councils to break down local barriers to full participation by people with disability in our community.

The *Disability Inclusion Act 2014 (DIA)* defines disability as:

The long-term physical, mental, intellectual or sensory impairment which in interaction with various barriers may hinder the full and effective participation in society on an equal basis with others.

Disability is not just about the individual or their impairment, but rather for the whole community to work together to break down the barriers that exist. Under the *Disability Inclusion Regulation 2014*, Councils must prepare a Disability Inclusion Action Plan by 1 July 2017. This plan can be addressed through the integrated planning process. Cobar Shire Council wants to show the importance of access and inclusion by developing a stand-alone plan that is then integrated through Council's plans. Disability inclusion action planning plays a critical role in identifying and delivering on practical measures to transform intent into action by local government.

Council's Policy Context

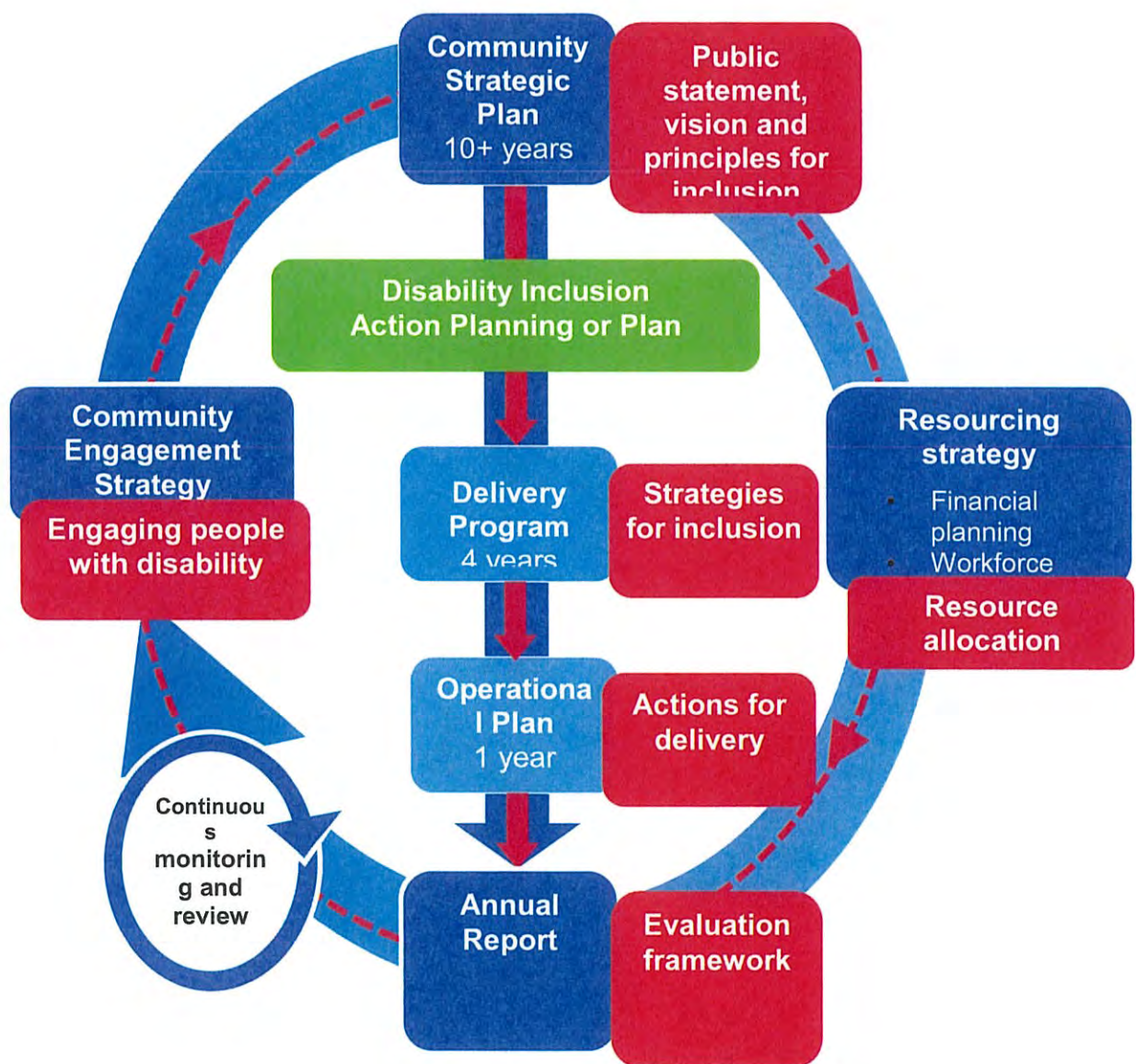
Whilst Council may not have had a DIAP in the past, there has been much work undertaken in this area. In 2013, Council adopted their first Pedestrian Access Mobility Plan (PAMP) for the Cobar town centre and PAMP Access Audit. Council has been implementing priority actions under these each year as funding becomes available, as part of their Annual Operational Plan. Other Council documents include the Equal Employment Opportunity Management Plan and the Equal Employment Opportunity Policy.

Again, this DIAP will be integrated across Council's integrated planning and reporting documents as they are being reviewed and adopted by 30 June 2017.

Council also addresses access through the DA process, ensuring appropriate measures are included when buildings are built or altered.

Councils Planning Process

Council has one Vision and one Plan. This is the Community Strategic Plan, Delivery Program and Annual Plan. The Disability inclusion Action Plan is a supporting document that will inform the actions in our Annual Plan.



Community Profile

Demographics

Of the 68,189 people living in the Far West and Orana regions of NSW, 9,703 have identified as having a disability (SSI Data Cube). Closer to home, Cobar Shire has 453 aged pensioners, which represents 72% of those over 65 years old. There are 180 disability support pensioners in the 16-64 age group, which equates to 5.7% being on a disability pension. There were 312 people over the age of 15 years who were providing assistance to someone with a disability in the Shire, which represents 8.5% of this age group. 3.1% of the population identified as having a profound or severe disability, or 154 people. Of these, 122 live within in the community. Of those 154, 80 are aged under 65 years old and all but 5 of those 80 people live within the community. The remaining 74 people who have a profound or severe disability are aged over 64, which is 12% of this population group. Of those 74 people, 46 live within the community (Public Health Information Development Unit – PHIDU December 2016).

Whilst these statistics help to understand the prevalence of people who need support in the community, it is acknowledged that the statistics do not include all people living with and caring for people with a disability in the community. Nor do they include information on those who have milder disability, including mobility concerns.

As the National Disability Insurance Scheme (NDIS) is rolled out in Cobar from 1 July 2017, there will be a great deal of change for the community and the disability sector. The sector will continue to evolve over the time period of this strategy and as changes are implemented. At the time of writing the community was learning more about the NDIS and what it would mean for them. Those eligible for the scheme were starting to think about their plans and the disability sector was learning what the changes would mean to them in terms of service provision.

Accessibility to Public Buildings

Council is committed to improving access to public buildings in the Shire. This includes the constant search for grant funding to assist us to meet our ambitions. However, it is a goal of our planning documents and one we are committed to achieving.

The Council chambers and administration building are accessible, including with the fit out of appropriate amenities. The library is accessible and appropriate amenities are available to users of that building. The Cobar Memorial Swimming Pool is probably the best pool in the region, with both pools fully accessible with access ramps, the provision of a water wheelchair and accessible change facilities. Accessible toilets have recently been installed at Drummond Park and will be installed at the Cobar Youth and Fitness Centre, along with wheelchair storage (for wheelchair basketball). Drummond Park has accessible toilets.

Priority areas for Council include seeking funding to install accessible toilets at the village halls in Nymagee and Mount Hope, playground equipment in Drummond Park and an improved pedestrian network in high use areas.

Many commercial buildings have poor access in Cobar. This will continue to be an issue. Council will, through the Development Application process, continue to strive to improve accessibility and can work with groups such as the Cobar Business Association to alert business owners of the advantages of improving access. However, with a large proportion of proprietors who live out of the Shire and the cost of undertaking the works, it will continue to be a challenge that must be addressed over time.

Monitoring and Evaluation

The actions outlined in this plan will be integrated across Council's integrated planning documents (The Community Strategic Plan, Delivery Program, Annual Operational Plan and Resource Strategy). As such, actions from this plan will be included in these documents and will be reported against in line with reporting for each document – quarterly for the Annual Operational Plan, six monthly for the Delivery Program and annually as part of the Annual Report. These are public documents, available on our website or in hard copy. The Annual Report is provided to the Minister.

In addition, an annual review of the DIAP will be prepared, with a copy supplied to the Disability Council of NSW.

Council will hold an annual meeting of service providers and people with disability, their family and carers, to gain feedback on the implementation of the DIAP and new initiatives to be included in the following years. This method of monitoring and feedback was agreed to during the consultation period. However, Cobar Shire is a close community and it is expected that more frequent feedback will be received when appropriate from the public.

In addition to the annual review of the DIAP implementation, the plan will be updated and evaluated in line with the IP&R reviews.

Attitudes and Behaviours

The attitudes and behaviours of the community towards those with disability have been described as the single biggest barrier to full participation and inclusion. It was identified in workshops that mental health issues in particular in Cobarr are poorly understood and there is a need to ensure adequate socialisation opportunities for all in the community, as well as education on promoting strong mental health and how to assist those with poor mental health.

Disability awareness is at the core of disability inclusion. Training, particularly for frontline service delivery staff, regarding the importance of, and practical steps toward disability inclusion is critical.

Strategy	Action	Outcome	Responsibility	Delivery
1. Improve staff awareness of disability issues to improve customer service for those with a disability.	1.1 Include disability awareness training in staff inductions.	1.1 Training included in all staff inductions held throughout the year.	HRM	Implemented 2017 and ongoing thereafter.
2. Train staff to a high degree in disability awareness and infrastructure requirements	2.1 Train staff in the Liveable Housing Australia Design Assessor Course.	2.1 To have at least one staff member registered as a LHA Design Guideline Assessor. This will allow Council to assess designs and home modification proposals against the appropriate Liveable Housing Design Guidelines.	DPES	Training 2017 with Council able to provide this service to the community ongoing.
3. Promote access and inclusion at Council facilities	3.1 Partner with community organisations to deliver projects and programs that support inclusion in Council facilities.	3.1 Number of activities undertaken in partnership with other organisations.	DCED	Ongoing.
	3.2 Work with the Mental Health Network to promote strong mental health in the community, and provide education around mental health.	3.2 Number of activities Council has endorsed or participated in.	DCED	Ongoing.

Strategy	Action	Outcome	Responsibility	Delivery
4. Ensure continued consultation with those with disability and key service organisations to ensure there is targeted opportunity for input into decision making.	4.1 Hold at least one consultation meeting with key stakeholders on the implementation and updating of this plan annually.	4.1 This plan is updated annually and changes are made when needed. Those with disability and their families and service organisations have the opportunity to continually input into Council decision making.	DCED	Annually.

Employment

Employment and economic security for most people are closely related. Employment contributes to independence and feelings of self-worth, social interaction and mental health, and increases opportunities to support individual choice and control. Council maintains its commitment to equal employment and workplace opportunities and to reducing barriers to employees to encourage them to grow and contribute to the organisation.

Strategy	Action	Outcome	Responsibility	Delivery
5. Develop Council employment opportunities for people with a disability	5.1 Work with organisations to target funding where appropriate to employ people with a disability into roles designed to suit them and Council 5.2 Consider issues of disability, access and inclusion when updating Council's policies and procedures.	5.1 Number of people employed as a result of the initiative 5.2 Access and inclusion addressed in Councils documents where appropriate.	HRM HRM	Ongoing. Ongoing.

Liveable Communities

Liveable communities are important for all people in the community and are achieved by applying the principles of universal design. This is important across Council facilities, housing design, transport access, community recreation and social inclusiveness.

Major issues identified in the community consultation were around the lack of options for public transport for those in a wheelchair and a lack of community transport for residents who have to travel to medical appointments but cannot take themselves. It was also noted that there are long waiting periods for an Occupational Therapist to come to Cobarr to undertake in-home assessments for residents to be able to access modifications (up to a 12 month waiting period). It was noted that Cobarr's footpath network is difficult to navigate for those with mobility issues.

Strategy	Action	Outcome	Responsibility	Delivery
6. Continuously upgrade Council assets to meet the requirements of the Disability Discrimination Act, relevant Australian Standards and the National Construction Code.	6.1 Identify and prioritise public buildings that require access audits in accordance with AS1428.1 – Access to Premises Standards.	6.1 Priority buildings identified and audits completed.	DPEs	2017
	6.2 Review the Pedestrian Access and Mobility Plan (PAMP) and progressively upgrade high priority areas to improve access as funding becomes available.	6.2 Pedestrian access continues to be improved in high use areas.	DES	Ongoing.
7. Improve the liveability and accessibility of public places	7.1 Include community input at the concept stage on projects in public places.	7.1 Develop a procedure for including community input into the design process	DCED	2018

Strategy	Action	Outcome	Responsibility	Delivery
	7.2 Undertake an assessment of key community infrastructure to identify and prioritise design, delivery and management of accessible toilet and change facilities.	7.2 Assessment completed	DPES	2017
	7.3 Install accessible toilet facilities and change facilities at the Cobar Youth and Fitness Centre	7.3 Accessible toilet facilities available for public use.	DPES	2017
	7.4 Install storage for wheelchairs (wheelchair basketball chairs) at the Cobar Youth and Fitness Centre	7.4 Chairs used for Wheelchair Basketball stored appropriately and are therefore less likely to be damaged or misused.	DPES	2017
	7.5 Seek funding for accessible playground equipment to be installed into Drummond Park	7.5 Accessible playground equipment installed into Drummond Park.	DCED	2018
	7.6 Investigate moving some gym equipment downstairs to make it more accessible at the Cobar Youth and Fitness Centre and investigate options to purchase specific accessible equipment.	7.6 Gym equipment more accessible to all users.	DCCS	2018
	7.7 Ensure any new public buildings and works undertaken by Council on public buildings meet universal design principles.	7.7 New public buildings all meet universal design principles.	DPES	Ongoing.

Strategy	Action	Outcome	Responsibility	Delivery
	7.8 Investigate the option of free pool admission for disability pension holders.	7.8 Council determines if free pool admission is given and if so, this is included in the 2017/2018 Fees and Charges.	DCCS	2017
	7.9 Facilitate specialist training for technical staff for access auditing and compliance with relevant codes and standards.	7.9 Staff member trained. 7.9 Reduction in waiting times to have in-home modifications undertaken resulting in improved health outcomes.	DPES	2017
8. Advocate for improved access and inclusion outcomes in the CBD	8.1 Promote to shop keepers access issues faced in the central business district and how this limits their ability to reach customers and make sales.	8.1 Material produced and distributed to business owners.	DCED	2018
9. Advocate for improved and more equitable public transport options	9.1 Coordinate community groups to determine the feasibility of introducing public transport options for those with wheelchairs and mobility impairments.	9.1 Agreed understanding in the community of the demand and supply of equitable transport options 9.1 Agreed position on way forward and issue progressed if need identified.	DCED	2017 2018
	9.2 Investigate if there is adequate community transport available for the community and advocate for additional transport if required.	9.2 Agreed understanding in the community of the demand and supply of equitable transport options 9.2 Agreed position on way forward and issue progressed if need identified.	DCED	2018

Strategy	Action	Outcome	Responsibility	Delivery
	9.3 Liaise with community and police to increase awareness of appropriate use of disability car spaces to reduce noncompliance.	9.3 Those with disability cards are more able to find appropriate parking spots.	DES	2018
	9.4 Audit linemarking in disability car parking spots and repaint where needed.	9.4 Line marking clearer and a reduction in noncompliance.	DES	2018
	9.5 Liaise with Cobar Show Society to ensure adequate disability parking available at the Cobar Show.	9.5 An increase in the availability of disability car parking during the Cobar Show.	DES	2017
10. Advocate for provision of respite services in Cobar	10.1 Lobby for a respite home to be established in Cobar to assist carers of those with disability.	10.1 Respite options available to family and carers.	DECD	2020
11. Recognise the efforts made towards improving inclusiveness within the community.	11.1 Consider the development of a Community Inclusion Award or similar in the Australia Day Awards or similar event to recognise changes, efforts, work or outcomes that has achieved or contributed to inclusiveness.	11.1 Awareness of actions undertaken throughout the community.	DECD	2019

Processes and Systems

Council is committed to improving our capacity to assist our community to gain access to the information and council services they need within Council's resourcing limits. Council wants the community to actively participate and partner with us for improved decision making and service delivery.

Strategy	Action	Outcome	Responsibility	Delivery
12. Increase the range of	12.1 Investigate the option of	12.1 Material on the website	DCED	2018

formats that information is provided in to support different needs and capabilities.	having a button available on the website to allow larger text.	is more accessible to visually impaired persons.		
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Version Control

No.	Date Adopted	Minute No.	Date Commenced	Date notified in Local Paper
1				
2				
3				

**MINUTES OF THE COBAR SHIRE COUNCIL ECONOMIC TASKFORCE
MEETING HELD IN THE COUNCIL CHAMBERS
TUESDAY, 11 APRIL 2017 COMMENCING AT 5.30PM**

PRESENT

Lillian Simpson
Roy Simpson
John Stingemore
Kirk Grogan
Miranda Riley
Michael Prince
Jill Prince
Heather Christie
John Dineen
Richard Adams (invited guest – Tweed Shire Council)
Peter Vlatko (General Manager)
Angela Shepherd (Director Corporate and Economic Development)

APOLOGIES

Clr Janine Lea-Barrett
John Martin

MINUTES FROM THE PREVIOUS MEETING – TUESDAY, 7 MARCH 2017

RESOLVED:

That the minutes of the previous meeting held on Tuesday, 7 March 2017 be confirmed as a true and correct record of the proceedings of that meeting.

MATTERS ARISING FROM MINUTES

John Stingemore followed up with the EPA his concerns about discharge water from Peak Gold Mines onto crown land adjacent to the water treatment plant.

Council is in discussions with the website designers regarding a new Council Tourism website being created. This will take several months to create the new content. An update will be given in two months to the Taskforce.

It was noted that the Events Calendar was due to be live tested today in Council. A further update will be provided next meeting. John Dineen is keen to link into it at the caravan park.

COUNCIL MEETING RESOLUTION UPDATE

The Taskforce noted that the recommendations of the last meeting were adopted by Council.

FREE CAMPING

The resolution from Council was discussed. It was noted that Council has three months to undertake the Newey Management Plan and that it is being undertaken in-house. The Taskforce will be asked to input into this process, seeking solutions to the problem.

RECOMMENDATION: That the May Taskforce meeting be set aside to workshop the Newey Plan of Management and input into it and to identify solutions to the issue of free camping.

KIDMAN WAY PROMOTIONAL COMMITTEE

The minutes of their last meeting were noted. It was also noted that all Councils are stepping up to take more responsibility for making the marketing group work in light of John Martin taking long service leave.

COPPER CITY INVESTMENT

Some members noted that the newspaper article was confusing to the public as some people thought that Council was investing money in the venture. It was noted that investment in our tourism infrastructure is a positive for the town.

FRIEGHT PROJECT

Miranda presented her idea around a freight depot in Cobar – refuelling, trailer exchange area, truck servicing, truck wash, food, amenities etc. This idea has been developed in discussions with some in the trucking industry and she has had initial discussions with a local service stations. Some ideas of possible locations were discussed.

RECOMMENDATION: That the idea of a freight depot for Cobar be further investigated and reported back to the Taskforce.

SECURITY COMPANY FOR COBAR

Council noted that they would be interested in hiring a security company to patrol their premises and answer any alarm calls. However, no such service operates in Cobar. There are other businesses who are in a similar situation. By pooling resources, it may be viable for a company to set up or for a public company to start the operation and then sell it after it is established.

RECOMMENDATION: That Council call for Expressions of Interest from businesses who would like to engage the services of a security company to monitor their premises and answer alarms to establish demand for such a service.

OTHER BUSINESS

- Mr Peter Hausler has a diesel loco and some track around his house. He may be interested in having this placed in a park (eg Heritage Park) where it could be operated on a part time/ special occasion basis. Additional track is required. A group who do a similar activity in Ansen Park in Orange and also in Mudgee may be interested in participating.

RECOMMENDATION: That Council approach Mr Hausler in regards to the future of his rail track and loco.

- An update on the state of the town water supply was given. People were once again encouraged to contact Council if they have discoloured water issues and Council will flush the mains in the area. Council requires a network analysis to be undertaken.
-

NEXT MEETING

The next meeting will be held Tuesday, 23 May 2017 at 5.30pm in the Council Chambers.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.55PM



2016/2017 – 2019/2020

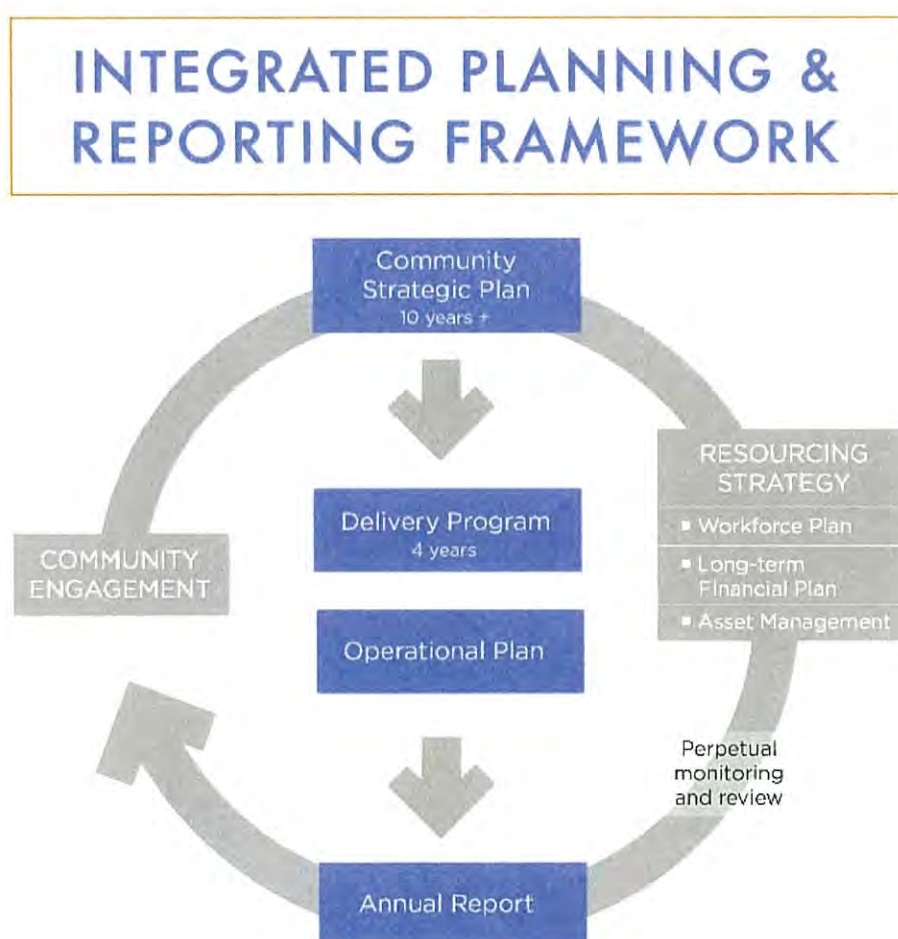
**WORKFORCE
PLAN**

What is a Workforce Plan?

This Workforce Plan is prepared with the understanding that it not be complicated in its delivery. It aims to undertake a simple analysis of Council's current staffing structure and identify the direction for the next four years. The Workforce Plan aims to ensure Council has the right people in the right jobs at the right time. The implementation of this Plan will deliver a number of benefits to the organisation such as:

- Identifying and reducing potential skills shortages as early as possible.
- Improving efficiency, effectiveness and productivity.
- Responding to change in the market and taking appropriate steps to retain and strengthen Council's workforce for service delivery.
- Identification of staff development needs.
- Providing job satisfaction and retaining employees.
- Ensuring Council's processes for recruitment, development and retention of appropriate staff meet the needs of the organisation.
- Ensuring employees possess the relevant skills and are suitable for the responsibilities of the positions they hold to improve efficiency, effectiveness and productivity.

Council's Workforce Plan is part of the Resourcing Strategy that underpins the Four-Year Delivery Plan. This Plan along with the Asset Management Plans and Long Term Financial Plan outlines Council's capacity to manage assets and deliver services into the future.



Introduction and Overview

Cobar Shire is situated in the centre of New South Wales at the crossroads of the Barrier Highway, the Kidman Way and the Wool Track, and has excellent road, rail and air links to most of Australia's capital cities. With an area of 45,600 square kilometres, the Shire is approximately two-thirds the size of Tasmania. It is home to 5,111 people. The Shire's prosperity is built around the thriving mining – copper, lead, silver, zinc, gold – and pastoral industries, which are strongly supported by a wide range of attractions and activities, that make it a popular tourist stopover and a wonderful place in which to live, work and play.

The Cobar Shire Council has four Directorates:

- Department of Finance and Community Services
- Department of Corporate and Economic Development
- Department of Engineering Services
- Department of Planning and Environmental Services

The core services provided by these Departments and the General Manager are detailed in the Staff Structure which is contained in this document.

In order to continue to meet its responsibilities in the delivery of essential services to the community, it is imperative that Council has in place a process that ensures there are sufficient resources and people with the right skills and the right attitude to meet the changing needs of the community and is able to respond in an effective and efficient way to these needs.

Council's Vision

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.

Council's Mission

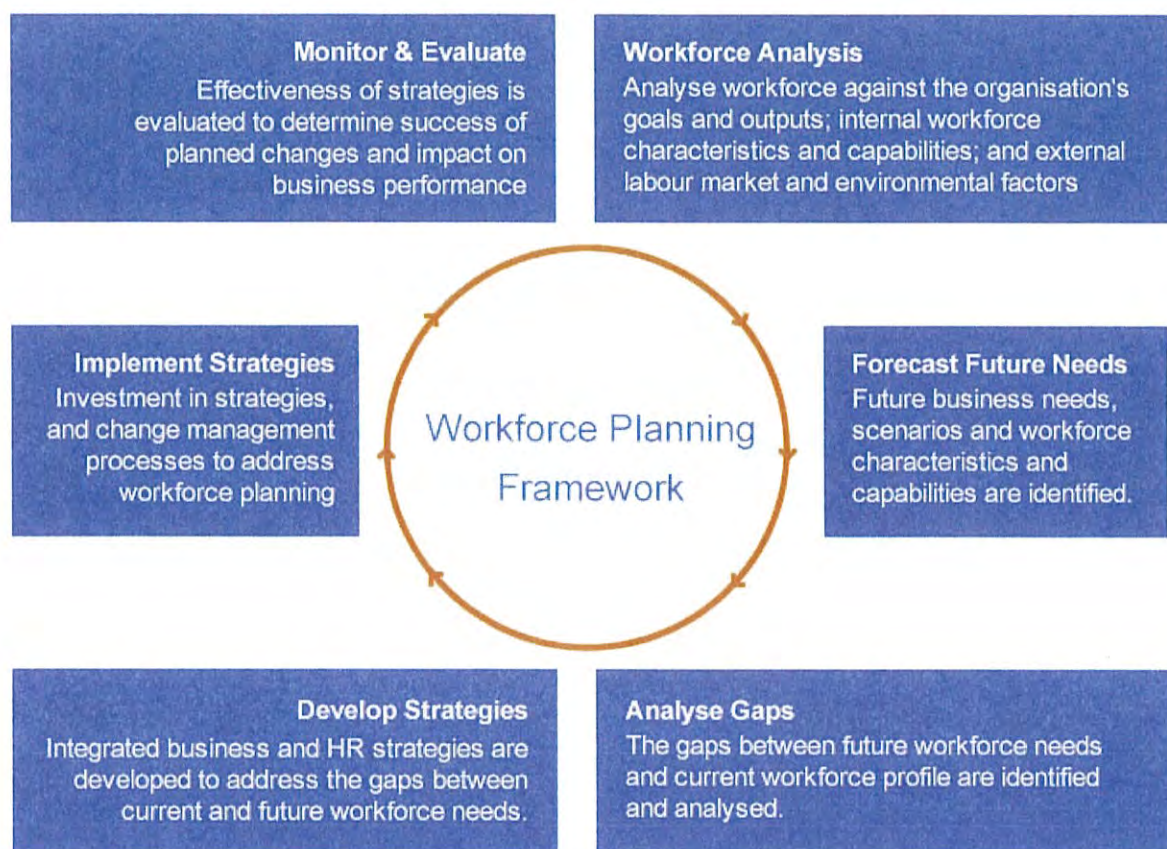
Our mission is to provide sound and sensible government and ensure that works and services are delivered effectively and equitably to the community of Cobar Shire. Council will also develop and constantly review its policy on the maintenance of its road network.

Council's Values

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

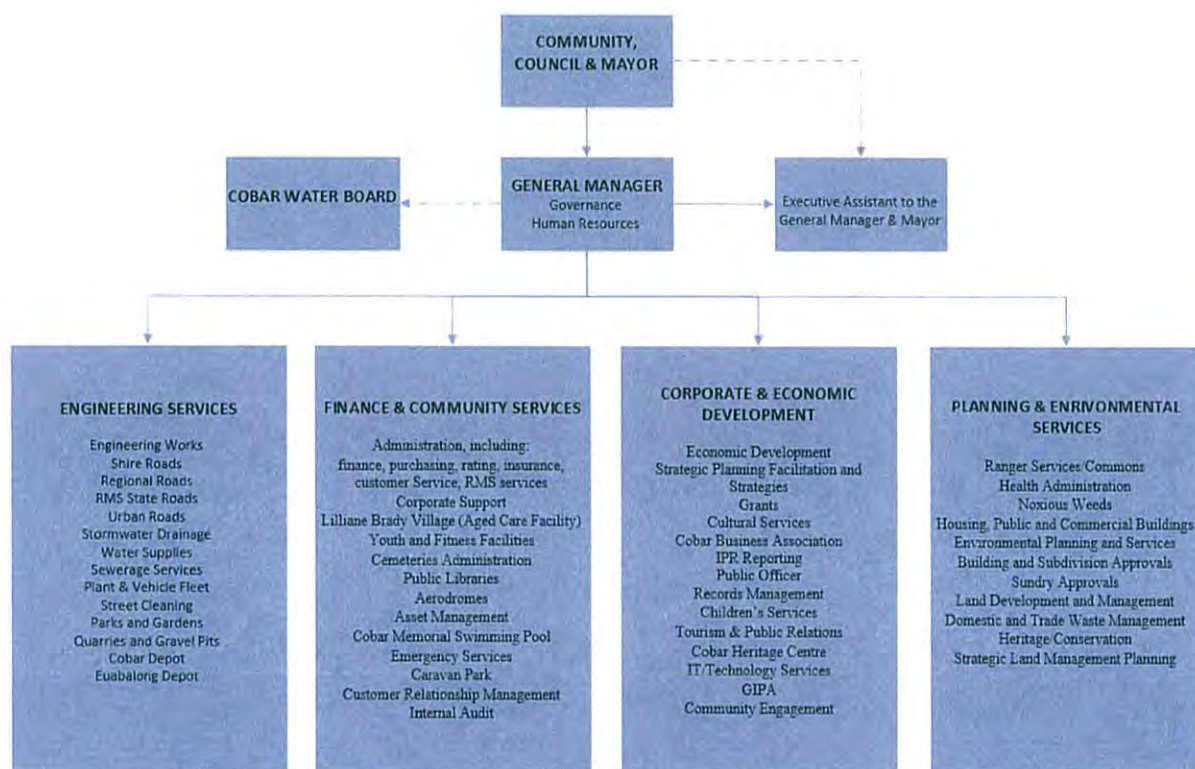
- Continually strive for improvement in every aspect of Council's activities and recognise initiative
- All activities are to be customer focused and provide equity for all
- Involve the community in decision making through open government and consultative processes
- Foster and promote sustainable ecological 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



Our Workforce

Council delivers services to the community through four Directorates and the General Manager's division. Each Council Directorate consists of units responsible for delivering services in line with key directions from the Community Strategic Plan.

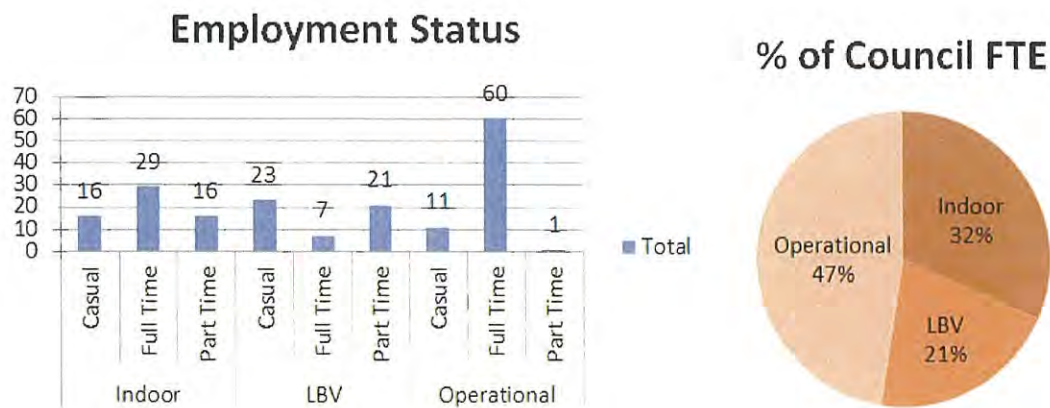


Cobar Shire Council is one of the four largest employers within the Cobar region, with the other three major employers being mining companies. Council comprises of 184 staff, including 134 permanent (full time and part time) and 50 casuals. Council is also host to two apprentices in the Cobar Depot Workshop.

Council's full time equivalent (FTE) as at 31 December 2016 is 142.50.

Council has two depots, the major one located in the town of Cobar and a smaller one in Euabalong, about 230km south east of Cobar. The six (6) employees at the Euabalong depot are mainly involved in delivery of urban services and roads maintenance programs. The remoteness of the Euabalong depot contributes to logistical difficulties associated with communication, resource-sharing and supervision.

Council also manages the operation of The Lilliane Brady Village (LBV), a 34 bed aged care facility employing approximately 50 staff with majority being casual and part time. The extremely high volume turn-over of staff is one of the largest challenges facing the operation of this service.



Age

Some of the ageing workforce risk management strategies Council will need to develop will centre on:

- Knowledge retention and how to capture the corporate knowledge of retiring employees
- Attracting new talent to replace retirees
- Injury management
- Staff retention, especially qualified and skilled personnel and apprentices who have had significant investment in their skills development
- The importance of linking with skills and school students and leaders to meet Council's skills requirements
- Mentoring of staff to develop and maintain their skill levels
- The benefits of developing career pathways through systematic succession planning
- Valuing older workers and developing programs which ensure that their knowledge of Council's processes are not lost, through knowledge creation and retention strategies, including phased retirement
- Building staff loyalty through the provision of generous employee packages, and a caring and supportive workforce culture

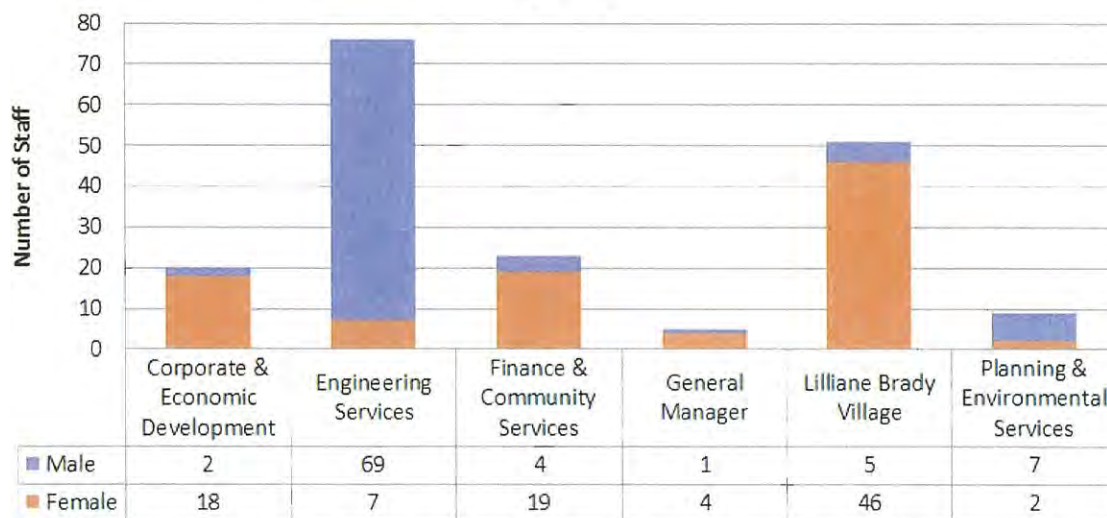
AGE	INDOOR			LBV			OEPRATIONAL		
	FEMALE	MALE	TOTAL	FEMALE	MALE	TOTAL	FEMALE	MALE	TOTAL
15 - 19	2		2	2		2	1	3	4
20 - 24	3		3	7	2	9		3	3
25 - 29	8		8	6		6		2	2
30 - 34	3		3	6		6	1	6	7
35 - 39	7	2	9	4		4	1	5	6
40 - 44	5		5	3	1	4		6	6
45 - 49	4		4	6	1	7		9	9
50 - 54	8	4	12	5	1	6		15	15
55 - 59	4	2	6	5		5		12	12
60 - 64	2	2	4	2		2		8	8
65+	1	4	5						
TOTALS	47	14	61	46	5	51	3	69	72

Years of Service	0-1	1-5	5-10	10-15	15-20	20+
Indoor	11	22	16	8	2	4
LBV	21	18	7		4	1
Operational	15	19	20	4	4	8
TOTALS	47	59	43	12	10	13

Gender

Compared with other rural councils across the state, Cobar Shire Council's gender balance is more equitable. However, it should be noted that there are a greater number of part-time and casual female employees due mainly to the roles at Council's aged care facility and other community services roles which are traditionally carried out by females. Council should undertake some analysis to determine if the casual and part-time nature of these roles is contributing to the high turnover in some of these positions.

Gender by Department



Diversity

Cobar Shire Council is committed to achieving equal employment opportunity (EEO) for all employees as a means of increasing its effectiveness and recognising the true potential of our staff. Council recognises the many organisational and community benefits which drive from promotion and implementation of effective EEO management and practices and seeks to proudly reflect the diversity of the local community within its workforce.

Consultation with local organisations, carers and individuals who identify with a disability has seen the development of Council's Disability Inclusion Action Plan (DIAP). This plan aims to improve the accessibility of community services and ensure Council continues to generate opportunities for individuals with a disability to access employment.

What our Employees Think

Council undertakes a biennial employee satisfaction survey to capture staff feedback on issues critical to our organisation. It provides our people with an opportunity to have their say and creates a framework for improving employee satisfaction, engagement and building a high performance culture.

Overall the results from our 2015 survey were generally positive whilst also highlighting opportunities for Council to work towards improving, including an increase in survey engagement, with only 36% of employees completing the staff survey.

The top four areas of strength identified were:

- Council provides staff with challenging work and job satisfaction
- Staff like the team members and other staff that are worked with
- The hours of work, including flexibility
- The location and convenience of our employment locations

Workforce Challenges

Cobar Shire Council has challenges that are universal in nature whilst others are unique to our organisation. Over the next four years Council will be seeking to maintain current services and service levels whilst operating in a period where budgets and resources are limited. However, an increase in community expectation is placing pressure on Council's workforce to become more strategic with its resources in order to do more with less.

The following strategies have been identified to respond to some of the key challenges facing our organisation:

Innovation and Continuous Improvement

Changing nature of work
Technology
Resourcing Efficiencies

Key Objectives:

- Provide and promote a framework that supports continuous improvement, change management and business improvement models
- Promote innovation and capture ideas from employees
- Develop written formal procedures for all Council roles and functions, identify gaps and opportunities for improvement through cross training
- Provide improved IT capabilities through additional resourcing and up-skilling existing staff
- Provide IT solutions through the implementation of software systems to replace current manual and less efficient processes

A sustainable workforce

Succession Planning
Flexible working conditions
Ageing Workforce
Attraction and retention

Key Objectives:

- Attract and retain high performing staff who are committed members of our community, through the development of an Attraction and Retention Strategy
- Grow our own people; identify star performers and develop them as our future leaders
- Align workforce with corporate goals and objectives
- Succession plan for core and/or identified critical roles
- Create a workplace which encourages workforce diversity
- Stem the loss of corporate knowledge through succession planning and flexible working arrangements such as phased retirement plans and job share arrangements
- Introduction of mentoring programs to develop both senior and junior leaders

Learning and development

Succession Planning
Specialised skills and technical knowledge
Skills gaps
Strength in Leadership

Key Objectives:

- Develop leadership capabilities to meet organisational requirements
- Coordinate and promote effective leadership programs
- Promote career planning and talent management
- Integrate coaching and mentoring to promote effective leadership
- Development of a functional annual training plan

Safe, Healthy and Productive Workforce

Implement new WHS strategies, systems, policies and procedures
Ageing Workforce
Injury prevention and risk management

Key Objectives:

- Senior management commitment to safety leadership
- Introduction of a Council centric and department specific Safety Inductions for staff
- Build and then maintain a “safety culture” at Council
- Promotion of WHS/Risk Management in all Council activities
- Continuously improve the work health and safety systems
- Promote health and wellbeing
- Commitment to best practice injury management and return to work systems

Future Workforce Profile

Council has recently undergone an organisational restructure across every department, therefore the future workforce profile is not expected to change significantly over the next four years, but may take into account the following:

- Improving Council’s IT capability
- Organisational structure meets the requirements of the Delivery Program and Annual Operational Plan including budget
- Increasing youth services, especially in the area of youth development
- Servicing Cobar’s growing population with the existing workforce, including the impact on FIFO/DIDO workforce
- Overcoming recruitment difficulties due to the ongoing national skills shortage and the remote location of our Council
- Legislative requirements/external factors impacting on the following operations:
 - Aged care facility
 - RMS Road Maintenance Council Contract
 - Building certification/food inspection requirements
 - Children’s Services
 - Services NSW (current agency arrangement)
 - Local Government Framework (introduction of JOs, increased focus on asset management)

Council's key areas of focus for the future include succession planning, skills gaps, ageing workforce, technological changes, developing strength in our leaders and the identification of workforce priorities in the effort to attract and retain specific professional groups. These key focus areas will assist Council to maintain a qualified and capable workforce able to meet the needs of the Community Strategic Plan.

Succession Planning

Each division of Council was asked to identify core/critical positions within our current workforce structure that:

- Provide services which the division could not function without;
- Provide services for which there is a high community need and high community expectation;
- Retain critical corporate knowledge;
- Contain specialised skills and/or knowledge extremely difficult to source/replace; and
- Provide services essential in the provision of our Delivery Program and Operational Plan items

As a result, each division will be required to prepare succession plans for every identified core position to ensure business continuity if any employee(s) in these core positions were to leave the organisation or be absent for an extended period of time.

Skills Gaps

Council's current skills gaps are consistent with the skills shortages identified by the Australian Centre for Excellence for Local Government. These will be considered in Council's recruitment strategies and our learning and development programs. The areas of skill shortage are:

- Building Surveying
- Civil Engineering
- Information Technology
- Finance Professionals
- Irrigation and Plumbing
- Urban and Regional Planners

These skills are generally hard to attract, some reasons for this include Council's rural location, industry-wide skills shortages, and our ability to compete financially with private enterprise organisations, specifically mining.

Health and Wellbeing

Cobar Shire Council is committed to providing a safe and healthy workplace for everyone. Our employees have a direct impact on the provision of services to our community. Without our employees, Council cannot fulfil the expectations of the community. Therefore our aim for safety is to promote a culture of zero harm and reduce incidents and injuries to our employees.

Approximately one third of adult life is spent at work, so the workplace is a key avenue to influence the health of our staff and therefore the community as a whole.

Employers who focus on the health and wellbeing of their employees can bring multiple benefits not only to workers, but the organisation. Organisations benefit through a more positive workplace culture; healthy, happy and balanced workers; and reduced economic costs as well as improved productivity outcomes.

Our future focus for Health and Wellbeing is to develop strategies to encourage our employees to maintain and improve their health and fitness and work/life balance.

Council's Health and Wellbeing Strategy will:

- Identify cost effective initiatives to promote a healthy lifestyle
- Provide a variety of initiatives to suit the needs of workers and look after their whole wellbeing
- Promote work/life balance

Monitoring and Evaluating the Workforce Plan

The annual monitoring and review process will enable Council to assess what is working and what is not, making any necessary adjustments to plans and/or strategies and then address in a timely manner new workforce or organisational issues which might have arisen.

Council's Workforce Plan will be reviewed annually.

**MINUTES OF THE RURAL ROADS ADVISORY COMMITTEE
MEETING HELD AT MOUNT HOPE COMMUNITY HALL ON
14 FEBRUARY 2017 COMMENCING AT 11:14AM**

PRESENT

Mayor Lilliane Brady OAM (Cobar Shire Council), Deputy Mayor Peter Abbott (Cobar Shire Council), Councillor Janine Lea-Barrett (Cobar Shire Council), Councillor Chris Lehmann (Cobar Shire Council), Councillor Julie Payne (Cobar Shire Council), Peter Vlatko (Cobar Shire Council), Stephen Taylor (Cobar Shire Council), Maurice Bell (Cobar Shire Council), Adrienne Pierini (Cobar Shire Council), George Millear (Tiltagoona), Phillip Hague (Tara Station), Keith Norris (Coan Down) and Peter and Karen Maxwell (Dine Downs).

RECOMMENDATION: That the apologies received from Bob Sinclair (Cobar Shire Council) and Andrew Farnsworth be accepted.

Janine Lea-Barrett/Peter Abbott

CARRIED

ITEM 1 - CONFIRMATION OF MINUTES

FILE: R5-36

Author: *Director of Engineering Services, Stephen Taylor*

RECOMMENDATION: That the Committee adopt the Minutes of the Rural Roads Advisory Committee Meeting held on Thursday 24 November 2016 as a true and accurate reflection of the proceedings of that Meeting.

Janine Lea-Barrett/Peter Abbott

CARRIED

MATTERS ARISING FROM THE MINUTES

RECOMMENDATION: That Cobar Shire Council seek support of the Western Division of Councils for alternate funding of grids/public gates on rural roads.

Peter Maxwell/Phillip Hague

CARRIED

ITEM 2 – RURAL ROADS ADVISORY COMMITTEE – STATUS REPORT

FILE: R5-36

AUTHOR: *Director of Engineering Services, Stephen Taylor*

RECOMMENDATION: That the Committee receive and note the information contained in the Status Report.

Peter Maxwell/Phillip Hague

CARRIED

ITEM 3 - EXPENDITURE REPORT

FILE: R5-36

Author: *Director of Engineering Services, Stephen Taylor*

- **Grain Road:**
 - Peter Maxwell sought clarification of the allocation for this year: \$45,000 allocation is from the intersection with SR21 south.

-
- **SR20**
 - Phillip Hague indicated he is very happy with the current system in place for Shire Road 20.
 - **Shire Road Allocations**
 - Peter Maxwell asked if Shire Road allocations will be spent by the end of the financial year: Stephen Taylor indicated that it is more important to spend the allocation of Resource for Region funds first. Balance of shire road funds will be spent on winning and crushing gravel in pits.

RECOMMENDATION: That the information contained in the Capital Works Expenditure Report be received and noted.

Peter Maxwell/Peter Abbott

CARRIED

GENERAL BUSINESS

1. Phillip Hague:

- Clarification of culture – are crews just going from point a to point b or are they identifying hazards as they see them and repairing them.

2. George Millear:

- Indicated that there is a section of the 52 Mile Road that has not seen a grader in 2 years:
- The Armco Pipe collapsed just above the Tiltagoona Homestead. There is a guide post put in the road;

3. 52 Mile Road:

- Explore funding for tourist road. Lilliane Brady is hoping to source funding.

4. Keith Norris:

- At Mount Hope there is a culvert halfway up the hill sticking out;
- Pipe behind fire shed pulled. The water is turned off.

5. Peter Vlatko:

- Community plans are in the process of being updated. See website for survey;
- Public consultation on plans will commence after approval by Council.

FUTURE MEETING

The next Rural Roads Advisory Committee Meeting will be held on Wednesday 3rd May 2017, commencing at 11.00am at Berangabah Station.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12:50PM
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ITEM 2 – RURAL ROADS ADVISORY COMMITTEE – STATUS REPORT

FILE: R5-36

AUTHOR: Director of Engineering Services, Stephen Taylor

COMMITTEE RESOLUTIONS 6 MAY 2013			
ITEM	ACTION REQUIRED	ACTION BY	COMMENTS
36	Update location of all existing grids.	ESM	Ongoing. To be implemented.
COMMITTEE RESOLUTIONS 7 MAY 2014			
ITEM	ACTION REQUIRED	ACTION BY	COMMENTS
51	Seal on RR7518 (5km out of Tilpa) is lifting.	RM	DES advised \$200k allocated in 2016/2017 budget for this work and that work will be a reseal, not a restructure. Length of road to be resealed to be determined. Work to be done Feb/Mar/April 2017 Difference of costings between a restructure and a reseal explained by DES to all landowners. Following this explanation, all landowners happy with the work to be done. Ongoing

COMMITTEE RESOLUTIONS 6 AUGUST 2014			
ITEM	ACTION REQUIRED	ACTION BY	COMMENTS
56	Council to discuss with REMO Greg McMahon regarding the use of the highway for emergency airstrip use. He will also discuss with RFDS, RMS and CASA. Would need to modify guide posts; install a wind-sock and look at portable flares.	ESM	DES advised of decision by RMS's Road Reference Group (RRG) not to fund further emergency airstrips. If CSC still want one, Greg McMahon recommends location to be west of Cobar or along Cobb Highway. Ongoing
COMMITTEE RESOLUTIONS 5 AUGUST 2015			
73	Re investigate the approach on bridges and additional danger areas on MR68 and SR3, and complete repairs.	DES/RM	SR3 Bridge: Stephen advised repairs not completed yet due to wet weather. No date for completion can be given at present due to ongoing wet weather conditions but will be confirmed as soon as known. MR68 Bridges: will be programmed for 16/17. No funding allocated for these at this stage but advice will be given when available. Ongoing

COMMITTEE RESOLUTIONS 5 AUGUST 2015 CONTINUED		
75	Julie McClure has requested that Council investigate any funding opportunities for the upgrade of the Tilpa Weir campgrounds.	GM/SPO Julie McClure to draw up plan outlining community ideas for upgrade and send to GM. GM to liaise with SPO and then come back to community with action plan. SPO to help community as necessary. Ongoing
COMMITTEE RESOLUTIONS 26 NOVEMBER 2015		
78	Councillor Bob Sinclair has requested that Council approach the State Government to obtain funding for the upgrade or removal of grids due to dangerous conditions that they cause road users.	GM/DES GM to discuss with landowners and Engineering Department the Cobbar Shire Council Grid Policy and problems with issues of responsibility and maintenance. Landowners to provide a priority list of grids to be cleared. Ongoing
COMMITTEE RESOLUTIONS 24 NOVEMBER 2016		
79	That a Rural Roads Maintenance Program be created.	DES Create a register of road works that need to be carried out.
80	Council approach RMS to install a channelised right-hand turn at the Meadow Glen Rest Area.	RDM/DES Council contact RMS to request a channelised right- hand turn to the Meadow Glen Rest Area.
81	Council to form a road works crew.	DES Council establish a road works crew to commence repairs on those sections of

			road identified as being in urgent need of immediate repair.
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** GM = General Manager*

** DES = Director of Engineering Services*

** RDM = Roads Development Manager*

** RWM = Roads Works Manager*

** RMS = Roads and Maritime Service*

** DC&ED = Director Corporate & Economic Development*

**MINUTES OF THE COBAR YOUTH COUNCIL COMMITTEE
MEETING HELD IN THE COUNCIL CHAMBERS ON
FRIDAY 31 MARCH 2017 COMMENCING AT 4:30PM**

PRESENT: Narelle Kriz, Owen Potter, Alice Potter, Julie Hill, Connor McLeod and Andrew Rorke.

APOLOGIES: Hannah Kriz and Clr Julie Payne.

MINUTES FROM THE PREVIOUS MEETING – FRIDAY 3 MARCH 2017

MOTION: That the Minutes of the Meeting held on Friday, 3 March 2017 be accepted with the amendment of the money raised by Narelle Kriz for the Duck Race to be used to buy a new fridge at the Cobar Youth Centre.

Owen Potter/ Alice Potter

CARRIED

BUSINESS ARISING FROM MINUTES

Nil.

GENERAL BUSINESS

- The pool party that Cobar Youth Council held on Friday 10 March 2017 was a successful event;
- Totem BMX and Scooters Training Group have been booked in, the sausages and bread for the BBQ on the day have been organised;
- Rebecca Wyllie, Member of the Cobar Markets Group has offered to sell fairy floss and snow-cones at the Totem BMX Training Day.

MOVIE/TENNIS NIGHT

- Cobar Tennis Club have asked the Youth Council to pay a \$100 fee for the renting of the courts and the lights for the night;

MOTION: That the Cobar Youth Council pay the \$100 fee for the renting of the courts and the lights to the Cobar tennis Club.

Narelle Kriz/ Owen Potter

CARRIED

- Cobar Youth Council will offer to supply the sausages and bread for the BBQ at the event;
- The Tennis Club will supply all the drinks for a cost on the day;
- Owen Potter and Narelle Kriz will find a movie for the movie night;
- Owen Potter has to complete a risk assessment for the event;
- It has been organised for Owen Potter to pick up the bread from the Youthie and sausages from the Butchery at a closer date.

COBAR CARING CAMPERS

MOTION: The Cobar Youth Council will work with the Cobar Markets in organising the Cobar Caring Campers event.

Owen Potter/ Connor McLeod

CARRIED

- It has been suggested that we hold the Cobar Caring Campers event at the Rugby Union Club;
- The date planned for the event is Saturday 2 September 2017;
- All money raised at the event will stay in Cobar;
- Thinking of having a fee per tent and each tent is in charge of their own fundraising;
- Music is to be organised, Julie Hill will talk to Shane Josephson and Chris Marshall;
- It was suggested that we have people holding car boot sales at the event;
- We will hold novelty walks and have different prizes.

NEXT WEEK

- Cobar Caring Campers;
- Movie/Tennis Night.

CORRESPONDENCES

Nil.

NEXT MEETING

The next subcommittee meeting for the Cobar Caring Campers will be held on Friday 28 April at 4:30pm in the Council Chambers.

The next Cobar Youth Council Meeting is scheduled to be held on Friday 5 May at 4:30pm in the Council Training Room.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5:00PM

**MINUTES OF THE LIQUOR ACCORD COMMITTEE MEETING
HELD IN THE COBAR SHIRE COUNCIL CHAMBERS ON
TUESDAY 11 APRIL 2017 COMMENCING AT 2:00PM**

1. WELCOME & APOLOGIES

Present:

Ms Demi Smith	Secretary/ Manager	Cobar Bowling & Golf Club
Ms Colleen Harvey	Manager	IGA
Mrs Rachel Warren	Manager	Great Western Hotel
Mr Graham Murphy	Manager	Empire Hotel
Troy Harper	Owner	Grand Hotel
Donna Ashley	Owner	Grand Hotel
Mrs Linda Carter	Manager	Cobar Memorial Services
Ms Janette Booth	Committee Member	Cobar Miners Race Club
Mrs Lilliane Brady	Mayor	Cobar Shire Council
Mr Peter Vlatko	General Manager	Cobar Shire Council
Sgt John Bennett		Local Area Command
Sgt Chris Lilly		Local Area Command

Apologies:

Sgt Karen Bartholomew.

2. ADOPTION OF PREVIOUS MINUTES

Resolved:

That the minutes of the previous meeting held on Thursday, 9 February 2017 be confirmed as a true and correct record of the proceedings of that meeting.

Demi Smith/ Rachel Warren

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

Nil.

4. CORRESPONDENCE

Nil.

5. ITEMS OF BUSINESS

5.1 BANK SIGNATORIES

Nil.

5.2 UPDATE ON OUTSTANDING LIQUOR ACCORD TERMS OF AGREEMENT

The amended Terms of Agreement will need to be resigned and returned by all Licensed Premises.

5.3 OUTSTANDING 2016/2017 LIQUOR ACCORD ANNUAL FEES (\$50)

All in attendance advised of the outstanding Annual 2016/2017 Fees.

5.4 BARRED PATRONS

Flash Bans have been implemented.

Sgt Bennett and Sgt Lilly arrived at 2:08pm.

5.5 LICENCED PREMISES REPORT

Discussions have been held on what has been happening with the Licensees and the establishments in attendance.

6. POLICING MATTERS

6.1 GENERAL POLICING MATTERS

Watch your patron level of intoxications.

Underage drinking was again discussed.

Police Call Outs.

Easter and Christmas liquor trading hours (Fact Sheet attached).

7. COUNCIL MATTERS

7.1 GENERAL MANAGER'S REPORT

Glass bottles and rubbish throughout town.

Syringes have been located around town, report of one found at Tom Knight Oval.

8. GENERAL BUSINESS

Anzac Day – 2UP – to be held at the RSL.

9. **NEXT MEETING**

Tuesday, 13 June 2017 at 2:00pm in the Council Chambers.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2:55PM

Cost Code	Shire Local Roads Maintenance	Length (km)	Description of Works	Expenditure			
				2015/2016	2016/2017	March	Commitments
66001	Asset Inspections				1,585	-	
66010.11	SR1A - Buckanbe Road/Budda Road	24.70					
				28,697	23,849	-	
66020/21	SR2 - Seventy Eight Mile Road	58.00					
				272,947	15,236	-	
66031	SR3 - Nelyambo Bridge Road	59.20					
				147,618	70,519	-	
66041	SR4 - Gidgee Road	29.00					
				48,121	3,834	-	
66061	SR6 - Pulpulla Road	38.00					
				5,285	4,007	-	
66070.71	SR7 - Mount Gap Road	47.00					
			Maintenance grading	177,726	20,914	18,904	
66081	SR8 - Coomeratta Road	28.00					
			Inspections	18,037	6,857	192	
66091	SR9 - Neckarbo Road	66.30					

66190-91	SR19 - Burthong Road	52.00								
				Damage repair		62,746	36,020	2,138		
66201	SR20 - Grain Road	89.20								
				Maintenance grading (contractor)		77,855	100,520	2,920	15,455	
66211	SR21 - Tallebung Road	43.00								
				Inspections		67,209	29,196	388		
66221	SR22 - Round Hill Road	34.80								
				Inspections		18,975	6,160	485		
66231	SR23 - Booberoi Road	19.10								
				Damage repair		3547	4,444	909		
66240/241	SR24 - Mount Grace Road	33.10								
				Maintenance grading		169,429	58,220	27,743		
66250/251	SR25 - Wilgaroon Road	43.00								
						2,997	1,016	-		
66261	SR26 - Wilga Downs Road	41.00								
				Inspections		9,177	1,551	167		
66270-71	SR27 - Cooneybar Road	47.00								
				Maintenance grading		2,554	221,731	111,547		
66281	SR28 - Yimkin Road	17.00								
						354	135	-		
66291	SR29 - Booroomugga Road	40.00								

			Inspections	4,936	7,024	134	
66301	SR30 - Canbelego Road	2.90					
				1,135	609	-	
66311	SR31 - Moolah Road	66.00					
				973	8,840	-	
66321	SR32 - Developmental Road	57.00					
				1,883	31,970	-	
66331	SR33 - Nymagee Station Road	16.50					
				119	115	-	
66341	SR34 - Wallacevale Road	11.00					
				212.89	-	-	
66351	SR35 - Osterly Downs Road	16.00					
				170	-	-	
66361	SR36 - Palesthan Road	31.00					
			Damage repair	3,183	16,411	793	
66371	SR37 - Bimbella Road	2.70					
				1,698	1,011	-	
66381	SR38 - CSA Access Road	4.40					
				1,458	965	-	
66391	SR39 - Coombie Road	7.20					
					-	-	

Cost Code	CAPITAL WORKS All Projects	Works Undertaken	Actual 2015/2016	Allocation 2016/2017	Actual 2016/2017	March Expenditure	Comittments 2016/2017
55106	MR7518 - Barnato - Tilpa Road						
	Acres Billabong Stage 1 (\$100,000 Regional Roads, \$319,900 Fixing Country Roads)		52,101	367,261	162,558	-	
55161	MR228 - Whitbarrow Way - Construction/Reconstruction						
	Kangaroo Springs Curve/Causeway (\$700,000 Fixing Country Roads, \$63,700 Hera Mine VPA, \$36,300 Regional Roads)	Complete	754,629	45,371	50,130	-	
55510	MR407 - Mulya Road						
	Resealing	Sealing undertaken	-	40,000	11,000	11,000	
55520	MR416 - The Wool Track						
	Resealing	Sealing contractor to commence after Easter	-	280,000	-	-	165,455
55530	MR423 - Lachlan Valley Way						
	Resealing	Sealing contractor to commence after Easter	-	120,000	-	-	105,455
55535	MR461 - Priory Tank Road						
	Resealing	Sealing contractor to commence after Easter	-	200,000	-	-	315,000
55545	MR7518 - Fifty Two Mile Road						
	Resealing	Sealing contractor to commence after Easter	-	200,000	1,898	-	230,000
55550	MR7521 - Kaicatoo Road						
	Resealing	Sealing contractor to commence after Easter	-	120,000	-	-	135,000
55600	SR1A - Buckanbe Road SRV						
	Stabilise creek crossing, repair headwalls and subsidence.		43,022	31,978	-	-	
55605	SR1B - Budda Road - Joes Crossing						
	Replace armco pipe, stabilise and seal crossing.		84,111	65,890	-	-	-

55616	SR3 - Nelyambo Bridge Road								
	Bridge approach sealing		41,029	58,971	-	-	-	-	
55620	SR4 - Gidgee Road								
	Stabilise Sandy Creek Crossing and rip, rap and seal 200m.	Complete	25,369	56,328	56,328	-	-	-	
55650	SR10 - Belarabon Road								
	Gravel Resheeting		-	150,000	14,820	-	-	-	
55655	SR11 - Bloomfield Road								
	Stabilise and seal creek crossing		-	75,000	-	-	-	-	
55660	SR12 - Yathong Road								
	Gravel Resheeting	Complete	26,197	131,019	106,884	-	-	-	
55665	SR13A - Lerida Road Resealing/Shoulder Works								
	Resealing and shoulder works.		192,304	153,000	-	-	-	-	
55695	SR18 - Bruce Cullenward Road								
	Resealing	Sealing contractor to commence after Easter	-	40,000	-	-	-	-	40,636
55706	SR20 - Grain Road								
	Widening and Resealing		-	50,000	-	-	-	-	
55730	SR25 - Wilgaroon Road - Yanda Creek								
	Stabilise crossing and seal 200m.		-	125,000	-	-	-	-	
55735	SR26 - Wilga Downs Road								
	Gravel and seal approximately 2 kilometres of Rural Road.	Complete	161,384	251,166	251,166	-	-	-	
55736	SR26 - Wila Downs Road								
	Seal extension 4 km	Basecourse in place, formation stabilised.	-	1,000,000	94,536	51,283	500,000		
55760	SR31 - Moolah Road								

	Gravel Resheeting		-	75,000	-	-	
55765	SR32 - Developmental Road						
	Gravel Resheeting		-	250,000	18,027	-	
55835	SR46 - Rosedale Road						
	Resealing	Sealing contractor to commence after Easter	-	80,000	-	-	80,000
55855	Urban Streets						
	Resealing		284,557	262,877	212,209	1,139	
55870	Fredrick Street						
		Sealing undertaken		50,000	43,636	43,636	
55860	Industrial Area Improvement						
	Design/Construct drainage improvements		-	120,665	-	-	
	TOTAL		\$ 1,664,701.47	\$ 4,399,526.00	\$ 1,023,192.45	\$ 107,057.22	\$ 1,571,546.00
			BALANCE (Ex GST)	\$ 3,376,334			\$ 1,804,788

Cost Code	Regional Roads Maintenance	Length (km)	Description of Works	Expenditure			
				2015/2016	2016/2017	March	Commitments
	MR228 Whitbarrow Way						
72282	Sealed Pavement	11.15	Pothole patching	-	3,389	1,484	
	TOTAL MR228	11.15					
	MR407 Mulya Road						
74070,71,73	Sealed Pavement	57.44		14,527	28,794	-	
74072,74	Unsealed Pavement	45.06	Inspections	271,031	95,076	401	
	TOTAL MR407	102.50					
	MR411 Tipping Way						
74111, 74114	Sealed Pavement	68.88	Guardrail repairs	34,237	52,236	7,157	
	TOTAL MR411	68.88					
	MR416 The Wool Track						
74160, 61	Sealed Pavement	48.15	Pothole patching	47,216	25,175	2,937	
74162,64	Unsealed Pavement	44.00	Late invoice	610,830	142,546	11,679	18,182
	TOTAL MR416	92.15					
	MR419 Glenwood Road						
74190	Sealed Pavement	0.39		2,116	1,330	-	
74194	Unsealed Pavement	46.59	Late invoice	99,059	141,035	6,289	
	TOTAL MR419	46.98					
	MR423 Lachlan Valley Way						
74230,31	Sealed Pavement	15.19	Damage repairs	14,518	11,668	802	
	TOTAL MR423	15.19					

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Annual General Meeting Minutes
OUTBACK ARTS INCORPORATED
Coonamble Shire Chambers, Friday 31 March 2017
10:00am

**MINUTES FOR AGM
FRIDAY 31 MARCH 2017**

Welcome: Meeting was opened and all were welcomed to Outback Arts Annual General Meeting (AGM) by Mayor Michael Webb.
Chair: Michael Webb

Board: Pauline Serdity, Sally Torr, Angela Shepherd, Jane Keir, Kylie Harvey, John Thompson

Staff: Jamie-Lea Hodges, Eliza Walters

Apologies: John Walker

Motion: That the apologies be accepted

Moved: Angela Shepherd

Seconded: Kylie Harvey

Minutes of last AGM held on 23 March 2016

Minutes of the last Annual General Meeting held on 23 March 2016 were circulated to all members.

Motion: That the minutes of the Annual General Meeting of 23 March 2016 be accepted.

Moved: Pauline Serdity

Seconded: Angela Shepherd

CARRIED

Motion: Chair report be accepted

Moved: Kylie Harvey

Seconded: Angela Shepherd

CARRIED

Treasurers Report

- Gatineau Jackson Collection records and insurance
- Number of meetings each year to be amended

- Cash payments – a few instances when invoices are missing
- Payroll discrepancies with staff

Motion: Treasurer's report not be accepted and to send a letter to the auditor from the board to advise unacceptable timeframes.

Moved: Pauline Serdity

Seconded: Angela Shepherd

CARRIED

Motion: To call a special resolution meeting to be held prior to July General meeting to address the Treasurer's report.

Moved: Pauline Serdity

Seconded: Angela Shepherd

CARRIED

Notes: The audit management letter was read out and audit information was made available to board members. It was declared that it was of an acceptable standard.

Election of the Board of Outback Arts for 2017

(Michael Webb chaired the election)

Confirmation of Nomination for Council Representatives

- Outback Arts Inc constitution rule 27.1 regarding the appointment of local government representatives as follows: "Each Council contributing financially to the organisation has the option to appoint one delegate directly to the board".

- According to the Outback Arts Inc Constitution rule 27.6 each member elected to the board will, subject to these rules, hold office until the conclusion of the annual general meeting one year following the date of the member's election or co-option but is eligible for re-election or re-co-option provided the member has not held that position for more than two consecutive terms.

- According to the constitution Council Board delegates are exempt from written nomination forms and hold their nomination to their board unless otherwise noted, due to this clause the CAPO reported the representatives of each local government area within the Outback Arts region are:

Bourke Shire Council –	John Thompson (Alternate -)
Cobar Shire Council –	Angela Shepherd (Alternate -)
Coonamble Shire Council -	John Walker (Alternate -)
Walgett Shire Council –	Jane Keir (Alternate -)
Warren Shire Council –	Pauline Serdity (Alternate -)

Nomination for Community Representative Members

The RADO confirmed that there are three delegate positions available for community organisations or independent members on the Outback Arts Board. There have been three nominations received.

1. Kylie Harvey
2. Eric Crisp
3. Sally Torr

Motion: That Kylie Harvey, Eric Crisp and Sally Torr be elected as Community Representative Members.

Moved: Jane Keir

Seconded: Sally Torr

CARRIED

Election of Office Bearers

All positions were open for nominations.

Chairperson

Nomination Received: Angela Shepherd nominated Kylie Harvey.

Motion: That Kylie Harvey, as the only nominee, is elected to the position of Chair for 2017.

Moved: Jane Keir

Seconded: Angela Shepherd

CARRIED

Vice Chairperson

Nominations received: Kylie Harvey nominated Sally Torr

Motion: That Sally Torr, as the only nominee, is elected to the position of Vice Chair for 2017.

Moved: Kylie Harvey

Seconded: John Thompson

CARRIED

Treasurer

Nomination Received: Angela Shepherd nominated Pauline Serdity.

Motion: That Pauline Serdity, as the only nominee, be appointed as Treasurer of Outback Arts for 2017.

Moved: Angela Shepherd

Seconded: Jane Keir

CARRIED

Other Business

- **Appointment of the Auditor for 2017 financial year being 1 January 2017 to 31 December 2017**

Motion: That the auditor for the 2017 period be postponed and be appointed after the special resolution meeting.

Moved: Pauline Serdity

Seconded: Kylie Harvey

CARRIED

- Appointment of the Public Fund Sub Committee

Discussion: Public Fund (Sub Committee to the Board)

51.2 The Fund will be administered by a management committee or a sub committee of the management, a majority of who, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of Outback Arts Inc.

- Appointment of the signatories

Motion: That Kylie Harvey, Jamie-Lea Trindall, John Walker and Pauline Serdity are signatories of all Outback Arts accounts including online banking, with the removal of Su Hely and Bill Burnheim.

Moved: Angela Shepherd

Second: Pauline Serdity

Motion: That the 2017 Public Fund Committee members are Kylie Harvey, Pauline Serdity, and Jamie-Lea Trindall with the removal of Su Hely and Bill Burnheim.

Moved: Kylie Harvey

Seconded: Angela Shepherd

CARRIED

- Appointment of the 2017 CASP board representatives

Motion: That Jane Keir and Kylie Harvey are the 2017 CASP board representatives.

Moved: Angela Shepherd

Second: Pauline Serdity

CARRIED

- Appointment of the Constitutional Sub Committee

Motion: That Angela Shepherd and Sally Torr are the Constitutional Sub Committee members.

Moved: Jane Keir

Second: Kylie Harvey

CARRIED

The date for the next AGM is Friday 23rd March, 2018 at 10:00am.

Close 10:49am

Minutes for Board Meeting
OUTBACK ARTS INCORPORATED
Outback Arts Office Coonamble March 31, 2017

**MINUTES FOR BOARD MEETING
March 31st, 2017**

Welcome: by Chair Kylie Harvey

Present

Board: Sally Torr, Pauline Serdity, Kylie Harvey, Angela Shepherd, John Thompson, Jane Keir

Staff: Jamie-Lea Trindall, Eliza Walters,

Apologies: John Walker, Michael Taylor

Moved: Jane Keir

Seconded: Angela Shepherd

CARRIED

1. Minutes of last General Meeting held on 11th November, 2016

Minutes of the last General Meeting held on 11th November were circulated to all members.

Motion: That the minutes of the General Meeting on 11th November be accepted.

Moved: Sally Torr

Seconded: Angela Shepherd

CARRIED

2. BUSINESS ARISING from November 11th 2016 General Meeting

N/A

3. REPORTING

3.1 Chairpersons Report – Su Hely

Notes:

- ARTLANDS 2016 offered valuable staff professional development and access to best of regional arts and both national and international forum of speakers.

- EO role sharing worked well with Jamie-Lea and Melissa Ryan
- Gallery program was biggest and best yet
- Extensive touring program, delivering four different workshops and a touring exhibition.
- Thanks to board members and Melissa for her time and efforts and wish her well in the next step in her career path.

Motion: That the Chairpersons Report be accepted.

Moved: Angela Shepherd

Second: Pauline Serdity

CARRIED

3.2 Executive Officer (EO) Report – Jamie-Lea Trindall and Melissa Ryan

Notes:

- Interviewing a Projects Officer on Wednesday 5th April.
- EO transition back from maternity leave into role is part time from office and home.
- Transitional phase with RICDO program – applications for next phase due early April (until October). Currently maintain one position in Warren and remainder of funds to be used around the region on contract based delivery projects. Board is invited to submit proposals.
- Arts NSW funding for professional development – invite the board to nominate training opportunities ie governance, constitution changes, community engagement by board.
- Waiting on grants for building purchase.

Motion: That the EO Report be accepted.

Moved: Angela Shepherd

Second: Pauline Serdity

CARRIED

3.3 CAPO Report – Eliza Walters

Notes:

- CAPO to attend more events to be visible and supportive of activities outside Coonamble.
- Exhibition program locked in until April 2018, with also overhaul of gallery shop.
- People have been more receptive to marketing, and promotion of gallery and Outback Arts activities.
- Coonamble Ag Field stall to develop art and ag link, and continue to promote our services and reach a wider audience.

Motion: That the CAPO report be accepted.

Moved: Angela Shepherd

Seconded: Jane Keir

CARRIED

3.4(a - c) Regional Indigenous Cultural Development Officer (RICDO) Reports

Notes:

- RICDO has been doing a great job amongst challenges: changing RICDO funding, finding reliable people to deliver programs with, and social issues in Warren.

Motion: That the RICDO report all be accepted

Moved: Pauline Serdity

Seconded: John Thompson

CARRIED

4. Financial Reports –

Notes:

- Processes are running smoothly – Upon EO return, Treasurer no longer needs to approve payments.
- The budget for 2017 has been revised (changes to November budget)

Motion: That the financial reports be accepted.

Moved: Pauline Serdity

Seconded: Jane Keir

CARRIED

Motion: That the 2017 revised budget be accepted.

Moved: Pauline Serdity

Seconded: Jane Keir

CARRIED

5. General Business

Agenda Notes:

- Will address board training and propose to deliver on day of July board meeting.
- Look at review of constitutional changes prior to reviewing Outback Arts' constitution.
- Regional footprint discrepancy with Orana Arts. Ongoing correspondence with Orana Arts and Regional Arts NSW.

Motion: That Outback Arts acknowledges the receipt of the letter from Orana Arts re Bogan Shire membership and that the matter has been referred to Regional Arts NSW and Arts NSW for clarification.

Moved: Jane Keir

Seconded: Pauline Serdity

CARRIED

5.1 Regional Roundups

5.1a Bourke

- Bourke Arts Council continues to meet monthly with different dancers and band and craft groups meeting weekly. The BAC is developing in association with the Festival of 1000 Stories.

Note from John Thompson: idea of training with local radio stations to encourage participation and skills, especially Indigenous station in Bourke 2Cuz.

- Flicks in the Sticks has been running for 1 year – participation is between 15-20 people.

5.1b Cobar

- Roman Radinsky performance in Cobar.

- Cobar Arts Council continues to be very active and organise regular events.

- Feedback from pottery workshops with terraluca last October was very positive. More workshops scheduled for April.

- The arts council has been actively fund raising for supporting the students to attend Moorambilla MAXED out, and Voices.

- Looking for funding for new exhibition spaces as none presently available.

- Drafft Crafternoons schedule is nearly ready.

- Chemist is expanding and there is new room for a community project which could offer some interesting possibilities.

- Flourish (mental health organisation in town) is running a large arts program.

- Library is currently running a diverse after school art and crafts program.

- Looking at public art based around mining designs.

- Cobar Waste 2 Art competition exhibition is showing now in library.

5.1c Coonamble

-

5.1d Walgett

- Show and Bulldust to Bitumen Festival have strong art activities and participation

- Annie Murray is exhibiting at Studio MV in Sydney in April (Michelle Leonard's Moorambilla)

- Frank Wright ran a photography workshop for senior's week.

- Lightning Ridge Easter Festival

- Walgett has new librarian running knitting

- Congratulations to Michelle Leonard on receiving OAM award in Australia Day awards.

5.1e Warren

-

Motion: That the regional roundups be accepted

Moved: Jane Keir

Seconded: Angela Shepherd

6. Correspondence Register

Motion: That the board accept the correspondence register

Moved: Angela Shepherd

Seconded: Jane Keir

The Chairperson closed the meeting 1:26pm.

Next General Board Meeting: Monday 3rd July, from 10:00am, 2017.

The banner features a background image of a weathered wooden building with a window. The text 'OUTBACK' is written in large, white, hand-drawn capital letters.The text 'ARTS' is written in large, white, hand-drawn capital letters, positioned to the right of 'OUTBACK'.

COUNCIL UPDATE

JANUARY - APRIL 2017

2017 board

The 2017 Outback Arts board was announced last month when Outback Arts held its Annual General Meeting at the Coonamble Shire Council Chambers.

Elected to Chairperson was Cobar local and maker Kylie Harvey who stood as an independent representative. You can find her recipes in the cooking section of the new Far West Living magazine, as well as a solid online following for her creations as 'Indigo and Quince'.

Sally Torr, community representative and familiar face on the board was elected to the role of Vice-President. Re-elected to Treasurer was Warren Shire Representative Pauline Serdity. We are also welcoming John Thompson to the team as the new Bourke Shire Delegate.

We are happy to see members staying on from 2016 including Angela Shepherd (Cobar Shire Council), John Walker (Coonamble Shire Council), and Jane Keir (Walgett Shire Council).

Bringing forth new energy and purpose to the board is first time member Eric Crisp from Warren who will step forward as the third community representative.

We are looking forward to the year and exciting projects ahead under the skilled and valuable guidance of our 2017 board.

Outback Arts Gallery turns 5!

April marks the 5th year of operations of the gallery. To celebrate, we have developed a special group exhibition, made up of artists from across the region. To support this we have also implemented a program of 5 events across 5 weeks, including a 5th birthday party, artist talks, workshops and a trivia night.



Aboriginal Arts

We are currently in transitional phase of the RICDO program to be changed to AAO (Aboriginal Arts Officers, in line with state RADO plans under RANSW. Outback Arts is under the agreement for two AAO positions at 3 days per week. As AAO position is transitioning to a project phase we are currently maintaining one filled position in Warren and plan to deliver on the other position with contract based project delivery outcomes.

2017 Projects

Hats Off To Outback Women tour - \$12,500 confirmed from the NSW Minister of Mental Health. Proposed tour is The Marra, Cobar, Louth, Enngonia, Lightning Ridge, Walgett, Come-by-Chance and Coonamble. Proposed timeline is Spring races.

Artist Support Grant - \$4000 secured from Arts NSW for ceramic artist Kevin Welsh to spend a week at the Jam Factory in Adelaide to receive mentoring and practical training.

Outback Arts Creative Hub redevelopment - grants in progress to purchase and redevelop current gallery site.

Arts and Health Partnership - to deliver regional Drumming Tour and Masters of Glazing workshop.

Youth Partnership - Outback Theatre for Young People scheduled for first half of 2017.

Communications and Project staff to extend event and marketing support by increasing travel into the region for meetings and events.

Country Arts Support Program (CASP) - funding opens in May and closes July.

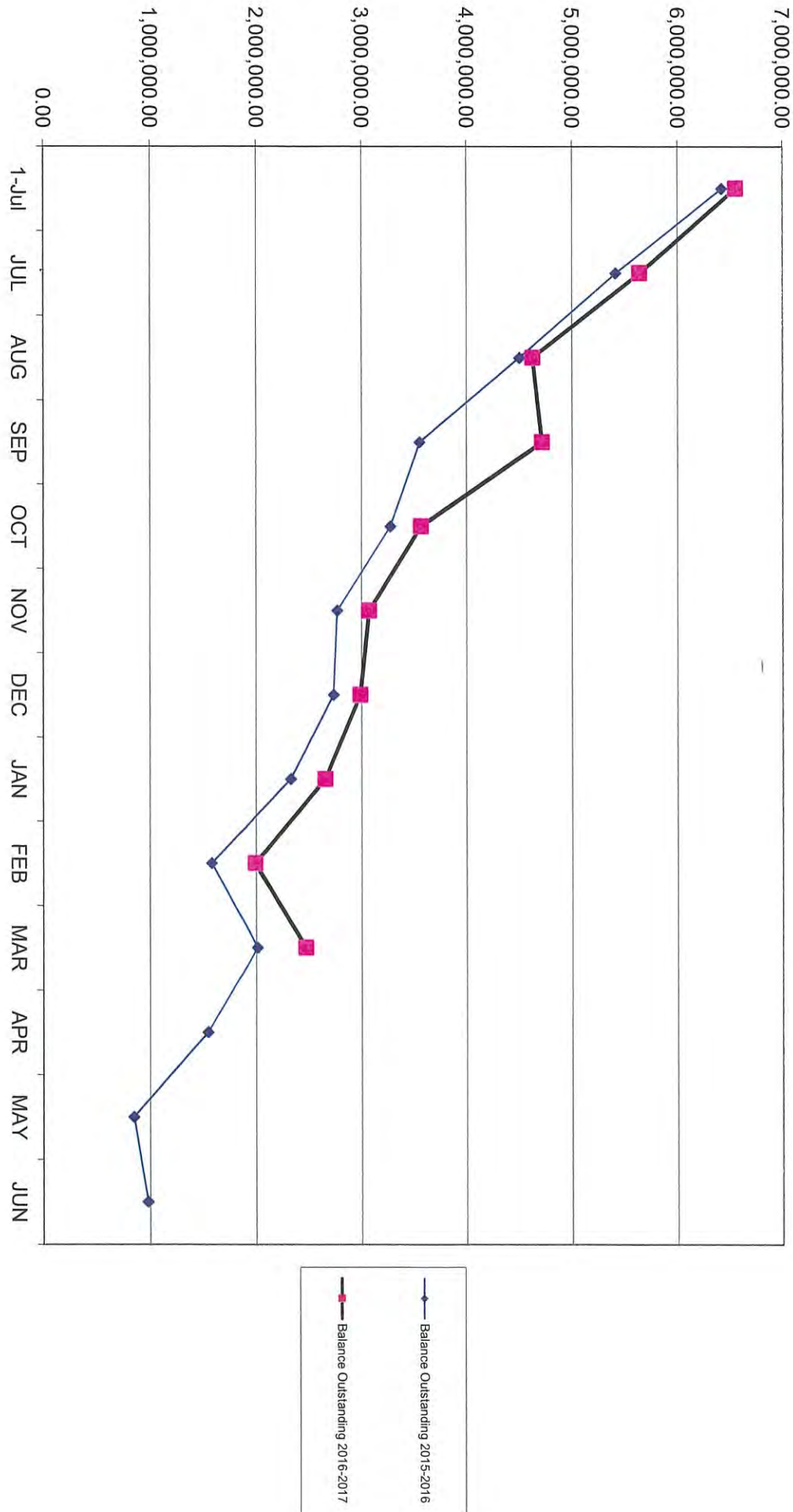
Creative Business Skills workshops with David Sharpe - scheduled for second half of 2017.

2017 Outback Archies Art Prize and Exhibition is being overhauled. New categories and prizes including monetary and exhibition opportunities through gallery partnerships.

Recruitment

Currently in recruitment phase for Creative Projects Manager role and hope to have the successful candidate commence shortly after Easter. Essentially this role is responsible for the implementation of a variety of arts and cultural projects, as well as grant writing and submissions. The successful candidate will also be travelling extensively as part of the role and will be meeting with communities and stakeholders.

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



Rate Arrears 2016-2017
General Rates, Water Access, Sewer, Domestic Waste, Interest & Legal Costs

