



# Broken Hill City Council

*...a safe, vibrant, prosperous and culturally rich City achieved through community leadership and sustainable management.*

September 23, 2015

## ORDINARY MONTHLY MEETING

### TO BE HELD

**WEDNESDAY, SEPTEMBER 30, 2015**

Please address all communications to:  
The General Manager,  
240 Blende Street,  
P.O.Box 448,

BROKEN HILL NSW 2880

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Website: [www.brokenhill.nsw.gov.au](http://www.brokenhill.nsw.gov.au)

Dear Sir/Madam,

Your attendance is requested at the Ordinary Meeting of the Council of the City of Broken Hill to be held in the Council Chamber, Sulphide Street, Broken Hill on **Wednesday, September 30, 2015** commencing at 6:30pm to consider the following business:

- 1) Apologies
- 2) Prayer
- 3) Acknowledgement of Country
- 4) Public Forum
- 5) Minutes for Confirmation
- 6) Disclosure of Interest
- 7) Mayoral Minute
- 8) Notice of Motion
- 9) Notices of Rescission
- 10) Reports from Delegates
- 11) Reports
- 12) Committee Reports
- 13) Questions on Notice
- 14) Questions for Next Meeting
- 15) Closed

THERESE MANNS  
GENERAL MANAGER

## **MINUTES FOR CONFIRMATION**

Minutes of the Ordinary Meeting of the Council of the City of Broken Hill held Wednesday, August 26, 2015.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD  
AUGUST 26, 2015

Meeting commenced at 6:30 p.m.

**PRESENT:**

Councillor W. Cuy (Mayor) Councillor D. Gallagher (Deputy Mayor),  
Councillors C. Adams, P. Black, M. Browne, B. Licul, J. Nolan and  
J. Richards.

General Manager, Deputy General Manager, Chief Financial Officer,  
Manager Planning Development and Compliance, Division Manager  
Corporate and Human Services, Governance Officer, Executive Support  
Officer and Administration Officer.

Media (3), Members of the Public (15).

**APOLOGIES:**

Councillors B. Algate and D. Turley.

**RESOLUTION**

Minute No. 45036

Councillor B. Licul moved	)	That the apologies submitted on behalf of
Councillor C. Adams seconded	)	Councillors Algate and Turley be accepted and
		leave of absence granted.

CARRIED

**PRAYER**

Councillor Richards delivered the prayer

**ACKNOWLEDGEMENT OF COUNTRY**

Councillor Gallagher delivered the Acknowledgment of Country

**PUBLIC FORUM**

Nil

**MINUTES FOR CONFIRMATION**

**RESOLUTION**

Minute No. 45037

Councillor C. Adams moved	)	That the Minutes of the Ordinary Meeting of the
Councillor J. Richards seconded	)	Council of the City of Broken Hill held July 29,
		2015 be confirmed.

CARRIED

**DISCLOSURE OF INTEREST**

Councillor Licul declared:

- a conflict of interest in Item 13 (request from Broken Hill High School) as he is employed by the Far West Local Health District and advised that he will leave the Council Chambers whilst the item is considered.

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**MAYORAL MINUTES**

Nil.

**NOTICES OF MOTION**

**ITEM 1 - MOTIONS OF WHICH NOTICE HAS BEEN GIVEN NO. 3/15 - DATED AUGUST 13, 2015 -  
LOCAL GOVERNMENT CONFERENCE, SYDNEY - OCTOBER, 2015** 13/147

Recommendation

That Motions of Which Notice has been Given No. 3/15 dated August 13, 2015, be received.

That Mayor Cuy, Councillor Turley and Councillor Gallagher, APM attend the Local Government Conference to be held in Sydney October 11 – 13, 2015.

That the Council nominated voting delegates to the Conference be the Mayor and Councillor Gallagher, APM.

Motion

Councillor D. Gallagher moved	)	That the recommendation of item 1 be adopted.
Councillor J. Richards seconded	)	

Amendment

Councillor P. Black moved	)	That the Mayor, Councillor Licul and Councillor
Councillor B. Licul seconded	)	Turley attend the Local Government Conference
		to be held in Sydney October 11 – 13, 2015.

That the Council nominated voting delegates to the Conference be the Mayor and Councillor Licul.

LOST  
on the casting vote of the Mayor

The original motion was put.

**RESOLUTION**

Minute No. 45038

Councillor D. Gallagher moved	)	That the recommendation of item 1 be adopted.
Councillor J. Richards seconded	)	

CARRIED  
on the casting vote of the Mayor

**RESCISSION MOTIONS**

Nil.

**REPORTS FROM DELEGATES**

Nil.



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**REPORTS**

**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 176/15 - DATED JULY 31, 2015 -  
DISCLOSURE OF INTEREST RETURNS** 11/265, 11/646

Recommendation

That Broken Hill City Council Report No. 176/15 dated July 31, 2015, be received.

That Council note the submission of the required returns by the Councillors and Designated Persons of Council.

That access to Council's Register of Returns of Disclosures by Councillors and Designated Persons be in accordance with the provisions of the *Local Government Act 1993* and other relevant legislation.

**RESOLUTION**

Minute No. 45039

That the recommendation of item 2 be adopted.

Councillor D. Gallagher moved )

Councillor M. Browne seconded )

CARRIED

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 177/15 - DATED JULY 30, 2015 - ALCOHOL  
FREE ZONES** 11/307

Recommendation

That Broken Hill City Council Report No. 177/15 dated July 30, 2015, be received.

That Council endorse the draft proposal (as attached) to re-establish the Alcohol Free Zone surrounding the E.T.Lamb Memorial Oval, including public roads, public car parks and footpath area surrounding the oval bounded by South, Boughtman, Comstock and Jamieson Streets.

That Council endorse the draft proposal (as attached) to establish the Alcohol Free Zone South Broken Hill including all public roads, public car parks and footpaths in an area bounded by Bonanza, Patton, Central and Hebbard Streets including South Street from Piper Street through to Wilson Street.

That Council endorse the draft proposal (as attached) to establish the Alcohol Free Zone Shell Memorial including all public roads, public car parks and footpaths in an area bounded by Iodide, Thomas, Bromide and Mica Streets including Oxide Street from Thomas Street through to Morgan Street.

That Council endorse the draft proposal (as attached) to re-establish the Alcohol Free Zone Creedon Street, bounded by Rakow and Wills Streets.

That Council refer the Draft Proposals for comment in accordance with the provisions of the *Local Government Act 1993* and Ministerial Guidelines (2009) to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group within the local area and all affected licensed premises and registered clubs that border on, adjoin or are adjacent to the proposed alcohol free zone, for response within thirty days of public notice.

That Council invite public comment on the proposal through an advertisement in local newspaper with time for response within thirty (30) days.

That a further report be submitted to Council upon completion of the consultative process.

**RESOLUTION**

Minute No. 45040

Councillor C. Adams moved )

Councillor M. Browne seconded )

That the recommendation of item 3 be adopted.

CARRIED

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**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 178/15 - DATED AUGUST 11, 2015 -  
INVESTMENT REPORT FOR JULY 2015**

11/48

Recommendation

That Broken Hill City Council Report No. 178/15 dated August 11, 2015, be received.

**RESOLUTION**

Minute No. 45041

Councillor J. Richards moved ) That the recommendation of item 4 be adopted.  
Councillor D. Gallagher seconded )

CARRIED

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 179/15 - DATED AUGUST 11, 2015 -  
REVIEW OF DELIVERY PROGRAM - SIX MONTHLY PERFORMANCE INDICATOR REPORTING  
AS AT JUNE 30, 2015**

13/79

Recommendation

That Broken Hill City Council Report No. 179/15 dated August 11, 2015, be received.

**RESOLUTION**

Minute No. 45042

Councillor J. Richards moved ) That the recommendation of item 5 be adopted.  
Councillor M. Browne seconded )

CARRIED

**ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 180/15 - DATED AUGUST 18, 2015 -  
COUNCILLOR REPRESENTATION AT THE 2015 LIBRARY SWITCH CONFERENCE, 17 - 19  
NOVEMBER, 2015 IN SYDNEY**

11/364

**RESOLUTION**

Minute No. 45043

Councillor M. Browne moved ) That Broken Hill City Council Report No. 180/15  
Councillor J. Richards seconded ) dated August 18, 2015, be received.

That Councillor Adams attends the 2015 NSW  
Public Libraries Association SWITCH Conference  
in Sydney from 17-19 November, 2015.

CARRIED

**ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 181/15 - DATED AUGUST 18, 2015 - DRAFT  
WASTE SERVICES POLICY FOR PUBLIC EXHIBITION**

11/200

Recommendation

That Broken Hill City Council Report No. 181/15 dated August 18, 2015, be received.

That Council endorse the Draft Waste Services Policy for the purposes of public consultation.

That the Draft Waste Management Policy be exhibited for public comment for a 28 day period.

That the Council receives a further report at the conclusion of this exhibition, detailing submissions

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and recommended changes arising, with a view to adopting the Draft Waste Services Policy for use. If adopted the "Waste Services Policy 2005" and "Dumper Hire Policy" will be rendered obsolete.

**RESOLUTION**

Minute No. 45044

Councillor D. Gallagher moved ) That the recommendation of item 7 be adopted.  
Councillor J. Nolan seconded )

CARRIED

**ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 182/15 - DATED AUGUST 12, 2015 - DRAFT SWIMMING POOL BARRIER INSPECTION POLICY FOR PUBLIC EXHIBITION** 12/14

Recommendation

That Broken Hill City Council Report No. 182/15 dated August 12, 2015, be received.

That Council endorse the draft Swimming Pool Barrier Inspection Policy for the purposes of public consultation

That the draft Swimming Pool Barrier Inspection Policy be exhibited for public comment for a 28 day period

That Council receives a further report at the conclusion of this exhibition, detailing submissions and any recommended changes arising, with a view to adopting the Draft Swimming Pool Barrier Inspection Policy

**RESOLUTION**

Minute No. 45045

Councillor D. Gallagher moved ) That the recommendation of item 8 be adopted.  
Councillor C. Adams seconded )

CARRIED

**ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 183/15 - DATED AUGUST 18, 2015 - DRAFT ASBESTOS POLICY FOR PUBLIC EXHIBITION** 12/180

Recommendation

That Broken Hill City Council Report No. 183/15 dated August 18, 2015, be received.

That Council endorse the Draft Asbestos Policy for the purposes of public consultation.

That the Draft Asbestos Policy be exhibited for public comment for a 28 day period.

**RESOLUTION**

Minute No. 45046

Councillor J. Nolan moved ) That the recommendation of item 9 be adopted.  
Councillor J. Richards seconded )

CARRIED

**ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 184/15 - DATED AUGUST 18, 2015 - DRAFT COMMUNITY ASSISTANCE GRANT POLICY FOR PUBLIC EXHIBITION** 11/117

Recommendation

That Broken Hill City Council Report No. 184/15 dated August 18, 2015, be received.

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That Council endorse the Community Assistance Grant Policy for the purposes of public consultation.

That the draft Community Assistance Grant Policy be exhibited for public comment for a 28 day period.

That Council receives a further report at the conclusion of this exhibition, detailing submissions and any recommended changes arising, with a view to adopting the Draft Community Assistance Grant Policy. If adopted the Community Assistance Policy adopted in 2003 and the Heritage Restoration Fund Loans Policy adopted in 2002 will be rendered obsolete.

**RESOLUTION**

Minute No. 45047

Councillor D. Gallagher moved ) That the recommendation of item 10 be adopted.  
Councillor C. Adams seconded )

CARRIED

**ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 185/15 - DATED AUGUST 12, 2015 -  
DEVELOPMENT OF A DRAFT CONSOLIDATED DEVELOPMENT CONTROL PLAN (DCP) FOR  
BROKEN HILL CITY COUNCIL** 11/126

Recommendation

That Broken Hill City Council Report No. 185/15 dated August 12, 2015, be received.

That a draft Consolidated Development Control Plan be prepared to apply to all land within Broken Hill local government area that consolidates the provisions of current development control plans and the provisions of any draft development control plans into a single plan.

That the draft Consolidated Development Control Plan be presented to a future Council Meeting for the purpose of public exhibition.

**RESOLUTION**

Minute No. 45048

Councillor C. Adams moved ) That the recommendation of item 11 be adopted.  
Councillor D. Gallagher seconded )

CARRIED

**ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 186/15 - DATED AUGUST 18, 2015 -  
RENEWAL OF LICENCE AT BROKEN HILL REGIONAL AIRPORT TERMINAL TO W.T.H. PTY LTD  
TRADING AS AVIS AUSTRALIA FOR CAR RENTAL DESK** 11/220

Recommendation

That Broken Hill City Council Report No. 186/15 dated August 18, 2015, be received.

That Council renews the licence agreement with W.T.H. Pty Ltd trading as Avis Australia for a Car Rental Desk and two (2) car parking spaces within the Licensor's lockup parking compound at the Broken Hill Regional Airport Terminal.

That the term of the licence be for five (5) years commencing July 1, 2015 and expiring June 30, 2020.

That W.T.H. Pty Ltd trading as Avis Australia will pay market fee for the licence in line with other similar airport desk licences; and that this fee is reviewed every twelve months on July 1<sup>st</sup> in line with the Consumer Price Index, and the licence fee adjusted accordingly.

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That all other terms be in accordance with the previous licence.

That the Mayor and General Manager be authorised to sign the Licence Agreement and Council's Common Seal be affixed.

**RESOLUTION**

Minute No. 45049

Councillor D. Gallagher moved	)	That the recommendation of item 12 be adopted.
Councillor J. Nolan seconded	)	

CARRIED

**ITEM 13 – BROKEN HILL CITY COUNCIL REPORT NO. 187/15 – DATED AUGUST 06, 2015 –  
COMMUNITY ASSISTANCE REQUESTS FOR AUGUST**

11/117

*Councillor Licul declared a conflict of interest in section 3 (Broken Hill High School request). The Mayor stated that Council would consider sections 1, 2 and 4 together in order for Councillor Licul to be present for these matters.*

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**RESOLUTION**

Minute No. 45050

Councillor M. Browne moved	)	That Council approves the discretionary rates
Councillor J. Nolan seconded	)	subsidy to the Broken Hill Philharmonic Society
		Inc. of \$2,335.00 being the difference between
		the business rate and the residential rate for the
		principal property at 200 Crystal Street as per
		clause 7.2 of the Community Assistance Policy.

That Council declines the request for a waiver of entry fees at the Living Desert for the 5<sup>th</sup> Mildura Scouts Cubs Section for their Cub Pack Holiday to Broken Hill as the request does not meet the eligibility criteria of the Community Assistance Policy.

That Council approves the request (facilitated by Compass Housing Services on behalf of residents of Creedon Street) for Community Assistance by way of in-kind assistance of \$1,551.50 to clean up vacant land and clear rubbish from the back fence line of properties in the Creedon Street Community Hub precinct between Rakow Streets and Cornish Streets.

CARRIED

*Councillor Licul declared an interest in section 3 (Broken Hill High School request) and left the Council Chambers at 6:47 p.m.*

**RESOLUTION**

Minute No. 45051

Councillor M. Browne moved	)	That Council approves the discretionary rates
Councillor C. Adams seconded	)	subsidy to the Broken Hill Philharmonic Society
		Inc. of \$2,335.00 being the difference between
		the business rate and the residential rate for the
		principal property at 200 Crystal Street as per
		clause 7.2 of the Community Assistance Policy.

That Council declines the request for a waiver of entry fees at the Living Desert for the 5<sup>th</sup> Mildura

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Scouts Cubs Section for their Cub Pack Holiday to Broken Hill as the request does not meet the eligibility criteria of the Community Assistance Policy.

That Council approves the request (facilitated by Compass Housing Services on behalf of residents of Creedon Street) for Community Assistance by way of in-kind assistance of \$1,550.50 to clean up vacant land and clear rubbish from the back fence line of properties in the Creedon Street Community Hub precinct between Rakow Streets and Cornish Streets.

That Council declines the request for waiver of fees for the Department of Education to hold a concert benefiting the Broken Hill Base Hospital (up to \$3,000.00 dependent on ticket sales) as the request does not meet the eligibility criteria of the Community Assistance Policy as both organisations are government funded.

CARRIED

*Councillor Licul returned to the Council Chamber at 6:48 p.m.*

*The Mayor advised Councillor Licul that the recommendation regarding the Broken Hill High School request was adopted.*

**ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 188/15 - DATED AUGUST 10, 2015 -  
TOURISM AND CULTURAL ATTRACTIONS ACTIVITY REPORT FOR JULY 2015** 11/514

Recommendation

That Broken Hill City Council Report No. 188/15 dated August 10, 2015, are received.

**ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 189/15 - DATED AUGUST 05, 2015 -  
INFRASTRUCTURE MONTHLY ACTIVITIES - JULY 2015** 11/514

Recommendation

That Broken Hill City Council Report No. 189/15 dated August 5, 2015, be received.

**ITEM 16 - BROKEN HILL CITY COUNCIL REPORT NO. 190/15 - DATED AUGUST 12, 2015 -  
DEVELOPMENT ACTIVITIES - JULY 2015** 11/514

Recommendation

That Broken Hill City Council Report No. 190/15 dated August 12, 2015, be received.

Minute No. 45052

Councillor P. Black moved	)	That the recommendations of items 14 to 16 be
Councillor B. Licul seconded	)	adopted.

CARRIED

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**ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 191/15 - DATED AUGUST 12, 2015 -  
HERITAGE STATUS REPORT - JULY 2015**

11/126

Recommendation

That Broken Hill City Council Report No. 191/15 dated August 12, 2015, be received.

**RESOLUTION**

Minute No. 45053

Councillor M. Browne moved

)

That the recommendation of item 17 be adopted.

Councillor B. Licul seconded

)

CARRIED

**ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 192/15 - DATED AUGUST 04, 2015 -  
ACTION LIST REPORT**

11/25

Recommendation

That Broken Hill City Council Report No. 192/15 dated August 4, 2015, be received.

**RESOLUTION**

Minute No. 45054

Councillor D. Gallagher moved

)

That the recommendation of item 18 be adopted.

Councillor J. Richards seconded

)

CARRIED

**COMMITTEE REPORTS**

**ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 193/15 - DATED AUGUST 13, 2015 -  
NOMINATION FOR COMMUNITY REPRESENTATIVES ON VARIOUS SECTION 355 ASSET  
COMMITTEES**

12/57

Recommendation

That Broken Hill City Council Report No. 193/15 dated August 13, 2015, be received.

That Council appoints Mr. John Erskine as a community representative on the Memorial Oval Community Committee.

That Council appoints Ms. Fallon Lawn and Ms. Helen Semmens as community representatives on the Riddiford Arboretum Community Committee.

That Council appoints Mr. Hans Noorman as a community representative on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee.

**ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 194/15 - DATED AUGUST 17, 2015 -  
MINUTES OF THE BIU BAND HALL AND SOCCER COMPLEX COMMUNITY COMMITTEE  
MEETING HELD AUGUST 12, 2015**

12/48

Recommendation

That Broken Hill City Council Report No. 194/15 dated August 17, 2015, be received.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD  
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That minutes of the BIU Band Hall and Soccer Complex Community Committee meeting held August 12, 2015 be received and noted.

**ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 195/15 - DATED AUGUST 18, 2015 -  
MINUTES OF THE PICTON OVAL COMMUNITY COMMITTEE MEETING HELD AUGUST 17, 2015**  
12/54

Recommendation

That Broken Hill City Council Report No. 195/15 dated August 18, 2015, be received.

That the minutes of the Picton Oval Community Committee Meeting held August 17, 2015 be received.

**ITEM 22 - BROKEN HILL CITY COUNCIL REPORT NO. 196/15 - DATED AUGUST 14, 2015 -  
MINUTES OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE**  
12/51

Recommendation

That Broken Hill City Council Report No. 196/15 dated August 14, 2015, be received.

That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held July 21, 2015 be received.

Minute No. 45055

Councillor P. Black moved	)	That the recommendations of items 19 to 22 be
Councillor M. Browne seconded	)	adopted.

CARRIED

**QUESTIONS ON NOTICE**

**ITEM 23 - QUESTIONS ON NOTICE NO. 11/15 - DATED AUGUST 04, 2015 - COUNCILLORS  
QUESTIONS ON NOTICE FROM AUGUST 26, 2015 COUNCIL MEETING**  
11/126

**RESOLUTION**

Minute No. 45056

Councillor P. Black moved	)	That Questions On Notice No. 11/15 dated
Councillor B. Licul seconded	)	August 4, 2015, be received.

That the responses be noted and the response concerning Council's borrowings be referred to the Audit Committee.

CARRIED



MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD  
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**MATTER OF URGENCY**

MATTER OF URGENCY - GREAT SOUTHERN RAIL

11/291

**RESOLUTION**

Minute No. 45057

Councillor B. Licul moved	)	That Council makes representations to the Local, Federal and State Members, the NSW Transport Minister and NSW Tourism Minister requesting that the loss of subsidies planned for Great Southern Rail be addressed.
Councillor J. Nolan seconded	)	

CARRIED

**QUESTIONS FOR NEXT MEETING**

Channel 9 Coverage of National Rugby League

11/161

*Councillor Black requested whether Council could support Councillor Gallagher, in his role as Chairperson of the Broken Hill District Rugby League Association, to pursue the issue of Broken Hill receiving the broadcasting of the National Rugby League Finals as well as Thursday, Friday and Saturday evening games and Sunday afternoon games next year.*

**CONFIDENTIAL MATTERS**

**RESOLUTION**

Minute No. 45058

Councillor M. Browne moved	)	That the confidential matters be considered in closed session in accordance with Section 10(A) of the Local Government Act, 1993.
Councillor D. Gallagher seconded	)	

CARRIED

*Council staff, members of the public and media left the Council Chambers at 6:58 p.m.*

*The Governance Officer returned to the Council Chambers at 7:02 p.m.*

**ITEM 24 - MAYORAL MINUTE NO. 4/15 - DATED AUGUST 19, 2015 - CONFIDENTIAL**

**(General Manager's Note:** This report considers personnel matters and is deemed confidential under Section 10A(2) (a) of the Local Government Act, 1993 which contains matters that will involve the discussion of personnel matters concerning a particular individual).

Recommendation

That Mayoral Minute No. 4/15 dated August 19, 2015, be received.

**RESOLUTION**

Minute No. 45059

Councillor M. Browne moved	)	That the recommendation of item 24 be adopted.
Councillor D. Gallagher seconded	)	

CARRIED

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*Council staff returned to the Council Chambers at 7:03 p.m.*

**ITEM 25 - BROKEN HILL CITY COUNCIL REPORT NO. 197/15 - DATED JUNE 03, 2015 -  
CONFIDENTIAL**

**(General Manager's Note:** This report considers Responses to an Expression of Interest and is deemed confidential under Section 10A(2) (d) of the Local Government Act, 1993 which provides for commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).

Recommendation

That Broken Hill City Council Report No. 197/15 dated June 3, 2015, be received.

That Council approve the sale by auction process of Shorty O'Neil Village less the twelve units between Gossan and Skipman Streets subject to lifting of the caveat over the site by NSW Land and Housing Corporation and final subdivision from the overall site of the twelve unit cluster.

Authorise the General Manager to proceed to subdivision of the site from the 12 unit cluster at Gossan Street once agreement has been reached with NSW Land and Property on the removal of the caveat.

**ITEM 26 - BROKEN HILL CITY COUNCIL REPORT NO. 198/15 - DATED AUGUST 18, 2015 -  
CONFIDENTIAL**

**(General Manager's Note:** This report considers a contract that is yet to be finalised and is deemed confidential under Section 10A(2) (d) of the Local Government Act, 1993 which provides for commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).

Recommendation

That Broken Hill City Council Report No. 198/15 dated August 18, 2015, be received.

That Council endorse the actions of the General Manager in relation to the sale of bed licences.

Minute No. 45059

Councillor P. Black moved	)	That the recommendations of items 25 to 26 be
Councillor D. Gallagher seconded	)	adopted.

CARRIED

*Members of the public and media returned to the Council Chambers at 7:04 p.m.*

*The Mayor requested the General Manager to report on the confidential matters. The General Manager advised that Council had resolved in respect of:*

**Item 24 - Mayoral Minute no. 4/15 - dated August 19, 2015 – Confidential**

- That Mayoral Minute No. 4/15 dated August 19, 2015, be received.

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**Item 25 - Broken Hill City Council Report No. 197/15 - dated June 03, 2015 - Confidential**

- That Broken Hill City Council Report No. 197/15 dated June 3, 2015, be received.
- That Council approve the sale by auction process of Shorty O'Neil Village less the twelve units between Gossan and Skipman Streets subject to lifting of the caveat over the site by NSW Land and Housing Corporation and final subdivision from the overall site of the twelve unit cluster.
- Authorise the General Manager to proceed to subdivision of the site from the 12 unit cluster at Gossan Street once agreement has been reached with NSW Land and Property on the removal of the caveat.

**Item 26 - Broken Hill City Council Report No. 198/15 - dated August 18, 2015 - Confidential**

- That Broken Hill City Council Report No. 198/15 dated August 18, 2015, be received.
- That Council endorse the actions of the General Manager in relation to the sale of bed licences

There being no further business the Mayor closed the meeting at 7:05 p.m.

THE FOREGOING MINUTES WERE READ )  
AND CONFIRMED AT THE ORDINARY )  
MEETING OF THE BROKEN HILL CITY )  
COUNCIL HELD ON SEPTEMBER 30, 2015. )

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CHAIRPERSON

## **MAYORAL MINUTES**

1. MAYORAL MINUTE NO. 5/15 - DATED AUGUST 19, 2015 - FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT (11/175)..... 17
2. MAYORAL MINUTE NO. 6/15 - DATED SEPTEMBER 11, 2015 - FIT FOR THE FUTURE - MEMBERSHIP ON THE FAR WEST INITIATIVE ADVISORY COMMITTEE (11/304) ..... 21

ORDINARY MEETING OF THE COUNCIL

August 19, 2015

MAYORAL MINUTE NO. 5/15

SUBJECT: FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT  
11/175

**Summary**

Council has received correspondence from Local Government NSW dated August 13, 2015 advising that they are working closely with the Australian Local Government Association in a campaign to ensure that the Local Government reform includes solutions to systemic funding problems such as cost shifting and flaws in the rating system.

The correspondence requests that Council adopts a resolution to acknowledge the importance of Financial Assistance Grants in facilitating the delivery of essential services by Local Government across Australia; and also for Council to acknowledge Government funding in Council's 2014/2015 Annual Report.

It is important for Council to support Local Government NSW's campaign to remove the indexation freeze on Financial Assistance grants to Local Government, and by passing this resolution, Council will demonstrate to both the Federal Government and the community of Broken Hill the significance of Financial Assistance Grants in the long term financial sustainability of Council and local government.

The receipt of Financial Assistance Grants by Broken Hill City Council peaked in 2012/2013 with \$4.7 million received in that year. Since that time, there has been an annual reduction and the grants for 2015/2016 as advised will be \$4.36 million. The reduction in grant income is a significant issue for Council's ongoing financial sustainability.

**Recommendation**

That Mayoral Minute No. 5/15 dated August 19, 2015, be received.

That Council acknowledges the importance of Federal funding through the Financial Assistance Grants program for the continued delivery of Council's services and infrastructure.

That Council acknowledges that it received \$4.5 million in Financial Assistance Grants in 2014/15; and that Council will ensure that this Federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council's publications, including annual reports.

That Local Government NSW be advised of Council's resolution.

**Attachments**

1. Correspondence from Local Government NSW 2 Pages
2. Resolution and Rationale from Local Government NSW 1 Page

W CUY  
MAYOR

AUSTRALIAN LOCAL  
GOVERNMENT ASSOCIATION

Our ref: R90/0835-11 Out - 23899

13 August 2015

Cr Wincen Cuy  
Mayor  
Broken Hill City Council  
PO Box 448  
BROKEN HILL NSW 2880

Dear Cr Cuy

**Financial Assistance Grants to Local Government**

As you would be aware, Local Government NSW is a member of the Australian Local Government Association (ALGA) and continues to work closely with the national body on the campaign to restore indexation to Financial Assistance Grants (FAGs). The campaign is now beginning to gain momentum on a few fronts – welcome news which aligns well with LGNSW's push to ensure Local Government reform includes solutions to systemic funding problems such as cost-shifting and flaws in the rating system.

Councils across Australia continue to pass resolutions acknowledging the importance of the FAGs in facilitating the delivery of essential services for their communities, with around 200 (35%) reporting that such a resolution has been passed. This is a good start, and LGNSW commends those NSW Councils who have passed the FAGs resolution – particularly in the intense period during which Council resources have been focused on preparing and lodging Fit for the Future submissions. With submissions now lodged and under review by IPART, LGNSW is urging Member Councils who have yet to pass a FAGs resolution to consider doing so.

A draft resolution is attached for this purpose, and your support would be welcomed by your fellow Councils. Once passed, it would be greatly appreciated if Councils could advise LGNSW, thereby allowing us to help ensure a strong combined NSW voice is included in this national campaign.

On the political front, the FAGs campaign saw the Federal Opposition in June draw a direct link between the freeze to FAGs indexation and its agreement with the Government to support the provision of a \$1.105 billion boost to Roads to Recovery funding. The increased funding will apply over the next two years, using revenue from the reintroduced fuel excise indexation.

In NSW, LGNSW's submission to the NSW Parliamentary Inquiry into Local Government included evidence of the impact the FAGs indexation freeze has had on our Councils, sparking significant interest from the Committee in the need to "fix the funding first".

These are major achievements showing the effective cut-through and influence of our actions and messages - but we can't stop there.

LOCAL GOVERNMENT NSW  
GPO BOX 7003 SYDNEY NSW 2001  
L8, 28 MARGARET ST SYDNEY NSW 2000  
T 02 9242 4000 F 02 9242 4111  
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU  
ABN 49 853 913 882

It is important that each council acknowledges the receipt of FAGs from the Commonwealth in their council documentation. The end of the 2014-15 financial year creates an excellent opportunity for your council to acknowledge FAGs in your annual report, demonstrating to both government and your community the significant role of FAGs in the long-term financial sustainability of your council and local government.

We're also seeking to continue the campaign's political momentum through advocacy at the highest levels of government. To this end we are asking you to write to the Deputy Prime Minister and Minister for Infrastructure and Regional Development, the Hon Warren Truss MP, raising the issue of financial sustainability of Local Government, the importance of FAGs to your own council's budget and sustainability, and urging Minister Truss to support the restoration of the indexation of FAGs as soon as possible.

It would be hugely appreciated if you could copy in or otherwise advise LGNSW on any activities you undertake in support of the campaign, including writing to the Deputy Prime Minister, passing a resolution that acknowledges the importance of FAGs to crucial service delivery, and including an acknowledgment in your annual report. This allows the Association to report campaign activity by NSW councils to ALGA, enabling them to present a stronger and more cohesive case to the Federal Government.

Thank you for your commitment to the local government sector and your assistance in our campaign to restore the indexation of FAGs as soon as possible.

Yours sincerely



Cr Keith Rhoades

President  
Local Government NSW



Mayor Troy Rickard

President  
Australian Local Government Association

**Attachment****Council Resolution**

That the Council:

1. Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure;
2. Acknowledges that the council will receive \$X.Y million in 2014 - 15; and
3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.

**Rationale**

FAGs are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Australian Government under this important program.

The Government's decision in the 2014 Federal Budget to freeze the indexation of FAGs for three years beginning in 2014-15 will unfortunately cost councils across Australia an estimated \$925 million by 2017-18.

ALGA and the state local government associations are seeking the support of Council for advocacy to have the Federal Government reverse the decision to freeze the indexation of FAGs.

While the FAGs are paid through each state's Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. Council, and every other council in Australia, have been asked to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting Council to provide important community infrastructure.

Council is also being asked to acknowledge the receipt of Financial Assistance Grants from the Commonwealth in media releases and council publications, including our annual report and to highlight to the media a council project costing a similar size to the FAGs received by Council so that the importance and impact of the grants can be more broadly appreciated.



ORDINARY MEETING OF THE COUNCIL

September 11, 2015

MAYORAL MINUTE NO. 6/15

SUBJECT: FIT FOR THE FUTURE - MEMBERSHIP ON THE FAR WEST  
INITIATIVE ADVISORY COMMITTEE 11/304

**Summary**

Council has received an email from the Department of Premier and Cabinet dated September 4, 2015 requesting Council to nominate its Delegate on the Fit for the Future - Far West Initiative Advisory Committee. The email advises that the Advisory Committee was recently established to assist in leading the Far West Initiative and that Mr. John Williams has been appointed as the Chair of the Committee.

Following the unavailability of all Councils for an initial meeting in Broken Hill, the Chair has recommended that the inaugural meeting be held in Sydney to coincide with the Local Government Conference. This will assist with travel costs as Councils will already have delegates in Sydney attending the Conference.

The Advisory Committee has been formed to make recommendations to the Minister for Local Government regarding Local Government reform to ensure financial sustainability for Councils in Far Western NSW.

I will attend the meeting to be held in Sydney, as Council's delegate.

Attached to this report is the email message from the Chair of the Advisory Committee and also the Terms of Reference for the Committee.

This Mayoral Minute seeks Council's endorsement of the Mayor as Council's Delegate on the NSW Government's Fit for the Future - Far West Initiative Advisory Committee.

**Recommendation**

That Mayoral Minute No. 6/15 dated September 11, 2015, be received.

That Council actively participate on the NSW Government's Fit for the Future - Far West Initiative Advisory Committee; and that the Mayor act as Council's delegate on the Advisory Committee.

**Attachments**

1. Email message from the Chair of the Far West Initiative Advisory Committee 2 Pages
2. Terms of Reference of the Far West Initiative Advisory Committee 4 Pages

W CUY  
MAYOR

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**Bartlett, Leisa**

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**From:** Bartlett, Leisa  
**Sent:** Friday, 11 September 2015 10:47 AM  
**To:** Bartlett, Leisa  
**Subject:** FW: Message from the Chair of the Far West Initiative Advisory Committee  
**Attachments:** Far West Initiative Advisory Committee Terms of Reference.pdf

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**From:** Celia Murphy [<mailto:Celia.Murphy@dpc.nsw.gov.au>]  
**Sent:** Wednesday, 9 September 2015 2:26 PM  
**To:** Schipanski, Louise  
**Subject:** FW: Message from the Chair of the Far West Initiative Advisory Committee

Hi Louise,

Here is the request for nominees for the Far West Initiative Advisory Committee that was sent out last week. I was ringing to follow up on Broken Hill City Council's nominee.

Please let me know if you need any further information.

Celia



**Premier  
& Cabinet**

**Celia Murphy | Director**  
State Economy Branch, Department of Premier and Cabinet  
Level 10, 52 Martin Place, Sydney | GPO Box 5341, Sydney NSW 2001  
T: 02 92284811 | M: 0421 613 395 | [celia.murphy@dpc.nsw.gov.au](mailto:celia.murphy@dpc.nsw.gov.au) | [dpc.nsw.gov.au](http://dpc.nsw.gov.au)

---

**From:** Celia Murphy  
**Sent:** Friday, 4 September 2015 8:32 AM  
**To:** 'mayor@balranald.nsw.gov.au'; 'adrenovski@balranald.nsw.gov.au'; 'bourkeshire@bourke.nsw.gov.au'; 'rearl@bourke.nsw.gov.au'; 'breshire@brewarrina.nsw.gov.au'; 'gm@brewarrina.nsw.gov.au'; 'Wincen.Cuy@brokenhill.nsw.gov.au'; 'Therese.Manns@brokenhill.nsw.gov.au'; 'wrightg@centraldarling.nsw.gov.au'; 'boydm@centraldarling.nsw.gov.au'; 'mayor@cobar.nsw.gov.au'; 'gary.woodman@cobar.nsw.gov.au'; 'dlane@lightningridge.net.au'; 'dramsland@walgett.nsw.gov.au'; 'crmckinnon@wentworth.nsw.gov.au'; 'peterk@wentworth.nsw.gov.au'; 'Simon.Rule@wentworth.nsw.gov.au'  
**Cc:** 'John Williams'  
**Subject:** Message from the Chair of the Far West Initiative Advisory Committee

Dear Mayors and General Managers,

As you know, Minister Toole recently established an Advisory Committee to assist in leading the Far West Initiative. I have been appointed as Chair of the Committee and members will include a representative from each of the 8 Far West councils. Please find attached the Committee's terms of reference for your information.

I am writing on behalf of Minister Toole to invite you to nominate your council representative, and to propose the arrangements for our first meetings. Please note that we would like council representatives to include a mix of elected officials and unelected officers.

I suggest we hold our first Advisory Committee meeting in Broken Hill on either Thursday 24 September or Friday 25 September. We could then meet again in Sydney on Wednesday 14 October, following the Local Government NSW

annual conference (or alternatively sometime during the conference on 12 or 13 October). The Committee's secretariat from the NSW Department of Premier and Cabinet (DPC) will coordinate the meeting arrangements.

I do appreciate that it's a long way to Broken Hill for many councils. We will meet in future at different locations.

Please contact Celia Murphy, Director of Sector Governance at DPC, to nominate your council representative and availability for September and October meetings. Celia can be contacted at [celia.murphy@dpc.nsw.gov.au](mailto:celia.murphy@dpc.nsw.gov.au) or on (02) 9228 4811. Thanks to Cobar Shire Council who have already contacted the Minister's office with the details for their representative.

We would also appreciate your thoughts on which government agencies we should involve in our discussions as a priority.

I look forward to working with you to progress this important Initiative over the coming months.

Regards,

John Williams



Office of  
Local Government

## Office of Local Government

**FIT FOR THE FUTURE**

**FAR WEST INITIATIVE ADVISORY COMMITTEE**

**TERMS OF REFERENCE**

Strengthening local government



## **1. Introduction**

The Far West Initiative, announced as part of the Fit for the Future package, aims to deliver a new governance and service delivery model to apply across all levels of government to secure better outcomes for local communities. This builds on the findings of the Independent Local Government Review Panel.

The Far West aligns to NSW regional planning boundaries and includes Balranald, Bourke, Brewarrina, Broken Hill, Central Darling, Cobar, Walgett and Wentworth local government areas and the Unincorporated Area.

In December 2014, the Minister for Local Government met with council representatives and sector bodies in Cobar to discuss issues facing councils and identify ways to improve services. Attendees worked together to identify the principles and characteristics of good service delivery drawing on local experience.

In February 2015, senior representatives of relevant State and Federal agencies and regional managers attended a NSW Government Far West Forum. The purpose of the Forum was to develop a shared understanding of what is needed from a new model, given the challenges and opportunities facing agencies.

Since that time, targeted consultation has been undertaken with several non-government service organisations in the region and a report summarising consultation outcomes has been released.

## **2. Far West Initiative Advisory Committee (FWIAC)**

The NSW Department of Premier and Cabinet (DPC) is leading the Far West Initiative together with the Office of Local Government (OLG). The Agencies are working with stakeholders to develop a new long-term approach, taking into account the challenges Far West communities face such as isolation, demographic and economic changes.

The Far West Initiative Advisory Committee (FWIAC) will support the implementation of the Far West Initiative, with the primary purpose to:

- Provide advice to the Minister on the development and implementation of the Far West Initiative.
- Provide advice to the Minister on broader reforms to improve outcomes for the communities of the Far West region.
- Identify strategies that ensure the Far West Initiative contributes to the strategic capacity and financial sustainability of local government in the region.
- Ensure effective collaboration with key stakeholders.

Initially, the focus of the FWIAC will be to consider matters of significance to ensure the delivery of the following key milestones:

- Far West Initiative Issues and Options Paper released for public consultation – late 2015,
- Support a Far West Summit with regional stakeholders – date TBC
- Recommendations to Government – 2016.

The FWIAC will work closely with the Far West Initiative project steering group which comprises of directors and staff from Department of Premiers and Cabinet and the Office of Local Government.

**Membership**

The FWIAC will be appointed by the Minister for Local Government and be made up of:

- Chair
- A representative of each of the 8 councils in the region
- DPC Executive Director, Regional Coordination
- OLG Director, Innovation & Development
- A representative of the Commonwealth Government.
- A representative of the non-government service delivery sector

A member of the FWIAC may resign from the Group by formally providing notice to the Minister. Following a resignation, the Minister will appoint a new nominee.

The Minister will appoint the Chair of the FWIAC. All appointments will be for a period of three years.

The FWIAC, through the Chair, may invite external experts to attend the meetings as required.

**3. Responsibilities of Members**

Members of the FWIAC are expected to:

- Contribute the time needed to review the meeting papers provided;
- Maintain confidentiality of business papers and discussions within meetings;
- Participate in meetings by expressing opinions, applying good analytical skills, objectivity and good judgement;
- Provide fairness, courtesy, and due consideration to all views and opinions expressed within the FWIAC.
- Travel within and outside of the region in exercising their role, including attending meetings and outside of the normal meeting cycle (see also item 6.1).

A role description for the Chair provides additional guidance on the expectations of the Chair.

**4. Reporting**

The FWIAC, through the Chair, will report to the Minister following each meeting on matters discussed at the meeting consistent with the purpose outlined within these Terms of Reference.

## **5. Administrative arrangements**

### *5.1 Meetings*

The FWIAC will meet at least four times per year. The FWAIC should meet at locations within the Far West region. Additional meetings may be held at the request of the Minister or by agreement with the Minister. Members will be expected to communicate with their respective constituencies to ensure their advice is reflective of broader views within the sector.

A majority of FWIAC members, one of which must be the chair, must be in attendance for a meeting to proceed.

Attendance in person at meetings is strongly preferred. However, members may arrange with the Chair to attend by telephone or by video conference where necessary and feasible.

Travel to Dubbo (DPC Western Regional Office) or Sydney (DPC/OLG head offices) will be required. Additional travel may be required to attend events and liaise with key stakeholders.

### *5.2 What constitutes advice*

Advice to the Minister is based on the consensus of the FWIAC.

### *5.3 Remuneration and expenses*

The costs incurred by members in attending meetings shall be covered by that member's organisation. The remuneration and costs of the Chair shall be covered by the Office of Local Government through the Fit for the Future budget.

### *5.4 Media*

Any and all media comments will be made by the Chair of the FWIAC.

### *5.5 Dissolution of FWIAC*

The FWIAC will be dissolved under the following circumstances:

- The Minister for Local Government gives notice to the Chair that the FWIAC is not fulfilling its purpose or is no longer necessary for the purposes of the Fit for the Future program.
- An incoming Government or Minister determines that the Reference Group not be continued for any reason.

### *5.6 Administrative Support*

Administrative support, including inviting members, organising meetings, preparation of business papers, and taking of minutes; is to be provided by the Department of Premier and Cabinet. The agenda for each meeting will be approved by the Chair.

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ORDINARY MEETING OF THE COUNCIL

September 9, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 199/15

SUBJECT:                    ELECTION OF DEPUTY MAYOR

11/18

**Recommendation**

That Broken Hill City Council Report No. 199/15 dated September 9, 2015, be received.

That Council elect the Deputy Mayor at this meeting.

That the Deputy Mayor be elected for a 12 month term concluding at the 2016 Local Government Election (September 2015 to September 2016).

That in the event of a contested election that the Council determine whether voting is to be open voting, Ordinary Ballot or Preferential Ballot.

**Executive Summary:**

The Councillors may elect one councillor to be Deputy Mayor. The person may be elected for the Mayoral or shorter term. Council's practice has been to elect a Deputy Mayor for a 12 month period.

Nomination forms for the election of Deputy Mayor are enclosed with the business paper. It would help the process if Councillors wishing to nominate a candidate for the Office of Deputy Mayor complete the form prior to the meeting. However, it is still open to Councillors if they so wish to nominate a candidate at the meeting, provided the formalities concerning signatures and written consent are observed. The nomination form is attached to the report (Attachment 1).

Completed nomination forms should be given to the Returning Officer prior to the meeting or brought to the meeting and handed to the Returning Officer prior to the commencement of the meeting.

**Report:**

The Deputy Mayor's role is to exercise any function of the Mayor:-

- At the request of the Mayor, or
- If the Mayor is prevented by illness, absence, or otherwise from exercising the function; or
- If there is a casual vacancy in the Office of Mayor.

If no Deputy Mayor is elected or if the Deputy Mayor is unable to act, the Councillors may elect one of their number to act as Deputy Mayor.

This Council in the past has elected a Deputy Mayor.

The election is to be conducted in accordance with the Local Government (General) Regulations, which provides:-

- The General Manager or person appointed by the General Manager is the Returning Officer.
- Nominations may be made without notice but must be in writing signed by two or more Councillors one of whom may be the nominee. Nominations are to be announced and elections conducted at the same meeting.
- Nominations are not valid unless the Councillors nominated consent to the nomination in writing.
- If more than one Councillor is nominated the Council must decide by resolution whether the election will proceed by preferential ballot, ordinary ballot or open voting. Preferential ballots and Ordinary Ballots are to be secret ballots. Open voting means a show of hands or similar means.

**Strategic Direction:**

Key Direction: 4 Our Leadership  
Objective: 4.2 Our Leaders Make Smart Decisions  
Function: Leadership and Governance  
DP Action: 4.2.1.10 Increase Leadership capacity within Council

**Relevant Legislation:**

Local Government Act and Regulations.

**Financial Implications:**

The Deputy Mayor is entitled to an additional fee when acting in the role of Mayor.

This additional fee is a daily fee based on the annual additional Mayoral fee; with daily fee being calculated dependent on the number of days in the month, with the fee so payable deducted from the Mayor's fee.

**Attachments**

1. Nomination Form Deputy Mayor 1 Page

THERESE MANNS  
GENERAL MANAGER



To The Returning Officer/General Manager  
Broken Hill City Council  
P.O. Box 448  
BROKEN HILL NSW 2880

**RE - ELECTION OF DEPUTY MAYOR**

We, the undersigned Councillors of the City of Broken Hill hereby nominate

**Councillor** \_\_\_\_\_ for the position of Deputy Mayor.

Councillor: \_\_\_\_\_

Councillor: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

I, the undersigned, hereby accept the above nomination for the position of Deputy Mayor.

Councillor: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ORDINARY MEETING OF THE COUNCIL

September 15, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 200/15

SUBJECT: CORRESPONDENCE REPORT FOR SEPTEMBER 11/161

**Recommendation**

That Broken Hill City Council Report No. 200/15 dated September 15, 2015, be received.

That correspondence from the Minister for Trade, Tourism and Major Events and Minister for Sport, the Hon. Stuart Ayres, M.P. in reply to Council's correspondence regarding the Australian Government's decision to cease rail subsidies provided to Great Southern Rail from July 2016, be received.

**Executive Summary:**

Council has received correspondence from the Minister for Trade, Tourism and Major Events and Minister for Sport in reply to Council's correspondence regarding the Australian Government's decision to cease rail subsidies provided to Great Southern Rail from July 2016.

**Report:**

At the Ordinary Council meeting held August 26, 2015 the Mayor accepted a matter of urgency raised by Councillor Licul regarding the Government's proposed cuts in rail subsidies; and Council resolved:

**RESOLUTION**

Minute No. 45057

*Councillor B. Licul moved*

*Councillor J. Nolan seconded*

) *That Council makes representations to the*  
) *Local, Federal and State Members, the NSW*  
*Transport Minister and NSW Tourism*  
*Minister requesting that the loss of subsidies*  
*planned for Great Southern Rail be*  
*addressed.*

**CARRIED**

Following the Council meeting, Deputy Mayor Gallagher forwarded correspondence to:

1. Member for Barwon, Mr. Kevin Humphries, M.P.
2. Federal Member for Farrer, the Hon. Sussan Ley, M.P.
3. The NSW Minister for Transport and Infrastructure, the Hon. Andrew Constance, M.P.
4. The NSW Minister for Trade, Tourism and Major Events and Minister for Sport, the Hon. Stuart Ayres, M.P.

Council has only received one response to date. See attached correspondence from the Hon. Stuart Ayres, M.P.

**Attachments**

1. Correspondence from The Hon. Stuart Ayres, M.P. dated 09/09/15 1 Page

THERESE MANNS  
GENERAL MANAGER



**The Hon Stuart Ayres MP**

**Minister for Trade, Tourism and Major Events  
Minister for Sport**

OM15/2203

Clr Dave Gallagher  
Deputy Mayor  
Broken Hill City Council  
PO Box 448  
BROKEN HILL NSW 2880

Dear ~~Clr Gallagher~~ *Dave,*

Thank you for your letter of 28 August 2015 regarding the Australian Government's decision to cease rail subsidies provided to Great Southern Rail from July 2016.

I appreciate you writing and outlining the impacts of this decision on the Broken Hill community. I have noted your concerns. I have also brought the issues you have raised to the attention of the Federal Minister for Infrastructure and Regional Development, the Hon. Warren Truss MP and asked that he respond to you directly.

Thank you for keeping me informed of this issue.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Stuart Ayres'.

- 9 SEP 2015

The Hon. Stuart Ayres MP  
Minister for Trade, Tourism and Major Events  
Minister for Sport



## ORDINARY MEETING OF THE COUNCIL

September 2, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 201/15SUBJECT: PUBLIC DISCLOSURE 2014/2015 ANNUAL REPORT 12/67**Recommendation**

That Broken Hill City Council Report No. 201/15 dated September 2, 2015, be received.

That the Broken Hill City Council Public Interest Disclosure Annual Report be forwarded to the Minister for Local Government and the NSW Ombudsman by 30 November 2015.

**Executive Summary:**

Section 31 of the *Public Disclosures Act 1994 (the Act)* requires each public authority, within four months after the end of each reporting year, to prepare an annual report on the public authority's obligations under *the Act* for submission to the Minister responsible for the public authority. A copy of this report is also to be provided to the NSW Ombudsman. The Ombudsman allows leeway for Councils to submit their data by 30 November in line with Council timelines within five months of the reporting year, for Annual Reporting under the *Local Government Act*.

**Report:**

The *Public Interest Disclosures Regulation 2011* requires the following information to be included in the Public Interest Disclosures Annual Report:

<b>The Public Interest Disclosures Regulation 2011, requires the following information to be included in the Public Interest Disclosures Annual Report:</b>		
	<b>Requirement</b>	<b>Statistic</b>
(a)	The number of public officials who have made a public interest disclosure to the public authority	Nil
(b)	The number of public interest disclosures received by the public authority in total and the number of public interest disclosures received by the public authority relating to each of the following: (b) (i) Corrupt conduct (b) (ii) maladministration (b) (iii) Serious and substantial waste of public money or local government money (as appropriate) (b) (iv) Government information contraventions (b) (v) Local Government pecuniary interest contraventions	Nil  Nil Nil Nil Nil
(c)	The number of public interest disclosures finalised by the public authority	Nil
(d)	Whether the public authority has a public interest disclosure policy in place	A copy of Council's Reporting of Public Interest Disclosures Policy is available on Council's website <a href="http://www.brokenhill.nsw.gov.au">www.brokenhill.nsw.gov.au</a>

(e)	What actions the head of the public authority has taken to ensure that his or her staff awareness responsibilities under Section 6E(1)(b) of the Act have been met. 6E (1)(b) The staff of the public authority are aware of the contents of the policy and the protections under this Act for a person who makes a public interest disclosure	Council's Public Interest Disclosures Policy was adopted by Council in January 2012 is available for access on the Council's website. The policy is currently being revised. Information on the Policies and Procedures are also included in Council's Corporate Induction program.
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**Strategic Direction:**

Key Direction: 4. Our Leadership  
 Objective: 4.1 Openness and transparency in decision making  
 Function: Leadership & Governance  
 DP Action: 4.1.3 Decision-makers provide accountability through planning and reporting frameworks

**Relevant Legislation:**

*Public Disclosures Act 1994*  
*Public Interest Disclosures Regulation 2011*  
*Local Government Act 1993*

**Financial Implications:**

There are no financial implications as a result of this report.

**Attachments**

There are no attachments for this report.

RAZIJA NU'MAN  
DIVISION MANAGER CORPORATE AND HUMAN SERVICES

THERESE MANNS  
GENERAL MANAGER

# ORDINARY MEETING OF THE COUNCIL

September 16, 2015

## BROKEN HILL CITY COUNCIL REPORT NO. 223/15

SUBJECT: APPOINTMENT OF COUNCILS DELEGATES TO COMMITTEES 11/9

### **Recommendation**

That Broken Hill City Council Report No. 223/15 dated September 16, 2015, be received.

That Council appoint its Councillor Delegates to Committees for the twelve month period September 2015 to September 2016 as per Councillors' preferences detailed in Attachment 1 to this report.

### **Executive Summary:**

Council needs to determine its representation on the Section 355 Committees of Council and also its delegates to various other organisations and committees. These matters are usually considered by Council each September.

### **Report:**

Section 355 of the *Local Government Act 1993* provides that a function of the Council may be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
- (b) by a committee of the council, or
- (c) partly or jointly by the council and another person or persons, or
- (d) jointly by the council and another council or councils, or
- (e) by a delegate of the council.

Councillors were requested to submit their preferences for representation on these Committees for the ensuing twelve month period (September 2015 to September 2016).

**Attachment 1** to the report is a list of the current membership on Council's Section 355 Committee and other organisations and Committees.

### **Strategic Direction:**

<b>Key Direction:</b>	1	Our Community
<b>Objective:</b>	1.2	Our community works together
<b>Function:</b>		Leadership and Governance
<b>DP Action:</b>	1.2.1.3	Develop, plan and implement a strategy to support, encourage and celebrate volunteers in our community

<b>Key Direction:</b>	4	Our Leadership
<b>Objective:</b>	4.3	We Unite to Succeed
<b>Function:</b>	Leadership and Governance	
<b>DP Action:</b>	4.3.1.4	Gain a better understanding of possible alignments between Council and community groups, local associations and volunteers to ensure opportunities to work together are identified

**Relevant Legislation:**

Local Government Act 1993, Section 355

**Financial Implications:**

No additional costs arising as a result of the recommendations of this report.

Council's 2015/2016 Operational Plan includes provision for travel and related expenses where Council delegates need to represent Council outside of Broken Hill.

**Attachments**

1. Delegates to Section 355 Committees and Other Committees 4 Pages

THERESE MANNS  
GENERAL MANAGER

**List of Council's Delegates to Section 355 Committees  
and Other Committees****2015/2016**

COUNCIL COMMITTEES	
COMMITTEE NAME	CURRENT DELEGATES
Community Strategic Plan Round Table (Mayor + 3 Key Direction Portfolio Councillors)	<u>Our Leadership</u> Mayor Cuy Councillor Turley (alternate)  <u>Our Community</u> Councillor Gallagher Councillor Adams (alternate)  <u>Our Economy</u> Councillor Turley Councillor Richards (alternate)  <u>Our Environment</u> Councillor Browne Mayor Cuy (alternate)
COUNCIL S355 COMMITTEES	
COMMITTEE NAME	CURRENT DELEGATES
Alma Oval Community Committee (at least 1 Councillor)	Councillor Gallagher Councillor Algate
Broken Hill Heritage City Event Advisory Committee	Mayor Cuy Councillor Adams Councillor Browne
Broken Hill Regional Art Gallery Advisory Committee (3 Councillors)	Councillor Turley Councillor Browne Councillor Licul Councillor Gallagher Councillor Adams
Broken Hill Sister City Committee (3 Councillors)	Councillor Gallagher Councillor Richards Councillor Adams <b>A report will be considered later in this meeting to disband the Broken Hill Sister City Committee.</b>
BIU Band Hall/Soccer Complex Community Committee (2 Councillor)	Councillor Licul Councillor Gallagher

ET Lamb Memorial Oval Community Committee (at least 1 Councillor)	Councillor Gallagher
Friends of the Flora and Fauna of the Barrier Ranges Community Committee (at least 1 Councillor)	Councillor Browne Councillor Turley
Memorial Oval Community Committee (at least 1 Councillor)	Councillor Gallagher
Norm Fox Sportsground Community Committee (at least 1 Councillor)	Councillor Algate Councillor Gallagher
Picton Sportsground Community Committee (at least 1 Councillor)	Councillor Licul Councillor Adams
Riddiford Arboretum Community Committee (at least 1 Councillor)	Councillor Browne
<b>OTHER COMMITTEES</b>	
COMMITTEE NAME	CURRENT DELEGATES
Aged Care Working Group	Mayor Cuy Councillor Turley (Chairperson)
Association of Mining Related Councils (1 Councillor)	Councillor Nolan
Australia Day Advisory Group (4 Councillors)	Councillor Browne Councillor Turley Councillor Richards Councillor Adams
Audit Committee (2 Councillors)	Councillor Algate Councillor Black
Asset Naming Committee (5 Councillors)	Councillor Browne Councillor Turley Councillor Algate Councillor Adams Councillor Licul
Broken Hill Council Disability Advisory Committee (1 Councillor)	Councillor Turley
Broken Hill Community Foundation (Mayor)	Mayor Cuy
Broken Hill Lead Reference Group (1 Councillor)	Councillor Browne

Broken Hill Liquor Accord (1 Councillor)	Councillor Gallagher
Broken Hill Solar Plant Community Consultative Committee (1 Councillor)	Councillor Nolan Councillor Gallagher (alternate)
Broken Hill Traffic Committee (observer only, 1 Councillor)	Councillor Browne
Broken Hill ClubGRANTS Committee (2 Councillors).	Councillor Browne Councillor Richards
Community Development Grants Assessment Panel (Community Assessment Panel) (1 Councillor)	Councillor Richards
Essential Water Customer Council (1 Councillor)	Councillor Browne
General Manager's Performance Review Committee (Mayor, Deputy Mayor + 3 Councillors)	Mayor Cuy Deputy Mayor Gallagher Councillor Browne Councillor Richards Councillor Turley
Integrated Waste Management Working Group (Mayor + 4 Councillors)	Mayor Cuy Councillor Browne Councillor Nolan Councillor Algate Councillor Richards
Murray Darling Association (2 Councillors)	Councillor Browne Councillor Gallagher
National Parks and Wildlife Service Far West Regional Consultative Committee (1 Councillor)	Councillor Browne
Reconciliation Action Plan (RAP) (3 Councillors)	Councillor Turley Councillor Richards Councillor Browne
Robinson College Board (1 Councillor)	Councillor Browne
Silverton Wind Farm Community Consultative Committee (1 Councillor + Alternate)	Councillor Browne Councillor Gallagher (alternate)
University Partnership Working Party (Mayor + 1 Councillor)	Mayor Cuy Councillor Browne
West Darling Arts (1 Councillor)	Councillor Browne
Western Division Councils (2 Councillors)	Councillor Turley Councillor Gallagher

Western NSW Mining and Resource Development Taskforce (Mayor)	Mayor Cuy
Trust for Recreational Reserve (Broken Hill to Silverton Cycleway) (1 Councillor)	Councillor Nolan
Volunteer Working Group (4 Councillors)	Councillor Browne Councillor Richards Councillor Turley Councillor Adams



ORDINARY MEETING OF THE COUNCIL

August 3, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 202/15

SUBJECT:                    ADOPTION OF THE DRAFT REVISED LOCAL ORDERS POLICY  
12/14

**Recommendation**

That Broken Hill City Council Report No. 202/15 dated August 3, 2015, be received.

That Council adopts the Draft Revised Local Orders Policy as a policy of Council.

That adoption of the Draft Revised Local Orders Policy will render the Keeping of Pigeons in Residential Areas Policy and the House Numbers Policy obsolete.

**Executive Summary:**

Council considered the Draft Local Orders Policy at its Ordinary Council Meeting held July 29, 2015 and resolved (Minute No. 45008) to place the draft policy on public exhibition for a period of twenty eight days as per Section 160 of the Local Government Act 1993.

The draft policy was placed on public exhibition for twenty eight days concluding on Tuesday, September 1, 2015.

During the public exhibition period Council received nil written submissions regarding the Draft Local Orders Policy, hence no changes are proposed to the draft policy.

**Report:**

Council has the power to issue orders to landowners and occupiers for a wide range practices to ensure good governance and best practice standards. Council may order a person to do or to refrain from doing a thing specified under its draft Local Orders Policy which is directed by the Local Government Act.

The policy is used by Council and its staff to ensure that there is consistency in the criteria that are considered when an order may be issued.

This policy has been redeveloped in its entirety so as to comply with contemporary Local Government requirements. Attached is a copy of the draft "Local Orders Policy".

A Local Orders Policy applies to orders under the Local Government Act, 1993 as amended.

Section 131 of the Local Government Act 1993 provides that if council has adopted a local orders policy under Part 3 of Chapter 7 of the Act, it must take into consideration the criteria specified therein before issuing an order under Section 124 of the Act.

As outlined by the NSW Division of Local Government (Circular number 01/39, *Local orders policies and limiting the number of animals kept*), the purpose of a Local Orders Policy is

twofold; First, to provide a guideline for all local residents as to what is usually considered acceptable and second to provide publicly accepted and documented criteria which council will use in investigating complaints.

The development of the Draft Local Orders Policy has rendered the “Keeping of Pigeons in Residential Areas Policy” and the “House Numbers Policy” to be redundant. All the criteria for the keeping of pigeons (order number 18) and the numbering of houses (order number 8) is now included in the Draft Local Orders Policy. As such, it is recommended to rescind aforementioned policies once the Local Orders Policy is adopted by Council.

**Strategic Direction:**

Key Direction:	Our leadership
Objective:	4.1 Openness and transparency in Decision Making
Function:	Leadership & Governance
DP Action:	4.1.1.13 Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation

**Relevant Legislation:**

Local Government Act 1993  
Local Government (General) Regulation 2005  
Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

**Financial Implications:**

Nil

**Attachments**

1. Draft Local Orders Policy 11 Pages

FRANCOIS VANDERBERG  
MANAGER PLANNING, DEVELOPMENT & COMPLIANCE

THERESE MANNS  
GENERAL MANAGER

# DRAFT LOCAL ORDERS POLICY



## QUALITY CONTROL

Category	Choose an item.	Policy Type	Council
TRIM References	<Enter TRIM Container and Document Numbers>		
Responsible Position	Manager Planning, Development and Compliance		
Approved by			
Review Date		Revision No.	2
Effective Date	Action	Minute Resolution No.	
31/01/2007	Adopted	42143	
	Public Exhibition		

## 1 INTRODUCTION

Section 131 of the Local Government Act 1993 provides that if council has adopted a local orders policy under Part 3 of Chapter 7 of the Act, it must take into consideration the criteria specified therein before issuing an order under Section 124 of the Act.

As outlined by the NSW Division of Local Government (Circular number 01/39, *Local orders policies and limiting the number of animals kept*), the purpose of a Local Orders Policy is twofold; First, to provide a guideline for all local residents as to what is usually considered acceptable and second to provide publicly accepted and documented criteria which council will use in investigating complaints.

## 2 DEFINITIONS

Terms or expressions used in this policy which are defined in the Local Government Act 1993 or one of its regulations have the meanings set out in those instruments.

Relevant terms and expressions defined by the Local Government Act 1993 and/or its Regulations include:

**approval** means an approval that is in force under the Local Government Act 1993.

**building** includes part of a building and any structure or part of a structure, but does not include a moveable dwelling or associated structure or part of a moveable dwelling or associated structure.

**building** includes a proposed building.

**carry out an activity** includes to organise, arrange for or otherwise cause the activity to be carried out.

**domestic waste** means waste on domestic premises of a kind and quantity ordinarily generated on domestic premises and includes waste that may be recycled, but does not include sewage.

**human waste** means human faeces and urine.

**human waste storage facility** means a device for holding or disposing of human waste, including a cesspit, septic tank, septic closet, water closet, chemical closet, humus closet and combustion closet.

**manufactured home** means a self-contained dwelling (that is, a dwelling that includes at least one kitchen, bathroom, bedroom and living area and that also includes toilet and laundry facilities), being a dwelling:

- (a) that comprises one or more major sections, and
- (b) that is not a motor vehicle, trailer or other registrable vehicle within the meaning of the Road Transport Act 2013,

and includes any associated structures that form part of the dwelling.

**manufactured home estate** means land on which manufactured homes are, or are to be, erected.

**moveable dwelling** means:

- (a) any tent, or any caravan or other van or other portable device (whether on wheels or not), used for human habitation, or
- (b) a manufactured home, or
- (c) any conveyance, structure or thing of a class or description prescribed by the regulations for the purposes of this definition.

**place of shared accommodation** includes a boarding house, a common lodging house, a house let in lodgings and a backpackers hostel.

**premises** means any of the following:

- (a) a building of any description or any part of it and the appurtenances to it,
- (b) land, whether built on or not,
- (c) a shed or other structure,
- (d) a tent,
- (e) a swimming pool,
- (f) a ship or vessel of any description (including a houseboat),
- (g) a van.

**public place** means:

- (a) a public reserve, public bathing reserve, public baths or public swimming pool, or
- (b) a public road, public bridge, public wharf or public road-ferry, or
- (c) a Crown reserve comprising land reserved for future public requirements, or
- (d) public land or Crown land that is not:
- (e) a Crown reserve (other than a Crown reserve that is a public place because of paragraph (a), (b) or (c)), or
- (f) a common, or
  - (i) land subject to the Trustees of Schools of Arts Enabling Act 1902, or
  - (ii) land that has been sold or leased or lawfully contracted to be sold or leased, or
- (g) land that is declared by the regulations to be a public place for the purposes of this definition.

**road** includes:

- (a) highway, street, lane, pathway, footpath, cycleway, thoroughfare, bridge, culvert, causeway, road-ferry, ford, crossing, by-pass and trackway, whether temporary or permanent, and
- (b) any part of a road and any part of any thing referred to in paragraph (a), and
- (c) any thing forming part of a road or any thing forming part of any thing referred to in paragraph (a).

**waste** means:

- (a) effluent, being any matter or thing, whether solid or liquid or a combination of solids and liquids, which is of a kind that may be removed from a human waste storage facility, sillage

pit or grease trap, or from any holding tank or other container forming part of or used in connection with a human waste storage facility, sullage pit or grease trap, or

(b) trade waste, being any matter or thing, whether solid, gaseous or liquid or a combination of solids, gases and liquids (or any of them), which is of a kind that comprises refuse from any industrial, chemical, trade or business process or operation, including any building or demolition work, or

(c) garbage, being all refuse other than trade waste and effluent,

and includes any other substance defined as waste for the purposes of the Protection of the Environment Operations Act 1997, and a substance is not precluded from being waste merely because it is capable of being refined or recycled.

### 3 POLICY OBJECTIVE

This policy is developed to establish criteria to be considered before issuing certain orders under section 124 of the Local Government Act 1993, in pursuance of having clearly defined acceptable standards and requirements to which stakeholders may refer when addressing relevant matters.

### 4 POLICY SCOPE

This policy applies to the Broken Hill City Council Local Government Area and to orders under section 124 the Local Government Act 1993, but does not include order 22A in the table to that section.

*Note: Clause (3) of Section 159 of the Local Government Act 1993 specifies that a local orders policy cannot apply to order number 22A in the table to section 124.*

### 5 LEGAL AND POLICY FRAMEWORK

This policy is to be read in conjunction with:

- The Local Government Act 1993, especially Chapter 7
- The Local Government (General) Regulation 2005, particularly Part 3 and Schedule 2
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005

#### Ethics & Conflicts of Interest

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Local Orders Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

### 6 IMPLEMENTATION

#### 6.1 Roles and Responsibilities

The following Council officers are responsible for the implementation and the adherence to this policy:

All employees who deal with complaints and the enforcement of the Local Government Act 1993, including the issuing of orders, are responsible for implementing this Policy e.g. Building Surveyors, Town Planners, Compliance Officers, Weeds Officers, Rangers, Health Inspectors and any authorised officers appointed by the General Manager.

#### 6.2 Communication

This Policy will be communicated to the community and staff utilising Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

#### 6.3 Associated Documents

The following documentation is to be read in conjunction with this policy.

- Compliance and Enforcement Policy

- Code of Conduct Policy

**7 REVIEW**

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two years from the effective date. This policy is to be reviewed within 9 months of a general election under the Local Government Act 1993, so as to avoid automatic revocation under Section 165, clause (4) of that Act. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Manager Planning, Development and Compliance is responsible for the review of this policy.

**8 POLICY STATEMENT**

**8.1 Threat to Health and/or Safety**

When determining whether or not to issue any order within the scope of this policy, whether the matter constitutes or is likely to constitute a threat to the health and/or safety of any person is to be a criteria which council must take into consideration.

**8.2 Additional Criteria to be considered**

When determining whether to issue an order listed in column 1 of the following table (described in column 2 of the table) under section 124 of the Local Government Act 1993, Council must take into consideration the matters described opposite in column 5 of the table.

*Note: The contents of columns 1, 2, 3 and 4 are directly copied from the table to Section 124 of the Local Government Act 1993.*

Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
1	To demolish or remove a building	(a)–(c) (Repealed) (d) Building is erected in a catchment district and causes or is likely to cause pollution of the water supply	Owner of building	No additional criteria specified.
2	(Repealed)			
3	To repair or make structural alterations to a building	(a), (b) (Repealed) (c) Building is erected in a catchment district and causes or is likely to cause pollution of the water supply	Owner of building	No additional criteria specified.
4	(Repealed)			
5(a) and 5(b)	To take such action as is necessary to bring a camping ground, caravan park or manufactured home estate or a moveable dwelling or manufactured home into compliance with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	Failure to comply with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	Owner, occupier or manager or, in the case of a water meter, water supply or sewerage system in respect of which a defect occurs in work due to faulty workmanship of, or defective material supplied by, a licensed contractor (being the holder of a licence in force under the Home Building Act 1989 authorising the holder to contract to do the work) within 12 months after the work is carried out or the material is supplied, the licensed contractor	<ul style="list-style-type: none"> <li>The applicable standards as set out in the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.</li> </ul>
5(c)	(Repealed)			
5(d)	To take such action as is necessary to bring a place of shared accommodation into compliance with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	Failure to comply with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	Owner, occupier or manager or, in the case of a water meter, water supply or sewerage system in respect of which a defect occurs in work due to faulty workmanship of, or defective material supplied by, a licensed contractor (being the holder of a licence in force under the Home Building Act 1989 authorising the holder to contract to do the work) within 12 months after the work is carried out or the material is supplied, the licensed contractor	<ul style="list-style-type: none"> <li>The standards for places of shared accommodation set out in Part 1 of Schedule 2 of the Local Government (General) Regulation 2005.</li> </ul>
5(e)	To take such action as is necessary to bring a hairdressers shop or beauty salon into compliance with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	As above	As above	<ul style="list-style-type: none"> <li>The standards for hairdressers shops set out in Part 2 of Schedule 2 of the Local Government (General) Regulation 2005.</li> <li>The standards for beauty salons set out in Part 3 of Schedule 2 of the Local Government (General) Regulation 2005.</li> </ul>
5(f)	To take such action as is necessary to bring a mortuary into compliance with relevant standards or requirements set or made by or under the Local	As above	As above	<ul style="list-style-type: none"> <li>The standards for mortuaries set out in Part 4 of Schedule 2 of the Local Government (General) Regulation 2005.</li> </ul>

Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
	Government Act 1993 or under the Local Government Act 1919			
5(g)	To take such action as is necessary to bring a water meter on premises into compliance with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	As above	As above	No additional criteria specified.
5(h)	To take such action as is necessary to bring a water supply or sewerage system on premises, but only in relation to any work that is not plumbing and drainage work within the meaning of the Plumbing and Drainage Act 2011 into compliance with relevant standards or requirements set or made by or under the Local Government Act 1993 or under the Local Government Act 1919	As above	As above	<ul style="list-style-type: none"> <li>Clauses 87 and 88 of the Local Government (General) Regulation 2005.</li> </ul>
6	[Repealed]			
7	To fence land	Public health, safety or convenience renders it necessary or expedient to do so and there is no adequate fence between the land and a public place	Owner or occupier of land	<ul style="list-style-type: none"> <li>Whether the condition, location or use of the land poses a threat to the health, safety and convenience of the public.</li> </ul>
8	To identify premises with such numbers or other identification in such manner as is specified in the order	Premises have a frontage to or entrance from a road and there are no markings that can readily be seen and understood from the road	Owner or occupier of land	<ul style="list-style-type: none"> <li>Whether a local emergency service or other relevant body considers that the property lacks adequate identification.</li> <li>Whether the property number can be easily legible from the road. Digits should be no less than 50mm in height.</li> <li>For residential premises, whether the house numbers are displayed in large, reflective digits on the house facade and/or the letter box.</li> <li>For non-residential premises, whether the property numbers are displayed in large, reflective digits on the facade of the main building.</li> <li>Where this position or building is not clearly visible from the road, the digits should be placed on a fence, sign or similar structure close to the street frontage.</li> <li>Whether there is unauthorised use of, or duplication of, numbers.</li> <li>Whether numbers are not in accordance with the street patterns.</li> <li>Whether there is potential for confusion in the identification of premises.</li> <li>If plants, trees or other objects obstruct existing identification signage or numbers from being clearly legible from the road, additional identification should be erected or the obstruction removed.</li> <li>Kerbside numbering is recommended and encouraged, but does not replace the need for the premises to be identified elsewhere, in accordance with the above principles.</li> </ul>
9	To fence, empty, fill in or cover up	Hole or waterhole is or may	Owner or occupier of land	<ul style="list-style-type: none"> <li>Whether the hole or waterhole is located within an urban area and is directly</li> </ul>



Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
	a hole or waterhole in the manner specified in the order	become dangerous to life		<p>accessible from a public place or another private property.</p> <ul style="list-style-type: none"> <li>The hole or waterhole is not adequately covered or fenced to the minimum requirements of the Swimming Pools Act 1992 to prevent direct access to it from a public place or any other private property.</li> <li>Holes or waterholes should not be of such a character as to be likely to harbor pests, including (but not limited to) mosquitoes, fungi and algae.</li> </ul>
10	To remove or stack articles or matter, to cover articles or matter, to erect fences or screens or to plant trees	Land is in the immediate vicinity of a public place and is used for the storage of articles or matter so as to create or be likely to create unsightly conditions	Owner or occupier of land	<ul style="list-style-type: none"> <li>Definition of "article" or "matter" includes but is not limited to:- <ul style="list-style-type: none"> <li>Disused motor vehicles, caravans, trailers, boats or associated parts;</li> <li>Disused machinery, equipment and appliances;</li> <li>Old, used or second hand materials (including building materials);</li> <li>Sand, soil, rock, blue metal and any other material derived from any extraction or dredging process;</li> <li>Any organic or vegetative material;</li> <li>Any industrial or commercial waste products;</li> <li>Any household rubbish or domestic waste;</li> <li>Any recycled or composted material;</li> <li>Furniture,</li> </ul> </li> <li>Whether the articles or matter are visible from the public place.</li> <li>Whether the articles or matter are being kept in an orderly fashion or not.</li> </ul>
11	To do or to refrain from doing such things as are specified in the order to prevent environmental damage, to repair environmental damage or to prevent further environmental damage	<p>Work carried out on land has caused or is likely to cause environmental damage, being damage to the physical environment that is caused by:</p> <p>(a) drainage, or</p> <p>(b) drainage works, or</p> <p>(c) obstructing a natural watercourse other than by a work constructed or used under a water management work approval granted under the Water Management Act 2000,</p> <p>not being environmental damage arising from premises, works or equipment the subject of a licence issued under the Protection of the Environment Operations Act 1997 or the subject of a notice or direction issued by a regulatory authority under that Act</p>	Owner or occupier of land	No additional criteria specified.
12	To do such things as are necessary to control the flow of surface water across land	Other land, or a building on the land or other land, is being damaged or is likely to be damaged	Owner or occupier of land	<ul style="list-style-type: none"> <li>Clause 89 of the Local Government (General) Regulation 2005.</li> <li>Whether the premises has been altered or changed in the last (approximately) 18 months to create the issue where rectification works are required.</li> <li>Whether it is likely that the flow of water will result in a threat to the health or safety of any person if left uncontrolled or unaltered.</li> </ul>

Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
				<ul style="list-style-type: none"> <li>Paved, cemented or other hard surfaced areas must have surface water diverted to an appropriate stormwater disposal system to minimise discharge onto adjoining properties.</li> <li>Any stormwater disposal system should direct water (including overflows) in such a manner as to avoid damage to any land, building or structure.</li> </ul>
13, 14	[Repealed]			
15	Not to conduct, or to cease conducting, an activity on premises (whether or not the activity is approved under this Act)	The activity constitutes or is likely to constitute: (a) a life threatening hazard, or (b) a threat to public health or public safety, and is not regulated or controlled under any other Act by a public authority	Any person apparently engaged in promoting, conducting or carrying out the activity	No additional criteria specified.
15A	[Repealed]			
16	To cease the use of premises or to evacuate premises	A person to whom order No 15 is given has failed to comply with the order	The person to whom order No 15 is given	<ul style="list-style-type: none"> <li>The terms of the order previously issued</li> <li>The nature of the activity to which the previous order related to</li> <li>Whether the whole or part of the premises should cease being used or be vacated</li> <li>The nature/type of premises</li> </ul>
17	To leave premises or not to enter premises	A person to whom order No 15 is given has failed to comply with the order	Any person	<ul style="list-style-type: none"> <li>The terms of the order previously issued</li> <li>The nature of the activity to which the previous order related to</li> <li>Whether the whole or part of the premises should cease being used or be vacated</li> <li>The nature/type of premises</li> </ul>
18	Not to keep birds or animals on premises, other than of such kinds, in such numbers or in such manner as specified in the order	<p>Birds or animals kept on premises are:</p> <p>(a) in the case of any premises (whether or not in a catchment district)—of an inappropriate kind or number or are kept inappropriately, or</p> <p>(b) in the case of premises in a catchment district—birds or animals (being birds or animals that are suffering from a disease which is communicable to man or to other birds or animals) or pigs</p>	Occupier of premises	<ul style="list-style-type: none"> <li>The terms of an order should generally be consistent with the standards for the keeping of birds or animals set out in Part 5 of Schedule 2 of the Local Government (General) Regulation 2005.</li> <li>There are no restrictions on the number of birds and animals that can be kept in the City in normal circumstances. However, limits and standards may be applied via an order when: <ul style="list-style-type: none"> <li>A legitimate problem has been identified relating to the numbers and/or types of birds or animals kept on particular premises.</li> <li>There is a detrimental impact on the health, amenity and/or safety of others including, but not limited to: <ul style="list-style-type: none"> <li>Continuing offensive noise at inappropriate times.</li> <li>Continuing offensive odours.</li> <li>Vermin infestation through poor cleaning.</li> <li>Actual and potential impacts on neighbours or the public.</li> </ul> </li> <li>The number and type of bird(s) or animal(s) being kept is either not appropriate or not acceptable.</li> <li>The conditions in which the animals are being kept are either not appropriate or not acceptable.</li> </ul> </li> <li>Where the keeping of birds or animals on premises is capable of being regulated by the Environment Protection Authority, Council is excluded from making an order.</li> </ul>

Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
				<p>Council will not issue this order in relation to:</p> <p>a) Damage caused by wild or native birds or animals;</p> <p>b) The trapping of any wild or native birds or animals;</p> <p>c) The control of or treatment of termites on private or public land;</p> <ul style="list-style-type: none"> <li><b>In relation to pigeons kept in a predominantly residential area,</b> the following criteria are to be taken into consideration: <ul style="list-style-type: none"> <li>The requirements of any local Pigeon Fanciers' Association or club;</li> <li>The release of pigeons for free flight or training should not be carried out on Saturdays, Sundays or Mondays;</li> <li>The release of pigeons for free flight or training is to be restricted to dawn to 8.30 a.m. and 3.30 p.m. to sunset;</li> <li>Any pigeon loft, cages or aviary shall be erected a minimum distance of 10m from any dwelling or associated structure;</li> <li>Premises are to be kept free from any nuisance caused by rodents, vermin or odour at all times;</li> <li>Grain and other food to be kept in vermin/rodent proof and sealed containers;</li> <li>The pigeon loft, cages or aviary should be constructed in a proper, workmanlike manner, free from debris and unsightly accumulations upon the roof, with a concrete floor and wall rib, or alternatively a raised timber/slatted floor no less than 450mm off the ground, with the roof graded and appropriately;</li> </ul> </li> </ul>
19	To use or not to use a tennis court as specified	Actual or likely annoyance or threat to the safety of neighbours or users of a public place	Occupier of land	No additional criteria specified.
20	To do such things as are specified in the order to put premises, vehicles or articles used for the manufacture, preparation, storage, sale, transportation or other handling or use of or in relation to food into a clean or sanitary condition	The premises, vehicle or article is not in a clean or sanitary condition	Owner or occupier of premises or owner or operator of vehicle or article	<p>This order should not be used where provision is available for action under the Food Act 2003.</p> <p>When the Food Act 2003 is not applicable, the standards and requirements set for food premises under that act shall be taken into consideration and the terms of any order should generally reflect those standards and requirements.</p>
21	To do or refrain from doing such things as are specified in the order to ensure that land is, or premises are, placed or kept in a safe or healthy condition	The land or premises are not in a safe or healthy condition	Owner or occupier of land or premises	<p>Circumstances in which land or premises would be considered not to be in a safe and/or healthy condition include but are not limited to:</p> <ul style="list-style-type: none"> <li>The presence of dampness in walls and ceilings in any property;</li> <li>The presence of leaky roofs, defective guttering and/or downpiping;</li> <li>Defective floor timbers and/or stair treads;</li> <li>Accumulations or deposits likely to afford harbourage for vermin;</li> <li>Defective sewerage service pipes;</li> <li>The presence and/or accumulation of vegetation or vegetative matter (whether alive or dead) which is likely to become a harbourage for rubbish or vermin;</li> </ul> <p>Circumstances in which premises being used as a dwelling would be considered not to be in a safe and/or healthy condition include but are not limited to:</p> <ul style="list-style-type: none"> <li>The lack of adequate wholesome water supply;</li> </ul>

Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
				<ul style="list-style-type: none"> <li>The lack of or damage to waste pipes, sanitary fittings and/or flush pipe to water closet pans;</li> <li>The presence of windows that: <ul style="list-style-type: none"> <li>contain broken glass</li> <li>have been rendered incapable of being opened</li> <li>have been covered over (boarded up) so as to prevent the entry of natural light;</li> </ul> </li> <li>Lack of provision of suitable kitchen sink, facilities for bathing and for washing of clothes with water;</li> <li>Lack of provision of an adequate stove or other facilities for cooking.</li> </ul>
22	To store, treat, process, collect, remove, dispose of or destroy waste which is on land or premises in the manner specified in the order, provided that it is not inconsistent with regulations made under the Protection of the Environment Operations Act 1997.	Waste is present or generated on the land or premises and is not being dealt with satisfactorily, and is not regulated or controlled by, or subject to, a licence or notice granted or issued under the Protection of the Environment Operations Act 1997.	Owner or occupier of land or premises, owner of or person responsible for the waste or for any receptacle or container in which the waste is contained	No additional criteria specified.
22A	To remove or dispose of waste that is on any residential premises or to refrain from keeping waste on those premises	The waste is causing or is likely to cause a threat to public health or the health of any individual	Owner or occupier of the premises	This order is outside the scope of this policy (refer section 159 [3] of the Local Government Act 1993).
23	To connect premises to the council's water supply by a specified date	The premises are situated within 225 metres of a water pipe of the council	Owner or occupier of land	No additional criteria specified.
24	To connect premises with a sewerage system by a specified date	The premises are situated within 75 metres of a sewer of the council	Owner or occupier of premises	No additional criteria specified.
25	Not to use or permit the use of a human waste storage facility on premises after a specified date	It is necessary for the purpose of protecting public health	Owner or occupier of premises	No additional criteria specified.
26	[Repealed]			
27	To remove an object or matter from a public place or prevent any object or matter being deposited there	<p>The object or matter:</p> <p>(a) is causing or is likely to cause an obstruction or encroachment of or on the public place and the obstruction or encroachment is not authorised by or under any Act, or</p> <p>(b) is causing or is likely to cause danger, annoyance or inconvenience to the public</p>	Person causing obstruction or encroachment or owner or occupier of land from which the object or matter emanates or is likely to emanate	<ul style="list-style-type: none"> <li>An object or matter includes (but is not limited to): <ul style="list-style-type: none"> <li>Advertising signs, advertisement generally;</li> <li>Motor vehicles or motor vehicle parts;</li> <li>Caravans or caravan parts;</li> <li>Trailers/boats or trailer/boat parts;</li> <li>Machinery, equipment and appliances;</li> <li>Second hand materials including building materials;</li> <li>Demolition materials;</li> <li>Sand, soil rock, blue metal and any other material derived from any construction;</li> <li>Any organic or vegetative material;</li> <li>Any industrial or commercial waste product;</li> </ul> </li> </ul>



Column 1 Order No.	Column 2 To do What?	Column 3 In What Circumstances?	Column 4 To Whom?	Column 5 Additional Criteria Considered
				<ul style="list-style-type: none"> <li>Any household rubbish or waste;</li> <li>Any recycled or composted material;</li> <li>Any stand, or article used for the display, distribution or sale of products;</li> <li>Any products or merchandise for distribution or sale.</li> </ul> <ul style="list-style-type: none"> <li>Whether any approval (under any Act) has been sought or gained that relates to the location of the object or article and the terms of any such approval.</li> </ul>
28.	To take whatever steps are necessary to prevent damage to a public place and to repair damage to a public place	<p>There is actual or likely damage:</p> <p>(a) by excavation or removal of material from or adjacent to the public place, or</p> <p>(b) by a work or structure, or</p> <p>(c) by surface drainage or irrigation</p>	<p>Person responsible for the excavation or the removal of the material</p> <p>Owner or person entitled to the benefit of the work or structure</p> <p>Owner or occupier of land from which surface drainage flows or from which spray emanates</p>	No additional criteria specified.
29.	To alter or repair a work or structure on, over or under a public place	It is in the public interest to do so	Owner of the work or structure	<p>Circumstances where Council may issue this order include (but are not limited to) when structures on, over, or under a footway or road are:</p> <ul style="list-style-type: none"> <li>Not maintained, erected or installed in accordance with approvals;</li> <li>Considered unsafe or dangerous.</li> </ul> <p>This includes (but is not limited to):</p> <ul style="list-style-type: none"> <li>Private services within a public place (for example, sewer services and roofwater/stormwater pipes not covered by lease agreements) that require repairs</li> <li>Driveway crossings which are not being maintained in a safe condition.</li> <li>Shop awnings which are not being maintained in a safe or sightly condition.</li> <li>Maintenance of underground pipes within a public place.</li> </ul>
30.	To comply with an approval	The approval is not being complied with	Person entitled to act on the approval or person acting otherwise than in compliance with the approval	<ul style="list-style-type: none"> <li>The requirements of the relevant approval.</li> <li>The provisions of any Local Approvals Policy council has adopted under Part 3 of Chapter 7 of the Local Government Act 1993.</li> </ul>

## ORDINARY MEETING OF THE COUNCIL

August 3, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 203/15

SUBJECT: ADOPTION OF THE DRAFT BROKEN HILL VOLUNTEER CITY  
STRATEGY 2015-2017 11/248

## Recommendation

That Broken Hill City Council Report No. 203/15 dated August 3, 2015, be received.

That Council adopts the Draft Broken Hill Volunteer City Strategy 2015 – 2017 as a strategy of Council.

## Executive Summary:

At the Ordinary Council Meeting held July 29, 2015, Council endorsed the Draft Broken Hill Volunteer City Strategy 2015 – 2017 for the purpose of public exhibition (Minute No 45003).

The public exhibition of the strategy closed September 1, 2015 at which time no submissions were received. Ten individuals downloaded the draft strategy from Council's website.

## Report:

The Broken Hill Volunteer Strategy 2015-2017 takes a proactive approach to support and grow the volunteer workforce in Broken Hill; introducing actions to address the predicted decline in volunteer numbers, identifying opportunities to encourage new volunteers and to celebrate the achievements of our volunteer workforce.

The strategy has been developed in consultation with the Volunteer Working Group, providing a roadmap to support, encourage and celebrate volunteers in our community.

This strategy meets Council's 2014-2017 Delivery Program action 1.2.1.3 to develop, plan and implement a strategy to support, encourage and celebrate volunteers in our community and the 2014-2015 Operational Plan action C16 to develop a strategy aimed at increasing volunteering.

In 2009, the NSW Government introduced new legislation in the form of the Local Government Amendment (Planning and Reporting) Act 2009 to improve strategic planning in NSW Local Government.

The Integrated Planning and Reporting Framework requires NSW Councils to develop a Community Strategic Plan in consultation with the community, which outlines the community's vision, goals and strategies. While the plan is not limited to the responsibilities of any one government or organisation, Council supports volunteering to:

- Develop and strengthen the links between Council and the community
- Provide personal and organisational development opportunities
- Tap into the skills, experience, talents, energies, ideas and knowledge of people in our community

Broken Hill City Council uses the Community Strategic Plan to determine which goals and strategies can be implemented at a Local Government level. These goals and strategies are included in a four year Council Delivery Program. This strategy meets Council's 2014-2017 Delivery Program action 1.2.1.3 to develop, plan and implement a strategy to support, encourage and celebrate volunteers in our community.

To ensure that Council has the required resources to achieve the goals and strategies set out in the Delivery Program, a Resourcing Strategy is prepared to address long term asset management, financial management and workforce planning.

The Operational Plan focuses on the short term. It provides a one year detailed plan of which activities and projects from the Delivery Program will be implemented in the short term. There are a number of key directions in the Operational Plan designed to support, promote and celebrate volunteering in Council and in the community. These include:

- Facilitate and participate in a volunteer working group to encourage increased participation in volunteering
- Recognise the contribution of volunteers through an annual event
- Encourage the community to nominate someone for a volunteer award
- In collaboration with volunteers, maintain archive records for the benefit of the City
- Encourage active involvement by volunteers in the Art Gallery
- Encourage active involvement by volunteers in the Albert Kersten Mining and Minerals Museum
- Encourage volunteers to assist with environmental activities

These actions are addressed in the strategy in consultation with the Volunteer Working Group, recognising that volunteering has a significant social, cultural and economic benefit to the community.

In Broken Hill City, 17.4% of the population aged over 15 reported doing some form of voluntary work in 2011 for an organisation or group valued at \$5.2M. More than 5,600 residents also work in areas defined as unpaid assistance and childcare. This contributes more than \$11.2M to the economy annually. For Council, with a volunteer workforce of approximately 200, the financial investment is equal to \$1.6M per annum.

This assessment is conservative – it is based on the national average that assumes volunteers work an average of 56 hours a year at \$35.21 per hour. It does not include the capital infrastructure or fundraising efforts by volunteer organisations invested back into the community. However, a recent study has found that for every dollar invested in volunteering, \$4 in benefit is returned to the community. That represents a \$65.6M investment per annum and makes volunteering our largest labour workforce industry by participation.

The number of volunteers working for organisations in Broken Hill City decreased by 293 people to 2,640 between 2006 and 2011 and statistical modelling indicates that 27% of the population will be over 65 in 2022 (a projected 13% increase from 2006). This will inevitably impact on the sustainability of the volunteer workforce.

The Volunteer Working Group was formed in 2013 following a Council resolution to form a group aimed at strengthening the City's volunteering population. The group is the custodian of providing advice and recommendations to the General Manager for progressing and driving the sustainability of volunteering in the City of Broken Hill. More specifically, the Working Group has input into:

- Revision / development of the Council's Volunteer Policy
- Section 355 Committee Recruitment and Retention
- Recognition of Volunteers in the City of Broken Hill

- Promoting Volunteerism in the City of Broken Hill

At the Ordinary Council Meeting held July 29, 2015, Council endorsed the Draft Broken Hill Volunteer City Strategy 2015 – 2017 for the purpose of public exhibition (Minute No 45003). The public exhibition period closed September 1, 2015 at which time no submissions were received and ten individuals had downloaded the draft strategy from Council's website.

The Group will monitor and evaluate the actions of the Strategy and report outcomes to Council and community through Council's Annual Report.

**Strategic Direction:**

**Key Direction:** Our Community  
**Objective:** C16: Develop a strategy aimed at increasing volunteering  
**Function:** Leadership and Governance  
**DP Action:** 1.2.1.3 Develop, plan and implement a strategy to support, encourage and celebrate volunteers in our community

**Relevant Legislation:**

NIL

**Financial Implications:**

Volunteer activity has been budgeted for in the 2015-2016 draft budget.

**Attachments**

1. Draft Volunteer Strategy 2015-2017 11 Pages

ANDREA ROBERTS  
MANAGER ECONOMIC DEVELOPMENT & CULTURE

THERESE MANNS  
GENERAL MANAGER



# **BROKEN HILL VOLUNTEER CITY STRATEGY 2015 - 2017**

**[WWW.BROKENHILL.NSW.GOV.AU](http://WWW.BROKENHILL.NSW.GOV.AU)**

### Privacy Statement

The Broken Hill City Council (Council) is collecting information to inform policy decisions in relation to the preparation of the Broken Hill City Council Volunteer Strategy 2015 - 2020 and personal information received will be used only for that purpose. The Council will receive comments and submissions, as well as collect and store information, in accordance with the Privacy Act 1988 (Commonwealth).

### Adopted XXXX

This Plan was compiled by Broken Hill City Council.

Images were sourced from Council's image library.

Copies of this plan/document can be viewed on-line at [www.brokenhill.nsw.gov.au](http://www.brokenhill.nsw.gov.au)



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### Quality control

<b>Key Direction:</b>	4 Our Community		
<b>Objective:</b>	Our Community Works Together		
<b>Function:</b>	Leadership & Governance		
<b>Strategy:</b>	Broken Hill Volunteer City Strategy		
<b>File Reference No:</b>	13/26	<b>TRIM No:</b>	D15/15257
<b>Responsible Officer:</b>	Tourism and Events Coordinator		
<b>Review Date:</b>	June 2016		
<b>Date</b>	<b>Action</b>	<b>Minute No.</b>	
April 2015	Document Developed		
	Public Exhibition		
	Adopted		

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# OUR COMMITMENT TO VOLUNTEERS

In 2009, the NSW Government introduced new legislation in the form of the Local Government Amendment (Planning and reporting) Act 2009 to improve strategic planning in NSW Local Government.

The Integrated Planning and Reporting Framework require NSW councils to develop a **Community Strategic Plan** in consultation with the community, which outlines the community's Vision, Goals and Strategies. The plan is not limited to the responsibilities of any one government or organisation. The first Community Strategic Plan for Broken Hill was endorsed in 2010 and we are proud of the achievements made since this time. The plan was subsequently reviewed after a significant community engagement exercise in 2013.

Broken Hill City Council uses the Community Strategic Plan to determine which goals and strategies can be implemented at a Local Government level. These goals and strategies are included in a four year **Council Delivery Program**.

To ensure that Council has the required resources to achieve the goals and strategies set out in the Delivery Program, a **Resourcing Strategy** is prepared to address long term asset management, financial management and workforce planning.

The **Operational Plan** is a plan which focuses on the short term. It provides a one year detailed plan of which activities and projects from the Delivery Program will be implemented in the short term. There are a number of key directions in the Operational Plan designed to support, promote and celebrate volunteering in Council and in the community. These include:

- Facilitate and participate in a volunteer working group to encourage increased participation in volunteering
- Recognise the contribution of volunteers through an annual event
- Encourage the community to nominate someone for a volunteer award
- In collaboration with volunteers, maintain archive records for the benefit of the City
- Develop strategies designed to increase volunteering at Council-owned facilities and on 355 Committees and Working Groups.

Each year, our success in achieving the goals and strategies set out in these plans will be reported through Council's **Annual Report**.

The volunteer strategy will be reviewed in line with the Community Strategic Plan and Delivery Program through a four yearly review process in line with Local Government Elections.

# **VOLUNTEER WORKING GROUP**

The Volunteer Working Group is the custodian of providing advice and recommendations to the General Manager for progressing and driving the sustainability of volunteering in the City of Broken Hill.

In January 2013, Council resolved to form a Volunteers Working Group aimed at strengthening the City's volunteering population by encouraging the younger generation of the community to take up volunteering whilst ensuring that the existing volunteers who have committed the time over many decades are included and recognised.

It was recognised that volunteers play an important role in the Broken Hill community be it through the active involvement in Council activities and on Council's Section 355 Committees or wider service and community groups within the City.

The Volunteer Working Group is the custodian of providing advice and recommendations to the General Manager for progressing and driving the sustainability of volunteering in the City of Broken Hill.

More specifically, the Working Group has input into:

- Revision / development of the Council's Volunteer Policy
- Section 355 Committee Recruitment and Retention
- Recognition of Volunteers in the City of Broken Hill
- Promoting Volunteerism in the City of Broken Hill

Council supports volunteering to:

- Develop and strengthen the links between Council and the community
- Provide personal and organisational development opportunities
- Tap into the skills, experience, talents, energies, ideas and knowledge of people in our community.

## ABOUT OUR VOLUNTEERS

Today, more than 8,280 people aged over 16 are actively involved in volunteer work in Broken Hill contributing more than \$65.6M a year to our economy.

### Snapshot of Broken Hill Volunteers

Total Population: 19,048  
Total employed residents: 7,652  
Total Volunteers: 8,281  
Direct Value of Volunteer Work: 16.4M  
Value-added value of volunteer work: \$65.6M  
Direct value of Council volunteers: \$394,352  
Value-added value of Council volunteers: \$1.6M  
May 2015

Volunteering in Broken Hill has been the platform for the sustainable development of the City since it was founded in 1883.

From the Sisters of Mercy who arrived in 1889 to provide valuable education, hospital and pastoral care, the residents of Broken Hill have always been active participants in the provision of resident support services, environmental change, community governance, economic prosperity, spiritual health, entertainment, social justice, health and active living services and political activism.

In Broken Hill City, 17.4% of the population aged over 15 reported doing some form of voluntary work in 2011<sup>2</sup> for an organisation or group valued at \$5.2M.

More than 5,600 residents also work in areas defined as unpaid assistance and childcare. This contributes more than \$11.2M to the economy.

This assessment is conservative – it assumes that volunteers work an average of 56 hours<sup>3</sup> a year at \$35.21<sup>4</sup>.

It does not include the capital infrastructure or fundraising efforts by volunteer organisations invested back into the community. However, a recent study has found that for every dollar invested in volunteering, \$4 in benefit is returned to the

community.<sup>5</sup> That represents a \$65.6M investment per annum and makes volunteering our largest labour workforce industry by participation.

For Council, the volunteer investment is equal to \$1.6M per annum. There are approximately 200 Council volunteers.

The number of volunteers working for organisations in Broken Hill City decreased by 293 people to 2,640 between 2006 and 2011. This decline reflects community concern expressed during the Community Strategic planning process in 2011 that Broken Hill's volunteer workforce was at risk because of an ageing and declining population.

Statistical modelling indicates that 27% of the population will be over 65 in 2022 (a projected 13% increase from 2006). This will inevitably impact on the sustainability of the volunteer workforce.

This Strategy seeks to take a proactive approach to support and grow the volunteer workforce in our organisation and in the City, address the predicted decline in volunteer numbers, identify opportunities to encourage new volunteers and celebrate the achievements of our volunteer workforce.

# THE STRATEGY

The Broken Hill Volunteer Strategy provides a roadmap for action between volunteer organisations, the business community and Council.

## **Recommendation 1**

**Facilitate and participate in a volunteer working group to encourage increased participation in volunteering in Broken Hill and region.**

### **Aim**

Increase community participation, awareness and appreciation of volunteering in Broken Hill and present a united front.

### **Activity**

Establish and maintain a suitable committee framework to generate ideas and feedback information to Council and the Community.

Support and promote Council's volunteer workforce activities

Consult with stakeholder representative bodies and relevant volunteer groups, including the NSW Centre for Volunteering and other interest groups to ensure increased community participation, awareness and appreciation of volunteering occurs.

Promote positive images of volunteers and the diversity of volunteering roles in Broken Hill and surrounds.

Identify grants and sponsorship to support volunteer growth and recognition in Broken Hill.

## **Recommendation 2**

**Deliver a branding strategy that unites the volunteer workforce and defines their identity.**

### **Aim**

Develop a holistic promotion strategy for volunteer recruitment with a unified message including the introduction of the Broken Hill Volunteer Brand and the 2011 volunteer generated tag: *Broken Hill ... you live here. Get involved.*

### **Activity**

Work with the volunteer sector to capitalise on new opportunities created by traditional, digital media and technology, by:

- Incorporate volunteer activities on the Broken Hill events calendar.
- Make City-wide branding available to volunteer groups to promote a unified front.

**Recommendation 3  
Showcase the contribution of volunteering  
to the community**

**Aim**

Celebrate the achievement of volunteers and volunteer organisations in Broken Hill and surrounds.

**Activity**

Recognise the contribution of volunteers at an annual recognition celebration.

Encourage the community to nominate someone for a volunteer award.

Facilitate a volunteer expo.

Engage the media in promotional activities to showcase volunteer workforce and activities.

Build and support the City's volunteer workforce by developing an online directory of volunteer opportunities.

**Recommendation 4  
Build and support Council's volunteer  
workforce**

**Aim**

To grow Council's volunteer workforce.

**Activity**

Simplify the volunteer recruitment processes through the development of appropriate policies and induction programs.

Support the training needs of volunteers and volunteer managers.

Develop a Volunteer Handbook.

Identify areas of opportunity for volunteers to receive recognition for their contribution.

Encourage active involvement of volunteers at Council facilities and activities.

Identify and tailor volunteering opportunities to match different skill sets of volunteers.

Encourage programs that support volunteering as a pathway to employment.

Promote community activities through Council's traditional and digital media units.



# IMPLEMENTATION AND MONITORING

The following evaluation and monitoring process is recommended to ensure that the vision and strategies contained in this plan are actioned.

- The Volunteer Working Group will be responsible for providing advice and recommendations to the General Manager for progressing and driving the sustainability of volunteering in the City of Broken Hill.
- The Broken Hill Volunteer Working Group oversees the implementation of strategies and actions associated with this Plan.
- Other stakeholder organisations and agencies identified as having a primary or supporting role are encouraged to participate in the Volunteer Working Group and actions associated when required.
- The Volunteer Working Group facilitator will work with the Volunteer Working Group to develop a set of measurable indicators to assist in monitoring volunteering activity to meet the key performance indicators in the Community Strategic Plan, Delivery Program and Operational Plan.
- Progress on the success of the strategies and activities will be reported to the Volunteer Working Group each month.
- The Volunteer Working Group will monitor the implementation of actions contained in the Action Plan on a monthly basis.
- The Volunteer Working Group will report against the KPIs in Council's Operational Plans and prepare a report to communicate to Council and interested stakeholders the progress for the Broken Hill City Council annual report.

# **APPENDIX 1**

## Definitions and Principles

Formal volunteering is an activity which takes place through not for profit organisations or projects and is undertaken:

- To be of benefit to the community and the volunteer
- Of the volunteer's own free will and without coercion
- For no financial payment and;
- In designated volunteer positions only.

## Principles of Volunteering

- Volunteering benefits the community and the volunteer
- Volunteer work is unpaid
- Volunteering is always a matter of choice
- Volunteering is not compulsorily undertaken to receive pensions or government allowances
- Volunteering is a legitimate way in which citizens can participate in the activities of their community
- Volunteering is a vehicle for individuals or groups to address human, environmental and social needs
- Volunteering is an activity performed in the not for profit sector only
- Volunteering is not a substitute for paid work
- Volunteers do not replace paid workers nor constitute a threat to the job security of paid workers
- Volunteering respects the rights, dignity and culture of others and;
- Volunteering promotes human rights and equality.

*Source: Volunteering Australia <sup>1</sup>*

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ORDINARY MEETING OF THE COUNCIL

September 4, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 224/15

SUBJECT: DRAFT REPORTING OF PUBLIC INTEREST DISCLOSURES  
POLICY FOR PUBLIC EXHIBITION 12/14

**Recommendation**

That Broken Hill City Council Report No. 224/15 dated September 4, 2015, be received.

That Council endorse the Draft Reporting of Public Interest Disclosures Policy for the purposes of public consultation.

That the Draft Reporting of Public Interest Disclosures Policy be exhibited for public comment for a 28 day period.

That the Council receives a further report at the conclusion of the exhibition period, detailing submissions and any recommended changes arising, with a view to adopting the Draft Reporting of Public Interest Disclosures Policy.

**Executive Summary:**

Under Section 6D of the *Public Interest Disclosures Act 1994 (PID Act)*, public authorities are required to have a policy and procedures for receiving, assessing and dealing with public interest disclosures and must be publicly available on Council's website.

The attached revised Reporting of Public Interest Disclosures Policy is an update of the Policy presented to Council in January 2012. The revision is based on a Guideline from the NSW Ombudsman, Model Internal Reporting Policy 2014. The adoption of this policy will supersede the policy adopted by Council in 2012.

**Report:**

The purpose of the Policy is to establish an internal reporting system for staff and Councillors to report wrongdoing without fear of reprisal. The Policy sets out to whom reports can be made, what can be reported, outlines how reporters will be protected and supported and how reports of wrongdoing will be dealt with.

The Policy is designed to complement normal communication channels between supervisors and staff.

***The Act states the objectives as follows:***

- (1) The object of the *PID Act* is to encourage and facilitate the disclosure, in the public interest, of corrupt conduct, maladministration, serious and substantial waste, government information contravention and local government pecuniary interest contravention in the public sector by:
  - (a) enhancing and augmenting established procedures for making disclosures concerning such matters, and

- (b) protecting persons from reprisals that might otherwise be inflicted on them because of those disclosures, and
- (c) providing for those disclosures to be properly investigated and dealt with.

The Policy must be publicly available on Council's website.

**Strategic Direction:**

Key Direction:	4. Our Leadership
Objective:	4.1 Openness and transparency in decision making
Function:	Leadership & Governance
DP Action:	4.1.3 Decision-makers provide accountability through planning and reporting frameworks

**Relevant Legislation:**

*Public Interest Disclosures Act 1994*

**Financial Implications:**

There are no financial implications in implementing this policy

**Attachments**

1. Reporting of Public Interest Disclosures Policy 14 Pages

RAZIJA NU'MAN

DIVISION MANAGER CORPORATE AND HUMAN SERVICES

THERESE MANNS

GENERAL MANAGER



# DRAFT REPORTING OF PUBLIC INTEREST DISCLOSURES POLICY

## QUALITY CONTROL

COUNCIL POLICY			
TRIM REFERENCES	12/14 – D12/11938		
RESPONSIBLE POSITION	Division Manager Corporate and Human Services		
APPROVED BY			
REVIEW DATE	October 2018	REVISION NO.	6
EFFECTIVE DATE	ACTION	MINUTE NO.	
25/1/2012	Amendment Adopted	43177	

## 1. INTRODUCTION

Under section 6D of the *Public Interest Disclosures Act 1994* (the PID Act), public authorities are required to have a policy and procedures for receiving, assessing and dealing with public interest disclosures. The definition of public authorities includes Councils.

Broken Hill City Council is committed to encouraging and supporting the reporting of wrongdoing and corrupt conduct such as fraud, maladministration or serious and substantial waste of public money.

## 2. POLICY OBJECTIVE

The objective of this policy is to establish an internal reporting system for staff and Councillors to report wrongdoing without fear of reprisal. The policy sets out to whom wrongdoing can be reported at Broken Hill City Council, what can be reported and how reports of wrongdoing will be dealt with.

The policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to raise matters of concern at any time with their supervisors, but also have the option of making a report about a public interest issue in accordance with this policy and the *Public Interest Disclosures Act 1994*.

The internal reporting system established under this policy is not intended to be used for staff grievances, which should be raised through the Grievance Policy.

This Public Interest Disclosures policy is supported by the NSW Ombudsman's internal reporting policies and procedures guidelines under the *Public Interest Disclosures Act 1994*.

This policy is one of several related Council policies including its Code of Conduct, Statement of Ethical Principles, and policies relating to Gifts and Benefits, Fraud Control, and Conflicts of Interest.

### **3. POLICY SCOPE**

This policy applies to Councillors, all employees of Council, Council volunteers, consultants and contractors working for Council. It may also apply to other persons who perform any public official functions for the Council.

### **4. POLICY STATEMENT**

#### **4.1. What should be reported?**

You should report any wrongdoing you see within the Broken Hill City Council or any activities or incidents you see that you believe are wrong. Reports about the five categories of serious wrongdoing – corrupt conduct, maladministration, serious and substantial waste of public money, breach of the GIPA Act and local government pecuniary interest contravention – will be dealt with under the *PID Act* as public interest disclosures and according to this policy.

##### **4.1.1. Corrupt conduct**

- Corrupt conduct is the dishonest or partial exercise of official functions by a public official.

For example, this could include:

- the improper use of knowledge, power or position for personal gain or the advantage of others
- acting dishonestly or unfairly, or breaching public trust
- a member of the public influencing a public official to use their position in a way that is dishonest, biased or breaches public trust.

For more information about corrupt conduct, see the NSW Ombudsman's Guideline B2 on what can be reported at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)

##### **4.1.2. Maladministration**

Maladministration is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives.

For example, this could include:

- making a decision and/or taking action that is unlawful
- refusing to grant someone a licence for reasons that are not related to the merits of their application
- issuing an order against a person without giving them procedural fairness
- failing to make a decision in accordance with official policy with no appropriate reason.

For more information about maladministration, see the NSW Ombudsman's guideline on maladministration at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)

#### **4.1.3. Serious and substantial waste in local government**

Serious and substantial waste is the uneconomical, inefficient or ineffective use of resources that could result in the loss or wastage of public money. This includes all revenue, loans and other money collected, received or held by, for or on account of the Council.

For example, this could include:

- misappropriation or misuse of public property
- purchase of unnecessary or inadequate goods and services
- poor project management practices leading to projects running over time
- having poor or no processes in place for a system involving large amounts of public funds.

For more information about serious and substantial waste, see the NSW Ombudsman's guideline on what can be reported at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)

#### **4.1.4. Breach of the GIPA Act**

A government information contravention is a failure to properly fulfil functions under the *Government Information (Public Access) Act 2009* (GIPA Act).

For example, this could include:

- intentionally overlooking documents that are clearly covered by an access application
- destroying, concealing or altering records to prevent them from being released
- knowingly making decisions that are contrary to the legislation
- directing another person to make a decision that is contrary to the legislation.

For more information about government information contravention, see the NSW Ombudsman's guideline on what can be reported at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au).

#### **4.1.5. Local government pecuniary interest contravention**

A local government pecuniary interest contravention is a failure to comply with requirements under the *Local Government Act 1993* relating to the management of pecuniary interests. These include obligations to lodge disclosure of interests returns, lodge written declarations and disclose pecuniary interests at Council and Council committee meetings. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

For example, this could include:

- a senior Council staff member recommending a family member for a Council contract and not declaring the relationship
- a General Manager holding an undisclosed shareholding in a company competing for a Council contract
- a Councillor participating in consideration of a DA for a property in which they or their family have an interest.



For more information about local government pecuniary interest contravention, see the NSW Ombudsman's guideline on what can be reported at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au).

#### **4.1.6. Other wrongdoing**

Although reports about the previous five categories of conduct can attract the specific protections of the PID Act, you should report all activities or incidents that you believe are wrong.

For example, these could include:

- harassment or unlawful discrimination
- reprisal action against a person who has reported wrongdoing
- practices that endanger the health or safety of employees or the public.

These types of issues should be reported to a supervisor, in line with the following Broken Hill City Council's policies and procedures on:

- Code of Conduct
- Statement of Ethical Principles
- Conflicts of Interest
- Equal Employment Opportunity
- Fraud Control
- Gifts and Benefits
- Grievances

All these policies are available from the home page link on Council's intranet.

Even if these reports are not dealt with as public interest disclosures, the Broken Hill City Council will consider each matter and make every attempt to protect the employee making the report from any form of reprisal.

#### **4.1.7. When will a report be protected?**

The Broken Hill City Council will support any employees who report wrongdoing. For a report to be considered a public interest disclosure, it has to meet all of the requirements under the PID Act. These requirements are:

- The report must be about one of the following five categories of serious wrongdoing – corrupt conduct, maladministration, serious and substantial waste of public money, breach of the GIPA Act, or local government pecuniary interest contravention
- The person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show wrongdoing
- The report has to be made to either the General Manager or, for reports about the General Manager, the Mayor
  - a position nominated in this policy – see section 4.5 below

- one of the investigating authorities nominated in the PID Act – see section 4.12

Reports by employees and Councillors will not be considered to be public interest disclosures if they:

- mostly question the merits of government policy, including the policy of the governing body of the Council
- are made with the sole or substantial motive of avoiding dismissal or other disciplinary action.

#### **4.2. How to make a report**

You can report wrongdoing in writing or verbally. You are encouraged to make a report in writing as this can help to avoid any confusion or misinterpretation.

If a report is made verbally, the person receiving the report must make a comprehensive record of the disclosure and ask the person making the disclosure to sign this record. The employee should keep a copy of this record.

If you are concerned about being seen making a report, ask to meet in a discreet location away from the workplace.

#### **4.3. Can a report be anonymous?**

There will be some situations where you may not want to identify yourself when you make a report. Although these reports will still be dealt with by the Broken Hill City Council, it is best if you identify yourself. This allows us to provide you with any necessary protection and support, as well as feedback about the outcome of any investigation into the allegations.

It is important to realise that an anonymous disclosure may not prevent you from being identified by the subjects of the report or your colleagues. If it is not known who made the report, it is very difficult to prevent any reprisal action.

#### **4.4. Maintaining confidentiality**

The Broken Hill City Council realises employees may want their report to remain confidential. This can help to prevent any action being taken against them for reporting wrongdoing.

Where possible and appropriate, Council will take steps to keep your identity, and the fact you have reported wrongdoing, confidential. However there may be situations where this may not be possible or appropriate. We will discuss with you whether it is possible to keep your report confidential.

If confidentiality cannot be maintained, we will develop a plan to support and protect you from risks of reprisal. You will be involved in developing this plan. You will also be told if your report will be dealt with under the Council's Code of Conduct, as this may mean certain information will have to be tabled at a Council meeting.

If you report wrongdoing, you should only discuss your report with those dealing with it. This will include the disclosures coordinator and the General Manager. If you discuss your report more broadly, you may affect the outcome of any investigation.

#### **4.5. Who can receive a report within the Broken Hill City Council?**

Staff are encouraged to report general wrongdoing to their supervisor. However the PID Act requires that – for a report to be a public interest disclosure – it must be made to certain public officials identified in this policy or any supporting Council procedures.

Any supervisor who receives a report that they believe may be a public interest disclosure must refer the employee making the report to one of the positions listed below.

If you are a Council employee and your report involves a Councillor, you should make it to the General Manager or the Mayor. If you are a Councillor and your report is about another Councillor, you should make it to the General Manager or the Mayor.

The following positions are the only employees within the Broken Hill City Council who can receive a public interest disclosure.

##### **4.5.1. General Manager**

You can report wrongdoing directly to the General Manager. The General Manager is responsible for:

- deciding if a report is a public interest disclosure
- dealing with reports made under the Council's Code of Conduct procedures
- determining what needs to be done next, including referring it to other authorities
- deciding what needs to be done to correct the problem that has been identified
- referring any evidence of a reprisal offence under section 20 of the PID Act to the Commissioner of Police or the ICAC.

The General Manager must make sure there are systems in place in the Broken Hill City Council to support and protect employees who report wrongdoing and is also responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption.

##### **4.5.2. Mayor**

If you are making a report about the General Manager, you should make your report to the Mayor. The Mayor is responsible for:

- deciding if a report is a public interest disclosure
- dealing with reports made under the Council's Code of Conduct procedures
- determining what needs to be done next, including referring it to other authorities
- deciding what needs to be done to correct the problem that has been identified.

The Mayor must make sure there are systems in place in the Broken Hill City Council to support and protect employees who report wrongdoing.

If the report is about the General Manager, the Mayor is also responsible for referring actual or suspected corrupt conduct to the Independent Commission Against Corruption.

#### **4.5.3. Disclosures coordinator**

The disclosures coordinator has a central role in dealing with reports made by employees. The disclosures coordinator will receive, assess, and refer to the people within the Broken Hill City Council who can deal with the reporter appropriately.

- deciding if a report is a public interest disclosure and how each report will be dealt with in consultation with the General Manager
- dealing with reports made under the Council's Code of Conduct procedures
- coordinate the response to the report
- acknowledge reports and provide updates and feedback to the reporter
- assess whether it is possible and appropriate to keep the reporter's identity confidential
- assess the risk of reprisal and workplace conflict related to or likely to arise out of a report and develop strategies to manage any risk identified
- where required, provide or coordinate support to staff involved in the reporting or investigation process, including protecting the interest of any officer the subject of a report
- provide six monthly reports to the NSW Ombudsman in accordance with section 6CA of the PID ACT.

Council's Disclosures Coordinator is the Division Manager Corporate and Human Services.

#### **4.5.4. Disclosures officer**

Disclosures Officers work with the Disclosures Coordinator, and are responsible for receiving, forwarding and/or dealing with reports made in accordance with this policy. The Disclosure Officer is responsible for:

- Documenting in writing any reports received verbally and have the document signed and dated by the reporter
- Making arrangements to ensure reporters can make reports privately and discreetly when requested, if necessary away from the workplace
- Discussing with the reporter any concerns they may have about reprisal or workplace conflict
- Carrying out preliminary assessment and forward reports to the Disclosures Coordinator or General Manager for full assessment.

Council's Disclosures Officer is the Corporate Services Coordinator.

#### **4.5.5 Supervisors and line managers**

Supervisors and line managers play an important role in managing the immediate workplace of those involved in or affected by the internal reporting process. Supervisors and line managers should be aware of the internal reporting policy and are responsible for creating a local work environment where staff are comfortable and confident about reporting wrongdoing. They have a responsibility to:

- Encourage staff to report known or suspected wrongdoing within the organisation and support staff when they do
- Identify reports made to them in the course of their work which could be public interest disclosures, and assist the staff member to make the report to an officer authorised to receive public interest disclosures under this policy
- Implement local management strategies, in consultation with the disclosures coordinator, to minimise the risk of reprisal or workplace conflict in relation to a report
- Notify the Disclosures Coordinator or General Manager immediately if they believe a staff member is being subjected of reprisal as a result of reporting wrongdoing, or in the case of suspected reprisal by the General Manager, notify the Mayor.

#### **4.6. Who can receive a report outside of the Broken Hill City Council.**

Staff and Councillors are encouraged to report wrongdoing within the Broken Hill City Council, but internal reporting is not the only option. You can also make a public interest disclosure to an investigating authority. Employees can do this first, or at any stage after their initial report to the Broken Hill City Council. If your report is about the General Manager or the Mayor, you should consider making it to an investigating authority. You can also choose to make a report to a Member of Parliament or a journalist, but **only** in limited circumstances.

##### **4.6.1. Investigating authorities**

The Public Interest Disclosures (PID) Act lists a number of investigating authorities in NSW where staff and Councillors can report wrongdoing and the type of wrongdoing each authority can deal with.

In relation to Council, these authorities are:

- the Independent Commission Against Corruption (ICAC) — for corrupt conduct
- the Ombudsman — for maladministration
- the Office of Local Government — for disclosures about local government
- Auditor-General of the NSW Audit Office – for disclosures about serious and substantial waste
- the Information Commissioner — for disclosures about a government information contravention i.e. breach of the GIPA Act.

You should contact the relevant authority for advice about how to make a disclosure to them. Contact details for each investigating authority are provided at the end of this policy.

You should be aware that it is very likely the investigating authority will discuss the case with the Broken Hill City Council. Council will make every effort to assist and cooperate with the investigating authority to ensure the matter is dealt with appropriately and there is a satisfactory outcome. Council will also provide appropriate support and assistance to staff who report wrongdoing to an investigating authority.

##### **4.6.2. Members of Parliament or journalists**

To have the protections of the Public Interest Disclosures (PID) Act, staff reporting wrongdoing to a Member of Parliament (MP) or a journalist **must** have already made substantially the same report to one of the following:

- the General Manager of Council
- a person nominated in this policy, including the Mayor for reports about the General Manager
- an investigating authority in accordance with the PID Act.

Also, the Broken Hill City Council or investigating authority that received the report must have either:

- decided not to investigate the matter
- decided to investigate the matter, but not completed the investigation within six months of the original report
- investigated the matter but not recommended any action as a result
- not told the person who made the report, within six months of the report being made, whether the matter will be investigated.

Most importantly – to be protected under the PID Act – if you report wrongdoing to an MP or a journalist you will need to be able to prove that you have reasonable grounds for believing that the disclosure is substantially true and that it is in fact substantially true.

If you report wrongdoing to a person or an organisation that is not listed above, you will not be protected under the PID Act. This may mean you will be in breach of legal obligations or the Broken Hill City Council Code of Conduct – by, for example, disclosing confidential information.

For more information about reporting wrongdoing outside the Broken Hill City Council, contact the Disclosures Coordinator or the NSW Ombudsman's Public Interest Disclosures Unit. The Unit's contact details are provided at the end of this policy.

#### **4.7. Feedback to employees who report wrongdoing.**

Employees who report wrongdoing will be told what is happening in response to their report.

When you make a report, you will be given:

- an acknowledgement that your disclosure has been received
- the timeframe for when you will receive further updates
- the name and contact details of the people who can tell you what is happening or handle any of your concerns.

The PID Act requires that you are provided with an acknowledgement letter and a copy of this policy within 45 days after you have made your report. Council will attempt to get this information to you within two working days from the date you make your report.

After a decision is made about how your report will be dealt with, you will be given:

- information about the action that will be taken in response to your report



- likely timeframes for any investigation
- information about the resources available within Broken Hill City Council to handle any concerns you may have
- information about external agencies and services you can access for support.

This information will be given to you within 10 working days from the date you make your report. You will also be advised if the report will be treated as a public interest disclosure and provide you with a copy of this policy at that time, as required by the PID Act.

During any investigation, you will be given:

- information on the ongoing nature of the investigation
- information about the progress of the investigation and reasons for any delay
- advice if your identity needs to be disclosed for the purposes of investigating the matter, and an opportunity to talk about this.

At the end of any investigation, you will be given:

- enough information to show that adequate and appropriate action was taken and/or is proposed to be taken in response to your disclosure and any problem that was identified
- advice about whether you will be involved as a witness in any further matters, such as disciplinary or criminal proceedings.

#### **4.8. Protection against reprisals**

The PID Act provides protection for people reporting wrongdoing by imposing penalties on anyone who takes detrimental action substantially in reprisal for them making the public interest disclosure.

The Broken Hill City Council will not tolerate any reprisal action against employees who report wrongdoing. The criminal penalties that can be imposed include imprisonment or fines. Detrimental action is also misconduct that justifies disciplinary action. People who take detrimental action against someone who has made a disclosure may also be required to pay damages for any loss suffered by that person.

Detrimental action means action causing, comprising or involving any of the following:

- injury, damage or loss
- intimidation or harassment
- discrimination, disadvantage or adverse treatment in relation to employment
- dismissal from, or prejudice in, employment
- disciplinary proceedings.

Taking detrimental action in reprisal is also a breach of the Council's Code of Conduct which may result in disciplinary action.

##### **4.8.1. Responding to allegations of reprisals**

If you believe that detrimental action has been or is being taken against you or someone else who has reported wrongdoing in reprisal for making a report, you should tell your supervisor, the Disclosures Coordinator or the General Manager immediately. In the case of an allegation of reprisal by the General Manager, the Mayor can alternatively be notified.

All supervisors must report any suspicions they have that reprisal action against an employee is occurring, or any reports that are made to them, to the Disclosures Coordinator or the General Manager.

If Broken Hill City Council becomes aware of or suspects that reprisal is being or has been taken against a person who has made a disclosure, Broken Hill City Council will:

- assess the allegation of reprisal to decide whether the report should be treated as a public interest disclosure and whether the matter warrants investigation or if other action should be taken to resolve the issue
- ensure a senior and experienced member of staff, who has not been involved in dealing with the initial disclosure, will investigate the suspected reprisal
- give the results of that investigation to the General Manager for a decision
- give the results of that investigation to the Mayor for a decision if the allegation of reprisal action is about the General Manager
- if it has been established that reprisal action is occurring against someone who has made a disclosure, take all steps possible to stop that activity and protect the employee who made the disclosure
- take appropriate disciplinary action or refer any evidence of an offence under section 20 of the PID Act to the ICAC or NSW Police force against anyone proven to have taken or threatened any action in reprisal for making a disclosure.

If you report reprisal action, you will be kept informed of the progress of any investigation and the outcome. The General Manager may issue specific directions to help protect against reprisals. These may include:

- issuing warnings to those alleged to have taken reprisal action against the employee who made the disclosure
- relocating the employee who made the disclosure or the subject officer within the current workplace
- transferring the employee who made the disclosure or the employee who is the subject of the allegation to another position for which they are qualified
- granting the employee who made the disclosure or the subject officer leave of absence during the investigation of the disclosure.

These directions will only be taken if the employee who made the disclosure agrees to it. The Disclosures Coordinator will make it clear to other employees that this action was taken in consultation with the employee and with management support – and is not a punishment.

If you have reported wrongdoing and feel that any reprisal action is not being dealt with effectively, contact the Office of Local Government, the Ombudsman or the ICAC – depending on the type of wrongdoing you reported. Contact details for all these investigating authorities are included at the end of this policy.



#### **4.8.2. Protection against legal action**

If you make a disclosure in accordance with the PID Act, you will not be subject to any liability and no action, claim or demand can be taken against you for making the disclosure. You will not have breached any confidentiality or secrecy obligations and you will have the defence of absolute privilege in defamation.

#### **4.9. Support for those reporting wrongdoing**

The Broken Hill City Council will make sure that employees who have reported wrongdoing, regardless of whether they have made a public interest disclosure, are provided with access to any professional support they may need as a result of the reporting process – such as stress management, counselling services, legal or career advice.

Council also has employees who will support those who report wrongdoing. They are responsible for initiating and coordinating support, particularly to those who are suffering any form of reprisal.

All supervisors must notify the Disclosures Coordinator if they believe an employee is suffering any detrimental action as a result of disclosing wrongdoing.

#### **4.10. Sanctions for making false or misleading disclosures**

It is important that all employees are aware that it is a criminal offence under the Public Interest Disclosures (PID) Act to wilfully make a false or misleading statement when reporting wrongdoing.

#### **4.11. Support for the subject of a report**

The Broken Hill City Council is committed to ensuring employees who are the subject of a report of wrongdoing are treated fairly and reasonably. This includes keeping the identity of any person the subject of a report confidential, where this is practical and appropriate. If you are the subject of a report, you will be:

- advised of the details of the allegation
- told your rights and obligations under our policies and procedures
- kept informed during any investigation
- given the opportunity to respond to any allegation made against you
- told the result of any investigation.

Where the reported allegations against the subject officer are clearly wrong or have been investigated and unsubstantiated, the subject officer will be supported by Broken Hill City Council. The fact of the allegations and any investigation will be kept confidential unless otherwise agreed to by the subject officer.

#### **4.12. Resources**

The contact details for external investigating authorities that employees can make a public interest disclosure to or seek advice from are listed below:

**For disclosures about corrupt conduct:**

Independent

Commission

Against

**For disclosures about maladministration:**

NSW Ombudsman

Corruption (ICAC)  
Phone: 02 8281 5999  
Toll free: 1800 463 909  
Tel. typewriter (TTY): 02 8281 5773  
Facsimile: 02 9264 5364  
Email: [icac@icac.nsw.gov.au](mailto:icac@icac.nsw.gov.au)  
Web: [www.icac.nsw.gov.au](http://www.icac.nsw.gov.au)  
Address: Level 21, 133 Castlereagh Street,  
Sydney NSW 2000

**For disclosures about serious and substantial waste:**

Auditor-General of the NSW Audit Office  
Phone: 02 9275 7100  
Facsimile: 02 9275 7200  
Email: [mail@audit.nsw.gov.au](mailto:mail@audit.nsw.gov.au)  
Web: [www.audit.nsw.gov.au](http://www.audit.nsw.gov.au)  
Address: Level 15, 1 Margaret Street,  
Sydney NSW 2000

**For disclosures about breaches of the GIPA Act:**

Information Commissioner  
Toll free: 1800 472 679  
Facsimile: 02 8114 3756  
Email: [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)  
Web: [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au)  
Address: Level 11, 1 Castlereagh Street,  
Sydney NSW 2000

Phone: 02 9286 1000  
Toll free (outside Sydney metro): 1800 451 524  
Tel. typewriter (TTY): 02 9264 8050  
Facsimile: 02 9283 2911  
Email: [nswombo@ombo.nsw.gov.au](mailto:nswombo@ombo.nsw.gov.au)  
Web: [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au)  
Address: Level 24, 580 George Street,  
Sydney NSW 2000

**For disclosures about local government agencies:**

Office of Local Government  
Phone: 02 4428 4100  
Tel. typewriter (TTY): 02 4428 4209  
Facsimile: 02 4428 4199  
Email: [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au)  
Web: [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au)  
Address: 5 O'Keefe Avenue,  
Nowra NSW 2541

## **5. IMPLEMENTATION**

### **5.1. Roles and Responsibilities**

The following Council officers are responsible for the implementation and the adherence to this policy:

- General Manager
- Disclosure Coordinator
- Disclosure Officer
- Mayor
- Supervisors and line managers
- Employees who are aware of a disclosure must support those who have made disclosures, as well as protect and maintain their confidentiality; and must not victimise or harass anyone who has made a disclosure.

### **5.2. Communication**

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

Employees can also access advice and guidance from the Broken Hill City Council Disclosures Coordinator and the NSW Ombudsman's website at [www.ombo.nsw.gov.au](http://www.ombo.nsw.gov.au).

### **5.3. Associated Documents**

The following documentation is to be read in conjunction with this policy.

- Code of Conduct
- Statement of Ethical Principles
- Gifts and Benefits Policy
- Conflicts of Interest Policy
- Fraud Control Policy
- Equal Employment Opportunity Policy
- Grievance Policy

## **6. REVIEW**

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

This policy will be reviewed every two years. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

## **7. LEGISLATIVE AND LEGAL FRAMEWORK**

This policy is to be read in conjunction with the following:

*Public Interest Disclosure Act 1994 (PID ACT)*

*Local Government Act 1993*

*Model Internal Reporting Policy, Ombudsman New South Wales, June 2014*

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Reporting of Public Interest Disclosures Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

## **8. DEFINITIONS**

"**ICAC**" shall mean the Independent Commission Against Corruption

"**PID Act**" shall mean *Public Interest Disclosures Act 1994*

ORDINARY MEETING OF THE COUNCIL

September 16, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 225/15

SUBJECT: DRAFT 2015/2016 COUNCILLOR SUPPORT POLICY FOR PUBLIC EXHIBITION 12/144

**Recommendation**

That Broken Hill City Council Report No. 225/15 dated September 16, 2015, be received.

That Council adopt the draft 2015/2016 Councillor Support Policy for the purpose of public exhibition.

That the draft 2015/2016 Councillor Support Policy be placed on public exhibition for a twenty eight day period.

That Council receives a further report at the conclusion of this exhibition, detailing submissions received and any recommended changes arising, with a view to adopting the Draft Revised Reporting of Public Interest Disclosures Policy; and the policy be forwarded to the Deputy Director General of Local Government within twenty eight days of adoption.

**Executive Summary:**

The purpose of the Councillor Support Policy is to ensure that Councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties. The policy ensures that these are provided in an accountable and transparent manner and does so by ensuring:

- The provisions of the policy allow all members of the community to seek election to Council without being financially or otherwise disadvantaged by undertaking the civic duties of a Councillor;
- Clear identification of the expenses that may be claimed, and facilities that will be provided to Councillors of Broken Hill City Council in carrying out their civic duties;
- Compliance with the requirements of Section 252, 253 and 254 of the *Local Government Act 1993*, and clause 403 of the *Local Government (General) Regulation 2005*.

**Report:**

Councils are required to review their councillor support policies on an annual basis.

A review of the Councillor Support Policy has been undertaken, with the focus of recommended changes being the expansion of the monetary limits table to ensure these limits are clearly set out as per the guidelines.

Councils are required to review their Councillor Support Policy on an annual basis. Public notice must be given prior to the annual policy adoption process, even if the proposed amendments are not substantial.

Policies must also be submitted to the Deputy Director General within 28 days of adoption by a council, even if the policy remains unchanged.

This policy must now be subject to public exhibition in accordance with the provisions of Sections 252 and 253 of the *Local Government Act 1993*.

**Strategic Direction:**

Key Direction 5: Our Leadership

Objective 5.2: Broken Hill City Council is an organisation that is consultative, participatory, encouraging and well governed.

**Relevant Legislation:****Section 252 of the *Local Government Act 1993*:**

- (1) Within 5 months after the end of each year, a council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
- (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
- (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
- (4) A council may from time to time amend a policy under this section.
- (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

**Section 253 of the *Local Government Act 1993*:**

- (1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.
- (2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
- (3) Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.
- (4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:
  - (a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and
  - (b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and
  - (c) a copy of the notice given under subsection (1).
- (5) A council must comply with this section when proposing to adopt a policy each year in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

**Section 403 of the *Local Government (General) Regulation 2005*:**

A policy under section 252 of the Act must not include any provision enabling a council:

(a) to pay any councillor an allowance in the nature of a general expense allowance, or  
(b) to make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular councillor other than a mayor.

**Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW**

These guidelines have been prepared under the provisions of section 23A of the *Local Government Act* as Director General's Guidelines.

**Financial Implications:**

All expenses detailed within the 2015/2016 Policy are provided for within the adopted Operational Plan.

Any additional expenses and facilities provided for under this Policy will need to be balanced with an appropriate budget allocation.

**Attachments**

1. Councillor Support Policy 16 Pages

THERESE MANNS  
GENERAL MANAGER



# DRAFT COUNCILLOR SUPPORT POLICY

COUNCIL POLICY			
TRIM REFERENCES	12/114 – D12/13302		
RESPONSIBLE POSITION	General Manager		
APPROVED BY			
REVIEW DATE	September annually	REVISION NO.	16
EFFECTIVE DATE	ACTION	MINUTE NO.	
24/09/2014	Adopted	44759	

## 1. INTRODUCTION

This policy has been developed to ensure good governance and best practice standards are adhered.

The policy is made in accordance with sections 252, 253 and 254 of the *Local Government Act 1993* (NSW).

## 2. POLICY OBJECTIVE

The purpose of the policy is to ensure that Councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties. The policy ensures that these are provided in an accountable and transparent manner and does so by ensuring:

- The provisions of the policy allow all members of the community to seek election to Council without being financially or otherwise disadvantaged by undertaking the civic duties of a Councillor;
- Clear identification of the expenses that may be claimed, and facilities that will be provided to Councillors of Broken Hill City Council in carrying out their civic duties;
- Compliance with the requirements of Section 252, 253 and 254 of the *Local Government Act 1993*, and clause 403 of the *Local Government (General) Regulation 2005*.

This policy excludes annual fees paid to the Mayor and Councillors in accordance with Sections 248-251 of the *Local Government Act 1993*. These fees are determined annually and are based on the determinations made by the Local Government Remuneration Tribunal.

Should Council be in a period of Administration, the adopted Councillor Support Policy applies to the Administrator of the Council.

## 3. POLICY SCOPE

This policy is relevant to all Councillors.

#### **4. POLICY STATEMENT**

##### **GENERAL PAYMENT OF EXPENSES**

##### **4.1. Payment of Expenses**

Councillors will be reimbursed for expenses reasonably incurred in their performance of their role as a Councillor. General allowances unrelated to actual expenses will not be paid.

A general allowance is a sum of money paid by a Council to a Councillor to expend on an item or a service that is not required to be receipted and / or otherwise reconciled according to a set procedure and within a specific timeframe.

It is not appropriate or lawful for Council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement Councillors' annual fees.

##### **4.2. Reimbursement and Reconciliation of Expenses**

Councillors must provide a certified claim in the form provided by the General Manager for all travel, incidental and out of pocket expenses incurred. Payment will only be made for:

- a) expenses covered under this Policy; and
- b) items accompanied by appropriate tax invoice receipts or as provided in clause 7.2(c);
- c) Incidental expenses may not require specific receipts provided it can be demonstrated that expenditure was incurred and is not general in nature. Where receipts are not required it would be appropriate for Councillors to certify that the expenditure was for the purpose intended.

Where no receipts or tax invoices are submitted; a Councillor shall be required to sign a Statutory Declaration to confirm that the expense was incurred (Appendix 1).

If a Statutory Declaration is provided in lieu of receipts and tax invoices, Councillors are required to personally retain any supporting documentation for audit purposes and shall be required to produce this documentation to Council upon request.

The level of supporting documentation should be commensurate with the nature of expenditure. For example expenditure on parking, tolls, refreshments and the like may only require a signed statement listing the payments.

Other than provided in Clause 7.1.3, all claims must be submitted within thirty (30) days of being incurred unless reasonable cause can be shown for the delay.

Failure to meet this timeframe will result in a decline of the reimbursement.

##### **4.3. Payment in Advance**

Councillors will be provided with an advance payment for expenses to be incurred under this Policy upon request to the General Manager.

Councillors must reconcile advance payments within seven (7) days of the provision of the service or completion of the travel.

All items to be reconciled must be accompanied by appropriate tax invoice receipts.

Funds not acquitted will be advised to the Councillor and deducted from the next scheduled Councillor payment.



**4.4. Establishment of Monetary Limits and Standards**

The following are monetary limits for reasonable out-of-pocket expenses:

<b>Expense</b>	<b>Refund basis</b>	<b>Daily limit \$</b>	<b>Comment</b>
Registration Costs	Actual	None	Includes costs relating to official luncheons, dinners, tours/inspections which are relevant to the interests of the Council
Accommodation	Actual up to daily limit	Zone 1: \$300 per day Zone 2: \$250 per day Zone 3: \$200 per day	Limits are dependent on the location of accommodation, providing for regional differences in costs. Zone 1: Capital Cities Zone 2: Regional Cities Zone 3: Country  Where evidence is provided that accommodation within the above cost range cannot be provided or is not available then the General Manager has the discretion to approve the increase in costs.
Out of pocket expenses	Actual up to daily limit	Reviewed annually – based on the ATO Reasonable Allowance	Expenses in this category may include: Reasonable refreshments Reasonable telephone or internet usage; Meals not included in registration fees etc  The following expenses will not generally be reimbursed and are the responsibility of the councillor: Alcohol (see note*) Mini-bar items
Enrolment fees	Actual	None	In most cases, Council will arrange and fund attendance of Councillors at training courses
Air Travel	Actual	None	In most cases, Council will arrange and fund Councillors air travel when required
Rail Travel	Actual	None	In most cases, Council will only arrange and fund Councillors air travel when requested
Taxi	Actual	None	Travel for official Council business or training only
Bus	Actual	None	Travel for official Council business or training only
Parking/Tolls	Actual	None	Travel for official Council business or training only
Telephone	Actual	\$50 per month	Council related calls only

Use of private motor vehicle	Actual	Per km allowance as defined in the BHCC Award	The use of a Council pool car should be considered for car travel prior to use of own vehicle
Personal care or child care expenses: up to four (4) hours	Actual up to daily limit	\$80 per day	Council will reimburse a Councillor's costs to a maximum of \$80 to cover a four (4) hour engagement of a babysitter/caregiver where required to allow the Councillor to attend any Council, Committee meetings, working party or workshop. The four (4) hour period shall include 30 minutes prior to and after the conclusion of the meeting or workshop
Personal care or child care expenses: more than four (4) hours	Actual up to hourly limit	\$15 per hour	An additional hourly rate of up to \$15 per hour will be paid for meetings and workshops etc that go beyond the four (4) hours engagement period referred to above

\* Council will not reimburse expenses relating to alcoholic beverages unless the expenses have been incurred as part of legitimate Council business and the Councillor can identify the strategic benefit to the Broken Hill City Council and community.

Examples include:

- Civic Functions
- Entertaining members of the public in order to promote a Local Government initiative or project
- Evening meals associated with a seminar or other function at a particular venue during which significant official business is engaged in during a meal.

#### **4.5. Incidental Expenses**

Council will cover incidental travel expenses-provided that it can be demonstrated that the expenses were actually incurred - and that established reconciliation procedures are followed, for example, the completion of a claim form. A claim form must include an itemised account of expenditure and should not be general in nature.

Council will not reimburse personal travel expenses.

#### **4.6. Expenses**

There are limited circumstances where certain costs incurred by a Councillor on behalf of an accompanying person are properly those of the Councillor in the performance of their functions.

When a service is shared between a Councillor and accompanying person, the expense associated with the service will be reimbursed as long as the expense did not increase due to the attendance of the accompanying person.

Where costs increase due to the attendance of the accompanying person, Council will only reimburse the amount that relates to the Councillor. In the case of accommodation

paid by Council, the Councillor must pay the difference between the single person rate and the rate charged for additional persons.

However, Council will meet the reasonable direct costs of an accompanying person for attendance at official Council functions that are of a formal and ceremonial nature within the City of Broken Hill. For example, civic receptions; award ceremonies; conferences held in Broken Hill at which Council is the host or is represented and charitable functions for charities supported by the Council.

Council will not pay for costs associated with accompanying persons who accompany a Councillor at any event or function outside the Council area, including interstate and overseas.

#### **SPECIFIC EXPENSES FOR MAYOR AND COUNCILLORS**

##### **4.7. Attendance at Seminars and Conferences**

Attendance at seminars and conferences must be approved by Council on a case by case basis.

Council will cover registrations fees for conferences, seminars and the like that are attended by the Councillor as a representative of the Council.

Council will also cover travel and accommodation costs as set out in Clause 8.4 below.

##### **4.8. Attendance at External Committee Meetings**

Councillors may travel to and attend meetings directly relating to their appointment on external committees and other groups on behalf of Council, without prior approval of Council.

Council will cover travel and accommodation costs as set out in Clause 8.4 below.

##### **4.9. Training and Educational Expenses**

Council supports the professional development of all Councillors. In order to facilitate this, an annual training plan shall be maintained and a budget provided to meet the needs identified in the training plan.

In general, training will be provided on a group basis for all Councillors. Council will organise and fully fund the training. All training and educational expenses must be directly related to the Councillor's civic functions and responsibilities.

Training for individual Councillors must be approved by the Mayor upon receipt of a request in writing. The Mayor will consult with the General Manager as approval is subject to availability of funds and relevance of training in accordance with the Division of Local Government Councillor Development Strategy.

Council will continue to develop, fund and implement a Councillor training and development program with particular reference to the Division's Councillor Induction and Professional Development Guide.

**4.10. Travel Arrangements and Expenses**

All travel on Council business must be properly authorised prior to travel being undertaken. Councillors must not approve their own travel. Authorisation must be obtained in the following ways:

**4.11. Authorisation**

- a) All Councillors' travel must be authorised by resolution of Council, except in cases of urgency or where it relates to attendance at external committee meetings to which the Councillor has been appointed by Council. In situations of urgency, the Mayor may authorise travel which must then be endorsed at the next Council meeting;
- b) Councillors' Authority to Travel forms may be obtained from the Executive Support Officer. They must be signed by the Mayor or the Deputy Mayor in the absence of the Mayor;
- c) In cases of exceptional circumstances, Councillor's travel may be authorised by the General Manager;
- d) In the case of the Mayor, Authority to Travel forms may be authorised by the General Manager or the Deputy General Manager in the absence of the General Manager;
- e) Authority to Travel forms must be signed by the Councillor who undertook the travel as soon possible after travel has been completed to confirm that the travel was undertaken and payment for any approved outstanding expenses may be made. These forms must be returned to the Executive Support Officer, within 30 days of the travel being completed, unless reasonable cause can be shown for the delay.

**4.12. Travel Arrangements**

- a) All travel arrangements must be made through the Executive Support Officer. Travel arrangements must not be made by individuals unless prior approval has been obtained in writing from the General Manager;
- b) Travel must be for the purpose approved. Changes must not be made to travel arrangements unless prior approval has been obtained from the General Manager;
- c) Should the General Manager approve Councillors to make their own travel arrangements, the Councillor is not permitted to accumulate Frequent Flyer points for Council-funded travel;
- d) Travel may be by air (economy class), rail (first class), coach or motor vehicle, depending upon which is the most cost effective mode;
- e) Councillors intending to travel by motor vehicle must abide by the provisions of Council's Motor Vehicle Usage Policy;
- f) Councillors requiring air travel should advise the Executive Support Officer as soon as travel has been authorised so that any discount fares may be utilised;
- g) Should Councillors wish to be accompanied by another person, prior approval must be obtained from the Mayor. All travel costs associated with the travel of the other person must be paid by the other person unless otherwise resolved by Council;
- h) All travel by Councillors must be undertaken using the most direct route and the most practicable and economical mode of transport, subject to any personal medical considerations;

- i) Councillors are personally responsible for all traffic or parking fines incurred whilst they are driving private or Council vehicles on Council business.

**4.13. Accommodation**

- a) The Executive Support Officer will arrange suitable room accommodation, based upon cost and convenience. A Councillor may choose accommodation at a different location but it must be at the same cost or less;
- b) Council will pay accommodation costs and hotel/motel parking fees where they are not included in accommodation costs;
- c) Council will not pay for separate or upgraded accommodation for spouse, partner or accompanying persons. The Councillor will be invoiced for any additional associated costs;
- d) Council orders for accommodation will not include meals, drinks, laundry, telephone and other costs incurred at a hotel/motel; such costs will be paid by the Councillor on check-out;
- e) Should accommodation not be able to be booked in advance because of uncertain travel arrangements, accommodation charges must be paid by the traveller and a reimbursement claimed upon return to Broken Hill. Reimbursement of reasonable accommodation costs will only be made if a tax invoice is produced.

**4.14. Incidental Expenses**

Council will reimburse the reasonable out-of-pocket expenses involved in travel as detailed in this Policy.

**4.15. Overseas Travel**

Prior to any action in respect of overseas travel, a report shall be prepared for Council's consideration well prior to the proposed travel, detailing the purpose of the travel, meetings, costs, conferences and seminars together with the expected tangible benefits that may be derived for the Broken Hill community.

If the overseas travel is approved all the provisions within this Councillor Support Policy will apply in respect of travel arrangements and costs to be met by Council.

Upon return a detailed report is to be provided to Council by the Councillor(s) who undertook the travel measuring tangible outcomes against the original expectations.

**4.16. Cancellation**

Any cancellation of travel arrangements must be advised to the Executive Support Officer as soon as practicable.

Failure to provide appropriate notice (for example more than 72 hours notice) may result in costs being met by the traveller (except under exceptional circumstances). Should this be disputed, the matter will be referred to the Independent Chair of the Audit Committee.

**4.17. Telephone Costs and Telecommunications**

Call charges up to the monetary monthly limit shall be reimbursed by Council upon receipt of a Statutory Declaration by a Councillor that the amount relates to Council business and is accompanied by a schedule of itemised calls.

**4.18. Care and Other Related Expenses**

Council adopts the principle of the payment of child care expenses for children up to and including the age of 16 years, to enable a Councillor to attend to their civic duties.

However, child care will only be available to enable the Councillor's attendance at essential Council activities and will be the subject of a separate application by the affected Councillor in each instance, for determination by the Mayor and General Manager.

In situations where care is required for a partner or other immediate family member to enable the Councillor's attendance at essential Council activities, a separate application will be required from the affected Councillor in each instance, for determination by the Mayor and General Manager.

**4.19. Insurance Expenses and Obligations**

Section 382 of the Act requires Council to make arrangements for adequate insurance against public liability and professional liability.

Council will affect an appropriate level of insurance for Councillors in the following areas:

- a) Personal Accident/Travel Insurance – coverage of Councillor and spouse, partner or accompanying person, while on Council business;
- b) Public Liability – for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions;
- c) Professional Indemnity – for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions;
- d) Councillors & Officers Liability – for matters arising out of Councillors' performance of their civic duties and /or exercise of their Council functions.

Council will meet any excess applicable under a policy but the appropriate excess applicable will be reviewed upon the renewal of these insurances. A duty of care is required by all insured persons. Terms and conditions are as per policy wordings.

Councillors are not covered by workers compensation payments or arrangements.

Council may obtain insurance cover against the risk of having to meet the reasonable legal costs of a Councillor or to reimburse those costs, provided that the costs or reimbursements are ones that Council is authorised to meet.

**4.20. Attendance at Non-Council Functions**

- a) Consideration will be given to meeting the cost of Councillors' attendance at dinners and other non-Council functions that provide briefings from key members of the community, politicians and business where the function is relevant to the Council's interest and is held in Broken Hill, such cost to be the reasonable expenses of a required registration fee and or necessary meal and beverage cost; when clause 7.8 (b) does

not apply. Requests should be made prior to the event via the Mayor to the Council's General Manager;

- b) The majority of briefings for Councillors will be organised by the General Manager and take place at a Council venue and budgeted in Council's operating expenditure;
- c) No payment will be made by Council for attendance by a Councillor at any political fundraising event, for any donation to a political party or candidate's electoral fund, or for some other private benefit.

**4.21. Legal Expenses and Obligations**

- a) Council will indemnify or reimburse the reasonable legal expenses of:
  - A Councillor defending an action arising from the performance in good faith of a function under the Act; or
  - A Councillor defending an action in defamation provided that the outcome of the legal proceedings is favourable to the Councillor.
- b) Reasonable legal costs may also be available for an inquiry, investigation or hearing into a Councillor's conduct by an appropriate investigative or review body including the following, provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review:
  - Local Government Pecuniary Interest and Disciplinary Tribunal
  - Independent Commission Against Corruption
  - Office of the NSW Ombudsman
  - Division of Local Government
  - Department of Premier and Cabinet
  - NSW Police Force
  - Director of Public Prosecutions
  - Council's Conduct Review Committee / Reviewer
- c) In the case of a conduct complaint made against a Councillor, legal costs may only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct committee to make formal enquiries into that matter in accordance with the procedures in Council's Code of Conduct;
- d) In the case of a pecuniary interest or misbehaviour matter legal costs may only be made available where a formal investigation has been commenced by the Division of Local Government;
- e) Legal costs will only be provided where the investigative or review body makes a finding that is not substantially unfavourable to a Councillor. This may include circumstances in which a matter does not proceed to a finding. In relation to a councillor's conduct, a finding by an investigative or review body that an inadvertent minor technical breach had occurred may not necessarily be considered a substantially unfavourable outcome;

- f) Council will not meet the legal costs of legal proceedings initiated by a Councillor under any circumstances;
- g) Council will not meet the legal costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation;
- h) Council will not meet legal costs for legal proceedings that do not involve a Councillor performing their role as a Councillor;
- i) Approval must be sought and given in writing from the General Manager prior to legal expenses being incurred.

#### **GENERAL PROVISION OF FACILITIES**

##### **4.22. Provision of Facilities generally**

Facilities, equipment and services will be provided that are appropriate to support the Mayor and Councillors in undertaking their role as elected members of the Council.

##### **4.23. Private Use of Equipment and Facilities**

Councillors should not obtain private benefit from the provision of equipment and facilities, nor from travel bonuses such as "Frequent Flyer" schemes or any other such loyalty programs while on Council business.

It is acknowledged that incidental use of Council equipment and facilities may occur from time to time and such incidental private use is not subject to a compensatory payment back to Council.

Where more substantive private use occurs, Councillors must advise the General Manager in writing and the Councillor will be charged on a cost recovery basis for that private use. The General Manager will establish a register to record all such applications, reconciliations and reimbursements. Council will invoice Councillors for any such substantive private use on a quarterly basis.

Council facilities, equipment and services are not to be used to produce election material or for any other political purposes.

##### **4.24. Acquisition and Return of Equipment and Facilities**

Councillors are required to return all equipment issued to them, excluding clothing, within one (1) month after the completion of their term of office, during extended leave of absence or at the cessation of their civic duties.

Councillors may have the option to purchase Council equipment previously allocated to them at the cessation of their duties. If the item is for sale, it may be purchased at an agreed fair market price or written down value. Councillors may make application in writing to the General Manager for consideration of this option and determination of same.

#### **EQUIPMENT AND FACILITIES PROVIDED FOR COUNCILLORS**

##### **4.25. Clothing**

Each Councillor will be provided with the following corporate clothing:

- a) Jacket with embroidered Council logo – one jacket during a term of office;



b) Neck tie/scarf – a sufficient number of neck ties/scarves embroidered with the Council's crest; and

c) A Councillor name badge.

Additional clothing, within the Council's current uniform range may be purchased by Councillors at the Councillor's own expense.

**4.26. Office/Meeting Room Facilities**

Office / meeting room facilities are available at the Administrative Centre for use by Councillors in the conduct of their duties of office.

These facilities include sufficient quantity of office space to provide an adequate range of office furniture and equipment to assist a Councillor in the conduct of his/her duties of office.

**4.27. Reference Materials**

All Councillors will be issued with either an electronic or hardcopy copy of Bluetts's Local Government Handbook (NSW) Latest Edition and Councillor's reference manual compiled by the General Manager.

Other reference materials will be provided as requested by Councillors or as deemed necessary by the General Manager.

**4.28. Meals and refreshments**

Council will provide appropriate light meals and refreshments at Council Workshops, meetings and meetings of Council and Committees which run over normal meal times.

**4.29. Mobile Telephones**

Upon request Councillors may be provided with a standard mobile telephone for the purpose of conducting Council business and must be used in a manner consistent with the Council's Mobile Phones Policy.

The Mobile Telephone Agreement must be completed by Councillors who are provided with a mobile phone (Appendix 2).

**4.30. Tablet Computers**

A tablet computer (iPad) will be provided to all Councillors, in lieu of printed Council Business Papers and other reference materials / information.

Councillors will be required to set-up their own AppleID and supporting account for the purposes of downloading apps.

A once-off \$15 iTunes voucher may be requested by Councillors to enable them to purchase Council business related apps. Cost incurred in purchasing any other apps necessary for Council business will be reimbursed on supply of a tax invoice and explanation of how the purchase relates to Council business.

Help Desk-support will be provided for Council business purposes.

**4.31. Council Motor Vehicles**

Access to Council's Motor Vehicle Fleet will be provided to the Mayor and Councillors for the purposes of travelling to and from meetings, conferences and seminars where it is identified to be the most direct and / or cost effective option.

Use of Council's Motor Vehicle Fleet is to be in accordance with the Motor Vehicle Usage Policy.

#### **GIFTS AND BENEFITS**

##### **4.32. Given By Councillors**

In circumstances where it is appropriate for Councillors to give a gift or benefit, for example on a Council business related trip or when receiving visitors; these gifts and benefits should be of token value as defined in Council's Code of Conduct and Council's "Gifts and Benefits" Policy.

##### **4.33. Received by Councillors**

The provisions of Council's Code of Conduct and Council's "Gifts and Benefits" Policy will apply.

#### **PROVISION OF ADDITIONAL EQUIPMENT & FACILITIES FOR THE MAYOR**

##### **4.34. Mobile Telephone**

Council will provide at its cost a mobile phone for use in relation to official duties and functions of the Office of Mayor. Council will meet rental and the cost of official calls. The account for the mobile phone will be in the name of Broken Hill City Council and the Mayor must advise the Council in writing monthly of any personal calls made from the mobile phone as the cost of these personal calls is to be met by the Mayor.

##### **4.35. Office Facilities**

Council will provide the following office facilities at the Administrative Centre:

- a) Office space: sufficient quantity of quality office space necessary to fulfil the duties of Mayoral office;
- b) Telephone: a high quality digital telephone with direct in dial and direct line facilities;
- c) Furniture: An appropriate quantity of quality office furniture;
- d) Stationery: including Mayoral letterhead, envelopes and stationery generally.

##### **4.36. Secretarial Support**

Secretarial support facilities are available to the Mayor through the Executive Support Officer during normal office hours. The General Manager may on request provide access to secretarial support outside office hours for Council business, for example, public meetings and ceremonies.

Council will meet the cost of postage of mail forwarded by the Mayor in the conduct of official duties.

**4.37. Purchase Card**

Council shall provide the Mayor with a purchase card for business expenditure only and must comply with the general terms and conditions within Council's Purchase Card Procedures or any other relevant policies and procedures.

**DISPUTE RESOLUTION REGARDING EXPENSES AND FACILITIES FOR COUNCILLORS**

**4.38. Process**

Should any dispute arise about the payment of expenses or provision of facilities for Councillors, the Councillor(s) concerned are required to submit a formal written request to the General Manager advising the issue in dispute and the provision or remedy sought.

The General Manager is to give proper consideration to any such request and make a decision as to whether the claim is in keeping with this policy; whether the claim is not appropriate and/or whether the Councillor Support Policy needs to be reviewed.

Should the Councillor, on receipt of the General Manager's reply, consider the matter needs to be reviewed; the Councillor must make a written submission to the Independent Chair of the Audit Committee. The Chair will consider and decide the matter.

**5. IMPLEMENTATION**

**5.1. Roles and Responsibilities**

The following Council officers are responsible for the implementation and the adherence to this policy:

The General Manager is responsible for ensuring that Council is operating in accordance with the provisions of this policy.

**5.2. Communication**

This Policy will be communicated to the community and staff utilising Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

**5.3. Associated Documents**

The following documentation is to be read in conjunction with this policy:

- Broken Hill City Council Code of Conduct;
- Motor Vehicle Usage Policy;
- Mobile Phone Policy;
- Purchase Card Procedure;
- Annexure 1 – Statutory Declaration;
- Annexure 2 – Mobile Telephone Agreement.

## **6. REVIEW**

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

This Policy must be reviewed annually (May) with public notice to ensure it meets the requirements of legislation and the needs of Council. The Policy once amended or re-affirmed must be submitted to the Department of Local Government by 30 November each year.

The General Manager is responsible for the review of this policy.

## **7. LEGISLATIVE AND LEGAL FRAMEWORK**

This policy is to be read in conjunction with the following:

- Local Government Act 1993 (sections 252-254)
- Local Government (General) Regulation 2005 (section 403)

Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW 2009

Council representatives shall refrain from personal activities that would conflict with proper execution and management of Council's Councillor Support Policy; Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

## **8. DEFINITIONS**

**"Accompanying Person"** shall mean a person who has a close relationship (partner / spouse) with the Councillor and / or provides carer support to the Councillor).

**"ATO"** shall mean Australian Taxation Office.

**"Incidental Travel Expenses"** shall mean business expenses incurred while undertaking approved travel other than airfares and accommodation. Expenses such as reasonable business related hospitality and entertainment, domestic meals, taxi fares, business related communication, business related excess baggage and stationery are examples that fall into this category.

**"Personal Travel Expenses"** shall mean expenses of a personal nature incurred by the traveller when on approved travel. Expenses such as personal entertainment, including use of the hotel mini-bars and in-house videos, laundry and personal travel are examples that fall into this category.

**"Traveller"** shall mean The Mayor, Deputy Mayor or Councillor approved to undertake travel on behalf of the Council.

# **ANNEXURE 1**



## **BROKEN HILL CITY COUNCIL**

### **REIMBURSEMENT OF INCIDENTAL EXPENSES INCURRED BY COUNCILLORS**

#### **STATUTORY DECLARATION**

On \_\_\_\_\_ (date), I \_\_\_\_\_ (name),  
a Councillor of Broken Hill City Council, of:  
\_\_\_\_\_  
(address)

Do solemnly and sincerely declare that:

1. On \_\_\_\_\_ (date) I did incur expenditure in accordance with the Councillor Support Policy, in the sum of:

\$ \_\_\_\_\_

2. I am unable to produce invoices, receipts, dockets and/or related documents which evidence the expenditure referred to in paragraph 1. However, I verify that I incurred the expenses in relation to my duties as Councillor for Broken Hill City Council.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1900.

Signed: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Name of Witness: \_\_\_\_\_

Qualification of the Witness: Justice of the Peace  
Solicitor

Registration Number of Justice of the Peace (or stamp): \_\_\_\_\_

1. Councillor	2. General Manager	3. Executive Support Officer
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# **ANNEXURE 2**

## **BROKEN HILL CITY COUNCIL**



### **MOBILE TELEPHONE AGREEMENT**

I, \_\_\_\_\_ (the "approved user")  
acknowledge the following:

1. That I have received and read a copy of Council's Mobile Phones Policy;
2. That I have been granted use of a Council mobile telephone in accordance with Council's Mobile Phone Policy;
3. That I will comply with the requirements of this policy;
4. That I accept responsibility for the equipment granted to me;
5. That I will reimburse Council for all private and personal calls made on the Council mobile telephone that has been allocated to me;
6. That the mobile phone and associated equipment must be returned to Council at the end of my term of Council;
7. The mobile telephone number and serial number of the equipment allocated to me are:
  - a) mobile telephone number: \_\_\_\_\_
  - b) mobile telephone serial number: \_\_\_\_\_
  - c) sim card serial number: \_\_\_\_\_

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Date

ORDINARY MEETING OF THE COUNCIL

September 7, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 226/15

SUBJECT: DRAFT WORKFORCE MANAGEMENT PLAN FOR PUBLIC EXHIBITION 11/89

**Recommendation**

That Broken Hill City Council Report No. 226/15 dated September 7, 2015, be received.

That Council endorse the Draft Workforce Management Plan 2015-2020 for consultation and public exhibition for a period of 28 days.

That the Draft Workforce Management Plan 2015-2020 be exhibited for public comment for a 28 day period.

That the Council receives a further report at the conclusion of the exhibition period, detailing submissions and any recommended changes arising, with a view to adopting the Draft Workforce Management Plan 2015-2020

**Executive Summary:**

Council is required to develop a Resourcing Strategy as part of compliance with the Integrated Planning and Reporting Guidelines (Local Government Act 1993).

There are three (3) main components of a Resourcing Strategy; the Long Term Financial Plan, the Asset Management Strategy and a Workforce Strategy. Each is designed to assist Council to support the Community to achieve its goals outlined in the Broken Hill Community Strategic Plan 2013-2033 and ensure Council can meet its goals outlined in the Delivery Program 2013-2017.

The purpose of developing a Workforce Strategy is to ensure the Broken Hill City Council can develop and deploy its human resources in the most efficient and effective manner now and into the future. A strong Workforce Strategy will provide a framework for dealing with resourcing challenges in a consistent way.

The Integrated Planning and Reporting Guidelines for NSW state that the Workforce Management Strategy must be for a minimum timeframe of four years.

**Report:**

Council has undertaken key stakeholder consultation to review trends in workforce management, a review of our community profile, current capacity gap analysis, and identification of future challenges facing Council to write this plan and develop the strategies contained within.

**Strategic Direction:**

Key Direction:	4 Our Leadership
Objective:	4.2 Our leaders make smart decisions
Function:	Corporate Support
DP Action:	4.2.3 Our leaders are aware of emerging issues and new information in order to respond appropriately

**Relevant Legislation:**

*Local Government Act 1993* Sect 406 - Integrated Planning and Reporting Guidelines;

Sect 403 – Resourcing Strategy

Integrated Planning and Reporting Guidelines for Local Government in NSW March 2013,  
Department of Premier and Cabinet, Division of Local Government

**Financial Implications:**

The Workforce Management Plan Strategies are to be considered in line with the Long Term Financial Plan and annual Operational Plans

**Attachments**

1. Draft Workforce Management Plan 2015-2020 25 Pages

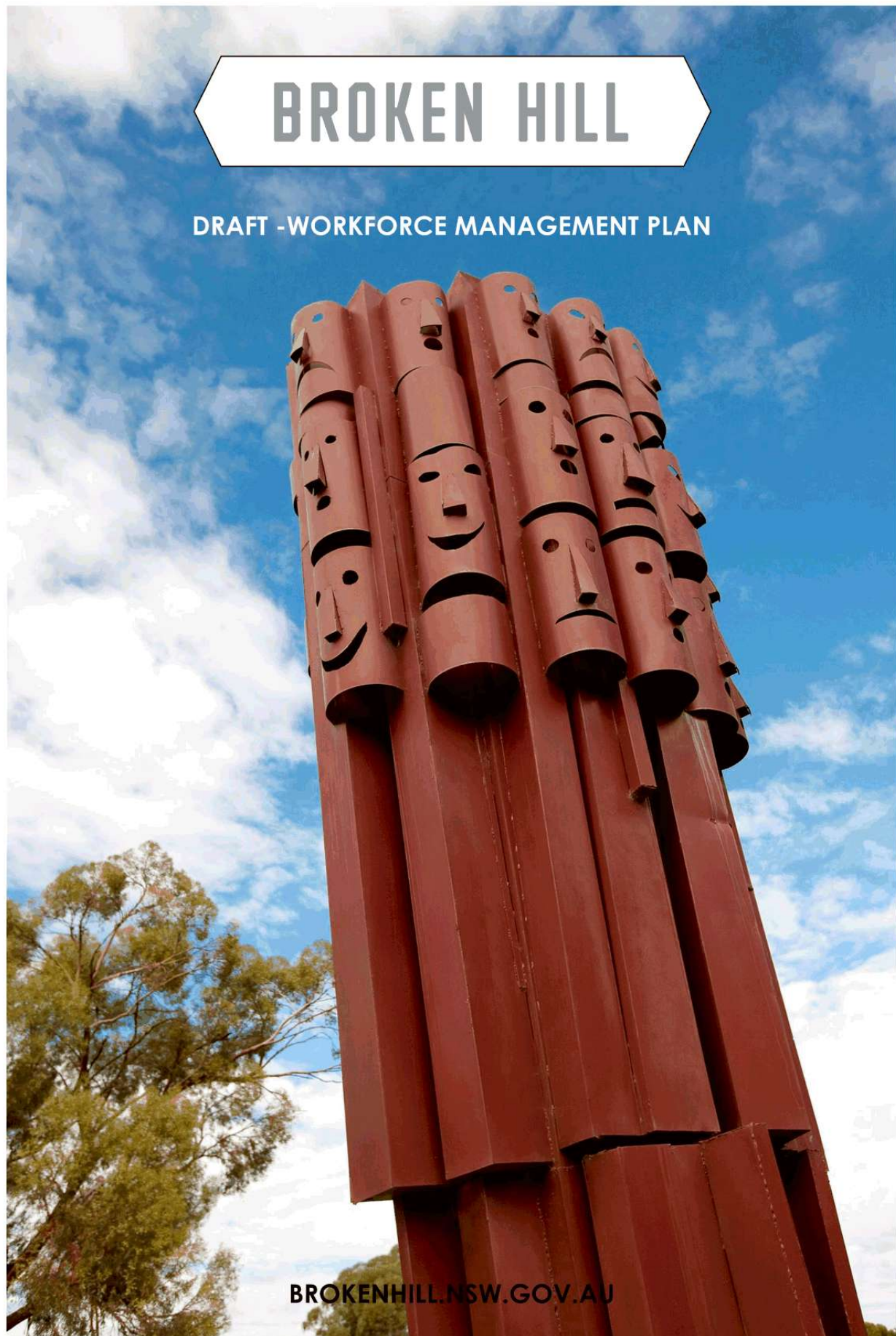
RAZIJA NU'MAN

DIVISION MANAGER CORPORATE AND HUMAN SERVICES

THERESE MANNS

GENERAL MANAGER





### **Privacy Statement**

The Broken Hill City Council (Council) is collecting information to inform policy decisions in relation to the preparation of the Broken Hill City Council Workforce Management Plan 2015-2020 and personal information received will be used only for that purpose. The Council will receive comments and submissions, as well as collect and store information, in accordance with the Privacy Act 1988 (Commonwealth).

### **Adopted XX/XX/XXXX**

This Plan was compiled by Broken Hill City Council.

Images were sourced from Council's image library.

Copies of this plan/document can be viewed on-line at [www.brokenhill.nsw.gov.au](http://www.brokenhill.nsw.gov.au)

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### **Quality Control**

<b>Key Direction:</b>	<b>4 Our Leadership</b>		
<b>Objective:</b>	<b>4.2 Our leaders make smart decisions</b>		
<b>Function:</b>	Corporate Support		
<b>Strategy:</b>	<b>4.2.3</b> Our leaders are aware of emerging issues and new information in order to respond appropriately		
<b>File Reference No:</b>	11/89	<b>TRIM No:</b>	D15/19483
<b>Responsible Officer:</b>	General Manager		
<b>Review Date:</b>	2016		
<b>Date</b>	<b>Action</b>	<b>Minute No.</b>	
September 2015	Document Developed		

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# INTRODUCTION

Ensuring Council has the right people with the right skills at the right time to achieve our vision, mission and organisational goals

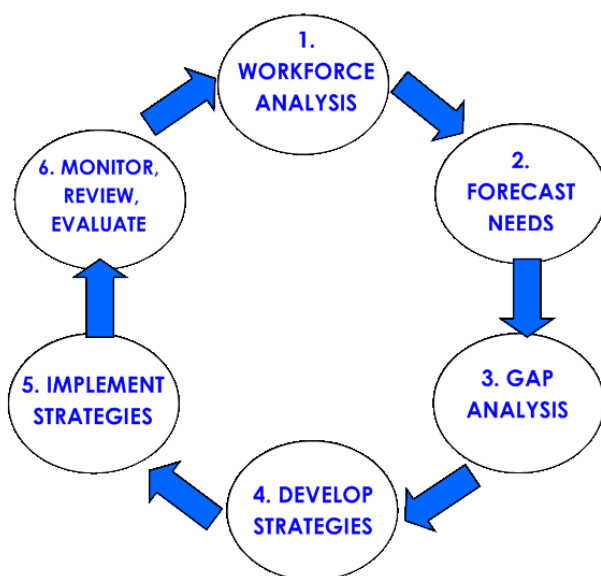
## PURPOSE OF WORKFORCE STRATEGY

Council is required to develop a Resourcing Strategy as part of its commitment to Integrated Planning and Reporting Framework legislation (Local Government Act 1993).

There are three (3) main components of a Resourcing Strategy; the Long Term Financial Plan, the Asset Management Strategy and a Workforce Strategy. Each is designed to assist Council to support the Community to achieve its goals outlined in the Broken Hill Community Strategic Plan 2013-2033 and ensure Council can meet its goals outlined in the Delivery Program 2013-2017.

The purpose of developing a Workforce Strategy is to ensure the Broken Hill City Council can develop and deploy its human resources in the most efficient and effective manner now and into the future. A strong Workforce Strategy will provide a framework for dealing with resourcing challenges in a consistent way.

Workforce Planning requires an understanding of the make-up of the current workforce, an investigation into future service needs and an analysis of the type and size of the workforce required to meet them. Labour market supply and demand factors, skill shortage areas, staff retention, work and family considerations, the ageing nature of the workforce, and equity and diversity issues are some of the issues that may impact resourcing and may be considered. The Workforce Planning Process is summarised below.



### STEP 1: Workforce Analysis

Understand Council's direction, objectives and the internal and external factors influencing the current and future labour demand and supply

### STEP 2: Forecast needs

Identify the key skills needed to meet Council's strategic objectives

### STEP 3: Analysis of gaps

Forecast future workforce demand and compare to the forecasted supply

### STEP 4: Develop strategies

Council develops strategies to ensure that gaps are closed and we move closer to the desired future forecasted situation

### STEP 5: Implementing strategies

Council implements strategies according to priority and necessity

### STEP 6: Monitor, Review and Evaluate

Council will undertake an annual review of the workforce strategy

### **Our Vision**

Broken Hill will be a safe, vibrant, prosperous and culturally rich City achieved through community leadership and sustainable management.

### **Our Mission**

Council will provide responsive community leadership and high quality services in a sustainable manner to maintain and enhance Broken Hill's lifestyle.

### **Our Values**

#### **Selflessness**

We will make decisions because they benefit the public, not because they benefit the decision maker.

#### **Integrity**

We will not place ourselves under any financial, personal or other obligations to any individual or organisation that might reasonably be thought to influence us in the performance of our official duties.

#### **Objectivity**

We will act impartially, making decisions and choices in carrying out our official duties based solely on merit and in accordance with our legal obligations.

#### **Accountability**

We will be accountable to the public for our decisions and actions and will consider issues on their merits, taking into account the views of others.

#### **Openness**

We will record the reasons for decisions, submit to scrutiny and keep proper records.

#### **Honesty**

We will obey the law, observe the letter and spirit of policies and procedures, observe the Code of Conduct and take steps to resolve any conflicts of interest arising in such a way that protects the public interest.

#### **Leadership**

We will promote and support these values by leadership and example and maintain and strengthen the public's trust and confidence in Council.

#### **Respect**

We will treat other Council officials and the roles they play with respect and courtesy at all times.

#### **Courage**

We will have the courage to uphold these values, report suspected wrongdoing, embrace necessary change and give advice fearlessly and frankly.



## **Responsibilities**

The following stakeholders have accountability for the successful development and implementation of the Workforce Strategy

### **General Manager**

The General Manager is responsible for informing, developing and communicating the Workforce Plan and ensuring that the implementation targets are met.

### **Workforce Plan Coordinator**

The General Manager has nominated the Manager - Human Resources as the Workforce Plan Coordinator who has the responsibility for coordination and implementation of this plan.

### **Managers and Supervisors**

Managers and Supervisors are consulted on the development of the plan and are required to lead implementation of actions within their department.

### **Employees**

Employees are consulted on the plan and are encouraged to participate in the plan's actions.

## **JOURNEY SO FAR**

Since the introduction of Council's first Workforce Management Plan (2010-2014) we have implemented the following strategic activities aimed at improving our workforce.

### **2010**

- a) A new salary system which provided a systematic process to assess skill development and utilisation within our workforce. As a result a 24 Grade pay rate system was introduced into the Broken Hill City Council Consent Award and an annual competency assessment and progression review process introduced.

### **2011**

- b) Understanding the nature of organisational culture, employee engagement and their effect on operational performance leads Council to undertake its first culture and organisation effectiveness assessment surveys. Participation in these surveys has reinforced that organisational cultures cannot be transformed overnight and require long term commitment and strategies in order to achieve sustainable change. By focussing on enhancing our values, direction, structure, systems, job design, communication and leadership we can improve our culture and lead Council to greater organisational effectiveness and productivity.

### **2012**

- c) Council leads the way in Diversity Management earning Silver Accreditation in the Australian Local Government Women's Association 50:50 Vision Council for Gender Equity program.

### **2013**

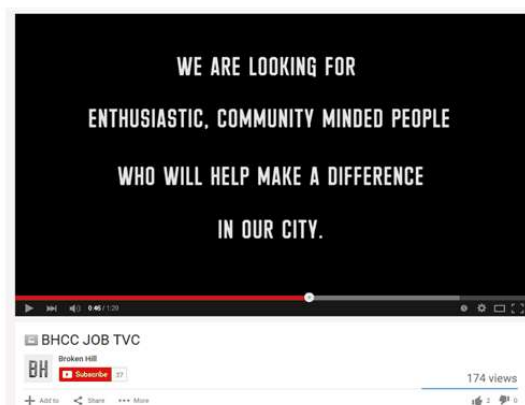
- d) Council achieves the State Cover Workplace Health and Safety Excellence Awards for our Integrated Health and Wellbeing Framework. The new framework focuses Council on achieving a safety culture rather than only meeting compliance standards.

- e) Our selection methodology is improved; to include assessment of cultural fit and ability to transition into the role as a measure of selection. All internal applicants (employees) also have option to receive interview feedback as part of the selection process.
- f) Council introduces a systematic process for developing and implementing targeted recruitment campaigns. We have extended our use of traditional media and Council now has access to recruitment and industry online job boards and social media exposure. Council introduces creative digital campaign to attract new talent to the organisation.

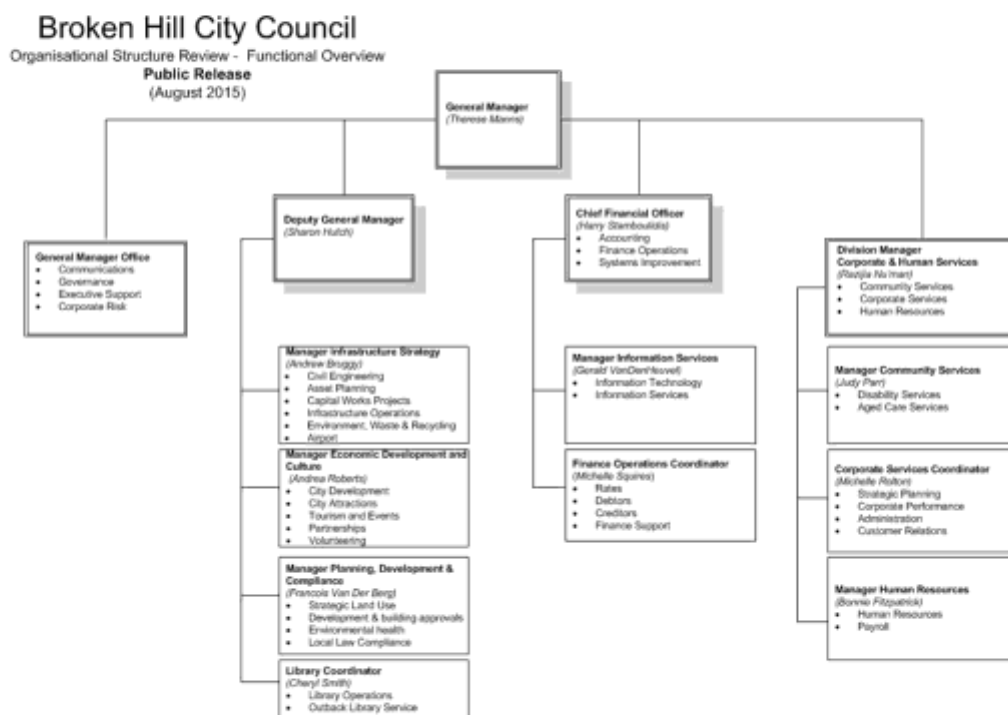
## 2014

- g) After extensive industry benchmarking and workforce consultation Council undertook a significant workforce restructure. The aim of the new structure was to better align and deploy existing resources, and build in functional areas that are of strategic importance (Asset Management, Financial Management and Economic diversification). Financial efficiencies are gained through a flatter and leaner leadership structure and in a reduction of resources in support functions. During the planning of the restructure Council provided "coping with change" training for all staff and implemented training workshops for employees in recruitment techniques. During the implementation phase of the restructure transition support was provided for employees directly or indirectly affected by this change.

### You-tube campaign: BHCC JOB TVC



## OUR STRUCTURE





# OBJECTIVES

Council remains under pressure to develop a sustainable model of Local Government and provide our Community with valued services.

Council has undertaken key stakeholder consultation to review trends in workforce management, a review of our community profile, current capacity gap analysis, and identification of future challenges facing Council to write this plan and develop the strategies contained within.

The objectives of this Workforce Strategy are to:

- Develop an efficient organisation that has the capacity to provide valued services to our Community.
- Develop effective leadership to focus on improved operational performance and support our workforce to achieve organisational goals.
- Focus our organisation on seeking innovative and more effective use of technology to support us to be a leader within our industry and be more adaptable to future challenges.
- Develop an organisational culture that is more effective and agile; enabling our human resources to operate in an environment that supports achievement, greater employee satisfaction, collaboration and trust.



# NATIONAL AND INDUSTRY TRENDS

## NATIONAL WORKFORCE TRENDS

**“Australia will need a larger, more highly skilled and qualified workforce to keep pace in a competitive, technology-driven future, where accelerating rates of change will be the norm”<sup>1</sup>**

The Future Focus report maps out how Australia can develop the workforce it needs to develop a prosperous future.

The reports main findings highlights

- Australia is competing in a global market for skills requiring new approaches in the way skills are developed and utilised;
- Innovation and skill development taking place in the workplace is critical to unlocking increases in productivity;
- Australia needs to maximise investment in skills development and through improved work organisations and job design;
- Australia needs to increase its labour force participation and provide greater support to remove barriers for entering and re-entering the workforce;
- Australia needs to address low language, literacy and numeracy skills which affect full participation in the community;
- Australian's must learn “Adaptive capacity” – which is the ability to prepare people and workplaces to respond flexibly and creatively to changing circumstances;
- Australia will need to increase the

<sup>1</sup> Future Focus – 2013 National Workforce Development Strategy

capacity for tertiary education and provide capacity for individuals to transition to work more effectively.

## INDUSTRY TRENDS

The National Local Government Workforce Strategy ('the Strategy') is designed to future proof the challenges faced by Councils, and to move the sector towards a more sustainable workforce.

Developing workforce capacity, capability and innovation will become even more critical while the structure and financial sustainability of Councils remain under the spotlight.

Key Local Government Industry trends include

- Local Government employment declined from 2010 -11 to 2011-12 by 3000 people;
- Skill shortages exist in mission critical occupations including engineers, planners, environmental health, surveyors and managers;
- Salary competition and lack of suitably skilled candidates listed as main reasons for skill shortages;
- Inadequate levels of knowledge management and succession planning associated with increasing mature age workforce.
- Indigenous people comprise 1.3% of all employees in local government.

These workforce trends highlight that Broken Hill City Council is not isolated or insulated from broader workforce themes on a National scale or within the Local Government Industry.

# COMMUNITY AND COUNCIL PROFILE ANALYSIS

By understanding our local community, Council is able to better represent its interests and align services closer to community needs.

The following review and analysis of the Broken Hill Community's profile in comparison to the Council workforce profile highlights Council's capacity strengths and gaps as they relate to the development of this plan and aligning our resources to service community need.

The statistics and graphs represented are drawn from the Australian Bureau of Statistics: Regional Population Growth Australia<sup>1</sup> (3218.0) and Census 2011.

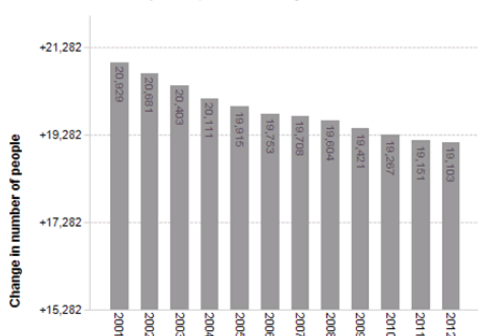
## Population and Employment

Population and employment capacity impacts effective workforce management as they both influence the available resource pool (labour supply) with the right skills and capacity to meet Council resource needs (labour demand).

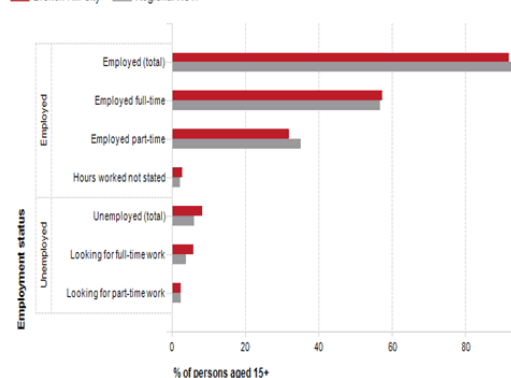
Broken Hill has a well reported declining population; however this decline may be slowing.<sup>2</sup> Population stability will assist Council to stabilise rate revenue and naturally assist Council to tailor services to community needs.

Broken Hill has a lower proportion of employment in comparison to Regional NSW.

Estimated Resident Population, Broken Hill City



Broken Hill City Regional NSW



The current Unemployment rate is 8.29%<sup>3</sup>

55 percent (55%) of the city's 'eligible to work' population is employed in full time work.

The top six Industry Sectors of Employment within the Broken Hill region are Health Care and Social Assistance (16.2%), Retail Trade (13.2%), Mining (10.40%), Accommodation and Food Services (9.7%), Education and Training (8.3%) and Public Administration (7.7%).

<sup>2</sup> Australian Bureau of Statistics: Regional Population Growth Australia (3218.0)

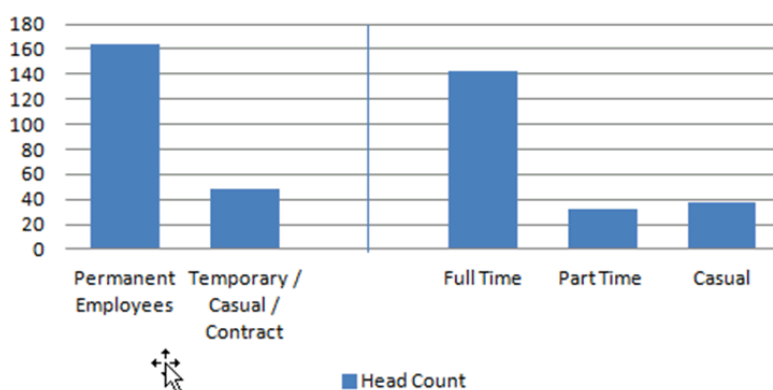
<sup>3</sup> Regional Development Australia Economic Update June 2015

Whilst not the largest employer in the city, Council provides employment within the 6<sup>th</sup> largest sector of employment.

Building local capacity is important to the community and Council takes pride it is contribution to developing skills within the city. We are well known for our commitment to training and development for employees. This plan will focus on continuing to improve our workforces capacity to meet the changes needed within Local Government and for the Community.

Council's current workforce is 212 employees, representing 161 full time equivalent employees (FTE) excluding casuals<sup>4</sup>. This represents a reduction in the overall workforce compared to the previous workforce plan period (2010-2014) as result of the recent organisational restructure and Council's decision to close its aged care hostel facility at Shorty O'Neil Village.

### Employment Status and Type



Our average length of service is 11 years. Council's total turnover rate was 9 percent (9.3%) in FY2013, and twenty one percent (21.1%) in FY2014, which includes voluntary and involuntary separations. The increase in total turnover rate can be attributed to the reduction of staff required to operate Shorty O'Neil Village pending its closure, and the expiration of a small number of fixed term contracts. Council's total turnover rate (YTD 2015) is 18 percent (18.4%) influenced by the organisation wide restructure. Excluding turnover as a direct result of the restructure Council's voluntary turnover rate would have been 6 percent (6.3%).

Typically the national local government average turnover rate is 10 percent (9.9%)<sup>5</sup>. The median total turnover rate for NSW Council's for the FY2014 period was 11 percent (10.7 %.) meaning Council has a lower than industry turnover rate.

A high average length of service (ALS) and a low turnover rate (TOR) can have benefits and disadvantages for an organisation. The benefits include consistency of service, increased depth of skill development over time, increased development of corporate knowledge and perceptions of loyalty. The disadvantages of a low turnover rate can include limited opportunity for promotion, limited ability to attract new talent with diverse or specialised skill sets and the potential for employee stagnation. Council will consider strategies for utilising natural attrition as part of its sustainable operations objectives and long term financial planning.

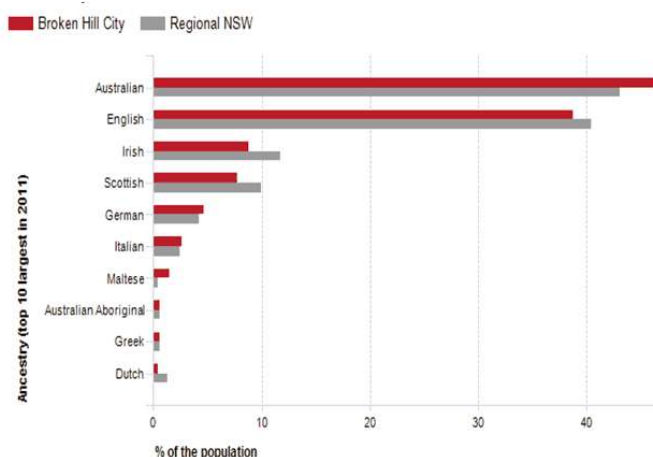
<sup>4</sup> As at pay period 23 -2015

<sup>5</sup> National Local Government Workforce Strategy 2013-2020

### Heritage, Ancestry or Ethnicity

Cultural diversity is important for workforce planning as efficient and effective organisation make use of different ideas, thinking, knowledge and experiences.

Our city's ancestry is predominantly Australian representing a higher percentage than in comparison to Regional NSW. Our indigenous community makes up seven percent ( 7.3%) of our community. English is the predominant language spoken at home.



Based on the Diversity Survey (2013), Council's ethnic representation closely matches that of the Broken Hill population. While we may not have large concentrations of ethnic diversity within Council, the breath of diversity includes employees with heritages from more than 10 different nationalities. Employees identifying as indigenous (Aboriginal and / or Torres Strait Islander) represents 3 percent (3.2%) of our workforce which suggested that they may be underrepresented compared to the general Broken Hill population. Alternatively our profile may actually be higher however as employees may have not chosen to identify as Indigenous within the survey.

As a result, Council does not experience significant challenges in being able to understand and communicate with our community based on ethnic diversity and this should not pose as a major challenge to developing better engagement strategies within our community.

Our greatest opportunity still lies in building stronger and more effective relationship with our Indigenous community.

**Council hosted 2 German Exchanges students in 2014 and 4 students in 2013.**





## Gender

Forty nine percent (48.7%) of our city's population is male and fifty one percent (51.3%) is female; highlighting there is relative gender balance within our community.

Council's gender profile shows a relative gender balance with the number of males employed only slightly more than females (52% and 48% respectively).

Our last Workforce Plan identified a lack of female role models in leadership or senior professional roles as opportunities for Council to improve its gender equity.

Council has three (3) Senior Executive positions as defined by the Local Government Act (1993). Council appointed its first female General Manager in 2013 and female representation at the Senior Executive level is now sixty seven percent (66.6%). Female representation in senior people leadership roles is fifty percent (50%) and when comparing all people management roles (General Manager to Team Leader) female representation is forty six percent (46%). Council prides itself on its merit based philosophy, which applied to policies and processes for access to leadership roles, remuneration, recognition, and training.

Council has a high proportion of females working within the community services direct care sector (81%) and support functions; and all male workforce (100%) within its infrastructure operations department which represents traditional stereotypes for these employment sectors. Merit based selection is enforced within our recruitment processes so we can ensure there is not gender equity bias in these sectors.

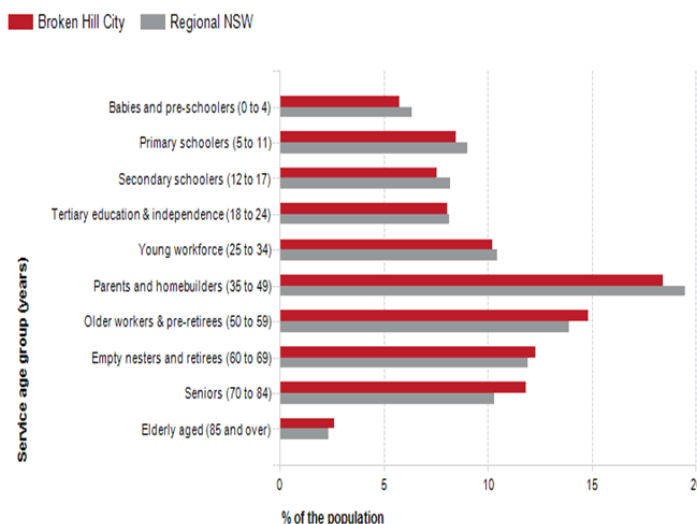
We have a large number of female employees who are aged between 25-34 (considered child rearing years) and this represents the need to consider effective strategies for re-entering the workforce, flexibility and retention whilst maintaining operational efficiency.



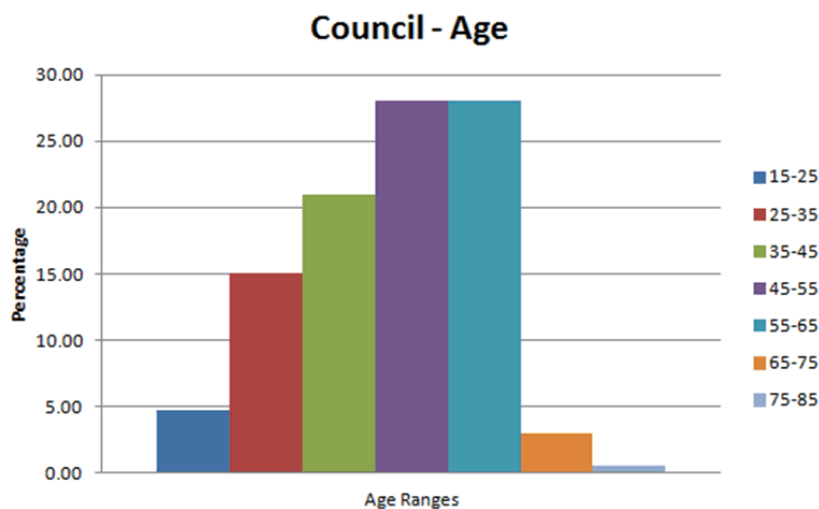
## Age

An aging population will impact on the community's available resources for workforce participation.

The median age for the city is 43 years, which is two (2) years higher than Regional NSW and six (6) years higher than the general Australian population, continuing to support previous reporting within the last Workforce Management Plan of the higher than average aging workforce within the city.



Council's median age is forty nine (49) years (average 47 years). Over thirty percent (30%) of our total workforce is aged fifty five (55) years and above; representing a significant proportion of our workforce that would be eligible for retirement or considering retirement within the next 5-10 years. Interestingly results from the internal diversity study (2013) indicated only 8 percent (8%) of eligible retirees were actually considering retirement in the next 2-5 years. Whilst Council has not experienced significant effects of "intellectual property drain" from large scale retirement, we will start to see such impact in the next 2-5 years. Council will need to consider workforce strategies that ensure transfer of knowledge and skill, particularly in areas like Infrastructure / Operations where the workforce is almost exclusively male.



In comparison with the community, Council has a higher representation within the category Young Workforce (aged to 34 years), however a significantly lower presentation amongst those in tertiary years (aged less than 25 years). Council has traditionally managed apprentices internally offering multiple roles in electrical, plumbing, carpentry, and mechanics trades up until 2010, when Council made the strategic decision to host apprentices rather than employ direct. With further employment cost pressures over the succeeding years, Council made the decision not to replace exiting apprentices. Currently Council hosts two (2) apprentices in the carpentry and electrical trades.

### Occupation and Earnings

The diversity of occupation and earnings affects workforce planning as both influence resource demand; through occupation choice and ability to increase potential earnings capacity.

The three most popular occupations reported within the city were Technicians and Trade Workers (15.8%), Professionals (15.0%) and Community and Personal Service Workers (14.1%)

The city has a larger representation for Community and Personal Service Workers (14.1%) in comparison to Regional NSW and a change of 142% in comparison to the previous 2006 census.

Breaking Council's workforce into easily comparable occupations, our Outdoor workforce (consisting of Trades, Labouring, and Direct Care for Community Services) would represent 57% of our workforce (excluding casuals).

The community services sector is highly subsidised through grant funding agreements at both the state and federal level, however there is a high degree of uncertainty or volatility about securing continual funding as this sector is undergoing significant legislative and funding reform.

Council has found it difficult to retain Civil Engineering, Building Surveying, Environmental Health professionals, graduates and cadets. Exit surveys alluding to the lack of career opportunity, poorly structured programs, low management support and perceived lack of meaningful work being cited as reasons for leaving.

Being able to retain qualified professionals is critical to Council's ongoing success, particularly in areas that can add value to our organisation being more financially sustainable, including finance, asset management, project management and civil engineering. Council has started to address these concerns through increased resourcing within our new structure.

Council has placed emphasis in developing capacity in the economic development and culture departments within the structure of the organisation to support the city's goals for economic diversification.

The median weekly household income for Broken Hill was \$786 which is 82% of the Regional NSW median (\$961) and 64% of the general population for New South Wales median (\$1,237) and Australia (\$1,234).

Council's median weekly income (FY2015) was \$1,149.55. Taking into consideration estimated changes in inflation since the last census (2011); Council's median weekly income would most likely be thirty seven percent (36.9%) higher than the Broken Hill median, 12 percent (12.0%) higher than the Regional NSW and eighty seven percent (87.2%) of the NSW general population.

Offering competitive pay within the local community may influence Council's ability to attract and retain local talent, however it may pose challenges for Council to attract from a wider market.

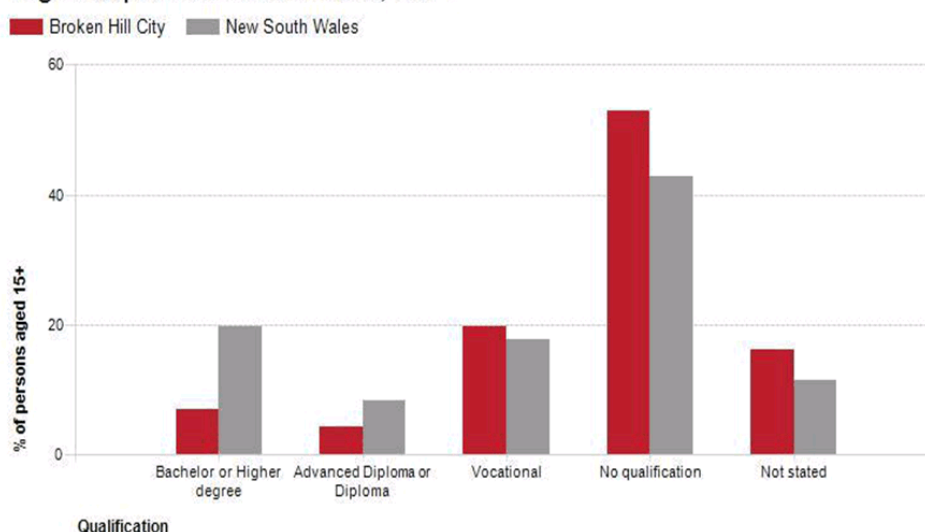


### Education and Vocation and Training

Access to higher education and vocational training impacts workforce management as it influences the ability of an organisation to develop the right skills capacity at the time when it is most needed.

Broken Hill has a substantially lower proportion of its population holding a Bachelors Degree (6%) in comparison to the NSW general population. Vocational education has slightly increased since the 2006 census representing nearly twenty percent (20%) of our population.

#### Highest qualification achieved, 2011



Many of Council's positions encourage post secondary school qualifications (tertiary qualifications) however most of these are not compulsory allowing for recognition of on the job experience or recognition of prior learning.

Prior to Council's restructure (2014) Council had 168 unique positions of which fourteen percent (14.0%) of roles required and/or desired a degree qualification and/or relevant experience. Post restructure, the percentage of positions that required and/or desired degree qualification increased to 19 percent (19.4%); influenced by the organisation's desire to build capacity in the areas of Civil Engineering, Accounting and Economic Development. Thirty percent (30%) of our current positions do not require any formal qualifications; however may require on the job experience or skill based training. Recognition for experience or prior learning is relevant to Council considering our more mature workforce, many whom have not had formal education opportunities or may experience challenges within language, literacy or numeracy.

Council has an active work experience program which is utilised by Broken Hill High School, Willyama High School, Menindee High School and TAFE Western Connect. Council's commitment to work experience assists the community to develop vocational skills. Council also regularly hosts industry placements or internships for university students nationally and internationally.

In 2011 Council began implementing its competency based salary system. Thirty Five percent (35%) of Council's workforce have now been assessed as being competent at the final step of skills progression. Council will need to continue to develop this system to ensure that

required future skills, knowledge and attitudes are systematically reviewed and remain relevant. Similarly Council will place greater focus on effective use of skills, particularly leading to greater productivity and performance outcomes.

Evidence gained through skill reviews highlights that employees require or need to improve skills in the area of technology. This will require review of funding or budget to ensure that this training is gained.



**Broken Hill Regional Development Careers Fair: Nikita MacMurray (Cadet Accountant)**

# CHALLENGES FOR COUNCIL

Analysis of the key challenges (or opportunities) facing Council was undertaken and have been organised into common themes.

External forces (those outside Council's immediate control) and Internal Forces (which Council have a greater degree of control or influence over). These themes become Council's driving force for change and inform the objectives for this Workforce Plan Strategies

## EXTERNAL FORCES

### Revenue

The NSW government sets a ceiling on the total amount of income that each council can raise from its rates and charges on land; termed the 'rate-peg percentage'. In addition to rate-pegging<sup>6</sup> there are other budgetary and legislative constraints that also operate in NSW that affect the amount of rate revenue a Council receives e.g. land and property valuation methods, and concessions that must be applied to certain types of ratepayer.

Cost shifting describes a situation where the responsibility for, or merely the costs of, providing a certain service, concession, asset or regulatory function are 'shifted' from a higher level of government (Australian or State Government) onto a lower level of government (Local Government) without providing corresponding funding or the conferral of corresponding and adequate revenue raising capacity. Examples of cost shifting include contributions to Fire and Rescue NSW, NSW State Emergency Services, and failure to reimburse councils for mandatory pensioner rebates.<sup>7</sup>

Both rate pegging and cost shifting provide financial restrictions and burdens on Council particularly when subsequent funding is reduced or ceased (immediately or over time) after the impost or transfer of responsibility has occurred. As a result Council has to think of alternative or innovative ways to increase revenue.

### Understanding our Community's expectations

A lack of extensive services reviews mean we have a general or limited understanding of the community's expectations for services delivery and its value to the community. As such resources have not been adequately equipped or deployed to undertake detailed community engagement to validate our service offering. As such Council is not able to fully anticipate or assess our current strengths or capacity gaps and respond to our customers expectations effectively.

### Collaboration with external stakeholders

- <sup>6</sup> Rate-pegging in NSW – Centre for Local Government 2008
- <sup>7</sup> Local Government NSW, , Cost Shifting Survey F2012/2013

Council must establish adequate communication channels with all tiers of Government focusing on ensuring that we maximise frequency of engagement and effectiveness of such relationships through clearly established measures of success. Council needs to broaden industry relationships to understand and seek opportunities to identify local, state or national examples of resource and knowledge sharing.

#### **Economic diversification**

Council needs to identify opportunities to gain revenue via alternative sources. Responding to this challenge may require specialised skills set and highlight staff capacity gaps beyond our operational ability to respond.

#### **Local Government Reform**

The impact of the Local Government Review and subsequent Fit for Future proposals still leaves reform options or outcomes relatively unknown for the Far West Region of New South Wales and specifically for our Council. As such our capacity to anticipate and effectively respond is limited. Council needs to be proactive in demonstrating efficiency, scale and capacity to remain independent.

#### **Funding**

With significant Commonwealth and/or State funding changes expected in the Community Services sector, Council will need to review its current operating model(s), capacity for service offering and employee capability to be able to effectively compete in this market and/or value add to the community.

Council have the opportunity to consider bidding for Roads and Maritime Services (RMS) works as a way to increase revenue. This also represents an area where we can potentially grow our skill capacity, size of teams or continue to secure employment within the Infrastructure and Operations departments.

#### **Innovation in Services**

Council is under increasing pressure to identify different and more effective ways of providing valued services, and effectively and efficiently use resources. This will require increased effort and focus on doing things differently, utilising creative problem solving and capitalising on the knowledge/ expertise of those leading our industry where we do not have the capacity ourselves to innovate.

#### **Labour Supply and Demand**

Systemic skill shortages exist within the local government industry and are likely to continue as a result of changes within the education sector, the aging workforce, technological advancements, and legislative changes demanding higher level of accreditation or skill capacity development. Supply shortages can affect capacity building and service or business continuity.

As an organisation we need to develop a compelling story of the benefits of living, working and enjoying the unique lifestyle that Broken Hill and the Far West can offer potential employees. We want a workforce that is proud to be a champion for our city and is fully engaged in the organisation to deliver service excellence to the community

## **INTERNAL FORCES**

### **Financial Position**

A higher emphasis on financial sustainability and capacity building will place greater emphasis on Council to seek best practice and undertake benchmarking to gauge performance. Council must develop short, medium and long term strategies to address its ongoing financial deficits whilst addressing capacity gaps. Council's aging infrastructure and limited ability to co-contribute funds for grant projects means we need to have a strategic, target approach when responding to opportunities and challenges .

### **Organisational Culture**

Our 2010 Culture Surveys highlighted our security orientated culture creates challenges for effective workforce management as employees experience a fear of change, and are encouraged to work in ways that reinforce avoidance, dependency and conventional thinking. This means our culture does not drive, recognise or reward employees to seek goal achievement, undertake calculated risks, strive for excellence, innovate, be self directed, or effectively collaborate across departments.

### **Technology**

Capacity gaps within the areas of technology, including access and utilisation, will require financial investment and structured training and development of resources.

### **Leaderships Capacity**

Building stable leadership capacity is challenging due to the nature of cyclical election process each four (4) year term for our Civic Leaders and based on the nature of Senior Executive or senior people leader appointments and career mobility. This increases our potential risk of loss of leadership capacity. Our culture must facilitate development of more effective teams and departments which will focus more on collaboration rather than self preservation. Our organisation must continue to invest in developing effective leaders; those that can communicate a compelling vision, inspire us to provide service excellence for our community, ensure effective transfer of knowledge across the organisation, and support employees to be prepared (confident and competent) to accept and step up to face any challenges or changes that Council may face into the future.

### **Workforce demographics**

Council has low employment turnover and largely a mature workforce however we have not yet experienced large scale retirement pressure within our workforce. This may seem advantageous for ensuring continuity of service delivery however develops key dependencies when this expertise is not deployed effectively or knowledge shared widely. A lean workforce does not provide operational flexibility or capacity for operating large scale work shadowing programs that would typically be utilised to ensure transfer of knowledge and skills. Internal career mobility is also affected by a stable workforce limiting the perceived opportunity for career advancement.

Council will also need to consider how it will attract and retain employees in the forming or midway through their careers and those re-entering the workforce requiring flexibility while maintaining operational efficiency.

### **Industrial Relations**

Council will require more flexibility in its ability to engage and manage its workforce so that it can be more competitive and better able to respond to change. We offer above industry employment conditions meaning we are an attractive employer. Council will need to

consider how we can maintain our “employer of choice” advantage whilst ensuring that we are competitive and financially sustainable within this plan. Fostering greater relationships with our employees and their representatives will ensure we can focus on mutual benefits of this plan.

**Building professional capacity**

A key challenge remains attracting and retaining professionals in a range of specialist fields. Affordable access to higher education or ongoing professional development places greater financial hardship on our Council due to our location.





# WORKFORCE PLAN STRATEGIES

The following strategies have been developed as a result of our workforce analysis, and understanding of the challenges that council faces.

## **Workforce Strategy 1:**

**Develop an efficient organisation that has the capacity to provide valued services to our Community**

- WS 1.1 Investigate the opportunities associated with shared services delivery that will build capacity and create efficiency.
- WS 1.2 Ensure the organisational structure remains aligned to Council's Delivery Program objectives.
- WS 1.3 Ensure capacity to increase revenue generation through the use of internal or external resources.
- WS 1.4 Resources are deployed efficiently and effectively to achieve organisational outcomes.
- WS 1.5 Build greater flexibility within our Award to ensure Council becomes competitive whilst maintaining job security.

## **Workforce Strategy 2:**

**Develop effective leadership to focus on improved operational performance and support our workforce to achieve organisational goals**

- WS 2.1 Critical roles are identified and strategies developed to minimise risks to business continuity.
- WS 2.2 Identify leadership pipeline through effective succession planning for senior leader positions.
- WS 2.3 Develop leadership capacity and accountability through a focus on operational performance, self directed, organisational or external learning opportunities
- WS 2.4 Develop leadership and departmental collaboration through effective information sharing and decision making
- WS 2.5 Leaders communicate the objectives, priorities and values of the organisation in a clear manner so employees understand expectations

**Workforce Strategy 3:**

**Seek innovative and more effective use of technology to support us to be a leader within our Industry and be more adaptable to future challenges.**

- WS 3.1      Develop stronger relationships with our Community, Industry, Government and other stakeholders to leverage opportunities to implement innovation.
- WS 3.2      Develop entrepreneurial capacity and creativity to enhance problem solving and improve decision making.
- WS 3.3      Invest resources into improved utilisation and performance of existing technologies.
- WS 3.4      Communication channels are explored to engage with our customers, improve standards of service delivery, and better product experience.
- WS 3.5      Invest resources into system analysis and process improvement.

**Workforce Strategy 4:**

**Develop an organisational culture that is more effective and agile; enabling our human resources to operate in an environment that supports achievement, greater employee satisfaction, collaboration, trust.**

- WS 4.1      Engage employees to understand how their effort and performance achieves organisational outcomes and contributes to a better community.
- WS 4.2      Develop effective systems for employee communication, giving and receiving feedback and consultation within our organisation.
- WS 4.3      Employees are motivated to continually improve themselves for our organisation.
- WS 4.4      Ensure employees are recognised for their individual contribution to the organisation and community.
- WS 4.5      Promote the health and wellbeing of all people.



# **REFERENCES AND RESOURCES**

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- Integrated Planning and Reporting Guidelines for Local Government in NSW – 2012
- Future direction for NSW Local Government – Twenty Essential Steps
- National Local Government Workforce Strategy 2013-2020
- The Australian Local Government Workforce and Employment Census
- Division of Local Government - Workforce planning
- Workforce planning - A guide for NSW Public Sector Agencies
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Broken Hill City Council Consent Award
- Future Focus – 2013 National Workforce Development Strategy
- Broken Hill Community Strategic Plan 2014
- Broken Hill City Council Delivery Program 2014
- Local Government NSW Cost Shifting Survey F2012/2013
- Rate-pegging in NSW – Centre for Local Government 2008

## ORDINARY MEETING OF THE COUNCIL

July 9, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 204/15

SUBJECT:                      TOURISM PARTNERSHIP FEES AND CHARGES                      11/514

**Recommendation**

That Broken Hill City Council Report No. 204/15 dated July 9, 2015, be received.

That Council will cease the collection of Tourism Partnership Fees and Charges to support Inland NSW and Destination Far West NSW in sourcing membership from businesses benefitting from the regional visitor economy.

**Executive Summary:**

The launch of Destination Far West NSW (DFW) in July 2015 marked a new era of cooperation between the Far West NSW tourism industry and Inland NSW. With Inland NSW providing the overall governance, DFW will aim to engage the broader visitor economy in the development and marketing of tourism in the Far West.

This report seeks Council approval to cease collection of Tourism Partnership Fees and Charges in order to support DFW in delivering a membership program that will engage the broader visitor economy for the benefit of tourism in the region.

**Report:**

At the meeting held May 22, 2013, Council instigated a review into an industry governance model for tourism in Broken Hill and Far West NSW, with a view to increasing industry leadership and participation across the broader visitor economy. A Far West Tourism Task Force (TTF) was formed in collaboration with Regional Development Australia Far West and industry representatives in order to lead that process.

At its meeting held March 25 2015, Council finalised its involvement in the TTF and endorsed the continuance of Inland NSW as the peak tourism body for this region, supporting the establishment of a Community Working Party for Far West NSW to implement the Destination Management Plan for tourism as a matter of urgency. Council also resolved to remain open to a collective position from industry regarding preferred governance models that would be supported by further business modelling and continuity planning.

An Implementation Committee was formed in March 2015 as an outcome of the TTF and, as a result, Destination Far West NSW (DFW) was launched on Thursday 23rd July 2015. The objective of DFW is to double overnight visitation expenditure in Broken Hill and Far West NSW between 2012 and 2020.

The governance for DFW is provided by Inland NSW, thereby delivering an integrated and aligned structure for tourism in the Far West. With Inland NSW at the helm as the governing and strategic body, DFW is supported by an established and sustainable framework - permitting it to focus more *on-the-ground* and *in-region* to build a membership base across the visitor economy and step-up overall industry engagement in destination management and marketing.

Inland NSW is the peak tourism industry body for the region. It receives support approaching \$1 million per annum in cooperative marketing and development funding from Destination NSW (NSW Government). Inland NSW has committed to work with DFW to deliver good governance, sound financial management, Destination Management Planning and targeted cooperative marketing programs.

The DFW structure benefits from the over-arching governance, resourcing, research, strategy and relationships of Inland NSW Tourism while assuring strengthened regional presence in tourism planning and marketing for this destination. It will provide a platform for alignment of the Far West visitor economy with Inland NSW, implement the region's Destination Management Plan and provide a unified voice for industry. This approach will also deliver significant benefits and opportunities through industry-driven activities, many of which have been driven by Council in recent years (following the cessation of the Broken Hill Regional Tourism Association in 2007).

Membership of DFW provides automatic membership of Inland NSW and includes the following benefits:

- Access to the DFW Destination Management Plan.
- Access to Inland NSW staff and resources and potential future local staff placement within the Far West (dependant on industry contribution to membership and other cooperative programs).
- Preferred rates in the *Outback Visitor Information Guide*. (Note: The *Broken Hill and Outback Visitors Guide* will no longer be produced).
- Branded DFW member brochure display in the regions' Visitor Information Centres.
- Access to funding from Inland NSW for marketing and development.
- Inclusion in the new *Travel In* ([www.travelin.com.au/broken-hill](http://www.travelin.com.au/broken-hill)) Digital Platform as developed by Inland NSW and Bauer Media. (Note: Council staff have provided significant content to *Travel In* and will monitor its growth with a view to closing the Council operated tourism campaign site [www.brokenhillaustralia.com.au](http://www.brokenhillaustralia.com.au) by December 2015).
- Bookings from *Travel In* are provided to members at a low 5% commission rate.
- Access to an Inland NSW members-only website is provided, including free access to *My Travel Research* insights and trend updates.
- Access to regional newsletters, events and opportunities, forums and educational workshops.
- Access to the broader regional logo for *Outback Out of the Ordinary*.

Since 23 July 2015, DFW has:

- Launched Destination Far West and its corporate logo to industry and media.
- Launched the DFW Membership Prospectus.
- Launched the Outback Visitor Information Guide Prospectus.

Future scheduled activities include:

- Publication of the DFW Terms of Reference (September 2015).
- DFW Steering Group Elections (October 2015).
- Recruitment of a staff member to support DFW (November 2015 and pending industry support of the membership, advertising and marketing programs).

Strategically, Council can support DFW by ceasing to collect Tourism Partnership Fees and Charges (as outlined in Council's schedule of Fees and Charges). This will support industry in leveraging membership across the visitor economy without competition for those dollars from Council. Council's Tourism Partnership Fees and Charges were established following the cessation of the Broken Hill Regional Tourist Association in 2007. Income from this source is directly allocated to marketing.

Should the recommendation be adopted, Council will direct its focus towards the sustainability of Council-owned attractions and managing facilities, projects and programs associated with its Delivery Program.

Overall, this model places industry-related tourism planning and product marketing back in the hands of industry itself; industry self-determination being essential to developing a mature and competitive destination.

These actions combined will enable industry and Council to set forth on an understood, aligned, cohesive and holistic course.

**Strategic Direction:**

Key Direction:	2, Our Economy
Objective:	2.2 We are a destination of choice and provide a real experience that encourages increased visitation
Function:	Economic Development
DP Action:	2.2.1.1 Participate in Inland NSW Tourism, the Far West Destination Management Plan Community Roadmap Working Group and related project teams

**Relevant Legislation:**

N/A

**Financial Implications:**

Council ceasing to collect revenue from the Tourism Partnership Fees and Charges (as per the schedule of Council Fees and Charges) will have no direct net effect to Council's budget, as income achieved is attributed directly back into tourism marketing.

Staffing resources used to facilitate the partnership program will be redirected towards improving the financial sustainability of Council owned attractions and management of facilities, projects and programs associated with its Delivery Program.

**Attachments**

There are no attachments for this report.

ANDREA ROBERTS  
MANAGER ECONOMIC DEVELOPMENT & CULTURE

THERESE MANNS  
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

September 16, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 205/15

SUBJECT:                    LIST OF CONFERENCES ATTENDED BY COUNCILLORS    11/364

**Recommendation**

That Broken Hill City Council Report No. 205/15 dated September 16, 2015, be received.

**Executive Summary:**

At its Ordinary meeting in July 2015, Council resolved as follows:

*That a list of Annual Conferences that are usually attended by Councillors be presented to the next Council meeting.*

The purpose of this report is to action this resolution.

**Report:**

Councillors are invited to numerous conferences throughout each year with relevance to Local Government services and regional development.

Council considered a report dated January 16, 2013 regarding Councillor's attendance at conferences and resolved that Councillor's Attendance at Conferences be determined by Council on a case by case basis (Minute 44215).

Whilst a number of conferences are attended on a yearly basis, the cost and content cannot be determined prior to registrations becoming available. To make an informed decision about allocation of funding towards conferences, it would be recommended that Council continue its current policy of considering each on its merits.

Consideration of benefits to attendance would include:

- The applicability to Broken Hill and quality of conference programs;
- The cost (which is often determined by location);
- Opportunity for advocacy through conference;
- Councillor development;

A full list of conferences considered by Council in 2014/2015 and 2015/2016 YTD is attached as requested.

**Strategic Direction:**

Key Direction:	Our Leadership
Objective:	Our leaders make smart decisions
Function:	Governance
DP Action:	Numerous 4.2

**Financial Implications:**

The 2015/2016 budget for Councillor conference, training and travel costs is as follows:

0644. Course Seminar & Conference Registration	\$12,500
0646. Travel Accommodation	\$15,500
Total	\$27,500

**Attachments**

1. LIST OF CONFERENCES ATTENDED BY COUNCILLORS 2 Pages

THERESE MANNS  
GENERAL MANAGER

## CONFERENCES REPORTED TO COUNCIL FOR CONSIDERATION OF COUNCILLOR ATTENDANCE

2014/2015

CONFERENCE	CONFERENCE DATES	DESTINATION	COUNCIL RESOLVED TO ATTEND
NSW Public Libraries Conference	11-14 November 2014	Mudgee	Yes 1 Councillor
Local Government NSW Conference	19-21 October 2014	Coffs Harbour	Yes Mayor, Deputy Mayor and 1 Councillor
Australian Regional Development Conference	15-17 October 2014	Albury	No
NSW Local Government Aboriginal Network Conference	10-12 September 2014	Narrandera	No
Murray Darling Association Inc 70 <sup>th</sup> Annual General Meeting and National Conference	14-16 October 2014	Tumut	Yes 1 Councillor
National Sister Cities Conference	16-19 November 2014	Bunbury	Yes 1 Councillor
Tidy Towns Conference	7-9 November 2014	Nundle	No the Mayor was delegated to invite to community representative to represent Broken Hill.
Australian Local Government Women's Association Conference	30 April – 2 May 2015	Wollongong	Yes 3 Councillors
Local Government NSW Tourism Conference	2 March 2015	Bathurst	No
Western Division Councils of NSW Annual Conference	22-23 February 2015	Condobolin	Yes 3 Councillors
Australian Local Government Women's Conference	25-28 March 2015	Barossa Valley	Yes Councillors were requested to advise their interest – <u>NO Councillors attended</u>
National General Assembly of Local Government	14-17 June 2015	Canberra	Yes Mayor and Deputy Mayor
Local Government NSW Rural/Regional Forum	3-4 June 2015	Sydney	Yes 1 Councillor

**JULY 2015 TO PRESENT**

CONFERENCE	CONFERENCE DATES	DESTINATION	COUNCIL RESOLVED TO ATTEND
Building Regional Australia Summit	14-16 July 2015	Dubbo	Yes 2 Councillors
Australian Regional Development Conference	26-28 August 2015	Albury	Yes Councillors requested to advise their availability – No councillors have expressed interest to date
Local Government NSW Conference	11-13 October 2015	Sydney	Yes 3 Councillors
Murray Darling Association Annual General Meeting and National Conference	9-11 September 2015	Tocumwal and Barooga	Yes 1 Councillor
2015 Tidy Towns Awards	6-8 November 2015	Gloucester NSW	Yet to be determined
2015 Sustainable Economic Growth for Regional Australia (SEGRA) Conference	20-22 October 2015	Bathurst	Yet to be determined
Councillor Turley's attendance at ALGWA Executive Meetings (3)	April 2015 to April 2016	Sydney	Yet to be determined



ORDINARY MEETING OF THE COUNCIL

September 8, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 206/15

SUBJECT: COUNCILLOR REPRESENTATION AT THE 2015 TIDY TOWNS AWARDS IN GLOUCESTER NSW 6-8 NOVEMBER 2015 15/49

**Recommendation**

That Broken Hill City Council Report No. 206/15 dated September 8, 2015, be received.

That Council determines Councillor representation at the 2015 Tidy Towns Awards Ceremony to be held in Gloucester, November 6-8, 2015.

**Executive Summary:**

The 2015 Tidy Towns Awards Ceremony will be held in Gloucester, NSW from 6-8 November, 2015.

Council considered a report dated January 16, 2013 regarding Councillor's attendance at conferences and resolved that councillor's Attendance at Conferences be determined by Council on a case by case basis (Minute 44215).

As such, this report is presented to council to consider Councillor's attendance at the 2015 Tidy Towns Awards Ceremony.

**Report:**

The Keep NSW Beautiful and Gloucester City Council will be hosting the Blue Star Regional Sustainability Awards weekend on Friday 6<sup>th</sup> – Sunday 8<sup>th</sup> November 2015.

The Awards Weekend will include:

- Friday - Registration and an afternoon meet and greet
- Friday Evening - Welcome dinner
- Saturday morning - Traditional welcome and smoking ceremony
- Saturday - Case studies of inspiring sustainable projects with
- Saturday Afternoon - Tours of Gloucester and surrounds:
  - Tour 1 Community Garden and Herb Garden
  - Tour 2 Copeland Mine Tour
  - Tour 3 Drifta Kitchens and Gloucester Landfill and Recycling Centre
  - Tour 4 Sustainable Agriculture and Water Use
  - Tour 5 Gloucester Historical Walk Tour
- Saturday Evening – Blue Star Sustainability Regional Awards Dinner
- Sunday Morning – BBQ Breakfast

The Tidy Towns Volunteer's Group was established following the disbandment of the Tidy Towns Advisory Committee at the February 2015 Council Meeting after it was determined that the Tidy Towns Advisory Committee was not operating in an advisory capacity. The

Tidy Towns Volunteer Group, in conjunction with Council's Liaison Officer have been carrying out activities in the City to add to the beautification of Broken Hill.

The report is provided for Council to determine whether to send representatives to the Awards Ceremony.

**Strategic Direction:**

Key Direction: Our Leadership  
 Objective: 4.2 Our Leaders Make Smart Decisions  
 Function: Leadership and Governance  
 DP Action: 4.2.1.13 Accept opportunities to attend training and events that provide value through information, ideas and solutions that add value to our community

**Relevant Legislation:**

Nil.

**Financial Implications:**

Cost is approximate per person to attend:

Return flights to Newcastle	\$1,210.00
Registration fees for full weekend activities	\$370.00
Car Hire from Newcastle to Gloucester	\$220.00 plus fuel
Accommodation 1 night Newcastle and 2 nights Gloucester	<u>\$600.00</u>
TOTAL	<u>2,400.00</u>

Normal reimbursement of expenses will be incurred.

The 2015/2016 budget for Councillor conference, meetings, training and travel costs is as follows:

0644. Course Seminar & Conference Registration	\$12,500
0646. Travel Accommodation	\$15,500
Total	\$27,500

**Attachments**

1. 2015 Tidy Towns Awards Ceremony Weekend 4 Pages

THERESE MANNS  
GENERAL MANAGER

9/8/2015

Blue Star Sustainability Awards - Regional

## Blue Star Sustainability Awards - Regional

Venue: Gloucester

Event Date & Time : 6/11/2015 6:00 PM - 7/11/2015 10:00 PM

[Read more event details...](#)

### Ticket Information

Section	Price	Tickets Requested
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[Create your event](#)

[Login](#)

\$155.00

KNSWB Members & Friends are entitled to a reduced price. Email us [awards@knswb.org.au](mailto:awards@knswb.org.au)

if you have not received your promo code.

Friday Night Dinner Only - Please select your tour option separately

\$75.00

Saturday Night Dinner Only - Please select your tour option separately

\$100.00

SATURDAY TOUR OPTION 1 - Community Garden & Herb Farm from 2:00pm – 4:30pm

This tour incorporates the multi award winning Tucker Patch, the local Herb Garden

\$5.00

business and an afternoon tea.

SATURDAY TOUR OPTION 2 - Copeland Mine Tour from 2:00pm – 4:30pm

Learn about the history of mining on the Discovery tour of MountainMaid goldmine. Some

\$5.00

walking involved & enclosed shoes required

SATURDAY TOUR OPTION 3 - Drifta Kitchens, Gloucester Landfill & Recycling Centre

from 2:00pm – 4:30pm

<http://knswb.simpletix.com/SimpleTixExpress/Events/EventSectionDetail.aspx?ShowId=23927&EventTimeId=48582>

1/5

9/8/2015

Blue Star Sustainability Awards - Regional

Drifta Kitchens uses solar to power the majority of the enterprise, reusing and recycling material on site.

\$5.00

0

SATURDAY TOUR OPTION 4 - Sustainable Agriculture & Water Use from 2:00pm -

4:30pm

Visit to McRae's Dairy to see the Tidy Towns category C Sustainable Water Award winner from 2015.

\$5.00

0

SATURDAY TOUR OPTION 5 - Gloucester Historical Walk Tour from 2:00pm - 4:30pm

Join us for a guided tour down the main street, visiting historical buildings and places of interest.

\$5.00

0

Add To Cart

## ☆ Event Details

Keep NSW Beautiful and Gloucester City Council will be hosting the Blue Star Regional Sustainability Awards Weekend on Friday 6 - Sunday 8 November in the town of Gloucester, NSW - the 2015 Tidy Town of the Year to celebrate the hard work and achievements of our awards program participants.

The weekend will commence with registrations and an afternoon meet and greet followed by a welcome dinner on Friday evening. Saturday morning will commence with platypus spotting followed by a traditional welcome to country and smoking ceremony at the Platypus Festival in Billabong Park. Later on Saturday morning, there will be a presentation of case studies of inspiring sustainable projects followed by tours of Gloucester and surrounds to finish the afternoon.

The formal presentation dinner will take place on Saturday evening, where the Tidy Town and Clean Beach State Representatives will be announced. The winners of these awards will go on to represent NSW in the Keep Australia Beautiful National Awards. The weekend will conclude with a breakfast on Sunday morning.

### Registrations are now open!

Earlybird registrations will close at 5:00pm on Friday 18 September 2015 so get in quick to secure your tickets!

If you are a 'Friend' or 'Member' of Keep NSW Beautiful you are able to access discounted tickets to the KNSWB Blue Star Regionals Awards Weekend and other KNSWB events! If you have not received your promo code for discounted tickets, please contact us at [awards@knswb.org.au](mailto:awards@knswb.org.au).

The weekend program includes:

#### Friday 6 November - Registration and Meet & Greet

Senior Citizens Centre  
3:00pm-5:00pm

#### Friday 6 November - Welcome Dinner

Gloucester Country Club  
6:00pm arrival, 6:30pm start - 10:00pm

#### Saturday 7 November - Welcome to Country and Smoking Ceremony

Platypus Festival - Gloucester Park  
8:45am - 9:00am

#### Saturday 7 November - Case Studies & Morning Tea

<http://knswb.simplertix.com/SimpleTixExpress/Events/EventSectionDetail.aspx?ShowId=23927&EventTimeId=48582>

2/5

9/8/2015

Blue Star Sustainability Awards - Regional

The case studies will involve presentations of inspiring sustainable projects from Blue Star entrants.  
Gloucester Recreation Centre  
9:30am arrival, 9:45am start - 12:00pm

**Saturday lunch - Lunch**

*Please note that lunch is not included in the full weekend ticket package.*

Attendees are free to wander about the Platypus festival (8:45am - 2:00pm) and discover the many delights of local Gloucester produce and goods.

Gloucester Park  
12:00pm - 2:00pm

**Saturday afternoon - Tours of Gloucester and surrounds - 2:00pm - 4:30pm**

*Please note tours are not included in the full weekend ticket packages. Tours will need to be purchased separately from the options listed.*

Tour options are listed below.

**Saturday 7 November - Blue Star Sustainability Regional Awards Dinner**

Gloucester Soldiers Club  
6:00pm arrival, 6:30pm start - 10:00pm

**Sunday 8 November - BBQ Breakfast**

Gloucester Recreation Centre  
7:30am - 10:30am

A selection of breakfast items including fruit, cooked breakfast options, juice and tea and coffee on offer will be available from 7:30am at the Gloucester Rec Centre. Pricing may vary depending on the items purchased at breakfast. Please indicate during registration if you would be interested in attending breakfast on Sunday morning.

**Further Information**

To find out how to become a Friend or Member of KNSWB please visit [www.knswb.org.au/about-us/become-a-member/](http://www.knswb.org.au/about-us/become-a-member/).

If you are not a current Friend or Member of KNSWB please select tickets from the 'Non-Member/Non-Friend' category.

For further information about the Blue Star Awards Weekend in Gloucester please contact [awards@knswb.org.au](mailto:awards@knswb.org.au).

**Blue Star Sustainability Regional Awards Weekend - Tour Options**

*Please note tours are not included in the full weekend ticket packages. Tours will need to be purchased separately from the options listed.*

**Tour 1 - Community Garden & Herb Farm - Max 53 attendees - \$5.00pp**

This tour incorporates the multi award winning Tucker Patch, the local Herb Garden business and an afternoon tea. The multi award winning Tucker Patch is a demonstration community garden in Gloucester. It's a place where small and largescale crops are trialled as a model for sustainability, as well as providing fresh local produce for sale. The Herb garden grows and sells herbs and herb products.

**Tour 2 - Copeland Mine Tour - Max 53 attendees - \$5.00pp**

Learn more about the history of mining in the area and come along on a guided Discovery tour of Mountain Maid gold mine - one of New South Wales' longest running operational gold mines. Walk around some historic buildings and get up close and personal with old machinery such as a battery stamper, whirly-gig gold separator, air compressor and gold carts. Some walking is involved and participants must wear enclosed shoes.

**Tour 3 - Drifta Kitchens, Gloucester Landfill and Recycling Centre - Max 21 attendees - \$5.00pp**

An excellent example of a sustainable business, the award winning Drifta Kitchens employs 30 locals, using solar to power the majority of the enterprise, reusing and recycling material on site. Water use is kept to a minimum. The Gloucester Waste and Recycling centre boasts the best op shop around! The award winning Silage Wrap scheme is in practice at the landfill, along with green waste composting and the new Community Recycling Centre.

**Tour 4 - Sustainable Agriculture and Water Use - Max 24 attendees - \$5.00pp**

You will visit the McRaes dairy farm, where a talk on the sustainable use of water by local farmers ensured the viability of Gloucester residents' drinking water during a time of drought. This initiative was awarded the Tidy Towns category C Sustainable Water Award in 2015. The tour will also take you through a number of farmland areas and highlight sustainable farms and systems in the Gloucester area.

**Tour 5 - Gloucester Historical Walk Tour - Unlimited attendees - \$5.00pp**

This tour will involve a guided tour down the main street, visiting historical buildings and places of interest,

<http://knswb.simpletix.com/SimpleTixExpress/Events/EventSectionDetail.aspx?ShowId=23927&EventId=48582>

3/5

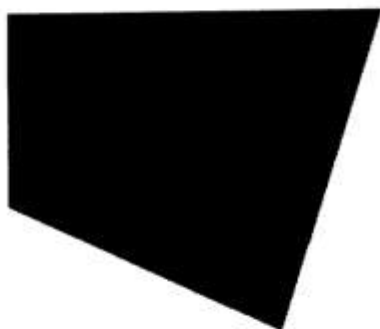
9/8/2015

Blue Star Sustainability Awards - Regional

including the Gloucester Gallery, streetscape murals and the Gloucester Museum. Gloucester has much to offer on this tour, having been awarded the Culture and Heritage award at a State level and a highly commended at a National level.

Terms and conditions: Keep NSW Beautiful reserves the right to alter this program without further notice; however, we intend to run this event as advertised.

Cancellation Policy: Refunds will not be issued; if you are unable to attend you are more than welcome to substitute an attendee.



## Gloucester

Gloucester, New South Wales

[Get directions...](#)

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## About Keep NSW Beautiful

Keep NSW Beautiful (KNSWB) is the state's premier organisation for litter reduction and environmental sustainability. Independent and not-for-profit, our focus is to engage communities to make NSW the least littered state in Australia, transforming littering behaviour to create a beautiful and more sustainable environment.

ORDINARY MEETING OF THE COUNCIL

September 8, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 207/15

SUBJECT: COUNCILLOR REPRESENTATION AT THE 2015 SUSTAINABLE ECONOMIC GROWTH FOR REGIONAL AUSTRALIA (SEGRA) CONFERENCE IN BATHURST, OCTOBER 20-22, 2015 11/364

**Recommendation**

That Broken Hill City Council Report No. 207/15 dated September 8, 2015, be received.

That Council determines Councillor representation at the 2015 Sustainable Economic Growth for Regional Australia Conference to be held in Bathurst, October 20-22, 2015.

**Executive Summary:**

The 2015 Sustainable Economic Growth for Regional Australia (SEGRA) Conference will be held in Bathurst, NSW from 20-22 October, 2015.

Council considered a report dated January 16, 2013 regarding Councillor's attendance at conferences and resolved that Councillor's Attendance at Conferences be determined by Council on a case by case basis (Minute 44215).

As such, this report is presented to Council to consider Councillor's attendance at the 2015 SEGRA Conference.

**Report:**

SEGRA is Australia's premier conference on regional issues and is about assisting regional, rural and remote Australia to source and identify the techniques, skills and issues that they need to address to achieve successful economic growth and development.

The SEGRA Conference was established in 1997 and provides a unique opportunity for all sections of the Australian community to explore the key issues affecting regional, rural and remote Australia and be part of providing positive sustainable outcomes to ensure future prosperity.

The objectives of SEGRA includes regions:

- Taking the initiative and control of their own economic development destinies;
- Identifying their positions – economic, social and cultural – and maximising their worth in the new global economy;
- Identifying and exploiting emerging issues and trends to maximise benefits;
- Developing innovative strategies and implementation processes to ensure community support and relevant action to meet needs;
- Identifying key decision makers, processes and points of access in government and the corporate sector;
- Identifying the issues essential for regional sustainability;
- Actioning strategies for real influence and impact;
- Raising regional profiles; and

- Setting the policy agenda and changing the choices and present options.

The Conference program is attached which includes information on the keynote speakers and topics to be addressed.

### Strategic Direction:

Key Direction: Our Leadership  
 Objective: 4.2 Our Leaders Make Smart Decisions  
 Function: Leadership and Governance  
 DP Action: 4.2.1.13 Accept opportunities to attend training and events that provide value through information, ideas and solutions that add value to our community

### Relevant Legislation:

Nil.

### Financial Implications:

Approximate costs to attend the Conference per person includes:

#### Conference Fees per person

2 Day registration (Conference)	\$995.00
3 Day registration (Conference and Workshop and choice of one Study Tour Registration)	\$1245.00
Pre-Conference Events	
- Regional Collaborative Investment Summit	\$395.00
- Rural Regional Remote Research Agenda	\$120.00
- Walking Tour – The Bathurst Government Settlement Heritage Trail	free
Business Breakfasts \$30 per day (Tue, Wed & Thur)	\$90.00
Networking Dinner	\$95.00
Conference Dinner	\$125.00

#### Travel Costs per person

Accommodation \$200/night approx	\$800.00
Return flights to Bathurst	\$1200.00

Normal reimbursement of expenses will be incurred.

The 2015/2016 budget for Councillor conference, meetings, training and travel costs is as follows:

0644. Course Seminar & Conference Registration	\$12,500
0646. Travel Accommodation	\$15,500
Total	\$27,500

### Attachments

1. SEGRA Conference brochure 4 Pages

THERESE MANNS  
GENERAL MANAGER





## Leading and Growing Sustainable Regions 2015 Registration

**Growing a strong, vibrant and prosperous regional Australia into the future requires social, economic and environmental capacity. This means strong leadership and a commitment to sustainable futures. A key underpinning will be the capacity of regions to adjust to a constantly transitioning new economy.**

Set in the heart of the Murray Darling Basin, this year **SEGRA** will focus on maximising your regional economy through the interfaces and connections across habitat and society. Action agendas include environment, productive landscapes, attracting investment, emerging industries, human capital, export and trade - and the policy settings needed to ensure regional Australia's continuing role in the national agenda.

The Sustainable Economic Growth for Regional Australia (**SEGRA**) conference provides a single forum in which people with a deep commitment to regional Australia can discuss issues and advance options and solutions for the future. Drawing over 200 delegates from across Australia, it is now recognised as the nation's most credible and independent voice on issues affecting regional Australia.



Host and Platinum Sponsor



**20-22 October 2015**  
**Bathurst NSW**  
[www.segra.com.au](http://www.segra.com.au)

## Saturday 17 October – Monday 19 October

Pre-Conference Study Tour to the Central Coast, Hawkesbury and the Blue Mountains World Heritage National Landscape

## Monday 19 October

- 10:00am Regional Collaborative Investment Summit
- 10:00am Rural Regional Remote Research Agenda
- 4:30pm Bathurst Walking Tour – A Delightful Spot –  
1815 – The Bathurst Government Settlement Heritage Trail
- 5:45pm Mayoral Welcome Cocktail Reception

## Tuesday 20 October Conference Day 1

- 7:00am **Business Breakfast**  
**Setting the Context**  
Prof. Geoff Cockfield, Professor in Government and Economics,  
University of Southern Queensland and Founding Member of **SEGRA**
- 8:30am **Welcome to Country & Welcome from Charles Sturt University**  
Prof. Andrew Vann, Vice-Chancellor, Charles Sturt University
- 8:45am **Australia's Economic Outlook**  
Kristian Kolding, Associate Director, Deloitte Access Economics
- 9:10am **The Regional Landscape – Wentworth Group of Scientists' Blueprint for a Healthy  
Environment and a Productive Economy**  
Prof. Darryl Low Choy, Griffith University
- 9:40am **National Conversation for Regional Policy**  
Robert Reed, CEO, Forms Express Pty Ltd  
Major General The Hon. Michael Jeffery AC, CVO, MC, Former Governor General of Australia  
Kerry Grace, Director, Evolve Network  
Don Burke OAM, Director, CTC Productions  
Lauren Andrews, Rural & Regional Affairs Strategist, Bendigo Bank  
Dr. Michelle Evans, Senior Lecturer in Leadership, Charles Sturt University
- 10:20am **A New Creative Engagement Model for Robust  
Community Consultation and Interaction**  
Kristine Peters-Deray, Independent Researcher and Artist  
Co-presenter: Ashley Bland, Senior Operations Manager, Sustainability Skillset
- 10:30am **Morning Tea**
- 11:00am **Leadership: what does it mean, how is it evidenced, advocacy and lobbying**  
Prof. Andrew Vann, Vice-Chancellor, Charles Sturt University
- 11:30am **Localism and Leadership in Regional Australia: what do we really need?**  
Dr. Jen Cleary, Chair, RDA Far North, Senior Research Fellow, University of South Australia  
and **SEGRA** National Steering Committee
- 11:50am **RDA Report**  
Felicity Taylor-Edwards, CEO, RDA Orana  
Peter McMillan, Executive Officer, RDA Central West  
Mark Ritchie, Executive Officer, RDA Riverina
- 12:20pm **Challenge Leaders Pitch**
- 12:30pm **Western Research Institute (WRI) Lunch**
- 1:30pm **Spotlight Sessions**
  - 1. Challenges, Issues and Strategies for Developing Regional Industry
  - 2. Raising Up Leaders and Getting Things Done in the Regions
  - 3. Creating Diverse Regional Futures
  - 4. Delivering Productivity Outcomes from Technological and Digital Disruption
  - 5. Labour Markets and Regional Australia
- 3:30pm **Afternoon Tea**
- 4:00pm **SEGRA Challenge**
  - 1. Carbon in the Real World
  - 2. Young Regional Futures
  - 3. Leadership in the Future
  - 4. Federalism
- 5:15pm **Happy Hour**
- 7:00pm **Networking Dinner**



Major General The Hon.  
Michael Jeffery AC, CVO, MC



Prof. Andrew Vann



Don Burke OAM



Prof. Geoff Cockfield



Prof. Darryl Low Choy



Dr. Jen Cleary



Dr. Michelle Evans



Felicity Taylor-Edwards



Lauren Andrews



Mark Ritchie



Kerry Grace



Peter McMillan



Robert Reed



Kristian Kolding

## Wednesday 21 October Conference Day 2

- 7:00am Business Breakfast**  
The Hon. Julie Collins MP, Shadow Minister for Regional Development and Local Government
- 8:30am Approach & Priorities of the NSW Department of Industry to Regional Economic Development**  
Amanda Chadwick, Executive Director - Industry Policy, Economics and Regional Development, Department of Industry, NSW
- 9:00am Designing and Implementing Projects that Deliver Policy Intent**  
Michael Campbell, Senior Consultant, AEC Group  
Robert Prestipino, Director, Vital Places Pty Ltd
- 9:30am Hypothetical - Optimising the Natural and Human Resources: through the lens of the Murray Darling Basin**  
Prof. Max Finlayson, Director, Institute for Land, Water & Society, Charles Sturt University  
Gerry Morvell, Chair, Conservation Volunteers and Chair, Wetland Australia  
Emma Bradbury, CEO, Murray Darling Association
- 10:20am Progress in Australian Regions**  
Cathryn Geiger, General Manager, Regional Economic Policy Branch, Department of Infrastructure and Regional Development
- 10:30am Morning Tea**
- 11:00am SEGRA Best Practice Showcase**
1. Regional Success Stories
  2. Building Resilience
  3. Sustainability
  4. Infrastructure
  5. Developing and Delivering Programs
- 12:30pm Lunch**
- 1:30pm Spotlight Sessions**
6. Regional Production and Conservation Landscapes
  7. Building Capacity: key policy trends including regions and their towns and cities
  8. Factors Influencing the Success of Regional Businesses
  9. Regional Education and Employment Opportunities
  10. Working with Small to Medium Sized Enterprises (SMEs)
- 3:30pm Afternoon Tea**
- 4:00pm The Challenge Pitch and Regional Australia Raise Your Voice**
- 5:15pm Announcement of 2016 Host Region**
- 5:30pm 2016 Host Region Drinks**
- 7:00pm Conference Dinner and SEGRA Film Festival**

**Bendigo Bank**  
Bigger than a bank.

Proud sponsors of the  
SEGRA Short Film Festival

## Thursday 22 October Conference Day 3

- 7:00am Business Breakfast**
- 9:00am Workshops**
1. Geotrails: creating new journeys for geotourism
  2. Right Start Right Project
  3. Free Trade Agreements
  4. Murray Darling Basin Round Table
- Study Tours**
5. Events in Regional Australia: the Bathurst story
  6. Taste Orange: celebrating food festival success
  7. Australian National Field Day
  8. Technology, Distance and Education - CSU in Orange



The Hon. Warren Truss  
MP



The Hon. Julie Collins  
MP



Paul Rosair



Prof. Max Finlayson



Cathryn Geiger



A/Prof.  
Peter Waterman



Emma Bradbury



Cassandra Hughes



Amanda Chadwick



Robert Prestipino



Michael Campbell



Gerry Morvell



**SEGRA**  
SUSTAINABLE ECONOMIC GROWTH  
FOR REGIONAL AUSTRALIA



## Charles Sturt University Bathurst, NSW

Charles Sturt University (CSU) is the largest regionally based University in Australia, with campuses located in Albury-Wodonga, Bathurst, Canberra, Dubbo, Goulburn, Orange, Port Macquarie and Wagga Wagga, as well as Regional Study Centres in Griffith and Wangaratta.

Home to the Wiradjuri people, Bathurst is Australia's oldest inland European settlement. Comprising of a diverse economic base, the town is surrounded by historic villages and agricultural land, and proudly boasts the internationally recognised Mount Panorama race track.

CSU is a university of the land and people of its regions.

A university whose courses, graduates and research help regional communities to thrive and prosper economically, socially and environmentally. A university that aims to improve educational outcomes and lives for Indigenous, regional, rural and remote Australians.

Acknowledging the culture and insight of Indigenous Australians, CSU's ethos is clearly described by the Wiradjuri phrase: 'yindyamarra winhanga-nha' ('the wisdom of respectfully knowing how to live well in a world worth living in').

[www.segraaustralia.blogspot.com.au](http://www.segraaustralia.blogspot.com.au)

[www.segra.com.au](http://www.segra.com.au)

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## Register Now

[segra.com.au/registration.php](http://segra.com.au/registration.php)

### SINGLE DAY REGISTRATION

Day 1	\$595
Day 2	\$595
Day 3	\$295 (Workshop / Study Tour only)

### TWO DAY REGISTRATION

Day 1 & 2	\$995 (20-21 October)
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### THREE DAY REGISTRATION

Day 1, 2 & 3	\$1245 (20, 21, 22 October)
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### FUNCTIONS & EVENTS

\$1080	Pre-Conference Study Tour to the Central Coast, Hawkesbury and the Blue Mountains World Heritage National Landscape
\$395	Regional Collaborative Investment Summit
\$120	Rural Regional Remote Research Agenda
Free	Bathurst Walking Tour - A Delightful Spot - 1815 - The Bathurst Government Settlement Heritage Trail
\$95	Networking Dinner
\$125	Conference Dinner
\$30/day	Business Breakfast (20, 21, 22 October)

Credit card surcharge of 3% applies. All prices in AUD and are inclusive of GST

## 20-22 October 2015, Bathurst NSW

Contact Belinda Ha, Events Coordinator

(07) 3210 0021 • [info@segra.com.au](mailto:info@segra.com.au)

[www.segra.com.au](http://www.segra.com.au)



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ORDINARY MEETING OF THE COUNCIL

August 18, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 208/15

SUBJECT: COUNCIL'S SUPPORT OF COUNCILLOR DARRIEA TURLEY AS  
AN EXECUTIVE MEMEBER OF THE AUSTRALIAN LOCAL  
GOVERNMENT WOMENS ASSOCIATION, NSW BRANCH 11/364

**Recommendation**

That Broken Hill City Council Report No. 208/15 dated August 18, 2015, be received.

That Council congratulates Councillor Turley on her reappointment as an Executive Member of the NSW Branch of the Australian Local Government Women's Association Inc.

That Council provides the necessary support to Councillor Turley to attend Executive meetings of the NSW Branch of the Australian Local Government Women's Association Inc. in Sydney.

**Executive Summary:**

Council has received correspondence dated July 24, 2015 from the NSW Branch of the Australian Local Government Women's Association Inc. advising of the reappointment in April 2015 (for a twelve month period) of Councillor Darriea Turley as an Executive Member of the Association.

**Report:**

As well as advising of Councillor Turley appointment, the correspondence also calls on Council to support Councillor Turley's attendance at the Association's Conference and Executive meetings.

Council's support would include travel costs to Sydney, accommodation, meals, out of pocket expenses.

Councillor Turley's appointment on the Executive provides a much needed voice for women in Local Government in the Far West of NSW and on Local Government matters in general.

The NSW Branch of the Australian Local Government Women's Association holds four Executive meetings per year with one of those meetings coinciding with the Annual Conference.

Council has supported Councillor Turley's involvement in the Association for many years; however there has been no formal resolution of support in this term of Council.

Support is sought from Council to cover expenses related to the three separate Executive meetings as Council will resolve separately regarding Councillor travel to attend the Annual Conference each year.

**Strategic Direction:**

Key Direction: 4 - Our Leadership  
 Objective: 4.2 - Our Leaders make Smart Decisions  
 Function: Leadership and Governance  
 DP Action: 4.2.1.13 - Accept opportunities to attend training and events that provide value through information, ideas and solutions that add value to the community.

**Relevant Legislation:**

Nil

**Financial Implications:**

Estimated costs to attend three Executive meetings:

Return flights to Sydney @ \$792.00/meeting x 3 =	\$2,376.00
Overnight accommodation @ \$250.00/meeting x 3 =	\$750.00

Cost of meals and out-of-pocket expenses incurred will also be reimbursed as per the Councillor Support Policy.

The 2015/2016 budget for Councillor conference, meetings, training and travel costs is as follows:

0644. Course Seminar & Conference Registration	\$12,500
0646. Travel Accommodation	\$15,500
Total	\$27,500

**Attachments**

1. Letter from NSW branch of the Australian Local Government Womens Association Inc.

1  
Page

THERESE MANNS  
GENERAL MANAGER



## ALGWA NSW BRANCH INC.

The General Manager  
Broken Hill City Council  
240 Blende St  
Broken Hill NSW 2880

24<sup>th</sup> July 2015

Dear Sir

***Election of Councillor Darriea Turley as an Executive Member on NSW Branch of the Australian Local Government Women's Association.***

I write to inform you that the elections of the ALGWA NSW Branch Executive were held at our Annual Conference in Wollongong on Saturday 30<sup>th</sup> April 2015. The Conference endorsed Councillor Darriea Turley as an executive member on ALGWA (NSW Branch). This will be for a period of 12 months.

ALGWA is an organization for women in local government and was established in 1951. ALGWA's objectives are:

- To assist in furthering women's knowledge and understanding of the function of local government;
- To protect and enhance the interests and rights of women in local government;
- To take action in relation to any subject or activity of particular interest to women affecting local governing bodies and/or local government legislation;
- To act in an advisory capacity to intending women candidates for local government elections;
- To encourage women into professional careers in local government.

All Executive members of ALGWA work towards promoting ALGWA objectives by attending various boards and committees as well as the ALGWA Executive meetings which are held throughout NSW.

This will be an exciting year for ALGWA as we are further developing our future strategic plan and strengthening our objectives to meet the increasing demands in areas of importance to women in local government, many local councils are engaged in the State Governments "Fit For the Future" debate and Amalgamations. The 50-50 Gender Equity Challenge and the lead up to the Council Elections in 2016 is an important time for our industry.

ALGWA would appreciate your Council's support for Councillor Turley in assisting her to undertake her duties in this elected position not only in her attendance at Conference but also to fulfill her role at the executive and board meetings.

If you have any questions or if we may be of assistance please contact us via the website or President: [vicki.scott@gosford.nsw.gov.au](mailto:vicki.scott@gosford.nsw.gov.au)

Yours sincerely

Cr. Vicki Scott  
**President ALGWA (NSW Branch)**



SECRETARY: Ms Julie Griffiths, 15 Toomey Cres QUAKERS HILL NSW 2763

ORDINARY MEETING OF THE COUNCIL

September 9, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 209/15

SUBJECT:                    COMMUNITY ASSISTANCE REQUESTS FOR AUGUST            11/117

**Recommendation**

That Broken Hill City Council Report No. 209/15 dated September 9, 2015, be received.

That Council considers whether to approve the request from Meg Butcher for a donation towards travel costs to attend the 2015 National Netball Competition in Gosford.

That Council considers whether to approve the request from Lissa Fletcher for a donation towards travel costs for her daughter Tayla Fletcher to attend the 2015 Ultimate Soccer Cup in Fiji.

That Council approves the request from the Early Years Discussion Group for waiver of Town Square hire fees of \$36.00 on Tuesday morning, October 27, 2015 during Children's Week for the conduct of their Literacy Morning.

**Executive Summary:**

Council has received the following requests for Community Assistance from:

1. Meg Butcher - request for a donation towards travel costs to attend National Netball Competition in Gosford.
2. Tayla Fletcher – request for a donation towards travel costs to attend 2015 Ultimate Soccer Cup in Fiji.
3. Early Years Discussion Group – request for waiver of Town Square hire fee for Literacy Morning (waiver of Sturt Parks fees is a committed annual waiver under the Community Assistance Policy).

**Report:**

The Broken Hill City Council has developed and adopted the "Community Assistance Policy" ("the Policy"), which provides the framework for Council to contribute money or otherwise grant financial assistance to community based organisations through:

- Rate Subsidies;
- Rental Subsidies;
- Community Donations Program;
- Community Grant Program; and
- REX Corporate Flyer Program.

Under this Policy, Council does not make donations to:

- Individuals – although requests from individuals will be considered on merit
- Profit making businesses
- Organisations or groups that are not incorporated
- Political parties or lobby groups



- Recipients of any other financial or other type of assistance from Council in that financial year with the exception of rates or rental subsidies
- Individual projects that have received funding from the Federal or State Government
- Organisations raising funds on behalf of another group which is itself a recipient of financial assistance from Council or is a Federal or State Government funded initiative
- Organisations based outside the city boundary of Broken Hill, unless the demonstrated benefits are primarily to the Broken Hill community
- Sporting organisations may be eligible for funding if they can demonstrate that their project or program will benefit the community of Broken Hill e.g. increase visitation rates, provide training or knowledge opportunities not available in the City. Each project will be considered on merit.

The Community Assistance Policy is currently under review with a Draft Community Assistance Grant Policy on public exhibition following the August meeting of Council. The aim of the draft policy is to provide a more appropriate and equitable framework for determining financial assistance to be provided to the community of Broken Hill.

The balance of the discretionary Community Assistance Policy budget for 2015/2016 is **\$8,637.00.**

#### Rate Subsidies:

Requests for Rate Subsidies Donations are considered against the current Community Assistance Policy:

#### **Clause 7.1 – Purpose**

*The purpose of Rate Subsidies Donations under the Community Assistance Policy is to assist community groups with the cost of the rates payable on their principal facility, classified under Council's Business Rate, excepting in the case where land comprises licensed premises.*

#### **Clause 7.2 - Limit**

*Council will provide a 100% rate subsidies donation to organisations to "existing community groups" located in the area that was incorporated as a result of the 2008 City Boundary Review (minute no. 37944). These community groups are outlined at Attachment A. The community groups do not need to apply to Council for this to occur.*

*Council may also provide discretionary rate subsidies donations to organisations to the equivalent value of 100% difference between the applied Business Rate and the Residential Rate for the same property, subject to the availability of Council funds.*

#### **Clause 7.3 - Method of Application**

*Rate Subsidies to "existing community groups" will be reported to Council in August each financial year. Following endorsement, amounts will be automatically deducted from the property.*

*To receive a discretionary rate subsidy donation, each organisation is to formally make a request in writing by June 30 in the current rating year. No retrospective claims will be considered.*

#### **Clause 7.4 – Approval**

*Committed Rates subsidy donations are determined by Council in August each year, following an assessment against the Eligibility Criteria at Section 5 of the Community Assistance Policy.*

#### **Clause 7.5 – Acknowledgement**

*All recipients or rate subsidy donations must agree to acknowledge Council's contribution in all publicity relating to the organisation. This includes logos and statements in all advertising*

and promotional material, media releases and in other promotional contexts. Council will provide full details of this condition with each donation.

### **Community Donations Program**

Requests received since the August 2015 Council Meeting, which are deemed necessary to be dealt with by Council and paid from the discretionary component of the Community Assistance Budget include:

**1. Meg Butcher – Donation towards travelling costs to attend National Netball Carnival in Gosford**

Council has received a request from 12 year old Basketball player Meg Butcher who gained a position in the Under 14's Sturt Division 1 Team (after competing in Adelaide) and is seeking a donation towards the costs of travelling to Gosford to attend the 2015 National Club Championships.

The relevant clauses of the Community Assistance Policy state:

*"That Council does not make donations under the Community Assistance Policy to individuals, although Council will consider requests on merit." (clause 5 item 1)*

And the clause regarding requests from sporting organisations states:

*"Sporting organisations may be eligible for funding if they can demonstrate that their project or program will benefit the community of Broken Hill e.g. increase visitation rates, provide training or knowledge opportunities not available in the City. Each project will be considered on merit." (clause 5 item 11)*

Council does provide support to families who travel for their children to attend representative sport, by way of an annual donation under the Community Assistance Policy to the Barrier Primary School's Sporting Association (Barrier PSSA). Council has donated \$4950.00 to Barrier PSSA this financial year.

As the above clauses from the Community Assistance Policy also allow for Council to consider the requests on merit, the request is reported to Council for its determination.

**2. Tayla Fletcher – Donation towards travelling costs to attend 2015 Ultimate Soccer Cup in Fiji**

Council has received a request from Lissa Fletcher for her 14 year old daughter Tayla Fletcher who has gained a position in the SA State Soccer team to compete in Fiji in the 2015 Ultimate Soccer Cup in December 2015.

The relevant clauses of the Community Assistance Policy state:

*"That Council does not make donations under the Community Assistance Policy to individuals, although Council will consider requests on merit." (clause 5 item 1)*

And the clause regarding requests from sporting organisations states:

*"Sporting organisations may be eligible for funding if they can demonstrate that their project or program will benefit the community of Broken Hill e.g. increase visitation rates, provide training or knowledge opportunities not available in the City. Each project will be considered on merit." (clause 5 item 11)*

Council does provide support to families who travel for their children to attend representative sport, by way of an annual donation under the Community Assistance

Policy to the Barrier Primary School's Sporting Association (Barrier PSSA). Council has donated \$4950.00 to Barrier PSSA this financial year.

As the above clauses from the Community Assistance Policy also allow for Council to consider the requests on merit, the request is reported to Council for its determination.

### 3. Children's Week Activities

Council has received a request from the Early Years Discussion Group which consists of Childhood Education and Care services in the Far West. The Group in conjunction with the Child and Family Interagency Committee is organising this year's Children's Week Activities running from Monday, October 26 to Friday, October 30, 2015.

Council previously resolved to approve annual support of Children's Week Activities by waiving the fees for the hire of Sturt Park for "Children's Day in the Park". (*Minute No. 42560*). This fee waiver will be arranged as per Council's resolution, for the 2015 Children's Day in the Park.

The Early Years Discussion Group is also requesting waiver of the Town Square hire fees of \$36 (half day fee) for a Literacy Morning to be held Tuesday 27<sup>th</sup> October 2015.

Clause 9 of Council's Community Assistance Policy states:

*"Not for profit community agencies be permitted to use the Town Square free of charge if their activity is of a general "Community Value".*

Therefore, it is recommended that Council approves the request from the Early Years Discussion Group for waiver of the Town Square hire fees.

#### Strategic Direction:

Key Direction:	4. - Our Leadership
Objective:	4.3 - We Unite to Succeed
Function:	Leadership and Governance
DP Action:	4.3.1.7 - Gain a better understanding of possible alignments between Council and community groups, local associations and volunteers to ensure opportunities to work together are identified.

Council's adopted Community Assistance Policy.

#### Relevant Legislation:

Local Government Act 1993 (Section 356).

#### Financial Implications:

Following Council's resolution at the August Council Meeting, the available balance of the Community Assistance budget is **\$8,637.00**.

#### Attachments

- |  |         |
|--|---------|
| 1. Request from Meg Butcher                  | 1 Page  |
| 2. Request from Lissa Fletcher               | 4 Pages |
| 3. Request from Early Years Discussion Group | 1 Page  |

THERESE MANNS  
GENERAL MANAGER



STURT SABRES BASKETBALL CLUB INC

ABN 55 937 847 448

PO BOX 163

DAW PARK SA 5041

Telephone: (08) 8177 0463

Email: Susan.goodall@bigpond.com

Website: www.sturtsabres.com.au

State Senior  
Women's Champions  
1974, 1981, 2002,  
2006, 2008

State Senior Men's  
Champions  
1985, 1986, 2001,  
2002, 2010

State Junior Club  
Champions

1980, 1989, 1990,  
1991, 1992, 1993,  
1997, 1999, 2000,  
2002, 2003, 2005,  
2006, 2007, 2008,  
2009, 2010, 2011,  
2013, 2014, 2015  
State Junior Boys  
Champions

1989, 1990, 1991,  
1992, 1993, 1994,  
1995, 1997, 2000,  
2003, 2004, 2006,  
2007, 2008, 2009,  
2010, 2011, 2012,  
2013, 2015  
State Junior Girls  
Champions

1993, 1995, 1996,  
1997, 1998, 2001,  
2002, 2003, 2005,  
2006, 2011  
U12 Girls National  
Junior Classics

1992, 2005  
U14 Girls National  
Junior Classics

2006, 2013  
U14 Girls Australian  
Club Championships  
1994

U12 Boys National  
Junior Classics  
2009

U14 Boys Australian  
Club Championships  
1973, 2005

U14 Boys National  
Junior Classics  
2006

U16 Boys National  
Junior Classics  
1997

U18 Boys National  
Junior Classics  
1990, 1995

13<sup>th</sup> August 2015

To the Manager,

My name is Meg Butcher and I am 12 years old. I currently play U/14 local Basketball and represent Broken Hill away playing for the Broken Hill Broncos Team. Earlier this year I represented Broken Hill in Adelaide at the U/14 SA Country Championships and we won the carnival. This then allowed us to qualify for the BASA Carnival held in Adelaide which hasn't been done in the last 15 years. We kicked the carnival off on the Friday night and went onto finish the carnival coming 5<sup>th</sup> in the State, an amazing achievement.

For myself this weekend was a fantastic experience, playing against some of the best SA District Teams around and gaining a lot from the other players. I was impressed with my efforts over the weekend and all my hardwork paying off. From the weekends achievements I have earned myself a position on the U/14 Sturt Division 1 Team.

I am very thankful of my parents who have allowed this to happen. I now make the trek to Adelaide every 2<sup>nd</sup> weekend with a few trips in a row happening due to the finals approaching. I arrive in Adelaide on the Friday night for the game and stay around all weekend to have two training sessions with the team.

This experience and opportunity has allowed me to represent with my fellow Sturt team mates who qualified for the 2015 National Club Championships in September which are to be held in Gosford.

This trip will cost us as a team approximately \$30,000, and may potentially cost a family \$5,000 to \$6,000 to support the program. To help myself and my team fulfill our dreams of representing at one of the highest levels, I am asking if you could assist in giving a donation.

To make it easy, payments can be received by EFT: to our Team Managers, BSB 105011; account number: 09529540; account name: Lynette Tatarelli and Joanne Renshaw; payment reference: your business name and the number : 43, or alternatively make cheques payable to Sturt Sabres Basketball Club and post to my address: 324 Williams St Broken Hill NSW 2880 and I will forward on.

Many thanks

Meg Butcher  
Ph: 08 8088 5475

Broken Hill City Council  
240 Blende Street  
Broken Hill NSW 2880

Attention: Public Relations Manager

**Re Sponsorship Opportunity for Taylor Fletcher**

To Whom It May Concern

My name is Lissa Fletcher and I am seeking funding for my 14 year old Daughter, Taylor. We are seeking assistance so she may attend the 2015 Ultimate Soccer Cup, being held in Fiji, in December this year.

She has been chosen to represent South Australia in this tournament, she is excited and keen to progress through to a higher standard of soccer, not just for herself but for what she can bring back to Broken Hill.

This will be her first international tournament, and she has also been selected for the State Talent Identification Championships to be held in September this year in Adelaide, and this will be her third time selected for State Talent Identification Championships. These are pathways allowing talented players to attain a state team position.

I am sure you are aware of the turmoil surrounding soccer in Broken Hill lately, these are some of the reasons the split was made, to allow children to attend such prestigious competitions. She was a member of Celtic United Soccer Club for the last 9 years, but had to switch to be able to attend such competitions. It is my hope that things will be sorted and she may return to Celtic.

This trip will cost upwards of \$3500 just for Taylor, and I am seeking any donation you may be able to help with.

I have a "Go Fund Me" page where you can donate there, the web address is [www.gofundme.com/rn3nqucc](http://www.gofundme.com/rn3nqucc)

Or you can send a cheque to the address below,

I have attached the FFSA letter regarding her selection in both the Fiji Trip and the State Talent Championships.

I thank you for taking the time to read this letter and hope that you are in a position to help me.

If you have any questions please don't hesitate to contact me.

Many Regards

A handwritten signature in black ink, appearing to read 'Lissa Fletcher', written in a cursive style.

Lissa Fletcher

524 Fisher Street

Broken Hill, NSW 2880

Phone: 0488914760



Coopers Stadium  
Level 3, Holden Street  
Hindmarsh SA 5007  
PO Box 593  
Hindmarsh SA 5007

Ph: (08) 8340 3088  
Fax: (08) 8340 3188  
[www.ffsa.com.au](http://www.ffsa.com.au)

**RE: 2015 Regional Girls Team**

Dear Taylor,

Congratulations on being selected to be a part of the final squad of 18 players attending the U15 2015 Ultimate Fiji Soccer Cup in Fiji.

**Coach:** James Kerr

**Manager:** Sue Edwards

The squad will be departing from Adelaide on Thursday 3<sup>rd</sup> of December 2015. They will then return to Adelaide on Saturday 12<sup>th</sup> of December 2015.

Accommodation will be at Superior Hotels, Breakfast and Evening meals will be served at the hotel.

Please see attached the booking form and payment details you will need to fill out and return to Football Federation SA.

Attached are the Supporters forms for parents and families which you will need to fill out and send straight back to ULTIMATE SPORTS TRAVEL.

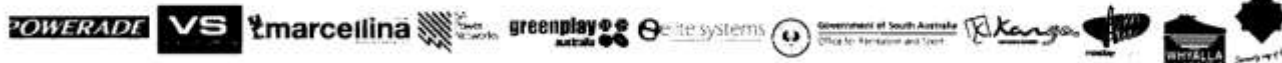
If you have any further queries regarding the Ultimate Fiji Soccer Cup please do not hesitate to contact the FFSA Development Office on 8340 3088 or [tiarn.powell@ffsa.com.au](mailto:tiarn.powell@ffsa.com.au).

Kind Regards,

**John Mundy**

**Game Development Manager**

**FFSA**





Thursday, September 10, 2015

Dear Player/Parent

Level 3, Hindmarsh  
Stadium, Holden St  
Hindmarsh SA 5007  
PO Box 593  
Hindmarsh SA 5007  
Ph: (08) 8340 3088  
Fax: (08) 8340 3188  
[www.ffsa.com.au](http://www.ffsa.com.au)

**2015 FFSA State Talent Identification Championships**

**U14 Country**

On behalf of the FFSA, we wish to congratulate you on your selection for the FFSA Girls State Talent Identification Championships. The event is to be held at the Burton Football Complex (400 Waterloo Corner, Burton) **on the 26<sup>th</sup> & 27<sup>th</sup> September.**

**Please Note**

At the conclusion of the STIC Weekend identified players will be brought in for further assessments  
Training sessions will be conducted by State Development Squad Coaches  
Players identified from this process the will be in contention for FFSA State Development Squad Programs  
More details will be provided after the STIC weekend

**Preparation for the STIC weekend.**

You will be contacted by your zone coaches regarding training dates

**U14 Country Coach:**

**Name:** Nick Papavasiliou

**Email:** [nick.mrnicks@gmail.com](mailto:nick.mrnicks@gmail.com)

**Mobile:** 0417 795 406

The player fees for the STIC weekend will be **\$100 inclusive GST.**

This fee covers, playing uniform, training and playing equipment, referees fees, venues and administration costs.

Final payment must be made to the FFSA Office either by cheque, money order or by credit card, (see below) no later than Friday 18 September, 2015. Please find attached methods of payment form or contact the finance department on 8340 3088. Payments not made by this date may mean that your child is not eligible to participate in the championships.

Once again, we would like to congratulate you on making the Squad, and hope that you enjoy the experience of the FFSA State Talent Identification Program.

Regards,

Jonathan Ruse  
Girls STIC Coordinator

**POWERADE**

**MAMEE**

**VS**

Marcellina

**NOVA** **be active.**



7<sup>th</sup> September 2015

Theresa Mann  
General Manager  
Broken Hill City Council  
PO Box 448  
BROKEN HILL NSW 2880

To Theresa,

**RE: Wavier Fee**

I am writing to you on behalf of the Early Years Discussion group. This group comprises of Early Childhood Education and Care services in the Far West. We meet once a month focusing on the importance of the early years in childhood development and how we can promote learning in our individual services and at a community level.

Over the past years, the services in the local community of the Far West have organised Children's Day in the Park during Children's week. This is a well-known local community event and council have generously waived the hire fee for the use of the Sturt Park in the past. This day is run collectively by the Early Years Discussion group and The Child and Family Interagency.

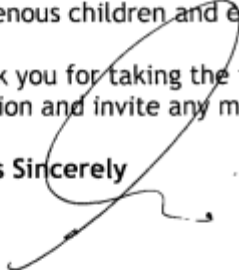
The Early Years Discussion group assists in coordinating other activities for the local community which extends across Children's Week. This year the week will run from Monday 26<sup>th</sup> October to Friday 30<sup>th</sup> October.

I would like to ask the Broken Hill City Council to consider waving the fee for us to hold a literacy morning in the Town Square on Tuesday 27<sup>th</sup> October and the fee for the hire of the Sturt Park on Wednesday 28<sup>th</sup> October.

Play and the role it plays in the learning of children in our community is highly important to us and we take every opportunity to promote its worth. In particular closing the gap for Indigenous children and ensuring greater outcomes for learning alongside their peers.

Thank you for taking the time to consider this request. I look forward to hearing Council's decision and invite any members to come to the planned events during Children's Week.

Yours Sincerely



Lesley Harvey  
CHAIRPERSON  
EARLY YEARS DISCUSSION GROUP

## ORDINARY MEETING OF THE COUNCIL

September 2, 2015

### BROKEN HILL CITY COUNCIL REPORT NO. 210/15

SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING  
NO.352, HELD 1 SEPTEMBER 2015 11/397

### **Recommendation**

That Broken Hill City Council Report No. 210/15 dated September 2, 2015, be received.

That the Minutes for the Local Traffic Committee Meeting No.352, held September 1, 2015 be received.

### **Executive Summary:**

The Local Traffic Committee has no decision making power. The Broken Hill City Council Local Traffic Committee is primarily a technical review committee, which is required to advise the Council on matters referred to it by the Council.

### **Report:**

The purpose of this report is to advise Council of the outcome of the Local Traffic Committee Meeting held September 1, 2015. The committee made a number of recommendations of which, all were operational.

### **Strategic Direction:**

Recommendations made by the Local Traffic Committee accord with Council's Delivery Plan, Key Direction 4: *Our Leadership*; Objective 4.3: We unite to succeed; Strategy 4.3.1.1: *Identify issues and projects which may benefit from the creation of a committee or workgroup.*

### **Relevant Legislation:**

- *Road Transport (Safety and Traffic Management) Regulation 1999, and*
- *Road Rules 2008*

Council has been delegated certain powers, from the Roads and Maritime Services, with regard to traffic matters upon its local roads (but not state highways). A condition of these delegations is that Council must take into account the Local Traffic Committee recommendations although it is not bound to accept them.

- The members are the **NSW Police Service, the Roads and Maritime Service, the Local State Member of Parliament (or their representative for the location of the issue to be voted upon) and Broken Hill City Council.**
- Broken Hill City Council may allow the public to attend and speak at its Local Traffic Committee on issues of concern for a maximum of five minutes.

- If either the Police or RMS representative on the Local Traffic Committee disagrees with any Local Traffic Committee recommendation or Council Resolution on any Local Traffic Committee recommendation, that member may lodge an appeal with the Sydney Regional Traffic Committee for determination. The appeal must be lodged in writing within 14 days of Council's resolution.
- Any action relative to any issue under appeal must cease until the matter is determined.
- The Sydney Regional Traffic Committee is chaired by an independent chairperson and submissions and representations are welcomed from all interested parties.

**Financial Implications:**

The financial implications are mentioned above for each of the recommendations made by the Local Traffic Committee.

**Attachments**

1. Minutes of the Local Traffic Committee Meeting 352 September 2015 7p 7 Pages
2. Local Traffic Committee Action List - September 2015 7 Pages

ANDREW BRUGGY  
MANAGER INFRASTRUCTURE STRATEGY

THERESE MANNS  
GENERAL MANAGER

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The Minutes of the Local Traffic Committee Meeting No. 349 & 350 have been approved by voting members on line:

All in favour:	RMS, BHCC & Local Member, Police
Yet to vote	Nil
Against:	Nil

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**MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING NO. 352**  
**HELD TUESDAY 1 SEPTEMBER, 2015**  
**COMMENCING AT 9.30 AM**  
**SECOND FLOOR COUNCIL ADMINISTRATION BUILDING**

**MEETING OPEN:** 9:37 am

Welcome to all present

*Andrew Bruggy chaired the meeting.*

**352.1 PRESENT:**

Andrew Bruggy (Chair)	Manager Infrastructure Strategy
Joe Sulicich	Roads and Maritime Services Representative
Peter Beven	Local Member Representative
Inspector Michael Dawson	Broken Hill Representative
Sergeant Kerri Lane	Broken Hill Police Representative
Marion Browne	Councillor
Kath Whitehead	BHCC Minute Secretary
Peter Demattia	BHCC Works Engineer - Observer

**352.2 APOLOGIES: - NIL**

**ABSENT: - NIL**

**352.3 DISCLOSURE OF INTEREST: - NIL**

**352.4 REPRESENTATIONS: - NIL**

**352.5 ADOPTION OF PREVIOUS MINUTES:**

It was noted that the previous minutes of meeting No. 349 held June 2, 2015 were confirmed via online voting as follows:

All in favour:	RMS, BHCC, Local Member & Police
Yet to vote:	Nil
Against:	Nil

It was noted that the previous minutes of meeting No. 350 held July 7, 2015 were confirmed via online voting as follows:

All in favour:	RMS, BHCC, Local Member & Police
Yet to vote:	Nil
Against:	Nil

It was noted that the August 4, 2015 meeting was not held due to lack of quorum. Minutes reflecting this were confirmed by Committee members at the September 1, 2015 meeting.

All in favour:	RMS, BHCC, Local Member & Police
Yet to vote:	Nil
Against:	Nil

**352.6 COUNCIL RESOLUTIONS ON TRAFFIC COMMITTEE MATTERS:**

The following Committee Recommendations endorsed by Council at their meeting held July 29, 2015

ITEM 23 - BROKEN HILL CITY COUNCIL REPORT NO. 165/15 - DATED JULY 08, 2015 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO.350, HELD 7 JULY 2015 11/397

Recommendation

That Broken Hill City Council Report No. 165/15 dated July 8, 2015, be received.

That the Minutes for the Local Traffic Committee Meeting No.350, held July 7, 2015 be received.

That the request for road closure as per The Palace Hotel's updated Traffic Control Plan titled "Thursday 10/9/2015 closure from 5pm" be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.

That Council does NOT endorse the Draft Permit Parking Policy.

**RESOLUTION**

Minute No. 1

Councillor M. Browne moved	)	That the recommendation of item 23 be adopted.
Councillor B. Algate seconded	)	

CARRIED

**352.7 MATTERS ARISING FROM THE PREVIOUS MEETING or FROM COUNCIL RESOLUTIONS:**

- 350.9.1 Sergeant Lane, Broken Hill Police Representative asked the committee to consider installing a "No Right Turn" sign at the intersection of Brooks Street and Murton Street to eliminate traffic crossing the double lines currently in place. Currently road users are crossing over the double lines when making a right turn into Brooks Street to collect students from Willyama High School.

**Agreed Action:**

*That the following recommendation by Mr Andrew Bruggy, Manager Infrastructure Strategy and Mr Joe Sulicich, RMS Representative be implanted to improve driver safety within this vicinity.*

*That a "Give Way" sign be erected at the corner of the un-named lane and Murton Street.*

*That a "Stop" sign be erected at the corner of O'Neill Street and Brooks/Murton Streets.*

*That a section of the double lines in Murton Street be removed to allow a right hand turn into Brooks Street.*

*That the double lines be extended by 4 meters at Murton Street leading into Brooks Street.*

*That the double lines be extended by 5 meters at Brooks Street leading into Murton Street.*

**Recommendation:**

*That a "Give Way" sign be erected at the corner of the un-named lane and Murton Street.*

*That a "Stop" sign be erected at the corner of O'Neill Street and Brooks/Murton Streets.*

*That a section of the double lines in Murton Street be removed to allow a right hand turn into Brooks Street.*

*That the double lines be extended by 4 meters at Murton Street leading into Brooks Street.*

*That the double lines be extended by 5 meters at Brooks Street leading into Murton Street.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

**352.8 CORRESPONDENCE:**

- 352.8.1 D15/30469 – Report prepared by Infrastructure Strategy after complaints raised by residents in Cobalt Street near the YMCA due to patrons to the YMCA parking in this vicinity resulting in residents being unable to park in front of their properties. A majority of residents within this vicinity do not have a car port/garage.

Council has investigated this matter and a proposed parking plan has been submitted for the remarking of Cobalt Street to elevate parking congestion.

**Agreed action:**

*That the proposed parking plan submitted to the Committee by Mr Andrew Bruggy, Manager Infrastructure Strategy be implemented to increase the current parallel parking spaces of 21 by 13 to 34 spaces by implementing 60° angle parking on the YMCA side of Cobalt Street, which in turn should assist with elevating parking congestion.*

*That marking of parallel spaces on the residential side of Cobalt Street.*

**Recommendation:**

*That 60° angle parking be implemented in front of the YMCA facility located in Cobalt Street.*

*That marking of parallel spaces be implemented on the residential side of Cobalt Street.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.8.2 D15/30621 - Correspondence received from Maari Ma Health Aboriginal Corporation requesting approval to close Argent Street in front of the Primary Health Care Service to enable the official opening of the centre as well as incorporate the 20<sup>th</sup> Birthday celebrations of Maari Ma Health Aboriginal Corporation.

The date scheduled for the official opening is Friday September 25, 2015 between the hours of 9.00am – 1.00pm.

**Agreed action:**

*The committee considered the request for road closure by Maari Ma Health Aboriginal Corporation and have agreed on a half road closure only to ensure traffic flow is maintained through the CBD area.*

*That Council's Infrastructure Projects Engineer, Mr David Zhao prepares a Traffic Control Plan and holds discussions with Mr Bob Davis at Maari Ma Health Aboriginal Corporation.*

*That any costs associated with the road closure be covered by Maari Ma Health Aboriginal Corporation.*

**Recommendation:**

*That a half road closure be granted to Maari Ma Health Aboriginal Corporation on Friday September 25, 2015 between the hours of 9.00am – 1.00pm.*

*That any costs associated with the road closure be covered by Maari Ma Health Aboriginal Corporation.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.8.3 D15/31254 - Correspondence received from Mr Geoff Webb, Principle, Broken Hill High School that the current 15 Minute Parking Signs be moved to the end of the current Disability Parking bay located in front of the Schools entrance in Garnet Street and to also undertake a review current signs in place and recommend adjustments where necessary.

**Agreed action:**

*That Mr Andrew Bruggy, Manager Infrastructure Strategy met with Mr Webb to discuss current positioning of signage and what changes are required to better suit the parking needs of the school.*

**Recommendation:**

*That the current two (2) Disable Parking spaces be reduced to one (1) and the existing marking lines and Disable marking of this space be removed.  
That new Disable Parking Signs be installed to clearly mark out the remaining Disability Parking space.*

*That ¼ Hour Parking signs be installed in the former Disability Parking space.*

*That a new Bus Zone sign be installed clearly outlining the bus zone and times the zone is in effect being 8.30am – 9.00am and 3.00 – 4.00pm.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.8.4 D15/35833 – Internal Correspondence received Mr Andrew Bruggy, Manager Infrastructure Strategy regarding parking concerns by resident in the vicinity of the X-Ray clinic located in Thomas Street to alleviate parking congestion. Proposal for parking changes in front of this business premises was tabled at the meeting.

**Agreed action:**

*That the proposed parking changes submitted by Mr Andrew Bruggy be implemented.*

**Recommendation:**

*That the current "No Stopping" sign at access to rear of 229 Thomas Street be removed.*

*That the current 5 minute parking signs be removed and changed to 45° all day angle parking.*

*That the current "No Stopping" signs be changed to "No Parking" to allow drop off and pick up for taxi, ambulance and clients.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.8.5 D15/36450 - Correspondence received from Mr Jim Hocking to remove the current 3 angle parking spaces lines in front of his business premises Hocko's Chicken Shop located at 453 Argent Street. Customers and employees of local business within this area are parking in the angle parking spaces obstructing entry and exit to his business.



**Agreed action:**

*The committee approves the request from Mr Hocking to have the angle parking spaces removed from in front of his premises located at 453 Argent Street.*

**Recommendation:**

*That the current angle parking line markings be removed and "No Parking" signs be installed.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

**352.9.1 GENERAL BUSINESS:**

- 352.9.1 Councillor Browne advised that the cars are parking in allocated motor bike parking spaces in front of the former Magic Motor Cycle business.

Councillor Browne requested that the committee consider the removal of the motor bike parking spaces as this business no longer operates and replace the spaces with 45° angle parking spaces for cars.

**Agreed Action:**

*That the Motor Bike parking space line markings be removed and replaced with standard 45° angle car parking spaces.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.9.2 Inspector Dawson advised that the "Bus Zone" sign situated out the front of Sacred Heart School in Lane Street, be replaced as it is badly faded and hard to read.

**Agreed Action:**

*The "Bus Zone" sign be replaced.*

All in favour: RMS, BHCC, Police & Local Member  
Yet to vote: Nil  
Against: Nil

- 352.9.3 It was brought to the committee's attention that cars for sale belonging to Far West Auto Dealership are being placed on display in the "No Stopping" zone in front of the dealership in Crystal Street obstructing driver's line of sight when turning either left or right from Sulphide Street into Crystal Street.

Police representatives advised that the Police have discussed this issue with the dealership requesting vehicles are not placed on display in the "No Stopping" zone.

**Agreed Action:**

*That Mr Andrew Bruggy, Manager Infrastructure Strategy request Council rangers make regular patrols past this area to ensure that cars are not being displayed in the "No Stopping" zone.*

**352.10 ITEMS FOR NEXT MEETING: NIL**

**352.11 NEXT MEETING DATE:** October 6, 2015

**MEETING CLOSED:** 10:18 am

Trim – 11/397

Action List - Local Traffic Committee

Updated: September 2, 2015

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
337.8.2	<p><b>Art Gallery Car Park</b></p> <p>Council at their meeting held March 26, 2014 requested that the Traffic Committee and Council further investigate the parking arrangements for the Car Park adjacent the Broken Hill Regional Art Gallery.</p>		<p>Report 337.8.2</p> <p>Endorsed at Council's Meeting dated 28/5/2014</p> <p>12 November 2014</p> <p>2 December 2014 Vikram</p> <p>3 February 2015 Andrew</p> <p>10 March 2015 Andrew</p> <p>14 April 2015</p>	<p><b>Recommendations:</b></p> <p>(a) That 10 car parking spaces at the Art Gallery car park be designated as 2 hour parking.</p> <p>(b) That 10 car parking spaces at the Art Gallery car park be designated as 4 hour parking.</p> <p>(c) That the existing disabled and staff car parks in the Art Gallery car park remain in their current locations.</p> <p>(d) That the remaining car parks (20) be designated as permit parking with the applicable fee to be in accordance with Council's schedule of Fees and Charges.</p> <p>That the change in parking arrangements at the Art Gallery Car Park be reviewed in six months, and the findings reported to Council.</p> <p>These recommendations were carried and resolved by Council at their meeting held 30/7/2014.</p> <p>Prior to the signs being changed in the car park a Policy for 'Permit Parking' will be developed by Council.</p> <p>CRM 18809/2014 – Request for the signs to be changed.</p> <p>That the committee review the current parking arrangements at their next scheduled committee meeting in December 2014 and a report be prepared on the results.</p> <p>That the draft 'Permit Parking' Policy be reviewed at the February 2015 Meeting.</p> <p><b>Agreed Action:</b></p> <p>That the issuing of permit parking permits at the car park adjacent the Broken Hill Regional Art Gallery commence and be reviewed in six months by way of a report to the committee.</p> <p><b>Agreed Action:</b></p> <p>Andrew Bruggy, Manager Infrastructure Strategy to prepare a draft policy for "Permit Parking" for consideration by the committee at the next meeting scheduled for March 10, 2015.</p> <p>Andrew advised that he was still working on Policy and will submit to the next meeting scheduled for 14 April 2015</p>	<p>10 March 2015</p> <p>14 April 2015</p> <p>2 June 2015</p>

Local Traffic Committee Action List

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
			2 June 2015  8 July 2015	<p>Andrew advised that Policy is still being worked on and will be submitted to the Committee Meeting scheduled for June 2015.</p> <p>Policy still being worked on.</p> <p>Following Councils monthly Senior Management Meeting (Stratpol), it was decided that Andrew write a report to the July Council meeting recommending that: Council do not consider the Permit parking Policy, but Council Officers (Andrew) provide a holistic parking Strategy for Broken Hill.</p> <p>Andrew has indicated that this may be provided for the September Traffic Committee meeting, and subsequent Council meeting, for consideration.</p>	September 2015
343.11.1	<p><b>Happy Day Pre-school</b></p> <p>Resident expressing concerns with speeding traffic along Kaolin Street before and after school hours. Request the LTC to consider modifying the 40km zone and possible include a pedestrian crossing in Kaolin Street.</p>	D14/26420  D14/30123	<p>2 December 2014 Kath</p> <p>9 December 2014</p> <p>3 February 2015 RMS</p> <p>10 March 2015</p>	<p><b>Agreed Actions:</b> That the proponent be advised as follows:</p> <ul style="list-style-type: none"> <li>a) That the current school zone and signage will remain unchanged, pending further investigations. It should be noted that Pre Schools do not meet the criteria for a "School Zone" and associated signage and pavement marking.</li> <li>b) That the implementation of a pedestrian (zebra) crossing would not meet the Australia Standards criteria concerning the volume of vehicular and pedestrian traffic. Further should such a facility be implemented there would be a loss of about 40m of parking on each side of the road.</li> <li>c) There is a pedestrian refuge with newly constructed ramps at Cummins Street that could be utilised.</li> </ul> <p>Draft letter to be issued advising the Committee's recommendation.</p> <p>Letter approved and issued.</p> <p><b>Agreed Action:</b> RMS representative to invite Jenene Pout, Safety Around Schools Project Officer to Broken Hill to met with Happy Day Preschool representatives to discuss the 40km/h zone currently operating within the area. Council representative to also attend this meeting.</p> <p>Jenene to be invited to attend the next committee meeting scheduled for 10 March 2015 to provide an update to the committee on this matter.</p> <p>Representatives from Happy Day Preschool delivered presentation to committee and RMS representatives from Parkes to discuss the increase the zone times from 7.30am -6.00pm.</p> <p><b>Agreed Action:</b> That Jenene Pout, Safety Around Schools Project Officer liaise with Happy Day Preschool to discuss options available as Preschool's</p>	<p>Complete</p> <p>10 March 2015</p>

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
				are not entitled to School Zone limits.  That the current signage indicating a Preschool Zone are of poor quality requiring replacing at the cost of Council. RMS representative advised funding to replace the signs will be available in the new financial year.  Entered CRM to have Bus Zone signage removed.	July 2015
		CRM 21627/2015	7 May 2015		
		CRM 21888/2015	3/06/2015	Entered CRM to have existing signs removed and replaced with new signs.	July 2015
			7 July 2015	Discussions still be had between Happy Day Pre-school and RMS regarding Parking options.	
			2 September 2015	Mr Joe Sulicich advised that representatives from Parkes RMS will be meeting with Happy Day Pre-school on Thursday September 10, 2015 to discuss the signage changes. Invitation has been extended to Police Representatives to attend.	
346.8.3	<b>Fran Mckinnon</b>  Request by Fran McKinnon, Nation Trust of Australia, Broken Hill and District Branch to establish directional signs to the site of the "Ambush train/ore truck" in the following locations:  Cnr of Brookfield Avenue and Morgan Street and the Cnr of Doe & Hynes Streets with the following wording:  "Ambush Site – Picnic Train Attack"	D15/5750	10 March 2015   Kath  15 April 2015 CRM 21449/2015  Kath  2 June 2015  2 September 2015	<b>Agreed Action:</b>  <i>That Council invoice The National Trust of Australia, Broken Hill and District Branch for the funds they have available and that Council submits an application through the Tourist Attraction Signposting Assessment Committee for approval to erect tourist signs.</i>  On approval from Council Meeting arrange invoice for payment of available funds and send with acceptance letter.  Enter CRM for Himan and David Zaho requesting submission of application for signage through TASCO.  Printing of Tax Invoice requested and to be attached to letter for payment. COMPLETED  Application has been submitted to TASCO waiting response.  Andrew to follow up response to application with David Zhao and advise committee of update.	14 April 2015      1 April 2015  7 July 2015  October 2015
346.8.6	<b>Mrs Gough</b>  Request received from Mrs Gough for consideration of installing parallel parking in front of the following premises located in Chloride Street:  Mission Australia  New Caledonia B&B	CRM 19947/2014 - closed	10 March 2015  Andrew	<b>Agreed Action:</b>  <i>That the Manager Infrastructure Strategy, Mr Andrew Bruggy to investigate the required standards for angle parking, with the outcome to be submitted to the next Committee meeting.</i>  <i>Andrew still investigating matter.</i>	14 April 2015        July 2015

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
		2 June 2015		<b>Agreed Action:</b> <i>That angle parking be implemented to relieve parking congestion.</i>	July 2015
			5 June 2015 Kath	On approval of minutes by Council at meeting held 24 June, issue letter to Mrs Gough	August 2015
		CRM 21889/2015	5 June 2015 Kath	CRM entered to have works undertaken.	
			August 2015 – David Zhao	<b>Update on progress</b> David is working on funding proposal to RMS with Joe Sulicich. Funding applications close in 26 <sup>th</sup> August.	
347.8.2	<b>Harvey Norman</b>  Requested a review of parking and loading zones within Gawler Place is undertaken to establish a better shared zone for the commercial business who utilise the lane.	D15/11778	14 April 2015  Andrew Bruggy	<b>Agreed Action:</b> <i>That a proposed Gawler Place Rejuvenation Plan be issued to all property owners whose business has rear access to Gawler Place, for comments regarding the proposed changes.</i>  <i>Andrew to report back to the June Committee of any comments received regarding the proposed changes.</i>	June 2015  On going until December 2015
			2 June 2015	<b>Agreed Action:</b> <i>Discussed at June meeting Committee agreed for proposed changes to go ahead on a trial basis for 6 months.</i>  <i>Monthly updates to be provided to the Committee regarding the changes as well as number of infringements for illegal parking/stopping that may be issued by Council's Rangers.</i>	
		CRM 21929/2015		CRM entered to have works undertaken.	
			16 June 2015	Letter received from Leanne Curtis, Life Without Barriers requesting the committee consider the current "No Stopping" bay situated within Gawler Place near the Chloride Street corner be retained to allow staff ease of access to and from their allocated car park.	July 2015
				<b>Agreed Action:</b> <i>Mr Andrew Bruggy, Manager Infrastructure Strategy and Mr Joe Sulicich conducted an inspection of the site to look at the impact on Life Without Barrier employee's who access the car park available to them within Gawler Place should the current "No Stopping" zone be reallocated as a "Loading" bay. It was reported back to the committee that there would be no possible way for these employees to enter or exit the car parking area should a vehicle be parked in the "Loading" zone.</i>	
				<b>Recommendation:</b> <i>That the current "No Stopping" zone be maintained.</i>	

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
		D15/31557	31 July 2015 Kath	Letter advising the committees decision issued.	
			August 2015 – David Zhao	<b>Update on progress</b> David is working on funding proposal to RMS with Joe Sulicich. Funding applications close in 26 <sup>th</sup> August.	
			2 September 2015	Andrew advise that installation of proposed signage will commence shortly.	
350.7.1	<p><b>Railway Town P&amp;C Association</b></p> <p>Request to convert current "No Stopping" zone located in Wills Lane to a "Bus Zone" and extend the zone to the small school gate to provide a safe drop off and pick up zone for the students who utilise the bus service.</p> <p>In addition the P&amp;C will be approaching Murton's City Bus to make a slight change in their morning route to deliver the children to the School gate should the Bus Zone be granted.</p>	D15/23142		<p><b>Agreed Action:</b></p> <p><i>Mr Andrew Bruggy, Manager Infrastructure Strategy and Mr Joe Sulicich conducted an inspection of the site to determine the impact on parent and student safety should the current "No Stopping" zone be converted to a "Bus Zone" and on their advice the committee has agreed on the following:</i></p> <p><i>That the current "No Stopping" zone be converted to a "Bus Zone" subject to Murton's Bus agreeing to alter their current bus route when dropping off and collecting students from Railway Town Public School.</i></p> <p><i>That the "Bus Zone" operates between 8.00am – 9.30am and 2.30pm – 4.00pm Monday to Friday.</i></p> <p><i>That the school provide a Gate Monitor to ensure student safety prior to the Bus delivering and collecting students from the school.</i></p> <p><b>Recommendation:</b></p> <p><i>That the current "No Stopping" zone be converted to a "Bus Zone" subject to Murton's Bus agreeing to alter their current bus route when dropping off and collecting students from Railway Town Public School.</i></p> <p><i>That the "Bus Zone" operates between 8.00am – 9.30am and 2.30pm – 4.00pm Monday to Friday.</i></p> <p><i>That the school provides a Gate Monitor to ensure student safety prior to the Bus delivering and collecting students from the school.</i></p>	
		D15/32357	August 5 – Kath	Letter advising the committee's recommendation issued and to advise Council if Murton's Bus have agreed to a route change.	
			2 September 2015	Mr Andrew Bruggy to follow-up with School to clarify if Murton's Bus company have agreed to route change and advise outcome to next meeting scheduled for October 6, 2015.	October 2015

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
351.7.1	<p><b>Cobalt Street – YMCA Project</b></p> <p>Council is proposing a new parking plan for patron's at the YMCA to elevate parking congestion for residents living within close proximity to the YMCA.</p>	D15/30469	Andrew Bruggy	<p>Mr Andrew Bruggy to discuss proposed plan to elevate parking congestion with the Committee at the next meeting.</p> <p><b>Agreed action:</b></p> <p><i>That the proposed parking plan submitted to the Committee by Mr Andrew Bruggy, Manager Infrastructure Strategy be implemented to increase the current parallel parking spaces of 21 by 13 to 34 spaces by implementing 60° angle parking on the YMCA side of Cobalt Street, which in turn should assist with elevating parking congestion.</i></p> <p><i>That marking of parallel spaces on the residential side of Cobalt Street.</i></p> <p><b>Recommendation:</b></p> <p><i>That 60° angle parking be implemented in front of the YMCA facility located in Cobalt Street.</i></p> <p><i>That marking of parallel spaces be implemented on the residential side of Cobalt Street.</i></p>	September, 2015
351.7.2	<p><b>Maari Ma Health Aboriginal Corporation</b></p> <p>Request received for consideration to close Argent Street in front of the Primary Health Care Service between Oxide &amp; Iodide Streets.</p> <p>The closure is necessary to accommodate a significant crowd of people attending the opening of the Service and 20<sup>th</sup> Birthday Celebrations for Maari Ma.</p>	D15/30621	August 7 - Kath	<p>Discussion held by attending committee members recommending that a letter be issued advising that only a half road closure will be considered by the committee at its September meeting and that Council will establish a Traffic Control Plan.</p> <p>That once the plan is created Mr Andrew Bruggy will discuss the TCP with Bob Davis at Maari Ma Health Aboriginal Corporation.</p> <p><b>Agreed Action:</b></p> <p>That a letter be issued to advise approval of only a half road closure and all cost to be covered by the Health Service.</p> <p>That Council will arrange a TCP and David Zhao will be in contact by the end of the week.</p> <p>Copy of TCP to be submitted to the September Traffic Committee meeting for approval.</p> <p>Letter issued stating the above sent.</p> <p><b>Agreed action:</b></p> <p><i>The committee considered the request for road closure by Maari Ma Health Aboriginal Corporation and have agreed on a half road closure only to ensure traffic flow is maintained through the CBD area.</i></p> <p><i>That Council's Infrastructure Projects Engineer, Mr David Zhao</i></p>	



Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date	Target Date
				<p><i>prepares a Traffic Control Plan and holds discussions with Mr Bob Davis at Maari Ma Health Aboriginal Corporation.</i></p> <p><i>That any costs associated with the road closure be covered by Maari Ma Health Aboriginal Corporation.</i></p> <p><b>Recommendation:</b></p> <p><i>That a half road closure be granted to Maari Ma Health Aboriginal Corporation on Friday September 25, 2015 between the hours of 9.00am – 1.00pm.</i></p> <p><i>That any costs associated with the road closure be covered by Maari Ma Health Aboriginal Corporation.</i></p>	

ORDINARY MEETING OF THE COUNCIL

September 22, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 227/15

SUBJECT:                      2014/2015 DRAFT ANNUAL FINANCIAL STATEMENTS                      13/92

**Recommendation**

That Broken Hill City Council Report No. 227/15 dated September 22, 2015, be received.

That the 2014/2015 draft primary Financial Statements as attached be received.

That Council adopt the attached Statements of Opinion on the 2014/15 General Purpose and Special Purpose Financial Statements and the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer sign the Statements in accordance with Section 413(2)(c) of the Local Government Act (1993).

**Executive Summary:**

Two separate financial reports are produced each year to comply with State Government legislative requirements under the Local Government Act and the Public Finance and Audit Act.

The reports are the:

- General Purpose Financial Report
- Special Purpose Financial Report

The reports have been completed and the primary financial statements are attached.

**Report:**

The Local Government Act provides for the following process to be observed by Councils for the preparation and audit of the annual financial reports:

1. Council staff prepare draft annual financial reports - July to September.
2. Draft report (this Agenda item) to Council for signing of Statement of Opinion by Council on the annual financial reports – September.
3. Auditors complete audit and any adjustments are incorporated in final report - October.
4. Auditor submits financial reports and audit reports to the Council and the Office of Local Government - by 30 October.
5. A notice is published in the local newspaper advising that the annual financial reports together with the auditors' reports will be presented to the public at an Ordinary meeting of the Council – November.
6. The reports are presented to the public at a Council meeting on 25 November 2015 and placed on exhibition.

**Statement by the Council**

Section 413(2) of the Local Government Act and Section 41C of the Public Finance and Audit Act requires Council to include in the financial reports a statement as to Council's opinion on each of the reports. The auditor requires these statements to be signed prior to the issue of the audit reports. The prescribed forms of the statements of opinion are attached

and must be signed by the Mayor, at least one other Councillor, the General Manager and the Responsible Accounting Officer of the Council. (Refer to Attachments).

Following the audit of these reports, Council's Auditors, UHY Haines Norton, will be making a presentation to Councillors on the audited financial reports on the 25 November 2015. This will provide the opportunity for an in-depth discussion on the financial results and trends.

**Strategic Direction:**

Key Direction 4: Our Leadership  
 Objective 4.1: Openness and Transparency in Decision Making  
 Action 4.1.1.13 Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation.

**Relevant Legislation:**

Local Government Act (1993)

**Financial Implications:**

The recommendation has no financial impact.

**Attachments**

- |  |         |
|--|---------|
| 1. 2015 Primary Financial Statements                           | 6 Pages |
| 2. Statement of Opinion - General Purpose Financial Statements | 1 Page  |
| 3. Statement of Opinion - Special Purpose Financial Statements | 1 Page  |

HARRY STAMBOULIDIS  
CHIEF FINANCIAL OFFICER

THERESE MANNS  
GENERAL MANAGER

## Council of the City of Broken Hill

## Income Statement

for the financial year ended 30 June 2015

Budget <sup>1</sup>		Actual	Actual
2015	\$ '000	2015	2014
<b>Income from Continuing Operations</b>			
<b>Revenue:</b>			
16,014	Rates & Annual Charges	16,129	15,517
3,394	User Charges & Fees	4,013	3,829
431	Interest & Investment Revenue	434	1,010
259	Other Revenues	330	483
9,511	Grants & Contributions provided for Operating Purposes	9,495	8,874
1,515	Grants & Contributions provided for Capital Purposes	225	527
<b>Other Income:</b>			
	Net gains from the disposal of assets	-	274
31,124	<b>Total Income from Continuing Operations</b>	30,626	30,514
<b>Expenses from Continuing Operations</b>			
18,428	Employee Benefits & On-Costs	16,024	17,664
727	Borrowing Costs	416	444
6,575	Materials & Contracts	6,418	7,383
6,456	Depreciation & Amortisation	5,945	6,991
5,034	Other Expenses	4,040	4,548
	Net Losses from the Disposal of Assets	22	-
37,220	<b>Total Expenses from Continuing Operations</b>	32,865	37,030
(6,096)	<b>Operating Result from Continuing Operations</b>	(2,239)	(6,516)
<b>Discontinued Operations</b>			
	Net Profit/(Loss) from Discontinued Operations	-	-
(6,096)	<b>Net Operating Result for the Year</b>	(2,239)	(6,516)
(6,096)	<b>Net Operating Result attributable to Council</b>	(2,239)	(6,516)
	<b>Net Operating Result attributable to Non-controlling Interests</b>	-	-
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>			
(7,611)		(2,464)	(7,043)

<sup>1</sup> Original Budget as approved by Council - refer Note 16<sup>2</sup> Financial Assistance Grants for 13/14 were lower reflecting a one off timing difference due to a change in how the grant was paid in prior years - refer Note 3 (e)

## Council of the City of Broken Hill

## Statement of Comprehensive Income

for the financial year ended 30 June 2015

\$ '000	Actual 2015	Actual 2014
<b>Net Operating Result for the year</b> (as per Income statement)	<b>(2,239)</b>	<b>(6,516)</b>
<b>Other Comprehensive Income:</b>		
Amounts which will not be reclassified subsequently to the Operating Result		
Nil		
Gain (loss) on revaluation of I,PP&E	-	4,746
<b>Total Items which will not be reclassified subsequently to the Operating Result</b>	<b>-</b>	<b>4,746</b>
Other Movements in reserves (enter details here)	(22,063)	-
<b>Total Items which will be reclassified subsequently to the Operating Result when specific conditions are met</b>	<b>(22,063)</b>	<b>-</b>
<b>Total Other Comprehensive Income for the year</b>	<b>(22,063)</b>	<b>4,746</b>
<b>Total Comprehensive Income for the Year</b>	<b>(24,302)</b>	<b>(1,770)</b>
Total Comprehensive Income attributable to Council	(24,302)	(1,770)
Total Comprehensive Income attributable to Non-controlling Interests		-

## Council of the City of Broken Hill

Statement of Financial Position  
as at 30 June 2015

	Actual 2015	Actual 2014
\$ '000		
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash & Cash Equivalents	10,326	6,840
Investments	-	2,407
Receivables	2,872	3,035
Inventories	86	338
Other	153	158
<b>Total Current Assets</b>	<b>13,437</b>	<b>12,778</b>
<b>Non-Current Assets</b>		
Receivables	186	241
Infrastructure, Property, Plant & Equipment	234,330	260,181
<b>Total Non-Current Assets</b>	<b>234,516</b>	<b>260,422</b>
<b>TOTAL ASSETS</b>	<b>247,953</b>	<b>273,200</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Payables	2,888	3,773
Borrowings	615	898
Provisions	4,014	4,870
<b>Total Current Liabilities</b>	<b>7,517</b>	<b>9,541</b>
<b>Non-Current Liabilities</b>		
Borrowings	5,940	5,009
Provisions	1,753	1,605
<b>Total Non-Current Liabilities</b>	<b>7,693</b>	<b>6,614</b>
<b>TOTAL LIABILITIES</b>	<b>15,210</b>	<b>16,155</b>
<b>Net Assets</b>	<b>232,743</b>	<b>257,045</b>
<b>EQUITY</b>		
Retained Earnings	114,492	116,731
Revaluation Reserves	118,251	140,314
Council Equity Interest	232,743	257,045
Non-controlling Equity Interests	-	-
<b>Total Equity</b>	<b>232,743</b>	<b>257,045</b>

## Council of the City of Broken Hill

Statement of Changes in Equity  
for the financial year ended 30 June 2015

\$ '000	Retained Earnings		Council Interest	Non-controlling Interest	Total Equity
<b>2015</b>					
<b>Opening Balance</b> (as per Last Year's Audited Accounts)	116,731	140,314	<b>257,045</b>	-	<b>257,045</b>
<b>Revised Opening Balance</b> (as at 1/7/14)	<b>116,731</b>	<b>140,314</b>	<b>257,045</b>	-	<b>257,045</b>
<b>c. Net Operating Result for the Year</b>	(2,239)		(2,239)	-	(2,239)
- Other Reserves Movements ( <a href="#">enter details here</a> )		(22,063)	<b>(22,063)</b>		<b>(22,063)</b>
<b>Other Comprehensive Income</b>	-	<b>(22,063)</b>	<b>(22,063)</b>	-	<b>(22,063)</b>
<b>Total Comprehensive Income</b> (c&d)	<b>(2,239)</b>	<b>(22,063)</b>	<b>(24,302)</b>	-	<b>(24,302)</b>
e. Distributions to/(Contributions from) Non-controlling Interests			-	-	-
f. Transfers between Equity	-	-	-	-	-
<b>Equity - Balance at end of the reporting period</b>	<b>114,492</b>	<b>118,251</b>	<b>118,251</b>	-	<b>232,743</b>

\$ '000	Retained Earnings	Reserves	Council Interest	Non-controlling Interest	Total Equity
<b>2014</b>					
<b>Opening Balance</b> (as per Last Year's Audited Accounts)	123,247	135,568	<b>258,815</b>	-	<b>258,815</b>
a. Correction of Prior Period Errors	-	-	-	-	-
b. Changes in Accounting Policies (prior year effects)	-	-	-	-	-
<b>Revised Opening Balance</b> (as at 1/7/13)	<b>123,247</b>	<b>135,568</b>	<b>258,815</b>	-	<b>258,815</b>
<b>c. Net Operating Result for the Year</b>	(6,516)	-	<b>(6,516)</b>	-	<b>(6,516)</b>
d. Other Comprehensive Income					
- Revaluations : IPP&E Asset Revaluation Rsve	-	4,746	<b>4,746</b>	-	<b>4,746</b>
<b>Other Comprehensive Income</b>	-	<b>4,746</b>	<b>4,746</b>	-	<b>4,746</b>
<b>Total Comprehensive Income</b> (c&d)	<b>(6,516)</b>	<b>4,746</b>	<b>(1,770)</b>	-	<b>(1,770)</b>
e. Distributions to/(Contributions from) Non-controlling Interests	-	-	-	-	-
f. Transfers between Equity	-	-	-	-	-
<b>Equity - Balance at end of the reporting period</b>	<b>116,731</b>	<b>140,314</b>	<b>257,045</b>	-	<b>257,045</b>

## Council of the City of Broken Hill

## Statement of Cash Flows

for the financial year ended 30 June 2015

Budget		Actual	Actual
2015	\$ '000	2015	2014
<b>Cash Flows from Operating Activities</b>			
<u>Receipts:</u>			
15,693	Rates & Annual Charges	16,040	17,432
3,292	User Charges & Fees	4,594	3,810
317	Investment & Interest Revenue Received	340	180
10,694	Grants & Contributions	10,040	9,883
	Bonds, Deposits & Retention amounts received	1	-
252	Other	866	868
<u>Payments:</u>			
(18,876)	Employee Benefits & On-Costs	(18,045)	(16,975)
(6,378)	Materials & Contracts	(6,042)	(7,276)
(330)	Borrowing Costs	(355)	(384)
(582)	Bonds, Deposits & Retention amounts refunded	-	(27)
(4,883)	Other	(4,911)	(5,650)
	Net Cash from Boundary Adjustments	-	-
(801)	<b>Net Cash provided (or used in) Operating Activities</b>	<b>2,528</b>	<b>1,861</b>
<b>Cash Flows from Investing Activities</b>			
<u>Receipts:</u>			
	Nil		
3,652	Sale of Investment Securities	-	5,030
	Sale of Infrastructure, Property, Plant & Equipment	-	1,368
	Deferred Debtors Receipts	39	12
<u>Payments:</u>			
	Nil		
	Purchase of Investment Securities	2,450	(1,500)
(2,995)	Purchase of Infrastructure, Property, Plant & Equipment	(4,876)	(2,809)
657	<b>Net Cash provided (or used in) Investing Activities</b>	<b>(2,387)</b>	<b>2,101</b>



<b>Cash Flows from Financing Activities</b>			
<b>Receipts:</b>			
Nil			
	Proceeds from Borrowings & Advances	1,000	3,982
<b>Payments:</b>			
Nil			
(606)	Repayment of Borrowings & Advances	(352)	(4,499)
(606)	<b>Net Cash Flow provided (used in) Financing Activities</b>	<b>648</b>	<b>(517)</b>
(750)	<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>789</b>	<b>3,445</b>
1,752	plus: <b>Cash &amp; Cash Equivalents - beginning of year</b>	6,840	3,395
<u>1,002</u>	<b>Cash &amp; Cash Equivalents - end of the year</b>	<u>7,629</u>	<u>6,840</u>
Additional Information:			
	plus: <b>Investments on hand - end of year</b>	-	2,407
	<b>Total Cash, Cash Equivalents &amp; Investments</b>	<u>7,629</u>	<u>9,247</u>

Financial Statements 2015

**Council of the City of Broken Hill****General Purpose Financial Statements**  
for the financial year ended 30 June 2015**Statement by Councillors and Management**

made pursuant to Section 413(2)(c) of the Local Government Act 1993 (as amended)

**The attached General Purpose Financial Statements have been prepared in accordance with:**

- The Local Government Act 1993 (as amended) and the Regulations made thereunder,
- The Australian Accounting Standards and professional pronouncements, and
- The Local Government Code of Accounting Practice and Financial Reporting.

**To the best of our knowledge and belief, these Financial Statements:**

- present fairly the Council's operating result and financial position for the year, and
- accords with Council's accounting and other records.

**We are not aware of any matter that would render the Reports false or misleading in any way.****Signed in accordance with a resolution of Council made on dd/mm/yy.**

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Wincen Cuy  
MAYOR

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Dave Gallagher  
COUNCILLOR

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Therese Manns  
GENERAL MANAGER

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Harry Stamboulidis  
RESPONSIBLE ACCOUNTING OFFICER



SPFS 2015

**Council of the City of Broken Hill****Special Purpose Financial Statements**  
for the financial year ended 30 June 2015**Statement by Councillors and Management**  
made pursuant to the Local Government Code of Accounting Practice and Financial Reporting**The attached Special Purpose Financial Statements have been prepared in accordance with:**

- The NSW Government Policy Statement "Application of National Competition Policy to Local Government".
- The Division of Local Government Guidelines "Pricing & Costing for Council Businesses - A Guide to Competitive Neutrality".
- The Local Government Code of Accounting Practice and Financial Reporting.
- The NSW Office of Water (Department of Environment, Climate Change and Water) Guidelines - "Best Practice Management of Water and Sewerage".

**To the best of our knowledge and belief, these Financial Statements:**

- Present fairly the Operating Result and Financial Position for each of Council's declared Business Activities for the year, and
- Accord with Council's accounting and other records.

**We are not aware of any matter that would render these Statements false or misleading in any way.****Signed in accordance with a resolution of Council made on dd/mm/yy.**

---

Wincen Cuy  
MAYOR

---

Dave Gallagher  
COUNCILLOR

---

Therese Manns  
GENERAL MANAGER

---

Harry Stamboulidis  
RESPONSIBLE ACCOUNTING OFFICER

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## ORDINARY MEETING OF THE COUNCIL

September 7, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 211/15SUBJECT: INVESTMENT REPORT FOR AUGUST 201511/48**Recommendation**

That Broken Hill City Council Report No. 211/15 dated September 7, 2015, be received.

**Executive Summary:**

The Local Government (General) Regulation 2005 (Part 9, Division 5, Clause 212), effective from 1 September 2005, requires the Responsible Accounting Officer of a Council to provide a written report setting out details of all monies that have been invested under Section 625 (2) of the Local Government Act 1993, as per the Minister's Amended Investment Order gazetted 11 March 2011. The Responsible Accounting Officer must also include in the report a certificate as to whether the investment has been made in accordance with the Act, the Regulations and the Council's Investment Policy.

**Report:**

Council's investments as at 31<sup>th</sup> August 2015 are detailed in Attachment 1.

Portfolio Summary		
Portfolio Performance vs. RBA Cash Rate	✓	Council's investment performance did exceed benchmark.
Investment Policy Compliance		
Legislative Requirements	✓	Compliant with policy
Portfolio Credit Rating Limit	✓	Compliant with policy
Institutional Exposure Limits	✓	Compliant with policy
Term to Maturity Limits	✓	Compliant with policy

**Market Review****Global issues**

In the US, economic data continues to be mixed leaving the market estimating only a 50/50 chance of an interest rate increase over the next few months. In their most recent releases: payrolls rose strongly and car sales were healthy; but inflation, wage growth and manufacturing data were all lower than expected.

In China, the People's Bank of China devalued the yuan – aiming for a 3% drop vs the US\$ - to help bolster the nation's exports. Meanwhile, China's sharemarket continued to fall during the month.

In Europe, the economy grew only modestly over the June quarter (+0.3%) despite significant efforts by the European Central Bank to kickstart growth through currency devaluation and a large-scale bond-buying programme (quantitative easing).

**Domestic issues**

In Australia, only 43% of corporate half year results exceeded expectations (down from the 55% area over the past two reporting periods) and profits were down 2% from last financial year. As expected, the bulk of the poor company results came out of the resources sector. On the positive side, industrials, building materials and housing related companies did well overall.

Over the month, the A\$ / US\$ slipped from nearly 73c to 71c. The A\$ is widely expected to settle in the 60c-70c range while the commodities market remains weak and the US slowly gains strength.

**Interest rates**

Australia's official cash rate remains at 2%, unchanged since May.

Interest rates on 3 month term deposits from highly rated Australian ADIs were largely unchanged in August peaking at the 2.85%pa area. However, 12 month rates were down sharply over the month, with the best 1yr rate in the 2.75% area off from 2.90% at the end of July.

**Council's Portfolio by Source of Funds – August 2015**

As at 31<sup>st</sup> August 2015, Council's Investment Portfolio had a current market valuation of \$13,804,249 or principal value (face value) of \$13,750,812 with the source of these funds being detailed in the table below.

	Source of Funds	Principal Amount
<b>GENERAL FUND</b>	Operating Capital & Internal Restrictions	6,535,812
	Accommodation Bonds Reserve	45,000
	Royalties Reserve	383,000
	Domestic Waste Management Reserve	3,958,000
	Grants	2,410,000
	Developer Contributions	419,000
	<b>TOTAL PORTFOLIO</b>	<b>\$13,750,812</b>

**Certificate by Responsible Accounting Officer**

All investments have been placed in accordance with Council's Investment Policy, Section 625 of the Local Government Act 1993 (as amended), the Revised Ministerial Investment Order gazetted 11 February 2011, Clause 212 of the Local Government (General) Regulations 2005 and Third Party Investment requirements of the then Department Local Government Circular 06-70. Council continues to obtain independent financial advice on its investment portfolio in accordance with the then Department of Local Government Circular of 16 September 2008.

**Strategic Direction:**

Key Direction 4: Our Leadership  
 Objective 4.1: Openness and Transparency in Decision Making  
 Action 4.1.1.13 Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation.

**Relevant Legislation:**

This report is provided for Council's consideration in compliance with the requirements of Part 9, Division 5, Clause 212 of the *Local Government (General) Regulations 2005*.

**Financial Implications:**

The recommendation has no financial impact.

**Attachments**

1. Investment Report August 2015 11 Pages

HARRY STAMBOULIDIS  
CHIEF FINANCIAL OFFICER

THERESE MANNS  
GENERAL MANAGER



## **Investment Summary Report August 2015**

## Broken Hill City Council

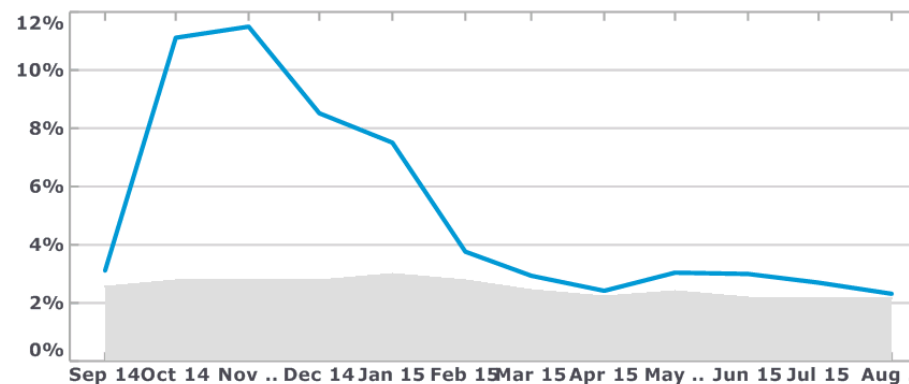
### Executive Summary



#### Investment Holdings

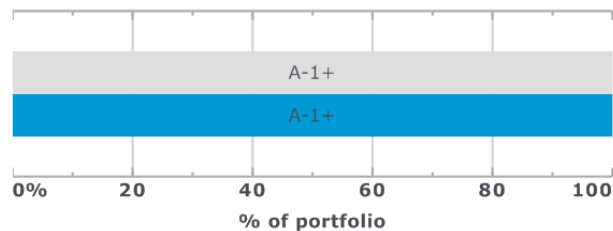
	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	4,250,811.65	4,250,811.65	1.5563
Term Deposit	9,500,000.00	9,553,436.93	2.9342
	<b>13,750,811.65</b>	<b>13,804,248.58</b>	<b>2.5083</b>

#### Investment Performance

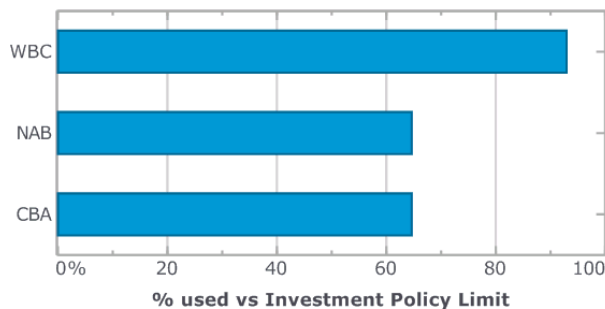


#### Investment Policy Compliance

##### Total Credit Exposure



##### Highest Individual Exposures



##### Term to Maturities

	Face Value (\$)		Policy Max
01. Cash to 1 year	13,750,811.65	100%	100%
02. 1 year to 3 years	0.00	0%	60%
03. Over 3 years	0.00	0%	30%
	<b>13,750,811.65</b>		



## Broken Hill City Council Investment Holdings Report

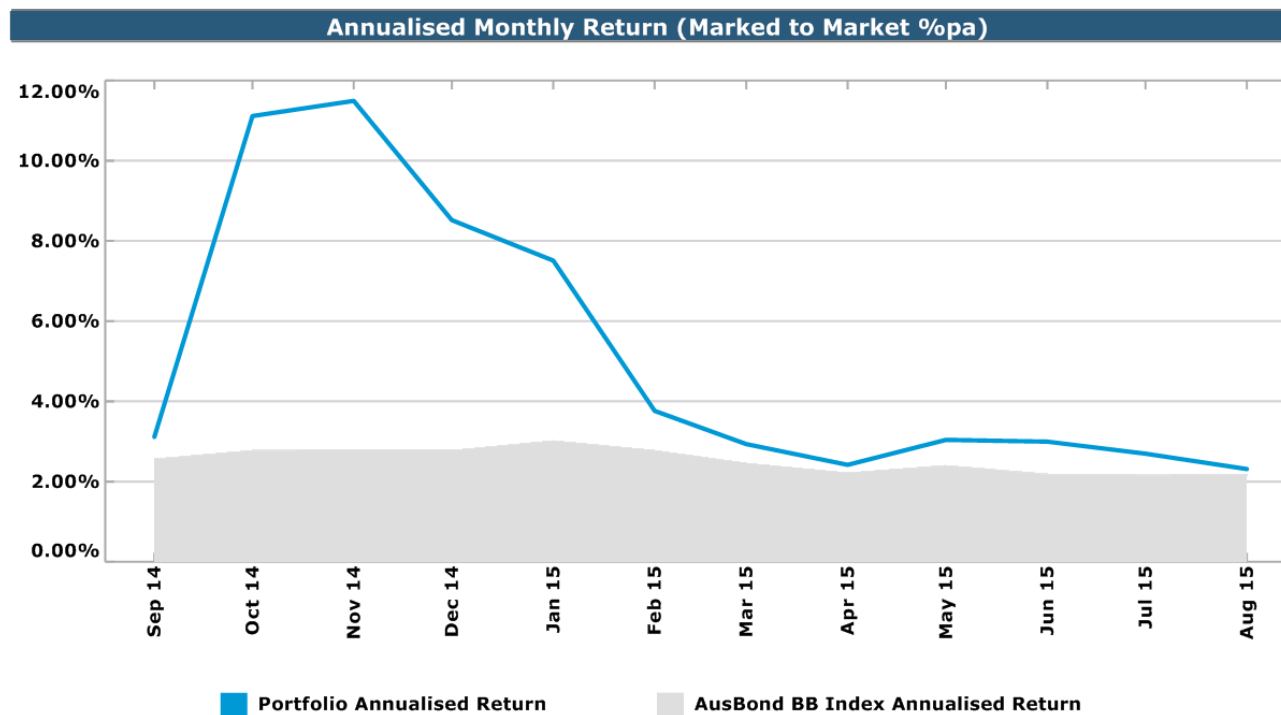


Cash Accounts						
Face Value (\$)	Current Yield	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
4,176,922.57	1.5600%	Westpac Group	A-1+	4,176,922.57	473409	Cheque
73,889.08	1.3500%	Westpac Group	A-1+	73,889.08	473410	Maxi
<b>4,250,811.65</b>	<b>1.5563%</b>			<b>4,250,811.65</b>		

Term Deposits											
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
16-Sep-15	1,000,000.00	3.0000%	National Australia Bank	A-1+	1,000,000.00	18-Jun-15	1,006,508.36	506336	6,164.38	AtMaturity	
23-Sep-15	1,000,000.00	3.0000%	Bankwest	A-1+	1,000,000.00	20-May-15	1,009,074.62	505300	8,547.95	AtMaturity	
23-Sep-15	500,000.00	3.0000%	National Australia Bank	A-1+	500,000.00	24-Jun-15	503,100.78	506337	2,835.62	AtMaturity	
23-Sep-15	500,000.00	3.0000%	Westpac Group	A-1+	500,000.00	24-Jun-15	503,100.78	506338	2,835.62	AtMaturity	
30-Sep-15	500,000.00	2.9000%	Bankwest	A-1+	500,000.00	2-Jul-15	502,742.21	507330	2,423.29	AtMaturity	
30-Sep-15	500,000.00	2.9500%	National Australia Bank	A-1+	500,000.00	2-Jul-15	502,803.75	507331	2,465.07	AtMaturity	
30-Sep-15	1,000,000.00	2.9000%	Westpac Group	A-1+	1,000,000.00	2-Jul-15	1,005,484.41	507332	4,846.58	AtMaturity	
14-Oct-15	1,000,000.00	2.9000%	Bankwest	A-1+	1,000,000.00	17-Jun-15	1,006,962.01	506334	6,038.36	AtMaturity	
14-Oct-15	1,000,000.00	2.9000%	National Australia Bank	A-1+	1,000,000.00	15-Jul-15	1,004,742.85	507333	3,813.70	AtMaturity	
21-Oct-15	500,000.00	3.0000%	Bankwest	A-1+	500,000.00	18-Jun-15	503,683.74	506335	3,082.19	AtMaturity	
11-Nov-15	1,000,000.00	2.8500%	Bankwest	A-1+	1,000,000.00	11-Aug-15	1,003,023.69	508330	1,639.73	AtMaturity	
25-Nov-15	1,000,000.00	2.9000%	National Australia Bank	A-1+	1,000,000.00	26-Aug-15	1,002,209.73	508331	476.71	AtMaturity	
	<b>9,500,000.00</b>	<b>2.9342%</b>			<b>9,500,000.00</b>		<b>9,553,436.93</b>		<b>45,169.18</b>		

## Broken Hill City Council

### Investment Performance Report



Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Aug 2015	2.31%	2.15%	0.16%
Last 3 Months	2.66%	2.15%	0.51%
Last 6 Months	2.73%	2.25%	0.48%
Financial Year to Date	2.50%	2.15%	0.36%
Last 12 months	5.12%	2.51%	2.61%

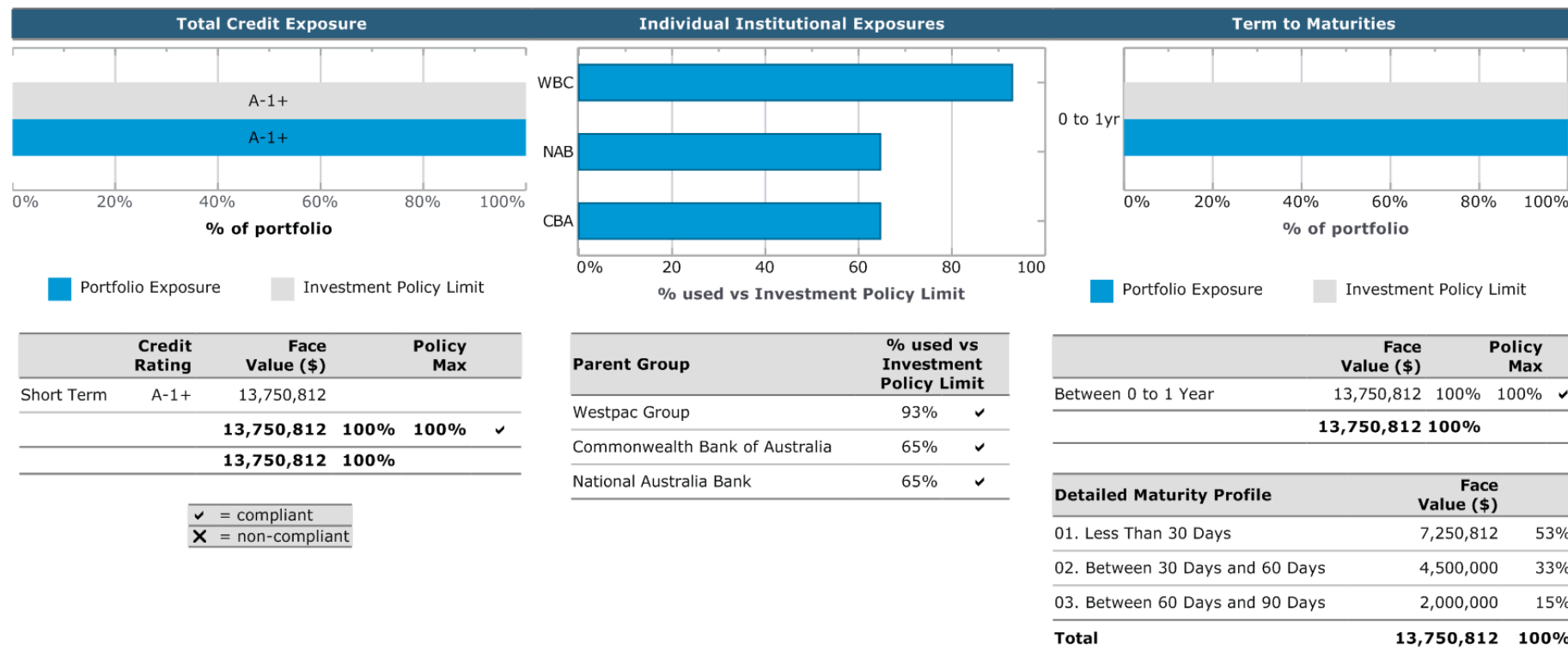
## Broken Hill City Council Accrued Interest Report



Accrued Interest Report								
Asset Type	Deal Number	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days Accrued	Interest Accrued (\$)	Percentage Return
Westpac Group	473409	4,176,922.57	1-Aug-15	31-Aug-15		31		
Westpac Group	473410	73,889.08	1-Aug-15	31-Aug-15	84.62	31	84.62	1.35%
<b>Cash</b>					<b>84.62</b>		<b>84.62</b>	<b>1.35%</b>
Bankwest	505299	1,000,000.00	13-May-15	11-Aug-15	7,027.40	10	780.82	2.85%
National Australia Bank	505301	1,000,000.00	27-May-15	26-Aug-15	7,354.79	25	2,020.55	2.95%
National Australia Bank	506336	1,000,000.00	18-Jun-15	16-Sep-15	0.00	31	2,547.95	3.00%
Bankwest	505300	1,000,000.00	20-May-15	23-Sep-15	0.00	31	2,547.95	3.00%
National Australia Bank	506337	500,000.00	24-Jun-15	23-Sep-15	0.00	31	1,273.97	3.00%
Westpac Group	506338	500,000.00	24-Jun-15	23-Sep-15	0.00	31	1,273.97	3.00%
Bankwest	507330	500,000.00	2-Jul-15	30-Sep-15	0.00	31	1,231.51	2.90%
National Australia Bank	507331	500,000.00	2-Jul-15	30-Sep-15	0.00	31	1,252.74	2.95%
Westpac Group	507332	1,000,000.00	2-Jul-15	30-Sep-15	0.00	31	2,463.01	2.90%
Bankwest	506334	1,000,000.00	17-Jun-15	14-Oct-15	0.00	31	2,463.01	2.90%
National Australia Bank	507333	1,000,000.00	15-Jul-15	14-Oct-15	0.00	31	2,463.01	2.90%
Bankwest	506335	500,000.00	18-Jun-15	21-Oct-15	0.00	31	1,273.97	3.00%
Bankwest	508330	1,000,000.00	11-Aug-15	11-Nov-15	0.00	21	1,639.73	2.85%
National Australia Bank	508331	1,000,000.00	26-Aug-15	25-Nov-15	0.00	6	476.71	2.90%
<b>Term Deposit</b>					<b>14,382.19</b>		<b>23,708.90</b>	<b>2.94%</b>
					<b>14,466.81</b>		<b>23,793.52</b>	<b>2.93%</b>

## Broken Hill City Council

### Investment Policy Compliance Report



## Broken Hill City Council

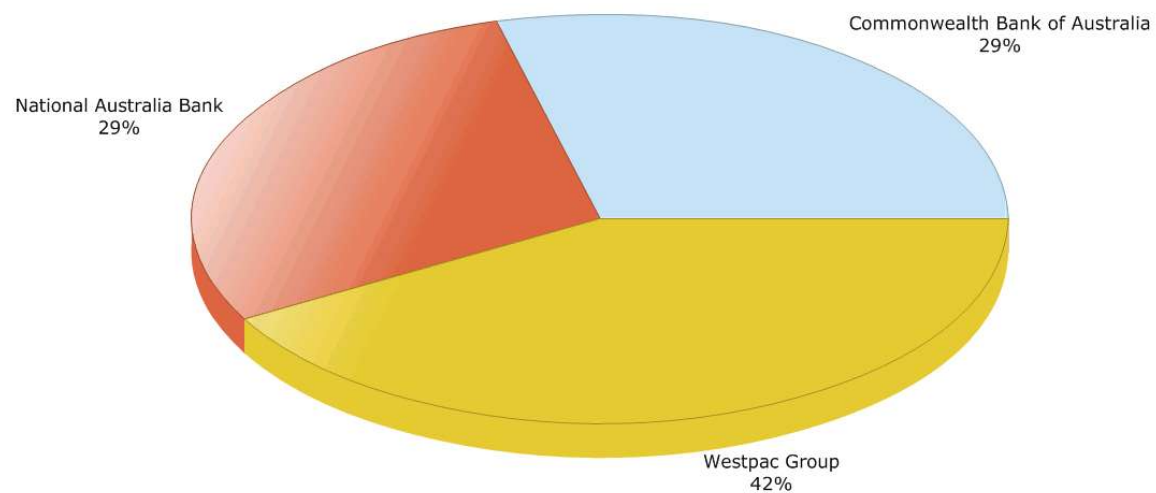
### Individual Credit Limit Report



Counterparty Limits						
	Borrower	Credit Rating Type	Credit Rating	Amount Invested (\$)	Amount Allowed (\$)	Amount Available (\$)
	Commonwealth Bank of Australia	Short Term	A-1+	4,000,000	6,187,865	2,187,865
			<b>Total</b>	<b>4,000,000</b>		<b>2,187,865</b>
	National Australia Bank	Short Term	A-1+	4,000,000	6,187,865	2,187,865
			<b>Total</b>	<b>4,000,000</b>		<b>2,187,865</b>
	Westpac Group	Short Term	A-1+	5,750,812	6,187,865	437,054
			<b>Total</b>	<b>5,750,812</b>		<b>437,054</b>
				<b>13,750,812</b>		

## Broken Hill City Council

### Individual Credit Limit Report



**Total Portfolio Exposure**

## Broken Hill City Council

### Cash Flows Report



#### Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
11-Aug-15	505299	Bankwest	Term Deposits	Interest - Received	7,027.40
		Bankwest	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,007,027.40
	508330	Bankwest	Term Deposits	Settlement Face Value - Paid	-1,000,000.00
				Deal Total	-1,000,000.00
Day Total					7,027.40
26-Aug-15	505301	National Australia Bank	Term Deposits	Interest - Received	7,354.79
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,007,354.79
	508331	National Australia Bank	Term Deposits	Settlement Face Value - Paid	-1,000,000.00
				Deal Total	-1,000,000.00
Day Total					7,354.79
Net Cash Movement for Period					14,382.19

#### Next Month Cashflows

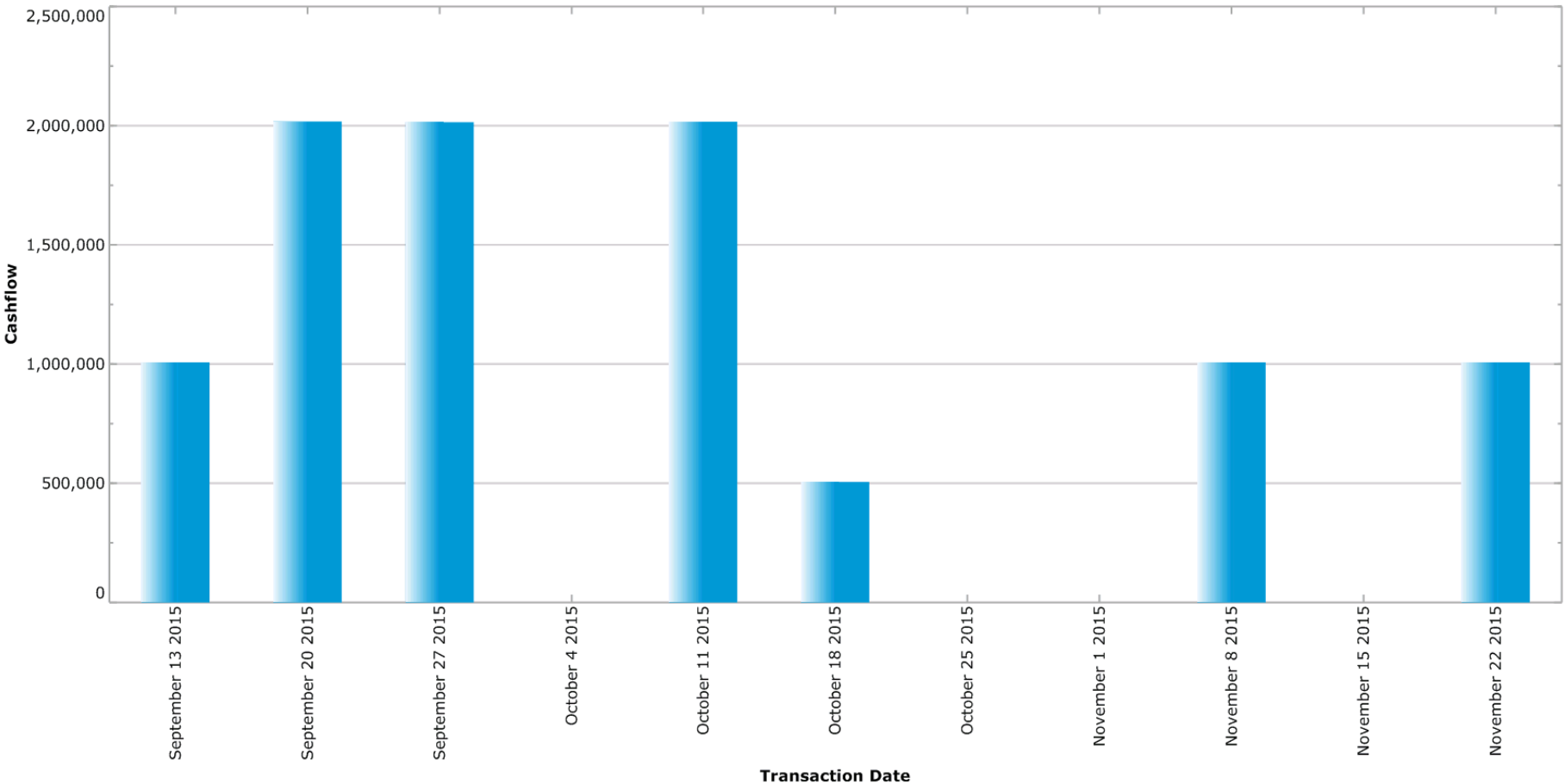
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due	
16-Sep-15	506336	National Australia Bank	Term Deposit	Interest - Received	7,397.26	
		National Australia Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00	
				Deal Total	1,007,397.26	
		Day Total			1,007,397.26	
23-Sep-15	505300	Bankwest	Term Deposit	Interest - Received	10,356.16	
		Bankwest	Term Deposit	Maturity Face Value - Received	1,000,000.00	
				Deal Total	1,010,356.16	
		506337	National Australia Bank	Term Deposit	Interest - Received	3,739.73
			National Australia Bank	Term Deposit	Maturity Face Value - Received	500,000.00
			Deal Total	503,739.73		
506338	Westpac Group		Term Deposit	Interest - Received	3,739.73	
	Westpac Group	Term Deposit	Maturity Face Value - Received	500,000.00		
			Deal Total	503,739.73		

**Broken Hill City Council**  
Cash Flows Report

Next Month Cashflows					
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
Day Total					2,017,835.62
30-Sep-15	507330	Bankwest	Term Deposit	Interest - Received	3,575.34
		Bankwest	Term Deposit	Maturity Face Value - Received	500,000.00
Deal Total					503,575.34
	507331	National Australia Bank	Term Deposit	Interest - Received	3,636.99
		National Australia Bank	Term Deposit	Maturity Face Value - Received	500,000.00
Deal Total					503,636.99
	507332	Westpac Group	Term Deposit	Interest - Received	7,150.68
		Westpac Group	Term Deposit	Maturity Face Value - Received	1,000,000.00
Deal Total					1,007,150.68
Day Total					2,014,363.01
Net Cash Movement for Period					5,039,595.89



**Broken Hill City Council**  
Cash Flows Report



## ORDINARY MEETING OF THE COUNCIL

September 3, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 212/15

SUBJECT: TOURISM AND CULTURAL ATTRACTIONS ACTIVITY REPORT  
FOR AUGUST 2015 11/514

**Recommendation**

That Broken Hill City Council Report No. 212/15 dated September 3, 2015, are received.

**1, VISITATION & REACH****1.1 Attractions Visitation**

Attraction	August 2014/2015	August 2015/2016	% Change
<b>Visitor Information Centre</b>			
Total Visitors (month)	10,021	10,035	+0.14%
Total Visitors YTD (1 July – 31 Aug. 2015)	22,996	22,218	-3.38%
<b>Albert Kersten Mining and Minerals Museum</b>			
Total Visitors (month)	800	820	2.5%
Total Visitors (1 July – 31 Aug. 2015)	2062	2053	-0.4%
<b>Regional Art Gallery</b>			
Total Visitors (month)	1844	1805	-2%
Total Visitors (1 July – 31 Aug. 2015)	4297	4708	+9.1%
<b>Living Desert Flora and Fauna Sanctuary</b>			
Total Visitors (month)	2490	2582	+4%
Total Visitors (1 July – 31 Aug. 2015)	6260	5390	-16%

**1.2 Civic Centre Bookings, Attendance, Days Booked**

Type	No. of Bookings August 2014	No. of Bookings August 2015	Attendance August 2014	Attendance August 2015	Days Booked August 2014	Days Booked July August 2015
Conferences						
Seminars/Workshops	1		350		1	
Other (incl. rehearsals)		2		33		2
Fashion Parades						

Concerts/Performances		1		830		1
Balls/Cabarets/Dinners	2	1	440	270	2	1
Wedding Receptions						
Council Functions		2		655		2
Trade Shows/Exhibitions		1		1,349		1
School Functions		1				
Luncheons/Cocktail Parties						
Eisteddfods	1	1	1,131	1,845	6	6
<b>TOTAL</b>	<b>4</b>	<b>9</b>	<b>1,921</b>	<b>4,982</b>	<b>9</b>	<b>13</b>

Type	No. of Bookings YTD 2014/15	No. of Bookings YTD 2015/16	Attendance YTD 2014/15	Attendance YTD 2015/16	Days Booked YTD 2014/15	Days Booked YTD 2015/16
Conferences						
Seminars/Workshops	1	3	350	135	1	3
Other (incl. rehearsals)	2	7	650	306	2	5
Fashion Parades						
Concerts/Performances	1	1	170		1	
Balls/Cabarets/Dinners	4	4	960	732	4	3
Wedding Receptions		1		140		4
Council Functions	1	2	60		1	
Trade Shows/Exhibitions		1				
School/TAFE Functions	1	2	820	830	1	1
Luncheons/Cocktail Parties						
Eisteddfods	1	1	1,131		6	
<b>TOTAL</b>	<b>11</b>	<b>22</b>	<b>4,141</b>	<b>7,125</b>	<b>16</b>	<b>26</b>

### 1.3 Website Traffic

www.brokenhillaustralia.com.au	August 2014	August 2015	% change
Total Unique Visitors (month)	9,612	12,788	+33.04%
Total Unique Visitors (YTD)	18,736	24,597	+31.28%
Total Bookings (month)	\$9,724	\$8,529	-12.29%
Total Bookings (YTD)	\$24,770.50	\$21,471	-13.32%

### 1.4 Distribution

Broken Hill and Outback NSW Visitors Guide			
Intra-regional distribution	Target	Numbers YTD 2014/15	%
	Over Counter	20,922	20.92%
	Mail Outs	850	0.85%
	Local Businesses	11,580	11.58%

	Event Organisers	264	0.26%
	BHCC Admin Centre	384	0.38%
External distribution	ACT	128	0.13%
	NSW	31092	31.09%
	VIC	12829	12.83%
	SA	7760	7.76%
	QLD	2444	2.44%
	NSW TrainLink	3840	3.84%
Brochures in reserve from 100,000 print-run (Sept. 14)		<b>7,907</b> Murray Media 1,891 Local 6,016	<b>7.91%</b>

## 2 PROGRAMS

### 2.1 Communication Program

The following communication items were distributed to the tourism and culture database and also online during August 2015:

Broken Hill City Council Facebook Page

- 43 Posts were made during August
- Total Reach – 35,359 (number of people who saw the posts)
- Total Impressions – 62,981 (Number of times the post was viewed)

Broken Hill Tourism Facebook Page

- 13 Posts were made during August
- Total Reach – 69,558 (number of people who saw the posts)
- Total Impressions – 122,365 (Number of times the post was viewed)

## 3 EVENTS

### 3.1 Events Held In August 2015

#### 3.1.1 Civic Centre

Broken Hill Choral Festival  
Broken Hill Eisteddfod  
Questicon Science Program  
Broken Hill Volunteers Celebration  
Broken Hill Volunteers Expo  
Workers Compensation Commission  
NSW Civil and Administrative Tribunal  
Lionel Johnston Medal Count  
Willyama Rasp Evening

#### 3.1.2 Civic Events

Broken Hill Volunteers Celebration  
Broken Hill Volunteers Expo

#### 3.1.3 Regional Art Gallery

Exhibition: *The Outback Open Art Prize 2015*  
Exhibition: *Woven Worlds: Ten Years of En Plein Air Tapestry*  
Children's term based workshops x 6

Adult workshops x 2  
Community group guided tour x 1  
Gallery Visits: Schools x 4  
Gallery staff: school assembly and classroom presentations x 4

**3.1.4 Albert Kersten Mining and Minerals Museum**

Exhibition: “*Lifeline*” Art Exhibition.

Workshop: *Adventure Time at the Museum*

**3.1.5 Living Desert**

1 x school group tour

Work experience: student from Willyama High School

**Attachments**

There are no attachments for this report.

ANDREA ROBERTS  
MANAGER ECONOMIC DEVELOPMENT & CULTURE

THERESE MANNS  
GENERAL MANAGER

## ORDINARY MEETING OF THE COUNCIL

September 10, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 213/15SUBJECT: INFRASTRUCTURE MONTHLY ACTIVITIES - AUGUST 201511/514**Recommendation**

That Broken Hill City Council Report No. 213/15 dated September 10, 2015, be received.

**CREEDON AND RYAN STREETS INTERSECTION**

Stage Two works were completed during August 2015.

**AIRPORT UPGRADE**

A grant funding application was lodged under the "Restart NSW Regional Tourism Infrastructure Funding Strategy", for the amount of \$7,084,000. The application includes infrastructure improvement predominantly to landside of Airport operations. Council has not been advised of expected advice dates at this stage.

**OPERATIONS**

- Council removed in excess of 70 tonnes of waste from the Creedon Street area, as Councils contribution towards the cleanup strategy initiated by Compass Housing.
- Line marking has been upgraded to various parking bays and barrier lines on roadways around Broken Hill.
- Construction of a disabled ramp has commenced and a new septic tank and drainage has been installed at the new Gate House at the West Depot.

**WATER RESTRICTIONS**

Level two water restrictions commenced on 1 September 2015. The requirements have been forwarded to all Section 355 Committees outlining Council's expectations in complying with these restrictions. In preparation, Council officers have planned what implications levels three and four may have, should these levels be introduced.

**AIRPORT**

MONTH	REX Adelaide/ Broken Hill Passengers	REX Sydney/ Broken Hill Passengers	REX Dubbo/ Broken Hill Passengers	REX Mildura/ Broken Hill Passengers	REX Melbourne/ Broken Hill Passengers	REX Total Passengers
<b>July</b>	1980	1981	331	236	280	4808
Increase over 15/16	-277	-48	-46	18	-48	-401
Monthly Comparison	-12.3%	-2.4%	-12.2%	8.3%	-14.6%	-7.7%
<b>August</b>	2065	1851	383	164	244	4704
Increase over 15/16	-200	-152	-59	-43	-84	-541
Monthly Comparison	-8.8%	-7.6%	-13.3%	-20.8%	-25.6%	-10.3%
<b>YTD</b>	<b>4045</b>	<b>3832</b>	<b>714</b>	<b>400</b>	<b>524</b>	<b>9512</b>
<b>YTD Comparison</b>	<b>-10031</b>	<b>-8272</b>	<b>-1446</b>	<b>-850</b>	<b>-1146</b>	<b>-21745</b>
YTD % Comparison	-71%	-68%	-67%	-68%	-69%	-70%

**CEMETERY**

	Exclusive Rights for Old Graves	Exclusive Rights	Work Permits	Interments			Enquiries			
				Casket	Ashes	Total	Office	On Site	Total	Web Hits
Jul-15	2	3	0	9	11	20	25	23	48	34390
Aug-15	0	10	0	8	10	18	19	17	36	34111
<b>Year to Date</b>	<b>2</b>	<b>13</b>	<b>0</b>	<b>17</b>	<b>21</b>	<b>38</b>	<b>44</b>	<b>40</b>	<b>84</b>	<b>68501</b>

**BROKEN HILL REGIONAL AQUATIC CENTRE**

MONTHLY ATTENDANCES AND CARD SALES								
Month	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
July	619	755	605	NA	2937	5471	6228	5864
August	335	728	668	NA	3590	6062	6731	6861
September	1598	1201	1603	NA	4458	8538	8923	
October	4490	4433	4065	NA	7530	11,353	11,482	
November	7774	8161	6908	NA	10475	13,661	14,934	
December	11623	9295	7485	1001	10442	14,390	15,680	
January	18325	13347	NA	15109	17272	17,842	15,314	
February	12737	8148	NA	10892	15090	17,160	18,193	
March	6255	4740	NA	13386	11790	13148	12,552	
April	2187	1940	NA	4429	6906	7509	7,336	
May	1386	1133	NA	3959	5200	6996	6548	
June	720	967	NA	2690	5639	6150	5710	
<b>Annual Total</b>	<b>68049</b>	<b>54848</b>	<b>21334</b>	<b>51466</b>	<b>101329</b>	<b>128280</b>	<b>129631</b>	<b>12725</b>

**Extract from YMCA Executive Summary of Monthly Report for August 2015:**



YMCA NSW

**1. Executive Summary**

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The YMCA is pleased to submit the August 2015 Operations Report for the Aquatic Centre.

A total 6,861 attendances were reported for the month which is 1% higher than those experienced in 2014. Despite the bitter winter, the attendances and membership levels have maintained high levels.

Preparations have begun for the Outdoor Pools Summer Season with pools successfully commissioned. The outdoor pool will open from September 26 for a period of around 7 months.

Re-enrolments have commenced for Block 4 Swimming Lessons with enrolled families going into the draw to win a family holiday to SeaWorld Resort on the Gold Coast.

Additionally, details of the Spring Fitness Campaign were locked in with a special offer of \$14.95 per week with access to both centres.

Recruitment for summer season staff is ongoing with many 75% through the process. 3 staff attended a barista course while another 3 staff near completion of the Aquatic Operations training.

The entire team look forward to rolling out successful acquisition campaigns for fitness and swimming lessons.

Regards,

Shane Simmons  
Centre Manager  
YMCA of NSW

**Attachments**

There are no attachments for this report.

ANDREW BRUGGY  
MANAGER INFRASTRUCTURE STRATEGY

THERESE MANNS  
GENERAL MANAGER



## ORDINARY MEETING OF THE COUNCIL

September 17, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 214/15SUBJECT:                      DEVELOPMENT ACTIVITIES - AUGUST 2015                      11/514**Recommendation**

That Broken Hill City Council Report No. 214/15 dated September 17, 2015, be received.

<b>STATUS OF DEVELOPMENT APPLICATIONS RECEIVED</b>						
DA	DATE REC'D	APPLICANT	LOCATION	PROPOSAL	ACTION DATE	DECISION
<b>OUTSTANDING MATTERS</b>						
114/2014	19/08/14	C. Hucks	410 Piper Street	New dwelling	27/08/14	Awaiting further information.
3/2015	13/01/15	Mawsons & Sons Pty Ltd	Holten Drive	Continued use of site for extractive industries and increased production	18/09/15	Assessment report prepared by Council for submission to Joint Regional Planning Panel. Awaiting JRPP determination.
88/2015	13/7/15	Telstra Corp c/o SK Planning	25 Cummins Street (Rocky Hill)	Telecommunications facility including monopole	27/7/15	Request More Information
98/2015	30/7/15	C & B. Caldwell	27 Morish Street	Conversion of part of residence to Beauty salon – home business	18/9/15	Approved
97/2015	28/7/15	G. McMahon	91 Brown Street	Granny flat	24/8/15	Assessment
<b>AUGUST 2015</b>						
100/2015	31/7/15	A. Johnson	415 Argent Street	Repainting of facade of shop	19/9/15	Approved
101/2015	6/8/15	GSD Architects	5 Kanandah Rd	Two new canopies and additional fuel bowser	31/8/15	Approved
102/2015	6/8/15	Studio Nine Architects	5 Galena Street	Alterations to McDonalds – new playland	2/9/15	Approved
103/2015	12/8/15	M. Paull	122 Patton Street	Wind turbine	2/9/15	Request further information
108/2015	20/8/15	Kenx Design	Robinson College, Wentworth Rd	Extension to learning area	15/8/15	Approved
109/2015	20/8/15	M. Bromson	50 Crystal Street	New commercial building	31/8/15	Neighbour notification. Possible amendment to Plan.
110/2015	27/8/15	Far West Area Health	Hospital	Installation of new Reverse Osmosis Plant	8/9/15	Approved

**Attachments**

There are no attachments for this report.

FRANCOIS VANDERBERG  
MANAGER PLANNING, DEVELOPMENT & COMPLIANCE

THERESE MANNS  
GENERAL MANAGER

## ORDINARY MEETING OF THE COUNCIL

September 17, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 215/15SUBJECT: HERITAGE STATUS REPORT - AUGUST 201511/126**Recommendation**

That Broken Hill City Council Report No. 215/15 dated September 17, 2015, be received.

STATUS OF RESIDENTIAL BUILDINGS CONSERVATION POLICY APPLICATIONS 2015/2016							
ADDRESS	DATE RECEIVED	ESTIMATED COST OF WORKS	GRANT REQUEST	LOAN REQUEST	GRANT APPROVED	LOAN APPROVED	ACTION DATE
460 Williams Street	18/8/2015	\$4000	\$500	\$1000	\$500	\$1000	10/9/2015
HERITAGE RESTORATION FUND AND ADVISORY SERVICE AND MUSEUM ADVISORY SERVICE 2015/2016							
	BUDGET ALLOCATION		YTD EXPENDITURE 2015/2016		AVAILABLE FUNDS 2015/2016		
	GOVERNMENT GRANT	COUNCIL FUNDS					
HERITAGE RESTORATION FUND	\$8,500.00	\$17,000.00	\$0		\$24000		
HERITAGE ADVISORY SERVICE	\$7,000.00	\$21,000.00	\$0		\$28000		

The Heritage Advisor has not visited Broken Hill since August 3, 2015. Her next visit is due for 29<sup>th</sup> September 2015.

**Attachments**

There are no attachments for this report.

FRANCOIS VANDERBERG  
MANAGER PLANNING, DEVELOPMENT & COMPLIANCE

THERESE MANNS  
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

September 18, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 228/15

SUBJECT:                    ACTION LIST REPORT

11/25

**Recommendation**

That Broken Hill City Council Report No. 228/15 dated September 18, 2015, be received.

**Executive Summary:**

The purpose of the report is to ensure that Council and the community are informed on the status of actions required by previous decisions of Council.

**Report:**

The Action List attached to this report is for information only and will be provided to Council on a monthly basis.

The report covers Council's decision for the period September 2, 2009 to August 26, 2015.

**Strategic Direction:**

Key Direction:     4 - Our Leadership  
Objective:           4.2 – Our Leaders Make Smart Decisions  
Function:           Leadership and Governance  
DP Action:          4.2.1.1 - Decisions are made in a timely manner to ensure effective delivery.

**Relevant Legislation:**

Nil

**Financial Implications:**

Nil

**Attachments**

1. Action List   35 Pages

THERESE MANNS  
GENERAL MANAGER

CARRIED

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p><i>11 Jun 2014 - 2:29 PM - Louine Hille</i></p> <p>Plan received, examined and redrafted. Development Application required and in process. When plan consented to and signed by Council it will be forwarded to Trades and Investment, Crown Lands for their endorsement and lodgement with L.P.I.</p> <p><i>11 Dec 2014 - 3:15 PM - Frederick Docking</i></p> <p>GM to review and sign DA application and return to Tracy Stephens. Once consented and signed by council forward to trades and investment Crown Lands for their endorsement and lodge with LPI</p> <p><i>06 May 2015 - 4:55 PM - Frederick Docking</i></p> <p>Pending Sub Division for lease purposes</p>		
Ordinary Meeting of the Council 27 January 2010	False	Infrastructure and Sustainability Committee
<p><b><u>ITEM 7 - GROUP MANAGER SUSTAINABILITY REPORT NO. 5/10 - DATED JANUARY 12, 2010 - SUBDIVISION OF CROWN LAND AT RYAN AND CREEDON STREETS TO CREATE A DRAINAGE RESERVE</u></b></p> <p style="text-align: right;"><b>R8/245</b></p> <p><u>Recommendation</u></p> <p>That Group Manager Sustainability Report No. 5/10 dated January 12, 2010, be received.</p> <p>That Council co-ordinate the subdivision of Crown Land, on behalf of the State of New South Wales at the corner of Ryan and Creedon Streets to permit the creation of a Drainage Reserve in Council's name and to rectify other land issues.</p> <p>That documents relating to this matter be executed under Council's Common Seal if required.</p> <p><i>01 May 2013 - 1:52 PM - Leisa Bartlett</i></p> <p>Adjoining owner has changed mind due to changed family circumstances. Proceeding with minor changes - Plan to be redrafted by Council initially for Crown Approval prior to formal survey.</p> <p><i>15 Apr 2014 - 1:55 PM - Michelle Rolton</i></p> <p>Subdivision to be addressed when Surveyor completes survey work in April 2014.</p> <p><i>17 Feb 2015 - 10:39 AM - Leisa Bartlett</i></p> <p>Survey Commissioned.</p> <p><i>20 Apr 2015 - 4:15 PM - Leisa Bartlett</i></p> <p>Awaiting Survey.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 30 June 2010	False	Infrastructure and Sustainability Committee
<b>ITEM 7 - CORRESPONDENCE REPORT NO. 45/10 - DATED JUNE 03, 2010 - MINUTES AND FINANCIAL REPORTS OF THE MEMORIAL OVAL COMMUNITY COMMITTEE</b> P10/1		
<u>Recommendation</u>		
That minutes of the Memorial Oval Community Committee Meetings held May 4, 2010, and June 1, 2010 (incorporating the financial reports for April and May, 2010 and attachments) be received; and the motions contained therein endorsed.		
That a report be prepared for the July Infrastructure and Sustainability Committee Meeting regarding upgrading the hot water systems at the Memorial Oval Amenities Block to more efficient gas hot water systems; and the possibility of relocating 1 hot water system from the E.T. Lamb Oval Amenities Block to the Memorial Oval Amenities Block.		
That Council undertake a Business Case Study to develop a Business Plan for the Memorial Oval; and that members of the Memorial Oval Community Committee be included in the development of the Business Plan.		
That correspondence be sent to the Memorial Oval Community Committee advising of Council's decision.		
<u>Minute No. 42374</u>		
Councillor T. Kennedy moved	)	That the recommendations of items 5 to 7 be adopted.
Councillor R. Steer seconded	)	
		CARRIED
<i>05 Sep 2013 - 12:41 PM - Rebecca Flowers</i>		
Format of business case study under consideration. The outline of the plan was being presented to the S355 Committee by Group Manager Infrastructure for consideration at the March 6, 2012 Meeting. GMI will await feedback from the Committee.		
New hot water system now installed.		
Dec 2012 - Awaiting feedback from Committee regarding how they wish to proceed.		
Aug 2013 Awaiting feedback from Committee		
Jan 2014 The 355 Committee are to be approach to determie how they wish to progress this item		
June 2014 - GMI and 355 Committee still to discuss.		
<i>02 Sep 2014 - 12:36 PM - Rebecca Flowers</i>		
September 2014 - no updates available at this stage. Will discuss with new Asset Manager once new structure implemented.		

CARRIED



MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>12 Jun 2013 - 10:06 AM - Lacey Butcher</p> <p>Awaiting surveyor - work priority list sent to Surveyor (September 2012) Also waiting responses from landowners/occupiers June 6 2013</p> <p>22 Oct 2013 - 1:54 PM - Louine Hille</p> <p>No responses from either party.</p> <p>15 Apr 2014 - 1:58 PM - Michelle Rolton</p> <p>Further contact to be made for required consents to proceed.</p> <p>17 Mar 2015 - 9:37 AM - Leisa Bartlett</p> <p>Commissioning of survey about to commence.</p> <p>20 Apr 2015 - 4:34 PM - Leisa Bartlett</p> <p>Further report to be presented to Council as acquisition of land may not be necessary due to natural water course.</p>		
Confidential Matters of the Council 29 June 2011	False	Confidential Matters
<p><b>ITEM 5 – (Item 45 in open minutes) - GROUP MANAGER SUSTAINABILITY REPORT NO. 44/11 - DATED JUNE 28, 2011 - - CONFIDENTIAL</b> 11/239, 11/221</p> <p><u>Recommendation</u></p> <p>That Group Manager Sustainability Report No. 44/11 dated June 28, 2011, be received.</p> <p>That A.E. &amp; A.I. Sweet Pty. Ltd. be released from Lease and Licence obligations as detailed in the body of this report.</p> <p>That Hertz Australia Pty Limited (ACN 004 407 087) be granted a month to month Licence over the Licence area relinquished by A.E. &amp; A.I. Sweet in terms outlined in the body of this report.</p> <p>That documents relating to this matter be executed under Council's Common Seal if required.</p> <p>That upon appointment of a new "Hertz Licensee" a Licence be granted to that Licensee by Council under the same terms as proposed for Hertz Australia Pty Limited, other than the term of the Licence.</p> <p><u>Minute No. 42912</u></p> <p>Councillor T. Kennedy moved ) Councillor J. Groenendijk seconded )</p> <p>That the recommendations of items 1 to 5 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p>12 Jun 2013 - 12:06 PM - Andrea Roberts</p> <p>Awaiting details of Hertz Licensee. New Licence details being negotiated.</p> <p>06 Dec 2013 - 3:49 PM - Michelle Rolton</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>Hertz continuing to make payments on a monthly basis. <i>14 Mar 2014 - 9:25 AM - Michelle Rolton</i> New licence agreement being developed. <i>15 Apr 2014 - 2:00 PM - Michelle Rolton</i> Draft Licence to Hertz for comment and/or execution. <i>11 Jun 2014 - 2:56 PM - Louine Hille</i> Draft Licence prepared as far as can be. Awaiting determination of rental payment split details. <i>17 Jul 2014 - 5:22 PM - Michelle Rolton</i> Draft licence sent to Hertz for perusal and agreement <i>14 Aug 2014 - 3:20 PM - Michelle Rolton</i> Revised copy sent for perusal and agreement. <i>13 Nov 2014 - 1:55 PM - Rebecca McLaughlin</i> New lease agreement has been signed by Hertz and is being reviewed by DGM awaiting Council signature and stamp. <i>11 Dec 2014 - 3:45 PM - Frederick Docking</i> Information requested by GM submitted and awaiting return of signed document. Requested lease amounts for: Thrifty \$329.93 per month and Avis \$340.50 per month. <i>06 May 2015 - 4:56 PM - Frederick Docking</i> Further enquires to be made - in progress</p>		
Confidential Matters of the Council 29 February 2012	False	Confidential Matters
<p><b><u>ITEM 1 (Item 45 in open minutes) - SUSTAINABILITY REPORT NO. 8/12 - DATED JANUARY 13, 2012 – RENEWAL OF LEASE TO THE AERO CLUB OF BROKEN HILL INC. AT AIRPORT - CONFIDENTIAL</u></b></p> <p style="text-align: right;">11/232</p> <p><u>Recommendation</u></p> <p>That Sustainability Report No. 8/12 dated January 13, 2012 be received.</p> <p>That Council renew its lease with The Aero Club of Broken Hill Inc. for a period of five (5) years being the first option to renew the lease.</p> <p>That the lease be amended as outlined in the body of this report to address water charges.</p> <p>That documents relating to this matter be executed under Council's Common Seal as required.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<b>RESOLUTION</b>		
Minute No. 43222		
Councillor B. Algate moved	)	That the recommendation of item 1 be adopted.
Councillor N. Gasmier seconded	)	
		CARRIED
<i>03 May 2012 - 3:23 PM - Leisa Bartlett</i>		
Documents with Lessee for execution.		
<i>02 Aug 2012 - 3:25 PM - Leisa Bartlett</i>		
Reminder to return documents sent.		
<i>07 Feb 2013 - 3:26 PM - Leisa Bartlett</i>		
Lease with Council's Solicitor for registration. Lease has been requisitioned twice due to plan reference - LPI have changed rules. Further advice to be sought from Council's Solicitor.		
<i>06 Jun 2013 - 3:28 PM - Leisa Bartlett</i>		
LPI have rejected registration due to change in Airport Title descriptions. Further survey work required prior to re-lodgement of Lease.		
<i>22 Oct 2013 - 2:18 PM - Louine Hille</i>		
New plan of subdivision for Lease purposes being prepared. Due 30 October 2013.		
<i>15 Nov 2013 - 11:06 AM - Michelle Rolton</i>		
Plan now due November 2013, as additional survey works were required.		
<i>17 Jan 2014 - 12:14 PM - Louine Hille</i>		
Draft Plan received for examination and approval.		
<i>13 Feb 2014 - 12:10 PM - Michelle Rolton</i>		
Lot numbering determined, awaiting final plan.		
<i>11 Jun 2014 - 3:29 PM - Louine Hille</i>		
Plan requires minor amendment to stop it being requisitioned. Development Consent to subdivision for lease purposes required. Development Application being compiled.		
<i>11 Dec 2014 - 4:42 PM - Frederick Docking</i>		
Amendment for water charges to lease draft signed and returned. GM to sign off DA and return to Tracey Stephens for consent for lease purposes.		
<i>06 May 2015 - 4:56 PM - Frederick Docking</i>		
Pending Sub Division for lease purposes		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>14 May 2014 - 11:41 AM - Michelle Rolton</p> <p>Native Title status of one remainig lot to be determined.</p> <p>12 Jun 2014 - 11:37 AM - Louine Hille</p> <p>History of site being compiled for submission to Barrister.</p> <p>20 Apr 2015 - 4:18 PM - Leisa Bartlett</p> <p>With impending EOI outcome - no further action at this stage with report to future Council Meeting.</p> <p>16 Sep 2015 - 11:38 AM - Andrew Bruggy</p> <p>Council sending letter to Minister and Crown.</p>		
<p>Ordinary Meeting of the Council 29 January 2014</p>	<p>False</p>	<p>Reports</p>
<p><b><u>ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 7/14 - DATED JANUARY 15, 2014 - EASEMENT TO DRAIN WATER FROM WILLS STREET WASTE WATER TREATMENT PLANT OVER PART WILLYAMA COMMON TO RAILWAY CORRIDOR</u></b></p> <p>11/63</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 7/14 dated January 15, 2014, be received.</p> <p>That Broken Hill City Council in its appointed capacity as Trust Manager of Willyama Common Trust:</p> <ol style="list-style-type: none"> <li>Consent to Essential Energy/Water replacing the existing pipeline with the replacement to be offset from the current alignment;</li> <li>Consent to a new easement being created over the pipelines, both existing and new, as located;</li> <li>Consent to the extinguishment of the existing easement;</li> <li>Require that all costs relating to this matter be borne by Essential Energy/Water;</li> <li>Require that the proposed new location be examined for Aboriginal archaeological relics and that should any be discovered the replacement pipeline route be relocated to as not to disturb the relic/relics;</li> <li>That, if required, documents relating to this matter be executed under Council's Common Seal in the absence of a Trust Seal.</li> </ol> <p><b>RESOLUTION</b></p> <p>Minute No. 44557</p> <p>Councillor J. Richards moved )</p> <p>Councillor B. Algate seconded )</p>		
		<p>That the recommendation of item 8 be adopted.</p>

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p><i>13 Feb 2014 - 12:54 PM - Michelle Rolton</i> Essential Energy/Water notified of Council's resolutions 6/2/2014.</p> <p><i>15 Apr 2014 - 2:16 PM - Michelle Rolton</i> Awaiting plan of amended easement.</p> <p><i>20 Apr 2015 - 4:19 PM - Leisa Bartlett</i> Easement should not be required and report will be provided to future Council Meeting.</p>		
<p>Ordinary Meeting of the Council 30 April 2014</p> <p><b>ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 82/14 - DATED APRIL 08, 2014 - TENDER T14/1 SALE OF 331 MURTON ST T14/1</b></p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 82/14 dated April 8, 2014, be received.</p> <p>That the subject land being Lot 4 in DP 1175135 known as 331 Murton St be offered for sale by Auction in conjunction with the Sale of Land for Unpaid Rates.</p> <p>That a reserve price be set in accordance with the independent valuation of the land.</p> <p>That the General Manager or nominee be authorised to negotiate the sale of the land on the day of the auction.</p> <p><b>RESOLUTION</b> Minute No. 44637 Councillor P. Black moved ) Councillor C. Adams seconded )</p> <p>That the recommendation of item 12 be adopted.</p>	False Reports	CARRIED
<p><i>14 May 2014 - 12:03 PM - Michelle Rolton</i> Pending - Auction.</p> <p><i>17 Jul 2014 - 5:33 PM - Michelle Rolton</i> Sale pending - Auction (unpaid rates).</p> <p><i>17 Feb 2015 - 10:43 AM - Leisa Bartlett</i> Included in sale for unpaid rates 2015.</p>		CARRIED

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Confidential Matters of the Council 30 April 2014	False	Confidential Matters
<b>ITEM 31 - BROKEN HILL CITY COUNCIL REPORT NO. 99/14 - DATED APRIL 10, 2014 - - CONFIDENTIAL</b>		11/233
<b><u>Recommendation</u></b>		
That Broken Hill City Council Report No. 99/14 dated April 10, 2014, be received.		
That Council release Kamachlo Pty Ltd from its obligations under lease of property at the Airport.		
That Council call for public expressions of interest to lease		
1. The workshop on land currently described as Lot 2 DP 641460 and		
2. The former Tank Farm site on land currently described as Lot 14 DP 641460		
That documents relating to these matters be executed under Councils Common Seal as required.		
That Council commence actions against the Guarantor to recover the outstanding debt.		
<b>RESOLUTION</b>		
<u>Minute No.44656</u>		
Councillor M. Browne moved	)	That the recommendation of item 31 be adopted.
Councillor J. Richards seconded	)	
14 May 2014 - 12:04 PM - Michelle Rolton		
Process commenced.		
11 Sep 2014 - 9:47 AM - Lacey Butcher		
Awaiting debt recovery		
17 Feb 2015 - 10:44 AM - Leisa Bartlett		
Awaiting further investigation.		
13 Aug 2015 - 9:22 AM - Harry Stamboulidis		
Action reassigned to Harry Stamboulidis by: Leisa Bartlett		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 24 September 2014	False	Reports
<b>ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 230/14 - DATED SEPTEMBER 05, 2014 - LEASE PART NORTH FAMILY PLAY CENTRE TO TELSTRA FOR TELECOMMUNICATIONS TOWER</b> 11/257		
<u>Recommendation</u>  That Broken Hill City Council Report No. 230/14 dated September 5, 2014, be received.  That Council lease land at the North Family Play Centre to Telstra for the purpose of erecting a telecommunications tower, subject to Development Consent firstly being granted.  That the terms of the lease be those as offered by Telstra in the Heads of Agreement for proposed lease and that Telstra's standard lease document be used.  That Council subdivide Lot 2 DP 1175135 to provide a lot for Telstra's use given that the term of the lease will exceed five (5) years.  That, in addition to Council's legal costs for the negotiation and execution of the lease and reasonable disbursements as noted in the Heads of Agreement for proposed lease, Telstra be liable for all survey, plan lodgement and legal fees relating to the required subdivision.  That Telstra be notified of Council's requirements.  That documents relating to this matter be executed under Council's Common Seal as required.  <b>RESOLUTION</b> <u>Minute No. 44767</u> Councillor B. Algate moved ) Councillor D. Gallagher seconded )  That the report recommendation of item 13 be adopted.  CARRIED		
19 Nov 2014 - 11:36 AM - Leisa Bartlett Currently negotiating lease agreement with Telstra. 05 Dec 2014 - 5:48 PM - Frederick Docking Action reassigned to Andrea Roberts by: Leisa Bartlett 16 Feb 2015 - 4:33 PM - Frederick Docking Awaiting on DA outcome of Council Meeting on 18/02/15 19 Feb 2015 - 5:02 PM - Frederick Docking Auste Brown Boog Solicitors have been informed of Council resolution to accept the terms of the Telstra standard lease and to send the lease to Telstra to sign and return to Council.		



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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 29 October 2014	False	Reports from Delegates
<p><b>ITEM 2 - REPORTS FROM DELEGATES NO. 3/14 - DATED OCTOBER 20, 2014 - ATTENDANCE AT THE MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE 2014 HELD IN TUMUT, OCTOBER 14-16, 2014</b> 11/426</p> <p><b>RESOLUTION</b>  <u>Minute No. 44782</u>  Councillor M. Browne moved )  Councillor D. Turley seconded )</p> <p>That Reports from Delegates No. 3/14 dated October 20, 2014, be received.</p> <p>That contact be made with the Local Engagement Officer based in Mildura.</p> <p>That the Murray Darling Basin Authority be requested to hold a community meeting in Broken Hill.</p> <p style="text-align: right;">CARRIED</p> <p><i>17 Feb 2015 - 10:47 AM - Louise Schipanski</i>  Letter sent requesting a Community Meeting be held in Broken Hill.</p> <p><i>17 Apr 2015 - 3:06 PM - Louise Schipanski</i>  Letter sent on 6 March 2015 to Megan Lancaster, Director of Stakeholder Engagement, Murray-Darling Basin Authority requesting to hold a community meeting in Broken Hill. Awaiting response.</p>		
Ordinary Meeting of the Council 17 December 2014	False	Reports
<p><b>ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 304/14 - DATED DECEMBER 10, 2014 - LEASE - 72 GYPSUM STREET</b> 11/121</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 304/14 dated December 10, 2014, be received.</p> <p>That Council enter into a lease for the property identified as Part 6098/46199 being building E and file room, HACC Centre, 72 Gypsum Street Broken Hill to Government Property NSW (representing Ageing, Disability and Home care (ADHC) in the Department of Human Services).</p> <p>That the lease commences 1 November 2015 for a term of one (1) year with an option to renew for a further one (1) year.</p> <p>That the annual lease amount charged by Council be determined by the General Manager having regard to current rental and market conditions.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
That documents relating to this matter be executed under Council's Common Seal.		
<b>RESOLUTION</b>		
<u>Minute No. 44835</u>		That the recommendation of item 5 be adopted.
Councillor B. Algate moved	)	
Councillor J. Richards seconded	)	
09 Mar 2015 - 9:18 AM - Frederick Docking		CARRIED
Have made contact with HACC services. Awaiting new lease to be recieved by ABB Solicitors.		
17 Apr 2015 - 9:24 AM - Andrea Roberts		
Draft lease received,pending final adjustments.		
13 Aug 2015 - 10:34 AM - Razija Nu'man		
Lease elements are being double checked. Contact made with Government Property NSW and Council Solicitor. Council Solicitor advised some minor changes have been requested by Solicitors for Government Property NSW. A redraft will occur incorporating the changes and will be forwarded for our review. This should finalise the changes phase of the document and be ready for signing.		
Ordinary Meeting of the Council 28 January 2015	False	Reports
<b>ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 4/15 - DATED DECEMBER 19, 2014 - ADOPTION OF DRAFT ALBERT KERSTEN MINING AND MINERALS MUSEUM DEDUCTIBLE GIFT RECIPIENT (DGR) FUND POLICY</b>		
		12/14
<u>Recommendation</u>		
That Broken Hill City Council Report No. 4/15 dated December 19, 2014, be received.		
That Council adopts the Draft Albert Kersten Mining and Minerals Museum Deductible Gifts Recipient (DRG) Fund Policy as a policy of Council.		
That the Australian Taxation Office be notified of Council's resolution of adopt Draft Albert Kersten Mining and Minerals Museum Deductible Gifts Recipient (DRG) Fund Policy as a policy of Council.		
<b>RESOLUTION</b>		
<u>Minute No. 44851</u>		That the recommendation of item 6 be adopted.
Councillor B. Algate moved	)	
Councillor J. Nolan seconded	)	
12 Feb 2015 - 1:13 PM - Frederick Docking		CARRIED
Adopted policy and application form sent to the ATO. Confirmed and signed minutes of the January Council meeting will be forwarded to the ATO following the February Council meeting.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<i>09 Mar 2015 - 11:04 AM - Andrea Roberts</i> The application and meeting minutes for DGR Status have been forward to the ATO, now awaiting their response. <i>16 Sep 2015 - 4:18 PM - Therese Manns</i> Endorsement received 31 March 2015.  COMPLETE		
Ordinary Meeting of the Council 25 February 2015	False	Reports
<b><u>ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 22/15 - DATED FEBRUARY 09, 2015 - COUNCIL ELECTIONS 2016</u></b> 15/23  <u>Recommendation</u>  That Broken Hill City Council Report No. 22/15 dated February 9, 2015, be received. That the Broken Hill City Council ("the Council") resolves:  <ol style="list-style-type: none"><li>1. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council for the 2016 election year.</li><li>2. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council for the 2016 election year.</li></ol> <b>RESOLUTION</b> <u>Minute No. 44876</u> Councillor B. Algate moved ) Councillor J. Nolan seconded )  That the recommendation of item 4 be adopted.  CARRIED		
<i>13 Mar 2015 - 12:21 PM - Leisa Bartlett</i> Letter and email of Council resolution sent to NSW Electoral Commissioner 27 February 2015. Email acknowledgement received from Steve Robb, Commercial Services Manager, Electoral Commission on 27 February 2015. Election Contract signed by GM and emailed on 18/05/2015. COMPLETE		
Ordinary Meeting of the Council 25 February 2015	False	Reports
<b><u>ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 44/15 - DATED FEBRUARY 16, 2015 - SHORTY O'NEIL VILLAGE UPDATE</u></b> 11/333		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<b>RESOLUTION</b> <u>Minute No. 44877</u> Councillor B. Algate moved ) Councillor D. Gallagher seconded )		
		That Broken Hill City Council Report No. 44/15 dated February 16, 2015, be received.
		That Council authorise the General Manager to:
		<ol style="list-style-type: none"><li>1. Progress with the subdivision of the cluster of 12 units at the Gossan Street end of the Village for the purpose of securing residency for residents,</li><li>2. Enter negotiations with Legacy in relation to transfer of title of these 12 units,</li><li>3. Enter negotiations with suitable local providers and the Department of Social Services for the transfer of the 40 bed licences, and</li><li>4. Develop and progress with Expressions of Interest for real estate agency services including specifically, sale by auction and lease value estimates for the property known as Shorty O'Neil Village less the cluster of 12 units at Gossan Street, and report back to Council for a decision on the sale or lease of same.</li></ol>
		CARRIED
<i>13 Mar 2015 - 12:01 PM - Razija Nu'man</i>		
Item 1 - further discussion to be undertaken with NSW Dept of Land and Property regarding options related to lifting of caveat. Preliminary plan for subdivision prepared and included in Valuation Report undertaken by Herron Todd White. Report provided by email to Council 12 March 2015.		
Item 2 - Letter advising of Council resolution regarding entering negotiation with Legacy forwarded on 7 March 2015.		
Item 3 - EOI currently being prepared with regard to hostel bed licences. Local agencies will be contacted.		
Item 4 - EOI currently in preparation for real estate services for auction and lease value estimates. Report to Council prepared for August 2015.		
<i>16 Sep 2015 - 11:16 AM - Therese Manns</i>		
Items 3 and 4 complete. Awaiting correspondence regarding caveat to progress Item 1 & 2.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 25 February 2015	False	Reports
<p><b>ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 26/15 - DATED FEBRUARY 10, 2015 - DRAFT BUSINESS CONTINUITY POLICY</b> 12/114</p> <p><b>RESOLUTION</b> Minute No. 44881 Councillor P. Black moved ) Councillor J. Nolan seconded )</p> <p>That Broken Hill City Council Report No. 26/15 dated February 10, 2015, be received.</p> <p>That the Policy be re-drafted and re-presented to Council so as to reflect the previous motion regarding the non-engagement of contractors whilst employees are undertaking Industrial Action.</p> <p style="text-align: right;">CARRIED</p> <p>13 Mar 2015 - 12:00 PM - Razija Nu'man Council resolution noted. Council report will be prepared.</p> <p>16 Sep 2015 - 11:17 AM - Therese Manns Business Continuity Plans for all areas of council operations have been drafted and will be presented to the Audit Committee along with the policy in October.</p>		
Ordinary Meeting of the Council 25 March 2015	False	Reports
<p><b>ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 56/15 - DATED MARCH 11, 2015 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO.346, HELD 10 MARCH 2015</b> 11/397</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 56/15 dated March 11, 2015, be received.</p> <p>That the Minutes for the Local Traffic Committee Meeting No.346, held March 10, 2015 be received.</p> <p>That the current Bus Zone in front of the Happy Day Preschool be removed.</p> <p>That new fluoro yellow/green signs specific to Preschools be erected as soon as possible to replace existing signs at Happy Day Preschool.</p> <p>That the current location of the Disability Parking space located at Foodland, Beryl Street be removed and relocated adjacent to the bottom of the ramp.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<u>Minute No. 44906</u> Councillor P. Black moved ) Councillor D. Gallagher seconded )		That the recommendations of items 11 and 12 be adopted.
CARRIED		
<i>20 Apr 2015 - 4:23 PM - Leisa Bartlett</i> Disability Parking adjacent to the ramp has been schedule in operations program. Discussions being held with RMS regarding timeframe and funding. <i>04 Jun 2015 - 3:39 PM - Andrew Bruggy</i> CRM allocated for painting of new location for disabled parking adjacent to ramp.		
Confidential Matters of the Council 25 March 2015	False	Confidential Matters
<b>ITEM 24 - BROKEN HILL CITY COUNCIL REPORT NO. 66/15 - DATED MARCH 18, 2015 - - CONFIDENTIAL</b> 11/333		
<u>Recommendation</u>  That Broken Hill City Council Report No. 66/15 dated March 18, 2015, be received.  That Council authorise the General Manager to proceed to sell the 40 bed licences into the aged care market place by way of use of brokerage firms specialising in this field.		
<b>RESOLUTION</b> <u>Minute No. 44917</u> Councillor M. Browne moved ) Councillor C. Adams seconded )		That the recommendation be adopted.
CARRIED		
<i>10 Apr 2015 - 10:59 AM - Leisa Bartlett</i> Three firms have supplied proposals to act as brokers for sale of bed licences. Proposals currently under evaluation. COMPLETE  <i>13 Aug 2015 - 10:32 AM - Razija Nu'man</i> Agency selected, contracts signed and exchanged, Application for transfer now with Department of Social Services. Likely decision September 2015. <i>16 Sep 2015 - 11:18 AM - Therese Manns</i> bed Licences sold. COMPLETE		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 29 April 2015	False	Reports
<b>ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 80/15 - DATED APRIL 22, 2015 - SHORTY O'NEIL VILLAGE UPDATE</b> 11/333		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 80/15 dated April 22, 2015, be received.		
That Council write to Adelaide Legacy offering transfer of title for the 12 Gossan Street units on the basis that:		
<ol style="list-style-type: none"><li>1. Council undertake the cost and project management of installation of separate water and electricity metering.</li><li>2. Council undertake the cost and project management of the installation of hot water system units as the present units are shared between each two units of the twelve unit cluster.</li><li>3. Council undertake the costs of subdivision and transfer of title.</li><li>4. The transfer of title of all twelve units is subject to acceptance of tenancy of the current residents of Gossan Street units alongside Legacy residents until such time as vacancies occur. When vacancies occur among the six non-Legacy residents, Legacy will apply Legacy criteria for future residents.</li><li>5. Any caveat remaining on the Shorty O'Neil Village site is transferred to the Gossan Street property parcel.</li></ol>		
<b>RESOLUTION</b>		
<u>Minute No. 44928</u>		
Councillor D. Turley moved	)	That the recommendation of item 6 be adopted.
Councillor C. Adams seconded	)	
		CARRIED
01 May 2015 - 4:32 PM - Leisa Bartlett		
Letter to Adelaide Legacy posted 1 May 2015. COMPLETE		
Ordinary Meeting of the Council 24 June 2015	False	Mayoral Minute
<b>ITEM 1 - MAYORAL MINUTE NO. 3/15 - DATED JUNE 16, 2015 - TRADES HALL BUILDING CONTRIBUTION</b> 11/126		
<b>RESOLUTION</b>		
<u>Minute No. 44968</u>		
Councillor W. Cuy moved	)	That Mayoral Minute No. 3/15 dated June 16, 2015, be received.
	)	



MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>That Council offer a grant of \$20,000 towards roofing works at the Trades Hall building conditional upon the following:</p> <ol style="list-style-type: none"> <li>1. That a property management plan including financial planning be developed and implemented; and</li> <li>2. That the grant be matched dollar for dollar by the affiliated unions; and</li> <li>3. That the grant be taken from budgets available for Councils Community Assistance Program.</li> <li>4. That Council's Heritage Adviser assists the Trades Hall Trust to compile future heritage grant submissions.</li> </ol> <p style="text-align: right;">CARRIED</p> <p>17 Jul 2015 - 9:56 AM - Lacey Butcher</p> <p>letter sent to Trades Hall Trust regarding terms of Community Assistance grant. Awaiting reply as to whether they wish to accept the offer and terms.</p>		
Ordinary Meeting of the Council 24 June 2015	False	Reports
<p><b><u>ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 126/15 - DATED MAY 15, 2015 - RE-ESTABLISHMENT OF ALCOHOL FREE ZONE - BROKEN HILL CENTRAL BUSINESS DISTRICT</u></b></p> <p style="text-align: right;">11/307</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 126/15 dated May 15, 2015, be received.</p> <p>That Council re-establish the Central Business District Alcohol Free Zone as described in the final Proposal attached to this report, for a period of four years from June 25, 2015 to June 25, 2019, that is:</p> <p>Council re-establish the Alcohol Free Zone in the area generally bounded as follows:</p> <p style="padding-left: 40px;">A zone comprising the Central Business District in an area generally bounded by Crystal, Iodide (Wolfram), Mica, Talc (Mercury), Graphite, Wills and Gossan Streets, with the exception of businesses within the Alcohol Free Zone, with approved liquor licence and approved outdoor dining.</p> <p>That the necessary signage be installed showing operation of the zone from June 25, 2015 to June 25, 2019.</p> <p>That re-establishment of the Central Business District Alcohol Free Zone be advised to the public by way of media release and advertisement in the Barrier Daily Truth.</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>17 Jul 2015 - 10:13 AM - Lacey Butcher</p> <p>Further report to be presented to August meeting of Council in order for Council to review the Section 355 Advisory Committee Standard Constitution</p>		
<p>Ordinary Meeting of the Council 24 June 2015</p>	<p>False</p>	<p>Reports</p>
<p><b>ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 129/15 - DATED JUNE 11, 2015 - FEE WAIVER CARD FOR CITY VOLUNTEERS</b> 13/26</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 129/15 dated June 11, 2015, be received.</p> <p>That Council approve the establishment of a Volunteer Reward Card scheme exempting eligible volunteers from entry fees to Council facilities for volunteers who register with Council.</p> <p>That a clear criterion for eligibility to the scheme be developed by the Volunteer Working Group prior to implementation.</p> <p><b>RESOLUTION</b> Minute No. 44983 Councillor P. Black moved ) Councillor M. Browne seconded )</p> <p>That the recommendation of item 15 be adopted.</p>		
<p>30 Jun 2015 - 1:20 PM - Anne Andrews</p> <p>In progress - Launch to take place August 5, 2015</p> <p>16 Sep 2015 - 11:22 AM - Therese Manns</p> <p>COMPLETE</p>		
<p>Confidential Matters of the Council 24 June 2015</p>	<p>False</p>	<p>Confidential Matters</p>
<p><b>ITEM 30 - BROKEN HILL CITY COUNCIL REPORT NO. 142/15 - DATED JUNE 16, 2015 - - CONFIDENTIAL</b> 11/338</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 142/15 dated June 16, 2015, be received.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>That Council proceed with the sale of land for unpaid rates for eligible properties.</p> <p>That Council call for expressions of interest for Auctioneers to undertake the auction of the listed properties.</p> <p>That Council delegate the General Manager to sign contracts for the land sold and affix the common seal as necessary.</p> <p><b>RESOLUTION</b>  <u>Minute No. 44995</u>  Councillor P. Black moved )  Councillor C. Adams seconded )</p> <p>That the recommendation of item 30 be adopted.</p> <p>CARRIED</p> <p><i>17 Jul 2015 - 10:06 AM - Lacey Butcher</i></p> <p>Awaiting property valuations from NSW Department Land and Property Information Services.  EOI for auctioneers is in the process of being prepared and should be finalised by the end of the month.</p>		
Ordinary Meeting of the Council 29 July 2015	False	Reports
<p><b><u>ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 156/15 - DATED JULY 14, 2015 - PROPOSED AMENDMENT TO BROKEN HILL LOCAL ENVIRONMENTAL PLAN 2013 - TO ALLOW FOR ADDITIONAL PERMITTED USE AT 39 MORGAN STREET, BROKEN HILL</u></b> 11/529</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 156/15 dated July 14, 2015, be received.</p> <p>That the planning proposal for 39 Morgan Street, Broken Hill proceed without variation.</p> <p>That Council requests legal drafting of the Plan by Parliamentary Counsel by way of a draft instrument being prepared under Section 59 of the Environmental Planning and Assessment Act.</p> <p>That Council adopt the Draft Local Environmental Plan to allow for an additional permitted use at 39 Morgan Street, Broken Hill. The Department of Planning and Environment have issued an authorisation for Council's General Manager to exercise delegation to make this Plan.</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<b>RESOLUTION</b> <u>Minute No. 45011</u> Councillor D. Turley moved ) Councillor C. Adams seconded )  <i>16 Sep 2015 - 11:24 AM - Therese Manns</i> Documentation for amendment being prepared. <i>22 Sep 2015 - 9:49 AM - Tracy Stephens</i> Awaiting legal drafting of LEP from Parliamentary Counsel		
That the recommendation of item 14 be adopted.		
CARRIED		
Ordinary Meeting of the Council 29 July 2015	False	Reports
<b>ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 159/15 - DATED JUNE 26, 2015 - LICENCE AGREEMENT FOR OCCUPATION OF LAND IN WILLYAMA COMMON FOR CONSTRUCTION OF BRINE DISPOSAL PIPELINE</b> 11/63  <u>Recommendation</u>  That Broken Hill City Council Report No. 159/15 dated June 26, 2015, be received.  That Council under the Common Seal of Broken Hill City Council in its capacity as Trust Manager of Willyama Common Trust authorise Essential Energy ABN 37 428 185 226 to perform pipeline construction works on Lot 7300 in DP1179131 and Lot 7302 in DP1181129 as defined in the License Agreement.  <b>RESOLUTION</b> <u>Minute No. 45014</u> Councillor B. Algate moved ) Councillor B. Licul seconded )  That the recommendation of item 17 be adopted.		
CARRIED		
Ordinary Meeting of the Council 29 July 2015	False	Reports
<b>ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 160/15 - DATED JULY 14, 2015 - WESTERN LANDS LEASE 7835 (5547/757298) AND ENCROACHMENT ON WILLYAMA COMMON</b> 11/63  <u>Recommendation</u>  That Broken Hill City Council Report No. 160/15 dated July 14, 2015, be received.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>That Council, in its appointed capacity of Trustees of the Willyama Common consult with NSW Trade and Investment - Crown Lands and the owner of Western lands Lease 7835 (5547/757298) to resolve the following:</p> <ul style="list-style-type: none"> <li>that legal access be granted to the parcel of land by way of easement over the existing track through the Willyama Common;</li> <li>that the area of the Willyama Common which currently has major homestead yard improvements (part of the house, horse stables and sheds) be revoked and included as an addition to the Western Lands Lease 7835;</li> <li>that Council enter into a licence agreement with the landowner to authorise the major encroachments as an interim measure until the subdivision, addition and alteration of the lease purpose is finalised;</li> <li>that all costs associated with the drawing of a licence, surveying, and then subdivision of land and the addition/alteration to the lease be borne by the landowner, and a signed undertaking to that effect be sought.</li> <li>that documents relating to this matter be executed under Council's Common Seal in the absence of a Trust Seal.</li> </ul> <p><b>RESOLUTION</b> Minute No. 45015 Councillor B. Algate moved ) Councillor J. Richards seconded )</p> <p>That the recommendation of item 18 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p><i>01 Sep 2015 - 4:32 PM - Francois VanDerBerg</i> Action reassigned to Francois VanDerBerg by: Leisa Bartlett <i>22 Sep 2015 - 9:49 AM - Tracy Stephens</i> Council contacted the owner to advise of the encroachment and require procedures to be followed. Council also contacted Amanda Beetson at Crown Lands who will also follow up with owner about subdivision and sorting out temporary licence for current encroachments.</p>		
Ordinary Meeting of the Council 29 July 2015	False	Reports
<p><b><u>ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 161/15 - DATED JULY 22, 2015 - SES REQUEST FOR APPROVAL TO USE COUNCIL LAND FOR THE PURPOSE OF EMERGENCY RADIO EQUIPMENT</u></b></p> <p style="text-align: right;">11/72</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 161/15 dated July 22, 2015, be received.</p> <p>That Council allow land at the Council works depot adjacent to the Broken Hill SES location for the purpose of erecting emergency radio communications antenna</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
equipment, subject to Development Consent firstly being granted.		
<b>RESOLUTION</b> <u>Minute No. 45016</u> Councillor C. Adams moved ) Councillor M. Browne seconded )		
That the recommendation of item 19 be adopted.		CARRIED
16 Sep 2015 - 10:04 AM - Therese Manns SES have been advised of approval. Awaiting DA.		
Ordinary Meeting of the Council 26 August 2015	False	Notice of Motion
<b>ITEM 1 - MOTIONS OF WHICH NOTICE HAS BEEN GIVEN NO. 3/15 - DATED AUGUST 13, 2015 - LOCAL GOVERNMENT CONFERENCE, SYDNEY - OCTOBER, 2015</b> 13/147		
<u>Recommendation</u>  That Motions of Which Notice has been Given No. 3/15 dated August 13, 2015, be received.  That Mayor Cuy, Councillor Turley and Councillor Gallagher, APM attend the Local Government Conference to be held in Sydney October 11 – 13, 2015.  That the Council nominated voting delegates to the Conference be the Mayor and Councillor Gallagher, APM.		
<b>RESOLUTION</b> <u>Minute No. 45038</u> Councillor D. Gallagher moved ) Councillor J. Richards seconded )		
That the recommendation of item 1 be adopted.		CARRIED on the casting vote of the Mayor
16 Sep 2015 - 10:06 AM - Therese Manns registrations complete and travel arranged.  COMPLETE		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 177/15 - DATED JULY 30, 2015 - ALCOHOL FREE ZONES</b>		11/307
<u>Recommendation</u>		
That Broken Hill City Council Report No. 177/15 dated July 30, 2015, be received.		
That Council endorse the draft proposal (as attached) to re-establish the Alcohol Free Zone surrounding the E.T.Lamb Memorial Oval, including public roads, public car parks and footpath area surrounding the oval bounded by South, Boughtman, Comstock and Jamieson Streets.		
That Council endorse the draft proposal (as attached) to establish the Alcohol Free Zone South Broken Hill including all public roads, public car parks and footpaths in an area bounded by Bonanza, Patton, Central and Hebbard Streets including South Street from Piper Street through to Wilson Street.		
That Council endorse the draft proposal (as attached) to establish the Alcohol Free Zone Shell Memorial including all public roads, public car parks and footpaths in an area bounded by Iodide, Thomas, Bromide and Mica Streets including Oxide Street from Thomas Street through to Morgan Street.		
That Council endorse the draft proposal (as attached) to re-establish the Alcohol Free Zone Creedon Street, bounded by Rakow and Wills Streets.		
That Council refer the Draft Proposals for comment in accordance with the provisions of the <i>Local Government Act 1993</i> and Ministerial Guidelines (2009) to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group within the local area and all affected licensed premises and registered clubs that border on, adjoin or are adjacent to the proposed alcohol free zone, for response within thirty days of public notice.		
That Council invite public comment on the proposal through an advertisement in local newspaper with time for response within thirty (30) days.		
That a further report be submitted to Council upon completion of the consultative process.		
<b>RESOLUTION</b>		
<u>Minute No. 45040</u>		
Councillor C. Adams moved	)	That the recommendation of item 3 be adopted.
Councillor M. Browne seconded	)	
		CARRIED
02 Sep 2015 - 3:18 PM - Razija Nu'man		
Advertising processing commenced 2 September 2015 advising of draft AFZones.		
Letters and draft of all four AFZones attached sent to Police Command, Liquor Accord and stakeholders as identified in Guidelines.		
Draft AFZones placed on Council website.		



MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 August 2015	False Reports	
<b>ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 180/15 - DATED AUGUST 18, 2015 - COUNCILLOR REPRESENTATION AT THE 2015 LIBRARY SWITCH CONFERENCE, 17 - 19 NOVEMBER, 2015 IN SYDNEY</b> 11/364		
<b>RESOLUTION</b> <u>Minute No. 45043</u> Councillor M. Browne moved ) Councillor J. Richards seconded )		
That Broken Hill City Council Report No. 180/15 dated August 18, 2015, be received.		
That Councillor Adams attends the 2015 NSW Public Libraries Association SWITCH Conference in Sydney from 17-19 November, 2015.		
CARRIED		
16 Sep 2015 - 10:08 AM - Therese Manns COMPLETE		
Ordinary Meeting of the Council 26 August 2015	False Reports	
<b>ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 181/15 - DATED AUGUST 18, 2015 - DRAFT WASTE SERVICES POLICY FOR PUBLIC EXHIBITION</b> 11/200		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 181/15 dated August 18, 2015, be received.		
That Council endorse the Draft Waste Services Policy for the purposes of public consultation.		
That the Draft Waste Management Policy be exhibited for public comment for a 28 day period.		
That the Council receives a further report at the conclusion of this exhibition, detailing submissions and recommended changes arising, with a view to adopting the Draft Waste Services Policy for use. If adopted the "Waste Services Policy 2005" and "Dumper Hire Policy" will be rendered obsolete.		
<b>RESOLUTION</b> <u>Minute No. 45044</u> Councillor D. Gallagher moved ) Councillor J. Nolan seconded )		
That the recommendation of item 7 be adopted.		
CARRIED		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<i>01 Sep 2015 - 2:22 PM - Leisa Bartlett</i> all processes complete to place Draft Policy on public exhibition, closing 29/09/2015. COMPLETE		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 182/15 - DATED AUGUST 12, 2015 - DRAFT SWIMMING POOL BARRIER INSPECTION POLICY FOR PUBLIC EXHIBITION</b> 12/14		
<u>Recommendation</u>  That Broken Hill City Council Report No. 182/15 dated August 12, 2015, be received.  That Council endorse the draft Swimming Pool Barrier Inspection Policy for the purposes of public consultation  That the draft Swimming Pool Barrier Inspection Policy be exhibited for public comment for a 28 day period  That Council receives a further report at the conclusion of this exhibition, detailing submissions and any recommended changes arising, with a view to adopting the Draft Swimming Pool Barrier Inspection Policy  <b>RESOLUTION</b> Minute No. 45045 Councillor D. Gallagher moved ) Councillor C. Adams seconded )  That the recommendation of item 8 be adopted.  CARRIED		
<i>01 Sep 2015 - 2:23 PM - Leisa Bartlett</i> all processes complete to place Draft Policy on public exhibition, closing 29/09/2015. COMPLETE		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 183/15 - DATED AUGUST 18, 2015 - DRAFT ASBESTOS POLICY FOR PUBLIC EXHIBITION</b> 12/180		
<u>Recommendation</u>  That Broken Hill City Council Report No. 183/15 dated August 18, 2015, be received.  That Council endorse the Draft Asbestos Policy for the purposes of public consultation.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>That the Draft Asbestos Policy be exhibited for public comment for a 28 day period.</p> <p><b>RESOLUTION</b>  <u>Minute No. 45046</u>  Councillor J. Nolan moved )  Councillor J. Richards seconded )</p> <p>That the recommendation of item 9 be adopted.</p> <p>CARRIED</p> <p><i>01 Sep 2015 - 2:23 PM - Leisa Bartlett</i>  all processes complete to place Draft Policy on public exhibition, closing 29/09/2015.  COMPLETE</p>		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<p><b>ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 184/15 - DATED AUGUST 18, 2015 - DRAFT COMMUNITY ASSISTANCE GRANT POLICY FOR PUBLIC EXHIBITION</b> 11/117</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 184/15 dated August 18, 2015, be received.</p> <p>That Council endorse the Community Assistance Grant Policy for the purposes of public consultation.</p> <p>That the draft Community Assistance Grant Policy be exhibited for public comment for a 28 day period.</p> <p>That Council receives a further report at the conclusion of this exhibition, detailing submissions and any recommended changes arising, with a view to adopting the Draft Community Assistance Grant Policy. If adopted the Community Assistance Policy adopted in 2003 and the Heritage Restoration Fund Loans Policy adopted in 2002 will be rendered obsolete.</p> <p><b>RESOLUTION</b>  <u>Minute No. 45047</u>  Councillor D. Gallagher moved )  Councillor C. Adams seconded )</p> <p>That the recommendation of item 10 be adopted.</p> <p>CARRIED</p> <p><i>01 Sep 2015 - 2:23 PM - Leisa Bartlett</i>  all processes complete to place Draft Policy on public exhibition, closing 29/09/2015.  COMPLETE</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 185/15 - DATED AUGUST 12, 2015 - DEVELOPMENT OF A DRAFT CONSOLIDATED DEVELOPMENT CONTROL PLAN (DCP) FOR BROKEN HILL CITY COUNCIL</b> 11/126		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 185/15 dated August 12, 2015, be received.		
That a draft Consolidated Development Control Plan be prepared to apply to all land within Broken Hill local government area that consolidates the provisions of current development control plans and the provisions of any draft development control plans into a single plan.		
That the draft Consolidated Development Control Plan be presented to a future Council Meeting for the purpose of public exhibition.		
<b>RESOLUTION</b>		
Minute No. 45048		
Councillor C. Adams moved	)	That the recommendation of item 11 be adopted.
Councillor D. Gallagher seconded	)	
		CARRIED
22 Sep 2015 - 9:52 AM - Tracy Stephens		
Consultant advised of Council resolution. Process commenced.		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 186/15 - DATED AUGUST 18, 2015 - RENEWAL OF LICENCE AT BROKEN HILL REGIONAL AIRPORT TERMINAL TO W.T.H. PTY LTD TRADING AS AVIS AUSTRALIA FOR CAR RENTAL DESK</b> 11/220		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 186/15 dated August 18, 2015, be received.		
That Council renews the licence agreement with W.T.H. Pty Ltd trading as Avis Australia for a Car Rental Desk and two (2) car parking spaces within the Licensor's lockup parking compound at the Broken Hill Regional Airport Terminal.		
That the term of the licence be for five (5) years commencing July 1, 2015 and expiring June 30, 2020.		
That W.T.H. Pty Ltd trading as Avis Australia will pay market fee for the licence in line with other similar airport desk licences; and that this fee is reviewed every twelve months on July 1 <sup>st</sup> in line with the Consumer Price Index, and the licence fee adjusted accordingly.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>That all other terms be in accordance with the previous licence.</p> <p>That the Mayor and General Manager be authorised to sign the Licence Agreement and Council's Common Seal be affixed.</p> <p><b>RESOLUTION</b>  <u>Minute No. 45049</u>  Councillor D. Gallagher moved )  Councillor J. Nolan seconded )</p> <p>That the recommendation of item 12 be adopted.</p> <p>CARRIED</p> <p>16 Sep 2015 - 9:25 AM - Leisa Bartlett</p> <p>New lease for Avis Australia for car rental desk at Airport Terminal is currently being drafted.</p>		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<b>ITEM 13 – BROKEN HILL CITY COUNCIL REPORT NO. 187/15 – DATED AUGUST 06, 2015 – COMMUNITY ASSISTANCE REQUESTS FOR AUGUST</b>		11/117
<p><b>RESOLUTION</b>  <u>Minute No. 45051</u>  Councillor M. Browne moved )  Councillor C. Adams seconded )</p> <p>That Council approves the discretionary rates subsidy to the Broken Hill Philharmonic Society Inc. of \$2,335.00 being the difference between the business rate and the residential rate for the principal property at 200 Crystal Street as per clause 7.2 of the Community Assistance Policy.</p> <p>That Council declines the request for a waiver of entry fees at the Living Desert for the 5<sup>th</sup> Mildura Scouts Cubs Section for their Cub Pack Holiday to Broken Hill as the request does not meet the eligibility criteria of the Community Assistance Policy.</p> <p>That Council approves the request (facilitated by Compass Housing Services on behalf of residents of Creedon Street) for Community Assistance by way of in-kind assistance of \$1,550.50 to clean up vacant land and clear rubbish from the back fence line of properties in the Creedon Street Community Hub precinct between Rakow Streets and Cornish Streets.</p> <p>That Council declines the request for waiver of fees for the Department of Education to hold a concert benefiting the Broken Hill Base Hospital (up to \$3,000.00</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>dependent on ticket sales) as the request does not meet the eligibility criteria of the Community Assistance Policy as both organisations are government funded.</p> <p>CARRIED</p> <p>01 Sep 2015 - 2:33 PM - Leisa Bartlett</p> <p>All action taken to approve community assistance to:</p> <ol style="list-style-type: none"> <li>1. Broken Hill Philharmonic Society Inc - rates subsidt</li> <li>2. Compass Housing - clean up of Creedon St Hub precinct</li> </ol> <p>All action taken to decline community assistance to:</p> <ol style="list-style-type: none"> <li>1. Mildura 5th Scouts</li> <li>2. Broken Hill High School</li> </ol> <p>COMPLETE</p> <p>01 Sep 2015 - 5:21 PM - Leisa Bartlett</p> <p>Estimated Completion Date changed by: Leisa Bartlett From: 02 Sep 2015 To: 27 August 2015</p>		
Ordinary Meeting of the Council 26 August 2015	False	Committee Reports
<p><b>ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 193/15 - DATED AUGUST 13, 2015 - NOMINATION FOR COMMUNITY REPRESENTATIVES ON VARIOUS SECTION 355 ASSET COMMITTEES</b></p> <p>12/57</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 193/15 dated August 13, 2015, be received.</p> <p>That Council appoints Mr. John Erskine as a community representative on the Memorial Oval Community Committee.</p> <p>That Council appoints Ms. Fallon Lawn and Ms. Helen Semmens as community representatives on the Riddiford Arboretum Community Committee.</p> <p>That Council appoints Mr. Hans Noorman as a community representative on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee.</p> <p>16 Sep 2015 - 9:26 AM - Leisa Bartlett</p> <p>Letters have been sent to the new representatives advising of their appointment and enclosing copies of the relevant Committee Constitutions. Letters sent to Chairpersons of Committees advising of new members.</p> <p>COMPLETE</p>		
Ordinary Meeting of the Council 26 August 2015	False	Question On Notice
<p><b>ITEM 23 - QUESTIONS ON NOTICE NO. 11/15 - DATED AUGUST 04, 2015 - COUNCILLORS QUESTIONS ON NOTICE FROM AUGUST 26, 2015 COUNCIL MEETING</b></p> <p>11/126</p>		

Printed: Tuesday, 22 September 2015 12:32:18 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p><b>RESOLUTION</b>  <u>Minute No. 45056</u>  Councillor P. Black moved )  Councillor B. Licul seconded )</p> <p>That Questions On Notice No. 11/15 dated August 4, 2015, be received.</p> <p>That the responses be noted and the response concerning Council's borrowings be referred to the Audit Committee.</p> <p style="text-align: right;">CARRIED</p> <p><i>16 Sep 2015 - 10:14 AM - Therese Manns</i>  Next Audit Committee meeting 15 October 2015  <i>21 Sep 2015 - 2:06 PM - Andrew Bruggy</i>  BIU Band Hall and Soccer Complex Asset Committee - Council officers are reviewing current number of, and composition of Section 355 Committees. Council has also ben approached by the Tennis Association, to consider the possibility of re-forming their Section 355 Committee. This could howewver see five seperate Committees representing the O'Neill Sporting precinct. A full report will be presented to teh October Council meeting.</p>		
Ordinary Meeting of the Council 26 August 2015	False	Reports
<p><u>MATTER OF URGENCY - GREAT SOUTHERN RAIL</u></p> <p style="text-align: right;">11/291</p> <p><b>RESOLUTION</b>  <u>Minute No. 45057</u>  Councillor B. Licul moved )  Councillor J. Nolan seconded )</p> <p>That Council makes representations to the Local, Federal and State Members, the NSW Transport Minister and NSW Tourism Minister requesting that the loss of subsidies planned for Great Southern Rail be addressed.</p> <p style="text-align: right;">CARRIED</p> <p><i>28 Aug 2015 - 12:31 PM - Leisa Bartlett</i>  Letters under Deputy Mayor signature completed 28-08-2015.  COMPLETE</p>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Confidential Matters of the Council 26 August 2015	False	Confidential Matters
<b><u>ITEM 25 - BROKEN HILL CITY COUNCIL REPORT NO. 197/15 - DATED JUNE 03, 2015 - - CONFIDENTIAL</u></b> 11/333		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 197/15 dated June 3, 2015, be received.		
That Council approve the sale by auction process of Shorty O'Neil Village less the twelve units between Gossan and Skipman Streets subject to lifting of the caveat over the site by NSW Land and Housing Corporation and final subdivision from the overall site of the twelve unit cluster.		
Authorise the General Manager to proceed to subdivision of the site from the 12 unit cluster at Gossan Street once agreement has been reached with NSW Land and Property on the removal of the caveat.		
Confidential Matters of the Council 26 August 2015	False	Confidential Matters
<b><u>ITEM 26 - BROKEN HILL CITY COUNCIL REPORT NO. 198/15 - DATED AUGUST 18, 2015 - - CONFIDENTIAL</u></b> 11/333		
<u>Recommendation</u>		
That Broken Hill City Council Report No. 198/15 dated August 18, 2015, be received.		
That Council endorse the actions of the General Manager in relation to the sale of bed licences.		
<u>Minute No. 45060</u>		
Councillor P. Black moved	)	That the recommendations of items 25 to 26 be adopted.
Councillor D. Gallagher seconded	)	
		CARRIED
02 Sep 2015 - 3:21 PM - Razija Nu'man		
In process.		
16 Sep 2015 - 10:17 AM - Therese Manns		
Settlement for bed licences occurred and funds received COMPLETE.		



## **COMMITTEE REPORTS**

1. BROKEN HILL CITY COUNCIL REPORT NO. 218/15 - DATED  
SEPTEMBER 14, 2015 - NOMINATION FOR APPOINTMENT AS  
COMMUNITY REPRESENTATIVES ON SECTION 355 COMMUNITY  
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2. BROKEN HILL CITY COUNCIL REPORT NO. 229/15 - DATED  
SEPTEMBER 21, 2015 - MINUTES OF THE SISTER CITY ADVISORY  
COMMITTEE MEETING HELD 7 SEPTEMBER 2015 (11/403)..... 257
  
3. BROKEN HILL CITY COUNCIL REPORT NO. 221/15 - DATED  
SEPTEMBER 15, 2015 - MINUTES OF THE BROKEN HILL COMMUNITY  
STRATEGIC PLAN ROUND TABLE COMMITTEE MEETING HELD  
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4. BROKEN HILL CITY COUNCIL REPORT NO. 216/15 - DATED  
SEPTEMBER 10, 2015 - MINUTES OF THE MEMORIAL OVAL  
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5. BROKEN HILL CITY COUNCIL REPORT NO. 217/15 - DATED  
SEPTEMBER 11, 2015 - MINUTES OF THE ALMA OVAL COMMUNITY  
COMMITTEE MEETING HELD AUGUST 24, 2015 AND COPY OF  
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6. BROKEN HILL CITY COUNCIL REPORT NO. 219/15 - DATED  
SEPTEMBER 15, 2015 - MINUTES OF THE PICTON OVAL COMMUNITY  
COMMITTEE MEETING HELD SEPTEMBER 14, 2015 (12/54)..... 277
  
7. BROKEN HILL CITY COUNCIL REPORT NO. 220/15 - DATED  
SEPTEMBER 15, 2015 - MINUTES OF THE FLORA AND FAUNA OF THE  
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AUGUST 18, 2015 (12/51) ..... 280

## ORDINARY MEETING OF THE COUNCIL

September 14, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 218/15

SUBJECT: NOMINATION FOR APPOINTMENT AS COMMUNITY REPRESENTATIVES ON SECTION 355 COMMUNITY COMMITTEES 12/50, 12/51

**Recommendation**

That Broken Hill City Council Report No. 218/15 dated September 14, 2015, be received.

That Council appoints Mr. Bruce McIntosh as a user group representative (Silver City Show) on the Memorial Oval Community Committee.

**Executive Summary:**

Council has received a nomination for membership on the Memorial Oval Community Committee as a user group representative.

**Report:**

Following the election of the new Council in September 2012, Council advertised for nominations for community representatives on its Section 355 Committees. At that point the majority of community representative positions on all Section 355 Committees were appointed.

Council has received a nomination from Mr. Bruce McIntosh as a user group representative on the Memorial Oval Community Committee.

Current membership on the Memorial Oval Community Committee is as follows:

Membership details	Current
Total number of community representatives as per the Committee Constitution	12
User group representatives (separate to community representatives)	1 per user group
Current number of community representatives	10
Number of vacancies	2

Appointment of one user group representative to the Memorial Oval Community Committee can be accommodated under the Committee's Constitution.

Membership on all of Council's Section 355 Committee will lapse at the end of the current term of Council, September 2016.

**Strategic Direction:**

Key Direction:	1	Our Community
Objective:	1.4	Our built environment supports our quality of life.
Function:		Open Spaces
DP Action:	1.4.1.7	Provide parks and open spaces for passive recreational activity.

**Relevant Legislation:**

Local Government Act 1993 Section 355.

**Financial Implications:**

Nil.

**Attachments**

1. Nomination Form - Mr. Bruce McIntosh 1 Page

THERESE MANNS  
GENERAL MANAGER



BROKEN HILL CITY COUNCIL

NOMINATION FORM FOR APPOINTMENT  
SECTION 355 ASSET COMMITTEE

To the General Manager

I hereby wish to nominate for the position of citizen representative on the

MEMORIAL Oval Management COMMITTEE

NAME:

BRUCE McINTOSH.

ADDRESS:

BROKEN HILL NSW 2880.

TELEPHONE NO:

OCCUPATION:

Do you represent a sporting or other organisation? YES / ~~NO~~

If yes, please supply details: SILVER CITY PARKLANDS & AG. ASS. INC.

Previous experience on any Committee? 10 YEARS SILVER CITY SNOW.

Reasons for Nomination: SILVER CITY SNOW REQUIRES A DELEGATE.

Signature B. McIntosh Date: 28/8/2015.

Privacy

This information is collected for the purpose of application for committee membership. Personal details will be made available to the Committee Secretary & Committee and relevant Council Officers; and personal telephone and email details will be removed for inclusion of applications in Council Business Papers.

ORDINARY MEETING OF THE COUNCIL

September 21, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 229/15

SUBJECT: MINUTES OF THE SISTER CITY ADVISORY COMMITTEE  
MEETING HELD 7 SEPTEMBER 2015 11/403

**Recommendation**

That Broken Hill City Council Report No. 229/15 dated September 21, 2015, be received.

That the minutes of the Sister City Advisory Committee meeting held September 7, 2015 be received.

That the Sister City Advisory Committee be dissolved as a S355 committee of Council to facilitate the establishment of the Sister City Volunteer Group.

**Executive Summary:**

Council has received minutes of the Broken Hill Sister City Advisory Committee Meeting held 7 September 2015, for endorsement by Council.

**Report:**

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

*"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).*

Accordingly, the Broken Hill Sister City Advisory Committee has submitted minutes from its meeting held 7 September 2015, for Council's endorsement.

At the request of the Sister City Advisory Committee, the committee chairperson, Committee Secretary and Council's Tourism and Events Coordinator met with Council's General Manager on 19 June 2015 to discuss future options for the Sister City Advisory committee. As a result of that meeting the committee chairperson discussed the option of becoming a Volunteer Working Group with the Sister City Advisory committee at its meeting held 3 August 2015. The Sister City Advisory Committee requested the General Manager or deputy General Manager attend its next meeting to further clarify the change in committee structure before making a final decision.

Council's deputy General Manager attended the Sister city Advisory Committee meeting held 7 September 2015 to further discuss options that reflect the actual functions carried out by the committee. An assessment was carried out on the advisory nature of the committee and determination was made that there is no advisory function currently being exercised. As a result, a recommendation was made to the committee that it could operate as a volunteer group with an allocated liaison officer from staff. This arrangement would enable the committee to undertake volunteer activities from a range of options provided by their liaison

officer. Appropriate insurance coverage and risk management processes would be put in place to ensure any volunteer activities are carried out in a safe manner.

There would be no additional burden on Council staff or resources to facilitate this change.

The volunteer group would no longer require to be a S355 committee of Council. It is expected that there will be no change to the delivery of the strategic direction outcomes of Council. The group will have improved procedures, via their liaison officer, to undertake activities that suit their available skill base.

The committee resolved to recommend this change to Council.

### **Strategic Direction:**

Key Direction:	Our Community
Objective:	Our Community Works Together
Function:	Encourage volunteering and create initiatives to support the strong volunteer base currently engaged in Broken Hill
DP Action:	Develop, plan and implement a strategy to support, encourage and celebrate volunteers in our community
Key Direction:	Our Leadership
Objective:	We Unite to Succeed
Function:	Opportunities to work together are identified and relationships are developed and maintained for the benefit of the community
DP Action:	Develop committees and/or workgroups for key issues and projects impacting Council and the city

### **Relevant Legislation:**

The Sister City Advisory Committee operates under Council's Section 355 Committee Standard Constitution and the Local Government Act, 1993.

### **Financial Implications:**

Funding is available in the 2015/16 Council Operational Plan for Sister City activities as the relationship is a specific item addressed in Council's Delivery Program.

### **Attachments**

1. Minutes of Sister City Committee Meeting held 7 September 2015 2 Pages

ANDREA ROBERTS  
MANAGER ECONOMIC DEVELOPMENT & CULTURE

THERESE MANNS  
GENERAL MANAGER

**Minutes of Sister City Committee Meeting  
Held 7 September 2015**

Meeting opened 5:45pm

**Present:** Councillor Christine Adams (Chairperson), Councillor Jim Richards (5.50pm), Cheryl Cuy, Pat Reville, Sonja McEvoy, Helen Walton and Anne Andrews (BHCC).

**Apologies:**

Andrew Gosling, Linda Tugwell, Sheree Quinn

**Minutes for Confirmation**

Moved: Helen Walton  
Seconded: Pat Reville

That the minutes of the meeting held 3 August 2015 be confirmed.  
**CARRIED**

**Matters Arising from the Minutes**

- Nil

**Correspondence**

- a) Nil

**SISTER CITY PROGRAM**

An invitation has been received from Sister Cities Australia to attend the National Conference. The Chair suggested that the conference was heavily geared to international relations which was more suited to a member of the economic development team to attend or alternatively that Sister City Secretary to request a representative from Bankstown provide an update of the outcomes as a part of the Sister City arrangement. Sister City Secretary to coordinate.

**PHOTOGRAPHY COMPETITION**

- The Chair requested an update on the status of the Sister City photographic workshop. Tourism and Events coordinator to follow up with Sister City Secretary on her return from leave. Prefer that the workshop occurs in September.

**GENERAL BUSINESS**

**355 to Volunteer Working Group**

- Deputy General Manager (DGM) Sharon Hutch met with the Committee to discuss transitioning from a 355 Committee to a Volunteer Working Group (VWG).
- DGM explained that as a VWG, the group were able to self-determine governance and how they operate. Group may choose to maintain current governance model.
- A VWG model gives the group more flexibility to action projects and activities.
- Funding: DGM assured committee that funding would remain available for Sister City activities as the relationship was a specific item addressed in Council's delivery program.

Moved Pat Reville  
Seconded: Cheryl Cuy

That the Sister City Committee transition to a Volunteer Working Group and that the first item on the agenda for the next meeting be Terms of Reference.

**CARRIED**

**Australia Day Nominations**

Chair requested that committee nominate citizens for the Australia Day 2016 Citizen of the Year Awards – in particular young people. Can be paid or volunteer workers.

**Victor Chang Science Award.**

Committee requested an update of the Victor Chang Science Award brought to their attention at the 15 June, 2015 meeting. Sister City Committee secretary to follow up.

Meeting closed: 6:40pm

**Next meeting: 2 November 2015 at 5:30pm in the Council Chambers.**



ORDINARY MEETING OF THE COUNCIL

September 15, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 221/15

SUBJECT: MINUTES OF THE BROKEN HILL COMMUNITY STRATEGIC PLAN  
ROUND TABLE COMMITTEE MEETING HELD AUGUST 12, 2015  
13/145

**Recommendation**

That Broken Hill City Council Report No. 221/15 dated September 15, 2015, be received.

That the minutes of the Broken Hill Community Strategic Plan Round Table committee meeting held August 12, 2015 be received.

**Executive Summary:**

During the Community Strategic Plan community consultation undertaken in April 2013, the theme of "One Community, One Plan" was strongly discussed and resulted in the inclusion of the establishment of the Community Round Table in the Community Strategic Plan.

It was recommended that the Round Table be established as a Section 355 Committee of Council, which provides it with the ability to carry out functions on behalf of Council and consists of membership including Councillors, staff and members of the public.

One of the requirements of a Section 355 Committee of Council is the reporting of its minutes of meetings to Council for endorsement.

**Report:**

The Committee met on Wednesday August 12, 2015. Items on the Agenda included:

Reports

- Broken Hill City Council – Delivery Program progress report
- NSW Police Force, Barrier Local Area Command report on Community Strategic Plan Strategies and Reportable Crime Performance Indicators
- Far West Regional Health Service – Update report
- NSW Department of Education – Update report
- Broken Hill City Council – Local Development Statistics

General Business Items

- Skills Audit
- Local Traineeships
- Positive impact of recycling
- Local Government Reform – Fit for the Future

See attached minutes of the Community Round Table Committee Meeting held August 12, 2015.

**Strategic Direction:**

Key Direction: 4 - Our Leadership  
Objective: 4.3 – We Unite to Succeed  
Function: Leadership and Governance  
DP Action: 4.3.1.9 - Provide leadership, structure and support to the Community  
Round Table in their review and management of the Community  
Strategic Plan

**Relevant Legislation:**

Local Government Act 1993, section 406.

**Financial Implications:**

Nil

**Attachments**

- |   |            |
|---|------------|
| 1. Minutes of the Broken Hill Community Strategic Plan Round Table Committee meeting held August 12, 2015 | 5<br>Pages |
|---|------------|

THERESE MANNS  
GENERAL MANAGER

BROKEN HILL COMMUNITY ROUND TABLE

12 AUGUST 2015

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**MINUTES OF THE BROKEN HILL COMMUNITY ROUND TABLE MEETING HELD  
WEDNESDAY, AUGUST 12, 2015 (2PM)**

**PRESENT:**

Mayor Wincen Cuy (Chair) Councillor's Browne, Adams and Richards  
Government Stakeholders – Acting Superintendent Matt Scott  
Community Representative – Mr Damien Fisher and Mr Paul Seager  
Health – Ms Patricia Holtze  
Education – Mr Robert Dyson  
Broken Hill City Council – General Manager Ms Therese Manns

**APOLOGIES:**

Councillor's Turley and Gallagher, Kathy Mitchell, Sam Lazarus, Trish Webb

**MINUTES FOR CONFIRMATION**

That the Minutes of the Broken Hill Community Round Table meeting held Wednesday,  
May 13, 2015 be confirmed.

**ENDORSED**

**REPORTS**

3. BROKEN HILL CITY COUNCIL REPORT NO. 3/15 - DATED AUGUST 07, 2015  
- RESIGNATION FROM COMMUNITY ROUND TABLE 13/145

**Recommendation**

That Broken Hill City Council Report No. 3/15 dated August 7, 2015, be received and  
noted.

ACTION: That the Community Round Table send a letter thanking Kathy Mitchell for  
her interest and contribution in the Community Round Table; and

ACTION: That an advertisement be made for a replacement community committee  
member.

**ENDORSED**

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BROKEN HILL COMMUNITY ROUND TABLE

12 AUGUST 2015

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4. BROKEN HILL CITY COUNCIL REPORT NO. 4/15 - DATED AUGUST 07, 2015  
- BROKEN HILL CITY COUNCIL DELIVERY PROGRAM PROGRESS REPORT ?

**Recommendation**

That Broken Hill City Council Report No. 4/15 dated August 7, 2015, be received.

That the Community Round Table receives and notes the progress report for Broken Hill City Councils 4 year Delivery Program.

**ENDORSED**

5. BROKEN HILL CITY COUNCIL REPORT NO. 5/15 - DATED AUGUST 07, 2015  
- NSW POLICE FORCE, BARRIER LOCAL AREA COMMAND REPORT TO  
BROKEN HILL COMMUNITY ROUND TABLE ON COMMUNITY STRATEGIC  
PLAN STRATEGIES AND REPORTABLE CRIME PERFORMANCE  
INDICATORS 13/145

**Recommendation**

That Broken Hill City Council Report No. 5/15 dated August 7, 2015, be received.

That the Community Strategic Plan Round Table receives and notes the update report submitted by Matt Scott, Acting Superintendent Commander, Barrier Local Area Command and commends Matt for his efforts in linking the agency report back to the Delivery Program and strategic directions.

**ENDORSED**

6. BROKEN HILL CITY COUNCIL REPORT NO. 6/15 - DATED AUGUST 07, 2015  
- UPDATE REPORT FROM FAR WEST HEALTH SERVICE 13/145

**Recommendation**

That Broken Hill City Council Report No. 6/15 dated August 7, 2015, be received.

That the Community Strategic Plan Round Table receives and notes the update report submitted by Samuel Lazarus, Acting General Manager, Broken Hill Health Service.

ACTION: A Community Assistance Program is being developed Headspace 2017, Patricia will discuss with the mental health team and prepare and update report for the next meeting.

**ENDORSED**

BROKEN HILL COMMUNITY ROUND TABLE

12 AUGUST 2015

---

7. BROKEN HILL CITY COUNCIL REPORT NO. 7/15 - DATED AUGUST 07, 2015  
- LOCAL DEVELOPMENT STATISTICS 13/145

**Recommendation**

That Broken Hill City Council Report No. 7/15 dated August 7, 2015, be received and notes the Local Development Statistics Report.

**ENDORSED**

- . BROKEN HILL CITY COUNCIL REPORT NO. /15 - DATED SEPTEMBER 11,  
2015 - NSW DEPARTMENT OF EDUCATION REPORT 13/145

**Recommendation**

That Broken Hill City Council Report No. /15 dated September 11, 2015, be received.

That the Community Strategic Plan Round Table receives and notes the update report and presentation submitted by Bob Dyson, Networked Specialist Centre Facilitator, Department of Education.

**ENDORSED**

- . BROKEN HILL CITY COUNCIL REPORT NO. /15 - DATED SEPTEMBER 11,  
2015 - SKILLS AUDIT 13/145

**Recommendation**

That Broken Hill City Council Report No. /15 dated September 11, 2015, be received.

- ACTION: The General Manager asked members "how do we know what we are working towards" and suggested a skills audit be undertaken to identify gaps. Could possibly put up a grant application through the RDA.

Bob Dyson will enquire if Education have previously undertaken a skills audit and advise at the next meeting.

**ENDORSED**

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BROKEN HILL COMMUNITY ROUND TABLE

12 AUGUST 2015

---

BROKEN HILL CITY COUNCIL REPORT NO. /15 - DATED SEPTEMBER 11,  
2015 - BRAIN STORMING - TRAINEESHIPS 13/145

**Recommendation**

That Broken Hill City Council Report No. /15 dated September 11, 2015, be received.

- ACTION: Traineeships – young people learn a trade and not kept on for continual employment, suggested that this committee do some brain storming around a more positive solution. Louise to include on next agenda.

**ENDORSED**

BROKEN HILL CITY COUNCIL REPORT NO. /15 - DATED SEPTEMBER 11,  
2015 - MEDIA RELEASE - POSITIVE IMPACT OF RECYCLING 13/145

**Recommendation**

That Broken Hill City Council Report No. /15 dated September 11, 2015, be received.

- ACTION: Question raised in relation to the Weighbridge charges. Suggested that more communication is needed.

The General Manager advised that advertisements have been placed in the BDT and Internet and interview conducted with Clr Browne.

Council will prepare a good news story, media release around the positive impact of recycling

**ENDORSED**

BROKEN HILL CITY COUNCIL REPORT NO. /15 - DATED SEPTEMBER 11,  
2015 - PRESENTATION BY THE POLICE 13/145

**Recommendation**

That Broken Hill City Council Report No. /15 dated September 11, 2015, be received.

- ACTION: The next meeting will include a presentation by the Police.

**ENDORSED**

BROKEN HILL COMMUNITY ROUND TABLE

12 AUGUST 2015

---

**General Business**

- It was noted that Health, FACS and the Police are not far away from a full alignment within the agencies.
- The General Manager provided an update and overview of the Local Government Reform – Fit for the Future. Eight Council's in the far west are part of this initiative.

Meeting closed at 2.55pm.

The foregoing minutes were read and confirmed at the Broken Hill Community Round Table meeting held on Wednesday, 11 November 2015.

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Chairperson

ORDINARY MEETING OF THE COUNCIL

September 10, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 216/15

SUBJECT: MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE  
MEETING HELD AUGUST 4, 2015 12/52

**Recommendation**

That Broken Hill City Council Report No. 216/15 dated September 10, 2015, be received.

That Minutes of the Memorial Oval Community Committee Meeting held August 4, 2015 be received.

**Executive Summary:**

Council has received minutes of the Memorial Oval Community Committee Meeting held August 4, 2015 for endorsement by Council.

**Report:**

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

*"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).*

Accordingly, the Memorial Oval Community Committee has submitted minutes from its meeting held August 4, 2015 for Council's endorsement.

**Strategic Direction:**

Key Direction:	1.	Our Community
Objective:	1.4	Our built environment supports our quality of life
Function:		Open Spaces
DP Action:	1.4.1.7	Provide parks and open spaces for passive recreational activity

**Relevant Legislation:**

The Memorial Oval Community Committee operates under Council's Section 355 Asset Committee Standard Constitution and the Local Government Act, 1993 (Section 355).

**Financial Implications:**

Nil



**Attachments**

1. Minutes of the Memorial Oval Community Committee 1 Page

ANDREW BRUGGY  
MANAGER INFRASTRUCTURE STRATEGY

THERESE MANNS  
GENERAL MANAGER

## MEMORIAL OVAL COMMUNITY COMMITTEE. MINUTES: 4<sup>th</sup> AUGUST 2015

**OPENED:** 7.00pm

**APOLOGIES:** Nil.

**ABSENT:** Tracey Robinson.

**ATTENDANCE:** Ray Steer, Dennis Cetinich, Alan Tucker, Lee-Anne Khan, Dinney Reardon, Steve Trayhern, Dave Gallagher, Scott Dunn, John Erskine, John Ralph.

**MINUTES:** 7<sup>th</sup> July 2015.

Minutes be accepted: **Dave Gallager/Lee-Anne Khan Carried.**

**BUSINESS ARISING:** Flair has removed all Sanity Bins from all Toilets, Caretaker will now do this removal needs to visit his Doctor and have Hepatitis Vaccination, according to BHCC correspondence this will be paid by BHCC, Dave Gallagher will look into this matter and report back.

### **INWARD CORRESPONDENCE:**

**SC.Kennel Club:** Accepting 3 day Oval hire as discussed, Hire Fee \$524.00.

**BHCC:** Still listed as a Caravan and Camping Site.

**SCFA:** Advising that John Erskine is their MOMC Delegate, Daniel Timperio his proxy, also requesting to book the Oval on the following dates - October 11th to December 13<sup>th</sup>, these games will be played mid-morning and in the evening of the above dates, timing will be confirmed at a later date.

### **OUTWARD CORRESPONDENCE:**

**SCFA:** Forwarding Council Forms re their Delegates need to be filled out and sent into the BHCC for approval and acceptance.

**BHCC:** Work requests re repairs at the Oval.

**Ray Steer/Lee-Anne Khan Carried.**

### **FINANCIAL REPORT:**

**July 2015:** Bank Balance \$29,388.33.

**Debtors 2015:** BHHRC \$1,118.00. CBHFC \$2,324.47. SCKCL: \$394.00. BHPSSA: \$119.00

Report be accepted: **Lee-Anne Khan/Steve Trayhern Carried.**

### **GENERAL BUSINES:**

**Bromsons:** Ray to meet with Bromsons Gas to inquire why we have 5 large bottles on the back of the Grand stand & what are the costing per month.

**BHHRC:** Require the edge of Oval Lawn trimmed back re Racing Stakes.

**Sureway:** Require Carpenter and Welder re work for the Dole, six month term, commence on the 1/9/2015.

**Amie Stadium:** 400 chairs up for Tender, have submitted tender of \$2 per Chair.

**Dennis Cetinich:** Apology for next Meeting.

**Booking Board:** Oval Booking Board to be placed in Secretary's Office for the perusal of Committee and Delegates, new Board to be paid for by Dave Gallagher.

**SC. Kennel Club:** Dog Show Dates – 21/22 May 2016, subject to Change.

**Meeting Closed: 8.30pm:**

**Next Meeting: Tuesday 1<sup>st</sup> September 2015 at 7pm.**

ORDINARY MEETING OF THE COUNCIL

September 11, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 217/15

SUBJECT: MINUTES OF THE ALMA OVAL COMMUNITY COMMITTEE  
MEETING HELD AUGUST 24, 2015 AND COPY OF AUDITOR'S  
REPORT FOR YEAR ENDED MARCH 31, 2015 12/45

**Recommendation**

That Broken Hill City Council Report No. 217/15 dated September 11, 2015, be received.

That Minutes of the Alma Oval Community Committee Meeting held August 24, 2015 and Audited Financial Statements for the twelve month period ended March 31, 2015 be received.

**Executive Summary:**

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

*"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).*

Accordingly, the Alma Oval Community Committee has submitted minutes from its meeting held August 24, 2015 together with the Audited Financial Statements for the twelve month period ended March 31, 2015, for Council's endorsement.

**Strategic Direction:**

Key Direction: *Our Community*; Objective 1.2.2: *Create opportunities for people to participate in active and healthy recreational activities.*

Key Direction: 1 Our Community  
Objective: 1.4 Our built environment supports our quality of life  
Function: Open Spaces  
DP Action: 1.4.1.7 Provide parks and open spaces for passive recreational activity

**Relevant Legislation:**

The Alma Oval Community Committee operates under Council's Section 355 Asset Committee Standard Constitution and the Local Government Act, 1993.

**Financial Implications:**

Nil

**Attachments**

- |  |            |
|--|------------|
| 1. Minutes of the Alma Oval Community Committee Meeting held August 24, 2015 and Audited Financial Statements for year end March 31, 2015. | 4<br>Pages |
|--|------------|

ANDREW BRUGGY  
MANAGER INFRASTRUCTURE STRATEGY

THERESE MANNS  
GENERAL MANAGER

**ABN:** 84 873 116 132



**Secretary**  
P. O'Dwyer  
PO Box 5065  
Broken Hill NSW 2880  
Phone: (08) 8087 5125

Administering the Alma Oval, Wilson Street, Broken Hill South.  
For the People.

**ALMA OVAL MANAGEMENT COMMITTEE MEETING MINUTES**  
Meeting held at the Alma Oval on 24<sup>th</sup>. August 2015. Start time 10.00a.m.

**Present:** Allan Elliott, Peter O'Dwyer, Pam O'Dwyer Stephen Pascoe, Barry Squire.

**Apologies:** Phil Neal.

**Confirmation of Minutes:** Read by P. O'Dwyer.

Moved – S. Pascoe,

Seconded – A. Elliott.

**Business Arising:**

- (1) – Item 3 – Re; Grand Stand gutter still needs replacing.
- (2) – Item 4 – Re; Power Switch Board still needs to be finished and outside panel box and pole need to be installed enabling the new cables to be installed into the channeling. Some work has started but has since stopped.
- (3) – Item 5 – Re; Shatter proof lights and the Range Hood for the deep fryer in the canteen have been completed.  
The Men's outside toilets (Wilson St. End and the Men's and Ladies toilets at Boughtman St. end) have no hand washing facilities at all; this will need to be looked at.
- (4) – Item 5 – General Business – The Public Address System has been purchased and is in operation as per quote.
- (5) – Advertising for the Grand Stand is in hand.

**Treasurer Report:** Balance as of 24<sup>th</sup>. August 2015 is \$3371.95.

Seconded – S. Pascoe.

**Correspondence In:**

- (1) – B.H.C.C. – Re; Quarterly G.S.T. return.
- (2) – Auditor Report.
- (3) – B.H.H.C. – Re; Volunteers Expo & Awards Dinner.
- (4) – B.H.H.C. – Re; - Automating method Purchase Requirement Numbers and updating Banking Details.

**Correspondence Out:**


- (1) – Councillor – Algate Re; Meeting.
- (2) – Councillor – Gallagher Re; Meeting.
- (3) – B. Squire - Re; Meeting.
- (4) – S. Pascoe - Re; Meeting.
- (5) – P. Neal - Re; Meeting.
- (6) – A. Elliott – Re; Meeting.

**General Business:**

- (1) – Auditors Report be Accepted  
Moved – A. Elliott, Seconded – B. Squire
- (2) – Count Down Clock wiring damaged not working for the past 10 years, looking at sponsorship to replace clock with a Digital Countdown Timer to be placed in Time keeper's room.
- (3) - Been told to change from the existing interleaf packets to Jumbo toilet paper to alleviate sewer blockages at a cost of \$15.83 per roll and \$45.65 per Dispenser for each toilet, the Change Rooms have 6 toilets, 6 Dispensers cost \$270.00 and 6 toilet rolls cost \$95.00. In 2013 when the Health Inspector came we had to put in soap dispensers and paper hand towel dispensers in the 2 change rooms, ladies toilets and the umpires room, some of this extra costs need to be added to the existing 6 monthly maintenance grant. There was no money available to buy much needed sprays.

Meeting closed at 10.45am.

The next Committee meeting will be advised.

  
.....

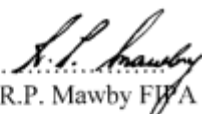
B. Squires  
Chairman.

ALMA OVAL MANAGEMENT COMMITTEE  
Bank Reconciliation Statement  
as at 31 March 2015

		<u>\$.</u>	<u>C.</u>
<u>Cash Book</u>	1/4/14	8600.70	
<u>Plus Income</u>		14317.83	
		22918.53	
<u>Less Expenditure</u>		15560.30	
<u>Cash Book</u>	31/3/15	<u>7358.23</u>	
 <u>Bank Statement</u>	31/3/15	7827.98	
<u>Less Unpresented Chqs.</u>	(482) 115.00		
	(484) 178.00		
	(485) 41.25		
	(486) 135.50	<u>469.75</u>	
<u>Cash Book</u>	31/3/15	<u>7358.23</u>	

Auditors Report

I have examined the books and vouchers of the ALMA OVAL MANAGEMENT COMMITTEE for the year ending 31 March 2015. In my opinion the above Statement of Financial Performance and Bank Reconciliation presents a fair and true view of the transactions for the period according to the records and information supplied.

  
R.P. Mawby FIPA  
26/5/15

ALMA OVAL MANAGEMENT COMMITTEE  
Statement of Financial Performance  
For year ended 31 March 2015

<u>Income</u>	<u>\$.</u> <u>C.</u>
B.H. City Council Mtce. Grant	3819.00
South Football Club	1040.90
Electricity Contribution	958.35
Ground Hire	359.09
B.H. Cricket League	613.63
Advertising	150.00
B.H. AFL Football League	6422.72
GST	954.14
	<u>14317.83</u>

<u>Expenditure</u>	
Electricity	3957.57
Ground Maintenance	4716.59
Caretaker	4510.00
Honorarium	300.00
Telstra	567.90
Audit	90.90
Aust. Post / Stationery	246.07
Cleaning Supplies	189.99
Bank Charges	10.00
BHCC – GST	33.79
GST	937.49
	<u>15560.30</u>
<u>Excess Expenditure</u>	<u>(1242.47)</u>



ORDINARY MEETING OF THE COUNCIL

September 15, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 219/15

SUBJECT: MINUTES OF THE PICTON OVAL COMMUNITY COMMITTEE  
MEETING HELD SEPTEMBER 14, 2015 12/54

**Recommendation**

That Broken Hill City Council Report No. 219/15 dated September 15, 2015, be received.

That the minutes of the Picton Oval Community Committee meeting held September 14, 2015 be received.

**Executive Summary:**

Council has received minutes of the Picton Oval Community Committee meeting held September 14, 2015 for endorsement by Council.

**Report:**

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

*"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).*

Accordingly, the Picton Oval Community Committee has submitted minutes from its meeting held September 14, 2015 for Council's endorsement.

**Strategic Direction:**

Key Direction:	1.	Our Community
Objective:	1.4	Our built environment supports our quality of life
Function:		Open Spaces
DP Action:	1.4.1.7	Provide parks and open spaces for passive recreational activity

**Relevant Legislation:**

The Picton Oval Community Committee operates under Council's Section 355 Asset Committee Standard Constitution and the Local Government Act, 1993 (Section 355).

**Financial Implications:**

Nil

**Attachments**

1. Minutes of the Picton Oval Community Committee Meeting 14/09/15 1 Page

ANDREW BRUGGY  
MANAGER INFRASTRUCTURE STRATEGY

THERESE MANNS  
GENERAL MANAGER

**PICTON OVAL MANAGEMENT COMMITTEE MEETING**  
**MINUTES**

**MONDAY, 14<sup>th</sup> SEPTEMBER 2015**

**Present:** N. Hannigan, T. Rynne, J. O'Neill, G. Hogan, P. Adams, C. Adams (Councillor),  
N. Davey, N. Inglis.

**Apologies:** B. Licul (Councillor).

**Meeting Commenced:** 7:30p.m.

**Matters Arising:**

1. Committee has marked branches that require cutting. Council to cut and mulch branches after the last Athletics Carnival.
2. Need to repair canteen benches.
3. Sprays are fixed.

**Correspondence In:**

1. BHCC – Level 2 Water Restrictions
2. St. Joes Soccer Club re: Application to use oval for training

**Correspondence Out:**

1. Happy Day has been given permission to use oval on a casual basis.

**Financial Report:**

Nil

**General Business:**

1. Toilet door needs to be placed on internal toilet in men's toilet
2. Committee to investigate putting out 'doggy bags' for community who walk dogs around oval.
3. Committee to inspect oval on Sunday, 20<sup>th</sup> September at 10:00a.m.
4. Grass cutting **continues to be a major issue** with committee. Past two cuts have been terrible.
5. Hockey Association expressed their thanks to the Committee, in particular Paul and John for mowing of hockey playing fields.
6. Committee needs to apply for grants to assist with major modifications/improvements to oval.
7. Hockey Association to clean up change rooms on Wednesday, 16<sup>th</sup> September.
8. St. Joes application to use oval has been accepted. Fee to be set. Investigate use of roller door for storage of equipment until required by Celtic again.

Meeting closed: 8:04p.m.

Next Meeting: Monday, 12<sup>th</sup> October 2015

ORDINARY MEETING OF THE COUNCIL

September 15, 2015

BROKEN HILL CITY COUNCIL REPORT NO. 220/15

SUBJECT: MINUTES OF THE FLORA AND FAUNA OF THE BARRIER  
RANGES COMMUNITY COMMITTEE MEETING HELD AUGUST  
18, 2015 12/51

**Recommendation**

That Broken Hill City Council Report No. 220/15 dated September 15, 2015, be received.

That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held August 18, 2015 be received.

**Executive Summary:**

Council has received minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held August 18, 2015 for endorsement by Council.

**Report:**

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

*"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).*

Accordingly, the Friends of the Flora and Fauna of the Barrier Ranges Community Committee has submitted minutes from its meeting held August 18, 2015 for Council's endorsement.

**Strategic Direction:**

Key Direction: *Our Community*; Objective 1.2.2: *Create opportunities for people to participate in active and healthy recreational activities.*

**Relevant Legislation:**

The Friends of the Flora and Fauna of the Barrier Ranges Community Committee operates under Council's Section 355 Asset Committee Standard Constitution and the Local Government Act, 1993 (Section 355).

**Attachments**

- |  |            |
|--|------------|
| 1. Minutes of the Friends of the Flora and Fauna of the Barrier Ranges<br>Community Committee Meeting held August 18, 2015 | 2<br>Pages |
|--|------------|

ANDREA ROBERTS  
MANAGER ECONOMIC DEVELOPMENT & CULTURE

THERESE MANNS  
GENERAL MANAGER

**MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES**  
**355 COMMITTEE HELD 18 August 2015 AT 4.00PM – COUNCIL CHAMBER, 240**  
**BLLENDE STREET, BROKEN HILL** 12/51

**Present:** John Rogers (Chairperson), Darrell Ford (BHCC), Marion Browne, David Speilvogel, Jill Speilvogel, Ronald Tumes, Dean Fletcher, Jeff Crase, Ray Allen, Lyn Campigli, Emily Scott.

**Apologies:** Kellie Scott (Vice Chairperson), Cathy Farry (BHCC), Darriea Turley, Neville Bent, Sue Spangler, Megan Allen, Jamie Scott, Geoffrey Hoare, Nevada Ford, Evan Scott,

**Confirmation of Minutes of previous meeting:**

Previous minutes: 21 July, 2015

Moved: Jeff Crase

Seconded: Ronald Tumes

**Business arising from previous minutes:**

Nil

**Correspondence:**

Nil

**Update on Action List:**

1. Ongoing Working Bee
2. Identification Cards – When required.
3. Paving Walk Way – Concrete Flora Site path entrance – pending.
4. Tree Planting – Inland dam – planned for forward working bee.
5. Cold Set – bitumen pouring over crushed paths
6. Maintenance of Pay But Hut

**Reports:**

- The Committee thanked Council and the Demo Club on a great volunteer function.
- Marion Browne spoke in relation to the volunteers card and encouraged volunteers to pick up a form from Council's Customer Relation Counter and to fill the form in and return it back to Council.
- Jeff Crase advised that a visitor had spoken to him in relation to the primitive campsite and how good of an idea it was. Jeff advised that there has been a lot of interest from Tourist.

**Roster:**

**September 2015**

- September 5-6 2015                      BHCC
- September 12-13 2015                  Dean Fletcher
- September 19-20 2015                  BHCC
- September 26-27, 2015                David and Jill Spielvogel
- 

**General Business:**

- .Working Bee will be held 29 August 2015 at 9:00am to do general weeding and run polly pipe at the campsite.

- **Action List:**

ACTION	WHO
1. Working Bee – <i>progressive</i> and ongoing	D. Ford, Ranger
2. Identification Cards- ( <i>when required</i> )	Corp. Administration
3. Concrete Flora Path and Entrance	D. Ford, Ranger
4. Tree planting	D. Ford, Ranger
5. Cold Set – bitumen pouring over crushed paths	D. Ford, Ranger
6. Maintenance of Pay Bay Hut	D. Ford, Ranger

**Meeting Closed:** 4:30pm

**Next Meetings:** Tuesday15 September 2015 – Council Chamber - 4.00pm

## **QUESTIONS ON NOTICE**

1. QUESTIONS ON NOTICE NO. 12/15 - DATED AUGUST 27, 2015 -  
COUNCILLORS QUESTIONS ON NOTICE FROM THE AUGUST 2015  
COUNCIL MEETING (11/161)..... 284

ORDINARY MEETING OF THE COUNCIL

August 27, 2015

QUESTIONS ON NOTICE NO. 12/15

SUBJECT: COUNCILLORS QUESTIONS ON NOTICE FROM THE AUGUST  
2015 COUNCIL MEETING 11/161

**Summary**

The following report provides responses to questions from Councillors which were taken on notice at the July 29, 2015 Council Meeting.

**Recommendation**

That Questions On Notice No. 12/15 dated August 27, 2015, be received.

**Background**

Below is the response to a Councillor question that was taken on notice at the August 2015 Council Meeting.

**Question:**

Channel 9 Coverage of National Rugby League 11/161

*Councillor Black requested whether Council could support Councillor Gallagher, in his role as Chairperson of the Broken Hill District Rugby League Association, to pursue the issue of Broken Hill receiving the broadcasting of the National Rugby League Finals as well as Thursday, Friday and Saturday evening games and Sunday afternoon games next year.*

**Response:**

Councillors are able to submit a Notice of Motion to ensure a Council position on any matter of interest.

Council has supported efforts in relation to coverage of Rugby League for Broken Hill through previous resolutions.

**Attachments**

There are no attachments for this report.

THERESE MANNS  
General Manager



## **CLOSED**

### **Council Meeting to be held** **Wednesday, September 30, 2015**

1. **BROKEN HILL CITY COUNCIL REPORT NO. 222/15 - DATED**  
**SEPTEMBER 10, 2015 - CONFIDENTIAL**

**(General Manager's Note:** This report is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).

2. **MAYORAL MINUTE NO. 7/15 - DATED SEPTEMBER 11, 2015 -**  
**CONFIDENTIAL**

**(General Manager's Note:** This report considers staffing matters and is deemed confidential under Section 10A(2) (a) of the Local Government Act, 1993 which contains matters that will involve the discussion of personnel matters concerning a particular individual).