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ABN 84 873 116 132

August 25, 2016

## **ORDINARY MONTHLY MEETING**

## TO BE HELD

## WEDNESDAY, AUGUST 31, 2016

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, August 31, 2016** commencing at 6:30 p.m. 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

<u>JAMES RONCON</u> GENERAL MANAGER

	MINUTES FO			
Minutes of the Ordinar July 27, 2016.	y Meeting of the Cou	ncil of the City of E	Broken Hill held We	dnesday,

Meeting commenced at 6:30 p.m.

The Mayor and General Manager welcomed two new staff members to the meeting, Mr. Jay Nankivell, Acting Finance Manager and Mr. Darrin Manuel, Communication and Community Engagement Coordinator.

Councillor W. Cuy (Mayor) Councillor D. Gallagher (Deputy Mayor), PRESENT:

Councillors C. Adams, B. Algate, M. Browne, B. Licul, J. Nolan and

J. Richards.

General Manager, Acting Deputy General Manager, Acting Finance Manager, Division Manager Corporate and Human Services, Manager Economic Development and Culture, Governance Officer, and Communication and Community Engagement Coordinator.

Media (4), Members of the Public (24).

**APOLOGIES:** Councillor Turley.

**RESOLUTION** Minute No. 45287

Councillor M. Browne moved That the apology submitted on behalf of Councillor J. Nolan seconded

Councillor 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**

#### ADDRESS BY MURRAY DARLING BASIN AUTHORITY

An invitation was extended to the Murray Darling Basin Authority to address the Ordinary Meeting of Council. Murray Darling Basin Authority Chairperson, Mr. Neil Andrew, OAM, and Executive Director River Management Division, Mr. David Dreverman attended and gave an overview of the Murray Darling Basin Plan and the Draft Environmental Watering Strategy and took questions from Councillors.

## **MINUTES FOR CONFIRMATION**

RESOLUTION		
Minute No. 45288		That the Minutes of the Ordinary Meeting of the
Councillor B. Algate moved	)	Council of the City of Broken Hill held June 29,
Councillor D. Gallagher seconded	)	2016 be confirmed.

**CARRIED** 

## **DISCLOSURE OF INTEREST**

Nil

## **MAYORAL MINUTES**

Nil.

## **NOTICES OF MOTION**

Nil.

## **RESCISSION MOTIONS**

Nil.

## **REPORTS FROM DELEGATES**

Nil.

#### REPORTS

ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 149/16 - DATED JULY 15, 2016 - ANNUAL FEES - MAYOR AND COUNCILLORS 11/20

Recon	nmen	dation

- 1. That Broken Hill City Council Report No. 149/16 dated July 15, 2016, be received.
- 2. That the Local Government Remuneration Tribunal annual fee increase of 2.5% be applied to the fees for Councillors and the Mayor for 2016/2017 and pro-rata is paid to Councillors and the Mayor for the month of July 2016.
- That allocation of a fee for the Deputy Mayor when he/she acts in the role as Mayor, being the daily fee based on the annual additional Mayoral fee; with the fee so payable deducted from the Mayor's fee, be reaffirmed.

•		
Councillor B. Algate moved Councillor C. Adams seconded	)	That this matter be referred to the incoming Council.
Amendment Councillor M. Browne moved Councillor J. Nolan seconded  The amendment becomes the motion.	)	That the recommendation of item 1 be adopted.  CARRIED
RESOLUTION  Minute No. 45289  Councillor M. Browne moved  Councillor J. Nolan seconded	)	That the recommendation of item 1 be adopted.  CARRIED

Councillor Algate requested that his name be recorded as voting against the motion of item 1.

## ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 150/16 - DATED JUNE 28, 2016 - LOCAL GOVERNMENT ELECTIONS 2016 - CARETAKER PERIOD 15/23

#### Recommendation

- 1. That Broken Hill City Council Report No. 150/16 dated June 28, 2016, be received.
- 2. That Circular No 16-18 dated 27 June 2016 Reference A489192 issued by the NSW Office of Local Government regarding the Local Government Elections Caretaker Provisions be received and noted.

## RESOLUTION

Minute No. 45290		
Councillor C. Adams moved	)	That the recommendation of item 2 be adopted.
Councillor D. Gallagher seconded	)	·
-	,	CARRIED

## <u>ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 151/16 - DATED MAY 31, 2016 - ADOPTION OF DRAFT AMENDED SECTION 94A LEVY CONTRIBUTIONS PLAN</u> 11/467

#### Recommendation

DECOLUTION

- 1. That Broken Hill City Council Report No. 151/16 dated May 31, 2016, be received.
- 2. That the draft amended Broken Hill Section 94a Levy Contributions Plan be adopted as a Plan of Council.

RESOLUTION		
Minute No. 45291		
Councillor B. Algate moved	)	That the recommendation of item 3 be adopted.
Councillor J. Richards seconded	)	·

ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 152/16 - DATED MAY 31, 2016 - ADOPTION OF THE DRAFT LIVING WELL - AGEING STRATEGY 2016-2021 11/432

**CARRIED** 

## **Recommendation**

- 1. That Broken Hill City Council Report No. 152/16 dated May 31, 2016, be received.
- 2. That Council adopts the Draft Living Well Ageing Strategy 2016 -2021 as a Strategy of Council.

### **RESOLUTION**

Minute No. 45292		
Councillor C. Adams moved	)	That the recommendation of item 4 be adopted.
Councillor M. Browne seconded	)	CARRIED

## ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 153/16 - DATED JUNE 16, 2016 - DRAFT LOCAL APPROVALS POLICY FOR PUBLIC EXHIBITION 12/14

## Recommendation

- 1. That Broken Hill City Council Report No. 153/16 dated June 16, 2016, be received.
- 2. That Council endorse the Draft Local Approvals Policy for the purposes of public consultation.
- 3. That the Draft Local Approvals Policy be exhibited for public comment for a 28 day period.
- 4. That the 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 Local Approvals Policy.

## **RESOLUTION**

)	That the recommendation of item 5 be adopted.
)	CARRIED
	)

ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 154/16 - DATED JULY 15, 2016 -

COUNCILLOR ATTENDANCE AT THE LOCA	<u>AL GOVERNMENT NSW ANNUAL CONFERENCE, 16-</u>
18 OCTOBER, 2016	11/364
RESOLUTION	

Minute No. 45294 Councillor D. Gallagher moved Councillor J. Richards seconded

- 1. That Broken Hill City Council Report No. 154/16 dated July 15, 2016, be received.
- 2. That registration and travel arrangements be made for the newly elected Mayor, Deputy Mayor and three Councillors (to be Councillor Turley as member of the Local Government NSW Board (if re-elected) and up to two newly elected Councillors) to attend the Local Government NSW Conference to be held in Wollongong, October 16-18, 2016.
- 3. That Council's newly elected Mayor and Deputy Mayor be Council's voting delegates to the Conference.
- 4. That Council determines its motions to the conference at this Council Meeting as motions close August 22, 2016 and must include the extract from the Council Meeting minutes of Council's support for the motion.

**CARRIED** 

## ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 155/16 - DATED JULY 12, 2016 -**INVESTMENT REPORT FOR JUNE 2016**

11/48

#### Recommendation

1. That Broken Hill City Council Report No. 155/16 dated July 12, 2016, be received.

## **RESOLUTION**

Minute No. 45295 Councillor B. Algate moved That the recommendation of item 7 be adopted. Councillor B. Licul seconded

**CARRIED** 

## ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 156/16 - DATED JUNE 01, 2016 -TEMPORARY SUSPENSION OF ALCOHOL FREE ZONE

11/307

#### Recommendation

- 1. That Broken Hill City Council Report No. 156/16 dated June 1, 2016, be received.
- 2. That Council approve the temporary suspension of the Alcohol Free Zone for the portion of Sulphide Street, adjacent to the Palace Hotel. Specific details of the suspension and road closure are Crystal Lane (East end), Crystal Lane (West end), Sulphide Street (South end) and Sulphide Street and Argent Street (bounded by the Palace Hotel and Argent St House). This area will include both footpaths in the closed section of Sulphide Street.

- 3. That the temporary suspension be in place from Friday, 09 September to Monday, 12 September 2016 subject to the final conditions, inclusive of trading times, contained in the liquor licence as advised by Barrier Local Area Command.
- 4. That the temporary suspension of the Alcohol Free Zone for the portion of Sulphide Street, adjacent to the Palace Hotel be advised to the public by way of media release and advertisement in the Barrier Daily Truth. That the advertisement also confirms that all other existing alcohol free zones in Broken Hill remain in force.
- 5. That the General Manager be authorised to implement the suspension and advertising processes on final advice of Barrier Local Area Command.
- 6. That Barrier Local Area Command be advised of Council's decision.

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<u> Minute No. 45296</u>		
Councillor J. Nolan moved	)	That the recommendation of item 8 be adopted.
Councillor C. Adams seconded	)	
		CARRIED

## ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 157/16 - DATED JULY 04, 2016 - SCORES ON DOORS 11/137

#### Recommendation

- 1. That Broken Hill City Council Report No. 157/16 dated July 4, 2016, be received.
- 2. That Council adopts the 'Scores on Doors' program for its food businesses to promote compliance with hygiene and food safety standards, promote consumer trust in food businesses and to further the reputation and economy of food businesses in Broken Hill.

### **RESOLUTION**

Minute No. 45297		
Councillor B. Algate moved	)	That the recommendation of item 9 be adopted.
Councillor M. Browne seconded	)	
	•	CARRIED

## ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 158/16 - DATED JULY 05, 2016 - EXPRESSION OF INTEREST - COUNCIL SPONSORSHIP 2016-2017

11/425

#### Recommendation

- 1. That Broken Hill City Council Report No. 158/16 dated July 5, 2016, be received.
- 2. That Council adopts the recommendations for Event Sponsorship for applications received for Round 1 of 2016-2017 being for:
  - Sponsorship of \$9,500 for the Broken Heel Festival to assist with entertainment, marketing and logistic costs
  - Sponsorship of \$10,000 the NSW State Rural Women's Gathering to assist with venue hire
  - Sponsorship of \$3,600 for the Regional Development Australia Far West Excellence in Business Awards
  - d) Sponsorship of \$3,000 for the Broken Hill Fringe Festival

e) Sponsorship of \$3,000 for Carols by Candlelight

	o, openion per 40,000 in contra	,	g	
<u>Miı</u> Co	ESOLUTION  nute No. 45298  puncillor J. Richards moved  puncillor D. Gallagher seconded	)	That the recommendation of item 10 be adopted CARF	
	EM 11 - BROKEN HILL CITY COUNCIL F DMMUNITY ASSISTANCE GRANTS - PA		RT NO. 159/16 - DATED JULY 11, 2016 - RANTS 1	6/44
Re	ecommendation			
1.	That Broken Hill City Council Report No	o. 159/1	6 dated July 11, 2016, be received.	
2.	That Broken Hill City Council approve b Restoration Works as follows:	oth app	olications under stream 3 - Painting and Minor	
			at 41-47 Crystal Street, Broken Hill.	
	b. Grant of \$500.00 to Sergio Bressan Hande Electrics Store at 197-199 A		Hande Pty. Ltd. towards the external painting of Street, Broken Hill.	the
Mii Co Co	ESOLUTION  nute No. 45299  puncillor C. Adams moved  puncillor B. Licul seconded	) )	That the recommendation of item 11 be adopted the commendation of item 12 be adopted the commend	RIED
	THE LOCAL TRAFFIC COMMITTEE MI			/397
Re	ecommendation			
1.	That Broken Hill City Council Report No	). 160/1	6 dated July 12, 2016, be received.	
2.	That the Minutes for the Local Traffic Co	ommitte	ee Meeting No.361, held July 5, 2016 be receive	ed.
3.	That the request for road closure as per The Palace Hotel's updated Traffic Control Plan, Titled: "Road Closure – Broken Heel Festival", valid from Friday 9 September 2016 to Monday 12 September 2016", be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.			
<u>Miı</u> Co	ESOLUTION  nute No. 45300  puncillor B. Algate moved  puncillor J. Nolan seconded	)	That the recommendation of item12 be adopted CARF	

The Mayor took a question on notice from Councillor Nolan regarding whether directional arrows will be painted in conjunction with the newly reinstated lane markings at the traffic light intersections of Argent/Bromide Streets, Argent/Chloride Streets and Argent/Oxide Streets.

## ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 161/16 - DATED JULY 04, 2016 -TOURISM AND CULTURAL ATTRACTIONS ACTIVITY REPORT FOR JULY 2015 TO JUNE 2016 11/514

<u>Recommendation</u>		
That Broken Hill City Council Report	No. 16	1/16 dated July 4, 2016, be received.
RESOLUTION  Minute No. 45301  Councillor B. Algate moved  Councillor J. Nolan seconded	)	That the recommendation of item 13 be adopted.  CARRIED
ITEM 14 - BROKEN HILL CITY COUNCIL R INFRASTRUCTURE STRATEGY ACTIVITIE		
Recommendation		
That Broken Hill City Council Report No.	162/16	dated July 12, 2016, be received.
RESOLUTION  Minute No. 45302  Councillor D. Gallagher moved  Councillor C. Adams seconded	)	That the recommendation of item 14 be adopted.  CARRIED
ITEM 15 - BROKEN HILL CITY COUNCIL R PLANNING AND DEVELOPMENT STATUS		·
Recommendation		
That Broken Hill City Council Report No.	163/16	dated July 13, 2016, be received.
RESOLUTION  Minute No. 45303  Councillor B. Algate moved  Councillor M. Browne seconded	)	That the recommendation of item 15 be adopted.  CARRIED
ITEM 16 - BROKEN HILL CITY COUNCIL R LIST REPORT - JULY	<u>EPORT</u>	NO. 164/16 - DATED JULY 18, 2016 - ACTION 11/25
Recommendation		
1. That Broken Hill City Council Report No.	164/16	dated July 18, 2016, be received.
RESOLUTION  Minute No. 45304  Councillor B. Algate moved  Councillor D. Gallagher seconded	)	That the recommendation of item 16 be adopted.  CARRIED

## **COMMITTEE REPORTS**

<u>ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 165/16 - DATED JULY 14, 2016 - MINUTES</u>
<u>OF THE MEMORIAL OVAL COMMUNITY COMMITTEE MEETING HELD JULY 5, 2016</u>
12/52

#### Recommendation

- 1. That Broken Hill City Council Report No. 165/16 dated July 14, 2016, be received.
- 2. That minutes of the Memorial Oval Community Committee meeting held July 5, 2016 be received.

ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 166/16 - DATED JULY 11, 2016 - MINUTES OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE MEETING HELD JUNE 21, 2016 12/51

#### Recommendation

- 1. That Broken Hill City Council Report No. 166/16 dated July 11, 2016, be received.
- 2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held June 21, 2016 be received.

Minute No. 45305		
Councillor C. Adams moved	)	That the recommendations of items 17 to 18 be
Councillor J. Richards seconded	)	adopted.

CARRIED

## **QUESTIONS ON NOTICE**

ITEM 19 - QUESTIONS ON NOTICE NO. 4/16 - DATED JULY 13, 2016 - COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE JULY 2016 COUNCIL MEETING

16/8

## Recommendation

1. That Questions On Notice No. 4/16 dated July 13, 2016, be received.

### RESOLUTION

Minute No. 45306		
Councillor M. Browne moved	)	That the recommendation of item 19 be adopted.
Councillor J. Richards seconded	)	
		CARRIED

#### QUESTIONS FOR NEXT MEETING

#### Mayor and Councillor Annual Fees (Item 1)

11/20

During discussion of item 1 the Mayor took a question on notice from Councillor Licul as to whether the in-coming Council could consider an alternate motion regarding the Mayor and Councillor Fees after it is resolved at this meeting?

## <u>Argent Street Intersections – Lane Markings (Item 12)</u>

The Mayor took a question on notice from Councillor Nolan regarding whether directional arrows will be painted on the newly reinstated lanes at the traffic light intersections of Argent/Bromide Streets, Argent/Chloride Streets and Argent/Oxide Streets?

#### EFTPOS and ATM Facilities and the Broken Hill Airport

The Mayor took a question on notice from Councillor Algate regarding whether it would be possible for Council to provide EFTPOS facilities at the Broken Hill Airport Kiosk and ATM facilities in the terminal building for visitors' convenience?

### **CONFIDENTIAL MATTERS**

ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 167/16 - DATED JULY 14, 2016 – SALE OF LEASEHOLD INTEREST AT BROKEN HILL AIRPORT – PHILLIP JOHN CVIRN - CONFIDENTIAL (General Manager's Note: This report considers a lease and 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).

### Recommendation

- 1. That Broken Hill City Council Report No. 167/16 dated July 14, 2016, be received.
- That Council approves the Mayor and General Manager to execute the Deed of Assignment, Consent to Assignment of Lease from Phillip John Cvirn to James Andrew Nesbit, Maria Nesbit, James Alfred O'Hara Nesbit and Jennifer Faye Nesbit for lease of Council's land at the Broken Hill Airport (Part 1/1162606 being Lot 51 in DP 876533); and affix Council's Common Seal if required.
- 3. That the new Lessee be responsible for all legal fees (including Council's) associated with the sale of the leasehold.

ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 168/16 - DATED JULY 14, 2016 - LEASE AGREEMENT - BROKEN HILL CITY COUNCIL TO ARINC ROCKWELL COLLINS - FACILITY FOR AVIATION COMMUNICATIONS EQUIPMENT - CONFIDENTIAL

(<u>General Manager's Note</u>: This report considers a Lease and 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).

#### Recommendation

1. That Broken Hill City Council Report No. 168/16 dated July 14, 2016, be received.

	t the Mayor and General Manager b kwell Collins under the Common Se		orised to execute the Lease Agreement with ARINC puncil
Councill	No 45307 or D. Gallagher moved or M. Browne seconded	)	That the confidential reports be considered in open session and the recommendations of items 20 to 21 be adopted.
			CARRIED
	yor requested the General Manager that Council had resolved, in respe		rt on the confidential items. The General Manager
Item 20	- Broken Hill City Council Report No Interest at Broken Hill Airport – Ph		6 - dated July 14, 2016 – Sale of Leasehold an Cvirn <b>- Confidential</b>
	That Broken Hill City Council F	Report N	o. 167/16 dated July 14, 2016, be received.
	Assignment, Consent to Assignment, Maria Nesbit, James A	nment o Ifred O'l ill Airpoi	General Manager to execute the Deed of f Lease from Phillip John Cvirn to James Andrew Hara Nesbit and Jennifer Faye Nesbit for lease of t (Part 1/1162606 being Lot 51 in DP 876533); quired.
	That the new Lessee be respo with the sale of the leasehold.	nsible fo	or all legal fees (including Council's) associated
<u>Item 21</u>			6 - dated July 14, 2016 – Lease Agreement – ell Collins – Facility for Aviation Communications
	That Broken Hill City Council F	Report N	o. 168/16 dated July 14, 2016, be received.
	That the Mayor and General M with ARINC Rockwell Collins up		be authorised to execute the Lease Agreement e Common Seal of Council
There be	eing no further business the Mayor	closed t	he meeting at 7:54 p.m.
AND CO	REGOING MINUTES WERE REAL ONFIRMED AT THE ORDINARY IG OF THE BROKEN HILL CITY IL HELD ON AUGUST 31, 2016.	)	) ) ) )
			CHAIRPERSON

## **REPORTS FROM DELEGATES**

1.	REPORTS FROM DELEGATES NO. 3/16 - DATED AUGUST 24, 2016 -	
	COUNCILLOR NOLAN'S ATTENDANCE AT THE NSW ASSOCIATION OF	
	MINING RELATED COUNCILS ORDINARY MEETING HELD AUGUST 4,	
	2016 (11/195)	15

Ordinary Council 31 August 2016

### ORDINARY MEETING OF THE COUNCIL

August 24, 2016

## REPORTS FROM DELEGATES NO. 3/16

<u>SUBJECT:</u> <u>COUNCILLOR NOLAN'S ATTENDANCE AT THE NSW</u>

ASSOCIATION OF MINING RELATED COUNCILS ORDINARY
MEETING HELD AUGUST 4, 2016 11/195

## **Summary**

Councillor Nolan attended the NSW Association of Mining Related Councils Ordinary meeting held Thursday, August 4, 2016 in Sydney and has provided a report, minutes from the meeting and NSW Government Communiques for Council's information (see attachments).

## **Recommendation**

1. That Reports from Delegates No. 3/16 dated August 24, 2016, be received.

### **Attachments**

1.	Councillor Nolan's Delegates Report	3 Pages
2.	Minutes of NSW Association of Mining Related Councils Ordinary Meeting -	11
	04/08/2016	Pages
3.	NSW Department of Premier and Cabinet communique - 07/12/2015	1 Page
4.	NSW Department of Premier and Cabinet communique - 22/2/2016	1 Page

<u>J. NOLAN</u> COUNCILLOR NOLAN

## **Association of Mining Related Councils Report August 2016**

The AMRC represents the interests of City and Shire Councils which are affected by mining in their areas.

The Association meets four times per year, currently twice in Sydney to coincide with NSW State Parliament sittings and twice in the regions, hosted on a rotating basis by member Councils.

The Association currently represents about 20 member Councils who have either Metalliferous (hard rock) mining or Coal/Coal seam gas mining.

Councilor Jim Nolan from Broken Hill and Councilor Dennis Brady from Condoblin have been tasked with amending the Association's Constitution to include Councils with Solar and Wind Farm developments in order to increase the Association's coverage and lobbying strength. This will occur in August/September 2016.

It is envisaged that later this year the Association will become 'The Association of Mining and Energy Related Councils of NSW'.

## August 4 2016 Meeting held at Room 10, Portside Centre (Main Foyer) Symantec House 207 Kent St Sydney

**Meeting notes:** The following notes taken at the meeting supplement the official minutes attached and provide an overview of points of interest:

#### Mine remediation:

Cr Peter Bishop (Upper Hunter Shire Council) spoke around Mine Remediation issues, particularly open cut mining voids. One vexed issue is that after multiple changes of mine ownership, some companies declare bankrupt and walk away from their responsibility to remediate the site.

Alternately, companies that are still financially viable have been known to simply close the gate and declare their mine site to be under 'care and maintenance'. Thus by not declaring the mine to be finished they avoid any responsibility to remediate the site.

These issues relate to the importance that environmental remediation bonds must be protected and enforced.

#### Voluntary Planning Agreements update:

The joint panel of the Association of Mining Related Councils and NSW Minerals Council has approximately two meetings to go before the final draft VPA timeline is sent to member Councils (including Broken Hill) for approval.

The VPA model will provide consistency and transparency and if there is any dispute between Development companies and Council then IPART is the final arbiter.

Councilor Jim Nolan raised the unique issue of Broken Hill's situation as a City Council rather than a Shire Council. Voluntary Planning Agreements obviously apply when a mine falls within

Council boundaries. However, in the case of Broken Hill, major developments such as new mines, the AGL Solar Farm and the AGL Wind Farm fall outside the City limits, yet Broken Hill is clearly a stakeholder.

This question was answered later by Alex O'Mara, NSW Government Department of Planning and Environment, Executive Director Resources and Industry Policy. Alex confirmed that VPAs would recognize all stakeholders.

Alex confirmed that in the case of Mines in the Unincorporated area, the State Government was a stakeholder too and that VPAs would be established that would cover all stakeholders including any adjoining Council such as Broken Hill. In the case of mines across the border in SA yet serviced from Broken Hill, cross border arrangements would apply. Broken Hill City Council, NSW Government and the South Australian Government would all be considered stakeholders in any new VPAs.

Presentation by Guest speaker, Martin Rush Mayor of Musswellbrook Shire on Mining Related Issues.

**Mine Rehabilitation bonds** - These are not always sufficient to cover the high cost of earthmoving to fill Open Cut voids. These should be increased at the mine approval stage as it has been our experience that at any time during mine development or on mine wind-down phase mine companies will always cry poverty and not want to spend more. However, if the Mine Rehabilitation bonds were set higher from the outset, then if any mine can afford to go ahead then the money will be there for the future

**Mine Rehabilitation** – making the renewed landscape undulating, closer to natural landforms and natural drainage. The bond is generally insufficient to establish 3 stories of natural, vegetation so it is important to choose, place and support vegetation that will be self-propagating in perpetuity.

**Dust monitoring** – With 24-hour open cut mine operations, dust can be worse at night due to temperature inversion so new standards around 24-hour dust monitoring take this into account.

**Mine rates** - There must be come a streamlined process to set Mine Rates through IPART. Musswellbrook Shire are asking IPART, in view of Section 509 Rates pegging that rates must go up much more when land rating goes from farming to mining. Conversely, when an area goes back to farming after mining is finished then some of the Heavy Duty road costs go too, so there needs to be some flexibility.

Voluntary Planning Agreement and the Future Fund – Musswellbrook Shire Council receives 11 cents per ton of coal produced. Given that the current price of coal has dropped to around \$60 per ton this is substantial. This money has been going into a 'Future fund' for some years. There is now in excess of \$30M in that fund which is growing \$1M per year on interest alone. It is anticipated that by end of Mine Life that Fund will have grown to in excess of \$50M. The purpose of the Future Fund is to enable Musswellbrook Shire to transition out of coal and into

a clean energy future, and will support Scholarships and seed funding for Clean Energy startup companies. Hence the importance of VPAs to Musswellbrook and all Councils where mining will not last forever and an eventual transition to a future without mining will be a future need.

Presentation by Guest Speaker Ms Alison Frame, NSW Government Department of Planning and Environment, Executive Director Resources and Industry Policy.

Alison gave a PowerPoint presentation addressing current initiatives:
Social Impact assessment
Planning Reforms
Biodiversity reforms
Coastal Policy
EPlanning
Windfarm Guidelines
Voluntary Planning Agreements

Cr Jim Nolan asked how Voluntary Planning Agreements may apply to Wind Farms. Alison explained that all large scale Developments would require a VPA and that future Wind Farms would be required to negotiate a VPA with all stakeholders including Councils.

Presentation by The Honourable Sarah Mitchell MLC, Parliamentary Secretary for Western NSW and Chair, Western NSW Mining and Resource Development Taskforce and M/S Alison McGaffin, Taskforce Coordinator.

Note: The two Task Force Communiques issued thus far are also attached.

Ms Mitchell explained the operations of the Taskforce, its focus and achievements.

M/S McGaffin explained the geographical coverage of the issues being considered. Current Projects included:

- · Revenue created and linked to local mining developments
- Employment issues associated with local mining developments

Other issues being considered by the Taskforce included strategic planning and the Resources for Regions program.

The next meeting of the Resources for Regions Panel will be in October 2016 where the shortlisted Project Funding submissions will be considered and the final list of approved projects will be recommended and forwarded to Minister John Barillaro for approval and announcement.



Minutes of
NSW Association of Mining Related Councils Inc.
Ordinary Meeting
Thursday 4<sup>th</sup> August 2016
Room 10
Level 6 Portside Centre
Symantec House
207 Kent Street
Sydney

### The meeting commenced at 9.00 am

#### **Attendance**

Cr Peter Shinton Warrumbungle Shire Council (Chair)
Cr Lilliane Brady (OAM) Cobar Shire Council (Deputy Chair)

Mr Peter Vlatko Cobar Shire Council

Mr Steve Loane Warrumbungle Shire Council
Mr Ron Zwicker Wollongong City Council
Mr Robert Hunt Lachlan Shire Council
Cr Dennis Brady Lachlan Shire Council
Cr Owen Hasler Gunnedah Shire Council

Cr Rebecca Ryan Gunnedah Shire Council from 10 40am

Mr Andrew Spooner Campbelltown City Council

Cr Holee Jenkins
Cr John Martin (OAM)
Mr Jasson Linnane
Cr Jim Nolan
Singleton Council
Singleton Council
Broken Hill City Council

Cr Michael Greenwood

Mr David Henry

Cr Bob Pynsent

Cr Sharon Wilcox

M/S Heather Nicholls

Parkes Shire Council

Wollondilly Shire Council

Cessnock City Council

Cabonne Shire Council

Cabonne Shire Council

Mr Brad Cam
Mid Western Regional Council
Cr Paul Hawker
Cr Gordon Bradbery OAM
Campbelltown City Council
Wollongong City Council

Cr Peter Bishop Upper Hunter Shire Council
Cr Bill Wheeldon Wentworth Shire Council
Mr Peter Kozlowski Wentworth Shire Council
Cr Jeff Whitton Orange City Council



#### Staff

Mr Don Tydd Executive Officer

### **Apologies**

Cr Jarrod Marsden Cobar Shire Council Cr Col Mitchell Wollondilly Shire Council Cr Michael Banasik Wollondilly Shire Council Narromine Shire Council Mr Greg Lamont Cr Tony Ellis Narromine Shire Council Cr Nuatali Nelmes Newcastle City Council Cr Chris Conner (Deputy Chair) Wollongong City Council Cr Liz McGlynn Bland Shire Council Cr John Davis Orange City Council Blaney Shire Council Cr Scott Ferguson M/S Rebecca Ryan Blaney Shire Council Cr Des Kennedy Mid Western Regional Council M/S Julie Goodwin Accounting Administrator

### 1. Apologies

30/2016 Resolved that the apologies be received and noted.

(Cr L Brady/ Cr S Wilcox)

### 2. Disclosures of Pecuniary Interests

**31 /2016** Resolved delegates now disclose any pecuniary interests and reasons for declaring such interests in the matters under consideration at the meeting.

Ron Zwicker declared an interest through holding AGL shares. Don Tydd declared an interest in the recommendation concerning the employment of the Executive Officer



3.Adoption of Minutes, Special Meeting held Thursday 13<sup>th</sup> May 2016, Aerodrome Auditorium, Tom Perry Drive, Narromine Airport.

**32 /2016** Resolved that minutes of the Association's Special meeting held Friday 13<sup>th</sup> May 2016. Aerodrome Auditorium, Tom Perry Drive, Narromine Airport be received and noted.

(Cr J Martin/ Cr L Brady)

4. Adoption of Minutes, Ordinary Meeting held Thursday 13<sup>th</sup> May 2016 Aerodrome Auditorium, Tom Perry Drive, Narromine Airport.

**33/2016** Resolved that minutes of the Ordinary meeting held Thursday 13<sup>th</sup> May 2016, Aerodrome Auditorium, Ton Perry Drive, Narromine Airport be received and noted.

(S. Loane / Cr S Wilcox)

5. Matters Arising From The Minutes

6. Short Presentation by Councillor Peter Bishop- Upper Hunter Shire Council's Mining and CSG Policy.

Cr Bishop spoke on his council's policy. Comments on the issues were made by Steve Loane, Ron Zwicker and Cr Bradbery.

- 7. Recommendations From Executive Committee meeting held on Friday 29<sup>th</sup> July 2016
- 7.1 Review of Discussions Between Association and NSW Minerals Council on Planning Agreements (Formerly Known as Voluntary Planning Agreements-Proposals by Wollondilly Shire Council for Changes to Draft Agreements.

David Henry spoke to this matter on behalf of Wollondilly Shire Council as to the reasons for the request for the changes.



**34/2016** Resolved the following request from Wollondilly Shire Council for suggested amendments to the draft VPA negotiation process document is not considered possible, practical and is detrimental to the process:

- The inclusion of a process and associated timeline for the development of VPAs which apply to existing approved mining developments and,
- The inclusion of a mechanism that enables the concurrent lodgement of any relevant formal VPA offer with the distribution of a draft Environmental Assessment associated with a proposed mining development.

(Cr Hasler/Cr Wilcox)

## 7.2 Discussion Document on Present Negotiations between Association Panel and NSW Minerals Council

Cr Hasler, Steve Loane, Cr Martin and Cr Nolan spoke on this matter.

**35/2016** Resolved discussion document on VPA negotiations prepared by the Association's consultant and reviewed by Panel member Councillor Owen Hasler be circulated to delegates for comment.

(Cr Hasler/ Cr Wilcox)

Note: The report was circulated to delegates prior to the meeting

## **Suspension of Standing Orders**

**36/2016** Resolved Standing Orders be suspended at 9 40am to hear presentations by guest speakers.

(Cr Nolan/ Cr Wilcox)

## Presentation by Councillor Martin Rush – Mayor, Muswellbrook Shire Council

Cr Rush spoke on the history of open cut mining in the Muswellbrook Shire area. The situation regarding the rehabilitation of mine sites to the more natural landscape had improved over the years. The outstanding issue was the voids which have been left.

Cr Rush also spoke on air quality issues and the assessment of PM 2.5 dust particles. He addressed the matter of night time readings verses day time readings.



In relation to mine site rehabilitation there were ongoing issues with transparency, formula and ongoing maintenance of natural vegetation. Cr Rush also spoke on funding of infrastructure by council from contributions made by the mining industry.

Steve Loane requested relevant documents be made available to the Association.

Cr Rush also answered questions from Councillor Hasler on landscape issues, and Councillor Bradbery on dust matters, rainfall patterns and climate change.

Councillor Shinton thanked Councillor Martin for his presentation.

## Presentation by Councillor Keith Rhoades, President, Local Government NSW (LGNSW).

Councillor Rhoades thanked the Association for the invitation to make a presentation at this meeting and introduced accompanying LGNSW Staff, M/S Donna Rygate, Mr Shaun McBride and M/S Jane Partridge. Councillor Rhoades spoke on the following matters:

- Both organisations having a long history of sharing views and attending each other's meetings.
- NSW local government facing the greatest changes in history.
- LGNSW was critical of the present changes to local government being introduced by the NSW State government with forced amalgamations.
- A tool kit had been developed by LGNSW on its web site for use by councils.
- He was in regular discussions with Ministers and the Government on key local issues.
- Current developments with proposed joint organisations of councils, road funding and water management.
- The 2016 Water Management conference would be held in Broken Hill.
- LGNSW continued to make representations to government on funding issues and the holding of educational events for NSW councils and their staff.
- LGNSW supported the current discussions taking place between the Association and the NSW Minerals Council on Voluntary Planning Agreements (VPAS).

## **Delegates Comments**

Councillor Hasler raised his concerns on Association non-member councils having access to the current discussions. M/S Rygate and Mr Mc Bride made comment on this matter.



Councillor Hasler also raised the issue of new RFS funding models. M/S Rygate made comment on the need for more transparency as LG NSW was not part of the discussions but there was a need to prevent the peaks and troughs.

Councillor Rhoades commented on related issues and the timing of decisions. Mr McBride said it was not a perfect system and there was a need to remove the spikes in funding models.

Robert Hunt raised the matter of the IPART review into local government rating, M/S Rygate gave a report on the current situation with the review.

Councillor Shinton thanked Councillor Rhoades for his presentation and the staff of LGNSW for their comments.

### **Resumption of Standing Orders**

37/2016 Resolved that the meeting resume at 10 55am.

(Cr Martin/ Cr Wilcox)

7.3 Acceptance of Departmental Grant Towards Cost of Negotiating/Developing New Voluntary Planning Agreements with the NSW Minerals Council.

**38/2016 Resolved** The Actions of the Chairperson and the Executive Officer in negotiating and accepting a grant of \$10,000 from the Department of Planning and Environment be endorsed. Further, the grant be used for current expenditure in relation to employing the consultant OzEnvironmental Pty. Ltd.

(Cr Hasler/ Cr Wilcox)

### 7.4. Budget: Employment of Consultant OZEnvironmental

**39/2016** Resolved a further \$10,000 be allocated from the Association's cash reserves to finalise the Planning Agreements (formerly known as Voluntary Planning Agreements) project.

(Cr Hasler/ Cr Wilcox)



## 7.5. Use of Association's Web Site for Display of Meeting Documents and Minutes

**40/2016** Resolved draft minutes be sent to delegates and member councils following each ordinary meeting and also be displayed on the Association's web site.

(Cr Hasler/Cr Wilcox)

## 7.6 . Accounts Administrator's Report and Financial Reports for Period 1st July 2016- 30th June 2016.

**41/2016** Resolved the Accounts Administrators report and financial reports for period 1st July 2015 – 30<sup>th</sup> June 2016 be received and noted.

Councillor Hasler requested the Accounts Administrator provide comment in reference to the "salaries and on costs" figures in the financial reports and that "travelling expenses" be separated in to actual travelling costs and accommodation costs.

(Cr Hasler/ Cr Wilcox)

## 7.8 . Support for Wollondilly Shire Council in its Representations on the Effects of Mining on Thirlmere Lakes.

The representations by Wollondilly Shire Council to gain the Association's support on this matter be noted and the matter be discussed at the next Ordinary meeting when council's delegates are present.

Dealt with in General Business

## 7.9. Options for Employment of the Association's Executive Officer

### Note: Resignation of present Executive Officer

Prior to this matter being considered, The Executive Officer advised the meeting that under clause 10.3.2 of his current contract with the Association he was tendering his resignation to take effect from Thursday 1st September 2016.

**42/2016** Resolved that after an extensive review undertaken by the Chair of the Association of Mines Related Councils (AMRC), and an in depth discussion of the options for the Employment of an Executive Officer for



AMRC (an employee either reporting direct to AMRC or in a host Council arrangement versus an Independent Contractor) and in the consideration of concerns raised in relation to existing systems, the need for best practice and transparency in reporting, the Executive make the following strong recommendations:-

- That the AMRC engage an independent contractor on a twelve month term with the option to renew annually, to undertake the role of Executive Officer, to provide the Secretariat function and any other function agreed in (2) and (3) below, to AMRC at an initial cost not exceeding the Total Remuneration Package (TRP) of the current Executive Officer;
- 2. That a Panel consisting of the following:-
  - (a) A representative of ARMC Executive The Chair AMRC (Cr P Shinton);
  - (b) An independent representative Life Member ARMC (Mr Glen Wilcox) or an alternative suitably qualified independent person:
  - (c) An operational facilitator Delegate and General Manager (Mr Steve Loane).

be established to determine the Scope of Works and Key Performance Indicators for the Independent Contractor to meet; to source a suitable person; negotiate and appoint them to fulfil the functions in (1) and (2), as agreed upon by the parties;

- 3. That the Chair of AMRC be authorized to sign the contract for services on behalf of AMRC;
- 4. That the incumbent Executive Officer be retained on existing terms until the 1st September 2016.

(Cr Hasler/ Cr Wilcox)

### 8. Executive Officers Report (For Information)

**43 /2016** Resolved the Executive Officer's Report for information be received and noted.

(Cr Martin/ Cr L Brady)



#### 9. General Business

#### 9.1 Wollongong City Council Merger

Councillor Bradbery spoke on the current merger discussions involving Wollongong City Council and on behalf of Councillor Chris Connor and himself thanked delegates and the Association for the past involvement.

### 9.2 New Strategic Plan

In reply to a question on this matter, Councillor Shinton advised that the development of the plan had been under the direction of Councillor Connor. The matter needs to be revisited.

### 9.3 Resources for Regions

Councillor Greenwood asked for a progress report on this matter.

The Executive Officer advised he understood the next meeting of the Resources for Regions Advisory Panel was to be held in October 2016.

Councillor Hasler spoke on the recent meeting between the NSW Minerals Council and The Executive Committee where it's CEO, Mr Steve Galilee had advised representations on this matter from his organisation were to be stepped up and expressed the view there should be a joint approach to this matter by the NSW Minerals Council and the Association.

Cr Martin and Steve Loane both suggested that this matter should be kept under review by the Association.

### Adjournment

The meeting was adjourned at 11.15am and resumed at 11 40am

### 10, Presentation by Department of Planning and Environment Staff

The Department was represented by M/S Alex O'Mara, Executive Director of Resources and Industry Policy and Mr Stephen Barry, Director Resources Policy. M/s Allison Frame. Deputy Secretary, Policy and Strategy was an apology.

M/s O'Mara's presentation included references to:

- Social Impact Assessment (accompanied by a handout)
- Planning reforms
- Biodiversity reforms



- Coastal policy
- E planning
- Windfarm guidelines
- Voluntary planning agreement

M/S O'Mara answered questions from delegates on her presentation. Mr Barry's address involved the Department's present consultation initiatives and the emphasis on talking to communities about local developments at an early stage.

He provided details of staff visitations across NSW to obtain information of local mining developments. This was an ongoing process and the results of the consultations would be made available at the end of 2016.

Councillor Hasler spoke on this matter.

Mr Barry commented that the Department's aim was to streamline the process.

Councillor Shinton thanked M/S Omara and Mr Barry for their presentations and they left the meeting.

Presentation by The Honourable Sarah Mitchell MLC, Parliamentary Secretary for Western NSW and Chair, Western NSW Mining and Resource Development Taskforce and M/S Alison McGaffin, Taskforce Coordinator.

M/S Mitchell introduced herself and explained the operations of the Taskforce, its focus and achievements.

M/S McGaffin explained her role and that of the Taskforce and the geographical coverage of the issues being considered. Current Projects included:

- Revenue created and linked to local mining developments
- Employment issues associated with local mining developments

Other issues being considered by the Taskforce included strategic planning and the Resources for Regions program.

Both M/S Mitchell and M/S McGaffin answered delegate's questions. M/s McGaffin again listed the Taskforce's achievements and outcomes.

Councillor Shinton thanked M/S Mitchell and M/S McGaffin for their presentations and they left the meeting.



The meeting resumed with general business matters.

9.4 Support for Wollondilly Shire Council in its Representations on the Effects of Mining on Thirlmere Lakes.

David Henry made a presentation on this matter on behalf of Wollondilly Shire Council. He gave background information on the Thirlmere Lakes and their importance to the local area. Mining near the Lakes dates back to 1974 with no buffer zones to the consent at that time.

In 2010 the water level in the Lakes dropped. Presently there were no results as to why this had occurred. In 2017 the mine will be closing and there is a need for the rehabilitation of the Lakes to be addressed.

Council has asked the Association for support on this matter.

**44/2016** Resolved (1) the Association provide support to the resolutions of Wollondilly Shire Council regarding concerns over the continued observed water loss from the World Heritage listed Thirlmere Lakes and the conclusion of recent scientific studies regarding this matter and,

(2) Pursuit to (1) correspondence be sent to the NSW Minister for Resources and Industry (The Honourable Anthony Roberts) and the NSW Minister for Primary Industries (The Honourable Niall Blair) advising of the support to the resolutions and requesting a prompt response.

D Henry/ Cr L Brady)

There being no further business, the meeting concluded at 12.55pm

The Minutes (Pages 1-11) were confirmed at a meeting held on Friday 4th November 2016 and are a true and accurate record of proceedings of the meeting held on Thursday 4th August 2016.
Chairperson

# Western NSW Mining and Resource Development Taskforce



#### **COMMUNIQUE**

#### 7 December 2015

Outcomes from the Western NSW Mining and Resource Development Taskforce meeting:

#### • Western Mining and Resource Development Taskforce Reconvened

- The Hon Sarah Mitchell MLC, Parliamentary Secretary for Western NSW has been asked by the Premier to chair the Taskforce as a key focus area for her role in Western NSW during 2016.
- The Taskforce reviewed their Terms of Reference; agreeing that the Taskforce's purpose is to identify opportunities and challenges relating to mining and the resource development sector in Western NSW and to provide advice and recommendations to Government on actions to maximise community benefit. The Taskforce also recognised that it has an important role in developing "a model for multi-sector collaboration that may be applied in responding to any economic or social driver in Western NSW".

#### 2016 Work Plan

- The Taskforce agreed to progress work on two priority themes in 2016: Mapping revenue and funding streams to meet infrastructure and service demand from growth in mining activity; and Skills and workforce development. This work will be progressed through two sub-groups who will co-opt members as required following finalisation of project scope and objectives in February.
- The Taskforce will continue to provide input to the Department of Planning and Environment's work on Planning Agreements and are supportive of release of the Guideline (exhibited in August/ September 2015) as soon as practicable. Work will also continue on finalising a series of Case Studies (sharing the lessons learnt) based on the experiences of Broken Hill, Parkes, Mudgee and Blayney.
- The Taskforce will maintain a watching brief on opportunities for development of a Scenario Planning Tool to support communities to prepare for and adapt to growth and change, particularly through the establishment of Joint Organisations of Councils.
- o The work plan will be reviewed in July 2016 to determine capacity for additional work to be initiated.

## Communications Strategy

 The Taskforce endorsed a revised Communications Strategy. The Strategy seeks to improve awareness within State and Local Government and the mining sector of the Taskforce's role, activities and achievements.

The Western NSW Mining and Resource Development Taskforce will next meet during the week commencing Monday 22 February 2016 via VC.

#### Participating representation 7 December 2015

BHP Billiton	DPI Water	Central NSW Joint Organisation
Cadia Newcrest	Industry	Hunter Councils
NSW Minerals Council	Local Government	Namoi Joint Organisation
Santos	Resources and Energy	OROC
	TAFE NSW	Transport

For more information contact your taskforce representative or Alison McGaffin, Regional Coordinator, Western NSW, Department of Premier and Cabinet at <a href="mailto:alison.mcgaffin@dpc.nsw.gov.au">alison.mcgaffin@dpc.nsw.gov.au</a> T 02 6760 2671 or M 0477 316 189.

# Western NSW Mining and Resource Development Taskforce



#### **COMMUNIQUE**

#### **22 February 2016**

Outcomes from the Western NSW Mining and Resource Development Taskforce meeting:

### • Resources Advisory Forum

- The Director, Resources Policy from NSW Department of Planning and Environment briefed the Taskforce on the Resources Advisory Forum. The Forum has been established to enhance multistakeholder engagement both in setting policy at the strategic level and working through issues in the assessment and ongoing operation of resource projects under the *Environmental Planning and* Assessment Act 1979.
- In considering the purpose of the two groups, it was agreed that the Forum and the Taskforce are complementary. The Forum's Terms of Reference focus on planning and assessment policy and practices, whereas the Taskforce is focussed on developing actions to maximise social and employment benefit for communities as mining activity occurs.

## · Restart NSW, Resources for Regions

- The Regional Director, Western NSW from NSW Department of Industry provided the Taskforce with a briefing on the recent launch of the 2015-16 Resources for Regions funding round. The program is now open to all regional local government areas that are able to demonstrate "that they are mining affected to a significant degree".
- The Taskforce is keen to understand, at a strategic level, how it can support communities to
  prepare quality, well-evidenced applications. The Taskforce is keen to work with the Department
  of Industry to identify opportunities to improve the preparedness of communities to be competitive
  in future funding rounds.

## • Skills and Workforce Development Sub-Group

- It was agreed that the Skills and Workforce Development Sub-Group will consider structuring its work around the cycle of mining to provide the Taskforce with an understanding of the impacts (eg. demand for apprenticeships, movement of traditional trades etc) during the various phases of mining.
- The Sub-Group will explore developing a model to assist communities address mining-related impacts on the wider workforce.

#### • Revenue Framework Sub-Group

- The Sub-Group is working to map the revenue framework around mining activity: what funds are
  provided by the mining sector (sources); the quantum of funds, the timing of when they are
  calculated and when they are paid (in the mining cycle) and what infrastructure and services are
  funded from different sources.
- The project will also examine the experience of a small number of local government areas to provide individual Case Studies to illustrate the opportunities and challenges.

The Western NSW Mining and Resource Development Taskforce will meet Monday 11 April 2016 via VC.

Participating representation 22 February 2016

BHP Billiton DPI Water Central NSW Joint Organisation

Alkane Resources Industry Namoi Joint Organisation

NSW Minerals Council Local Government Orana Regional Organisation of Councils

Planning and Environment TAFE Resources and Energy

#### Roads and Maritime

For more information contact your taskforce representative or Alison McGaffin, Regional Coordinator, Western NSW, Department of Premier and Cabinet at alison.mcgaffin@dpc.nsw.gov.au T 02 6760 2671 or M 0477 316 189.

## **REPORTS**

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Ordinary Council 31 August 2016

ORDINARY MEETING OF THE COUNCIL

August 10, 2016

## BROKEN HILL CITY COUNCIL REPORT NO. 169/16

SUBJECT: CORRESPONDENCE REPORT - LOCAL GOVERNMENT FIT FOR THE FUTURE REFORM 11/304

## **Recommendation**

- 1. That Broken Hill City Council Report No. 169/16 dated August 10, 2016, be received.
- 2. That Council determines whether to support the "Amalgamation No Thank You" campaign against the forced council amalgamations by the NSW Government.

## **Executive Summary:**

Council has received correspondence from Ms. Marj Bollinger of Molong NSW dated July 27, 2017 seeking Council's support of Cabbone Council's "Amalgamation No Thank You" campaign against the forced council amalgamations across New South Wales and the disparity of those council's that have been forced to amalgamate and those council's that are left to stand alone.

## Report:

As Council is aware, in October 2014, Broken Hill City Council became exempt from the Fit for the Future Reform due to the formation of the Far West Initiative. This initiative was formed to strengthen local government in the Far West and identifies that a "one size fits all" approach will not work for all NSW councils. The Far West Initiative Advisory Committee has been meeting regularly to explore a separate model for possible service partnerships between the seven Far West councils (Broken Hill, Central Darling, Wentworth, Cobar, Walgett, Bourke and Brewarrina).

Ms. Bollinger has raised concerns in her correspondence that although the councils of the Far West have not been forced to amalgamate under the NSW Government's Fit for the Future Reform; they will be next and implores Council to speak up now and support Cabbone's Amalgamation No Thank You campaign.

#### **Attachments**

1. Correspondence from Mari Bollinger 4 Pages

<u>JAMES RONCON</u> GENERAL MANAGER

#### Bartlett, Leisa

From: Marj Bollinger <marjboll@skymesh.com.au>

Sent: Monday, 1 August 2016 9:41 PM

To: Internet Mail
Subject: Letter of request please

Cabonne Amalgamation No Thank You C/-Marj Bollinger "Glenelga" 386 Glenelga Road Molong NSW 2866 Email: marjboll@skymesh.com.au 27th July 2016

Mr James Roncon General Manager Broken Hill City Council council@brokenhill.nsw.gov.au

Dear Mr Roncon,

I write on behalf Cabonne Amalgamation No Thank You (ANTY) as we are concerned about the future of ALL Local Government Council in NSW as a result of the Fit for the Future process embarked upon by the Baird Government.

Many NSW Councils have been forced to merge, mostly against their will, with some having been left alone for the time being. Our fear is that it may well be only a matter of time before there is another change of mind by the Government and many of "you" as councils who were missed in this current round of mergers could possibly be forced to amalgamate at some stage in the future. We are under the impression that there will be "Round 2" and this is why we contact you today.

In light of recent events pertaining to forced Council Amalgamations by the NSW Government where some Councils have, at least for the time being, been fortunate to be left as stand alone entities it would be greatly appreciated if and urge your Council to write to the Premier, Mike Baird and Local Government Minister, Paul Toole ASAP seeking an immediate reply stating a guaranteed assurance that no forced merger will take place in your area over the long term and that your Council will not be forced into an amalgamation with any other Council or Councils.

As you are aware the process seems to have been flawed from the beginning and appreciating the effort your council put into fitting the criteria required, it has then become apparent to all that the Fit for the Future process meant very little. It appears a plan was already put in place by Baird, Toole and Grant long before we thought possible, and to the determent of many councils. This showed up when some FIT councils were forced to merge and some UNFIT councils were left to stand alone. It also shows in the case of councils who chose to merge with its neighbours, and filled the criteria accordingly were ignored and were forced to merge with another council with whom they have little "in Common." All of these outcomes have been stressful, cumbersome and unnecessary.

Nothing about this process appears to be clear and make sense except for punishing political safe seats at the expense of politically marginal ones.

Baird, Toole and Grant are playing a strategic like a game of chess without any care for people or democracy.

It is about government control!

1

Giving so much power to an Administrator has taken away your role and that of your councillors following forced mergers.

We all need to unite and stand up for democracy is why we are asking for your help.

We are regularly hearing from the communities who have been forced to merge that the outcome is far from trouble-free and glossy as Mr Baird wants you to believe. The loss of many good council representatives who have been shuffled and their opinions restricted.

Your area will go through the same upheaval and suffer from the loss of identity and representation unless you speak up now, with us and the communities that have already been forced.

What we want to know is: After you receive your reply from the Baird government – (which we doubt they will guarantee you as safe) We ask are you willing to come on board and become a stronger voice and bring a clear strong message against forced amalgamations. Will you ask your staff and communities to support you and in turn show support as a NSW WIDE VOICE.

Following the resignation of sitting Member for Orange, now Federal Member for Calare Andrew Gee, a By-Election to fill his vacant position will take place on 12<sup>th</sup> November, 2016 thus we feel it is imperative to write to your Council as WE have the opportunity to send a strong message to the Baird government that communities do not agree with government policy on amalgamation.

Cabonne Council residents await the Judgement of the Court against the proposed amalgamation with Orange and Blayney and it is our considered opinion that all standalone councils could once again come under threat of amalgamation at any time to the detriment of their own local communities.

We would be most appreciative if you could advise us of the outcome of your correspondence well before the By-Election to ensure we are able to hold the government accountable for any commitment given in favour, or lobby hard against them before the By-Election if they fail to reply or reply to the negative.

A copy of the letter signed by Barry O'Farrell, Andrew Stoner and Paul Toole prior to the 2011 state election is attached for your information as well as the dated copy of the Oberon Review's report as proof that Paul Toole can't be trusted to keep his written word thus supporting our theory that your council may well not be safe from further forced amalgamations.

It is therefore imperative for ANTY to be kept informed of your correspondence on this matter as we continue to stand up for democracy for all local Government communities.

With sincere thanks

May Ballinger

Marj Bollinger

On behalf of Cabonne Amalgamation No Thank You





Physic +61 2 3230 2270 Fax: +01 2 9221 0205 beat tooffunitariestasw.govau Maryunde Sized Sydner 65% 2000 Australia

Cr Keith Sullivan Mayor Oberon Council PO Box 84 Oberon NSW 2787

NSW Liberals & Nationals policy of Voluntary Local Government Amalgamations

Dear Cr Sullivan.

The NSW Liberals & Nationals recognise the need for autonomy in local government.

We believe the amalgamation of councils should only be as a result of mutual agreement.

It should not be forced by State Government intervention.

If elected, the NSW Liberals & Nationals are keen to work with councils seeking voluntary amalgamations and will offer financial incentives to assist councils who want to do so.

We also understand that service efficiency and quality is not just about lines on

The NSW Liberals & Nationals will also encourage and assist any council wanting to find ways to share services or assets in partnerships with neighbouring areas.

Pisase convey our policy to any local residents concerned about forced amalgamation.

Yours sincerely,

300 QUEL Barry O'Farrell MP

Leader of the Opposition

Andrew Stoner MP Leader of The Nationals Paul Toole Nationals candidate for Bathurst Electorate

Faul Toole

www.startthechange.com.au

## Review

Thursday, March 10, 2011 3

## Toole: it's a promise



to amaignment, but said this is the first time they have seen it in writing.

"It is great orave, and I think the community will be really happy with it," he said.

Cr Sulffaren sould be raised the issue of Oberma Council Vin was a inter session of the country of the country

VESTURDAY the Nationals cambidate for lateral part from part of the national succession of the Nationals cambidate for lateral part from weighting that Oberon will not be forced to armsignants with flathurst ander a Liberal National state government.

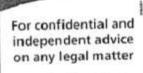
The latter, signed by Leader of the Nationals and here for hard of the Nationals and part of Perrett, Leader of the Nationals Andrew Seasor and Nationals cambidates. And the Seasor and Nationals cambidates. And the Nationals and Nationals decide it is in their best interests to stemp or entire two as reasers and national state of the Nationals and Na

Juveniles steel ute

FOUR Observe parentless name been arrested other steaming a bite State withly from an Albien Street business in Observe. The vehicle was solden about James on March 4 and as around 30pm that severing the vehicle was stopped by police in Fairlied. The law Javandian some strength and have been received into the care of family, but will be interdered at a larve date.

## Damage at school

The Ottomon Proble Sichool has been the victim of malibilities distribute. Eleberon March 7 and 8, unknown offenders have dismaged two feech exhool, thomis litems onto the rold, uptomod pot plants and larined on taps in the echacl grands, investigations are continuing and police organizations with information to contact them.



Tuesdays 2.00pm -5.00pm laft rotanday half about with, estates, property or commercial matters.

Thursdays 2.00pm - 5,00pm Tall to Knith McCuster stood compensation, motor enicle dame. non, claims and murance carrs,

Other times by appointment



Call 6305 \$485 95 Oberon Street + Obero or harmonic engineers and

571141

THE SERIOUS PRUNER

MS 170 Mini Boss

Ordinary Council 31 August 2016

## ORDINARY MEETING OF THE COUNCIL

August 11, 2016

## BROKEN HILL CITY COUNCIL REPORT NO. 170/16

SUBJECT: CORRESPONDENCE REPORT - FINANCIAL ASSISTANCE

TOWARDS LEGAL FEES - COWRA SHIRE COUNCIL 11/304

## **Recommendation**

1. That Broken Hill City Council Report No. 170/16 dated August 11, 2016, be received.

- 2. That correspondence received from Local Government NSW dated July 20, 2016 requesting financial assistance to the Cowra Shire Council for legal costs incurred in a Land and Environment Court matter regarding the ability of councils to issue orders under section 124 of the *Local Government Act NSW 1993* in relation to animal welfare issues that are not covered by other laws, be received.
- 3. That Council supports the request from Local Government NSW for legal assistance to Cowra Shire Council in the amount of \$421.73 towards legal costs incurred.

## **Executive Summary:**

Council has received correspondence from Local Government NSW dated July 20, 2016 requesting financial assistance to Cowra Shire Council for legal costs incurred in a Land and Environment Court matter regarding the ability of Councils to issue orders under section 124 of the Local Government Act NSW 1993 (the Act).

Council has supported such legal assistance requests in the past where the benefit of the outcome assists all NSW Councils and the Local Government NSW Board considers that this matter is of importance to all local government throughout NSW as it relates to the interpretation of the Act and Council's ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

The matter is one for Council to determine assistance or otherwise.

## **Strategic Direction:**

Key Direction: 4. Our Leadership

Objective: 4.1 Openness and Transparency in Decision Making

Function: Leadership and 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 NSW 1993, Section 124

Ordinary Council 31 August 2016

## **Financial Implications:**

The fee of \$421.73 can be funded from a budget in the General Manager's area.

## **Attachments**

1. Correspodence from Local Government NSW 2 Pages

JAMES RONCON GENERAL MANAGER



Our ref: R90/0240-02-out 24866

20 July 2016

Mr James Roncon General Manager Broken Hill City Council PO Box 448 BROKEN HILL NSW 2880

Dear Mr Roncon

Request for Legal Assistance - Cowra Shire Council

On 23 February 2016, councils were advised that the Local Government New South Wales Board approved an application made by Cowra Shire Council for legal assistance to defend an appeal matter under the LGNSW Legal Assistance Policy & Guidelines. The LGNSW Board considered that this matter to be of importance to all local government throughout NSW as the appeal relates to the interpretation of councils' powers under the *Local Government Act NSW* (the Act) and councils' ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

The Land and Environment Court has agreed that councils should be able to issue orders under section 124 of the Act and the judgment can be viewed via that Court's website – the citation is McCudden v Cowra Shire Council [2016] NSWLEC 14.

Financial contributions are now being sought from councils as the Land and Environment Court has resolved this matter and the costs of the proceedings have been determined.

You are reminded that there is no obligation for a council to provide assistance. If Council chooses not to provide assistance, the attached invoice can be disregarded.

Please do not hesitate to contact me on (02) 9242 4142 if you have any questions on this matter.

Yours sincerely

Bruce McCann Legal Officer

LOCAL GOVERNMENT NSW GPO BOX 7003 SYDNEY NSW 2001 L8, 28 MARGARET ST SYDNEY NSW 2000 1 02 9242 4000, F 02 9242 4111

ABN 49 853 913 882



ABN: 49 853 913 882 GPO Box 7003 SYDNEY NSW 2000 Level 8 28 Margaret Street SYDNEY NSW 2000 Tel: (02) 9242 4000 Fax (02) 9242 4111 www.lgnsw.org.au lgnsw@lgnsw.org.au

Tax Invoice

Invoice Number

74976

Date

20/07/16

Invoice to:

Broken Hill City Council Po Box 448 BROKEN HILL NSW 2880

Customer Code

Customer Reference

ZZBROK

Item Item Invoice Code Description Quantity Per Price GST Amount Legal Assistance Cowra Council LEGA 383.39 38,34 421.73 for legal costs incurred by Council (refer attached letter)

Attn: The General Manager

Total Includes GST of

Total

Terms: 30 Days Invoice Date

38.34

421.73

Payment to: Local Government NSW BSB: 062005 Account No. 00090198

Ordinary Council 31 August 2016

## ORDINARY MEETING OF THE COUNCIL

August 23, 2016

## BROKEN HILL CITY COUNCIL REPORT NO. 171/16

SUBJECT: CORRESPONDENCE REPORT - INTRODUCTION OF

EMERGENCY SERVICES PROPERTY LEVY IN NSW 11/72

## Recommendation

1. That Broken Hill City Council Report No. 171/16 dated August 23, 2016, be received.

2. That correspondence received August 22, 2016 from the NSW Treasury advising that the Emergency Services Property Levy (ESPL) will be introduced across NSW on July 1, 2017 and will be collected by councils as a separate item on rates accounts, be received and noted.

## **Executive Summary:**

Council has received correspondence on August 22, 2016 from the NSW Treasury advising Council that from July 1, 2017 the government will be moving to a property-based emergency services levy of which NSW councils will be responsible for collection of the levy from land owners.

## Report:

The NSW Government is moving to a fairer system for funding for fire and emergency services. From July 1, 2017 the NSW Government will abolish the Emergency Services Levy (ESL) on insurance policies and replace it with the Emergency Services Property Levy (ESPL) which is property based and paid alongside Council rates.

The reform will mean that the burden of funding these services will no longer only fall on those who insure their properties but on all landowners. This will not only be a fairer system but modelling suggests that property insurance premiums will fall by around \$200.00 on average every year with the average cost of the ESPL being \$160.00, giving a saving of \$40.00 to property owners.

The ESPL will be charged to property owners as a separate line item on their rates account each year commencing July 1, 2017.

## **Strategic Direction:**

Key Direction: 4 Our Leadership

Objective: 4.1 Openness and Transparency in Decision Making

Function: 4.1.1.13 Maintain good governance and best practice methods and

ensure compliance with various guidelines and legislation

DP Action: Leadership and Governance

## **Relevant Legislation:**

Ordinary Council 31 August 2016

The Government is preparing legislation under which Council will be responsible for collecting ESPL funds.

## **Financial Implications:**

Council will receive \$22,856.00 from the NSW Government to assist with the cost of land classification in readiness for the introduction of ESPL in July, 2017

## **Attachments**

1. Correspondence from the NSW Treasury 6 Pages

JAMES RONCON GENERAL MANAGER



Mr James Roncon General Manager Broken Hill City Council PO Box 448 BROKEN HILL NSW 2880 Contact: Caralee McLiesh Telephone: (02) 9228 5235 Our Reference: P16/4005

## Dear Mr Roncon

The NSW Government is undertaking major reform to the funding of fire and emergency services. From 1 July 2017 the insurance-based Emergency Services Levy (ESL) will be replaced by an Emergency Services Property Levy (ESPL) bringing NSW in line with all other mainland states.

I am writing to ask for your assistance in preparing for the move to a property-based emergency services levy. This proposed reform will result in a fairer and simpler way to fund our critical emergency services while at the same time improving the affordability of property insurance.

Your role is vital to the success of the reform. The Government is preparing legislation under which councils will be responsible for collecting the levy from land owners. From July next year, the Government expects the ESPL will appear as a separate line item on council rates notices, distinct from council rates and charges.

## Preparing for the introduction of the ESPL

As previously announced, it is intended that the ESPL for individual properties will be based on their ESPL classification and land value. Each council will need to classify all land within their boundaries against one of the ESPL property sectors by 31 December 2016. In order to give you sufficient time to complete this work, I am asking that you begin this task as soon as possible.

To support you, NSW Treasury, in collaboration with the Office of Local Government, Local Government NSW, NSW Revenue Professionals and the Office of State Revenue, will conduct two information sessions by 'webinar'. More detail about these is attached.

## Financial support for councils

To further assist in implementing the ESPL, the NSW Government will advance your council \$22,856 to meet costs associated with land classification. The allocation will reflect estimated fixed and variable costs of the classification task and will be payable immediately upon signing the attached agreement.

2

Councils will also be reimbursed all reasonable start-up and ongoing costs associated with collecting the ESPL. NSW Treasury has been working with the sector to determine an appropriate reimbursement framework. In the initial years it is expected that you will be required to report costs against agreed cost heads and that these costs will be subject to audit. Further details will be provided at the time of the webinar.

I would like to emphasise that the ESPL reform will be budget neutral to the Government and the level of funding provided to the fire and emergency services will of course not be adversely affected.

The land classification task will be the first of a number of activities we will be asking you to undertake over the next 12 months. We will ensure we provide you with the resources required to make this important reform a success. In the meantime, additional information is available from the attached fact sheet or at emergencyservicespropertylevy.nsw.gov.au.

If you have urgent questions about this process please write to me, or email <a href="mailto:espl.info@treasury.nsw.gov.au">espl.info@treasury.nsw.gov.au</a>.

I very much appreciate your assistance in implementing this important reform. Should you have any questions please contact Caralee McLiesh, Deputy Secretary, NSW Treasury, on 9228 5235 or via email caralee.mcliesh@treasury.nsw.gov.au

Yours sincerely

Rob Whitfield Secretary

## Attachments:

- 1. Financial support agreement
- 2. ESPL fact sheet
- 3. Further information for councils webinars information sheet







## NSW EMERGENCY SERVICES PROPERTY LEVY MEMORANDUM OF UNDERSTANDING BETWEEN THE STATE AND BROKEN HILL CITY COUNCIL

## **Parties**

- a) The parties to this Memorandum of Understanding are as follows:
  - a. Broken Hill City Council
  - b. The Crown in right of the State of New South Wales (represented by the Treasury) ('State')

## Purpose

b) The purpose of this Memorandum of Understanding is to outline the land classification work to be undertaken to enable timely implementation of the NSW Emergency Services Property Levy (ESPL), and how the State will provide funding in support of this work.

## Scope

c) The scope of this Memorandum is limited to the ESPL land classification task and funding provided by the State for the purposes of that work. The Government expects that additional funding will be provided by the State to the Council in support of ESPL implementation for purposes other than land classification. This additional funding will be provided under a separate instrument at a later date.

## Legal force

d) This Memorandum is not intended to create legally binding obligations on the Parties.

## Undertakings

- e) The Council will:
  - a. Assess land within its administrative boundaries to determine its ESPL classification (definitions of land classifications will be provided in the week prior to the webinars):

For the purposes of this classification, each property subject to strata title or company title shall be treated as a separate parcel of land.

- b. Provide land classification data to NSW Treasury by 31 December 2016, in a form to be agreed in consultation with the local government sector, but to include at least, for each parcel of land:
  - i. The Valuer General's property ID
  - ii. The street address
  - iii. The land value
  - iv. The ESPL classification determined by Council.
- f) State agrees to:

a. Provide the Council with funding equal to \$22,856 within 30 days of both parties having signed this Memorandum.

(signature)	(signature)
Date	Date
Ms Caralee McLiesh  Deputy Secretary,  NSW Treasury	Mr James Roncon  General Manager,  Broken Hill City Council

Please return the completed MOU to Kevin.Pugh@treasury.nsw.gov.au

GPO Box 5469, Sydney NSW 2001 ■ Telephone: (02) 9228 4567 ■ www.treasury.nsw.gov.au



## Proposed changes to the NSW Emergency Services levy

## What is the Emergency Services levy?

The Emergency Services Levy contributes funds from the community to support the work the NSW Fire Service, Rural Fire Service and State Emergency Service do to help NSW residents and business owners protect their properties from fire, flood, storms and other natural disasters.

The levy helps fund the life-saving equipment, firefighters, staff and volunteers, training, infrastructure and community education activities of these important and highly valued community services. The NSW Government and local government also make a direct contribution to funding these services.

## What is changing?

There are a number of changes that will occur on 1 July 2017.

## The way the levy is collected will change

From 1 July 2017 the levy will no longer be collected by insurance companies as part of property insurance premiums. Modelling suggests that the average residential property insurance premium will fall by around \$200 as a result. From 1 July 2017, the levy will be collected by local councils from all property owners. Councils will clearly list the new levy on rates notices as a separate line item and it will be paid in the same way as council rates. The name of the Levy will change. The Emergency Services Levy (ESL) will be replaced by the Emergency Services Property Levy (ESPL).

## The new levy amount will be based on land value and ESPL property sector

The levy will be different for different property sectors to be identified in the ESPL legislation, such as residential, industrial, commercial and farmland. These classifications will be used for the new levy and are expected to be finalised in October 2016 after further consultation and modelling.

## The new system will bring NSW in line with all other mainland states

The change enacts one of the recommendations of the Henry Review and the Royal Commission into the Victorian Bushfires and will bring NSW in line with all other mainland states.

## Concessions will apply

Pensioners, war veterans and other concession cardholders will be eligible for a concession under the ESPL. Eligibility will be consistent with that applying to council rates and charges under the LG Act.

5

 An Insurance Monitor will ensure insurance premium savings are passed on to customers

Professor Allan Fels AO and Professor David Cousins AM have been appointed as Insurance Monitors and given a range of powers to ensure that the savings that will be generated when the insurance based levy is abolished are passed onto customers. The Insurance Monitor will set guidelines, undertake investigations, share information with the community and take enforcement action against any insurers not passing on the savings to consumers.

## Why is this change being made?

. The new system is fairer

The Levy provides a significant proportion of the funding for our fire and state emergency services. Currently this levy is only collected from individuals and businesses that buy property insurance, despite these services being available to everybody in our community. Under the new system, nearly all property owners will contribute to the cost of these services.

. The new system will help make property insurance more affordable

The change will help address the serious issue of underinsurance in NSW by reducing the cost and improving the affordability of insurance. Abolishing the levy will reduce the cost of insurance, enabling more people and businesses to take out insurance to protect their properties from fire, floods, storms and other natural disasters.

## For more information

Go to emergencyservicespropertylevy.nsw.gov.au or send your question to espl.info@treasury.nsw.gov.au.





6

# Webinars Information for councils on the new NSW Emergency Services Property Levy

Two web-based seminars, 'webinars' will be provided to support councils towards implementing the Emergency Services Property Levy (ESPL). Attendees will access the webinar through a URL provided closer to the date.

Webinar attendees will watch live video of a panel presentation, simultaneously view presentation slides, lodge questions and receive answers and be able to access hyperlinks to any supporting materials.

## Webinar 1. Monday September 05, 2016 11:00am – 12:00pm for General Managers and senior council executives

A panel comprising Treasury, OLG and LGNSW will provide a high level overview of the planned ESPL. This presentation will be followed by an interactive Q&A session. Topics include: context and benefits of emergency services levy reforms, support available for councils, cost reimbursement and timing of implementation.

## Webinar 2. Wednesday September 07, 2016 2:00pm – 3:30pm for council finance revenue and rating staff

A panel comprising Treasury, OLG, LGNSW, NSW Revenue Professionals and Offices of the Valuer General and State Revenue will provide a detailed introduction on implementing the ESPL. This presentation will be followed by an interactive Q&A session. Topics include: land classifications, how the Local Government Support Network will work, ESPL manual and other support materials and resources, and timing of implementation.

- Supporting materials the proposed ESPL property sector definitions and a first draft of a
  manual to aid in the classification process will be provided one week before the
  webinar. You can raise any questions during the webinar Q&A or afterwards via your
  Relationship Manager at the Office of Local Government.
- The URL for the webinar will be circulated closer to the date.
- Recordings of both webinars will be accessible on the webinar site after the broadcast.





Ordinary Council 31 August 2016

## ORDINARY MEETING OF THE COUNCIL

August 2, 2016

## BROKEN HILL CITY COUNCIL REPORT NO. 172/16

SUBJECT: END OF TERM REPORT 2012-2016 16/64

## Recommendation

- 1. That Broken Hill City Council Report No. 172/16 dated August 2, 2016, be received.
- 2. That Council adopt the End of Term Report 2012-2016.

## **Executive Summary:**

The Local Government Act 1993 requires an Annual Report to be prepared within five months after the end of each year, and in the year that an ordinary election of councillors occurs it must also report Council's achievements in implementing the Community Strategic Plan over the previous four years. This additional report is known as the 'End of Term Report.'

The Integrated Planning and Reporting Framework states that the End of Term Report must be 'Tabled at the last meeting of the outgoing council' and 'included in the annual report due 30 November in the year in which an ordinary election is held'.

## Report:

The End of Term Report is the outgoing Council's report to the community on its progress in implementing the Community Strategic Plan during its term, and focuses on the initiatives Council has had direct influence over during this period.

The End of Term Report 2012-2016 provides the highlights of Council's achievements in implementing the actions adopted from the Community Strategic Plan 2033 during its four year term.

## **Strategic Direction:**

Key Direction: 4. Our Leadership

Objective: 4.1.3 Decision-makers provide accountability through planning and

reporting frameworks

Function: Leadership & Governance

DP Action: 4.1.1.10 the Integrated Planning and Reporting Framework is

implemented

## **Relevant Legislation:**

Local Government Act 1993, Sect 428 - Annual reports

428 Annual reports

(1) Within 5 months after the end of each year, a council must prepare a report (its "annual report") for that year reporting as to its achievements in implementing its

Ordinary Council 31 August 2016

delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.

(2) The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.

## **Financial Implications:**

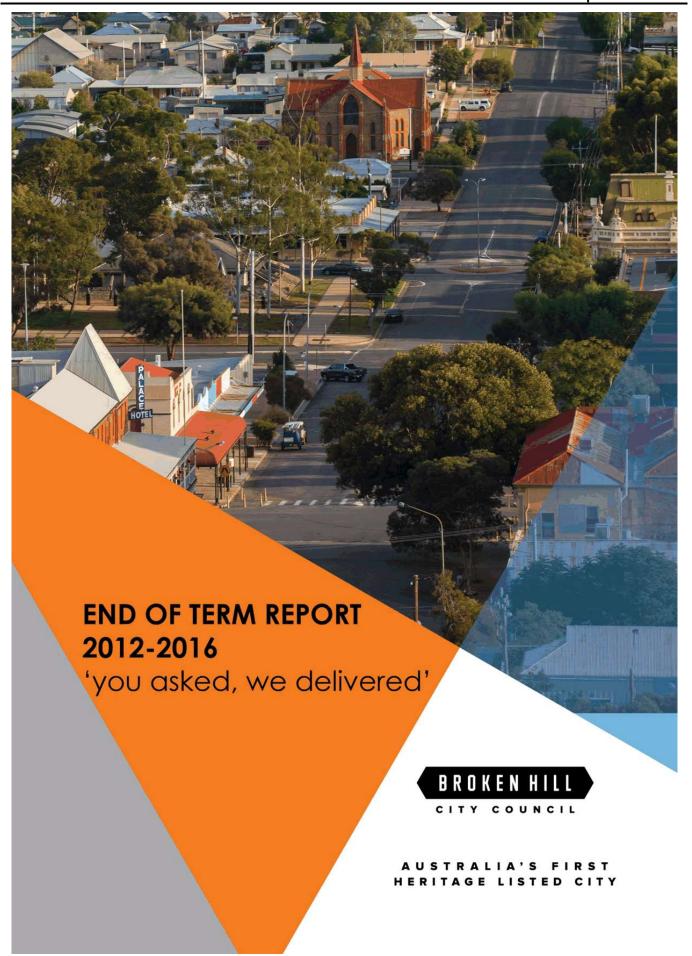
Measures and actions identified in the Community Strategic Plan, and subsequent Delivery Program and Operational Plan, are adopted in accordance with Council's Long Term Financial Plan and annual budgets.

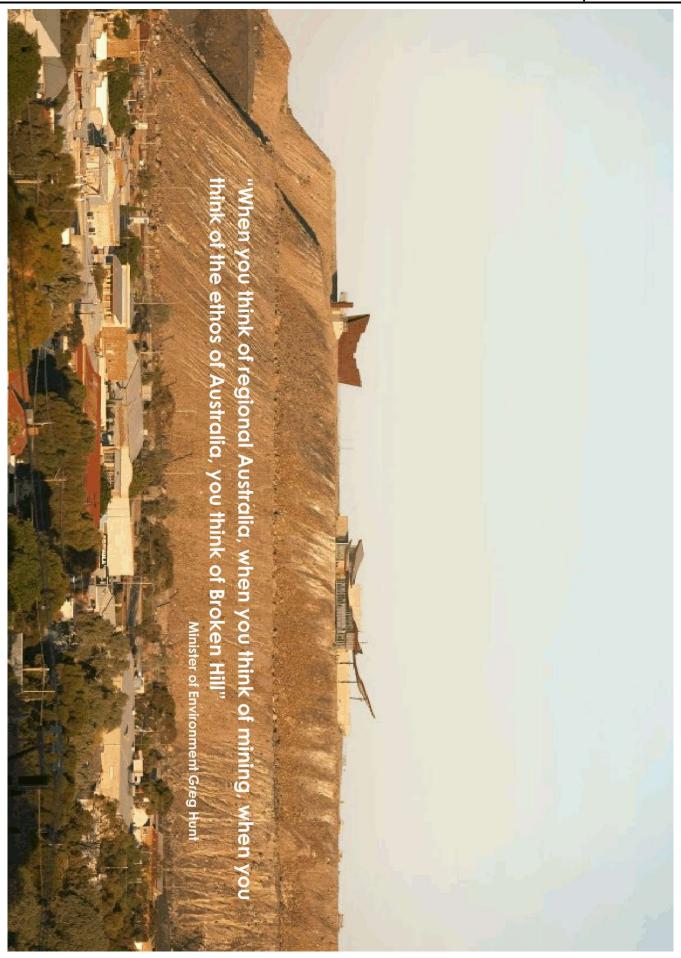
## **Attachments**

1. End of Term Report 2012-2016 25 Pages

RAZIJA NU'MAN
DIVISION MANAGER CORPORATE AND HUMAN SERVICES

<u>JAMES RONCON</u> GENERAL MANAGER





## **EXECUTIVE SUMMARY**

Plan over the previous four years (during its term in office) achievements in implementing the Community Strategic The End of Term Report is a report on Council's

for each of the objectives. detail the objectives with community focussed outcomes The Community Strategic Plan has four key directions, which

# KEY DIRECTION 1: OUR COMMUNITY

people and how we can work together to ensure we The focus of the Key Direction – Our Community is our being, social inclusion and connectedness ion ourselves to retain our sense of identity, our health

# KEY DIRECTION 2: OUR ECONOMY

is an economy where businesses prosper and everyone

# KEY DIRECTION 3: OUR ENVIRONMENT

manage and use the natural resources within the Broken

# BROKEN HILL COMMUNITY STRATEGIC PLAN

framework is to ensure that councils remain effective, community in the development of plans and strategies to their community and to fully engage with their continually make reference to councils being accountable and services they provide. The guidelines and manuals efficient and accountable to their community for the works Integrated Planning and Reporting (IPR). The purpose of the finalised guidelines and manual for the implementation of During 2009 the Office of Local Government released the

> Broken Hill community includes: governance and leadership directions expressed by the achieve this vision. Government, business and industry, The Plan outlines the social, economic, environmental community groups and individuals all have a role to play. party alone can make this happen. It takes a partnership to vision for the future. The Plan acknowledges that not one aspects of life in the iconic City of Broken Hill and sets a document for the whole community that encompasses all The Broken Hill 2033 Community Strategic Plan is a

- Objectives where do we want to be?
- Strategies how do we achieve this?
- Measures how do we know we are heading in the right direction?
- Contributors who has a role to play?

Taking action:

community groups will all need to work with the Plan Our Community Strategic Plan requires and deserves and take responsibility for key areas. Therefore residents, government, business and commitment and action from all of our community.

# INTEGRATED PLANNING AND REPORTING - LINKING THE

management, financial management and workforce set out in the Delivery Program, a Resourcing Strategy has and strategies set out in these plans are reported through implemented. Each year, our success in achieving the goals activities and projects from the Delivery Program will be the short term. It provides a one year detailed plan of which planning. The Operational Plan is a plan which focuses on also been prepared to address long term asset the required resources to achieve the goals and strategies respect to the principal activities detailed in the Delivery strategies are included in a four year Council Delivery implemented at a Local Government level. These goals and determine which goals and strategies could be framework, Council used the Community Strategic Plan to Council's Annual Report. Program, at least six monthly. To ensure that Council has Program. Progress reports are provided to the Council with Measuring the Community Strategic Plan under the

# COMMUNITY ENGAGEMENT

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 The first Community Strategic Plan for Broken Hill was

# Heritage City shared with visitors from around the world. Broken Hill is a vibrant, prosperous and culturally rich

OUR VISION

enhance community living and facilitate a prosperous Council provides high quality services and leadership to OUR MISSION

## OUR STATEMENT OF VALUES

We're leading Broken Hill into the Future

- This means we:
- Recognise change starts with us
- Share our passion
- Act as positive role models
- Are focused on delivering results

We're transparent and hones

- This means we:
- Are reliable when we make a decision we stick to it Are united
- Can be trusted
- Are always available to lister

## Original

makes us unique We're pioneering new ideas while remembering what

This means we:

- Won't forget our past, even when forging our future
- Champion our uniqueness Are open to new ideas and think outside the square
- Look for new solutions rather than relying on the old

We're involved in the community

This means we:

- Are inclusive
- Respect diversity and how different people think
- Value doing it together
- Have a genuine sense of humanity

We're up for the challenge

- Strive to solve our own problems
- Are prepared to take the lead Defend what's important to our community
- Take opportunities and make something of them
- Are not afraid to make tough decisions

ω



# 1.1 People in our community are in

## a joint project with a local Taxi service Aquatic Centre and Skate Park, and was youth from the Broken Hill Regional This project provided transport home for Pool/Skate Park Transport Project



## Traffic Facilities

and Maritime Services) were completed. both motorists and pedestrians. The projects have improved the safety for Wright/Warnock Streets (tunded by Roads Galena Street, Argent/Iodide Streets and Construction of new traffic facilities at

# Companion Animal Desexing Program

application for dollar for dollar grant to the Office of Local Government's Responsible In 2015 Council was successful in its who were unable to transport their animal along with a collection service for owners support to pet owners during this time. Council Rangers provided information and responsible pet ownership within the City. Pound Facility and saw a boost in the first step toward reducing numbers of microchipping and vaccinations. This was residents benefited from free desexing, Pet Ownership Grant. Low income stray and surrendered animals to Council's



15,000 Responsible Pe accinated and desexed Ownership Grant = 143 dogs and cats microchipped,

## Door-Knock Program Companion Animal Registration

microchipped and registered dogs and In an effort to increase dog and cat 2015. The result was an increase in programs, one in 2012 and another in Act, Council conducted two door-knock compliance with the Companion Animals registration within the City and

## Federation Way Upgrade

Federation Way. The road design has improved safety at the bends and at work, such as the construction of kerbs. supplemented by contractors for specialist Services (RMS). The work was carried out administered by the Roads and Maritime the reconstruction of Federation Way was drainage will minimise erosion. Funding for road have been rectified and improved night. Three areas of depression on the December 27, 2014 and the road reopened to the public on Works were completed in November 2014 primarily by Council staff and Major rehabilitation works occurred on



The Road Safety Awareness Cross

## Parking Strategy

the recently adopted CBD renewal plan particularly in the Central Business District Strategy in February 2016. Parking, the City, with Council adopting a Parking to investigate parking options throughout Community consultation was undertaken CBD), was raised as a priority as part of

Actions from the Strategy included:

- unchangea. hour limit with signage to remain Parking in Argent Street to be all two
- Parking in all cross streets, including Oxide, Chloride, Sulphide, Bromide

Federation Way Upgrades

# The Road Safety Awareness Cross

road accidents commemorate those they have lost to place for friends and loved ones to our community, as well as providing a maintaining awareness of road safety in Awareness Cross plays an important role in seven days following. The Road Safety Local Area Command, it is to be lit red for event of a road fatality within the Barrier all year round and in the unfortunate Cross is observed. The cross will be lit white aspect of the Road Safety Awareness The MOU aims to ensure the historic intersection of Argent and Garnet Streets Safety Awareness Cross located at the Understanding (MOU), regarding the Road south Rotary signed a Memorandum of Broken Hill City Council and Broken Hill

Street Signs

needed capital works in our community. conjunction with many other much installed. This work is being carried out in you dig. All new posts have also been project including such issues as dial before administration works associated with this 2016. Council completed all necessary approximately 400 street signs in June Council commenced the erection of

- limit. Regulatory signage to remain unchanged. and Kaolin Streets to be four hour
- Street precinct be encouraged to Town Hall Facade and Art Gallery To provide all day parking at the between Chloride and Oxide Streets utilise the carpark in Beryl Street employees of businesses in the Argent That owners, employers and
- Provide one 'Loading Zone' car
- space at the rear of Town Hall raçade.
- Patton Street to be all day parking
- Chloride Street adjacent to Post To retain the 15 minute parking in





# Swimming Pool Inspection Program

A number of changes have been made to the Swimming Pools Act 1992 and its pools, with each pool requiring an appropriate inspection program under this average of two inspections. Act. Council inspected over 80 swimming subsequently reviewed a locally Regulation. Council adopted and

## 1.2 Our community works together Late Residents Honoured through Asset

hard work and dedication to Broken Hill honoured many late residents and their Council has acknowledged and

Those persons honoured include:

- Regional Aquatic Centre The Late Bob Crow – 'Bob Crow 25m Indoor Pool' at the Broken Hill
- The Late Bill O'Neil 'The Bill O'Nei Room' at the Broken Hill Regional The Late Nydia Edes – 'Nydia Edes Aquatic Centre
- The Late Jamie Mitchell 'Jamie Volunteer Hall of Fame
- Outback Art Prize', and annual Art The Late Pro Hart – 'The Pro Hart the Living Desert Simons Flora and Fauna Sanctuary' at The Late John Simons – 'The John Mitchell Disability Swing' at AJ Keast



The Pro Hart Outback Art Prize' event The crowd gathers at the inaugural

## Harmony Day

2013, at the HACC Centre with a cultural Harmony Day was celebrated in March

of the community. The new strategy is the health and wellbeing of all members support the development of a new staff and local TAFE students. fitled 'Living Well Ageing Strategy 2016-Ageing Strategy in 2015. The focus was on Council consulted with the community to Ageing Strategy between Council's Community Services feast. The activity was a joint project

487 AGED 85 AND OVER 2,275 AGED 60-69

AGE GROUPS IN 2011

and using an on-line tool called Budget Allocator. This online budget simulator enabled users to instantly see how community from face to face discussions various methods of engaging the To assist the community, Council utilised

understanding of people with disability International Day of People with Disability a tour of the HACC Centre facilities including a morning tea, line dancing and day each year with the 2015 celebrations Services acknowledges and promotes the rights and wellbeing. Council's Community and encourage support for their dignity, day that aims to promote an (IDPwD) is a United Nations sanctioned were held in October 2015 and April 2016 and provide service updates. The events service providers together to share ideas community members, organisations and Services networking events bringing Services facilitated two Community Broken Hill City Council's Community Community Services Networking

## worth of public assets around \$236 million Council maintains

services and facilities. decreased across the range of Council improved, maintained and in some cases the community would like to see shaping future budget decisions and what Council encouraged community input into During November 2015, Broken Hill City Levels of Service Community Consultation

conducting a series of intensive plans and help with future grant funding Council in preparing budgets, long term from the consultation sessions will assist for services. The information collected Community what they were willing to pay of Service Consultation, Council asked the community consultation. During the Levels at various locations throughout the City, Councillors and Council staff were present

11 11

facilities impacts on rates. expenditure on Council services and

The five areas that the community was Council staff facilitate consultation

Arts, Culture and Tourism Community Centres and Halls invited to comment on were:

- Parks and Open Spaces
- Roads and Footpaths Sportsgrounds and Aquatic Centre

Results are detailed in Key Direction 4: Out

## embraced and celebrated 1.3 Our history, culture and diversity is

Heritage City Listing

the campaign over the last 10 years. The Simon Molesworth AO, QC, National Trusts Organisation, Professor and the Chairman of the International listing in 2005, with environmental lawyer Council (BHCC) first nominated the City for significance to the nation'. Broken Hill City sites and is a collection of 103 sites which recognises and protects our most valued Inclusion in the National Heritage List is the contribution to Australia, the City of Broken In recognition of its outstanding City was assessed against nine values by nave been deemed to have 'outstanding natural, indigenous and historic heritage nighest heritage honour in Australia. It Heritage Listed City on January 20, 2015. Hill became the Nation's First Nationally spearheading

the Australian Heritage Council (AHC).



reached on Facebook after the National Heritage Listing

announcement

number of people

criteria by demonstrating the following: The City of Broken Hill met eight of the nine Vines and Professor Simon Molesworth

Historic value taking into account its mining importance, industrial relations respect to regeneration of native significance, and the initiatives with

Research value with respect to mining activity than 125 years of continuous mining Rarity as a mining town with more

inventions and diverse ore bodies characteristics of an evolving mining Aesthetic significance Ability to demonstrate the principal

of new and revolutionary mining achievements through the discovery Creative and technical

A place with strong community spirit

Robertson and GD Delprat Recognition of significant people such as Charles Rasp, WL Baillieu, WS

city's archive collection will be the future Council that the main challenge for the communities. It has been identified by to researchers, visitors, locals and broader stored, documented and made available The collection is well preserved, ordered,

planning for the growth of the collection

Mayor Wincen Cuy, Peter Oldsen, Elizabeth

of the Charles Rasp Memorial Library completed in 2015/2016 funded by a Outback Archives. conducted by Museum Consultant, district dating back to the 1880s. A photographs relating to Broken Hill and Broken Hill region and surrounding areas significant resources held in the collection valuable insight into the nationally Yvonne Routledge. This report provided National Library of Australia and Community Heritage Grant from the Significance Assessment Report' was The collection holds an extensive range of up of a variety of materials relating to the

or duplicate collections are held elsewhere. The collection is the main and nationally important region and its illustrate the history of this unique and preferred repository for paper records that that warrant disposal although all support significant. There are no record groups most of the remaining collection is records classified as highly significant and The collection contains 10 groups of

> November 2016 final assessment report will be finalised in recommendation in the Significance 2015/2016, this follows the Archive Collection was successful in Preservation Needs Assessment of the Assessment Report completed in 2014. The

A Community Heritage Grant for a

The Milton Lavers Collection



The Outback Archives collection is made

The Outback Archives

utilising volunteers in June 2016. Outback Archives collection commenced negatives and glass plates) in the Digitisation of images (photographs,



## .ibrary Books on Wheels

delivered to 172 library members of this and frailty. A total of 7,913 items were bedridden or housebound due to illness that delivers resources to those persons This is a free volunteer run Library service

raised, enabling the purchase of eight through the GeoCentre, \$17,000 was community including the 'buy a tile' drive generous assistance of the Broken Hill specimens as possible to remain in Melbourne, in an effort to retain as many sale held in the Crystal Universe premises in choice to purchase specimens from the Museum Victoria and SA Museum with first Mining & Minerals Museum (GeoCentre) who approached the Albert Kersten Crystal Universe (Rob Sielecki, Melbourne) Crystal Classics (Ian Bruce, England) and Milton's death on July 17, 2014. The Milton its bid to achieve this goal by the time of Unfortunately, Council was unsuccessful in the acquisition of the collection. March 2011, Council resolved to facilitate teatured in many mineral publications. In international significance and has of not just national, but also of museum-sized specimens. The Milton thumbnail size to large cabinet and thousand specimens ranging from most significant collections from this Australia in public institutions. With the Lavers Collection was jointly purchased by Lavers Collection was recognised as being ocality. His collection numbered three specimens are from Broken Hill, and Milton Some of the world's most beautiful mineral avers assembled arguably one of the

# Inland Tourism Awards 2015

specimens, which are on display at the

a finalist in the Inland Tourism Awards for Council was not successful, the industry from across the state. While attracted operators and those in the awards were held in Broken Hill and in the Cultural Tourism category. The the Destination Marketing category, while the 'Broken Hill for Real' campaign and In July 2015, Council were announced as boost for tourism and our economy. opportunity to highlight our City was a campaign was recognised as a tinalist in Heritage City was recognised as a finalist Broken Hill Heritage City'. The For Real

outside North Broken Hill Public School identified as a critical area, particularly

## During 2015/2016, Council hosted the Signage Audit

implementation of tourist signposting the renewal of tourist directional signage shortly be working with Council to assist in projects in relation to advice and will the development of future signage within a destination. TASAC will assist with major attractions and services available The signs also inform visitors of the range of motorists to arrive safely at their systems on State Roads in NSW. responsibility for the planning and Region. TASAC is a group formed by the Tourist Attractions and Signposting Assessment Committee (TASAC) Western The group ensures that the signage assists NSW State Government to have overall

in the City. TASAC's key activities include: Developing Tourist Signposting Policy

Providing input to National Tourist signposting to determine their Signposting Policy

Assessing applications for tourist

Project management of signposting signposting initiatives develop strategies and identify priorities in implementation of Consultation with other agencies to

initiatives across the state Communication of Tourist Signposting Policy, initiatives and issues to

Quality control of tourist signposting

of required works. McCulloch Street was in consideration of locale, usage and cost Strategy team prioritised the repair of roads in April 2016, Council's Infrastructure condition assessment of the road network, After completing a thorough City wide McCulloch Street Roadworks

> Development to the amount of \$450,000 Department of Infrastructure and Regional initiated by the Australian Government by the Roads to Recovery Programme The reconstruction project was fully funded

traffic conditions project and their adaptation to changed residents cooperation with Council in this complete the project. It is also of note the Council staff worked with contractors to



McCulloch Street

## quality of life 1.4 Our built environment supports our

## Sensory Garden

Activity Centre, and the opening of the AJ Keast Accessible Play Park, were both The opening of the Sensory Garden and neld on Wednesday, October 24, 2012.



Council's Sensory Garden

Landfill Extension

Old Royal Hotel Renovation of Hotel and Restaurant -

Broken Hill Village, including Coles Target and Cheap as Chips

Offices for Juvenile Justice

Truck and Part Sales – Kanandah New Workshop for Truck Servicing

at Flight Services Building for RFDS Internal alterations to create offices

Medical Areas at RFDS Hangar Alterations to Existing Offices and

Refurbishment of the Civic Centre

Democratic Club Renovations to The Barrier Social

Corporation building Maari Ma Health Aboriginal

## Major developments during 2012-2016 Major Development Activities

GP Super Clinic

Excelsior Lifestyle Village

Primitive Camping Ground

Change of use from Retail Shop to

HACC Centre Offices including Training Room –

Caltex Service Station New Canopy and Refit of Store –

accommodation – Lavender Estate Holiday Park Development Lifestyle Village and Broken Hill New other short term Woolworths

New telecommunication tower

Upgrade of and renovations to the

Alterations to the West Darling Hotel

New residential dwellings

Demolition of old dilapidated

Student Accommodation in Morgan Lane and Cummins Street

Internal refurbishment of Supermarket

New industrial development

# lectronic Housing Code

Council switched on the Department's

The Electronic Housing Code means: development application development, without the need for a buildings standards for complying forward project that meets all the A complying development is a straightnew home or home renovation. complying development certificate for a customers lodge an application for a 2015, an online system which lets Electronic Housing Code in September of Faster planning approval times for

submitted electronically twenty-four online, and applications can be queues at councils with planning rules No more paper applications or

development application

LODGED AT COUNCIL DEVELOPMEN straightforward home building or allowed on a property without a understand information on what is Conveniently-located and simple to hours a day, seven days a week. renovations. APPLICATIONS DEVELOPMENT -PLANNING INSPECTIONS CONDUCTED BY BUILDING AND COUNCIL

building works were completed in June

2015 and services relocated into the two Centre sits finalised in early 2014. The purchase of the land on which the HACC

new offices soon after. These offices

system just cannot match. \$15,000 grant achieved through the NSW range of advantages the old paper and is a tremendous tool that offers a Department Planning and Environment The Electronic Housing Code was a

For more information, please go to

## local community to comment on new and ensures there is plenty of time for the development applications easy to find The tool makes information about Development Application (DA) Tracking

mapping function allowing people to see at any time. The online tool features authoritative information from anywhere access to planning services and community and industry with easy online Portal. The program seeks to provide the ePlanning Program and the NSW Planning online services for NSW citizens through its commitment to the introduction of more where new developments are proposed improved functionality, including a support of the Planning Department's This collaboration demonstrates Council's

DA tracking ensures that people can find ensuring transparency in the assessment to Council. This type of tool also assists in informed and well-considered submission progress of an application and make an fingertips in order to keep track of the the information they need at their



**HACC Upgrades** 

Community Care Centre (HACC Centre) enhance the existing Home and securing one-off funding to extend and In May 2011, Council was successful in

took some time to complete, with the This was quite an extensive process and Centre Upgrades

Home and Community Care (HACC)

included: Notable projects completed 2012-2016 Roads – Major Projects

- Thomas Street Reconstruction Value
- Reconstruction Value \$332,304 Oxide/Lane Streets Roundabout

is also a good sized meeting or training environment that opens to provide sunshine on interesting features of the new building is community care services. One of the more clients and family members who require meetings or as a meeting venue with room that accommodates up to 12 Support Planners and the Commonwealth that provide people with a welcoming days. There are seats and planter boxes pleasant days, and shade on warmer Centre building. The vergola has a roof the new offices and the main HACC the indoor/outdoor vergola area between people, making it suitable for network Home Care Packages team (CHSP). There currently house the Disability Services

Gypsum Street Heavy Patch Works Creedon/Ryan Streets Intersection Value \$164, 035 Value \$122,535 Reconstruction – Value \$429.245

Federation Way - Value \$640,000

- Kanandah Road Heavy Patch Works
- McCulloch Street Reconstruction Bus Shelters – Value \$43,746 between Lane and Chapple Streets –
- Value \$122,535 McCulloch Street Drainage Renewal Value \$442,946
- Value \$163,335 between Kaolin and Garnet Streets – Blende Street Reconstruction



## Major Projects Parks and Open Spaces:

Broken Hill. Key projects included: Council maintained and improved parks in

the North Family Play Centre \$35,303 spent on new equipment at

> Duff Street Park: The NSW Environment well as shade sails and new seating rides, four accessible swing sets as wheelchair access to the playground included an L shaped ramp for Keast Park. The equipment installed first accessible play area in the AJ grant funding to establish the City's Council was successful in obtaining AJ Keast Park accessible play area: Protection Authority (EPA) and

\$3,725,119 spent on operation

network during 2012 - 2016 maintenance of the local road

work on reducing the exposure of lead in Broken Hill playgrounds for exposure. important in terms of reducing lead signage to promote hygiene – all equipment, a water bubbler and mulched garden, synthetic lawn, play remediation works to take place at funding allowed for a series of were identified as being high risk. The contamination in playgrounds that measures to address lead Management Program for additional Trust through the Contaminated Land in funding from the Environmental children. The EPA allocated \$225,000 Council collaborated to commence the Duff Street Park, resulting in a



joined Broken Hill City Councillor Christine Adams Project Manager Peter Oldsen for an inspection of Duff Street Park and Broken Hill Environment Lead Program NSW Environmen

## was developed and completed in The Broken Hill Strategic Land Use Plan New Strategic Land Use Plan 2012

documents that regulate land use and as the Local Environmental Plan are lega Environmental planning instruments such

of information about issues and Strategic Land Use Plans, analyse a range area. These strategic frameworks, or for land use. and aspirations to identify key directions and combine these with community vision opportunities relevant to a Council area use directions for the development of an frameworks which provide strategic land are underpinned by broader strategic Importantly, these planning instruments

the framework for more detailed planning will guide the development and use of development decisions in Broken Hill and framework for future planning and assessment tools used by Councils to land into the future. important document as it establishes the The Strategic Land Use Plan is an make planning decisions. are one of the primary development within local environmental plans, which policy to be developed and contained The Strategic Land Use Plan then provide:

Land Use Plan (BHSLUP) was jointly funded Reform Program. South Wales Government's Planning Department of Planning under the New by Council and the New South Wales The preparation of the Broken Hill Strategic

# New Local Environmental Plan 2013

Strategic Land Use Plan, Council developed a new Local Environmental Further to the development of a new August 2013 and can be viewed at Plan (LEP). The new LEP was gazetted in 30 /www.legislation.nsw.gov.au/#/view

environmental planning provisions for land The plan aims to make local

> in Broken Hill in accordance with the instrument under section 33A of the Act. relevant standard environmental planning

The particular aims of this Plan are to:

- growth and development Encourage sustainable economic
- retention of the population
- Encourage the retention of mining and acknowledge that industry's
- enhance Broken Hill's natural assets Identify, protect, conserve and
- Identify and protect Broken Hill's built heritage assets for future generations

## that we live life to the full 1.5 Our health and wellbeing ensures

## increase knowledge and connectivity: Revitalising Communities Grant additional computers, for extension of allowing the purchase of two

several grants to assist the community

The Library was successful in receiving The Charles Rasp Memorial Library

provides

4.

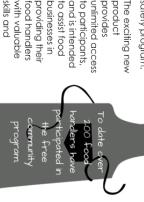
rechnology (IT) for our senior citizens coordinate sessions in Information Tech Savvy Seniors Grant to the IT section in the public area

with the introduction of Facebook and Library increased online connectivity

- Encourage and provide opportunities for local employment growth, and the
- heritage and regional significance
- and living opportunities Provide for a range of housing types and nationally significant cultural
- services and facilities for the Allow for the equitable provision of
- surrounding area resource and heritage values of the manner that is compatible with, and accommodation in a sustainable Provide for future tourist and visitor will not compromise, the natural

## Free Online and Interactive Food Safety Iraining – I'm Alert Food Safety

The exciting new safety program interactive food their website a In December 2013 Council included on



produced at our food businesses food safety and hygiene, which will help to ensure only safe and suitable food is knowledge in skills and

## Dementia Awareness eBooks and ancestry.com to its resources

Twitter accounts, and the inclusion of

prevalence of dementia within the March 2014 to promote the increasing A Memory Walk and breakfast was held in

# The Broken Hill Regional Aquatic Centre

transferred to the YMCA in December The management and operation of the Broken Hill Regional Aquatic Centre was

55.73%

## That Council requests a thorough minimum of 640 GL for NSW control access to a call on water releases Darling Basin Authority can have and above 800GL before Murraytrigger point should be set at a Menindee Lakes system. That the review of the current "trigger point" for NSW Government control of the

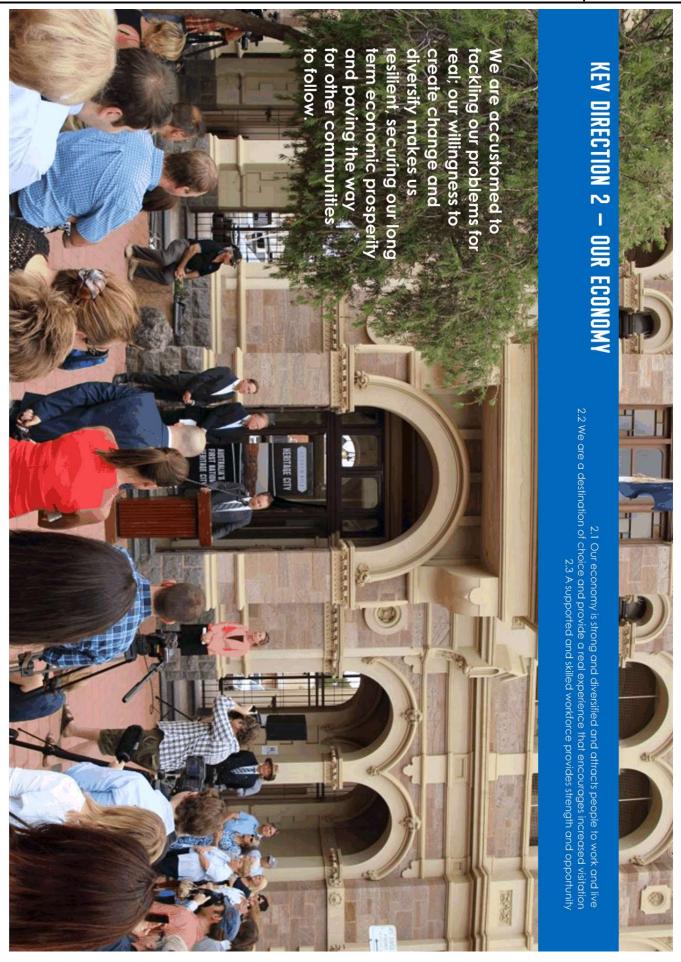
Menindee communities. guaranteed for the Broken Hill and That a surface water drinking supply is

ω 2

- security. ensure its long term viability and continue to work with communities to Broken Hill and the Far West and it will prosperity and recreational needs of for the ongoing liveability, economic Menindee Lakes system is a vital asset That the Murray-Darling Basin Authority acknowledge that the
- emergency provisions are done at no Broken Hill community additional or ongoing cost to the Lake system or the implementation of That any changes to the Menindee

5

hearing on October 26, 2015: Murray Darling Basin Plan at its public forward to the Select Committee for the for our region in terms of water supply. the Murray Darling Basin Plan Water Submission to Select Committee for handling practices. borne illness resulting from poor food trained thereby reducing the risk of food managers in ensuring that all staff are business staff records. program, that can be kept as a part of certificate upon completion of the an acknowledgement form and a and includes the ability for the user to print easy to follow, and entertaining format Council put the following submission Council continues to lobby and advocate The training program assists food business The program is presented in an interactive, That any trigger point is based on accessing retrievable water.



## 2.1. Our economy is strong and diversified and attracts people to work and live

# **BHP Billiton Announcement**

In January 2016, BHP Billiton Chief Broken Hill Archives. Executive Officer, Andrew Mackenzie Mineral and Art Intersections and the identified in the Broken Hill Living Museum BHP Billiton Foundation toward projects announced a donation of \$5.7m from the + Perfect Light Project: Argent Street



enduring legacy for this community. The Foundation's support will allow Council heritage to lead its future and deliver an to continue to build on Broken Hill's



BHP Billiton Announcemen Officer, Andrew Mackenzie Chief Executive

Specific projects include:

# Broken Hill Living Museum + Perfect

diversify the economy.

etc.) the holistic Broken Hill Living Museum Illuminate, Activate, Interpret, Transform intrastructure and activation strategies through the Vision Aspects: Construct, transformed to meet a renewed future Perfect Light Project envisions a City (Airport Master Plan, Tourism Plan 2020

process of continuing development in opportunity. readiness for any available funding Project briefs have been and are in the

maximise the National Heritage Listing and A course of action to renew the CBD,

Combined with a range of associated

# Light Project

Sulphide, Chloride, Oxide, lodide and They will contribute to an understanding of evident in artwork, seating and paving. their uses and relevance will be made Argent). The properties of the minerals reflect its street name (Kaolin, Bromide,

2,300 million years of the earth's history. the formation of Australia and more than They will 'unearth' the elements of the

significant in gaining Broken Hill's National

mineralogical rainforest' that was

ivate nt St 'Mineral and Art Inte CONFIDENT VISION Construct ransform uminate

# Argent Street Mineral and Art

Heritage Listing. Public art will be integral

benefits to everyday life. interpretation of minerals, mining and the space offering creative and passive Argent Street will be created into a public The intersections of cross streets with

The intersections will each be designed to

future, including:

and protect archival material related The immediate requirement to audit that can provide opportunity for the achieved in 2016, and present it in a way heritage of the City through funding catalogue and protect the archival The Broken Hill Archives project will furniture, sculpture or installation. intersection—paving inlay, custom and artist(s) will design elements of the

The Broken Hill Archives

program Develop/deliver a digital archive story

the archival telling of the Broken Hill museums and collections pivotal to The opportunity to network with other to Broken Hill before it becomes at risk

equipment for the purposes of Purchasing digitising and other archiving digital records

## Discovery, Diversity and Survival in Broken Outback Museum Stories: A Journey of Hill and Silverton

the interactive website. who had supported the development of Manager and Council's Museum Advisor Professor Simon Molesworth AO QC. Minerals Museum (GeoCentre) by was launched at the Albert Kersten Mining and Survival in Broken Hill and Silverton Stories: A Journey of Discovery, Diversity corners of the globe. Outback Museum website that will promote Broken Hill to all development and launch of a new Council staff have played a key role in the Yvonne Routledge who praised all those Joining Professor Molesworth was Project

funding program administered by NSW's VIM grant program, a devolved NSW Government. The website is Museums & Galleries NSW on behalf of the The project is supported by Regional Arts



The museums on the trail are: Albert Kersten Mining & Minerals

Museum (GeoCentre) Synagogue of the Outback Museum Sulphide Street Railway and Historical West Darling Machinery Preservation

map as the 'Hillywood' of the Outback.

Film projects attracted the type of media

"Hillywood" of the Outback

Broken Hill Mosque Museum

Silverton Gaol Museum Silverton School Educational Museum Outback Archives

Broken Hill Family History Group Inc Bells 1950s Milk Bar

Museum White's Mineral Art and Living Mining

in Australia celebrations bought LEGO to In July 2012, the 50th Anniversary of LEGO

the Living Desert. The LEGO display Broken Hill, with a LEGO forest display at

> included: Some film and photographic highlights

Painted State Short Film: Aboriginal HeArt, The Darwin Films: Strangerland, Last Cab to

7,266 visitors to Broken Hill during July 2012 compared to 3,752 visitors in July 2011. attracted much interest and there were

and HBO series The Leftovers Australia's Next Top Model, The Code, Think You Are?, Channel Nine News Weather, PlaySchool, Who Do You Weekender, The Today Show, TV Shows: The History of Mining. Outback ER, Great Outdoors, Sydney

Photography Shoots: New Idea. Superfund and Sony TV Commercials: Subaru, CBUS Harpers Bazaar, Sunday Telegraph

Festival Magazine and Men's Health Caravanning Australia, National Trust

others like Hayman Island, the Gold Coast comes with the movies, even the 'Escape hottest destinations for 2014 - alongside Lounge' named Broken Hill as one of its Thanks to the popular culture factor that

and Hobart



2.2 We are a destination of choice Civic Centre Upgrades encourages increased visitation and provide a real experience that

performance spaces city theatres, conference venues and community with a venue comparable to upgrade will provide the Broken Hill for Regions Grant Program in 2015. The through the NSW Government Resources upgrade to the facility was approved way for the \$5.1m redevelopment. The with internal demolition works clearing the conference and events venue begun The refurbishment of Broken Hill's premiere

to promoting Broken Hil Council is committed onferences to grow the and the region as a destination for ourism market.

2012/13

events in Outback Australia. position as a hub for conferences and project will consolidate Broken Hill's and the services it can provide. opening in 1971 and the community will see a big change in the look of the venue This is the first major refurbishment since its

earned media coverage)

when comparing the same period of A 21% increase in website traffic

the previous year

Integration with the RM Williams

summer campaign and LEGO

(generating more than \$5 million in

digital and TV

Strong national coverage in print in researched destination appeal increase

economy in October 2016 alone contribute millions of dollars into the conference bookings to date will to bring an exciting program of shows and Council has been working with promoters

# Emirates Melbourne Cup Tour

be part of the 2015 Melbourne Cup photos – with the 'People's Cup' and old keen to get their hands on – and \$175,000 Gold Cup was a hit with young Zealand to host the 2015 Cup Tour. The cities and towns across Australia and New Celebrations. Broken Hill was one of 33 provided many locals the opportunity to way to Broken Hill in 2015. The Cup visit The Emirates Melbourne Cup Tour made its

Marketing Destination NSW and engaged with the local tourism industry for a Destination Council secured funding each year from



FOR REAL

aimed to

## Broken Hill is For Real

ಸ

government - resulting in the following outcomes for the 2012/13 campaign: extensive research framework; and proposition to 'Discover A Lost World'; an funding partnerships with industry and strong Broken Hill brand position; the 44,451 hits to website – 149% above target. Thirty seven per cent of the

During 2013/14, strategies built on the

- during the campaign with 600 of 4,000 travel itineraries downloaded alone the paid digital video placements total website traffic was delivered by
- Seven journalist familiarisation visits these saved by users
- listing pages online businesses created new business 48 Broken Hill and surrounding



## Destination Appeal

2012/13

58,588 in online bookings for tour and

accommodation with 193 nights

campaign). The campaign also increased likelihood of visiting in the future as 80% or the likelihood of the target audience to target market (from a 19% base pre-Hill, reaching a score of 46% within the increase in destination appeal for Broken 2012. Their findings revealed a 142% with the first roll-out of the campaign in Advertising Impact study in conjunction Inside Story conducted a robust visit Broken Hill, with one in four rating their

## **Destination NSW**

which include: Destination NSW has compiled a list of four 'must-do' activities for visitors to Broken Hill

Sunset at The Living Desert Sanctuary: sculptures each telling a different winds itself around 12 sandstone Sundown Hill, an easy walking trail end the day in Broken Hill. Located on Desert Sanctuary is the best way to Seeing the sun go down at The Living

unique. The icons of Broken Hill and its idiosyncrasies that make Broken Hill

produced highlighting many of the Seven short videos have been Broken Hill have been amplified. past, present and future stories of Destination Marketing Program the Through the Destination NSW

reader to explore all that the City has 32 short stories written to entice the characters are also told through the

J/explore-and-discover/torreal/ http://www.brokenhillaustralia.com.a

Outback safari: For a true outback National Park on a day trip with Tri experience explore the Mutawintji

# provides strength and opportunity

# Increasing Skills at the Library

increasing skills via formal study and resources to the community to assist in The Library provides several services and



at a fee scanning and photocopying is available the Internet via their own devices. Printing students, visitors and members can access Wi-Fi is available within the library so that

sites on a 4WD adventure. Australia's most sacred Aboriginal opportunity to discover some of State Safaris, where you'll have the

- a trip down memory lane at Bell's Milk cool down in town. spider – the best (and original) way to Bar for a cool malted milk or soda original 1950s fixtures and fittings, take bars' of Broken Hill, complete with Happy days: One of the original 'milk
- bespoke Priscilla suite. head at the hotel's pretty in pink dancing shoes on before resting your food and entertainment, get your Desert. With funky retro interiors, great the hit movie Priscilla Queen of the Palace Hotel, famous for featuring in Experience a night like no other at the l love the nightlife, I got to boogie:

# 2.3 A supported and skilled workforce

them to improve their overall health and its employees opportunities that will assist These programs allowed Council to offer Education Programs

performance. and therefore their on the job which should improve their overall health and any modifications they need to make and advice on their lifestyle and habits Firstly it has given employees information projects. This has resulted in a twofold effectively fund preventative and lifestyle wellbeing, and to also prioritise and

is committed to the health and safety of its personal lives and relationships prevention strategies at home; and in their ownership over their own self-care and knowledge and resources to take empowering employees with the step further, placing the focus on at all times. 'Fighting Fit Day' took this one employees and ensuring a safe workplace Secondly it has demonstrated that Counci



Library during 2015/16.

catalogue. The Library website has links to

Reference Centre; Complete Consumer (10,713 visits during 2015/16); Science and several databases including Britannica The Library has its own website and online

The Library Website had 11,049 visits during 2015/16 Health; and Ancestry amongst others.

The Preventative Health and Lifestyle

## Training for Council Staff

skilled is crucial for an organisations success. Focussing on the importance of having staff that are multi-

Work Platform, Work at Heights, Traffic Controller, Traffic Management, First Aid and Mental Health First Aid. Operations, Chemcert Chemical Application, Elevated Driving, Airport Reporting Officer duties, Chainsaw Staff completed training sessions in Heavy Rigid Truck

# Fighting Fit Day for Council Staff

of diet and exercise, mental health and self-awareness. Held over one day, activities included the three key areas

capped off with a Flu Vaccination Clinic. people to attend a range of topics; and the day was This allowed for work areas to stagger attendance or for

mental health and physical wellbeing topped off with healthy choice catering. Sessions included a Zumba fitness class and workshops on



for Injury Management incentive payment

\$10,000

pertormance Self Audit

Former General Manager, Therese Manns and Member for Barwon, Kevin Humphries MP

resulted in Council being recognised as a recipient of to ensuring Council's long-term financial sustainability recognition of 'Creating a Sustainable Change for Broken Hill'. The support of the staff and a commitment Government Excellence Awards held April 23, 2015, in Management at the New South Wales Local Council won the Excellence in Leadership and

## **Business Excellence**

be formally recognised and awarded for their efforts: There have been several opportunities for Council staff to In November 2012, Council received a silver award for

address gender equity issues both within their regardless of their size, location and progress on and is designed to be accessed by all councils organisations and among their elected representatives councils countrywide to have reached that status. improving gender equity and was one of only four gender equity' designed specifically to assist councils to identify and The 5050Vision – Councils for Gender Equity Program 'is

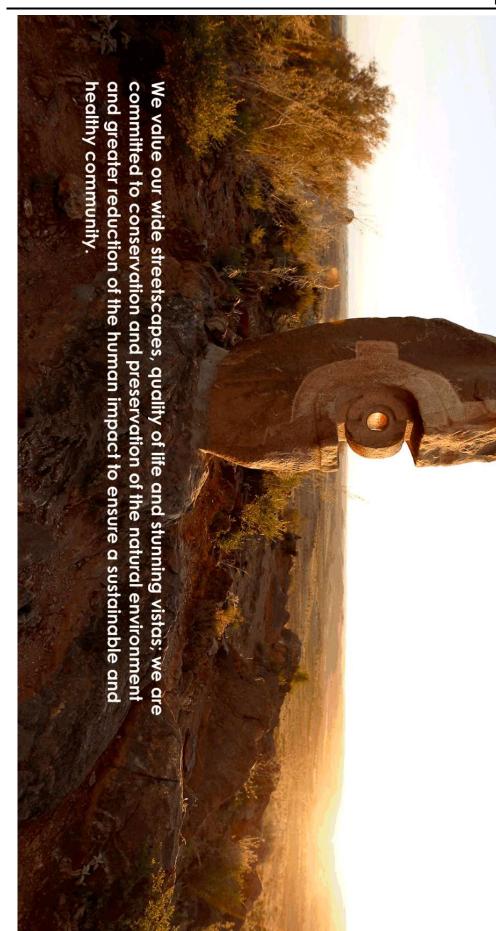
Government, Senior Staff Member – Rural or Regional Manager and two female councillors.
The 2015 Minister's Award for Women in Local At the time, Council had only one female Senior General Manager, Therese Manns Council award was awarded to Council's Former



Council's Visitor Information Centre staff, Crystal White and Patrick Kreitner

awarded a \$10,000 incentive payment from its Workers In December 2015, Council was successful in being utilised to support Council in preventing workplace Audit performance. This incentive payment will be Compensation Insurer for its Injury Management Self

awarded to Broken Hill's Visitor Information Centre and The 2015 TripAdvisor Certificate of Excellence was economy and community. experience of Broken Hill for the benefit of the Council's participation in enhancing the tourism the Living Desert and Sculptures in reflection of



## 3.1. Our environmental footprint is minimised

Regional Art Gallery and houses 1,800 accolade for collection management. IMAGine Award – Highly commended artworks. This facility received the 2012 facility was opened at the Broken Hill A new climate controlled artwork storage



presented to the students free of charge undertake Waste Workshops for our local EnviroMentors from Keep NSW Beautiful to workshops that were held included: and were held in 2012 and 2014. The primary schools. These workshops are

- recycled and recyclable products. and importance of purchasing garden; natural ways to manage School Yard Harvest: creating a fooc environmental benefits of recycling: resources; the social and recyclables are made from natural value of waste as a resource; how about what can be recycled locally pests; composting; how growing you
- Compost Critters: value of organic and health benefits of your own food own food benefits the environment waste; greenhouse gases created

# Waste Workshops – Primary Schools

Every two years Council engages

- Close the Loop: students learned
- when organics are buried; benefits of

- composting and how to care for your
- In the Bin: benefits of sorting your to the different types of waste waste reductions; and what happens importance of waste avoidance and waste; what goes in each bin;

engage students from Kindergarten to been very positive, and participation rates The workshops are highly interactive, and rear 6. Feedback from the schools has

# Waste Tours and Presentations - High

Broken Hill Waste Management Facility. Broken Hill and a two hour tour of the includes a 45 minute power point undertake a major waste project that Each year Broken Hill High School students presentation on waste management in

students have provided suggestions on waste operations; and in recent years games to sort their waste; see the green opportunity to see the operations of the Whilst on the tour, students have the how Council can improve the facility. facility; recycling efforts; participate in

statt and tacility users.

and charges to all applicable facility users and improve communication between facility; enable implementation of fees accurate data on waste received at the infrastructure will assist in collecting more

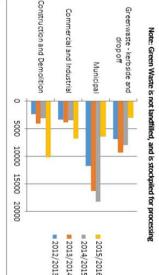


Waste Management Facility 7 Tours & Presentations **APPROX. 420 STUDENTS** POSITIVE FEEDBACK

The new weighbridge installed

The new weighbridge being installed

## of waste in our community meet the requirements of weighbridge. This installation of a development has been the The largest infrastructure the community. recycling opportunities for provide increased state legislation and improve the management upgrades are designed to undertaken. These Facility have been Waste Management A range of upgrades to the Weighbridge Installation Waste to Landfill 2012 - 2016



# Waste Operations – Waste Received over

the weighbridge data for 15/16 has been recorded through from manual collection methods, however that the data up to 14/15 is estimated for each waste source. It should be noted volumes of waste collected at the landfill and kerbside). The above graph shows also included green waste (both drop off construction and demolition. Council has commercial and industrial; and categories, municipal (household); Waste is divided into three main

for reprocessing and recycling. collect hazardous items from households Authority (EPA) and allows councils to South Wales Environment Protection collection is partially funded by the New partnership with NetWaste. This annual Hazardous Waste (HHW) collections, in Council participates in annual Household Household Hazardous Waste Collection

2015 saw 23 residents participate and recent collection, held on November 14, participants returning each year. The most increased for Broken Hill, with many Participation rates have gradually



Community Recycling Centre

Environmental Trust. A Community Recycling Centre (CRC) has initiative and supported by NSW funded with a grant of \$112,000 under the Management Facility. The CRC was been constructed at the Waste NSW EPA's 'Waste Less, Recycle More

been removed for recycling and opened on Wednesday, November 4, and tubes, car batteries, household hazardous wastes, including gas bottles, reprocessing by ToxFree. tonnes ot household hazardous waste has Barwon. Since the opening of the facility 4 2015 by Kevin Humphries, MP, Member for detectors. The facility was officially batteries, motor and other oils and smoke fire extinguishers, paint, fluorescent globes The CRC is designed to collect household

document is a working document that During May and June of 2016 the Broken Council's Waste Management Facility. guides staff in the management of released by NSW EPA in May 2016. The Waste Landfill Guidelines: Version 2' Plan was updated to meet the new 'Solic Hill Landfill Environmental Management Landfill Environmental Management Plan

of Container Deposit Scheme (CDS) for submission supporting the implementation NSW to assist in the reduction of litter for Legislation for NSW. Council submitted a introduction of a Container Deposit released a discussion paper on the In January 2016 the NSW Government Container Deposit Legislation for NSW

existing SA and NT schemes. The new across the state and is similar to the scheme will commence from July 2017 CDS that will significantly reduce litter announced it will introduce a 10c refund On May 8, 2016, the NSW Government

and available online for the general completion of the survey, operational public to comment. Approximately 100 users, mailed to commercial customers Friday. Surveys were provided to facility closed Christmas Day, Anzac Day, Good week, 8am-2pm public holidays and during 2015/2016. The suggested new Management Facility were reviewed Operational hours of the Waste hours infroduced were: surveys were completed. Following hours were 8am–4pm seven days per Landfill Operational Hours Review

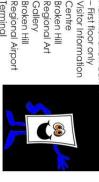
- 8am 5.30pm Monday and
- 8am 2pm Public Holidays Wednesday, Thursday and 8am - 4pm Tuesday,
- Day and Good Friday. Closed - Christmas Day, Anzac

July 1, 2016.

The new operational hours commenced

In 2013 Council received a grant from the lighting. The buildings were: (CEEP) to retrofit four buildings with LED Community Energy Efficiency Program Australian Government as part of the since installation, energy and water vision project, lighting upgrades and savings Community Energy Efficiency Program Administration Cen

Broken Hill Gallery Regional Art Regional Airport erminal



Broken Hill

Centre

First floor only

developing a sustainability fund undertaking activities to engage staff and reducing energy consumption, Energy Efficiency Programs objectives by The project contributed to the Community



solution for the Broken Hill community.

Environment, Waste and Recycling Specialist, Therese Manns promoting energy savings at libby Guest and Former General Manager Council's Administration Building

Comparison of data from the previous continued to achieve savings. upgraded with new LED lighting has A review of the savings from the four sites

of \$35,005 during 2015/16. upgrades and more efficient practices by supplier and price per kWh, as well as Savings are also attributed to changes in year showed savings across the four sites

> included: Major works

H

and \$55,942 from Council (59.2%). consisting of \$38,507 from CEEP (40.8%) The overall cost of the project was \$94,449,

across all four LED lights WITH 32 UPGRADI LIGHTING

Removal of 770 lights and of 446 new the installation RECEIVED RANDSTAND MEMORIAL OVAL

is designed to coordinate research, in children, to establish a long term response to the elevated blood lead levels remediation, and prioritise work in education programs, undertake in children living in Broken Hill. The program detections of elevated blood lead levels put towards a Broken Hill Environmental commenced in July 2015. The funding was Broken Hill over a five year period, which funding to address lead exposure issues in The NSW Government provided \$13m in Broken Hill Environmental Lead Program Lead Program in response to ongoing



announcement of \$13m Lead Program Funding Kevin Humphries MP, Mayor Wincen Cuy and Professor David Lyle at the official

The Lead Health report from 2014

emphasis on Aboriginal children who have elevated blood lead levels been shown to have higher incidences of investigated. The program will have an National Health Medical Research Counci blood (ug/dL), the level at which the of 5 micrograms of lead per decilitre of indicated that 48% of all children aged (NHMRC) recommend that the causes be

provided for the year. outlines annual projects that will be Memorandum of Understanding (MOU) completed by Council and funding between the two organisations. The MOU Program confirming a partnership with the Broken Hill Environmental Lead In May 2016, Council signed a

The project is located behind Queen Program, has commenced. the Broken Hill Environmental Lead undertaken by Council, in partnership with The first major lead rehabilitation project

involves the following: Street, near Robinson College, and removal and burial of soil that has

- importation of clean soil and mulch high lead and other heavy metal
- around existing vegetation old tailings have been exposed sealing of the old tailings dam where
- installation of new fencing behind access to the area Queen Street to prevent vehicle

Hand Washing Stations for Local Parks

Hand washing basins, and Led Ted signage was installed at Sturt Park, AJ The basins operate hands free, for children Keast Park and the Duke of Comwall Park

Environmental Program. been supported by the Broken Hill play equipment. The project works have to wash their hands after they play on the

> on the level of lead and other heavy of five local playgrounds, gathering data metal contamination on the equipment. Council staff undertook monthly sampling Lead Dust Sampling of Local Playgrounds

park for comparison. from two surface sample sites at each equipment. Samples are also collected both before and after playing on the The samples are collected by hand wipes,

Park; Patton Street Park; and Duff Street Park; North Family Play Centre; AJ Keast The parks tested in this program are: Sturt

over by the Broken Hill Environmental Lead In December 2015, the testing was taken Program staff

## 3.2 Natural flora and fauna protected environments are enhanced and

continues to be a great attraction for nature conservation and tourism facility. It of 24.2km<sup>2</sup> and were established as a maintenance to the walking tracks and carry out regular working bees, including Flora and Fauna of the Barrier Ranges grounds are maintained by Friends of the approximately 30,000 visitors annually. The visitors and locals alike attracting Fauna Sanctuary. The site covers an area Sculptures and The John Simons Flora and Community Committee; volunteers who The Living Desert Reserve includes The The Living Desert Reserve



Flora and Fauna at The Living Desert

New Ticket Machine – Living Desert

Living Desert. was installed at the entry gate for the In February 2015, a new ticket machine

approximately \$5,000 per year. costs for entry fee arrangement by income for the Living Desert, and reduced has improved the management of the obtaining a parking ticket. The machine machine works on the same premise as instead of per vehicle amount. The fees moved to a per person amount, This replaced the old envelope system, as



## development and installation Living Desert Primitive Campground

visitors and locals alike. provide short stay camping options for Living Desert Reserve with initiatives to commenced development within the In 2014, a primitive campground

volunteer truck and crane operators.

caravan/camper trailer area. and showers; tent area; and The campground has BBQ facilities; toilets operational arrangements are continuing. The infrastructure is now in place, and final



## The ablution block was funded through Living Desert Ablution Block for Primitive

The ablution block includes disabled Crown Lands and was completed in late the Public Reserves Management Fund

facilities and unisex toilets; and showers access toilet and shower; parenting

the Sculpture Symposium. 20 year anniversary since the installation of On May 18, 2013, Council celebrated the Sculpture Symposium 20th Anniversary

Broken Hill's most iconic sites. tourism industry, and has become one of region, had a major input into the local most photographed landscapes in the Desert. It has since become one of the opened on May 23, 1993 in the Living The Sculpture Symposium was officially

a week to complete four months of work from massive Wilcannia sandstone blocks The huge sculptures were carved by hance world worked 14 hours a day, seven days Work began on the Symposium in April were set in place with the help of The blocks travelled 210kms in convoy and 1993. Twelve sculptors from around the



# Harold Williams Home – World Environment

Broken Hill Tidy Towns Community Committee Awards (2012-2014)

Office of Environment & Heritage,

of the activities that Council undertakes to covered included: support our local environment. Topics World Environment Day, promoting some at the Harold Williams Home to celebrate Council gave a presentation to residents

Waste Management

Regeneration Reserve

Overall Town (Category E, Population Hill Living Desert Sanctuary - Winner Population 10,001 - 25,000) - Broken Wildlife Corridors and Habitats Conservation Award (Category E,

10,001 - 25,000) - Third

Overall Town (Category E, Population

F) – Dylan Stone – Winner Young Legends Award (Individuals E-10,001 – 25,000) – Second

School - Highly Commended Category 4, 160-300) – Alma Public Schools Environment Award (School

Clean Up Australia Day 2016

Lead Management Energy Savings Willyama Common Living Desert State Park Tidy Towns Events

Bush Spirit Award (Category E, Population 10,001 – 25,000) – Broken Packaging Stewardship Forum Waste Hill St Patrick's Race Club - Highly Waste, Broken Hill - Winner Award (Category E, Population 10,001 Management and Litter Reduction Commended 25,000) - Schools leave nothing to

2014 Tidy Towns Awards

being take-away wrappers and drink containers. The Girl Guides also supported

with focusing on Block 10 Lookout

60kgs of rubbish with approximately 80% Information Centre. Volunteers collected the TAFE College and the Visitor Public School and Broken Hill High School Lookout, areas surrounding Broken Hill focus on the Lions Reserve, Joe Keenan Committee organised 24 volunteers to Council and The Tidy Towns Community supported Clean Up Australia Day in 2016. As with every year, Council again



2013 Tidy Towns Award ca McLaughlin and



Councillor Darriea Turley accept the

contractors were hired to undertake the works. The works have reduced the a range of cactus species. Local

species from spreading.

follow up spraying to prevent the weed highly successful, Council staff conduct spreading further, particularly into and prevent the infestations from impact of these species on the Common

neighbouring properties. The works were

## the environment planning supports the community and 3.3 Proactive and responsible

Council received funding through the Public Reserves Management Fund to Targeted species included mesquite and control on the Willyama Common. undertake widespread noxious weed Willyama Weed Project

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## Page 72





4.1 Openness and Transparency in Decision Making

completed.

Councillors conducted over 60 hours of face to face consultation. In total 606 surveys were Consultation was held during November 2015. The survey was available online, and staff and

levels of service. Council is required to address these expectations within its planning willingness to pay for Council services now and into the future. This is known as determining expectations with regards to services by going out to the community and asking their reporting and audit legislation, Council was required to determine the community's As part of directions set by the Office of Local Government (OLG) and required under

regards to the community's expectations but not in their willingness to pay for levels of service. To gain community views about services and costs, Council staff and Councillors undertook a significant engagement program using an online tool called Budget Allocator. When Council has consulted with the community in the past it has collected information in

The consultation asked the community to indicate funding expectations on five functional

Parks and Open Spaces

- Roads and Footpaths
- Community Centre and Halls

Sportsgrounds and Aquatic Centre

Arts, Culture and Tourism

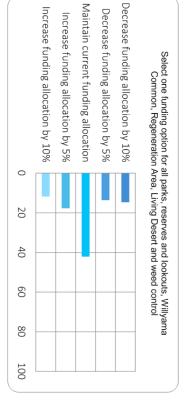
In addition to this, the community was also asked if they would like three additional services

The engagement process provided information which will support Council in developing plans Nature Strips (\$750k) Heritage City Maximisation (\$250k) Increased Parking Enforcement (\$120k)

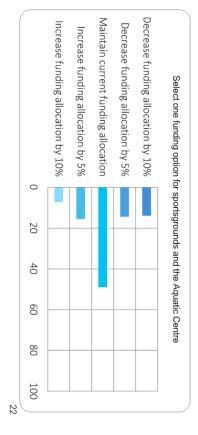
## Levels of Service Survey Results

Parks and Open Spaces

and strategies for the City, and guide decision making



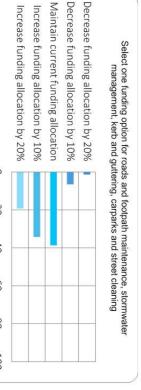
# Sportsgrounds and Aquatic Centre



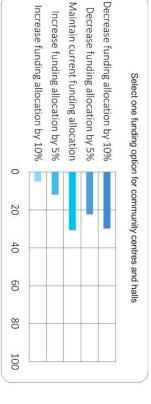
### Roads and Footpaths

following was identified:

**Results**: The results did not indicate a significant change in service delivery, however the



## **Community Centres and Halls**



Arts, Culture and Tourism

Decrease funding allocation by 10%

Select one funding option for activity associated with Regional Art Gallery, Albert Kersten Mining and Minerals Museum, Visitor Information Centre, Civic Centre and BH Studios

Maintain current funding allocation Decrease funding allocation by 5%

Increase funding allocation by 10%

20

40

60

80

100

Increase funding allocation by 5%

0 20 40

60 80 100

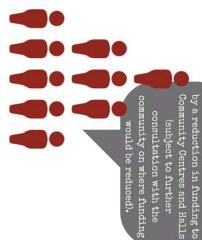
support an increase in rate community that they would where the money was being as long as they could see An indication from the

almost \$0.5m, this would showed a willingness to made by the community equate to an average increase spending by increase of \$27.70 residential rate the selections On average, per year.

special rate variation of people support a significant majority increase to fund evidence that a overwhelming service level changes.

There was no

roads funding could be offse



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4.2 Our Leaders make Smart

## Councillors Come Online

project has seen a significant agendas and improvement in the process of providing elected body in September 2012. This Council successfully rolled out iPads to the

were to:

The objectives of the workforce review

government sector

intensity and predictability of

including factors affecting the speed, the external industry environment,

changes to the NSW local

ensure that Council's workforce

acknowledge concerns raised

Council's Delivery Program aligned to the priorities established in

the tip of their fingers to make informed relevant and access to all the decisions. Coinciding with the roll out of information at Councillors have online facility Councillors. The held

current

ensures

improve Council's financial

reporting lines

leadership with clearer and shorter through Council's statt survey in

relation to a desire for greater

increase capacity in a number of key areas of the organisation

functions and affected significantly tocus on the review was to for the workforce The first priority



conducted at a thorough and process was positions. The

A review of Council's organisation Council embarked on a significant Council Workforce Restructure Chambers and Council meetings now

audio visual equipment in the Council iPads, Council tinalised an upgrade to the

provide 'live minutes'

and higher duties employees through the process of undertaking promotions, secondments existing workforce to progress a career staff, it also provided opportunities for the proved a difficult time for many of the redundancies. While the restructure strategies were in place to support analysis was undertaken and that within local government, with many pace that would ensure a complete

organisation's operating environment

analysis, three segments of the structure identified. For the purpose of this operating environment was also scanned

were considered:

the internal environment, including

the external macro-environment the organisation's resources and

environment, as well as the political incorporating the physical

technological and legal spheres economic, socio-cultural, and factors related to its organisational organisational structure. Council's revised CSP and Delivery Program were

development of a proposed among the data used to inform Delivery Program. Draft versions of the Strategic Plan (CSP), and of Council's with a review of Broken Hill's Community structure was conducted concurrently restructure of its workforce during 2013/14

approximately \$1.6m. by recurrent annual savings of one off expenditure of \$2.2m and is offset The result of the restructure has been a

provided many challenges and required The complexity of the workforce review

> through the Workplace Consultative offered to employees throughout this interdepartmental cross skilling has been training, formal training and organisation. A combination of on the job ensure that we are a more efficient policy, procedures and work design to have been involved in the review of approach during the transition. Many courage, resilience and a proactive employees of Council have demonstrated positions within the organisation. The has overseen the update of 120 unique Committee and to date the committee consultation and position reviews were led between these parties. Employee ultimately forged better relationships transition. These challenges have

4.3 We Unite to Succeed

# Celebrating Council's Success

work and efforts: Two reasons to celebrate Council's good

- Awarded a \$10,000 incentive preventing workplace injuries is to be utilised to support Council in performance. This incentive paymen Injury Management Self Audit Workers Compensation Insurer for our payment in December 2015, from ou
- 4.4 Our Community is Engaged and

Informed

### State Cover Safety Excellence Award 2013 – from Awarded Runner Up in Work Health &

### S355 Committees

interests and public assets committees to help manage the City's representation on a number of Council community of Broken Hill has strong essential part of Council activities and the Managing community assets is an Commission during the early stages of Council to work with the United Services

- Broken Hill Heritage Committee Alma Oval Community Committee
- Broken Hill Regional Art Gallery
- Advisory Committee
- ET Lamb Memorial Oval Community **BIU Band Hall Community Committee**
- Barrier Ranges Committee Friends of the Flora and Fauna of the Committee
- Committee Memorial Oval Community
- Community Committee Norm Fox Sporting Complex
- Picton Sportsground Community

### The Broken Hill City Council Audit Committee Riddiford Arboretum Community

member) and Councillor Representatives Chris Nash (external independent 2015/16 the Committee was chaired by Mr controls and risk management. During external audits, financial reporting, internal recommendations to Council in relation to Committee is responsible for making the quarterly budget review process. The Quarterly meetings are held to align with reliable system of internal controls. management of risk and maintaining a responsibilities for financial reporting, Council in the effective conduct of its Committee is responsible for assisting The Broken Hill City Council Audit were Councillors Black and Algate



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Ordinary Council 31 August 2016

### ORDINARY MEETING OF THE COUNCIL

June 1, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 173/16

<u>SUBJECT:</u> <u>DELIVERY PROGRAM - KEY PERFORMANCE INDICATORS</u>

**REPORT JUNE 30, 2016** 

13/79

### **Recommendation**

- 1. That Broken Hill City Council Report No. 173/16 dated June 1, 2016, be received.
- 2. That Council adopt the Delivery Program Key Performance Indicators Report June 30, 2016.

### **Executive Summary:**

The Office of Local Government, NSW Department of Premier and Cabinet established the Integrated Planning and Reporting Guidelines for all New South Wales councils. One of the components within the framework is a four year Delivery Program.

Section 404 of the Local Government Act 1993 requires that 'The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months'.

### Report:

The Integrated Planning and Reporting Framework comprises a Community Strategic Plan (10 years plus), a Delivery Program (four years) and an Operational Plan (one year).

This report relates to the Delivery Program for the reporting period to June 30, 2016. It outlines Council's achievements against the adopted Community Strategic Plan 2033.

A progress report to December 31, 2015 was reported to Council at its Ordinary Meeting held February 24, 2016. The current report outlines Council's progress for the 2015/16 full financial year.

Review of a total of 188 performance targets set within Council's Delivery Program indicates that the majority of Council's programs are progressing well, with 110 Key Performance Indicators (KPIs) 'met' during 2015/2016, and a further 51 KPIs reported as 'likely to meet.' It is premature to assess whether 15 KPIs will be met at this stage, and there are 12 KPIs Council either 'not meeting' or are 'unlikely to meet.'

### **Strategic Direction:**

Key Direction: 4. Our Leadership

Objective: 4.1.3 Decision-makers provide accountability through planning and

reporting frameworks

Function: Leadership & Governance

DP Action: 4.1.1.7 A review of Delivery Plan Objectives is provided six-monthly in

accordance with guidelines.

Ordinary Council 31 August 2016

### **Relevant Legislation:**

Local Government Act 1993, Sect 404 - Delivery program

### 404 Delivery program

(5) The general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.

### **Financial Implications:**

Measures and actions identified in the Delivery Program are adopted in accordance with Council's Long Term Financial Plan and annual budgets.

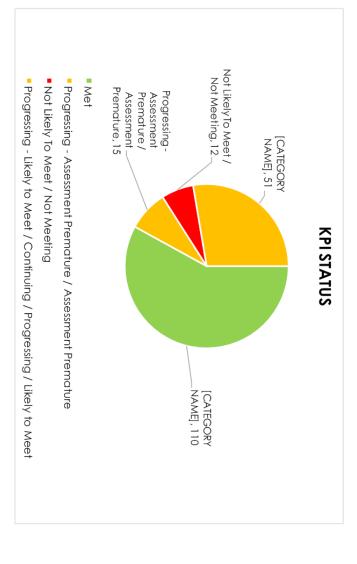
### **Attachments**

1. Delivery Program Key Performance Indicators Report June 30 2016 53 Pages

RAZIJA NU'MAN
DIVISION MANAGER CORPORATE AND HUMAN SERVICES

JAMES RONCON GENERAL MANAGER





Page 1

# KEY DIRECTION 1 OUR COMMUNI

Objective	7	People in our community are in safe hands	ds
Delivery Program Action(s)	m Action(s)	ily awareriess of sale	increase community awareness of safet community initiatives
1.1.1.1 Dev	Develop a Community Safety Crime Prevention Plan	ime Prevention Plan	
ositic	Measure		
Division	KPI Requirement	Status	Comments/Results
Manager Corporate	1. Plan is developed by 30	Met	Adopted by Council October 30, 2013.
and Human Services			
<b>Delivery Program Action(s)</b> 1.1.1.3 Develop, plan of	<pre>im Action(s) velop, plan and implement in</pre>	itiatives aimed at inc	<b>ogram Action(s)</b> Develop, plan and implement initiatives aimed at increasing animal control within the City
ositic	Measure		
Ranger	KPI Requirement	Status	Comments/Results
	1. A decrease in the number of animal related complaints	Met	The number of animal related complaints remained stable for the 2015/2016 as compared to 2014/2015. There was a 2.7% increase in the number of complaints however the % of complaints actioned within target times increased.
Strategy	1.1.2 Promote a who	le of community app	Promote a whole of community approach aimed at reducing preventable crime and nuisance within the city
<b>Delivery Program Action(s)</b> 1.1.1.2 Council suppor	<pre>im Action(s) uncil supports the objectives</pre>	of the 2013-2017 Safe	<b>igram Action(s)</b> Council supports the objectives of the 2013-2017 Safer Broken Hill Community Safety and Crime Prevention Plan
Lead Position	Measure		
Division	KPI Requirement	Status	Comments/Results
Manager Corporate and Human Services	1. Responsible KPI's within the 2013-2017 Safer Broken Hill Plan are met	Met	Community safety issues promoted through service newsletters and distributed promotional materials.

from ceremony

Strategy	1 2 4 Openly share info	rmation to allow n	Openly share information to allow participation and inclusion
P	m Action(s)		
1.2.1.5 Dev	Develop, plan and implement a and decisions of Council	communications	Develop, plan and implement a communications strategy to promote openness and allow participation and interest in the activities and decisions of Council
Lead Position	Measure		
Executive	KPI Requirement	Status	Comments/Results
Support	<ol> <li>Community satisfaction</li> </ol>	Met	Communication strategies are developed for individual projects. Specific projects
Officer	with Council		have included the proposed Library relocation, Levels of Service, Parking survey
	communication		and the 2016/17 Budget, all of which involved community engagement, media
			interaction and advertising along with social media presence through Council's
			racebook page and website. Specifically:
			<ul> <li>Library relocation involved tour community engagements, one media</li> </ul>
			<ul> <li>2016/17 Budget involved eight community engagements and two media</li> </ul>
			releases
			<ul> <li>Levels of Service involved nine community engagements and seven</li> </ul>
			<ul> <li>Parking Survey involved three community engagements and three media</li> </ul>
			releases
			<ul> <li>Ageing Strategy Survey involved five community engagements and one modific rologic</li> </ul>
Strategy	1.2.6 Develop, implem services	ent and evaluate :	Develop, implement and evaluate strategies to address the impact of a changing population on local facilities and services
Delivery Program Action(s)	ım Action(s)		
1.2.1.6 Unc	dertake community consultat	ion activities to dis	Undertake community consultation activities to discuss the impact of population decline upon local facilities and services
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	1. Increased awareness in	Met	Awareness provided through consultation opportunities (Levels of Service, Library
Development & Culture	relation to the impact of population decline		relocation in particular), media, Council reports and business plans, grants and submissions, and representation to Government agencies and community
			committees.

Strategy  Delivery Program	1.2.7 Provide access to Action(s)	appropriate facilit	Provide access to appropriate facilities, services and information based on community needs
1.2.1.7 Provide public of	ide public amenities, halls a	nd community cen	Provide public amenities, halls and community centres to facilitate social capital and activity
Lead Position N	Measure		
Infrastructure	KPI Requirement	Status	Comments/Results
	1. Utilisation rates of halls	Met	Council's centralised booking system recorded 197 bookings for public halls and
Engineer	and community centres		community centres in 2015/2016.
			Aged Persons Rest Centre – 176; North Mine Hall – 21
	2. Less than 1 complaint per every 10 bookings	Met	Nil complaints received in reporting period.
	Cal availy 10 DOOKII (Q)		
Objective	1.3 Our history, culture	and diversity is em	Our history, culture and diversity is embraced and celebrated
Strategy	_	of cultural and con	Raise awareness of cultural and community events that celebrate Broken Hill's cultural diversity
<b>Delivery Program Action(s)</b>	m Action(s)		
Lead Position	Measure Measure	Verills for fille confilling	n Meditire
Tourism &	KPI Requirement	Status	Comments/Results
Events	<ol> <li>Number of events</li> </ol>	Met	New online interactive calendar developed and promoted through email
Coordinator	promoted on the calendar		notifications. This is accessible to organisations to add their events - 161 single applicants which may cover multiple dates for event bookings, ea. Community
			markets, have been published online during 2015/2016.
Strategy	1.3.2 Increase our cap	acity to plan and c	Increase our capacity to plan and conduct public events in Broken Hill
y Pro	m Action(s)		
I.3.1.2 Enco	Encourage events and activities in public spaces to create active spaces in Measure	in public spaces to	create active spaces
	KPI Requirement	Status	Comments/Results
Events	<ol> <li>Number of bookings</li> </ol>	Met	Council recorded 69 bookings - Patton Park – 3; Sturt Park – 30; Duke of Cornwall
Coordinator	for events in public		Park – 1; Town Square – 25; AJ Keast Park – 8; Joe Keenan Lookout – 1; and Duff
	spaces		Street Park – 1.
Delivery Program Action(s)	m Action(s)		
1.3.1.3 Con	duct the annual Christmas P	ageant as an activ	Conduct the annual Christmas Pageant as an activity for the whole community
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results

Events Coordinator

 Involvement in Christmas Pageant

Met

Council supported South Rotary Club in delivering this event for the community in December 2015.

Strategy	1.3.3 Ensure our resider	nts and visitors are aw	Ensure our residents and visitors are aware of the importance of Broken Hill in Australian History
1.3.1.10 Maintain and e	ntain and enhance signage t	hat promotes the histo	Maintain and enhance signage that promotes the history and heritage of Broken Hill
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events	1. Less than 5 complaints	Not meeting	Six complaints received during 2015/2016, with the majority relating to the
Coordinator	per year in relation to		Miner's Memorial signage.
	heritage signage		
Delivery Program Action(s)	n Action(s)		
1.3.1.4 Adv	Advocate for the naming of Broken Hill as Australia's first heritage listed City	en Hill as Australia's fin	st heritage listed City
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	<ol> <li>Broken Hill named as</li> </ol>	Met	Announcement made on January 20, 2015.
Development	first Heritage City of		
& Culture	Australia		
Delivery Program Action(s)	n Action(s)		
1.3.1.6 Presi	Preserve historic records held within Council custodianship	nin Council custodians	ship
Lead Position	Measure		
Library	KPI Requirement	Status	Comments/Results
Services	1. Standards for	Met	During 2015/2016, following retirement of the Archives Officer a new Archives
Coordinator	custodian of archives		Officer was recruited and attended training - New South Wales State Records
	met		and Museum and Galleries. Funding received to complete a Preservation
			Needs Assessment Report.
Strategy	1.3.4 Provide cultural serv	ices and facilities tha	Provide cultural services and facilities that celebrate our rich history
1.3.1.5 Provide a region	Provide a regional library service for the City and outback area	for the City and outbo	ack area
Lead Position	Measure		
Library	KPI Requirement	Status	Comments/Results
Services	1. Number of active	Met	There were 9,322 active members recorded for 2015/2016.
Coordinator	members		

Strategy

1.4.2

implemented

2016. The draft plan is currently on public exhibition and is expected to be

presented at Council's August 2016 meeting for adoption.

Delivery Program Action(s)

1.4.1.10

Further develop and enhance the Asset Management Plan for Parks and Open Spaces

Social and recreational opportunities are provided for the enjoyment of all

Open Spaces Asset Planner

**KPI Requirement** 

Status

Comments/Results

outlined within the Plan improvement initiatives as Implement agreed

public exhibition for comment

submitted to Council by November 2016 meeting for adoption to place on

The Draft Parks and Open Spaces Asset Management Plan is to be

Objective	1.4 Our built environment supports our quality of life	supports our quality c	of life
Strategy	1.4.1 Maintain the character of our historic City through good design	er of our historic City	through good design
1.4.1.1 Undertake action	<ul> <li>Ogram Action(s)</li> <li>Undertake actions within the Heritage Strategy that support heritage design</li> </ul>	ge Strategy that supp	oort heritage design
Lead Position Measure	Measure		
Heritage and	KPI Requirement	Status	Comments/Results
Planning Officer	1. Actions completed	Progressing - Likely to meet	There are 412 Items listed in Council's Local Environment Plan.  Heritage Advisor appointed - Council will be calling for expressions of interest
			from persons for ongoing appointment of Advisor in accordance with Council's Procurement Policy. There were nine grants issued for heritage restoration projects. Numerous enquiries received for submission of further
			Toolkit completed. Heritage Toolkit Magazine and associated videos to be launched in the first quarter of 2016/2017. Promotional work with National
			Broken Hill For Real campaign achieved a reach of more than 5 million on social media and a Silver Award for Marketing at the NSW Tourism Awards.
			Broken Hill listed by Australian Traveller in the top three of Australia's most searched destinations (along with Melbourne and Sydney).
Delivery Program Action(s) 1.4.1.2 Include heritage	ogram Action(s) Include heritage considerations within the Draft Development Control Plan for the City	hin the Draft Develop	oment Control Plan for the City
Lead Position Measure	Measure		
Heritage and	KPI Requirement	Status	Comments/Results
Planning	<ol> <li>Heritage considered in</li> </ol>	Progressing -	Existing Heritage DCP in place. A new Draft Heritage DCP as part of the
Officer	Development Control Plan	Likely to meet	new Comprehensive DCP for the City presented to Council in June 29,

three gifts (declared as per Council's Gift Register). Nil complaints received.

Strategy	1.4.4 Improve the quality of roads in and around the City and region	of roads in and arou	nd the City and region
Delivery Program Action(s)	<b>ogram Action(s)</b> Further develop and enhance the Asset Management Plan for Transport	Asset Managemen	+ Plan for Transport
Si	Measure	(	
Asset Planner	KPI Requirement	Status	Comments/Results
Transport	<ol> <li>Improvement of asset</li> </ol>	Likely to meet	Draft Transport Asset Management Plan under review. Inspections complete
	data and plan content		and data compiled. Financial assessment currently being undertaken. To be presented to Council by November 2016
Delivery Program Action(s)	m Action(s)		
1.4.1.13 Impl	Implement the Asset Management Plan for Transport	t Plan for Transport	
Lead Position	Measure		
Asset Planner	KPI Requirement	Status	Comments/Results
Transport	1. Number of actions	Likely to meet	The Transport Asset Management Plan developed in 2014 was deemed
			condition data. A Draft Transport Asset Management Plan is in development and is to be revised in accordance with newly available condition data and results based on Levels of Service consultation completed in 2015/16. This plan is to be presented to Council by November 2016.
Strategy	1.4.5 Develop, implement	and evaluate strate	Develop, implement and evaluate strategies to address the impact of a changing population on local facilities and
Se Delivery Program Action(s)	services m Action(s)		
1.4.1.15 Und	ertake service level reviews or	Council services to	Undertake service level reviews on Council services to ensure effective delivery of service
Lead Position	Measure		
Acting Deputy	KPI Requirement	Status	Comments/Results
General	1. Service level reviews	Met	Levels of Services community consultation survey undertaken November 2015.
Manager	underfaken		
Pr	m Action(s)		
1.4.1.16 Und	Undertake facility utilisation reviews	'S	
Lead Position	Measure		
Acting Deputy	KPI Requirement	Status	Comments/Results
General	1. Facility utilisation	Met	Facility utilisation investigation completed. Information to be used in user
Manager	assessments undertaken		group consultation. Information to be included in Building Asset
			wanagement Plan currently being aratted and will be presented to Council by November 2016. This will also identify building utilisation, associated costs,
			user numbers and overall efficiency.

Delivery Program Action(s)1.5.1.8Maintain and operate a range of community care programsLead PositionMeasureManagerKPI RequirementStatusCommunityCommunity1. Services provided to meet community needsMetServices	General 1. Representations made Met  Manager where required  1.5.5 Provide and maintain efficient and reli	m Action vocate fo	nily 1. Servi	Manager KPI Requirement Status	Delivery Program Action(s)  1.5.1.7 Maintain and operate a range of disability programs  Lead Position Measure	Manager Corporate and Human Shorty O'Neill Village  Services  1. Decision made regarding the future of Shorty O'Neill Village	Division KPI Requirement Status	<b>₽</b>	Manager Community Services  KPI Requirement  1. Accreditation standards Met  Met	<b>Delivery Program Action(s)WITH THE</b> 1.5.1.5 Maintain and operate a low care aged care service until future is determined Lead Position Measure
ograms  Comments/Results Services provided within allocated budget.	1. Representations made Met The Parking Strategy was adopted at the Council meeting held February 24, where required 2016.  1.5.5 Provide and maintain efficient and reliable utilities and services to the Broken Hill community	(s) requitable and appropriate access to public transport winnin Broken Hill City and regionally requitable and appropriate access to public transport where required	All services achieving required outputs. All disability programs continue to operate within funding guidelines. Funding has been extended until June 2018 to align with the implementation of the NDIS.	Comments/Results		Future of Shorty O'Neil Village (SOV) determined as per Council resolutions - minute no. 44877 Progress to subdivision of site and minute no. 45059 Resolved sale by auction. SOV ceased operating as aged care facility December 23, 2014. By arrangement with the State, a caveat over the site was lifted permitting Council to proceed to auction. The auction was held June 1, 2016 but failed to sell. Negotiations are currently occurring with interested parties.	Comments/Results		Comments/Results  No longer required since Shorty O'Neil Village closure in December 2014.	until future is determined

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y Pro	m Action(s)		
I.5. I.9 Adv	ocate for the continued supplements	y ot secure and atto	Advocate for the continued supply of secure and affordable quality water supply for the City  Measure
Executive	KPI Requirement	Status	Comments/Results
Support Officer	<ol> <li>Water secured for the City</li> </ol>	Continuing	Council has taken part in teleconferences and face-to-face meetings with various Ministers and the Mayor has corresponded to various Government
			departments in relation to Menindee Lakes and water security for Broken Hill.  Council has a strong relationship with Essential Water and will continue to communicate in regards to this important matter. Premier announced \$500m to secure Broken Hill's water supply via pipeline from the Murray River.  Council will continue developing strong relationships and communication with Essential Water and will continue to communicate in regards to this important matter.
Strategy 1.5.6 Pr Delivery Program Action(s)	1.5.6 Provide our children maction(s)	with equitable acces	Provide our children with equitable access to a range of opportunities (s)
1.5.1.10 Con Lead Position	sider opportunities to participa Measure	ate in activities that e	Consider opportunities to participate in activities that enhance opportunities for our young people on Measure
Tourism &	KPI Requirement	Status	Comments/Results
Events Coordinator	<ol> <li>Activities undertaken by Council to support young</li> </ol>	Met	While the Sister City Sporting Exchange did not occur, an alternate activity "My Place Photography Competition 2015" took place, with photos on display
	people		in Regional Art Gallery. The Civic (Debutante) Ball was held in March 2016. Young people were a specific market for the Levels of Services community consultation. Youth are also engaged as performers at Council events such as Australia Day and Council travelled with three performers to Bankstown Cultural Exchange. Max Potential is no longer available in Broken Hill.
Strategy	1.5.7 Encourage cycling a	ind walking, through	Encourage cycling and walking, through developing safe tracks and paths
<b>Delivery Program Action(s)</b> 1.4.1.8 Provide bicycle	<b>ogram Action(s)</b> Provide bicycle paths to encourage physical activity	ge physical activity	
Lead Position	Measure		
Asset Planner	KPI Requirement	Status	Comments/Results
Transport	1. Community satisfaction	Met	Nil complaints received relating to existing bicycle lanes. Community
	with ability to sately ride the City		satistaction has not been obtained through a tormal survey.

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Delivery Program Action(s)	m Action(s)		
1.4.1.9 Rev	1.4.1.9 Review the Pedestrian Access Mobility Plan	bility Plan	
Lead Position Measure	Measure		
Asset Planner	KPI Requirement	Status	Comments/Results
Transport	1. PAMP reviewed and	Assessment	PAMP scheduled to be reviewed August 2016. Council has advertised for
	initiatives implemented in	premature	intern students to undertake cost evaluation of the PAMP actions and bud
	accordance with the		required for future works.
	resources provided in the		
	Operational Plan		

# Y DIRECTION 2 OUR ECONO

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Strategy	2.1.1 Create greater collaboration increasing economic activity	llaboration and strat	Create greater collaboration and strategic planning capacity with a view to identifying opportunities and increasing economic activity
Delivery Program Action(s)			
2.1.1.1 Col	laborate with relevant partners	to plan a summit to	Collaborate with relevant partners to plan a summit to discuss economic conditions and unite leaders for a whole-of-City approach
to e	to economic development		
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	1. Economic summit held	Assessment	Economic Development Strategic Overview meeting held May 2016.
Development		premature	Purpose of meeting to gain a strategic overview of economic and small
& Culture			business activity in Broken Hill and review opportunity to support sustained small business arowth. Manager Economic Development & Culture in
			attendance.
Delivery Program Action(s)	ım Action(s)		
2.1.1.2 Cor	ntribute to and provide open int	ormation to a divers	Contribute to and provide open information to a diverse audience in relation to economic activity in the City
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	1. Up to date economic	Met	Data on Broken Hill's economy and demographics is readily available and
Development & Culture	information available widely		currently on Council's website.
Delivery Program Action(s)	im Action(s)		
2.1.1.6 Lob	by the State Government to en	sure inclusion in the	Lobby the State Government to ensure inclusion in the Resources for Regions program for mining affected communities
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	1 Number of representations	Met	This was achieved in 2015. Successful application through Resources for
Development	made		Regions achieved in 2015 \$5.1 million for Civic Centre up-grade.
& Culture			Unsuccessful application for Argent Street Illumination of \$5.1 million in 2016.

Strategy  Delivery Program	2.1.2 Develop and implement Action(s)	ent strategies and pa	Develop and implement strategies and partnerships to encourage new investment opportunities within the region (s)
2.1.1.3 Collaborate wit	borate with government and i	industry partners to e	collaborate with government and industry partners to explore investment opportunities for the City
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	<ol> <li>4 representations to</li> </ol>	Met	Meetings, presentations and representations held with Ministers and
Development & Culture	Government per annum		government representatives across tourism, infrastructure, resources, arts, film, transport, sustainable energies.
	2. Number of informative	Met	Investors receive direction and packaged information relating to the
	responses to potential		economy. Eleven enquiries serviced in 2015/2016.
	investors		
Delivery Program Action(s)	n Action(s)		
2.1.1.4 Activ	ely pursue options tor investme	ent in the Broken Hill S	Actively pursue options for investment in the Broken Hill Studios to meet its objectives as a creative and cultural hub
	KPI Requirement	Status	Comments/Results
Events	1. Head	Likely to meet	Council adopted at its April 2016 meeting, minute no. 45238, for the sale by
Coordinator	Lessee/Tenants/Sale of		auction of the Broken Hill Studio Precinct. EOI's for the sale of the site were
	Broken Hill Studios		sought from interested Real Estate Agents and expressions closed June 22, 2016.
Strategy	2.1.3 Investigate transport h	ub options for Broker	Investigate transport hub options for Broken Hill and surrounds to drive and support economic activity
7	Cotto to maintain or improvo		
Lead Position	Advocale in Halling in prove all, fall and load access to the legion	ווי, ומוו מוומ וסמם מכני	ess to the region
	KPI Requirement	Status	Comments/Results
Economic	<ol> <li>Positive Community</li> </ol>	Continuing	Community satisfaction will not be surveyed within this year. Council
Development	Satisfaction levels indicate		continues to advocate in areas concerning rail and air in particular.
& Culture	transport access is improved		
Strategy	2.1.4 Increase economic opportunities by activating public spaces	oportunities by active	ating public spaces
Delivery Program Action(s)	n Action(s)	i Owned assets part	gram Action(s)  Consider ways to better use Council owned assets particularly in Argent Street and Batton Village, to encourage the establishment
	of innovative tourism and hospitality ventures	y ventures	
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic	<ol> <li>Include opportunities for</li> </ol>	Progressing -	This will be reviewed in relation to the results of Council's Levels of Service
Development	Council owned assets in	Assessment	community consultation survey conducted in second quarter of 2015/2016.
& Culture	Tourism & Hospitality	premature	

High Speed Broadband not listed by Government for Broken Hill this reporting period. This is expected to be available in 2018.	Continuing	1. Program developed and implemented	Economic Development
Comments/Results	Status	KPI Requirement	Manager
		Measure	ositic
Develop a program to position Council and the City for High Speed Broadband implementation	uncil and the City	elop a program to position Cou	2.1.1.13 Deve
		m Action(s)	Delivery Program Action(s)
Economic updates are received quarterly in conjunction with RDA Far West.	Assessment premature	1. Far West Economic Update annually indicates an increase in technology related advancements	Economic Development & Culture
Comments/Results	Status	KPI Requirement	Manager
		Measure	Lead Position
<b>In Section (Injurispeed broadband for life City gram Action(s)</b> Advocate to improve opportunities for technology and innovation, including the roll-out of high speed broadband to include Broken Hill	for technology c	m Action(s) m Action(s) ocate to improve opportunities for technology and	Delivery Program Action(s)  2.1.1.12 Advocate to im  Hill
	oadband for the	4	Stratony
The Civic Centre business plan has been finalised. Further consultation required prior to drafting business plans relating to Broken Hill Regional Art Gallery; Albert Kersten Mining & Mineral Museum; Living Desert; and Visitor Information Centre.	Progressing	1. Business Plans complete for: Broken Hill Regional Art Gallery; Albert Kersten Mining & Mineral Museum; Living Desert; Visitor Information Centre; Civic Centre	Economic Development & Culture
Comments/Results	Status	KPI Requirement	Manager
		Measure	Lead Position
2.1.5 Manage and develop public infrastructure to enhance economic opportunities  gram Action(s)  Develop and implement Business Plans for key Council owned tourism related assets to assure their economic viability and business focus	public infrastruct	2.1.5 Manage and develop m Action(s) elop and implement Business P	Strategy 2.1.5 Mac Delivery Program Action(s) 2.1.1.9 Develop and im focus
At Council's June 24, 2015 meeting, the Broken Hill Living Museum + Perfect Light Project plan was adopted.	Met	Main street strategy developed	Economic Development & Culture
Comments/Results	Status	KPI Requirement	Manager
		Meggire	
<b>ogram Action(s)</b> Develop a Main Street strategy for Argent Street with an aim to revitalise the precinct as an iconic heritage destination for locals and visitors	Argent Street with	<b>m Action(s)</b> elop a Main Street strategy for ors	Delivery Program Action(s) 2.1.1.17 Develop a Mair visitors

& Culture

Strategy	2.1.7 Pursue new ideas and	approaches for bus	Pursue new ideas and approaches for business and industry investment including creative industries, renewable energy
	and technology related projects	d projects	
<b>Delivery Program Action(s)</b> 2.1.1.16 Collaborate wii	<b></b>	o increase value for	new and existina businesses
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic  Development	1. Collaborative	Met	Participation in Destination Far West - a newly formed tourism body for the
& Culture	and projects		of Commerce, Foundation Broken Hill, and RDA Far West).
	2. 4 forums/workshops held	Met	Due to the formation of Destination Far West and Inland NSW Tourism taking
	per year		on active role in industry development, council no longer racilitates industry forums for tourism. Council has presented to forums and workshops associated with industry and service clubs concerning budgets and levels of
Objective	2.2 We are a destination of	choice and provide	We are a destination of choice and provide a real experience that encourages increased visitation
Strategy	2.2.1 Cooperatively engage (	e government, busin m	Cooperatively engage government, business and community stakeholders in developing a strategic approach to the management of tourism
Delivery Program Action(s)	n Action(s)		
2.2.1.1 Parti	Participate in tourism industry boards and working parties	s and working partie	98
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events Coordinator	1. Active participation	Met	Participation on Steering Committee for Destination Far West and Inland NSW Tourism Board.
Delivery Program Action(s)	n Action(s)	b blood Now Docti	gram Action(s)  Option to work collaboratively with bland NSW. Destination NSW and local operators to develop 8 implement future marketing
	and promotional initiatives		-
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events Coordinator	<ol> <li>Marketing programs achieved and demonstrate</li> </ol>	Progressing - Likely to meet	Broken Hill For Real campaign has reached more than five million users and achieved a Silver marketing award at the NSW Tourism Awards for its results-
	increase in tourism numbers against previous years		driven achievements. Council has representation on the new tourism body - Destination Far West, which is undergoing a governance framework review

Manager KPI Requirement Status Comments/Results  Comments Results  Comments Results	<b>Delivery Program Action(s)</b> 2.2.1.14 Undertake a benchmark study of other heritage listed mining cities world-wide to understand their strategies for tourism Lead Position Measure	Tourism & KPI Requirement Status Comments/Results  Events 1. 2 new heritage tourism Met Outback Museum Stories products developed annually  Consideration Status Comments/Results  Outback Museum Stories products developed	Lead Position   Measure	<b>Delivery Program Action(s)</b> 2.2.1.13 Engage the community and local historians in developing materials and interpretation experiences more targeted towards the tourism market and promoting the importance of Broken Hill in history	Strategy 2.2.4 Ensure service excellence in the tourism, hospitality and retail sectors to enhance visitor experience and maximise yield from tourism	Events 1. Strategy review Coordinator undertaken Likely to meet implementation of the Desti Review of Broken Hill Strateg expiration date of that Plan	Tourism & KPI Requirement Status Comments/Results	<b>Delivery Program Action(s)</b> 2.2.1.5 Ensure the strategies contained within Broken Hill Strategic Tourism Plan remain informed Lead Position   Measure	Economic 1. Final report Met Finalised in previous year res  Development New regional tourism structs  & Culture announcement in July 2016	Manager KPI Requirement Status Comments/Results	<b>Delivery Program Action(s)</b> 2.2.1.4 Participate in a review to establish an effective industry governance model for tourism in Broken Hill and the Far West Lead Position   Measure
Comments/Results Funding and resources not allocated in this reporting period to undertake this project.	world-wide to understand their strategies for tourism	Comments/Results Outback Museum Stories project complete. Brochure and website launched.		s and interpretation experiences more targeted towards the ory	nd retail sectors to enhance visitor experience and maximise	Participation on the Steering Committee for Destination Far West and implementation of the Destination Management Plan for Outback NSW. Review of Broken Hill Strategic Plan 2010-20 will be scheduled prior to expiration date of that Plan.	/Results	Plan remain informed	Finalised in previous year resulting in the formation of Destination Far West. New regional tourism structure for NSW pending State Government announcement in July 2016.	/Results	e model for tourism in Broken Hill and the Far West

Delivery Program Action(s)         2.2.1.10       Promote the Albert Kersten Mining and Mineral Museum as a tourist attraction         Lead Position       Measure         Cultural Facilities       KPI Requirement       Status         Comments/Results         1. Number of people visiting       Met         10,178 visitors in 2015/2016 which is an increase of 1% on the previous year.	2.1.1.5 Develop a City information pack for new and potential residents to promote living in Broken Hill Lead Position Measure  Manager Economic Development Development & Comments/Results  An online resource will be developed in Coulture  Status Comments/Results  An online resource will be developed in Comments/Results	Strategy Delivery Program Action(s)  2.1.1.15 Implement actions to increase participation of arts and cultural enterprises in the tourism industricents  Lead Position Measure Tourism & KPI Requirement Events Coordinator in tourism related initiatives  Coordinator  Status Continuing Art trails and galleries are promoted via is achieved through Destination Far Weight	Delivery Program Action(s)         2.2.1.7       Investigate sustainability training and accreditation programs for tourism operators         Lead Position       Measure         Tourism & KPI Requirement       Status         Events       1. Conduct 2 industry forums         Likely to meet       Industry training is now reference tourism structure for NSW were tourism structure for NSW were tourism structure.	Delivery Program Action(s)         2.2.1.6       Collaborate with businesses to enhance visitors experience and maximise yield         Lead Position       Measure         Tourism & KPI Requirement       Status       Comments/Results         Events       1. Increased participation in tourism partnership program       Met       Council ceased to collaborate with businesses to enhance visitors experience and maximise yield         Lead Position       Measure       Status       Comments/Results         1. Increased participation in tourism partnership program       Met       Year due to the format attract membership from the program attract membership fro
ourist attraction	residents to promote living in Broken Hill Comments/Results An online resource will be developed in 2016/17.	cultural enterprises in the tourism industry  Comments/Results Art trails and galleries are promoted via the VIC and engagement of industry is achieved through Destination Far West, the Visitors Guide and the Travel In website	grams for tourism operators  Comments/Results Industry training is now referred to Destination Far West and the new regional tourism structure for NSW with Council support where applicable.	Comments/Results Council ceased to collect tourism partnership fees and charges this financial year due to the formation of Destination Far West - to enable their capacity to attract membership from industry.

Events Coordinator	Tourism &	Lead Position	<b>Delivery Program Action(s)</b> 2.2.1.27 Review Counci	Projects Engineer	Infrastructure	Delivery Program Action(s) 2.2.1.18 Explore funding	General Manager	Acting Deputy	Lead Position	<b>Delivery Program Action(s)</b> 2.2.1.17 Consider altern	Projects Engineer	Infrastructure	Lead Position	2.2.1.16 Operate the Bru	Strategy	Facilities Coordinator	Cultural	Lead Position	<b>Delivery Program Action(s)</b> 2.2.1.9 Promote the Re
1. Review complete	KPI Requirement	Measure	n Action(s) ew Council's facilities and cap	1. Number of representations made	KPI Requirement	n Action(s)  ore funding opportunities and I	1. Council report	KPI Requirement	Measure	gram Action(s) Consider alternative airport management and operation arrangements	1. Meet CASA and other legislative requirements	KPI Requirement	Measure	Operate the Broken Hill Airport	2.2.6 Improve accessibility for visitors to and from Broken Hill	<ol> <li>Number of people visiting per annum/number of visitors</li> </ol>	KPI Requirement	Measure	<b>ogram Action(s)</b> Promote the Regional Art Gallery as a tourist attraction
Progressing - Assessment premature	Status		acity to service the	Likely to meet	Status	obby to allow an u	Progressing - Likely to meet	Status		gement and operat	Met	Status			for visitors to and fr	Met	Status		s a tourist attraction
Currently working with AVAN Campers Caravans & Motorhomes to bring 2018 National conference to Broken Hill.	Comments/Results		<b>name Action(s)</b> Review Council's facilities and capacity to service the caravan and motor home market	Funding application lodged under Infrastructure NSW. Council was unsuccessful in its bid. Further funding opportunities will be explored in line with the recommendations of the Management and Operation of BH Airport Report.	Comments/Results	<b>ogram Action(s)</b> Explore funding opportunities and lobby to allow an upgrade to the Broken Hill Airport in accordance with the Airport Master Plan	Expression of Interest completed. Consultant engaged to undertake review and report alternative airport management and operation arrangements in July 2016.	Comments/Results		ion arrangements	All CASA requirements met. Audit conducted in June 2015. Five non compliances notified and Council has addressed them to CASA requirements.	Comments/Results			om Broken Hill	20,936 visitors during 2015/2016. This is an increase of 99 visitors compared to the previous financial year.	Comments/Results		5

Strategy	2.2.7 Establish and deliver a	consistent destina	Establish and deliver a consistent destination brand and image that positions Broken Hill as a significant outback
Delivery Program Action(s) 2.1.1.11 Adopt a 'whole Broken Hill	gram Action(s)  Adopt a 'whole of destination' apprenticular apprenticul	oach to the develo	<b>ogram Action(s)</b> Adopt a 'whole of destination' approach to the development, management and marketing of attractions and experiences for Broken Hill
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events	1. Broken Hill Attractions and	Not likely to	Industry relationships are now managed by Destination Far West. Council has
Coordinator	Interpretation Strategy	meet	representation on this committee.
	complete		
Delivery Program Action(s)	n Action(s)		
2.1.1.7 Deve	elop and promote a Tourism an	d Hospitality Invest	Develop and promote a Tourism and Hospitality Investment Opportunities Portfolio that identifies and promotes opportunities to
enco	ourage private-sector investme	nt in Broken Hill (e.g	encourage private-sector investment in Broken Hill (e.g. accommodation, retail, hospitality, film, arts)
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic Development	<ol> <li>2 new tourism investments achieved</li> </ol>	Not likely to	Funding allocation for portfolio development was not provided in 2015/2016.
& Culture			
<b>Delivery Program Action(s)</b> 2.2.1.12 Investigate opp	<b>. gram Action(s)</b> Investigate opportunities arising from Broken Hill's listing as a heritage city	n Broken Hill's listing	as a heritage city
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events	<ol> <li>Review of heritage</li> </ol>	Continuing	Opportunities through heritage are addressed through marketing of Broken
Coordinator	opportunities is complete		Hill and its cultural assets/heritage landmarks and stories, Living Museum and Perfect Light Project, grant applications, Heritage and Museums Advisors.
Pro	n Action(s)		
Lead Position	Measure	ana communicatio	integrare the Brand into marketing and communication objectives for the City including external and internal audiences on Measure
Manager	KPI Requirement	Status	Comments/Results
Development & Culture	1. Brand integrated into all relevant programs and communications	Continuing	Broken Hill brand is embedded in all communications including visual and value based. New photography library and branded videos have been developed. Council has adopted values and corporate style to reflect the
			community brand.

preparation for reopening.

categories. Marketing in relevant industry publications progressing in

Lead Position Measure  Manager KPI Requirement  Economic 1. Funding achieved  Development & Culture	2.3 A 2.3.1 ram Action	Lead Position Measure Tourism & KPI Requirement Events 1. 6 activities annually	Delivery Program Action(s) 2.2.1.26 Position Broken Hill Stu Precinct Business Plan	Lead Position   Measure Tourism & KPI Requirement Events   1. 6 productions annually	<b>Delivery Program Action(s)</b> 2.2.1.25 Promote Broken Hill a		Delivery Program Action(s) 2.2.1.24 Participate in a forum Lead Position Measure		Delivery Program Action(s) 2.2.1.23 Develop a plan to ma
ved	ied and skilled varieter understanceds to enable the o	nually	udios as a hub fo	annually	s a centre for filr		with interested		odernise the Civ
Status Assessment premature	workforce provide inding about skill: completion of a s	Status Not meeting	or film, tourism, art	Status Met	m and production	Status Met	stakeholders to p	Status Met	ic Centre into a f
Comments/Results Funding is pending RDA Far West incorporating this action into regional strategic direction.	A supported and skilled workforce provides strength and opportunity Gain a greater understanding about skills gaps in Broken Hill that are important to both social inclusion as well as industry needs 1(s) 1 r funding to enable the completion of a skills audit for the City	Comments/Results Three education activities and one film series during 2015/2016.	<b>ogram Action(s)</b> Position Broken Hill Studios as a hub for film, tourism, arts, education and events as contained in the Broken Hill Film, Studios and Precinct Business Plan	Comments/Results TVC -7 TV Series - 1 (USA Drama); Documentaries - 4; Movie Launch - 1 International famile - 1; Education groups - 2	<b>ngram Action(s)</b> Promote Broken Hill as a centre for film and production in Regional Australia and secure film activity for the City and region	Comments/Results  Not required. Signature festival taken on by industry with Council planning support.	<b>gram Action(s)</b> Participate in a forum with interested stakeholders to pursue the opportunity for an annual 'signature' festival for Broken Hill In Measure	Comments/Results  A refurbishment funded by \$5.1 million Resources for Regions grant is underway and will be finalised in 2016/2017.	<b>ogram Action(s)</b> Develop a plan to modernise the Civic Centre into a facility that would appeal to conferences and events  Measure

y Pro	n Action(s)		
Lead Position	on Measure	מטעוו	
	KPI Requirement	Status	Comments/Results
Manager	<ol> <li>Input provided as</li> </ol>	Not likely to	The skills audit project is due to commence once funding has been
Corporate	required	meet	successfully obtained from RDA Far West. Detailed project outline to be
and Human			developed based upon funding achieved.
Services			
Strategy	2.3.2 Identify and develop p	artnership opportu	Identify and develop partnership opportunities with education and training service providers to increase participation
Delivery Program Action(s)	n Action(s)		
2.3.1.3 Partic	cipate on committees and wor	king parties associc	Participate on committees and working parties associated with education and training
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic Development	1. Active participation	Assessment premature	Meetings with RDA Far West, Chamber of Commerce and Broken Hill Foundation have assessed the skill and training shortcomings with a view for a
Sincedy	potential and participation	ation	potential and participation
<b>Delivery Program Action(s)</b> 2.1.1.14 Support the dev	ogram Action(s) Support the development of indigenous tourism product in terms of arts and culture	nous tourism produc	ct in terms of arts and culture
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events Coordinator	<ol> <li>Participation of Council staff in indigenous cultural</li> </ol>	Met	Formation of Destination Far West will see future implementation of the Destination Management Plan where indigenous product will be addressed.
	projects		Council has a seat on Destination Far West and the Broken Hill Aboriginal Community Working Party. The 2016 Far West Aboriginal and Torres Strait
			Islander Art Prize was also held at the Broken Hill Regional Art Gallery in conjunction with West Darling Arts.
Strategy	2.3.4 Consider strategies an	d opportunities to c	Consider strategies and opportunities to overcome issues relating to accessing education and training providers and
Delivery Program Action(s)	n Action(s)		
2.3.1.4 Advc	ocate for additional support an	d assistance for dist	Advocate for additional support and assistance for distance education students completing tertiary education
Lead Position	Measure		
Tourism &	KPI Requirement	Status	Comments/Results
Events Coordinator	1. Representations made	Not meeting	No representations made. Council would support, however not lead this initiative.

Delivery Program Action(s)	n Action(s)		
2.3.1.5 Provi	de publicly available equipmei	nt and space at the	Provide publicly available equipment and space at the BH Regional Library for tertiary education students
Lead Position	Measure		
Library Services	KPI Requirement	Status	Comments/Results
Coordinator	<ol> <li>Facilities provided and promoted</li> </ol>	Met	Nine computers are available at the Library for tertiary education students. The facilities are promoted via print media and online media.
Delivery Program Action(s)	n Action(s)		
2.3.1.6 Deve	lop and maintain partnerships	with Universities tho	Develop and maintain partnerships with Universities that provide value to our local community
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic Development & Culture	All partnership relationships provide value to the city	Met	Partnerships with Sydney University. More than 35 students visited Broken Hill to work on projects relating to heritage, tourism, marketing and architecture. Council also provided support and advice to Aust. Film and Television School on filming in the region.
<b>Delivery Program Action(s)</b> 2.3.1.7 Where invited, p	n Action(s) re invited, participate in initiativ	es to encourage a	<b>ogram Action(s)</b> Where invited, participate in initiatives to encourage an increase in completed tertiary education in our City
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Economic Development	1. Active participation	Assessment premature	Council has supported industry placements and residentials for tertiary students in Broken Hill with a view to expose community to tertiary
& Culture			opportunities. Council has supported its own staff to achieve tertiary qualifications.

Objective

Recycling Specialist

Plan

Waste & Environment,

Comments/Results

adopted. Drop off area re-design commenced. Community Recycling Exemptions have been released by EPA, these are being reviewed waste occurred in January 2016. New 2016 Compost and Organics tonnes of Household Hazardous Wastes (HHW). Bulk shredding of green completed December 2015. Since opening the centre has collected 4 Centre (CRC) officially opened in November 2015; shed extension Weighbridge completed and operational. Standard fees and charges

Delivery Program Action(s) 3.1.1.2 Investigate opp	m Action(s) stigate opportunities and devi	elop long term strate	ogram Action(s) Investigate opportunities and develop long term strategies to expand recycling services for the city
Lead Position Environment,	KPI Requirement	Status	Comments/Results
Waste & Recycling	1. Increased tonnage of recyclables processed	Progressing - Assessment	In 2015/2016, 10 tonne of glass, approximately 1 tonne of e-waste, 307 tonnes of steel and 4 tonnes of Household Hazardous Waste (HHW) were
Specialist		premature	removed from the waste facility for recycling. Expansion of recycling services include the opening of the Community Recycling Centre (CRC) and
			introduction of a bulk cardboard drop off area. Since CRC became operational 4 tonnes of HHW have been removed for recycling and
			reprocessing. An additional 0.5 tonne of HHW was collected during the
			annual Chemical Collection in November 2015. The NSW Government has announced the introduction of a Container Deposit Scheme for NSW.
			State targets for recycling are set across the three main waste streams and
			the current targets are:
			Municipal (Households) – 70%     Municipal (Households) – 70%
			<ul> <li>Commercial and Industrial – /0%</li> <li>Construction and Demolition – 80%</li> </ul>
			Broken Hill for 2015/16 achieved the following:
			<ul> <li>Municipal (Households) - 13%</li> </ul>
			Commercial and Industrial – 21%
			Construction and Demolition – 3%
			previous years will not be accurate. Majority of Construction and Demolition
			waste received was clean fill, which is not classified as recycled, as it is re-used on site and becomes part of the landfill.

Lead Position	Measure		- ;;
Waste & Recyclina	1. Increased tonnage of green waste processed	Progressing - Assessment	Bulk shredding of stockpiled green waste was undertaken in January 2016  Waste Exemptions for composting and mulches have affected how green
Specialist	green waste processed	Assessment premature	Waste Exemptions for composting and mulches have affected how green waste can be used, and provide effective re-use arrangements. Self-haul and kerbside will require separate processing. Procedures are under development for this processing arrangement. An education campaign in relation to the contamination of green waste to improve the quality is under development for delivery to residents. Contamination of green waste is high, therefore an education campaign must be undertaken with residents to improve the quality of the green waste being delivered and received on site. Previous year comparison unavailable due to change in data collection through weighbridge.
Delivery Program Action(s) 3.1.1.4 Investigate and	m Action(s) stigate and develop strategies	to divert commercio	<b>ogram Action(s)</b> Investigate and develop strategies to divert commercial and industrial waste from landfill
<b>™</b>	KPI Requirement	Status	Comments/Results
Waste & Recycling Specialist	1. Decrease the amount of commercial and industrial waste delivered to landfill	Not meeting	Weighbridge installation monitors commercial waste and options for diversion of waste are investigated in consultation with commercial users. Existing paper and cardboard options have not been expanded due to
Strategy	3.1.2 Increase use of renew	able resources and	Increase use of renewable resources and decrease the use of non-renewable resources
Pr	ogram Action(s) Investigate and develop strategies to reduce energy used across the organisation	to reduce energy us	sed across the organisation
Lead Position	Measure		
Environment,	KPI Requirement	Status	Comments/Results
Waste & Recycling Specialist	1. Reduction in energy consumption	Met	Energy monitoring continued through the Planet Footprint. The Broken Hill Regional Art Gallery, Council Administration Building, Visitor information Centre and Airport has saved Council \$66,200 and 159,940 kWh since retrofitting in May 2014.
Delivery Program Action(s) 3.1.1.6 Investigate and Lead Position Measure	im Action(s) astigate and develop strategies Measure	to reduce water co	<b>ogram Action(s)</b> Investigate and develop strategies to reduce water consumption used across the organisation on Measure
Environment, Waste & Recycling	KPI Requirement  1. Reduction in water usage	Status Progressing - Likely to meet	Comments/Results  Review of watering schedules completed. Impact of water consumption review is premature. Data on water consumption not currently available.

existing recycling tacilities, opportunities and green waste services are

available on Council's website.

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Strategy	3.1.5 Secure a clean, reliable and sustainable water supply for the area	ole and sustainable w	vater supply for the area
Delivery Program Action(s)	m Action(s)		
3.1.1.8 Part	icipate in stakeholder referenc	e groups to ensure a	3.1.1.8 Participate in stakeholder reference groups to ensure a secure, clean, reliable and sustainable water supply for the city
Lead Position   Measure	Measure		
Executive	KPI Requirement	Status	Comments/Results
Support	1. Attendance at	Met	Council has taken part in teleconferences and face-to-face meetings with
Officer	stakeholder meetings		various Ministers and the Mayor has corresponded to various Government
			departments in relation to Menindee Lakes and water security for Broken Hill.
			Council has a strong relationship with Essential Water and will continue to
			communicate in regards to this important matter. Premier announced
			\$500M to secure Broken Hill's water supply via pipeline from the Murray River.

Delivery Program Action(s)	n Action(s)		
3.2.1.4 Impl	Implement the actions included in the plans of management for 1.	he plans of manag	ement for
2.	The Regeneration Areas		
ω.	The Willyama Common		
Lead Position	Measure		
Environment,	KPI Requirement	Status	Comments/Results
Waste &	<ol> <li>Actions implemented in</li> </ol>	Met	Regular inspections of Living Desert, Willyama Common and Regeneration
Recycling	accordance with		Areas are occurring. Weed control activities have been undertaken on all
Specialist	timeframes where funding is		three reserves and walking track maintenance has occurred at the Living
	available		Desert.
Strategy	3.2.3 Increase involvement in actively protecting the natural environment	in actively protectir	ng the natural environment
Delivery Program Action(s)	n Action(s)		
3.2.1.5 Supp	port and encourage volunteers	and environmental	Support and encourage volunteers and environmental groups to actively protect and enhance the natural environment at the
Livin	Living Desert Reserve, the Regeneration Areas and the Willyama Common	tion Areas and the	Willyama Common
Lead Position	Measure		
Environment,	KPI Requirement	Status	Comments/Results
Waste &	1. Volunteer base retained	Met	Living Desert volunteer numbers are steady with the volunteers undertaking a
Recycling Specialist	and enhanced		wide range of activities on a regular basis, with monthly working bees.
200000000000000000000000000000000000000			the reserve to support the Papager undertaking training as tour guides and
			leading tour groups:
Strategy	3.2.4 Manage the impact of	pests and weeds o	Manage the impact of pests and weeds on Broken Hill's natural environment
Delivery Program Action(s)	n Action(s)		
3.2.1.6 Unde	ertake an annual assessment of	identified noxious	Undertake an annual assessment of identified noxious weeds and pests and implement control measures to ensure that they are
Cont Lead Position	controlled in an appropriate manner	e e	
		-	
Environment,	KPI Requirement	Status	Comments/Results
Waste &	1. Annual assessment	Met	Noxious weed identification assessment of Willyama Common, Regeneration
Recycling Specialist	undertaken		Areas and Living Desert completed. A weed removal project was completed with a facult on boxing allows captus and mesquite in the Willyama Common
			This project was funded by both Council and Public Reserve Management
			Funds. A final report completed and returned to the Public Reserve
			Management Fond Stall.

Objective	3.3 Proactive and responsit	ole planning suppo	Proactive and responsible planning supports the community and the environment
Pro	<b>ogram Action(s)</b> Develop and implement a develop principles	ment control plan	<b>ogram Action(s)</b> Develop and implement a development control plan for the city that incorporates sustainable building and subdivision design principles
Lead Position	Measure		
Heritage and	KPI Requirement	Status	Comments/Results
Planning	1. Development Control	Progressing -	Council adopted the Draft Development Control Plan (DCP) for public
Officer	Plan adopted and	Assessment	exhibition at its June 2016 meeting. Final DCP will be presented to Council at
	implemented	premature	its August 2016 meeting for adoption.
Delivery Program Action(s)	m Action(s)		
3.3.1.3 Revi	Review the Local Environmental Plan	n	
Lead Position	Measure		
Manager	KPI Requirement	Status	Comments/Results
Planning, Development	1. LEP review undertaken	Likely to meet	LEP has been reviewed as part of LEP Amendment No. 2. LEP will also be reviewed any time an amendment is proposed or required. Planning proposal
& Compliance			is to be prepared to allow for an additional permitted use at the Broken Hill Airport.
Strategy	3.3.2 Preserve the heritage and streetscapes of the City	and streetscapes o	f the City
Delivery Program Action(s)	m Action(s)		
3.3.1.2 Impl	lement the recommendations c	if the Heritage Strat	Implement the recommendations of the Heritage Strategy in relation to all objectives to preserve and enhance the heritage of the city
Lead Position	Measure		
Heritage and	KPI Requirement	Status	Comments/Results
Planning Officer	1. Recommendations	Likely to meet	Funding provided for small projects. Council's Heritage Advisory service remains in place
	funding is available		
Delivery Program Action(s)	m Action(s)		
3.3.1.6 Prep	Prepare a plan of management for street trees	street trees	
Lead Position	Measure		
Asset Planner	KPI Requirement	Status	Comments/Results
Open Spaces	1. Plan of management	Likely to meet	Draft Tree Management Plan to be presented to Council in the first quarter of
	י כיון סומים מומ		2010/2017.

implemented

& Compliance

accordance with legislation

# (EY DIRECTION 4 OUR LEADERS)

KPI Requirement 1. Increased community confidence in Council 2. Increased community confidence in Council 2. Increased community confidence in Council 3. Increased community confidence in Council 4. Increased community confidence in Council 5. Increased community confidence in Council 6. Increased community confidence in Council 7. Increased community confidence in Council 8. Increased community confidence in Council 9. Increased community confidence in Council 1. Increased community confidence in Council 1. Increased community confidence in Council 2. Increased community confidence in Council 3. Increased community confidence in Council 4. Italy to meet legislation  Measure  KPI Requirement Status Comments/Results Current policies are being reviewed for best practice.  Current policies are developed to activate and developed to activate and developed to activate and developed to activate and developed to activat	Lead Me Position Covernance KP Officer 1.
nent Status  community Progressing - In Council Likely to meet  governance and best practice methods  ment Status  ment Met In Council Likely to meet  ments including business papers are max  ment Status	ead Me Position Governance KP
community Community In Council  Status Progressing - Likely to meet  Status Met Acommunity In Council  Progressing - Likely to meet  Met Acommunity Likely to meet Acommunity Likely to meet Acommunity Likely to meet Acommunity Acommu	
community Community In Council  Status  Progressing - Likely to meet  Status  Met  Community In Council  Met  Community In Council  Council  Met  Community In Council  Counci	STATE OF THE PARTY
community Council  ment ment d community in Council  Status Progressing - Likely to meet  Status Met Met Likely to meet  Met Likely to meet	Delivery Program Action(s) 4.1.1.4 All public docu
nent  Community  Community  Council  Governance and best practice methods  ment  ment  Met  Community  Communi	CC
nent  community Council  frogressing - Likely to meet  governance and best practice methods  ment  ment  ment  Met  Met	2.
nent Status  community Progressing - Likely to meet  governance and best practice methods  ment Status	Support 1. Officer
nent  community  n Council  Status  Progressing - Likely to meet Likely to meet governance and best practice methods	Executive KP
nent Community In Council  Status Progressing - Likely to meet Likely to meet	Position Me
nent Status  community Progressing -  Likely to meet	ery Pro
irement Status sed community Progressing -	Officer cor
irement Status	_
Measure	Executive KPI
	Lead Me Position
gram Action(s)  Council's Communications strategy aims at increasing information regarding matters requiring a decision by Council.	Delivery Program Action(s) 4.1.1.12 Council's Comr
1. Participation at public forum  Met  Instruction on how to participate in the Public Forum Session and registration forms are available on Council's website, at the Customer Relations Counte and placed on seats in the gallery at the Council Meetings.	Support 1. F Officer
KPI Requirement Status Comments/Results	Executive KPI
Measure	Lead Me Position
A public forum is made available at the commencement of each Council meeting to allow public input prior to a decision being made	4.1.1.1 A public forum made
4.1. Openness and transparency in decision making 4.1.1 Communication and engagement with the community increases confidence in decision-making	Objective 4.1 Strategy 4.1.

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Executive

KPI Requirement

1. Number of Code of

Status

Comments/Results

Met

Support Officer

Conduct complaints finding breach in conflict provisions

appropriate staff.

annual pecuniary interest forms are completed by Councillors and

Nil complaints received. Council's Code of Meeting Practice allows for Councillors and staff to declare their interest in items at Council Meetings and

Information Services

1. 100% compliance

Met

Council's records system is maintained in accordance with the legislative requirements set out in the State Records Act 1998.

4.1.1.2

All conflicts of interest are declared in accordance with Council's Code of Conduct

Delivery Program Action(s)

Strategy	4.1.2	Social, environmenta	I and economic su	Social, environmental and economic sustainability is considered when making decisions
y Pro	Delivery Program Action(s)	. <b></b>		
4.1.1.5	When making	decisions, Council coi	nsiders social, envir	When making decisions, Council considers social, environmental and economic sustainability
Lead	Measure			
Position				
Executive	KPI Requirement	ment	Status	Comments/Results
Support	1. Increase	<ol> <li>Increased community</li> </ol>	Met	The social, environmental and economic implications of Council's decisions
Officer	confidence in Council	in Council		are addressed in reports to Council by aligning with the relevant strategic
				direction.
Strategy	4.1.3	Decision-makers	provide accountal	Decision-makers provide accountability through planning and reporting frameworks
<b>Delivery Pro</b>	Delivery Program Action(s)			
4.1.1.10	The Integrated	The Integrated Planning and Reporting Framework is implemented	ng Framework is in	plemented
Lead	Measure			
Position				
Division	KPI Requirement	ment	Status	Comments/Results
Manager	1. Level of i	<ol> <li>Level of improvement in</li> </ol>	Met	Cambron software continues to be further developed within the Business
and Human		implementation of IPRF		Plan, Human Resources, and Governance modules. Corporate Services staff attended Cambron training for the aligning and further development of
Services				modules.
<b>Delivery Pro</b>	Delivery Program Action(s)	3)		
4.1.1.11	Council's reco	Council's records system is maintained in accordance with legislation	ed in accordance	with legislation
Lead	Measure			
Position				
Manager	KPI Requirement	ment	Status	Comments/Results

	A atian(a)		
4.1.1.9 Fi	4.1.1.9 Financial Statements are prepared	on an annual basis i	Financial Statements are prepared on an annual basis in accordance with accounting standards and accounting codes
Lead Position	Measure		
Finance	KPI Requirement	Status	Comments/Results
Manager	1. 100% compliance with guidelines	Met	Financial Statements completed in mid-October. Statements finalised and lodged with the Office of Local Government in October 31, 2015. Financial Statements adopted by Council, November 25, 2015.
Objective		Our leaders make smart decisions	ns
Delivery Prog	Delivery Program Action(s)	reis illioogii ille bio	support reducts introdyn the process of making affilted decisions
4.2.1.1 D	Decisions are made in a timely manner to ensure effective delivery Measure	ner to ensure effect	ive delivery
Lead Position	Measure		
Executive	KPI Requirement	Status	Comments/Results
Support Officer	1. Number of decisions delayed or overturned	Likely to meet	There were 10 matters deferred at Council meetings during 2015/2016.
	2. Increased confidence in Council decision making	Likely to meet	Matters reported to Council in a timely manner. Decisions of Council are implemented and Council and the community is kept informed of the progress of decision through the monthly Action List report.
Strategy Delivery Proc	Strategy 4.2.2 Our leader	s are well informed	Our leaders are well informed on external decisions and information that may impact local decisions
4.2.1.12 N	Monitor potential changes to gover community	nment policy and le	Monitor potential changes to government policy and legislation and make submission where considered important for the local community
Lead Position	Measure		
Executive	KPI Requirement	Status	Comments/Results
Officer	1. Submissions made as appropriate	Met	A number of submissions have been made in relation to matters impacting upon Broken Hill.
<b>Delivery Prog</b> 4.2.1.13 A	Delivery Program Action(s) 4.2.1.13 Accept opportunities to attend train our community	ning and events tha	<b>ngram Action(s)</b> Accept opportunities to attend training and events that provide value through information, ideas and solutions that add value to our community
Lead Position	Measure		
Executive	KPI Requirement	Status	Comments/Results
Officer	1. Attendance at relevant events/training	Met	Councillors and staff attend training and events considered of value to the City.

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Council Meetings and the Community Round Table Meetings are advertised in the Barrier Daily Truth and Council's website for the community to attend and participate.	Met	<ol> <li>Attendance at Council meetings, workshops and committees</li> </ol>	Support Officer
Comments/Results	Status	KPI Requirement	Executive
		Measure	Lead Position
ops	s and workshop	<b>Delivery Program Action(s)</b> 4.2.1.2 Encourage attendance at meetings and workshops	<b>Delivery Prog</b> 4.2.1.2 Er
et The demographic changes of Broken Hill continue to be monitored on an ongoing basis through the various reports and submissions for available grant funding opportunities.	Likely to meet	Annual assessment undertaken and reported to Council	Developme nt & Culture
Comments/Results	Status	KPI Requirement	Manager
		Measure	Lead Position
<b>vgram Action(s)</b> Monitor demographic changes within the community and consider the likely implications upon Council and the City	nin the commu	<b>Delivery Program Action(s)</b> 4.2.1.15 Monitor demographic changes with	Delivery Prog 4.2.1.15 M
Comments/Results  Community Round Table Committee meetings are attended by community members and representatives from stakeholder agencies. The meetings are advertised for public attendance and a public forum session is held during the meeting. The councillors, General Manager and senior staff have participated in public Library Relocation and Budget Session workshops to provide the Broken Hill community the opportunity to comment on budget allocations. The Mayor or councillor representative have participated in the Mining Task Force groups and other working groups and committees aftended to provide Council input on matters affecting Broken Hill. The Mayor and General Manager have attended numerous meetings of the Far West Initiative.	Status	KPI Requirement  1. Attendance at working groups and committees	Lead Position Executive Support Officer
<b>ogram Action(s)</b> Encourage Broken Hill representation on working groups and committees designed to address issues that may impact our local area	n on working g	<b>Delivery Program Action(s)</b> 4.2.1.14 Encourage Broken Hill representation	<b>Delivery Prog</b> 4.2.1.14 Er

ess Council's financial s	ustainability
Status	Comments/Results
	Financial strategies continue to be developed. Significant savings realised
	through ongoing organisation restructure and sale of land for rates. Current strategies include building utilisation and services reviews
Council's relignoe on	he mining industry for revenue generation
Status	Comments/Results
	A strategy is in place to cap mining rates at 10% of total rateable income, by progressively transferring 1% of mine rates to residential rates each year. This strategy has been endorsed by Council and implemented by management. 2015/2016 saw the third consecutive year of the strategy implemented. A total of \$144,411 was transferred from the mining sector to residential properties. This impacted each residential property by an average increase in rates of \$15.00 for the 2015/16 financial year. This also assisted in aligning the rating structure to levy rates in proportion to land valuation, whereas at the moment it is highly skewed towards the mining sector. This has reduced the reliance the City has on the mining sector for rates income and reduced the severity of the impact on residential ratepayers if the mines land valuation decreased significantly due to a reduction in mining operations or the mines ceasing to operate. If the mines
	Implement strategies to address Council's financial sustainability  Measure  KPI Requirement 1. Improvement in Council's long term financial strategy to reduce Council's reliance on the mining industry for revenue generation of reliance on mining industry for revenue  KPI Requirement 1. Reduction of reliance on mining industry for revenue generation of reliance on mining industry for revenue  KPI Requirement 1. Reduction of reliance on mining industry for revenue generation of progressively transferring 1% of mine implemented. A total of \$144.41 was implemented. A lotal of \$144.41 was implemented. A lotal of \$144.41 was sector. This has reduced the rating structure valuation, whereas at the moment it is sector. This has reduced the reliance the rates in come and reduced the reliance the reduction in mining contents at the moment it is sector. This has reduced the reliance to reduction in mining a operation or the nines land valuation or reduction in mining operations or the nines land valuation

<b>Delivery Prog</b>	Delivery Program Action(s)		
4.2.1.5 Ir	Improve Council's asset management capacity and planning	ent capacity and plo	inning
Lead Position	Measure		
Infrastructure	KPI Requirement	Status	Comments/Results
Projects Engineer	1. Increased confidence in asset management planning	Progressing - Assessment premature	Ongoing mentoring and training provided to Infrastructure staff. Drafted Asset Management Plans required to be reviewed in consideration with the Levels of Service community consultation and new condition data. No actions from previous improvement plan implemented. The Asset Management Authority system is under development and is expected to be completed for implementation in 2016/2017.
<b>Delivery Prog</b> 4.2.1.6 ∪	<b>Delivery Program Action(s)</b> 4.2.1.6 Undertake service level reviews to ensure service delivery meets the community's needs	nsure service deliver	y meets the community's needs
	Measure		
Business	KPI Requirement	Status	Comments/Results
Analyst	review undertaken annually	Likely to meet	Service level reviews will be undertaken at a nollstic level across all functions of Council. A Level of Service Survey was conducted with the community in November 2015 and the outcomes of the survey will be reflected in the 2016/2017 planning documents. Further community consultation will be undertaken in regards to community halls.
Delivery Prog	<b>Delivery Program Action(s)</b> 4.2.1.8 Review Council's branding, including	a loao takina into co	<b>gram Action(s)</b> Review Council's branding, including logo taking into consideration branding activities undertaken for the City in 2011
Lead Position	Measure		
Corporate	KPI Requirement	Status	Comments/Results
Services Coordinato r	1. Branding reviewed	Met	At its Ordinary meeting held February 24, 2016, minute no. 45173, Council resolved "That Council adopts the new corporate logo for Broken Hill City Council to incorporate the lozenge and brand architecture that will strengthen alignment between the Council identity and the Broken Hill brand." and "That Council adopts the adjustment to the Broken Hill brand and lock-up to incorporate the words 'Heritage City' and 'Australia's First Heritage Listed City'." Council contracted a Graphic Designer to incorporate the adopted logos in the development of branding designs and templates. A brand and corporate style guide shall be developed in 2016/2017.

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Delivery Program Action(s)	am Action(s)		
4.2.1.9 lm	Improve performance management and reporting for the organisation	t and reporting for th	e organisation
Lead	Measure		
Division	KPI Requirement	Status	Comments/Results
Manager	<ol> <li>Increased productivity</li> </ol>	Progressing -	Internal process and module reviews have occurred on standards used by
Corporate	measured by community	Assessment	services and will be implemented in a CRM update upon which customer
and Human Services	satisfaction in council services	premature	satisfaction can then be measured.
Strategy	4.3.1 Opportunities to w	s to work together ar	Opportunities to work together are identified and relationships are developed and maintained for the benefit of the community
y Pro	am Action(s)	, , -	
Lead Position	Measure		on Measure
Executive		Status	Comments/Results
Support Officer	1. Committee member satisfaction with value derived from collaboration	Likely to meet	Council has adopted the inclusion of the newly formed BIU Band Hall Committee, the Broken Hill Living Museum + Perfect Light Project Steering Group, disbanding Disability Access Advisory Committee and creation of Disability Inclusion Action Plan Working Group.
<b>Delivery Program Action(s)</b> 4.3.1.2 Support Counci	<b>ogram Action(s)</b> Support Council's section 355 Committees in undertaking their duties with Council	nittees in undertaking	their duties with Council
Lead Position	Medsure	C+0+15	Commonte (Populte
Manager	Kri kequirement	STATUS	Comments/kesuits
Corporate and Human Services	1. Strong Section 355 volunteer base retained	Likely to meet	Council's \$355 volunteer base has marginally reduced to 82 volunteers. This is due to the dissolution of the Sister City Committee in September 2015 and the BIU Band Hall and Soccer Complex Community Committee in Decembe 2015. The introduction of the Broken Hill Heritage City Event Advisory Committee has seen six additions to the volunteer base, together with five volunteers joining various \$355 asset committees.
<b>Delivery Program Action(s)</b> 4.3.1.3 Maintain a stror	<b>name Action(s)</b> Maintain a strong relationship and regularly engage with the local State Member.	gularly engage with	the local State Member.
Lead Position	Measure		
Executive	KPI Requirement	Status	Comments/Results
Support Officer	r   1. Meetings held at least	Met	The Mayor and General Manager have met with the State member on

Delivery Program Key Performance Indicators Report – June 30, 2016

quarterly

more than six occasions in the reporting period.

Executive KPI Support 1.[	4.4.1.4 Educate the co	Tourism & KPI Events 1.,	Strategy 4.4.3 Inc Delivery Program Action(s) 4.4.1.3 Undertake activ Local Governm Lead Position Measure	Support 1.0 Officer de	ੋਂ ਰੱ	Strategy 4.4.2	Systems 1. ( Analyst end imp	Lead Position Me Business KPI	Objective 4.4 Our Strategy 4.4.1 In Delivery Program Action(s) 4.4.1.2 Develop and in considerations
KPI Requirement  1. Discussion points created	ute the community and creat Measure	KPI Requirement  1. Activities undertaken	4.4.3 Increase knowledge ( gram Action(s) Undertake activities in Local Gover Local Government n Measure	KPI Requirement  1. Communications strategy developed	Action(s) op a communications strateg Measure		<ol> <li>Communications and engagement plans implemented</li> </ol>	Measure KPI Requirement	Our community is engaged and informed  1 Increase community involvement in decision-making :tion(s) and implement individual communications and engagen ations
Status Met	e discussion in relatic	Status Met	and awareness of ch	Met Status	y aimed at increasin	ly through informatio	Continuing	Status	nyolvement in decisi
Comments/Results  Council has actively sought and participated in community information sessions and public forums. The General Manager and Acting Deputy General Manager continue to accept invitations from community groups and organisations to highlight Council's activities and functions.	Educate the community and create discussion in relation to issues and opportunities impacting upon Council and the community on Measure	Comments/Results The Volunteer recognition activities were run in conjunction with Local Government Week in 2015.	4.4.3 Increase knowledge and awareness of challenges and opportunities facing the City gram Action(s) Undertake activities in Local Government week aimed at increasing the community's understanding of the role and responsibility of Local Government  No Measure	Comments/Results  Strategies are developed to assist with decisions and programs supported and developed by Council. This has included greater use of social media, proactively seeking media support through advertising and making staff available to talk on various issues.	gram Action(s)  Develop a communications strategy aimed at increasing information provision and engagement of our community  Measure	Engage the community through information and activities aimed at increased participation	Plans continue to be developed when required.	Comments/Results	<ul> <li>4.4 Our community is engaged and informed</li> <li>4.4.1 Increase community involvement in decision-making</li> <li>gram Action(s)</li> <li>Develop and implement individual communications and engagement plans for service level reviews and rating variation considerations</li> </ul>

Delivery	pelivery riogialli Aciloli(s)		
4.4.1.5	Actively participate in undertaking	presentations for c	Actively participate in undertaking presentations for community groups and associations in relation to Council activities, projects,
	challenges and opportunities		
Lead Position	tion Measure		
Executive	KPI Requirement	Status	Comments/Results
Support	1. Number of presentations	Met	Senior management continue to attend and provide presentations to
Officer	made		community groups where requested. Council has proactively sought
			community groups and organisations to deliver key messaging around the
			Budget, Library Relocation, Civic Centre Upgrade and Broken Hill Living
			Museum + Perfect Light Project Steering Group. The Community Round
			Table remains active in information sharing across the City. The Round Table
			allows the various stakeholders to take information back for greater
			dissemination across the various parties they represent.

Ordinary Council 31 August 2016

#### ORDINARY MEETING OF THE COUNCIL

August 17, 2016

# BROKEN HILL CITY COUNCIL REPORT NO. 174/16

SUBJECT: 2015/2016 DRAFT ANNUAL FINANCIAL STATEMENTS 13/92

#### Recommendation

- 1. That Broken Hill City Council Report No. 174/16 dated August 17, 2016, be received.
- 2. That the 2015/2016 draft primary Financial Statements as attached be received.
- 3. That Council adopt the attached Statements of Opinion on the 2015/16 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 August.
- 2. Draft report (this Agenda item) to Council for signing of Statement of Opinion by Council on the annual financial reports August.
- 3. Auditor's 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 30 November 2016 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

Ordinary Council 31 August 2016

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 26 October 2016. 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. Statement of Opinion - General Purpose Financial Statements 1 Page

2. Statement of Opinion - Special Purpose Financial Statements 1 Page

**3.** Primary Financial Statements 2016 6 Pages

JAY NANKIVELL ACTING FINANCE MANAGER

JAMES RONCON GENERAL MANAGER

# Council of the City of Broken Hill

General Purpose Financial Statements for the year ended 30 June 2016

Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the Local Government Act 1993 (NSW) (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
- 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 26 September 2016.

Wincen Cuy Mayor	Dave Gallagher Councillor
James Roncon General manager	Jay Nankivell Responsible accounting officer

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SPFS 2016

# Council of the City of Broken Hill

Special Purpose Financial Statements for the year ended 30 June 2016

# 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 and Costing for Council Businesses A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

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 26 September 2016.

Wincen Cuy	Dave Gallagher
Mayor	Councillor
James Roncon	Jay Nankivell
General manager	Responsible accounting officer

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# Council of the City of Broken Hill

# Income Statement

for the year ended 30 June 2016

Budget 2016	\$ '000	Actual 2016	Actual 2015
	Income from continuing operations		
	Revenue:		
16,282	Rates and annual charges	16,386	16,129
3,087	User charges and fees	3,344	3,717
395	Interest and investment revenue	890	434
309	Other revenues	2,197	338
9,106	Grants and contributions provided for operating purposes	10,471	9,496
5,200	Grants and contributions provided for capital purposes	3,537	52
34,379	Total income from continuing operations	36,825	30,632
	Expenses from continuing operations		
15,436	Employee benefits and on-costs	13,776	16,024
459	Borrowing costs	428	410
5,915	Materials and contracts	5,637	6,47
6,124	Depreciation and amortisation	6,767	5,94
4,578	Other expenses	3,866	4,16
	Net losses from the disposal of assets	150	2:
32,512	Total expenses from continuing operations	30,624	33,049
1,867	Operating result from continuing operations	6,201	(2,41
	Discontinued operations		
	Net profit/(loss) from discontinued operations		
1,867	Net operating result for the year	6,201	(2,417
1,867	Net operating result attributable to Council	6,201	(2,41
	Net operating result attributable to non-controlling interests		(=,
(3.333)	Net operating result for the year before grants and	2.664	(2.02
(3,333)	contributions provided for capital purposes	2,664	(2,93

<sup>&</sup>lt;sup>1</sup> Original budget as approved by Council – refer Note 16

# Council of the City of Broken Hill

# Statement of Comprehensive Income for the year ended 30 June 2016

\$ '000 No	otes	Actual 2016	Actual 2015
Net operating result for the year (as per Income Statement)		6,201	(2,417)
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of I,PP&E	_	568	(20,049)
Total items which will not be reclassified subsequently to the operating result		568	(20,049)
Amounts which will be reclassified subsequently to the operating result when specific conditions are met NiI	_		
Total other comprehensive income for the year		568	(20,049)
Total comprehensive income for the year	_	6,769	(22,466)
Total comprehensive income attributable to Council Total comprehensive income attributable to non-controlling interests	_	6,769 	(22,466)

# Council of the City of Broken Hill

# Statement of Financial Position

as at 30 June 2016

\$ '000	Actual 2016	Actual 2015
ACCETO		
ASSETS Current assets		
Cash and cash equivalents	18,343	8,153
Investments	10,343	2,500
Receivables	2,425	2,754
Inventories	77	86
Other	330	153
Total current assets	21,175	13,646
Non-current assets		
Receivables	143	186
Infrastructure, property, plant and equipment	236,430	236,286
Total non-current assets	236,573	236,472
TOTAL ASSETS	257,748	250,118
LIABILITIES		
Current liabilities		
Payables	4,843	3,217
Borrowings	731	615
Provisions	3,896	4,120
Total current liabilities	9,470	7,952
Non-current liabilities		
Borrowings	5,126	5,940
Provisions	1,804	1,647
Total non-current liabilities	6,930_	7,587
TOTAL LIABILITIES	16,400_	15,539
Net assets	241,348	234,579
EQUITY	400 545	444.044
Retained earnings	120,515	114,314
Revaluation reserves Council equity interest	120,833_ 241,348	120,265 234,579
Non-controlling equity interests	241,346	234,379
	044.040	224 570
Total equity	241,348	234,579

This statement should be read in conjunction with the accompanying notes.

# Council of the City of Broken Hill

# Statement of Changes in Equity for the year ended 30 June 2016

	Retained	Reserves	Council	Non- controlling	Total
\$ '000	earnings		interest	Interest	equity
2016					
Opening balance (as per last year's audited accounts)	114,314	120,265	234,579	_	234,579
Revised opening balance (as at 1/7/15)	114,314	120,265	234,579	-	234,579
c. Net operating result for the year	6,201		6,201	-	6,201
d. Other comprehensive income					
<ul> <li>Revaluations: IPP&amp;E asset revaluation rsve</li> </ul>		568	568		568
Other comprehensive income	_	568	568	-	568
Total comprehensive income (c&d)	6,201	568	6,769	_	6,769
e. Distributions to/(contributions from) non-controlling Interests			_	_	_
f. Transfers between equity		_	_		
Equity – balance at end of the reporting period	120,515	120,833	241,348	_	241,348
				Non-	
	Retained	Reserves	Council	controlling	Total
\$ '000	Earnings		Interest	Interest	Equity
2045					
2015	440.704	440.044	057.045		057.045
Opening balance (as per last year's audited accounts)	116,731	140,314	257,045		257,045
Revised opening balance (as at 1/7/14)	116,731	140,314	257,045	_	257,045
c. Net operating result for the year	(2,417)	_	(2,417)	_	(2,417)
d. Other comprehensive income					
<ul> <li>Revaluations: IPP&amp;E asset revaluation rsve</li> </ul>		(20,049)	(20,049)	_	(20,049)
Other comprehensive income	_	(20,049)	(20,049)	_	(20,049)
Total comprehensive income (c&d)	(2,417)	(20,049)	(22,466)	_	(22,466)
e. Distributions to/(contributions from) non-controlling Interests	_	_	_	_	_
f. Transfers between equity			_	_	_

# Council of the City of Broken Hill

# Statement of Cash Flows

for the year ended 30 June 2016

Budget 2016	\$ '000	Actual 2016	Actual 2015
	Cash flows from operating activities		
	Receipts:		
15,468	Rates and annual charges	16,735	16,038
2,995	User charges and fees	3,402	4,371
208	Investment and interest revenue received	731	340
13,877	Grants and contributions	14,008	10,337
-	Bonds, deposits and retention amounts received	-	10,007
299	Other	3,255	871
200	Payments:	0,200	0, ,
(14,973)	Employee benefits and on-costs	(14,164)	(17,669)
(5,737)	Materials and contracts	(4,414)	(6,100)
(459)	Borrowing costs	(362)	(355)
_	Bonds, deposits and retention amounts refunded	(21)	_
(4,441)	Other	(4,606)	(5,037)
7,238	Net cash provided (or used in) operating activities	14,564	2,797
7,200	not oddin provided (or doed in) operating doublines	11,001	2,101
	Cash flows from investing activities		
	Receipts:		
_	Sale of investment securities	_	4,073
_	Sale of infrastructure, property, plant and equipment	138	82
_	Deferred debtors receipts	46	39
	Payments:		
_	Purchase of investment securities	2,771	(4,123)
(8,308)	Purchase of infrastructure, property, plant and equipment	(6,631)	(2,203)
(8,308)	Net cash provided (or used in) investing activities	(3,676)	(2,132)
			( , , ,
	Cash flows from financing activities  Receipts:		
1,300	Proceeds from borrowings and advances	_	1,000
1,500	Payments:	_	1,000
(000)	Denominated the manifest and advances	(000)	(250)
(823)	Repayment of borrowings and advances	(698)	(352)
477	Net cash flow provided (used in) financing activities	(698)	648
(593)	Net increase/(decrease) in cash and cash equivalents	10,190	1,313
3,555	Plus: cash and cash equivalents – beginning of year	8,153	6,840
2,962	Cash and cash equivalents – end of the year	18,343	8,153

This statement should be read in conjunction with the accompanying notes.

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Additional Information:

plus: Investments on hand – end of year

2,500

Total cash, cash equivalents and investments

18,343 10,653

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#### ORDINARY MEETING OF THE COUNCIL

August 3, 2016

# BROKEN HILL CITY COUNCIL REPORT NO. 175/16

SUBJECT: BUDGET CARRYOVER'S 2016/17 14/175

#### Recommendation

- 1. That Broken Hill City Council Report No. 175/16 dated August 3, 2016, be received.
- 2. That Council revote the budget of \$670,000 expenditure for the construction of the landfill extension area, the purchase of 2 x heavy plant vehicles, the construction of the Brookfield Avenue footbridge and the upgrade of both the Administration building and Visitor Information Centre air conditioners for the 2016/17 year to enable these works to be carried out.

#### **Executive Summary:**

At the conclusion of each financial year some works remain either not commenced or not completed. Under Local Government (General) Regulation (2005) Division 5, Section 211 (Authorisation of Expenditure) it is necessary for Council each year to revote funds for those works that are not commenced in order that the works can be carried out during the following financial year. It is not a requirement for Council to revote funds for works that have commenced or are/have been contracted to be carried out.

# Report:

A reconciliation of all budgeted capital items for the 2015/16 financial year has been completed. As a result of this reconciliation, five projects have been identified that have yet to be commenced. For these works to be carried out in the 2016/17 financial year Council are required to revote these funds.

In addition there are five projects that have been started in the 2015/16 financial year but are incomplete. These are included in this report for Council notation.

Council is allowed during Caretaker Period to revote on any carry forward budgets, as this does not involve entering into any contract or undertaking involving an expenditure or receipt by the council of an amount equal to or greater than \$150,000.

Below is a summary of the capital works that are required to be carried forward into the 2016-2017 financial year.

# For Council's re-vote:

The capital projects that have yet to be started with their matching unspent funds and Council contribution are listed below and require Council to formally re-vote them as part of the 2016/17 budget:

Ordinary Council 31 August 2016

1	Fencing of landfill extension area	\$75,000
2	2 x heavy plant	\$360,000
3	Brookfield Avenue footbridge	\$35,000
4	Administration building air conditioner upgrade	\$100,000
5	Visitor Information Centre air conditioner upgrade	\$100,000
	Total required for re-vote:	\$670,000

#### Fencing of landfill extension area –

• The budget of \$75K towards the fencing of the landfill area was budgeted in the 2015/16 and funded by \$75K from the Waste reserve. This project wasn't started due to the land acquisitions not occurring, this is will be finalised in 2016/17. This amount requires a Council revote.

# 2. 2 x Heavy plant -

 The budget of \$360K for two heavy plant vehicles is required to be carried forward to the 2016/17 financial year, in order to purchase two new rollers. This project had not commenced in the 2015/16 year and as a consequence requires Council's re-vote. These rollers are expected to be purchased in January 2017.

#### 3. Brookfield Avenue footbridge -

• The budget of \$35k towards the Brookfield Avenue Footbridge was budgeted for in 2015/16 and is to be funded by \$30k from s94 Developers Contribution Reserve. The construction of the footbridge was delayed due to poor weather conditions in the 2015/16 year. The works are now planned to be carried out in April 2017. Council currently have all the required materials in inventory to construct the bridge and require the \$35K for the base of the bridge. This carry forward requires Council's re-vote.

# 4. Administration building air conditioner upgrade-

 The budget of \$100K for the upgrade of the Administration building air conditioner was a late addition to the 2015/16 budget and was budgeted for at the third quarter review in March 2016. This project had not commenced in the 2015/16 year and as a consequence requires Council's re-vote. This project will be completed during 2016/17.

# 5. Visitor Information Centre air conditioner upgrade –

 The budget of \$100K for the upgrade of the Visitor Information Centre air conditioner was a late addition to the 2015/16 budget and was budgeted for at the third quarter review in March 2016. This project had not commenced in the 2015/16 year and as a consequence requires Council's re-vote. This project will be completed during 2016/17.

### For Council's notation:

The following list is of commenced but incomplete projects for the 2015/16 financial year and is for Council's notation. All unspent funds on these projects were placed in reserves at the year end and will be brought forward to cover the cost of these projects. These works with their matching reserves and/or unspent grant funds will be added to this year's budget.

No.	Project Name	Expenditure
1	Construction of covered waste collection area	\$286,000
2	Creedon St/ Rakow St – intersection renewal	\$35,578
3	Hino street sweeper	\$317,838
4	Apex Park playground upgrade	\$8,981
5	Civic Centre upgrade	\$2,001,494
	Total carry forward that does not require a revote:	\$2,649,890

### 1. Construction of covered waste collection area

- \$180K of the funding for this project was received in early June 2016 from NSW Environmental Trust. The remaining \$20K of grant money is to be received at the completion of this project. The remaining expense of \$86K for this project is to be funded from the waste reserve.
- Due to the nature of this grant and the grant condition for funding this project it is required to be completed by 30 June 2017.

### 2. Intersection of Creedon/ Rakow St

- The Creedon St/ Rakow St Intersection re-construction project was funded by a 50/50 contribution from RMS and Council. The RMS contribution for the project was additional funding to the Block Grant Council receives.
- The majority of this project was completed during the 2015/16 financial year, with the project being finished and finalised in late July 2016.

### 3. Hino street sweeper -

- \$320K was budgeted in the 2015/16 financial year for the purchase of a new street sweeper. Council advertised and entered into a tender contract in 2015-2016 at a cost of \$2,162. Therefore \$317,838 has been carried over.
- o The Hino street sweeper was paid for and delivered in late July.
- As a part of the Broken Hill Environmental Lead Program, \$50K of grant money has been received by Council to go towards the use of this street sweeper.

- 4. Apex Park playground upgrade -
  - \$35K was budgeted in 2015/16 to upgrade the Apex park playground equipment. All the equipment was purchased for this project and now only requires installation. Leaving \$9K to be carried forward into the 2016/17 financial year. This project is expected to be competed mid-September 2016.

### 5. Civic Centre upgrade –

- The Civic Centre upgrade was budgeted for \$5M in the 2015/16 financial year and was intended to be carried over to the 2016/17 year. The project is funded by Crown Finance Entity, Restart NSW.
- During 2015/16 just over half of the project was completed. This project is expected to be complete by the end of September 2016.

In summary, \$670,000 requires a Council re-vote and \$2,649,890 will be carried forward into the 2016/17 financial year which does not require a Council re-vote.

The total carry forward to go into 2016/17 is \$3,319,890.

### **Strategic Direction:**

Key Direction: 4 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 (General) Regulation (2005) Division 5, Section 211

### **Financial Implications:**

The recommendation will have an impact on the representation of the cash flow in the 2016/17 year as the carry forward of \$3,319,890 was not forecasted in this year and the budgeted expenses have been deferred from 2015/16 to 2016/17. It however will not have an effect on Council's budgeted cash position or budgeted income statement as these were forecasted for 2016/2017 based on these capital projects being completed in 2015/2016.

### **Attachments**

There are no attachments for this report

JAY NANKIVELL ACTING FINANCE MANAGER

JAMES RONCON GENERAL MANAGER

### ORDINARY MEETING OF THE COUNCIL

August 9, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 176/16

SUBJECT: INVESTMENT REPORT FOR JULY 2016 11/48

### Recommendation

1. That Broken Hill City Council Report No. 176/16 dated August 9, 2016, 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 31st July 2016 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	1	Compliant with policy
Term to Maturity Limits	~	Compliant with policy

### Market Review

### Global issues

The post-Brexit vote appears to have had a short-lived impact with share markets in the UK, Europe, US and Australia all recovering strongly from their pre-vote falls. European leaders are coming to the realisation that a quick exit won't be achievable and the markets are adjusting to the prospect of it being a long, slow process.

In the US, the US Federal Reserve is expected to keep interest rates unchanged until at least late-2016 following the release of lower than expected June quarter GDP results of only 1.2% and ongoing global economic weakness.

### Domestic issues

Credit ratings agency Standard and Poor's (S&P) said that there was a one in three chance that Australia's AAA credit rating would be downgraded within 2 years if savings were not implemented to achieve a balanced budget by the early 2020s.

S&P also warned that if the Commonwealth's rating was downgraded, Australia's 4 major banks would be downgraded from AA- as these banks rely on implicit backing from the government.

June quarter inflation data came in quite low. While not unexpected, the low CPI reading of 1.0%yoy (1.7% trimmed mean), remains well below the RBA's target range of 2-3%.

With half-yearly corporate earnings about to be released, economists are predicting a drop of nearly 10% in overall profits among Australian companies led by declines in the resources and banking sectors.

### Interest rates

The RBA's official cash rate remains at 1.75% during July. But following the benign quarterly inflation data, the RBA cut the cash rate to 1.5% in early August.

Term deposit rates ended July down 5-10 basis points across in anticipation of a rate cut in early August. Three month TDs from Australian majors closed the month in the 2.65%-2.80% area and the best indicative 12 month rate from a four major was at 2.80%.

Following the early-Aug rate cut, the market is now anticipating another cut by mid-2017.

### Council's Portfolio by Source of Funds – July 2016

As at 31<sup>st</sup> July 2016, Council's Investment Portfolio had a current market valuation of \$18,175,472 or principal value (face value) of \$18,107,352 with the source of these funds being detailed in the table below.

	Source of Funds	Principal Amount
GENERAL	Operating Capital & Internal Restrictions	6,771,352
FUND	Accommodation Bonds Reserve	45,000
	Royalties Reserve	426,000
	Domestic Waste Management Reserve	5,780,000
	Grants	4,610,000
	Developer Contributions	475,000
	TOTAL PORTFOLIO	\$18,107,352

### 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. Monthly Investment Report - July 2016 10 Pages

JAY NANKIVELL ACTING FINANCE MANAGER

JAMES RONCON GENERAL MANAGER



# Investment Summary Report July 2016

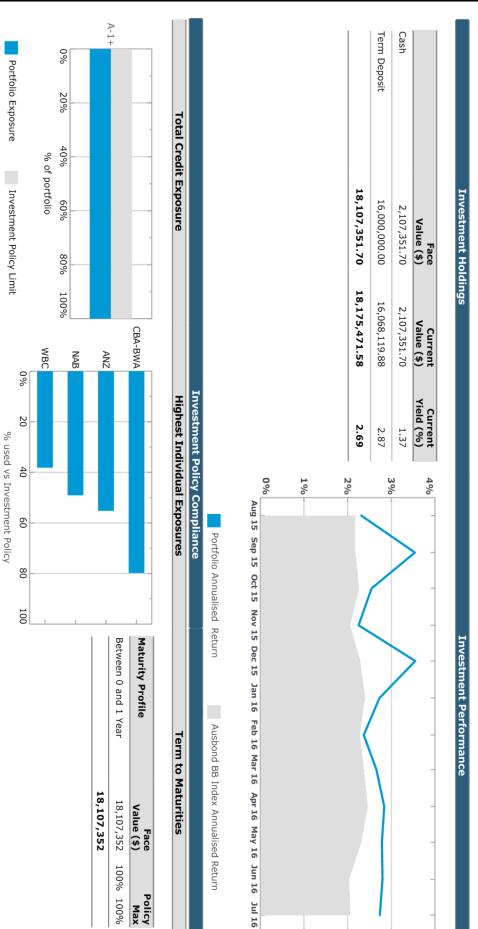


PRUDENTIAL INVESTMENT SERVICES CORP

BROKEN HILL

COUNCI

**Executive Summary** 



### Broken Hill City Council

Investment Holdings Report

	68,119.88		16,068,119.88		16,000,000.00			2.8672%	16,000,000.00 2.8672%	
AtMaturity	1,535.62	534073	1,001,535.62	13-Jul-16	1,000,000.00	A-1+	National Australia Bank	2.9500%	1,000,000.00	16-Nov-16
AtMaturity	1,050.68	534071	501,050.68	6-Jul-16	500,000.00	A-1+	National Australia Bank	2.9500%	500,000.00	9-Nov-16
AtMaturity	404.11	534072	1,000,404.11	27-Jul-16	1,000,000.00	A-1+	Westpac Group	2.9500%	1,000,000.00	26-Oct-16
AtMaturity	8,432.88	534003	2,008,432.88	8-Jun-16	2,000,000.00	A-1+	ANZ Banking Group	2.8500%	2,000,000.00	12-Oct-16
AtMaturity	1,431.51	534070	1,001,431.51	13-Jul-16	1,000,000.00	A-1+	Bankwest	2.7500%	1,000,000.00	14-Sep-16
AtMaturity	15,205.48	533748	2,515,205.48	19-May-16	2,500,000.00 19-May-16	A-1+	National Australia Bank	3.0000%	2,500,000.00	14-Sep-16
AtMaturity	2,339.73	534005	502,339.73	1-Jun-16	500,000.00	A-1+	ANZ Banking Group	2.8000%	500,000.00	31-Aug-16
AtMaturity	9,358.90	534004	2,009,358.90	1-Jun-16	2,000,000.00	A-1+	ANZ Banking Group	2.8000%	2,000,000.00	31-Aug-16
AtMaturity	5,216.44	533749	1,005,216.44	25-May-16	1,000,000.00 25-May-16	A-1+	Bankwest	2.8000%	1,000,000.00	24-Aug-16
AtMaturity	2,838.36	533750	502,838.36	19-May-16	500,000.00 19-May-16	A-1+	Bankwest	2.8000%	500,000.00	17-Aug-16
AtMaturity	2,108.22	534007	502,108.22	8-Jun-16	500,000.00	A-1+	Bankwest	2.8500%	500,000.00	10-Aug-16
AtMaturity	6,290.41	533751	1,006,290.41	11-May-16	1,000,000.00 11-May-16	A-1+	Bankwest	2.8000%	1,000,000.00	10-Aug-16
AtMaturity	9,526.03	534008	2,009,526.03	1-Jun-16	2,000,000.00	A-1+	Bankwest	2.8500%	2,000,000.00	3-Aug-16
AtMaturity	2,381.51	534006	502,381.51	1-Jun-16	500,000.00	A-1+	Bankwest	2.8500%	500,000.00	3-Aug-16
Coupon Reference Frequency	Accrued Interest (\$)	Deal No.	Current Value (\$)	Purchase Date	Purchase Price (\$)	Credit Rating	Institution	Rate	Face Value (\$)	Maturity Date
									osits	Term Deposits
			2,107,351.70					1.3683%	2,107,351.70 1.3683%	
Maxi		473410	74,731.21			A-1+	Westpac Group	1.0500%	74,731.21	
Cheque		473409	2,032,620.49			A-1+	Westpac Group	1.3800%	2,032,620.49	
Reference		Deal No.	Current Value (\$)			Credit Rating	Institution	Current Yield	Face Value (\$)	
									unts	Cash Accounts





**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	2,032,620.49				31		
Westpac Group	473410	74,731.21				31		
Cash								
National Australia Bank	533507	500,000.00	6-Apr-16	6-Jul-16	3,802.05	σ	208.90	3.05%
Bankwest	533382	1,000,000.00	16-Mar-16	13-Jul-16	9,943.84	12	1,002.74	3.05%
National Australia Bank	533506	1,000,000.00	13-Apr-16	13-Jul-16	7,604.11	12	1,002.74	3.05%
National Australia Bank	533508	500,000.00	27-Apr-16	27-Jul-16	3,802.05	26	1,086.30	3.05%
Westpac Group	533509	1,000,000.00	27-Apr-16	27-Jul-16	7,429.59	26	2,122.74	2.98%
Bankwest	534006	500,000.00	1-Jun-16	3-Aug-16	0.00	31	1,210.27	2.85%
Bankwest	534008	2,000,000.00	1-Jun-16	3-Aug-16	0.00	31	4,841.10	2.85%
Bankwest	533751	1,000,000.00	11-May-16	10-Aug-16	0.00	31	2,378.08	2.80%
Bankwest	534007	500,000.00	8-Jun-16	10-Aug-16	0.00	31	1,210.27	2.85%
Bankwest	533750	500,000.00	19-May-16	17-Aug-16	0.00	31	1,189.04	2.80%
Bankwest	533749	1,000,000.00	25-May-16	24-Aug-16	0.00	31	2,378.08	2.80%
ANZ Banking Group	534004	2,000,000.00	1-Jun-16	31-Aug-16	0.00	31	4,756.16	2.80%
ANZ Banking Group	534005	500,000.00	1-Jun-16	31-Aug-16	0.00	31	1,189.04	2.80%
National Australia Bank	533748	2,500,000.00	19-May-16	14-Sep-16	0.00	31	6,369.86	3.00%
Bankwest	534070	1,000,000.00	13-Jul-16	14-Sep-16	0.00	19	1,431.51	2.75%
ANZ Banking Group	534003	2,000,000.00	8-Jun-16	12-Oct-16	0.00	31	4,841.10	2.85%
Westpac Group	534072	1,000,000.00	27-Jul-16	26-Oct-16	0.00	5	404.11	2.95%
National Australia Bank	534071	500,000.00	6-Jul-16	9-Nov-16	0.00	26	1,050.68	2.95%
National Australia Bank	534073	1,000,000.00	13-Jul-16	16-Nov-16	0.00	19	1,535.62	2.95%
Term Deposit					32,581.64		40,208.36	2.88%
					32,581.64		40,208.36	2.88%



Last 3 Months Last 6 Months

Jul 2016

Financial Year to Date

2.74% 2.71% 2.78% 2.74%

2.06% 2.25% 2.13%

0.68% 0.46% 0.65%

0.53%

2.06%

0.68%

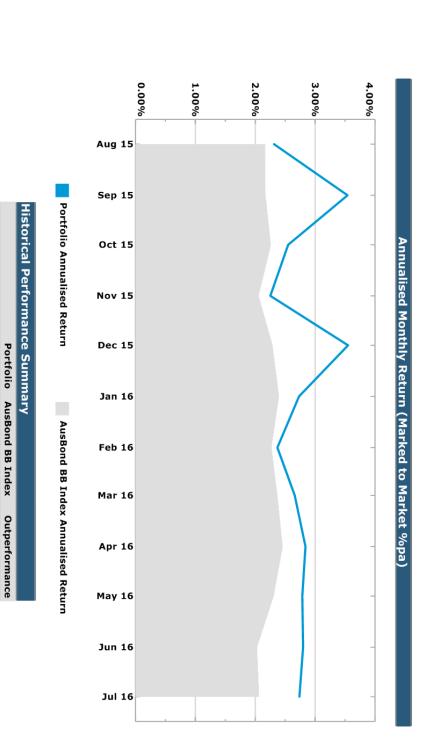
2.23%

2.77%

Last 12 months

BROKEN HILL CITY COUNCIL

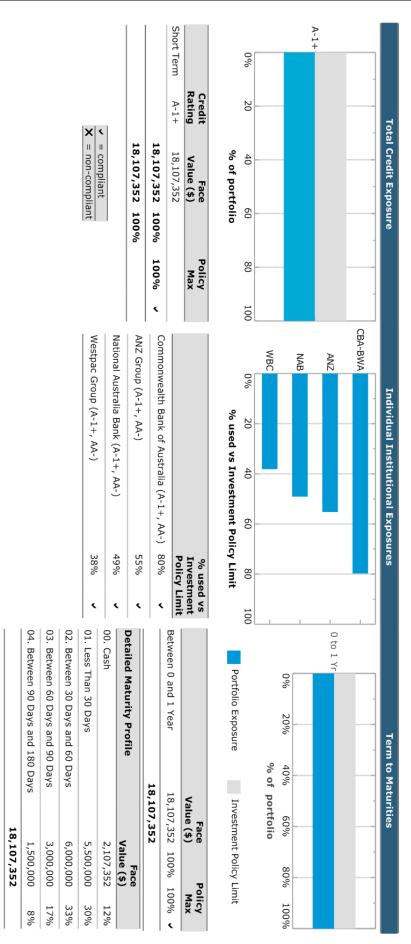






### **Broken Hill City Council**

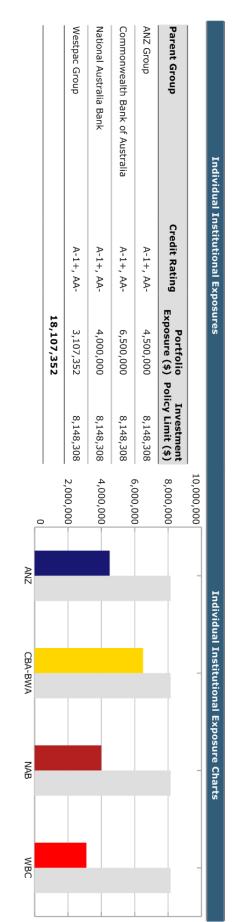
Investment Policy Compliance Report





### **Broken Hill City Council**

Individual Institutional Exposures Report







Investment Policy Limit

CBA-BWA 35.90%

ANZ 24.85%

NAB 22.09%

WBC 17.16%

## **Broken Hill City Council**Cash Flows Report

Interest Month Cashflows         Cashflow Counterparty         Asset Type         Cashflow Describtion         Cashflow Describer         Cashflow Describer         Cashfl	532,581.64	Net Cash Movement for Period			
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Description           National Australia Bank         Term Deposits         Interest - Received           National Australia Bank         Term Deposits         Maturity Face Value - Paid           Deal Total         Deal Total         Deal Total           National Australia Bank         Term Deposits         Interest - Received           Bankwest         Term Deposits         Maturity Face Value - Paid           National Australia Bank         Term Deposits         Maturity Face Value - Received           National Australia Bank         Term Deposits         Maturity Face Value - Received           National Australia Bank         Term Deposits         Settlement Face Value - Paid           National Australia Bank         Term Deposits         Settlement Face Value - Paid           National Australia Bank         Term Deposits         Settlement Face Value - Paid           National Australia Bank         Term Deposits         Settlement Face Value - Paid           National Australia Bank         Term Deposits         Settlement Face Value - Paid           National Australia Bank         Term Deposits         Deal Total           National Australia Bank         Term Deposits         Settlement Face Value - Paid           Deal Total	511,231.64	Day Total			
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	-1,000,000.00	<u>Deal Total</u>			
Cashflows         Cashflow Counterparty         Asset Type         Cashflow Description	-1,000,000.00	Settlement Face Value - Paid	Term Deposits	Westpac Group	534072
Cashflow Counterparty         Asset Type         Cashflow Description         Description <td>1,007,429.59</td> <td><u>Deal Total</u></td> <td></td> <td></td> <td></td>	1,007,429.59	<u>Deal Total</u>			
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	1,000,000.00	Maturity Face Value - Received	Term Deposits	Westpac Group	
Cashflow Counterparty         Asset Type         Cashflow Description         Description         Cashflow Description	7,429.59	Interest - Received	Term Deposits	Westpac Group	533509
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	503,802.05	<u>Deal Total</u>			
Cashflow Counterparty         Asset Type         Cashflow Description         Description         Cashflow Description	500,000.00	Maturity Face Value - Received	Term Deposits	National Australia Bank	
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	3,802.05	Interest - Received	Term Deposits	National Australia Bank	
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	17,547.95	Day Total			
Cashflow Counterparty         Asset Type         Cashflow Description           Deal Total         Bankwest         Term Deposits         Maturity Face Value - Received Deal Total	-1,000,000.00	<u>Deal Total</u>			
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Deslitotal	-1,000,000.00	Settlement Face Value - Paid	Term Deposits	National Australia Bank	534073
Cashflow Counterparty         Asset Type         Cashflow Description         Cashflow Descripti	-1,000,000.00	<u>Deal Total</u>			
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description <t< td=""><td>-1,000,000.00</td><td>Settlement Face Value - Paid</td><td>Term Deposits</td><td>Bankwest</td><td>534070</td></t<>	-1,000,000.00	Settlement Face Value - Paid	Term Deposits	Bankwest	534070
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description <t< td=""><td>1,007,604.11</td><td><u>Deal Total</u></td><td></td><td></td><td></td></t<>	1,007,604.11	<u>Deal Total</u>			
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description <t< td=""><td>1,000,000.00</td><td>Maturity Face Value - Received</td><td>Term Deposits</td><td>National Australia Bank</td><td></td></t<>	1,000,000.00	Maturity Face Value - Received	Term Deposits	National Australia Bank	
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       National Australia Bank     Term Deposits     Settlement Face Value - Paid     -       Deal Total     -       Bankwest     Term Deposits     Interest - Received     -       Bankwest     Term Deposits     Maturity Face Value - Received     1       Deal Total     1	7,604.11	Interest - Received	Term Deposits	National Australia Bank	533506
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       National Australia Bank     Term Deposits     Settlement Face Value - Paid       Deal Total     Deal Total     -       Deal Total     -     -       Deal Total     -     -       Day Total     -     -       Bankwest     Term Deposits     Interest - Received     -       Term Deposits     Maturity Face Value - Received     1,	1,009,943.84	<u>Deal Total</u>			
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       Deal Total     - Deal Total     - Deal Total       National Australia Bank     Term Deposits     Settlement Face Value - Paid     - Deal Total       Deal Total     - Deal Total     - Deal Total     - Deal Total       Bankwest     Term Deposits     Interest - Received	1,000,000.00	Maturity Face Value - Received	Term Deposits	Bankwest	
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       Deal Total     Deal Total     -       National Australia Bank     Term Deposits     Settlement Face Value - Paid     -       Deal Total     -       Deal Total     -	9,943.84	Interest - Received	Term Deposits	Bankwest	
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       Deal Total     - Paid     - Paid       National Australia Bank     Term Deposits     Settlement Face Value - Paid     - Paid	3,802.05	Day Total			
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       Deal Total     Deal Total       National Australia Bank     Term Deposits     Settlement Face Value - Paid	-500,000.00	<u>Deal Total</u>			
Cashflow Counterparty     Asset Type     Cashflow Description     Cashflow Description     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received       Deal Total	-500,000.00	Settlement Face Value - Paid	Term Deposits	National Australia Bank	534071
Cashflow Counterparty     Asset Type     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received       National Australia Bank     Term Deposits     Maturity Face Value - Received	503,802.05	<u>Deal Total</u>			
Cashflow Counterparty     Asset Type     Cashflow Description       National Australia Bank     Term Deposits     Interest - Received	500,000.00	Maturity Face Value - Received	Term Deposits	National Australia Bank	
Cashflow Counterparty Asset Type Cashflow Description	3,802.05	Interest - Received	Term Deposits	National Australia Bank	
urrent Month Cashflows	Cashflow Received	Cashflow Description	Asset Type	Cashflow Counterparty	
					Current Month Cashflows

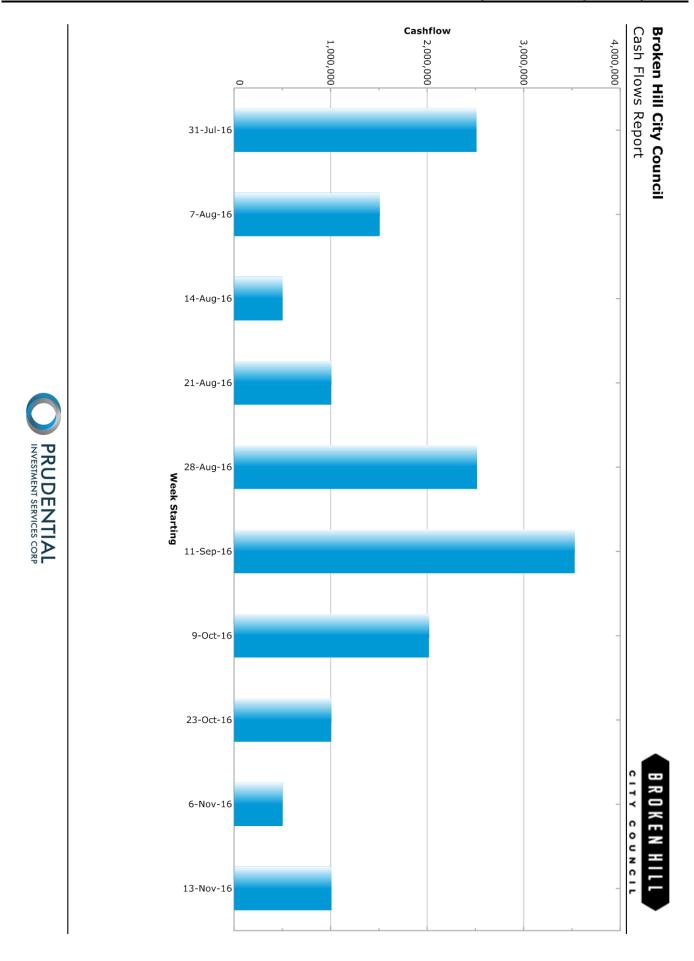


# **Broken Hill City Council**Cash Flows Report

àsh	
Flows	
Report	

1,006,980.82       d     13,961.64       d     2,000,000.00       e     2,013,961.64       d     3,490.41       d     503,490.41       e     503,490.41       2,517,452.05	Day Total				
	<u>Deal Tota</u>				
	7 1				
	Maturity Face Value - Received	Term Deposit	ANZ Banking Group		
	Interest - Received	Term Deposit	ANZ Banking Group	534005	
	<u>Deal Total</u>				
	Maturity Face Value - Received	Term Deposit	ANZ Banking Group		
	Interest - Received	Term Deposit	ANZ Banking Group	534004	31-Aug-16
	Day Total				
1,006,980.82	Deal Total				
d 1,000,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 6,980.82	Interest - Received	Term Deposit	Bankwest	533749	24-Aug-16
il 503,452.05	Day Total				
503,452.05	<u>Deal Total</u>				
d 500,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 3,452.05	Interest - Received	Term Deposit	Bankwest	533750	17-Aug-16
1,509,440.41	Day Total				
502,459.59	<u>Deal Total</u>				
d 500,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 2,459.59	Interest - Received	Term Deposit	Bankwest	534007	
1,006,980.82	<u>Deal Total</u>				
d 1,000,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 6,980.82	Interest - Received	Term Deposit	Bankwest	533751	10-Aug-16
າໄ 2,512,297.95	Day Total				
2,009,838.36	<u>Deal Total</u>				
d 2,000,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 9,838.36	Interest - Received	Term Deposit	Bankwest	534008	
502,459.59	<u>Deal Total</u>				
d 500,000.00	Maturity Face Value - Received	Term Deposit	Bankwest		
d 2,459.59	Interest - Received	Term Deposit	Bankwest	534006	3-Aug-16
n Cashflow Due	Cashflow Description	Asset Type	Cashflow Counterparty	Deal No.	Transaction Date





### ORDINARY MEETING OF THE COUNCIL

July 4, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 177/16

SUBJECT: ADOPTION OF THE DRAFT BUSINESS CONTINUITY POLICY
12/14

### **Recommendation**

- 1. That Broken Hill City Council Report No. 177/16 dated July 4, 2016, be received.
- 2. That Council adopts the Draft Business Continuity Policy as a Policy of Council.

### **Executive Summary:**

Council considered the Draft Business Continuity Policy at its Ordinary Council Meeting held June 29, 2016 and resolved (Minute No. 45292) to place the draft policy on public exhibition as per Section 160 of the *Local Government Act 1993*.

The draft policy was placed on public exhibition concluding on Tuesday, August 2, 2016.

During the public exhibition period Council received nil written submissions regarding the Draft Policy.

### Report:

The objective of this policy is to ensure implementation of the integrated planning and management processes that are designed to minimise disruption related risks at Council.

The policy is required to ensure Council can maintain uninterrupted availability of key business resources necessary to meet Council's strategic and operational objectives and legal obligations.

This policy was endorsed by the Audit Committee on June 16, 2016.

Broken Hill City Council is committed to developing business resilience and securing long term performance and sustainability of its operations. Business Continuity Management is an integral part of business risk management, corporate governance and quality management.

In order for Council to minimise the impact of an emergency or adverse event in its activities, it must consider a range of actions and measures that it can take to prevent and prepare for, respond and recover from the emergency.

The purpose of this Policy is to ensure that Council is well equipped to respond to a wide variety of disruptions in order to support the continuing availability of processes and resources to achieve its business objectives

The Business Continuity Policy is an integral part of good governance and an important element in Council's Risk Management framework for resilience and response capability in Broken Hill City Council

Page 160

order to safeguard people and operations as well as to uphold confidence in the organisation.

This Policy is supported by the Business Continuity Plan which is an operational plan for the implementation of this Business Continuity Policy into Council operations and consists of two supporting documents. The Business Continuity Plan (consisting of 2 parts; 1 – Manual and 2- Procedure) is an operational best practice guide and is attached for Council's information only.

### **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:**

There is no current legislative requirement for the implementation of Business Continuity Management. However, there is an expectation that Council undertakes business continuity planning as part of its overall Governance responsibilities.

AS/NZS ISO 31000:2009 - Risk Management Principles and Guidelines. AS 5050:2010 Business Continuity – Managing Disruption-related Risks

### **Financial Implications:**

The development of the Business Continuity Plan and Critical Function Sub Plans were provided for as a special project in the Financial Year 2015 budget.

There will be no costs associated with implementation of the Critical Function Sub Plans until Financial Year 2018 as per the Manual.

### **Attachments**

Draft Business Continuity Policy
 Business Continuity Plan - Manual
 Business Continuity Plan - Procedures
 Pages
 Pages
 Pages

RAZIJA NU'MAN
DIVISION MANAGER CORPORATE AND HUMAN SERVICES

JAMES RONCON GENERAL MANAGER



### DRAFT BUSINESS CONTINUITY POLICY

### QUALITY CONTROL

	COUNCII	L POLICY		
TRIM REFERENCES	12/14 – D15/1951			
RESPONSIBLE POSITION	Division Manager Corp	orate and	d Human Servi	ces
APPROVED BY				
REVIEW DATE	October 2016 RE		ISION NO.	
EFFECTIVE DATE	ACTION			MINUTE NO.

### 1. INTRODUCTION

Broken Hill City Council is committed to developing business resilience and securing long term performance and sustainability of its operations. Business Continuity management and planning is an integral part of good governance and an important element in Council's Risk Management Framework.

### 2. POLICY OBJECTIVE

The purpose of this policy is to ensure implementation of the integrated planning and management processes that are designed to minimise disruption related risks at Council.

The policy is required to ensure Council can define what infrastructure and resources are required to achieve minimum operating performance and maintain uninterrupted availability of key business resources necessary to meet Council's strategic and operational objectives and legal obligations.

### 3. POLICY SCOPE

This policy covers Disruptive Incidents (Incidents) of such a scale as to otherwise be beyond the coping capability of an organisation's normal management system.

The General Manager will undertake appropriate action(s) necessary to assess, evaluate and respond to and recover from disruptive incidents.

This policy is subordinate to the Risk Management Policy.

### 4. POLICY STATEMENT

Through the establishment of Business Continuity Plans (BCP) this policy will provide a mechanism that enables Council and its officers to:

- Build resilience within Council's operations
- Manage business interruption risks in accordance with AS/NZS 5050:2010 Business Continuity
   Managing Disruption Related Risk
- Develop resumption plans based on criticality of business functions rather than geographic location
- Identify and document roles and responsibilities for key staff positions to plan, review and implement the Business Continuity Plan
- Minimise the impact of function loss on Council's stakeholders and the community
- Minimise the impact of function loss on Council's reputation
- Minimise any risks associated with public health, safety and/or welfare
- Ensure Council considers regulatory requirements and/or compliance with legally enforceable contracts during outages
- Maintain control of expenditure and minimise extraordinary costs resulting from incidents

### 5. IMPLEMENTATION

### 5.1. Roles and Responsibilities

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

- The Broken Hill City Council BCP is developed under the authority of the Executive Team. Prior to implementation the plan is reviewed and approved by that body.
- The General Manager or delegated Council Officer holds the authority to develop, assess, evaluate, and activate Council Business Continuity arrangements and procedures in response to incidents.
- A standing authority is given to the Sub-Plan owners by the Executive Team to implement the actions identified within the sub plans.

### 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.

### 5.3. Associated Documents

The following documentation is to be read in reference with this policy.
Risk Management Framework
Risk Management Policy
Draft Business Continuity Plan – Manual; Procedure and Critical Function sub-plans
Emergency Plan & Procedures
Contractors Engagement Policy 2014
Broken Hill City Council Consent Award 2015

### 6. REVIEW

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

The Division Manager - Corporate and Human Services is responsible for the review of this policy.

This policy will be reviewed annually. The General Manager will report to Council and/or Audit Committee on the outcome of the review and make recommendations for amendment or alteration if required.

### 7. LEGISLATIVE AND LEGAL FRAMEWORK

There is no current legislative requirement for the implementation of Business Continuity Management. However, there is an expectation that Council undertakes business continuity planning as part of its overall Governance responsibilities.

This policy is to be read with reference to with the following:

Local Government Act 1993

The Business Continuity Institutes "Good Practice Guidelines 2010"

AS/NZS 5050:2010 Business Continuity – Managing Disruption Related Risk

Australian National Audit Office (ANAO) Guide: Business Continuity-Building Resilience in Public Sector Entities

ISO 31000:2009 Risk Management - Principles and Guidelines

ISO Guide 73:2009 - Risk Management - Vocabulary

NSW Public Health Act 1991 & Associated 2002 Regulations

Environmental Planning & Assessment Act 1979

Civil Aviation Act 1988

Broken Hill City Council Consent Award 2015

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

### 8. DEFINITIONS

**Authorised representative** is the General Manager or any delegated or authorised Council Officer to develop, assess, evaluate, and activate of Council policies and procedures in response to incidents.

**Accountable Person** is the Manager of the critical function/s that are the subject of a BCP. The Manager owns the Business Continuity Plan that covers the respective critical function/s in their branch.

**Business Continuity Management** is the holistic management process that identifies potential threats to an organisation and the impacts to business operations those threats, if realised, might cause, and which provides a framework for building organisational resilience with the capability of an effective response that safeguards the interests of its key stakeholders, reputation, brand and value-creating activities. (ISO 22301 Societal security – Business continuity managements systems – Requirements)

**Business Interruption** is any event, whether anticipated (i.e. public service strike) or unanticipated (i.e. blackout) which disrupts the normal course of business operations at an organisation location.

### **Examples of Business Disruptive Incidents**

- Natural, (fire, flood, earthquake)
- Deliberate acts of arson, sabotage, theft, terrorism
- Industrial action

- Workplace Safety Incidents
- Major Traffic Accidents
- Closure of business of third party suppliers

**Business Continuity Plan** is documented procedures that guide organisations to respond, recover, resume and restore to a pre-defined level of operation following disruption. (ISO 22301 Societal security – Business continuity managements systems – Requirements)

**Incident Management** is the strategic management of the response to an emergency or business disruption event. (Australian National Audit Office 2009 – Business Continuity Management)

**Critical Objectives** are objectives that must be achieved during a period of disruption. (AS/NZ 5050 – 2010 – Business Continuity – Managing disruption-related risk)

**Critical Operations** are a business function or part thereof identified as essential for survival of an organisation and achievement of its critical objectives. (AS/NZ 5050 - 2010 - Business Continuity - Managing disruption-related risk)

**Risk** is the effect of uncertainty on objectives (ASNZS ISO 31000 – 2009 Risk Management – Principles and Guidelines)



### Broken Hill City Council Business Continuity Plan

Part 1 - Manual

Prepared by Echelon Australia Pty Ltd







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### **Document Review**

Whenever this document is reviewed and or amended, details must be recorded on this page

Date	Review Summary	Approved Date
October 2015	Development of original document	

NOTE: this document must be kept current at all times in accordance with the Monitoring and Review schedule included within this, the Overarching BCP Manual – refer to page 8.

### Responsibility

Responsibility for review of this document rests with the Risk Officer

### Related documents:

This document is part of a suite of BCP documents comprising:

- BCP Pt 1 -Manual (this document)
- BCP Pt 2 Procedure (including Forms and Templates)
- BCP Contacts List and BCCC Locations
- Divisional Guidelines including identified Critical Business Functions Sub Plans:
  - Executive
  - Core Services
  - o Corporate and Human Services
  - o Finance

All documents work together to form the Business Continuity planning arrangement for Council.

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### **Distribution**

The Broken Hill City Council Business Continuity Plan is to be distributed to all staff and managers involved in the process of development, implementation and reviewing of this document. This includes those staff nominated as alternate to a key position. The following is the current list of personnel to whom a copy of this document has been distributed:

Issue No.	Member Role	Council Position (Key & Alternate)
1	CMT Chief	General Manager; Deputy General Manager
2	CMT Member - Executive	Manager Information Services; Executive Support Officer
3	CMT Member – Core Services	Deputy General Manager;  Manager Planning Development and Compliance
4	CMT Member – Corporate & Human Services	Division Manager Corporate and Human Services; Manager Human Resources
5	CMT Member – Infrastructure Strategy	Manager – Infrastructure Strategy Infrastructure Projects Engineer
6	CMT Member - Finance	Chief Financial Officer; Financial Accountant
7	CMT Support Group Member – Human Resources	Manager Human Resources; Snr Human Resources Advisor
8	CMT Support Group Member – Media	Communication Specialist; Digital Officer
9	CMT Support Group Member - Property	Asset Planner – Buildings and Open Space;
10	CMT Support Group Member - IT	Manager Information Services; Senior IT Officer

The plan is also available to elected members of Council and to all Managers and staff via Council's intranet. For information relating to this document refer to the relevant personnel listed above.

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### 1. Policy

### 1.1. Purpose

Broken Hill City Council is committed to developing business resilience and securing long term performance and sustainability of its operations. Business Continuity planning is an integral part of good governance and an important element in Council's Risk Management Framework.

The purpose of this policy is to ensure implementation of the integrated planning and management processes that are designed to minimise disruption related risks at Council.

The policy is required to ensure Council can maintain uninterrupted availability of key business resources necessary to meet Council's strategic and operational objectives and legal obligations.

### 1.2. Scope

Council's policy covers Disruptive Incidents (Incidents) of such a scale as to otherwise be beyond the coping capability of an organisations normal management system.

This Policy authorises the General Manager to undertake appropriate action(s) necessary to assess, evaluate and respond to and recover from disruptive incidents.

### 1.3. Objectives

Broken Hill City Council has adopted a comprehensive and integrated approach to the development of a Business Continuity Plan. The purpose of this plan is to build organisational capabilities to support the continued achievements of critical business objectives in the face of uncertainty or disruption.

Council recognises that this, the Business Continuity Plan (BCP) in isolation does not build capability; it provides the approach to establish effective capability. Whilst the plan is important, it is an outcome of the more important planning and analysis process, and is a blueprint to initiate the response to a business interruption event by effectively implementing the activities outlined in this Plan.

The BCP identifies the required actions, facilities, technical infrastructure, key responsibilities, and processes that will be required to allow Council to effectively respond and recover from a business interruption event.

The objective of the Broken Hill City Council's Business Continuity framework is to provide a mechanism that enables Council and its officers to:

- · Identify business functions that are critical to Council in meeting its business objectives
- Develop resumption plans based on criticality of business functions rather than geographic location
- Build resilience within Council's operational framework
- · Identify and document roles and responsibilities for key staff positions
- · Minimise the impact of function loss on stakeholders and the community.

The BCP provides Council with a framework to enable management and staff to implement an agreed response process.

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### 1.4. General Principles

Through the establishment of a Business Continuity Plan, Council aims to:

- meet best practice in Business Continuity Planning in accordance with Standards Australia AS/NZS 5050:2010 Business Continuity – Managing Disruption related risk (as revised from time to time)
- define the minimal level of acceptable operating performance of the organisation, business unit, and/or services as a result of business related disruption(s) and in turn understand what the organisation absolutely must achieve (critical objectives)
- define the maximum timeframe a function/system/facility can be inoperable until it starts to effect business operations of Council or the relevant service
- define what infrastructure and resources are required to achieve minimum operating performance
- · minimise any risks to public health, safety and welfare
- minimise any risks to Council's reputation
- · minimise any risks associated with decline in consumer and/or stakeholder confidence
- minimise any risks to our employees' health, safety and wellbeing
- ensure observance of regulatory requirements and/or compliance with legally enforceable contracts
- · maintain control of expenditure and minimise extraordinary costs resulting from the incident
- expedite return to normal and full recovery
- · capitalise on any opportunities created by the incident
- · assume any additional risks with confidence
- · define roles and responsibilities of stakeholders

### 1.5. Implementation

- Council undertakes to develop business continuity plans for each business and service based on a priority schedule including the general principles above
- Council will document for the organisation a list of appropriately authorised personnel that are
  responsible for owning and communicating these plans and ensuring their employees and other
  stakeholders understand and can implement the plan(s)
- Council will test/audit these plans on a regular basis as defined in each of the business continuity plans
- · Council will review this policy annually.

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### 1.6. Authority

- The Broken Hill City Council BCP is developed under the authority of the Executive Team.
   Prior to implementation the plan is reviewed and approved by that body.
- The General Manager or delegated Council Officer holds the authority to develop, assess, evaluate, and activate Council Business Continuity arrangements and procedures in response to incidents.
- A standing authority is given to the Sub-Plan owners by the Executive Team to implement the
  actions identified within the sub plans.

### 1.7. Use of the Business Continuity Plan

This plan should be used in the event of a business interruption event that may impact on the ability of Council to deliver business objectives for an extended period that exceeds the maximum allowable timeframe.

Managers and staff with responsibility for the affected areas of the business should be guided by this Plan and the relevant sub plans included herein ensuring a consistent and agreed course of action is implemented.

### 1.8. Assumptions

The Business Continuity Plan is intended to provide guidance to Council officers to assist continuity of service for critical functions, where those officers are not normally responsible for managing the specific function affected.

Where the Council officer who is normally responsible for managing the specific function is available, it is assumed that this document will serve as a check document to reduce the possibility for omission of important actions.

### 1.9. Monitoring & Review

Monitoring and review is an integral component of the BCP process. Council recognises and is committed to ensure the following monitoring and review strategy is implemented.

	Activity for Review	Accountability	Timeframe
1	Business Continuity Plan (Manual, Procedure and Forms and Templates)	Risk Officer	Annually and action as required
2	Business Continuity – training of key and alternate delegates	Risk Officer	Annual
3	Business Continuity Plan Exercise (including key personnel and alternates)	Risk Officer	Annual desk top exercise Simulation exercise every 2yrs
4	BCP Divisional Guidelines - Executive	Manager Information Services	Annual Review
5	BCP Divisional Guidelines - Core Services	Deputy General Manager	Annual Review

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	Activity for Review	Accountability	Timeframe
6	BCP Divisional Guidelines - Corporate & Human Services	Division Manager Corporate & Human Services	Annual Review
7	BCP Divisional Guidelines - Finance	Chief Financial Officer	Annual Review
8	Maintenance of (confidential) Emergency Contacts list	Risk Officer	Annual and as required
9	Non Critical Functions monitoring	Relevant Supervisor	Annual Review

### 1.10. Abbreviations and Definitions

Term	Definition	Abbreviation
Business Continuity	Is the uninterrupted availability of all key resources supporting essential business functions	ВС
Business Continuity Control Centre	A central base to co-ordinate the response to a business interruption event. To be established at the discretion of the CMT Chief.	вссс
Business Continuity Management	Provides for the availability of processes and resources in order to ensure the continued achievement of critical objectives.	ВСМ
Business Continuity Plan(s)	A collection of procedures and information that is developed, compiled and maintained in readiness for use in the event of an emergency or disaster.	ВСР
Business Impact Analysis	A management level analysis that identifies the impacts of function loss on the organisation. The BIA provides management with data upon which to base risk mitigation and continuity planning decisions.	BIA
Business Process Assessment	A management tool designed to assist in the identification and assessment of criticality of business processes and functions	ВРА
Business Interruption Event	An event that by its duration exceeds the Maximum Acceptable Outage and / or has an adverse impact on business objectives and requires the implementation of the BCP or sub plans.	BIE
Business Disruptive Incident	Is a situation that has the potential to cause total or partial disruption to business operations and/ or total or partial loss to business resources. The time frame for such an outage could be acute, creeping, or sustained. Examples include: Natural,( fire, flood, earthquake); Deliberate acts of arson, sabotage, theft, terrorism; Industrial action; Workplace Safety Incidents; Major Traffic Accidents; Closure of business of third party suppliers	BDI
Continuity Management Team	An assembly of executive management representatives and other seconded staff formed for the express purpose of responding to an organisational crisis. CMT management structure will overlay all normal management structures during the response process.	CMT
Corporate Governance	A system by which the organisation is directed and controlled. Corporate Governance activities are represented as four principal components: direction, executive action, supervision and accountability.	CG

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Term	Definition	Abbreviation
Critical Function Sub Plan	An agreed documented course of actions to be taken in the event of business function loss. Plan describes the key actions required under preparation, response and recovery phases.	CFSP
Emergency Event	An event due to an actual or imminent occurrence (such as a fire, earthquake, or epidemic which:	Emergency Event
	<ul> <li>Endangers or threatens to endanger the safety or health of staff or visitors to the organisation</li> </ul>	
	<ul> <li>Destroys or damages, or threatens to destroy or damage, property of the organisation</li> </ul>	
	<ul> <li>Has the capacity to disrupt operations to the extent that it impacts on business objectives.</li> </ul>	
Executive Leadership Team	Council's highest management group, consisting of the General Manager and Managers of Infrastructure, Planning & Sustainability Services and Community & Corporate Outcomes	ELT
Maximum Acceptable/ Allowable Outage	The maximum period of time that Council can tolerate the loss of capability of a critical business function, process, asset or IT application.	MAO
Risk Management	The culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects.	RM

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### 2. Background

The object of Business Continuity Planning is to ensure that appropriate resources, structures and protocols are in place to enable for the effective response to a business interruption event that can potentially impact on Council's objectives. The suite of BCP documents is a record of the development processes, implementation arrangements and resources identified as required by Council to ensure the continued delivery of its critical business objectives.

Identifying and managing business continuity risks is key to Council building resilience and response capabilities within business functions that have been identified as critical by the organisation.

The BCP does not cover requirements associated with a workplace emergency (safety) situation. A separate workplace emergency plan that is the responsibility of the Manager Human Resources is to be implemented. In all cases of activation of the workplace emergency plan the Chief Warden will brief the General Manager/ Chief of the Continuity Management Team of any implications for business continuity as a result of the emergency plan activation.

### 2.1. Business Function Criticality

Clause 1.3.13 of AS 5050:2010 Business Continuity – Managing disruption-related risks defines a Critical business function as "a business function or part thereof identified as essential for survival of the organisation and achievement of its critical objectives."

To determine and prioritise the organisation's critical functions, each area is asked to conduct a Business Process Assessment (BPA) followed by a Business Impact Analysis (BIA). These processes assist to establish the Maximum Acceptable Outage (MAO) of a particular business function.

This stage is integral to the BCP. The loss of a critical business function for a period greater than the MAO generally leads the Continuity Management Team to direct, oversee and support the development of emergency, continuity and recovery response arrangement in a prioritised manner.

A list of critical functions with established maximum acceptable outage (MAO) timeframes and resources requirements for resumption is included in the Business Continuity Plan; Part 2 – Procedure document.

### 2.2. Non-Critical Business Functions

For the purpose of this Plan, a non-critical function is a function that has a greater tolerance to "downtime". This is not to say that these functions are not important. This classification is simply providing a mechanism for prioritising better managing the business during a significant interruption event

It is important to recognise that, should a significant interruption event occur and any of the non-critical functions become or be deemed as critical at the time, that a Sub Plan should developed and included in the BCP as a critical function.

There is provision for non-critical functions to be reviewed on a regular cycle and as such, have been listed and included within each BCP Division Guideline Document for appropriate review and action during and after a business interruption event.

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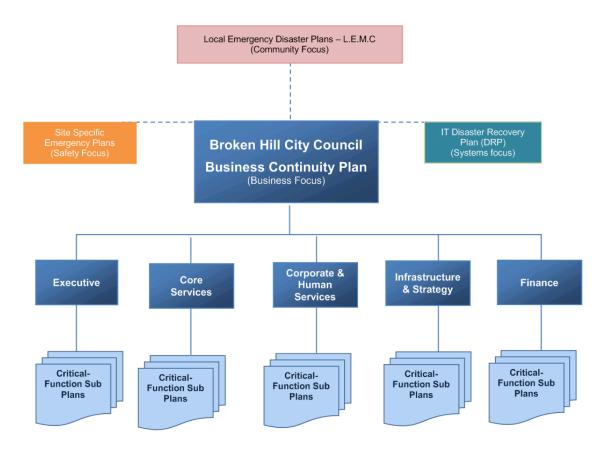
### 3. Business Continuity - The Process

Business continuity encompasses the identification and risk management of Council's business processes. It involves a staged process that seeks to identify, assess, control and monitor Council's business functions.

The plan was developed with consideration given to Standards Australia – AS/NZS 5050:2010 Business Continuity – Managing disruption-related risk, AS/NZS ISO 31000:2009 Risk Management – Principles & Guidelines, the ANAO Business Continuity Management guidelines – "Keep the wheels in motion", and Societal Security –continuity management systems (ISO 22301: 2012). Reference to these key documents resulted in the development of a robust strategy to effectively manage a business interruption event.

### 3.1. Business Continuity Management Framework

The diagram outlines the relationship of the Business Continuity arrangements in respect of other relevant arrangements.



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### 4. Business Continuity Plan - Methodology

To develop the Business Continuity Plan, the following steps were involved:

### 4.1. Business Process Assessment (BPA)

This is the identification of Council's business processes and functions within each individual business unit/section/division. Once the functions were identified, an analysis at a whole of organisation level was conducted to determine which functions are considered 'critical' and require further planning to ensure Council has the ability and capability to respond in the face of a continuity interruption event.

### 4.2. Business Impact and Vulnerability Analysis (BIA)

The Business Impact analysis (BIA) is the process that identifies the impacts of function loss on the organisation. The analysis provides management with the data that will assist and inform planning decisions targeted at risk mitigation and continuity of business.

The BIA is conducted on those functions identified as critical at the business process assessment stage. The BIA is intended to identify the impacts of the function loss on the business including functional interdependencies, organisational ownership and statutory penalties for non-delivery of that function, It also looks at the resources currently required to support the functions and assesses the Maximum Acceptable Outage (MAO).

### 4.3. Response Strategies

### 4.3.1. Critical Function Sub Plan (CFSP)

The CFSP is the agreed documented course of action to be taken in the event of business function loss affecting Council's critical functions. It identifies the agreed actions that a business process owner will undertake to manage the loss of the function through the emergency, continuity and recovery phases. The sub plan also identifies ownership, failure scenarios, criteria for invoking the plan, and actions to consider for emergency, continuity and recovery phases of an event. The CFSP also allows for communications channels to be implemented for specific function loss.

### 4.3.2. Non-Critical Function Action Plans

The Working Group participating in the workshops above will agree on which functions are determined as non-critical. As such sub plans are not developed for these activities. However, it is the individual Manager's responsibility to determine the most appropriate course of action, should a business interruption event impact on the delivery of these functions. A list of the non-critical functions will be included in the Business Continuity Plan – Part 2 Procedure document.

### 4.4. Overarching Business Continuity Plan (BCP)

The overarching BCP comprises three main key documents:

- BCP Part 1 Manual;
- · BCP Part 2 Procedure; and
- · BCP Contact lists and BCCC Locations.

These documents identify the key organisation-wide strategies that will ensure the smooth implementation of the plan. It identifies such elements as the responsibilities of key Managers, with

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particular emphasis on the coordinated direction and effective and timely communication with stakeholders at an organisational level.

It is important to recognise that these documents provide a flexible framework in which the organisation can plan for the potential disruption of its critical functions. It does not attempt to identify and plan for every contingency or outage that could occur. However, it provides a flexible framework for the critical function, Sub Plan owners to identify, plan and develop redundancy for their business processes.

### 4.5. Testing and Maintaining the BCP

The BCP must be continually reviewed and tested to ensure it remains relevant and accurate.

The review also serves to reacquaint the relevant staff and managers with the process and to be ready to implement in a confident and effective manner and that it reflects the current practices of the organisation.

Testing should also be conducted in conjunction with any other emergency arrangement/ plan as well as the IT Services and New Technology Business Continuity arrangements and Disaster Recovery Plan (DRP) to ensure there is a smooth synergy with those plans and arrangements.

Business Continuity Management is a process, not an event. With the BCP, there needs to be active commitment to a pre-planned:

- annual desktop exercise
- · simulation exercise every two years and
- an annual maintenance program

by Council to ensure BCP arrangements remain viable into the future.

The exercise should include all aspects of the BCP, but not necessarily all in one exercise. Major components (Sub Plans) should be reviewed at least annually. Volatile information such as contact lists, or areas that are constantly undergoing changes, should be validated more frequently.

Testing of the Critical Function Sub plans and Overarching Plan will provide management with the assurance that the plan(s) are effective.

Testing of the BCP can be based on any or all of the following methods:

- Paper Audit- to ensure that the appropriate documents are available, current and known and accessible by all relevant parties, including personnel nominated as alternate for a role
- Desktop exercise to ensure that the appropriate documents are available, current and
  understood by all parties that may be required to implement a response. This includes personnel
  nominated as alternate for a role. This process tests the knowledge and readiness of personnel
  to access and apply the process outlined within their relevant Sub Plan/s and overarching BCP.
- Scenario Based exercise a structured "walk through" of the BCP where a business
  interruption scenario event is played out through a mock response strategy; at a divisional or
  whole of organisation level.

In addition to the exercise and review of the BCP, any significant changes in Council's operations should also trigger a review of the BCP.

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Version control of the BCP is co-ordinated through the various positions assigned as part of the Business Continuity Management arrangements. Refer to Page 7 of this document.

### 5. Training and Communication

### 5.1. Training

A key objective of the BCP is to increase the awareness within Council of potential business interruption events that could have a significantly impact on Council. The Plan outlines the response / recovery protocols associated with such an event. Training and communication will play a key role in achieving this objective.

The first level of awareness occurs at the introduction stages of the development process; through the workshops. This initial awareness was provided by the process facilitator to all the participants. Participation in the development stages also has the benefit of engagement of the key staff in the process and generating ownership of the BCP at the business unit level.

It is the responsibility of the various Senior Management, Managers and Supervisors to ensure that the requirements and strategies of the BCP are clearly communicated to all staff. This should occur in the following way:

Through an information awareness session held by each manager/ supervisor with their staff to
explain the purpose of the BCP their own role in the implementation and what is require by the
staff at each stage of a response strategy, i.e.

"Go home and wait to be contacted; main point of contact is (provide a phone number, etc)

- Through staff induction / training programs, include reference to business continuity in the context of sound risk management practices.
- Through an agreed information protocol in respect of notifying elected members to avoid confusion.

### 5.2. Communication

Managers and Supervisors need to be familiar with key deliverables as detailed in the Critical Function Sub Plans and Business Impact Analysis and ensure that staff are aware of their roles and responsibilities in the event of a business interruption event.

A critical aspect of managing a business interruption is to have **strict protocols** in relation to communication to and from Council/ staff/ managers/ elected members. There are a myriad of ways people can communicate and the wrong message during a significant event can have serious consequences.

People can be easily tempted to share information through the many channels available through social media.

These strict protocols set by Council must be constantly reinforced and monitored to ensure all staff understand and comply.

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### 5.2.1. Communication with Staff

- Once the Business Continuity event is declared by the CMT Chief, arrangements will be made to contact all staff as a matter of priority;
- Staff are to wait until contacted and instructed before taking any action. That means:
  - For staff onsite of the affected area, following the emergency procedures, they are
    to wait for their Manager of HR to provide instructions as to what to do (i.e. go home,
    stay, relocate, etc.)
  - For staff that are not affected by the event, are on leave or are located elsewhere,
     HR will communicate the situation as soon as practicable on a priority basis.
- A main point of contact (name and phone/email) is to be provided to all staff should they
  need to communicate with Council. This should be a different person to that who is making
  the staff contacts.

### 5.2.2. Release of Information - Media Protocols

First of all, Council is to:

- Ensure Council's Media Officer is prepared to undertake the preparation of media and public communication;
- · Confirm that authority to approve any communication rests with the CMT Chief;
- Confirm that the official spokesperson is only the CMT Chief or official appointed Alternate:
- · Prepare appropriate and regular information releases.

### Rules about information disclosure and Social Media

No person should give information to the media other than the CMT Chief, their Alternate or a member of staff with delegated authority to speak to the media who has been given permission by the CMT Chief to do so. The CMT Chief or appointed Alternate will determine the appropriate communication strategy.

The rules governing communication with the media contained in Council's **Media Relations Policy** will apply.

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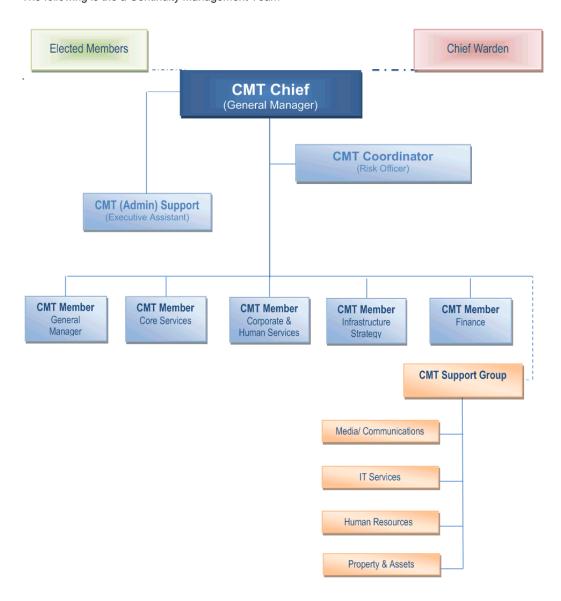




### 6. Continuity Management Team (CMT)

### 6.1. CMT - Structure

The following is the a Continuity Management Team



**Note**: the Chief warden and elected members are acknowledged in this diagram but are not part of the official CMT Structure

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### 6.2. Roles and Responsibilities of the CMT

A successful Continuity Management Team (CMT) relies on expertise from within the organisation, as they are the people that understand the business processes and related risks. Accordingly, the Executive Team is the designated members of the CMT.

The CMT is established to provide a management mechanism that can ensure reporting lines and responsibilities are clear when the BCP is activated. The focus of the CMT is to manage the business interruption event from a corporate perspective while providing guidance and support to the Managers on site. This process is facilitated by the development of pre-determined courses of actions (Sub plans) thus allowing the CMT to focus on the strategic or whole of business response to the business interruption event.

Resilience within the CMT is the responsibility of the CMT. Each position is to have an alternate member identified and trained in the role.

The designated members of the CMT and charged with implementing the whole of organisation response. However, they still maintain responsibility for the continuity and recovery actions of their individual Business Units.

Responsibility Statements for each position in the CMT ensure there are clear and unambiguous directions available for each of the members of the CMT.

All responsibility statements are to be approved by the CMT and this action is to be recorded on the statement. On activation of the BCP these statements come into effect. These Statements are listed in Section 7 of this document.

### 6.3. CMT Support Group Responsibilities

CMT support group is made up of senior manager and staff positions that have been identified within individual sub plans or are identified given the prevailing situation. Typically they would only be required if their sub plan has been activated or to give specific advice to the CMT. These Statements are listed in Section 8 of this document.

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### 7. CMT Member - Responsibility Statements

	CMT Chi	ef				
	Continuity Management Team Membe	r Responsibility Statement				
Staff Position	General Manager					
Alternate during absence	Deputy General Manager					
Position Statement	<ul> <li>The CMT Chief position by definition is assumed to be the General Manager.</li> <li>However, the General Manager does have the discretion to appoint an alternate CMT Chief where the nature or location of the event warrants such action.</li> <li>The CMT Chief is responsible for declaring a Business Continuity Event and invoking the Business Continuity Plan.</li> <li>The CMT Chief is required to oversee and manage all resumption activities.</li> <li>During a workplace emergency (evacuation) the Chief Warden has authority until the workplace emergency is resolved and control is returned to the GM or CMT Chief if the BCP is to be activated.</li> <li>The CMT Chief must make decisions as to the best strategy for business resumption based on information received by other CMT members. This strategy is then translated into an action plan by the supporting teams.</li> </ul>					
Knowledge Requirements	High level knowledge of organisation activities and service delivery priorities     Community, Business and Regulatory contacts					
Responsibilities	Responsibilities include:					
Approved by CMT: (Date)	<ul> <li>Non- Activation period:</li> <li>Maintain working knowledge of BCP &amp; relevant Critical Function Sub Plans</li> <li>Participate in monitor and review activities</li> <li>Participate in and ensure appropriate levels of training is undertaken</li> </ul>	<ul> <li>On Activation:</li> <li>Activate the BCP Notifying and liaising with stakeholders</li> <li>Provide the focal point in communication to the staff, media and public</li> <li>Establish and chair all CMT meetings (may delegate)</li> <li>Authorise any detailed restoration plan</li> <li>Delegate tasks and overseeing resumption activities</li> <li>Monitor the gathering of business interruption event information</li> <li>Promote the wellbeing and safety of all staff</li> </ul>				

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	CMT Coordinator						
	Continuity Management Team Member Resp	oonsibility Statement					
Staff Position	Risk Officer						
Alternate during absence	Business Analyst						
Position Statement	<ul> <li>The CMT Co-ordinator is required to:</li> <li>assist the CMT Chief in the management of the business resumption activities;</li> <li>be familiar with the Business Continuity Plan, Critical Function Sub Plans and team responsibilities</li> <li>report to the CMT on the currency of individual and business level continuity plans and activities</li> </ul>						
Knowledge Requirements	<ol> <li>High level knowledge of overarching BCP</li> <li>Understanding of organisation activities and service delivery priorities</li> <li>High level of internal key contacts and accountabilities</li> </ol>						
Responsibilities	Non- Activation period:  • Pre-event co-ordination of BCP and Sub plans with relevant owners	On Activation:  Set up and Open BCCC on direction of CMT Chief					
Approved by CMT: (Date)	<ul> <li>Co-ordination of training for CMT &amp; CMT SG members</li> <li>Co-ordination of testing for the Business Continuity Plan</li> <li>Liaising with Support Group member – Property &amp; Assets in respect of resourcing of Business Continuity Control Centre (BCCC)</li> </ul>	<ul> <li>Notify Insurer and manage the insurance requirements</li> <li>Set up Display Board and keep information up to date</li> <li>Assist CMT Chief as required</li> <li>Monitor operation of CMT and ensure CMT members have access to water, food and breaks as needed</li> <li>May need to run errands for CMT</li> </ul>					

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CMT (Admin) Support								
	Continuity Management Team Member Responsibility Statement							
Staff Position	Executive Support Officer							
Alternate during absence	Governance Officer	Governance Officer						
Position Statement		The CMT Support is responsible for the smooth functioning of the Control Centre (if established) and the administrative need of the CMT Chief.						
Knowledge Requirements	,	High level knowledge of internal key contacts and resource knowledge  High level knowledge of administrative functions and arrangements						
Responsibilities	Responsibilities include:							
Approved by CMT: (Date)	Non- Activation period:  • Maintain working knowledge of BCP & relevant Critical Function Sub Plans	<ul> <li>On Activation:</li> <li>Provide general administrative support to the CMT Chief (including log of all events and actions, resumption status, CMT members' movements etc).</li> <li>If needed, assist with the set-up of the Business Continuity Control Centre (BCCC) and arrange stationery, equipment etc.</li> <li>Arrange resources to assist CMT members (if required)</li> <li>Making arrangements for all CMT meetings</li> <li>Create and maintain a chronological log of meetings and decisions made.</li> </ul>						

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	CMT Member – Di	vision					
	Continuity Management Team Member R	esponsibility Statement					
Staff Position	Refer to Divisional Guidelines for each	Refer to Divisional Guidelines for each key Division					
Alternate during absence	Refer to Divisional Guidelines for each key Division – each Division to assign an Alternate to this role.						
Position Statement	The Executive Team members are the with implementing the whole of organ	e designated members of the <b>CMT</b> and charged isation response.					
	The Alternate Representative of the delegations as all other CMT Membe	Division is assigned the same authority and rs.					
	However they still maintain respons their individual business units.	sibility for the continuity and recovery actions of					
	The Alternate position must have authority in order to perform the same	the same level of knowledge, expertise and e role.					
	The CMT Member relies on the up to date information provided by Critical Function Sub Plan Owners to inform the CMT and assist for appropriate decisions being made by the CMT Chief.						
	The business unit activities are to be managed by the Critical Function Sub Plan owners in accordance with agreed Critical Function Sub Plans.						
Knowledge Requirements	<ol> <li>High level knowledge of the Divisi</li> <li>High level knowledge of Division of</li> <li>High level knowledge of overarchi</li> </ol>	·					
Responsibilities	Responsibilities include:						
	Non- Activation period:	On Activation:					
	Maintain working knowledge of BCP     & relevant Critical Function Sub	Operate as a member of the CMT     Ascertain the impact on business unit					
Approved by CMT:	Plans	activities and report to CMT					
(Date)	Participate in monitor and review activities as required	Co-ordinate/ oversee business unit Critical Function Sub Plan implementation as required					
	<ul> <li>Participate in and ensure appropriate levels of training are undertaken with Critical Function</li> </ul>	Monitor implementation against the Business Continuity Plan					
	Sub Plan Managers	Maintain information and report on costs to CMT					
		Maintain communications with staff					

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### 8. CMT Support Group - Responsibility Statements

	Human Reso	urces				
	CMT Support G	oup				
Staff Position	Manager Human Resources					
Alternate during absence	Senior Human Resources Advisor					
Position Statement	This position is required to establish effective communication, protocols and channels with all Staff and relevant stakeholders to provide appropriate information and assistance in a timely manner.					
	All staff communication arrangement	ents must be approved by the CMT Chief.				
	You are also required to communic interruption event.	cate any temporary measures during a business				
	Maintain a close overview on st required.	aff needs impact etc. and report to CMT as				
	This position is also required to maintain the CMT informed of the progress of resumption activities and ongoing impacts on staff in relation to the Critical Function activities and non-critical function activities.					
Knowledge Requirements	High level knowledge of the HR processes and procedures and service delivery priorities     Efficiently manage staff matters and responsibilities to minimise impact due to disruption					
Responsibilities	<ol><li>High level knowledge of com Responsibilities include:</li></ol>					
	Non- Activation period:	On Activation:				
	Develop and maintain current protocols to access contact details of all staff.	Ensure the effective management of the state of staff during a business interruption event.				
Approved by CMT: (Date)	Ensure appropriate staff training is identified and undertaken as appropriate in relation to BCP	<ul> <li>Act as part of CMT Support Group and provide advice to the CMT in relation to the capabilities and capacities of the staff affected by the interruption event</li> </ul>				
	arrangements for both key and alternate personnel.	Make available appropriate staff to assist in the response process if required.				
	<ul> <li>Coordinate arrangements for training for new staff with assigned roles in the BCP arrangements</li> </ul>	Assess the needs of staff during a business interruption event (ie: do they need counselling, a break, replacement, etc) and effect actions as required.				
		Implement communications protocol.				

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Property & Assets								
	CMT Support Group							
Staff Position	Asset Planner –Parks and Gardens							
Alternate during absence	Infrastructure Project Engineer							
Position Statement	The PC Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to manage the resumption activities relating a business interruption event that impacts on the use or occupation of a Colombia of Support Officer is required to support Officer is required to support Officer in the support Officer is required to support Officer in the support Officer is required to support Officer in the support Officer is required to support Officer in the support Officer is required to support Officer in the support							
	Activities include sourcing appropriate lo and arrange for its appropriate fit out.	ocation for the establishment of the BCCC						
		ropriate alternative accommodation for the in accordance with the Critical function er an interruption event.						
	This position is also required to maintaresumption and ongoing impacts to the C	ain the CMT informed of the progress of Critical Function activities.						
Knowledge Requirements	<ol> <li>High level knowledge of Property management processes and procedures</li> <li>Knowledge of Critical Functions MAO and minimum resources requirements in accordance with Sub Plans protocols and service delivery priorities</li> <li>Efficiently manage responsibilities to minimise impact due to disruption</li> <li>High level knowledge of communication protocols.</li> </ol>							
Responsibilities	Responsibilities include:							
Approved by CMT: (Date)	<ul> <li>Non- Activation period:</li> <li>Maintain Critical Function Sub Plans to ensure they reflect operational requirements</li> <li>Ensure appropriate levels of staff training required for Critical Function Sub Plans is identified and undertaken as appropriate.</li> <li>Ensure resources identified within Critical Function Sub Plan are available to enable the plan to be implemented.</li> </ul>	On Activation:  Investigate on behalf of and liaise with the CMT any building / contents damage Consult with the emergency services  Organising clearing of material from affected area  Ensure insurer is advised of any restoration plans  Evaluate / advise alternate accommodation options where building is unsuitable for occupation and arrange fit-out if necessary  Liaise with security providers to secure the site and safeguard property.						

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Information Technology								
	CMT Support Group							
Staff Position	Manager Information Services							
Alternate during absence	Senior IT Officer							
Position Statement		to provide IT and telecommunications s functions impacted by a business						
	The PC Support Officer is responsible for providing the business functions with an IT platform as soon as possible, in accordance with established priorities and MAO limits after the interruption event.							
	This position is also required to maintain resumption and ongoing impacts to the	ain the CMT informed of the progress of Critical Function activities.						
Knowledge Requirements	requirements in accordance with priorities	ons MAO and minimum resources Sub Plans protocols and service delivery to minimise impact due to disruption						
Responsibilities	Responsibilities include:							
Approved by CMT: (Date)	Non- Activation period:  Maintain Critical Function Sub Plans to ensure they reflect operational requirements  Ensure appropriate levels of staff training required for Critical Function Sub Plans is identified and undertaken as appropriate.  Ensure resources identified within Critical Function Sub Plan are available to enable the plan to be implemented.	On Activation:     Activation and management of the Disaster Recovery Plan (IT)     Regularly advise CMT of disaster recovery response and systems availability     Supervise the supply and installation of equipment to restore normal services     Providing guidance and assistance to IT users.						

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Media and Communications								
	CMT Support Group	ס						
Staff Position	Communication Specialist							
Alternate during absence	Digital Officer							
Position Statement	The Communications Specialist (CS) is required to establish effective communications and channels with the Staff, stakeholders and media to provide appropriation in a timely manner.							
	All communication must be approved by	the CMT Chief.						
	The CS is also required to communical business interruption event.	te any temporary measures in the event of a						
	This position is also required to maintain and ongoing impacts to the Critical Fund	the CMT informed of the progress of resumption tion activities.						
Knowledge Requirements	High level knowledge of the Counc procedures and service delivery pri	cil's Media and communications processes and orities						
	Efficiently manage and maintain comminimise impact	ontrol of communications and media matters to						
	High level knowledge of communication	ation protocols.						
Responsibilities	Responsibilities include:							
	Non- Activation period:	On Activation:						
	Maintain current all media protocols to ensure they reflect operational	Providing advice to the CMT in relation to the Communication channels still available						
Approved by CMT: (Date)	requirements     Ensure appropriate levels of staff training is identified and undertaken as appropriate for both key and	As directed by the CMT Chief, coordinate communications, media releases and liaison with relevant stakeholders in an organised manner						
	alternate personnel.  • Ensure resources identified within	Establish a frequency for the issue of information through agreed channels						
	the Communications Protocols are available to enable the arrangements to be implemented.	Bring any serious issues to the attention of the CMT Chief as soon as practicable						
	and a second to be implemented.	Manage media enquiries						
		Keep a documented record of all media releases on a record as well as a display board for easy reference by CMT						

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### Broken Hill City Council Business Continuity Plan

Part 2 - Procedure

Prepared by Echelon Australia Pty Ltd







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### **Document Review**

Whenever this document is reviewed and or amended, details must be recorded on this page

Date	Review Summary	Approved Date
October 2015	Development and endorsement of original document	

NOTE: this document must be kept current at all times in accordance with the Monitoring and Review schedule outlined in section 6 of the Overarching BCP Part 1 - Manual.

### Responsibility

Responsibility for review of this document rests with the Risk Officer

### Related documents:

This document is part of a suite of BCP documents comprising:

- BCP Part 1 Manual
- BCP Part 2 Procedure (including Forms & Templates) (this document)
- BCP Contacts Lists and BCCC Location (CONFIDENTIAL)
- Divisional Sub Plans for each Division with identified Critical Business Functions and developed Sub Plans:
  - Executive
  - Core Services
  - o Corporate and Human Services
  - o Finance

All documents work together to form the Business Continuity planning arrangement for Council.

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### **Distribution**

The Broken Hill City Council Business Continuity Plan is to be distributed to all staff and managers involved in the process of development, implementation and reviewing of this document. This includes those staff nominated as alternate to a key position. The following is the current list of personnel to whom a copy of this document has been distributed:

Issue No.	Member Role	Council Position (Key & Alternate)
1	CMT Chief	General Manager;
	SWIT STILL	Deputy General Manager
2	CMT Member - Executive	Manager Information Services;
	Civil Welliber - Exceditive	Executive Support Officer
		Deputy General Manager;
3	CMT Member – Core Services	Manager Planning Development and Compliance
4	CMT Member – Corporate & Human Services	Division Manager Corporate and Human Services;
		Manager Human Resources
_	OUT W	Manager – Infrastructure Strategy
5	CMT Member – Infrastructure Strategy	Infrastructure Projects Engineer
6	CMT Member - Finance	Chief Financial Officer;
6	CWT Member - Finance	Financial Accountant
7	CMT Support Group Member – Human	Manager Human Resources;
	Resources	Snr Human Resources Advisor
8	CMT Support Group Member – Media	Communication Specialist;
0	Civit Support Group Member – Media	Digital Officer
9	CMT Support Group Member - Property	Asset Planner – Buildings and Open Space;
10	CMT Support Group Mombor IT	Manager Information Services;
10	CMT Support Group Member - IT	Senior IT Officer

The plan is also available to elected members of Council and to all Managers and staff via Council's intranet. For information relating to this document refer to the relevant personnel listed above.

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### 1. Business Continuity - The Process

Broken Hill City Council has adopted this Business Continuity Procedure and associated documents with a view to anticipate and be better prepared to face the challenges of a significant business interruption event that could impact on Council's key business objectives and ability to continue to provide the services to its customers.

The development of this procedure involved a staged process that sought to identify, assess, control and manage Council's critical business functions immediately following an event that gives rise to the activation of the Business Continuity arrangements.

This document serves to provide clear guidance to the Continuity Management Team (CMT) in the event that a Business Continuity event is declared.

The key personnel assigned to a specific role within this arrangement are required to be fully aware of and understand the requirements in such an event. Key personnel include assigned alternates.

This document is to be used in conjunction with the Divisional sub Plans for each Division as follows:

- Finance
- Core Services
- · Corporate & Human Services
- Infrastructure Strategy
- Executive,

Reference must also be made to the BCP - Contacts Lists and BCCC Locations (CONFIDENTIAL) where necessary.

The Divisional Sub Plans include all the Sub Plans developed for each Function of Council identified as 'critical' for the purpose of achieving Council's objectives. These Sub Plans provide a guide for the management of these functions in the event of significant disruption.

The overarching document, the Business Continuity Manual contains the overall process and framework of the arrangements. The Manual is to be used as the learning tool.

The BCP Procedure document, this document, together with the Divisional Guidelines is the key documents that will guide actual implementation.

Whilst this is a practical and step by step document, it is a requirement that key personnel are fully familiar with the process and required actions, using this document only as a support.

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### 1.1. Business Continuity Process flowchart

The implementation process is a practical step-by-step NO Is the event likely to require an emergency response? **Event** Normal Operational management protocols apply YES Prescribed Emergency management protocols apply Assessment of affected area by Function Mgr/s NO Is the event likely to exceed Critical Function MAO's? Prescribed recovery protocols apply YES Function Mgr to immediately Notify CMT Chief by phone and if possible via email Detail: Nature and time of Incident: Impacted Critical Functions Facility/Equipment/Staff Affected any response actions implemented Initial Assessment by CMT Chief Details are recorded CMT Chief assembles CMT NO Could event impact on Council's ability to achieve Return to recovery operations after emergency is managed. May require additional support to manage any business objectives? backlog. YES Coordinator to open and ready the BCCC **CMT Chief declares BCP** Notify Insurer activated CMT gather at the nominated BCCC Initial Meeting (Agenda) with CMT to Coordinate Support Services Sub Plan Owners: HR - Manager Staff Conduct BIA Implement Sub Plans · Manage &monitor situation Continue to provide Property Develop response status report to CMT Media/ Communications Title Doc No Version Accountability Date **Next Review** BCP - Part 2 - Procedure 03-11-2015 Final

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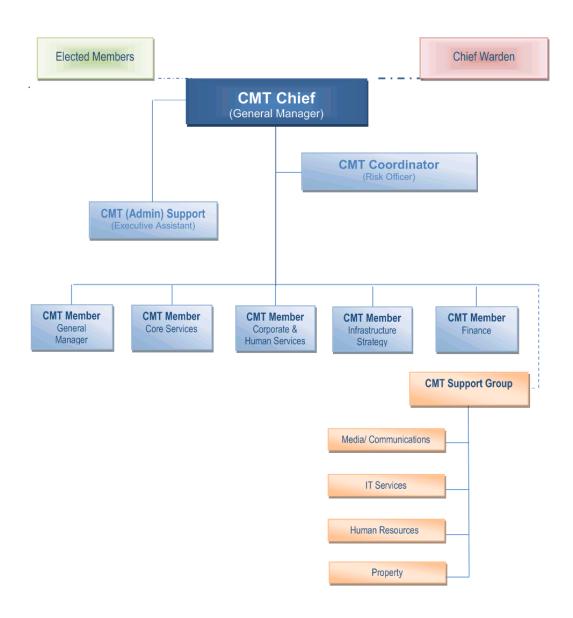




### 2. Continuity Management Team (CMT)

### 2.1. CMT - Structure

The following is the adopted Continuity Management Team



**Note**: the Chief Warden and Elected members are acknowledged in this diagram but are not part of the official CMT Structure

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### 3. Business Continuity Plan Implementation

### "The Plan in Action"

### 3.1. Notification of an Event

On first becoming aware of a possible Business Interruption Event, the **relevant** function Manager is to assess the situation and determine if the event is likely to exceed the agreed "MAO timeframe". If so, immediately notify the **CMT Chief** by phone and where possible, with a follow-up email or personal briefing detailing the key issues including:

- Nature of the incident time informed etc
- Describe business elements impacted (Critical Functions and non-critical functions)
- Staff impact
- · Facility / equipment impacted
- · Any response action/s implemented (Critical Function Sub Plan)
- Any media involvement / interest
- Any immediate support requirements.

Elements of the BCP Sub Plans can be implemented at the local level, where appropriate to address an immediate response requirement even if the event is expected to be resolved within an acceptable period.

### 3.2. Initial Situational Analysis

When notified of a Business Interruption Event, the CMT Chief is to:

- a) Formally record details (Admin Support)
- b) Assemble the Continuity Management Team (CMT) Members
- c) Confirm the details of the incident
- d) Conduct preliminary impact assessment (staff, facility and technology infrastructure).

### **Declaration of a Business Continuity Event**

Is this a Business Interruption Event?

YES

NO

### The CMT Chief is to:

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- Review the preliminary information and if considered necessary, officially declare a Business Interruption Event.
- Direct the preliminary communications, both internal and external, for discussion at the initial CMT meeting.

**CMT Admin Support** now remains with the CMT Chief to provide administrative assistance and recording all discussions and decisions being made in the process.

**CMT Coordinator** is to ensure all items listed in the BCP Form – 1 Business Continuity (Interruption) Event Checklist (see *Forms and Templates*) are actioned.

### 3.3. Business Continuity Control Centre (BCCC)

Following the declaration of a Business Interruption Event, the Business Continuity Control Centre BCCC will be opened at the appropriate location.

Depending on the nature and location of the Business Interruption Event, the CMT Chief will nominate the appropriate BCCC to be used by the CMT.

### Locations are listed in the Confidential Contact list document.

The CMT Coordinator will coordinate the setting up of the BCCC.

The BCP Form – 2 Business Continuity Coordination Centre Checklist (page 25 in this document) outlines the requirements of the BCCC and the resources that need to be available.

### 3.4. Initial CMT Meeting as the BCCC

The **CMT Chief** is to call the initial CMT meeting to obtain more detailed information from the relevant business areas impacted.

**BCP Form 3 – Initial Meeting Agenda** template can be found on page 26 in the Forms and Templates section of this document.

**CMT Members** present information that will have been gathered to develop the Situational awareness an evaluation of the disruption event.

**CMT Admin Support** role is to make a formal record of the meeting, with particular emphasis on items to be actioned. This record needs is regularly reviewed and updated as additional information comes to hand.

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### 3.5. Business Impact Analysis (BIA)

Using the information being gathered, The **CMT** begins to assess the situation and to conduct an impact analysis of the areas affected and overall impact on the organisation's ability to continue to deliver services with focus on the critical business functions.

If relevant, he **Chief Warden** is to provide intelligence to the CMT Chief in relation to the impact of the event and potential long term impact.

**Managers/ supervisors** from each of the affected areas begin to assess and determine the level of loss and or damage to their premises and functions in terms of potential 'down time' and the MAO for each area. They then communicate this information to their respective CMT Member.

**CMT Members** collect information from their Managers for discussion and analysis at CMT meeting.

HR initiates communication protocol with staff and advice CMT of the status.

### 3.6. Communication - Staff and Media

Upon declaration of a business interruption event the following instructions have been developed to provide assistance. However, any restoration plan developed by the CMT will take precedence over the respective instruction.

### 3.6.1. Communication with Staff

- Contact all staff as a matter of priority implementing Council's communication protocol;
- Respective Managers are to direct their staff in accordance with the requirements of the Sub Plans and HR staff protocols;
- Staff are to wait until contacted and instructed before taking any action. That means:
  - For staff onsite of the affected area, following the emergency procedures, they are
    to wait for their Manager or HR to provide instructions as to what to do (i.e.: go
    home, stay, relocate, etc.)
  - For staff who are not affected by the event, are on leave or are located elsewhere,
     HR will communicate the situation as soon as practicable on a priority basis.
- A main point of contact (name and phone/email) is to be provided to all staff should they
  need to communicate with Council. This should be a different person to that who is making
  the staff contacts.

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### Rules about information disclosure and Social Media

- The following are rules regarding the disclosure of information: No person other than
  the CMT Chief (or designated alternate with delegated authority by the General
  Manager) may divulge any information to the media.
- This restriction extends to contractors and other service providers and agencies and should be communicated in any site contractor agreements.
- It is Prohibited for any staff, managers, contractors, agents, volunteers or anyone
  engaged under Council to disclose any information via any means (this includes;
  phone, email, verbal and all social media channels).
- In the event of a major incident, particularly after-hours, there may be a delay in responding to media enquiries.
- Should any staff member be approached by media representatives for a comment they are only authorised to make the following statement:

"I am sorry, but I am not authorised to make any statement at this time. The appropriate personnel are currently being briefed on the situation and a spokesperson will be available to talk to you shortly"

- o There is no such thing as an "off the record" comment.
- If you are approached by a journalist, please complete the Media Enquiry Record Form as per above.
- o Let the journalist know that someone will return their call promptly.
- Provide the journalist's details to the Communications Officer as soon as possible, including how the journalist came to contact you.
- The rules governing communication with the media contained in Council's Media Policy will apply.

### 3.6.2. Release of Information - Media Protocols

Authority to approve all communication and media releases rests with the CMT Chief.

First of all Council is to:

- Ensure Council's Media Officer is prepared to undertake the preparation of media and public communication;
- Confirm that authority to approve any communication rests with the CMT Chief;
- Confirm that the official spokesperson is only the CMT Chief or official appointed Alternate:
- · Prepare appropriate and regular information releases.

A sample of an immediate release is found in **BCP Form 4 - Media Release**; Council Service Disruption (page 28).

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### **Emergency Contacts**

A list of Emergency Contacts has been prepared including all nominated members of the CMT, their designated deputies as well as key external services – refer Business Continuity Plan - Emergency Contacts and BCCC Locations which is available by selected key staff given the sensitivity and privacy of the information.

A copy of this listing should be held off premises by respective CMT & CMT Support Group members and identified alternates to enable the listing to be referenced in the event that access is denied to the premises.

### 3.7. Response Strategies

Section 3.6 above provides the basis of information gathered and analysed by the CMT and the CMT Chief to make a determination on the appropriate actions. These are called Response Strategies.

### Sub Plans

The Sub Plans developed for each Critical Business Function provide initial guidance for each area affected to begin to put measures in place in accordance with their requirements and priorities.

### Other Response Strategies

The CMT now begins to formulate a strategy to begin reinstating critical functions in line with and beyond the Sub Plans.

Some of the strategies include (but are not limited to):

- Ensuring each Critical Function Sub Plans of the areas impacted have been initiated successfully by each Sub Plan Owner;
  - o If not, why not; what is the alternative;

CMT Members are to maintain communication at regular agreed intervals with respective Sub Plan Owners that have been affected and monitor and provide support of actions in line with agreed strategies

- Establishing the length of time Council may be in BC Mode;
- Management of staff;
- Management of media;
- · Management of information to Elected members;
- Establishment of communication lines with Sub Plan Owners. Other Managers, CMT Members (i.e. mode of communication, frequency, etc.)
- Monitor impact on non-critical functions and maintain informed.

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### 3.7.1. Business Continuity Critical Functions Sub Plans

Upon discussion with and instruction from CMT, Critical Function Sub Plan (CFSP) Owners, begin to implement the relevant Sub Plan strategies.

CMT Support Group Members for Assets and IT to initiate identification and availability of resources as per the priority list and affected Critical Function areas.

For each Critical Business Function, the minimum resource requirement (including staff, premises, equipment etc.), are to be confirmed and established.

Staff within those affected areas to be notified of situation and deployed as necessary.

### 3.7.2. Critical Functions Resource Requirements

Functional areas identified as Critical that have been impacted by the interruption event will be seeking assistance with required minimum resources.

A list of identified resources in the event of a business interruption is detailed below. Sub Plan owners of the relevant functions will be requiring assistance from IT and Assets to source the following:

Should there be limited resources available the distribution will be made in accordance with the priority as listed in line with the MAO period.

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# List of Critical Functions Resource Requirements

_	_		٦	<u>s</u>	_	4	-4	Priority
1 day	1 day	1 day	1 day	1 day	1 day	½ day	Situational	Maximum Allowable Outage
Customer Services	Communications / Data	Communications / Voice	Data Centre – (Storage; Processing; Applications; Document mgt; security; Internet access)	Commercial Trade Waste	Airport	Industrial Relations	Communications – Media	Critical Function
Corporate & Human Services	Finance	Finance	Finance	Core Services	Core Services	Corporate & Human Services	Executive	Division
Office space; counter;; 2 x workstations; 2 x lockable cash boxes; 1 x cash float; 1 x manual merchant machine	L	,	Secure office space with adequate power, temperature control, security and internet/network connectivity	Yard	Infrastructure; runway and airport facility	Office space; 1 x workstations; area to keep confidential records	Can operate across range of environments, Media point (optional)	Premises Office/ workshop space
2 x PCs; IT access to network; multifunction copier	Secure reliable telstra cabling and associated switches from data centre or alternative site if required due to nature of scenario.		Tape drive; database server; email server; file server; power; data storage device; Information Services Business Continuity response kit (documentation)	,	VHF/ HF aerials	1 x PCs/ laptops; IT access to network and internet	Laptop; Printer	IT resources PCs/laptops
1 x Phones	Access to mob phone;	Mobile network & appropriate handsets	Access to mob phone;	Phone	Phone	2 x Phones	•	Phones (fixed/ mob)
ı	ţ		<u>.</u>	1x front Lift Truck	×	į.	j	Vehicles (type)







4	4	ω	ω	ω	ယ	2	2	_		Priority
1 wk	1 wk	3 days	3 days	3 days	3 days	2 days	2 days	1 day		Maximum Allowable Outage
Domestic Waste Collection	Cemetery	Payroll	Landfill Operations	Administration	Community Services Operations	Building Certification & Compliance Services	Incident and Injury Management Reporting	Community Care Coordination		Critical Function
Core Services	Core Services	Corporate & Human Services	Core Services	Corporate & Human Services	Corporate & Human Services	Core Services	Corporate & Human Services	Corporate & Human Services		Division
Contractors if required	,	Alternate Council building with computer access; 1 desk	Land; property to collect temporary waste if required	Office space; 1 x workstations; rotation of staff	Office area, 3 x workstations or work from home	Office space; work from home; 1 x workstations; chairs	Alternate Council site with computer access; 1 x workstation; 1 chair;	Alternate office area; 4 workstations	and vouchers; 1 x manual receipt book	Premises Office/ workshop space
Y.	plot allocation map	1 x Laptop; Access to Civica	e	1 x PC/Laptop with local logon; IT access to network; 1 x new USB for back-up purposes	3 x PCs; IT access	1 x PCs; IT; access to internet and Civica, Exponare	1 x PC/Laptop; IT access to network	4 x PCs; IT assess		IT resources PCs/laptops
Phone	Mob phone	1 x Phone	1 x Phone	1 x Phone	3 x Mob phones	1 x Phones	1 x Phone	4 x Phones		Phones (fixed/ mob)
2x Waste Trucks – sidelifts/contract sid lift waste trucks	Backhoe; bobcat; utility	1	17	1	1 x vehicle	1 x vehicles (shared with Health)	ı	1 x Sedans		Vehicles (type)



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Total 25 Critical Functions

Priority	Maximum Allowable Outage	Critical Function	Division	Premises Office/ workshop space	IT resources PCs/laptops	laptops
4	1 wk	Planning	Core Services	Work from home; Office space 1x workstation; chair		PC; IT access
4	1 wk	Public Health	Core Services	Work from home; Office space 1x workstation; chair		PC; IT access
4	1 wk	Ranger Services	Core Services	Work from Home; 1x workstation; chair		PC; IT access
4	1 wk	Day Activity Centre	Corporate & Human Services	Office space; Alternate facility – Robinson College; 1x desk, chair		1 x PCs; IT access
4	1 wk	Cash flow & Bank Reconciliation	Finance	Work from Home – VPN		Access to server; laptop & internet
4	1 wk	Mail Delivery	Finance	Dedicated office space; 1 x workstation; desk, chair		1x PC; IT access to network; scanner; copier
4	1 wk	Rates & Debtors	Finance	Work from Home – VPN		Access to server; laptop & internet
Oi Oi	2 wks	Accounts Payable	Finance	Work from Home – VPN		Access to server; laptop &



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### 3.8. Implementing Response Strategies

Once identified, evaluated and agreed to be the best most effective course of action, the CMT Chief will authorise the CMT members to begin the implementation of the response strategies.

Consideration should be given to the priority levels assigned for each critical function and ensure they are observed and met.

The implementation stage may also require the authorisation of resources to be deployed as well as expenditures to be approved. The CMT Chief or Alternate must have full delegation as required.

During implementation it is important to allocate a time frequency and accountability to monitor and review the implementation of the agreed strategies and be ready to amend as required.

Depending on the severity of the disruption this stage may be as short as hours or as long as months. Appropriate human resources and relief systems must be implemented to ensure staff are not over worked during this period.

This stage will last until all is in place to return to business as usual and move into the Stand Down is declared and the Transition Phase begins.

### 3.9. Stand Down Phase

CMT Chief (or officially nominated alternate) is the **only** role with the authority to declare the end of the Business Continuity Phase.

This Phase is used to conduct a Debrief. The CMT Chief meets with the CMT Members and Support Group Members to discuss the performance of the Team, Support Group and Sub Plan owners in view of the resultant outcome of the event.

Each CMT Member is to meet with their respective Supervisors/ Coordinators and seek feedback to discuss at debrief.

Matters to consider include:

- · Timeliness of response
- · the positives,
- · the negatives
- any resourcing issues (HR; equipment, etc)
- skills of the Teams
- · the effect on staff and management
- communications
- · response times
- any improvements to be made/ lessons to be learned.

All discussions must be recorded and actions acted upon within a reasonable timeframe.

BCP documentation and arrangements should then reviewed and amended in accordance with the outcome of debrief. Remember to version control.

### 3.10. Transition Phase

The Transition Stage serves to begin reinstating all business processes back to normal.

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At the Transition Phase, Managers/ supervisors from all affected areas begin preparations to return to business as usual mode. This may mean relocation to a newly built facility or return to existing premises.

The CMT meet to discuss:

- The appropriate structure (Team) to manage the transition phase;
- · New reporting and communication arrangements;
- Regular monitoring;
- Need for additional resources, etc

Sub Plan Owners are to:

- Establish arrangements to restore operations from workaround mode to electronic mode.
   Resources may need to be allowed for this to occur.
- Recall all staff, conduct debrief and set a plan of action to restore operations. Liaise with HR
  if there any staff needs counselling or other support.
- Ensure all workaround activities and records are recaptured into Council's official system and a critical check conducted to prevent any omissions and errors.
- Once the transition plan has been completed, reconvene with all staff to make sure all issues have been dealt with and effectively managed

Sub Plan owners are also to arrange a meeting with their respective Manager/ CMT Member to discuss:

- The outcomes of the event
- · Any issues with resources, limitations
- Were there any compliance breaches due to the interruptions
- · Any longer term impacts
- · Review of identified Critical and Non-Critical Functions and if any changes need to occur
- Any proactive actions that could be taken now to prevent the severity of future impacts.

ALL debrief meetings MUST be RECORDED and any actions implemented within appropriate timeframes.

Finally, Review all BCP Documentation to ensure it reflects any identified improvements.

### 3.11. Non-Critical Business Functions

A Sub Plan has not been developed for those functions of Council identified as Non-critical.

Upon declaration of a business interruption event and instructions from the CMT Chief, the relevant Critical Function Sub-Plans are activated.

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Those business functions considered Non-critical and for which sub plans have not been developed, are to be suspended during the period of the business interruption and business continuity arrangements.

Managers responsible for Non-critical Business Functions are to monitor the effect on these and inform the CMT as and when requested.

Depending on the length of the interruption, Non-critical may at some point require some action. Regular reporting to the CMT on the needs will ensure that strategies are implemented when necessary.

The classification of these functions as non-critical needs to be reviewed on a regular basis and particularly during and following a business interruption event. If considered that they should be classified as 'Critical", then the responsible Manager is to develop a Sub Plan for this Function.

The list of Council business functions identified as Non- critical is as follows:

List of Council Functions identified as Non Critical in respect of Business Continuity Priorities

Department	Section	Function
Executive		
General Manager's Office	General Functions	Executive Support
Core Services		
Infrastructure Strategy	Project and Asset Planning	Asset Planning
Infrastructure Strategy	Project and Asset Planning	Aquatic Centre
Infrastructure Strategy	Waste & Recycling	Energy & Water
Infrastructure Strategy	Waste & Recycling	Green Waste Collection
Infrastructure Strategy	Operations	Plant & Equipment
Infrastructure Strategy	Operations	Public Toilets
Infrastructure Strategy	Operations	Emergency Services
Infrastructure Strategy	Operations	Parks and Gardens
Infrastructure Strategy	Operations	Street Cleaning
Infrastructure Strategy	Operations	Roads
Economic Development & Culture	Facility	Art Gallery
Economic Development & Culture	Facility	Geo Centre
Economic Development & Culture	Facility	Living Desert
Economic Development & Culture	Operations	Business Planning
Economic Development & Culture	Operations	Leases & Licenses
Economic Development & Culture	Tourism Strategy	Civic Centre/ Film Studio
Economic Development & Culture	Tourism Strategy	Show
Economic Development & Culture	Tourism Strategy	Visitors Centre
Economic Development & Culture	Tourism Strategy	Community Engagement
Economic Development & Culture	Tourism Strategy	Event Management Planning
Library	Facility	Library
Library	Library Service	Outback

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Department	Section	Function
Planning Development & Compliance	Strategic Land Use Planning	Heritage Services
Corporate & Human Services		
Human Resources	HR - Operations	Recruitment
Human Resources	HR – Operations	Training
Human Resources	HR - Operations	Performance Management
Human Resources	HR - Operations	Termination
Community Services	Community Services	Social Support
Community Services	Community Services	Sector Development
Corporate Services	Corporate Services	Governance/Strategic
Finance		
None		

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### 4. Forms and Templates



## Business Continuity Procedure Forms and templates

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### **BCP Form - 1** Business Continuity Event Checklist

The following checklist may assist to ensure the processes identified throughout the **Business Continuity Plan - Response Procedure** are dealt with when responding to a significant business interruption event.

	Business Interruption Event Checklist					
ltem	Action Required	Action Responsibility	Actio Compl			
1. Incident Notification	Initial assessment of incident and assessment of whether impact likely to exceed MAO	Manager of affected Critical Function area	Yes No			
2. Situation Assessment	Assess situation following emergency and determine whether to declare a Business Interruption Event, based on available information	CMT Chief	Yes No			
3. Control Centre	Determine appropriate Control Centre location and necessary resources required, subject to incident and premises fit out requirements	CMT Chief; CMT Coordinator	Yes No			
4. Emergency Liaison	Liaise with emergency services initially subject to emergency procedures and plans. Emergency Services contacts	CMT Chief and CMT Member for affected Critical Function area	Yes No			
5. Initial CMT Meeting	Initial CMT meeting to obtain further incident detail regarding staff, emergency services, buildings & other property, public relations / media strategy, security, salvage, delegation / review of duties	CMT Chief and CMT Members	Yes No			
6. Media Liaison	Establish procedure and identify responsible officer for conduct of media contact	CMT Chief	Yes No			
7. Staffing Impacts	Determine requirements and scope for deployment of staff – refer <b>Sub-Plans</b>	CMT Member for affected Critical Function area	Yes No			
	Consider personal impacts of incident on staff and implement Employee Assistance Program measures as appropriate	CMT Member for affected Critical Function area / HR Manager	Yes No			
8. Property Impacts	Determine capacity for physical relocation of staff/ establishment of alternative work spaces / facilities, etc.	CMT Member for affected Critical Function area / Property Manager	Yes No			
9. Technologic al Impacts	Determine IT impacts and measures to provide temporary services as required – refer Sub-Plans and IT Business Continuity Instructions	CMT Members for affected Critical Function area & Corporate Information Officer	Yes No			
	Arrange redirection of telephone services, if required	Manager Information Services	Yes No			

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### **BCP Form - 2** Business Continuity Coordination Centre Checklist

Busin	ess Continuity Coordination Cen	tre
Element	Issues to be addressed	Actions Required
Location of BCCC	The primary location of the BCCC is Council's Administration building – 2 <sup>nd</sup> floor Meeting Room (providing that the office is not subject to the interruption event)	Nil
Alternate Location of BCCC	Council's Administration building – ground floor training Room (if business interruption event does not impact these offices)	Further assessment of nominated sites to be undertaken by Council
	2. The Civic Centre	
Provisions of telecommunications facilities	Existing infrastructure to be utilised	Nil Note that Civic Centre is to be upgraded
Provision of internet facilities	Existing infrastructure to be utilised	Nil
Emergency power requirements for BCCC	No alternate source of power available at nominated sites.	Options to be discussed and determined by Council
Management and Staffing	See Responsibility Statements for nominated positions CMT Chief CMT Admin Support to Chief CMT Members CMT Coordinator CMT Support Group members,	Nil
Media	Dedicated Media Officer as part of Support Group Media are not permitted in the BCCC.  The media briefing centre will be determined subject to which site is in operation as BCCC.	CMT Coordinator and Media Officer to establish location for media separate from BCCC
Initial level of activation	BCCC is activated on the authority of the CMT Chief only  The CMT Coordinator is responsible for the initial set up of the BCCC	Nil
Standby Stage	At this stage the BCCC is to be brought to a minimal operational capacity with required equipment and staffing as determined by the situation	Action to be undertaken by Council
Full Activation	Information Boards required in BCCC  • Current Operations Display Board, showing all tasks currently being carried out	CMT Coordinator to arrange

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Busin	ess Continuity Coordination Cen	tre
Element	Issues to be addressed	Actions Required
	Contacts Display Board Used to display important contact telephone and fax numbers in regular use     Resources Allocation Board Showing resources location, resources committed and resources available     Staff Rosters for longer or protracted use of the BCCC     Timing Details recording of Briefing, meetings Situation Report etc     Media Releases Copies of publicly released materials	·
	Plans and Documents Hard and soft copies of BCP, including Critical Function Sub Plans	CMT Coordinator to arrange
	Administration Stationery & Equipment list to be developed by the CMT coordinator	CMT Coordinator to arrange
	Extended Operations Staff Roster to be developed if protracted use of the BCCC is expected	CMT Coordinator to arrange
	Briefing Sessions Suitable briefing timing sessions to be identified by the CMT  1. Staff 2. Media 3. Community 4. Elected Members	CMT Coordinator to arrange notification of briefing sessions
Stand Down	Stand down of the BCCC will be at the discretion of the CMT Chief	Nil
	A stand down of the coordination centre may be a gradual phasing down over a period of time or it may be immediate cessation of the operation	

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### BCP Form - 3 CMT - Initial Meeting Agenda

### **AGENDA**

The CMT Chief is to call the initial CMT meeting to obtain more detailed information from the relevant business areas impacted, including:

This is the standard agenda for the Initial CMT Meeting:

- Staff
- Insurer
- Any associated Emergency Services issues
- Building facilities
- Public relations/media
- Damage/security, and
- Salvage of building and/or IT equipment.
- Ensure all team members understand their responsibilities and their assigned tasks.

During the meeting, information will have been gathered by the various CMT members to produce an evaluation of the incident.

A formal record of the meeting is to be made by CMT Support person with particular emphasis on items to be actioned. This record needs to be regularly reviewed and updated as additional information comes to hand.

### Other Issues for consideration include

- Scheduling of site visit
- Identification of affected departments
- Public notification
- Schedule of staff meetings
- Development of initial plan for operations (short term)
- Allocation of temporary work locations.

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## Sample Form to capture initial information

Information required	Response
Nature of the incident  – Date, time	
Who informed?	
Describe business elements impacted (Critical Functions)	
Facility / equipment impacted	
Staff affected (yes/ no/ who/ how bad)	
Any response actions implemented (Critical Function Sub Plan)	
Any media involvement / interest	
Any immediate support requirements.	

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BCP Form - 4 Media Release Template – Council Service Disruption



## XXXX Emergency Bulletin 1

<insert date>

## This bulletin should not be released without the consent of the Continuity Management Team Chief (CMT Chief)

Broken Hill City Council is currently assisting with XXXX.

GM/ Mayor said the current situation was:

What we know: author to provide details of emergency or crisis situation, provide details on who is impacted, damage, deaths, injuries (in a broad sense, you can say that we believe there are deaths and injuries in the first instance and develop numbers as the emergency comes under control or progresses).

What we do not know: It is important to be upfront: we do not know when the crisis will end, we do not know how many people affected, we do not know damage etc

What we want people to do: This is the most important part of this information: Do we strongly advise them to evacuate, do we say stay in your homes, stock up on food, give emergency broadcast details, tell them to assemble etc, importantly tell them to remain calm.

What we are doing: Who we are working with, what we have done to ease a situation (sandbagging, graders to create breaks), who people can contact, emergency relief centres and where they are operating etc.

As more information comes to hand, it will be provided to residents via XXXX. The next bulletin will be released on or about XXXX

## This bulletin should not be released without the consent of the Continuity Management Team Chief (CMT Chief)

Media Contact: <insert name, title, number here>

Administrative Centre, 240 Blende Street, P.O. Box 448, Broken Hill, N.S.W. 2880 <a href="https://www.brokenhill.nsw.gov.au">www.brokenhill.nsw.gov.au</a>
Telephone: (08) 8080 3300 Fax: (08) 8080 3424,
Email: council@brokenhill.nsw.gov.au

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## **BCP Form - 5** Telephone Redirection Authorisation

## (Note that telephone redirection is NOT setup by Echelon Australia)

- Only Authorised Council account holders (IT Manager and Network Administrator) are able to authorise for redirection to take effect.
- Emergency Redirections can be obtained by calling 13 22 55 Telstra Corporate Faults.
- The following communiqué sample may be used to confirm your requirements with your phone services provider:

(Date) (Council) (Address) (Town State Post Code) ABN

The Manager

Telephone Redirections

## Dear Sir/Madam

[Name] Council is in the process of activating its Business Continuity Plan in response to a business interruption event.

This fax is to request in writing Telstra immediately redirect the current [Name] Council's number (insert phone) to (insert alternate site name and number).

Council will inform Telstra again in writing when a change to this arrangement is required.

If you need clarification or to speak to a Council Representative please call (insert Mobile Number of CMT member).

Issued by

(NB: Only IT Manager and Network Administrator are currently authorised to arrange telephone redirection)

11me:	
Date:	

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## 5. Supplementary Information

## 5.1. Pandemic Response Information Guide

If a pandemic of any description was to eventuate within any local government area, it is probable that the Local Emergency Management Committee (LEMC) for that LGA would be activated and the Emergency Operations Centre would be opened. This would be under the control of the Local Emergency Controller (LEOCON) NSW Police, and the State Emergency Management Committee (SEMC) would have a coordination role or watching brief. Councils are required to supply a secretariat role to the LEMC, and a representative that has the authority of Council to deploy Council resources as needed by the LEMC, this is normally a duel role filled by an engineer and is known as the Local Emergency Management Officer (LEMO)

It is the responsibility the LEMC to plan for events of this nature occurring within their LGA. The LEMC is made up of members of all 5 combat agencies in NSW (Police, Fire, Ambulance, SES and RFS) and functional groups such as Docs, NSW infrastructure (public works) Dept. Primary Industries, etc. There are pandemic plans in existence at a National level, State level and at a local level (DISPLAN). The Displan is the disaster plan of the LEMC and within that they are required to build contingencies for Pandemic.

The BCP model places the importance on identifying what <u>functions are critical</u> to the business in delivering it objectives, identifying likely failure scenarios (Pandemic, loss of IT etc.) <u>for those critical</u> business functions and then developing plans to ensure the continuity of those critical functions.

A pandemic event occurring may result in a failure scenario that leads to "loss of critical staff". It is the impact of that loss scenario that the business continuity plan is design to respond to. The Displan is designed to respond to the Community wide event.

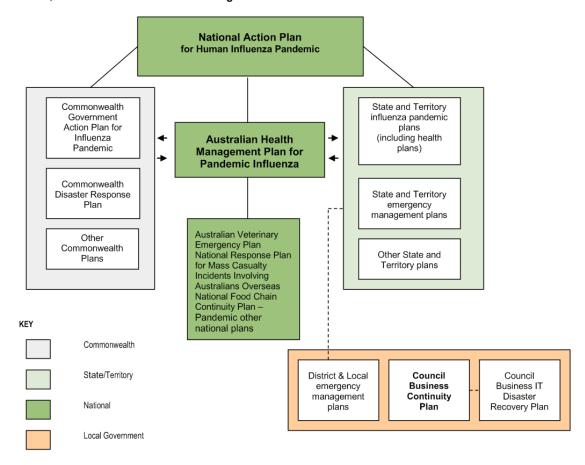
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## National, State & Local Pandemic Planning Matrix



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## Phases of Human Influenza Pandemic

		Global phase	Australian phase	Description of phase				
	တ	А	US 0	No circulating animal influenza subtypes in Australia that have caused human disease				
	DNES	1	Overseas 1	Animal infection overseas: the risk of human infection or disease is considered low				
	PARE	•	AUS 1	Animal infection in Australia: the risk of human infection or disease is considered low				
	PREI	2	Overseas 2	Animal infection overseas: substantial risk of human disease				
	N AND	2	AUS 2	Animal infection in Australia: substantial risk of human disease				
	PREVENTION AND PREPAREDNESS	3	Overseas 3	Human infection overseas with new subtype/s but no human to human spread or at most rare instances of spread to a close contact				
	PRE	3	AUS 3	Human infection in Australia with new subtype/s but no human to human spread or at most rare instances of spread to a close contact				
RECOVERY		4	Overseas 4	Human infection overseas: small cluster/s consistent with limited human to human transmission, spread highly localised, suggesting the virus is not well adapted to humans				
			AUS 4	Human infection in Australia: small cluster/s consistent with limited human to human transmission, spread highly localised, suggesting the virus is not well adapted to humans				
REC	RESPONSE		Overseas 5	Human infection overseas: larger cluster/s but human to human transmission still localised, suggesting the virus is becoming increasingly better adapted to humans, but may not yet be fully adapted (substantial pandemic risk)				
	RESI	5	AUS 5	Human infection in Australia: larger cluster/s but human to human transmission still localised, suggesting the virus is becoming increasingly better adapted to humans, but may not yet be fully adapted (substantial pandemic risk)				
			Overseas 6	Pandemic overseas: increased and sustained transmission in general population				
		6	AUS 6a	Pandemic in Australia: localised (one area of country)				
			AUS 6b	Pandemic in Australia: widespread				
			AUS 6c	Pandemic in Australia: subsiding				
	RECOVER		AUS 6d	Pandemic in Australia: next wave				
	Ľ			RECOVERY				

AHMPPI 2008
Australian phases
ALERT
DELAY
DELAY
DELAY
CONTAIN
SUSTAIN
CONTROL
RECOVER
KLOOVEK

Source: National Action Plan April 2009

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## **Recommended Actions for Australian Businesses**

Aus Phase	Description of phase	Recommended Actions for Australian Businesses
Aus 4	Human infection in Australia: Smaller cluster(s) consistent with limited human to human transmission, spread highly localised, suggesting the virus is not well adapted to humans	<ul> <li>Consider implementing remote work arrangements</li> <li>Consider suspending all overseas/interstate travel</li> <li>Purchase health and safety consumables such as disinfectant, gloves and face masks</li> <li>Distribute hard copies of staff contact and supplier contact list</li> <li>Educate staff that if they get sick and recover, they should return to work as they will be immune to the disease. If they believe they are unwell, they should not go to work.</li> <li>Prepare rosters that have no overlaps and include sufficient time for disinfecting the area before the new shift arrives</li> <li>Encourage staff to eat at their desks and stagger breaks to prevent groups meeting in the break rooms</li> <li>Provide staff with details of the location of fever clinics, designated influenza hospitals, infection control guidelines, the hotline for influenza and other relevant information</li> <li>Exercise the Business Continuity Plan examine how continuity will be affected in an environment of high absenteeism including up to 50% absenteeism, when regions are quarantined, preventing staff and goods from leaving or arriving, and when schools are closed and other social distancing is introduced.</li> <li>Plan to allow staff to work from home</li> <li>Plan for ways to increase social distancing in the workplace, e.g. video conferencing</li> <li>Identify the conditions where all but the critical functions would be suspended</li> <li>Update company succession plans in case the key staff succumb</li> <li>Review insurance policies for pandemic coverage</li> </ul>
Aus 5	Human infection in Australia: larger cluster(s) but human to human transmission still localised, suggesting the virus is becoming increasingly better adapted to humans, but may not yet be fully adapted  Pandemic in Australia: localised (one area of	<ul> <li>Activate remote work arrangements</li> <li>Implement social distancing at work</li> <li>Cancel all non-essential work</li> <li>Activate rosters that have no overlaps and include sufficient time for disinfecting the area before the new shift arrives</li> <li>Maximise building ventilation</li> <li>Require staff to wear surgical masks, introduce cough etiquette and other hygiene measures</li> <li>Undertake daily temperature checks of staff</li> <li>Clean phones and all touched surfaces between shifts</li> <li>Maintain a register of staff who get sick but recover, as they are immune to the disease.</li> </ul>
Aus 6b	country)  Pandemic in Australia: Widespread	Encourage immune staff to return to work     Maintain contact with all employees and provide situational updates
Aus 6c	Pandemic in Australia: Subsided	When vaccine becomes available, organise for all non-immune staff to be vaccinated as early as practical     Implement plan for the restoration of operations

Adapted from: National Security Briefing Notes May 2009

Title	Doc No	Version	Accountability	Date	Next Review
BCP - Part 2 - Procedure	Final	V3		03-11-2015	

UNCONTROLLED WHEN PRINTED

Ordinary Council 31 August 2016

## ORDINARY MEETING OF THE COUNCIL

July 4, 2016

## BROKEN HILL CITY COUNCIL REPORT NO. 178/16

SUBJECT: ADOPTION OF THE DRAFT DEVELOPMENT CONTROL PLAN
2016 11/126

## **Recommendation**

- 1. That Broken Hill City Council Report No. 178/16 dated July 4, 2016, be received.
- 2. That Council adopts the draft *Broken Hill Development Control Plan 2016* to take effect from the date of notification being placed in local print media.
- 3. That Council implement a permit system to assess and approve the removal, pruning or lopping of branches of exotic plants on private property in accordance with the *Broken Hill Development Control Plan 2016* on a cost recovery basis.

## **Executive Summary:**

Council considered the draft *Broken Hill Development Control Plan 2016* at its Ordinary Council Meeting held June 29, 2016 and resolved (Minute No. 45293) to place the draft policy on public exhibition for a period of 28 days in accordance with section 18 of the *Environmental Planning and Assessment Regulation 2000.* 

The draft Plan was placed on public exhibition concluding on Tuesday, August 2, 2016.

During the public exhibition period Council received two (2) written submissions regarding the draft DCP. Details of the points raised in these submissions and recommended changes to the draft plan are summarised in the table below.

Issue	Response
Chapter 1 Introduction, section 1.4	There are no prescribed setbacks to the
Advertising and notification, section 1.1.1	road frontage which would define the
Notification policy – include building line	building line. Setbacks are assessed on
variations as a circumstance where Council	merit having regard to streetscape and
will notify adjoining owners	adjacent structures. No change
	recommended to the draft DCP
Chapter 3 Building, section 3.2	A surveyors report is required to be
Development in Residential Zones, section	submitted with the development application
3.2.1 All dwellings – require surveyors	to avoid the need to amend approved plans
report with an application for a construction	where a discrepancy in boundaries is
certificate rather than with a development	identified. No change recommended to the
application	draft DCP
Chapter 4 Car Parking, section 4.3	The section of the draft DCP has been
Commercial Development – require loading	amended to require loading and unloading
and unloading to business premises from	to business premises from rear lane in all
rear lane in all commercial precincts	commercial precincts where practical

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Chapter 7 Tree Preservation, section 7.2 Trees on private land – provide clarity about approval paths, i.e. where development consent or a permit is required to carry out works. For example, a permit is required to lop branches whilst consent is required for tree removal. Preservation of trees is usually restricted to natural vegetation and significant trees and generally there are no restrictions on exotic and planted trees unless they are significant. The application of the clause to all trees on the nominated size is not relevant and it is suggested that it be applied only to identified significant trees Stormwater requirements – suggest that section 7.11.1 Principles of development

It is considered that to require consent to be issued for removal, pruning and lopping native and exotic trees would place onerous demands on Council's resources. Chapter 7 Tree Preservation, section 7.2 Trees on private land – has been amended to require development consent to remove, prune or lop native trees over a specified size unless permitted by legislation or the plant is within 3 metres of an existing or approved dwelling. A permit is required to remove, prune or lop exotic trees over a specified size unless permitted by legislation or the plant is within 3 metres of an existing or approved dwelling. This latter process will require Council to establish a permit approval system whereby an arborist is engaged by Council to assess an application and make a recommendation to Council on a cost recovery basis

control of the Council's *Urban Stormwater* Management Plan be included

Chapter 3 Building, section 3.1 General provisions – all zones of the draft DCP has been amended to include these principles as controls relating to all new development in residential, business, industrial and rural zones

Chapter 6 Land Contamination, section 6.2 Lead contamination – changes to text suggested to clarify the extent of potential contamination and to clarify remediation controls

This section of the draft DCP has been amended to incorporate the suggested changes

## Report:

Council resolved on 26 August 2015 to prepare a draft development control plan (DCP) to consolidate and replace current DCPs. Zenith Town Planning was engaged to review current DCPs to ensure consistency with provisions and land use definitions that have been incorporated in Broken Hill LEP 2013, and to consolidate these plans into a single DCP. Draft Broken Hill DCP 2016 was presented to Council on 29 June 2016 and Council resolved to exhibit the draft plan for comment.

The objective of preparing draft *Broken Hill DCP 2016* is to ensure that statutory obligations are met by carrying out an administrative transfer of the controls contained in current DCPs. The new DCP compliments the new LEP by using the same standard definitions and provides necessary additional detail to development standards that are included in the LEP.

Under section 74C of the Environmental Planning and Assessment Act 1979 only one DCP is permitted to apply to any allotment of land. Therefore all current DCPs are to be repealed from the date that Broken Hill DCP 2016 takes effect. DCPs to be repealed are:

- DCP No 1 Residential Development,
- DCP No 2 Commercial Development,
- DCP No 3 Heritage Development,
- DCP No 4 Industrial Development,
- DCP No 5 Notification.

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- DCP No 6 Outdoor Advertising,
- DCP No 7 Keeping of Horses,
- DCP No 8 Rural Small Holdings,
- DCP No 9 Exempt Development, and
- DCP No 10 Contaminated Lands,
- DCP No 11 Management of Lead Contamination, and
- DCP No 12 Storm water Collection, Usage and Disposal.

It is noted that the controls of *DCP Exempt and Complying Development* are now replaced by *SEPP (Exempt and Complying Development Codes)* or are included within schedules of *Broken Hill LEP 2013.* 

## **Issues**

The consolidation of the provisions of current DCPs into *draft Broken Hill DCP 2016* has involved:

- Updating all references to Broken Hill LEP 1996 and land use zones,
- Ensuring all definitions are consistent with the *Environmental Planning and Assessment Act 1979*, the *Environmental Planning and Assessment Regulation 2000* and *Broken Hill LEP 2013*,
- Deleting any references to floor space ratios, plot ratios and building heights as these cannot be included in a DCP regardless of whether they are in the LEP.
   Site coverage and numbers of storey controls may be retained,
- Adding any requirements for notification of development applications that are in the current DCPs and Broken Hill LEP 2013,
- Updating references to NSW government agencies,
- Ensuring consistency of controls with State Environmental Planning Policies, and
- Reviewing all text to clarify controls, to assist interpretation and ensure consistency of language.

Generally, there are no changes to controls that are in place under current DCPs. However, the provisions of draft DCPs that have been in preparation have been incorporated into the consolidated DCP. These relate to fencing, contaminated lands, car parking and heritage conservation.

In relation to car parking, requirements for all types of land uses have been included. These have been sourced from the *RTA Guide to Traffic Generating Developments* although requirements that apply through current DCPs have been brought forward.

A separate chapter has also been included for tree preservation on public and private land. This makes reference to a preferred species list. Controls in the plan require consent to be obtained to remove, prune or lop native plants over a specified size whereas a permit is required to remove, prune or lop exotic plants over a specified size. It is recommended that Council establish a permit system with the assistance of a qualified arborist to assess applications to remove, prune or lop exotic trees and to make recommendations to Council regarding permission. The system should operate on a cost-recovery basis whereby a fee is required to make an application to Council that offsets the cost of engaging the arborist.

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## Conclusion

The draft DCP consolidates the provisions of all current DCPs into a single plan. This satisfies Council's statutory obligations with respect to development controls to be consistent with *Broken Hill LEP 2013* and to apply only one DCP to any parcel of land. It is recommended that Council adopt the draft plan to become effective from the date that notification is made in local print media.

## **Strategic Direction:**

Key Direction: Our Community

Objective: 1.4 Our built environment supports our quality of life

Function: 1.4.1 Maintain the character of our historic City through good design DP Action: 1.4.1.2 Develop, plan and implement a Development Control Plan for

the City

## **Relevant Legislation:**

Environmental Planning and Assessment Act, 1979 as amended with subordinate regulations.

## **Financial Implications:**

Council has allocated funding for this project in the *Delivery Program 2015-2017*.

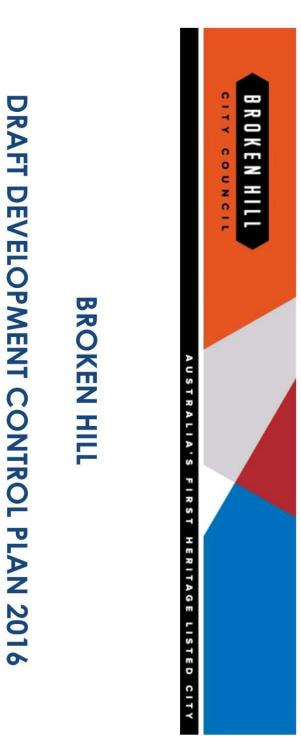
## **Attachments**

1. draft Broken Hill Development Control Plan 2016 110 Pages

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER

## draft 14 August 2016



## draft 14 August 2016

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## draft 14 August 2016

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Document history	
Original Act PCP	
Notice of intention to prepare & exhibit issued	
Draft DCP exhibited	
Draft DCP adopted	
Became effective (notice given)	
Amendment No. 1	
Council resolved to prepare draft DCP	
Notice of intention to prepare & exhibit issued	
Draft DCP exhibited	
Draft DCP adopted	
Became effective (notice given)	

## INTRODUCTION

Preface

This plan is called the Broken Hill Development Control Plan (DCP) 2016 and is referred to as the Plan in this document.

## 1.1.1 Application

This plan applies to all land subject to Broken Hill Local Environmental Plan (LEP) 2013 and zoned:

- R1 General Residential RU2 Rural Landscape
- B1 Neighbourhood Centre **B2** Local Centre
- **B4** Mixed Use
- IN2 Light Industrial IN1 General Industrial

1.1.2 Purpose

- SP1 Special Activities
- SP2 Infrastructure
- SP3 Tourist
- RE1 Public Recreation
- E2 Environmental Conservation RE2 Private Recreation
- E4 Environmental Living

Broken Hill DCP 2016 has been prepared by Broken Hill City Council in accordance with the Environmental Planning and Assessment

objectives of Broken Hill LEP 2013. It contains objectives and development controls that expand upon the requirements of Broken Hill The purpose of this plan is to guide development within Broken Hill local government area (LGA) consistent with the aims and

LEP 2013 and that are to be considered in addition to the LEP when preparing a proposal to develop land in Broken Hill LGA

Act 1979 and was adopted by Council on xxxx. Upon taking effect this plan repeals the following DCPs:

- DCP No. 1 Residential Development
- DCP No.2 Commercial Development
- DCP No. 4 Industrial Development DCP No. 3 Heritage Development
- DCP No. 5 Notification
- DCP No. 6 Outdoor Advertising

1.1.3

Savings provisions

- DCP No. 7 Keeping of Horses
- DCP No. 8 Rural Small Holdings
- contamination)

- DCP No. 10 Contaminated Lands (other than lead
- DCP No. 11 Management of Lead Contamination
- DCP No 12 Stormwater Collection, Usage and Disposal

The **objectives** are goals for what should eventuate on the ground as the final product of the land development process. It is an

each design consideration is addressed by objectives and controls

separate chapters covering subdivision, building, car parking and access, and outdoor advertising. The code is structured so that

The Plan consists of this written document and includes all sketches, diagrams, illustrations and maps. It comprises an introduction with

commencement of this Plan. Any application lodged before the commencement of this plan will be assessed in accordance with under section 96 of the Environmental Planning and Assessment Act (EP&A Act) 1979 that was lodged prior to the date of

This Plan does not apply to any development application or application for a modification to a development application submitted

the development control plan(s) or policy(s) which applied to the site at the time the application was lodged

How to use this Plan

essential consideration when designing a subdivision or building to ensure that new development is appropriate to a site and neighbourhood This is intended to assist site planning, building design and other

Design guidance is given for some types of development. considerations when planning new development

solutions for procedures to follow when seeking to vary the controls of this Plan. Council may accept other solutions where the such that compliance with controls is not possible or where extenuating circumstances exist. See 1.3.3 Requests to vary acceptable can be clearly demonstrated that the statement of intent for the design element is still being achieved, where site constraints are Controls are the specific requirements of Council that are to be fulfilled in development plans. They may be varied on merit where it objectives are satisfied.

## Format

The plan comprises the following chapters:

governance relating to assessment procedures and the notification of development applications. Chapter 1 – Introduction. This chapter provides information about the application of the Plan, how to use the plan, and matters of

Chapter 2 – Subdivision. This chapter contains guidance for the subdivision of land for rural living

and alterations and additions to existing buildings Chapter 3 – Building. This chapter contains zone-based guidance for new buildings in rural, residential, business and industrial areas,

chapter applies to all development in Broken Hill LGA Chapter 4 – Parking and access. This chapter contains guidance for access arrangements and the provision of car parking.

Chapter 5 – Outdoor advertising. This chapter contains guidance for the design and placement of signage

Chapter 6 – Land contamination

Chapter 7 – Tree preservation

Chapter 8 – Heritage conservation

ω

## 1.6 Definitions

development are included where necessary throughout this plan. This plan adopts all definitions contained in the Dictionary to Broken Hill LEP 2013. In addition, definitions relating to specific aspects of

## 2 The planning context

## The hierarchy of plans and policies

environmental planning instruments and policies. These are State Environmental Planning Policies (SEPP), Local Environmental Plans Planning in NSW is governed by the Environmental Planning and Assessment Act 1979. Provisions of the Act establish a hierarchy of (LEP) and Development Control Plans (DCP). SEPPs and LEPs are known as environmental planning instruments.

complying development, or applies to a specified area of land, such as the coastal zone A SEPP is a legal document that generally deals with a specific type of development, such as infrastructure, or exempt and

protection and the like. Broken Hill LEP 2013 is the plan that is in force in Broken Hill LGA An LEP is a legal document that sets the planning framework at a local level by specifying land use zones, the uses that are permitted prohibited in those zones, certain development standards and provisions relating to heritage conservation,

building design, engineering matters and the like. A DCP is Council policy that provides further guidance to the provisions of the LEP. It contains objectives and controls for subdivision, development application It is not a statutory plan but is a legal consideration in the assessment of a

planning and development. At the time of adoption of the Plan a regional strategy had not been prepared for Broken Hill LGA The Department of Planning & Environment has also issued regional strategies for some areas of NSW to give high level guidance to

## 2.2 The assessment process

consent issued under integrated development also includes the general terms of approval from those other agencies approval of another statutory authority is required in addition to approval by Council or a Joint Regional Planning Panel). development (which must be accompanied by an environmental impact statement) and integrated development (where the proposal complies with set standards and approval by Council or a private certifier is provided within 10 days), known as local development. Other types of development are exempt (where an approval is not required), complying (where the A development application is required to be lodged for development that is permitted with consent under Broken Hill LEP 2013. This is Council is required to assess a development application in accordance with Part 4 of the Environmental Planning and Assessment Act designated

and ecological impacts, the suitability of the site for the proposed development, submissions made by interested persons and the land, including State Environmental Planning Policies (SEPP) and the Broken Hill LEP 2013, as well as any potential economic, social 1979. Section 79C of the Act requires Council to consider the provisions of any environmental planning instruments that apply to the

enables that land use to proceed without the need for the consent of Council. SEPP (Exempt and Complying Development Codes) 2008) or the LEP applies to a certain land use and enables that use as either The provisions of all SEPPs and Broken Hill LEP 2013 prevail over this plan. In the event that a SEPP (e.g. SEPP (Infrastructure) 2008 or complying development subject to specified development standards, then that environmental planning instrument Q

with acceptable solutions, if Council considers that the proposed development will conflict with or lead to an inconsistency with the land use and where those controls do not conflict with the provisions of an environmental planning instrument. Council reserves the desired outcomes as expressed in the relevant statement of intent right to refuse a development application or to require modification of the development being proposed, even where it complies The controls contained in this Plan only apply where a development application is lodged with Broken Hill City Council for a particular

without causing any adverse effect on the amenity of residents or the local environment. Broken Hill City Council encourages a flexible approach to land development so that new development is innovative and adaptive •

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or to embark on a development project or an investment decision. The information in this plan should not be solely relied upon in reaching a decision to purchase a property Council recommends that independent legal or town planning advice should always be sought prior to making a property purchase

## 3 Ecologically sustainable development

Ecologically Sustainable Development is defined as:

and the total quality of life, now and in the future, can be increased. "using, conserving and enhancing the community's resources so that ecological processes, on which life depends, are maintained,

functions for which it has responsibility: account of the principles of ESD. This means that Council must consider the following principles prior to carrying out any of the Broken Hill City Council, as part of its charter, has responsibilities to ensure that all of its functions and decision-making processes take

- to prevent environmental degradation. Precautionary Principle - "This principle requires that lack of scientific certainty is not used as a reason for postponing measures
- environment is maintained or enhanced for the benefit of future generations. Inter-generational Equity - "Requires that the present generation should ensure that the health, diversity and productivity of the
- Conservation of Biological Diversity and Ecological Integrity "is the fundamental consideration of ESD to promote human well being through the maintenance of ecological services and the protection of intrinsic environmental values."
- assets and services such that the principles of user pays, payment for full lifecycle of goods including disposal of wastes, ana **Improved Valuation, Pricing and Incentive Mechanisms -** "Requires that environmental factors be included in the valuation of the cost effective achievement of environmental goals.

## Making a development application

It is important that a meeting be held with Council staff in the first instance and before preparing development plans to identify the in the assessment of a development application. level of information that is to be submitted with a development application. Missing or incomplete documentation may cause delays

may be required to address: required to be submitted with the development application that address potential impacts of the proposed development. Depending on the type and scale of the development being proposed and the nature of the property, specific assessments may be

- Noise and other emissions Traffic management and car parking
- Flora and fauna
- **Bushfire protection**
- Indigenous or non-indigenous heritage.

- Geotechnical features
- Overshadowing,
- Visual and scenic values
- Soil Contamination, and
- Waste Management.

1.3.1

**Documentation** 

of 1:100 or 1:200, and a statement of environmental effects. Regulation 2000. As a minimum a development application is to be accompanied by a site plan and building plans drawn to a scale Information to be submitted with a development application is specified in Schedule 1 of the Environmental Planning and Assessment

The site plan is to show:

<u>Q</u>

- existing vegetation and trees on the land,
- the location, boundary dimensions, site area and north point of the land
- the location and uses of existing buildings on the land

0 0 0

- existing levels of the land in relation to buildings and roads, and
- the location and uses of buildings on sites adjoining the land.

## Building plans are to show

<u>Q</u>

- land's boundaries and adjoining development the location of any proposed buildings or works (including extensions or additions to existing buildings or works) in relation to the
- 0 0 floor plans of any proposed buildings showing layout, partitioning, room sizes and intended uses of each part of the building
- elevations and sections showing proposed external finishes and heights of any proposed buildings. For temporary structures elevations and sections showing heights and building materials,
- proposed finished levels of the land in relation to existing and proposed buildings and roads
- (e) (d) proposed parking arrangements, entry and exit points for vehicles, and provision for movement of vehicles within the site (including dimensions where appropriate),

proposed landscaping and treatment of the land (indicating plant types and their height and maturity)

- $\Xi$   $\Omega$   $\Omega$ the proposed location, dimensions and contents of advertising and signage
  - proposed methods of draining the land, and
- a BASIX certificate if required (see 1.3.2 BASIX).

The statement of environmental effects is to address

- the environmental impacts of the development
- how the environmental impacts of the development have been identified

0 0 0

- the steps to be taken to protect the environment or to lessen the expected harm to the environment
- any matters required to be indicated by any guidelines issued by the Director-General of the Department of Planning and Infrastructure

be submitted with the development application. In the case of subdivision, a proposed plan of subdivision and preliminary engineering drawings of the work to be carried out are to

 $\infty$ 

If an application for a construction certificate is made at the same time as a development application then detailed construction plans and building specifications are also required to be submitted with a report indicating compliance with the Building Code of Australia and relevant Australian Standards. Alternatively, compliance may be shown on plans and specifications.

## 3.2 BASIX

which contain new residential dwellings or alterations and additions to a dwelling. BASIX Certificate is issued. The BASIX Certificate is required to be submitted with a development application for all developments BASIX is an on-line program that assesses dwelling design against energy and water reduction targets. If these targets are satisfied

changes made to the dwelling design means another BASIX assessment must be completed and a new BASIX Certificate submitted marked on building plans that accompany the DA. These commitments are to be adhered to during the building process. Any BASIX uses information such as site location, house size, type of building materials and fittings for hot water, cooling and heating. 'Commitments' that are made to achieving energy and water reduction targets are shown on the BASIX certificate and must be

certificate when satisfied that the project has been built as described on the BASIX Certificate. shown on the plans. It should also be attached to an application for an occupation certificate. The BASIX Certificate should also be attached to an application for a construction certificate and ensure all BASIX commitments are Council will only issue an occupation

To obtain a BASIX assessment go to www.basix.nsw.gov.au and enter details of your building plans.

## 1.3.3 Requests to vary acceptable solutions

and performance criteria, or site conditions make compliance difficult Council may consider varying acceptable solutions where the proposed development still satisfies the relevant statement of intent Development proposals that comply with controls are generally processed without delay, minimising costs to the applicant. However,

that demonstrate how the relevant statement of intent and performance criteria will still be achieved A request to vary an acceptable solution must be in writing and specify the control to be varied and details in support of the variation

environmental planning instrument (SEPP or LEP), it is not possible for Council to vary the acceptable solution. In some circumstances, such as where the acceptable solution makes reference to a requirement of legislation, State policy or an

## Advertising and notification

## .1 Notification policy

proposed development and consistency with the zone objectives. Examples of such development are: development has the potential to adversely affect surrounding properties, the amenity of the neighbourhood, or the natural For certain development proposals Broken Hill City Council notifies the owners of land that is adjoining and adjacent to the site where application for development has been received. Council determines the circumstances where notification takes place having regard to the relevant land use zone, the Council gives notice of development applications where the

- keeping of animals other than companion animals,
- professional consulting rooms in a residential area,
- development of an industrial or commercial nature within an area which, in the opinion of Council, has the potential for detrimental impacts upon the surrounding neighbourhood
- a building that is two or more storeys in height above natural ground level in a residential zone
- non-residential use within a residential zone that is likely to interfere with the amenity of the neighbourhood

- residential dwellings and class 10 structures within 500 mm of a side or rear boundary,
- •
- integrated development that requires the approval and/or licencing from other agencies, and
- a public monument or memorial located in a public space

## 4.2 Notification procedures

are specified in the Regulation. Certain development types are classified as 'advertised development' or 'designated development' in the Environmental Planning Applications for all other types of developments will be available for viewing at Council's offices for a minimum period of between 14 and 28 days as advised by letter or notice published in newspaper or a notice placed on-site (depending on the relevant form Assessment Regulation 2000. The procedures for the notification of a development application for these types of development

of notification undertaken by Council).

newspapers if the development is of a scale that may warrant broader community input due to the potential effects of that maintains discretion to extend the notification period if considered necessary. Council will also place an advertisement in local published in newspaper or a notice placed on-site (depending on the relevant form of notification undertaken by Council). Council Submissions will be received during the exhibition period, and up until the submission closing date as advised by letter or notice

The extent and form of notification is carried out in accordance with the table below

## Broken Hill Development Control Plan 2016

Type Of Development	Notification
Where, in Council's opinion, it is believed the likelihood of nuisance from the proposed development to the surrounding neighbourhood is low	Council will notify by letter, the owners of properties within a 25-50 metre radius
Where there is a greater risk of nuisance from the proposed development to the surrounding neighbours	Council will notify by letter, the owners of properties within a 100 metre radius
Residential 1 (a) & Class 10 (a) buildings. Buildings within 500 mm of side or rear boundaries	Council will notify by letter, the owners of the adjoining property. Neighbours separated by laneways and streets will not be notified
Keeping of animals other than companion animals	Council will notify by letter, the owners of properties within a 200 metre radius
Public Monuments and Memorials located on a public space	<ul> <li>A notice will be placed on-site (In the event that the notice is accidentally removed or displaced prior to the expiry of the</li> </ul>
Any development where, in the opinion of Council, a development because of its size, scale or location, is believed that it is in the public	exhibition period, the notice is taken to have been erected in accordance with this Plan),
interest to do so	<ul> <li>Notice published in a local newspaper (The notification period commences from the day after which the notice is first published in the newspaper), and</li> </ul>
	<ul> <li>Letters will be sent to the owners of adjoining properties and other owners of land the enjoyment of which (in Council's opinion) may be detrimentally affected if the development is carried out.</li> </ul>
Complying development	Not required

## .4.3 Making a submission

information as a minimum: changes or alternatives to the proposal. All submissions received by the Council shall be in writing, and include the following development application. Submissions should be in writing and may support or object to a development application, or suggest Submissions are letters, petitions or similar written representations from individuals or groups of people regarding a particular

- The location of the proposed development (and the Development Application number where known)
- The address of the person making the submission(so notice of the determination of the application can be sent by
- The grounds of the submission, including how the development would detrimentally affect the enjoyment of land

is not bound to adopt a suggestion or support an objection when making its determination on the application Council's assessment of an application involves considering the merits of all relevant matters raised in submissions. However, Council

Submissions may be made up until the close of Council offices on the last day of the notification period as specified in the letter or advertisement. Submissions can be sent to the following addresses:

By mail to: The General Manager
Broken Hill City Council
P.O. Box 448

Broken Hill NSW 2880

- By facsimile to (08) 8080 3424
- By email to council@brokenhill.nsw.gov.au

## 12 SUBDIVISION

## 2.1 Subdivision for rural living

## Objectives

- to enable development for the purposes of rural living to be carried out on the land
- and amenity within the area to maintain a high degree of environmental quality and minimum conflict between rural living land use and the rural activities
- adversely affect the environmental qualities of the land or adjoining land to prevent land degradation and ensure that development is carried out in a manner which protects, enhances and does not
- to ensure that rural living development is well designed and located
- to ensure that development is adequately serviced and not placing a strain on public services or those of other service
- to ensure rural living development meets the relevant objectives of Broken Hill LEP 2013
- generally, to provide land suitable for the cohabitation of rural living land use with the use of land for stables and the keeping of horses
- to provide a wide range of rural living choices
- fires or flooding, and to ensure that allotments created in a rural living subdivision provide potential building sites with minimal risk of damage by bush

to ensure that developments comply with the provisions of the Threatened Species Conservation Act, 1995

## Controls

An application for rural living subdivision should include a site analysis that considers:

affect access to properties and/or onsite disposal of sewage

drainage - areas which are flat and/or low lying may sometimes have poor drainage which, in times of high rainfall, could

- slope excessive slopes should be avoided as they are potentially unstable and increase the cost of housing
- landscape/habitat significance rural living development should not be located in areas of habitat or landscape Threatened Species Conservation Act 1995, The applicant must take into account the impact of the proposal and in particular the provisions of the
- provision of services the adequacy of existing services development if necessary, and and the feasibility of extending services ō the proposed
- chemicals as part of rural land uses compatibility with adjoining land uses - buffer zones may be required due to the practice of spraying of agricultural
- The subdivision layout should provide for
- points would generally be in the order of 90 metres. Subdivision design should encourage joint use of access points to proper spacing of access points to an existing road to allow for appropriate visibility setbacks. Spacing between access eliminate an excessive number of intersections

- design geometry of access ways both vertical and horizontal alignment that will ensure the safety of pedestrian cyclists and vehicular traffic
- the provisions of Broken Hill LEP 2013 including the minimum lot size of allotments
- A soil assessment is to be carried out and submitted to Council that demonstrates that the land is capable of safe on-site effluent treatment and disposal
- A landscape plan is required to be prepared and submitted to Council that shows:
- the outline of proposed buildings
- existing trees (species, height and spread) with an indication of those trees likely to be adversely affected by the development, and
- proposed tree planting, including buffer areas where Council considers necessary, using quality species of mature height

When preparing the landscape plan consideration should be given to topography, the purpose of the and the trees (windbreaks, shade, aesthetics, etc), the choice of an appropriate type of tree (shade, wood type, evergreen or deciduous) choice of species which is suited to the locality (having regard to soils, rainfall and the purpose of planting)

- prospective occupants of the land: no earth or gravel may be removed or excavated from the subject land without the approval of Council, except where such removal and excavation is necessary for the erection of a pre approved building structure or for the safety of the occupants or
- no temporary dwelling, other than those approved pursuant to the Environmental Planning & Assessment Act, 1979 as amended and the Building Code of Australia 1996 shall be erected on the subject land:

## ယ BUILDING

## General provisions – all zones

This section applies to all new development that involves building or structures, including alterations and additions, in residential

business, industrial and rural zones in Broken Hill that are subject to Broken Hill LEP 2013. Controls A surveyors report is to be submitted with a development application for any permanent structure that requires the consent

of Council that is located within 500mm of an adjoining property boundary (other than to a Council lane or footpath reserve)

or in any case where in the opinion of Council that the boundary of the site is uncertain

## Stormwater managemen

- New development and associated works must not adversely affect the level of floodwaters on adjoining properties
- A building floor level must be determined for the site to minimise the risk and hazard of inundation

Where the proposed development site is not located in close proximity to a major overland flow path or creek, floor levels

- Where the proposed development site is adjacent to a major overland flow path or creek as defined by this report, floor must be a minimum of 300mm above the adjacent top of kerb level
- levels must be a minimum of 300 mm above the 100 year ARI flood level
- and carpark areas using swales or other appropriate devices stormwater, and in particular the collection, storage and reuse of runoff from rooves, and freatment of runoff from pavec New development must include Water Sensitive Urban Design (WSUD) features allowing for the retention and re-use
- structures/techniques must be provided to limit the post-development peak discharge rate of stormwater from the site an increase in impervious site coverage, on-site stormwater detention

(including roof and ground surface runoff) to the predevelopment peak flow rate during both the 5 year and 100 year ARI

- New development should ensure that all roof areas are directly connected to the street water table, and where
- New development should, where possible, minimise impervious ground surfaces and direct runoff to landscaped areas practicable should not contribute ground surface runoff to adjoining properties soakage trenches, or possible aquifer recharge

## 3.2 Development in residential zones

## his section ar

**Application** 

Residential. This section applies to residential and non-residential development that is permitted with or without consent in zone R1 General

## 3.2.1 All dwellings

## Controls

- A concrete driveway is to be provided as access to all new dwellings, dual occupancies, multi dwelling housing and residential flat buildings
- All stormwater drainage is to be disposed of in such a manner so as not to cause nuisance.

## 3.2.2 Single detached dwellings

## Objectives

- To permit flexibility in the siting of buildings
- To minimise adverse impact on adjacent and adjoining properties.
- Design guidance Setbacks - the location of the dwelling on the allotment should include a setback from the road reserve which considers

the streetscape and adjacent structures

- Broken Hill LEP 2013. Any building work undertaken on residential properties in Broken Hill must be carefully undertaken so that the identified character is retained: Consent is required for alterations, additions or renovations to dwelling houses listed in Schedule 5 Environmental Heritage of
- Alterations and additions to existing houses should respect the character of the building in question and not detract from the character of the residential area as a whole
- Any new buildings should be carefully designed to fit in with the character of the area but not pretend to be historic

within heritage conservation areas Refer to Chapter 8 Heritage Conservation for design guidance and controls that apply to heritage listed properties and land

- of paving to drain to grassed areas to 'hold and use the rain where it falls'. Two basic ways to limit run-off are the provision of rainwater tanks and the construction Site Drainage - the primary source of run-off in residential areas is the individual building lot where numerous opportunities exist
- Buildings should be designed to achieve a reasonable degree of internal privacy in the main habitable rooms

- In the event of extending an existing building, the new materials should be selected to match in texture and colour the materials Materials - external materials of development should be sympathetic in colour, texture and range to achieve a harmonious composition. The number of materials used within a group of dwellings or an individual building should be kept to a minimum. used in the existing development.
- adjacent buildings. Toilet and bathroom windows should not be placed facing the street of the main entry to the building. Windows - New buildings should be designed to accommodate windows which are in proportion with each other and with
- group or cluster should be designed to provide a sense of visual diversity between the individual dwelling units whilst not Roof form should be sympathetic to the natural ground slope and/or to neighbouring buildings. Individual buildings forming a detracting from the unity of the whole. These forms should be coordinated to ensure overall visual harmony.

## 3.2.3 Dual Occupancy

Objectives

- to provide guidelines for applicants seeking approval to construct a building for use as a dual occupancy on an allotment
- to ensure that dual occupancies are sited and constructed in such a manner that they are compatible with surrounding
- to ensure that dual occupancies do not adversely affect the amenity of adjacent buildings and the general area where they are located

## Design guidance

Maintain the quality of the streetscape.

Maintain streetscape character so that buildings visible from the street have similarities with those that exist

- Building setbacks from the street alignment should not vary dramatically from those in the rest of the street
- Preserve established trees and gardens where possible
- Match existing roof forms and materials and keep to the scale of surrounding buildings Limit the number ot garages on the street boundary, and keep driveway crossings to a minimum

## Maximise views, respect privacy

- Use screens, planting and walls, to maintain visual privacy of dwellings and neighbours and to reduce noise
- windows and balconies to avoid overlooking is preferred to the use of screening devices, high sills or obscured glass To maintain privacy avoid placing new windows opposite the windows of existing buildings. The effective location of
- swimming pools Balconies and first floor windows of living rooms should not overlook neighbouring living areas, courtyard areas and

## Create clear address and access

- Minimise area of site devoted to driveways. Make sure parking is workable.
- Provide identifiable elements such as gates, letterboxes and house numbers for each dwelling so that they are clearly visible to visitors.

## Protect the heritage

- Seek the advice of Council's Heritage Adviser or Council's planning and building professionals
- heritage buildings Use related building forms, matching materials and window and door proportions to complement existing
- New work should not dominate the streetscape

## Use your site's attributes to advantage

- Try to combine neighbouring gardens to maintain the landscape character of the area
- Open up living areas directly onto courtyards and gardens, and set them out to benefit from good sunlight
- Keep the floor area of the new building to a minimum through efficient planning. Retain as much of the existing

backyard and gardens as possible

- Minimise site coverage and setbacks from the boundaries.

  Pergolas, verandahs, fences and open carports may be permitted within the setback zone
- Preserve as much of an existing mature garden area as possible
- Where possible co-ordinate development with neighbours to ensure parking and driveways are shared
- Preserve landscape qualities.
- Amalgamate neighbouring open spaces to create large, consolidated landscaped areas even where still divided by a fence
- Where it is unavoidable to remove big trees, replace them with new trees
- Use hedges, vines, pergolas or other landscape elements to give privacy between dwellings

## 3.2.4 Multi dwelling housing and residential flat buildings

## Design guidance

- New buildings should be designed to create a well-proportioned building form. Buildings, particularly when viewed from the street, should be compatible with the character of neighbouring buildings
- The number of external building materials used within a group of dwellings or an individual building should be kept to a
- is to ensure that an environment is created in which nature is not unduly dominated by man-made forms. The landscapee developments. The following landscaping principles apply: setting of residential buildings is a critical factor in softening the relatively hard aspect of most medium density residentia Council regards the provision of quality landscape work to be of very high importance. The objective in specifying requirements

- the landscape design/plan should be simple and functional.
- trees should be the major element throughout the development
- planting is to be in scale with the proposed buildings in the development.
- aim for low maintenance landscape areas
- retain existing trees where possible
- consider the impact of the development on neighbours examples views, shade, noise
- lessen the visual impact of driveways and car parking areas by use of different paving, screen planting, curving
- careful thought to the design of the combination of the planting in private courtyards can add to the quality of medium density developments. Courtyards should be suitable for outdoor living and contain a flat area of sufficient size to take tables and
- provide relief. driveways which will protect lawns and shrubs trom damage. Long straight driveways should be avoided. Curving driveways Vehicles need to be physically restricted from landscape areas and this can be achieved by use of raised kerbs along
- adequate provision should be made for control, collection and disposal of excess stormwater by way of easements, on-site storage or directed to the street
- dual occupancies section of this DCP) living rooms should not overlook neighbouring living areas, courtyard areas and swimming pools. (see sketches under privacy in to avoid overlooking is preferred to the use of screening devices, high sills or obscured glass. Balconies and first floor windows of privacy avoid placing new windows opposite the windows of existing buildings. The effective location of windows and balconies Use screens, planting and walls, to maintain visual privacy of dwellings and neighbours and to reduce noise. To maintain

## 3.2.5 Non-residential development

### bjectives

The objectives concerning non-residential development in residential areas are to ensure that the activity does not

- interfere with the amenity of the locality by reason of the hours of operation, emission of noise, vibration, smell, fumes, smoke,
- involve exposure to view from any public place of any unsightly matter;

vapour, steam, ash, dust, waste products, oil or otherwise

give rise to traffic levels out of keeping with those of the surrounding area.

## Development in business zones

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This section applies to commercial development in zones B1 Neighbourhood Centre, B2 Local Centre and B4 Mixed Use

### **Objectives**

- and employment opportunities within the City to encourage comprehensive development and expansion of business activities which will contribute to economic growth
- to ensure the conservation and enhancement of the historic, architectural and aesthetic character of the City, particularly the City Centre Commercial Precinct
- ₫ identify a number of commercial precincts in the City and encourage commercial development in these areas
- to ensure commercial development meets the relevant objectives of the Broken Hill LEP 2013.

### Controls

- The texture and colour of materials proposed to be used are to be shown on plans submitted application with a statement of their expected performance under likely environmental conditions with the development
- Duff Street and Knox Lane shall not exceed one (1) storey in height Buildings fronting Oxide Street, Patton Street, Brookfield Avenue/Thomas Street, Gypsum Street, McCulloch Street, and between

## 3.4 **Development in industrial zones**

**Application** 

This section applies to development in zones IN1 General Industrial and IN2 Light Industrial

### Objectives

- to promote and encourage industrial development in appropriate locations within the City of Broken Hill
- to encourage industrial development without creating environmental problems or adversely affecting existing services and infrastructure;
- to ensure industrial development:
- is generally related to the scale, bulk and height of existing development and landscape in its locality,
- is attractive and functional
- retains existing worthwhile vegetation wherever possible, and
- has adequate on-site parking.

- to ensure industrial development meets the relevant objectives of the Broken Hill LEP 2013
- in the Kanandah Road/Pinnacles Place Precinct to encourage appropriate heavy industrial development within the precinct
- in the Rakow Street and Eyre Street Precincts, to encourage appropriate light industrial development within the precincts and to ensure industrial developments do not have an adverse environmental impact on nearby residential land use

### Controls

- Generally a site coverage not exceeding 50% can be used as a guide, however, where it can be demonstrated to Council's to this may be permitted. satisfaction that the requirements for setbacks, parking, access, loading/unloading, and landscaping can be met, a variation
- Landscaping should be designed to complement and enhance the development, and where applicable, screen such features as open storage areas, carparks, loading docks, garbage storage areas etc.
- behind the building line and behind the front landscaped area security fencing is considered desirable for most industrial sites. Security fencing should be preferably shall be located on or
- surrounding environment The siting and design of an industrial development shall be of suitable scale, colour, height and position to that of
- Access, parking and setbacks should be considered in relation to the building size and function.
- Building materials should be non-reflective. Large unrelieved expanses of wall are not favoured
- Council encourages the provision of employee facilities such as canteens, child minding centres etc., particularly in larger

satisfaction in accordance with the requirements of the Workcover Authority of NSW under the Factories, Shops and Industries developments employing more than twenty (20) persons. Amenities and toilet facilities are to be provided to Council's

- part of the landscaped area Goods may only be displayed outdoors if they are manufactured, processed or sold on site. Display areas shall form an integral
- adjoining land when viewed from the public road The design of buildings as well as being functional is to be visually acceptable and compatible with development or
- suitable screen wall of face brick, masonry or like construction All open areas for the storage of plant, goods materials, and/or wastes shall be screened from public view by means of a
- a Waste Volume, Storage and Removal Requisites Code which is available at Council's Administrative Centre it does not interfere with the amenity of the area and that it is not exposed to public view. For this purpose Council administers Suitable provisions shall be made for the storage and disposal of all trade wastes, refuse etc. in such a manner as to insure that
- Consideration should also be given to the use of suitable screening either in conjunction with or in certain cases, in place of
- measured adjacent to surrounding residential areas. unreasonable noise, particularly at night. be housed or installed on the premises shall not emit noise in excess of a noise level of 5dB (A) above background noise when All buildings shall be designed to effectively prevent the emission of noise and evidence will be required that any machinery to All industrial activity is to be conducted to avoid unnecessary or
- All machinery shall be so bedded to ensure that no vibration is transmitted outside the limits of the subject land
- The use of the premises shall be conducted and where necessary control equipment shall be installed so as to ensure that

set by regulation under the Clean Air Act. On-site incineration shall not be permitted. there are no adverse discharges of gas, dust or other material to the atmosphere and that any emissions are within the limits

- in the Kanandah Road/Pinnacles Place Precinct the setback from the street frontage to the building line should generally be no less than 6 metres, however setbacks shall also be determined on the following criteria:
- building height, bulk and layout
- the nature and needs of the industrial activity

the general streetscape.

## 3.5 Rural development

Application

## 3.5.1 Dwellings

This section applies to development within zone RU2 Rural Landscape.

Design guidance

- Energy conservation: to achieve the maximum benefit from the sun's energy the house should be sited with its longest sides the house. Appropriate tree planting can also protect the house from the elements facing north/south. The use of pergolas on the northern side shade summer sun but permit winter sun to penetrate inside
- can be used to shade windows and areas in summer whilst permitting winter sunlight. road and neighboring properties, to stabilize fragile soils and to assist in the absorption of effluent. Deciduous plants Vegetation: plants can be used to protect the house from undesirable winds, screen the house and surrounds from the

- insulation and heat storage properties. However where used, fiber cement cladding should be painted in browns, grayefficiency of the house. The use of fiber cement sheets or planks should generally be avoided as the material has low influence on the selection of materials and colours. Materials should also be chosen which contribute to the energy Materials: the relationship of the house to the colours and textures of the landscape in which it is sited, should be a major greens or other natural earth colours suited to the region and used with stained timber frames to blend with the landscape
- deck, preferably colour-bonded or painted in colours mentioned above, is a good match for simple timber or brick earth shades (fawns, mid-browns, silver-gray, gray blues and greens) to blend with the rural setting. Galvanized iron or steel Finishes: roof and wall finishes of all rural buildings should comprise low reflective surface materials and colours in natural
- inexpensive and flexible to use) For more undulating land hip roofs and split gable roofs are more appropriate. Verandahs and pergolas should relate to Roofs: roof pitch (slope) should relate to the surrounding landform in flat areas; the most suitable roofs are low-pitched. the main rooflines. Galvanized iron or steel sheeting makes suitable roofing material in rural areas (being relatively
- entrance along the road, to maximize road safety. Access: the point of entry to the property should be clearly visible for a considerable distance, either side of the
- Siting: of houses may require the provision of buffer zones to ensure that suitable separation distances are maintained from existing rural lands where spraying of chemicals occurs as part of the normal activities associated with rural production.

### Controls

- New dwellings shall:
- be constructed wholly of new materials or pre-used bricks,

- be of an area of not less than 90 square metres assessed from plans and specifications not including verandahs, carports or ancillary buildings
- contain an approved waste water treatment system and no exterior toilets or water closet out buildings shall be erected

## 3.5.2 Keeping of horses

### Objectives

- To provide clear and specific guidelines for people wishing to construct horse stables within the City of Broken Hill
- To allow for the high level of demand existing within Broken Hill for developments of this nature
- To provide a mechanism whereby people may apply to Council for variations in the methods and materials used in construction of stables and associated structures
- To allow for the construction of stables in areas where the potential for conflict exists, i.e. in residential areas
- to cater for such activities. Council may need to provide areas specifically for that purpose within its planning instruments To encourage the location of stables, especially those of a large and or intense nature, into areas specifically designed
- prevented from occurring. Note: all matters pertaining to animal welfare are the responsibility of the RSPCA To provide a suitable environment for the keeping of horses in such a manner whereby the suffering of horses will be
- To encourage a high standard of design, both functionally and aesthetically, which will have due regard to the needs of development, and minimise impact on the environment To encourage development to be sympathetic to the topography of the land, character, and scale of the surrounding
- To allow for the keeping of horses within a residential precinct without limiting consideration of normal residential uses occupants, neighbors and local amenity
- To ensure stables development meets the relevant objectives of the Broken Hill LEP 2013.

### Controls

Number of Horses - The number of horses to be kept depends on a number of factors including the area of land available, distances to shops, schools and residences etc. and the potential for nuisance. The following areas are suggested as

## minimums for specific uses:

- Stables in these areas should be passive with the exercising of the horses being carried out off site, however a minimum areas be incorporated into stable complexes within residential areas due to potential problems with dust and noise. Working Yards = 100m² (not including the area for stables and a holding yard). It is not recommended that working Holding Yards – (standing area only) =  $40m^2$  (not including area of stables) passive exercise area of 40 $\mathrm{m}^2$  should be provided in addition to holding yards;
- Stables (not including tack sheds or feed sheds) =  $16m^2$  per horse

supply the basic requirements could result in actions by the RSPCA under the Cruelty to Animals Act Note: It is the owner's responsibility to ensure that the animals are supplied with suitable accommodation.

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- commercial horse keeping establishments will need to satisfy Council of their ability to respond to nuisances as part of an ongoing management and maintenance plan residence or an application for a new residence lodged at the same time as the application for stables. Owner Occupied Sites - Stables for non-commercial uses will only be considered when in conjunction with an existing the applicant is in a position to act with speed and efficiency in the event that a nuisance does occur. This is to ensure that Applications for
- Minimum site area The minimum allowable lot size with regard to a residence and stables within a residential area is
- Workshop, Such distances apply to any part of the stables or yards. Distances stated by this Development Control Plan are in excess of Distances from other buildings - Under the provisions of this Development Control Plan and schedule 5 the minimum distances provided under the Local Government Act and are 25 metres to a Dwelling, School, Shop, Office, Government Act, 1993, there are minimum distances from certain buildings and public places which must be complied with Church or other place of public worship, public hall or premises used for the preparation and or sale of food

In addition, a local requirement is that no structure, yard or the like is to be within three metres of a side or rear boundary. This

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provision is to ensure that horses are not able to damage existing fences or shrubbery. This distance is included within the metre distance referred to above. 25

Note: planned for a school or residential uses etc Council may need to take account of the likely impact upon known or likely future development, e.g. If an area

## Construction & Materials

changed once a week, however in warm weather or where a nuisance exists, the A concrete apron one-(1) metre in width is to be placed in front of the door. Use of materials such as straw and appropriate action. rice hulls is permitted provided they are changed on a regular basis. are to be coved. The floor shall be constructed of concrete, 100mm thick and suitably reinforced. All junctions between floors and need to be increased Floors shall to remove any nuisance. be graded at a minimum fall of 2 degrees to a discharge point, presumably the door. The applicant should monitor this situation closely and take As a minimum, such material should be frequency of changing may

circumstances require such drainage to be connected to the Country Energy sewer constructed with sufficient falls to drain all wastes to a given point external to the stable. Council may also approve other suitable flooring such as hard masonry or pavers, provided such floors are properly Council may in some

- standards. Use of timber kick boards is allowed as a lining to solid construction but not as an alternative construction shall be allowed for construction above 1200 mm in height subject to compliance with normal building Are to be of a solid construction, being masonry or concrete or a similar material to a height of 1200 mm. Alternative
- A ceiling clearance of 2.75 metres should be maintained throughout. Construction shall be as for walls above 1200 mm. All roof waters are to be disposed of in a suitable manner so as not to create nuisance
- All openings shall be of sufficient size to allow horses to enter and exit the structure in safety, however openings for doors shall be 1200 mm in width and 2400 mm in height as a guide,
- Suitable ventilation should be provided in the form of openings between the roof and walls. Should the amount of

design and the permission of Council openings be less than  $3 \text{ m}^2$ , or alternative methods be proposed, then the approval of Department should be sought prior to construction. Use of screens for cold weather is permitted subject to suitable the Environmental Services

- paving for the floor area. Are open sided structures to give shelter from the elements. They should not be enclosed without Council permission. They should comply with relevant building standards for the construction of structures and should be provided with
- Shall be constructed in order to ensure the control of vermin. Containers with tight fitting lids shall be used for the is made whereby the breeding of mosquitoes is allowed to occur storage of all feed material. Water supplies shall be designed to ensure that no nuisance occurs and that no provision
- Fences Additional fences shall be erected a minimum of 3 metres inside of boundary fences in order to stop horses from damaging boundary fences and damaging trees and shrubs in neighboring properties
- Manure disposal All manure, feed waste and damp bedding is to be collected daily and stored in suitable airtight storage bins
- system. In exceptional circumstances, Council may require wastes to be disposed of to Country Energy's sewer system. including water from hose down procedures shall be maintained on site. No waste is to be disposed of to the storm water Drainage - All yards, enclosures and stables are to be suitably drained to ensure that no ponding occurs. All waste waters Approval of the Water Board may be required.
- checklist can be used to determine possible reasons for the nuisance and is therefore a good starting point for resolving the Nuisance Control - Even the most conscientious horse owner will have problems from time to time. The nuisance that arises will ultimately impact upon the neighborhood, but the degree of that impact can be minimised. As a guide, the following
- Are there too many horses for the block?
- Are the stables too close to the neighbors?
- Are the stables being cleaned out daily?

Is there adequate fly and vermin control?

- Are the stables built to the current standards? If not, can they be brought up to standard?
- Fly Control
- Keep all containers for manure and feed covered
- Remove wastes at least once a week Collect all manure and other wastes daily
- Seal all cracks and potential breeding areas
- Use knock down sprays, surface residual sprays, fly baits etc.
- Keep premises clean at all times

Note: be careful with pesticides as they can poison animals and people

Failure to comply with conditions of approval may result in Council rescinding the approval the reactions of adjoining properties. This shall be conducted on a three monthly schedule for the first twelve months of operation. Should approval be granted subject to conditions, Council will conduct ongoing surveillance and monitoring of the operation and

and kept free from vermin and other nuisances. approvals for keeping horses. It is in your interest to ensure that your stables are maintained in a clean and tidy condition complaints. Council will be able to serve notices to require certain works to be carried out or in some cases, may even rescind Please be aware that keeping of horses is an emotive issue within residential areas and improper control of stables will lead to

## CAR PARKING

## 1 Car parking requirements

statement to be prepared by a qualified person and submitted to Council with the development application service vehicle intensive (e.g. supermarkets or shopping developments, or major buildings on main roads) will require a traffic impact operation and embellishment of parking areas. Development proposals that significantly impact existing road systems or are traffic or This chapter establishes and outlines the car parking requirements for various land uses and other requirements relating to the

### bjectives

- To ensure that the provision of parking is appropriate for the proposed use or development of the land.
- To protect amenity, enhance streetscapes and provide shade
- To maintain traffic flow efficiency, improve safety and protect the environment
- To ensure convenient and safe provision of off street car parking for disadvantaged persons,
- To allocate adequate bicycle and motorcycle standing areas,
- To ensure convenient and safe space is provided for loading and unloading of goods, and
- To provide convenient and safe access to car parking areas, minimising disruption to traffic and maximising pedestrian safety

## Design guidance

All development proposals will, according to their size, have to consider some or all of the following matters:

- The amount of traffic generated by the use
- The impact of traffic generation on surrounding road network
- Driveway location and service vehicle access
- Traffic circulation patterns and parking layout
- The safety of pedestrians and pedestrian circulation patterns

### Controls

## Design and safety

- stormwater system Car parking areas shall be constructed to an all-weather hard stand surface and be graded and drained to Council's
- Motorists shall easily be able to locate the car parking area. Parking spaces shall be clearly marked and signposted where appropriate. Vehicles shall be able to enter and leave the site in a forward direction
- All car parking and manoeuvring areas are to be located on the development site and clear of the footpath and verge
- commercial and industrial development, shall be in accordance with the RTA Guide to Traffic Generating Developments Access arrangements and parking area design, including parking space dimensions and car park layouts including for Version 2.2 released in October 2002

## Parking Spaces

- The number of parking spaces required for different land uses shall be provided on-site in accordance with Table 5.1 below
- Parking spaces shall be designed in accordance with Australian Standard 2890.1 Parking Facilities. Part 1: Off-street Car Parking

and AS 2890.2 Off-street Parking. Part 2: Commercial Vehicle Facilities. Alternative layouts are shown in AS 2890.1

and located as close as practicable to the main entrance of the building. Car parking for disabled persons shall be provided for developments where disabled access to the building is required. Parking spaces for disabled persons shall have a minimum dimension as per AS 2890.6-2009 Off-street Parking for People with Disabilities

### Landscaping

Development applications for parking areas shall be accompanied by a landscape plan demonstrating the means to provide shade and soften the visual impact of any parking structure or parking area

## Exemptions from meeting requirements in Schedule

- Inability to provide parking as per the schedule will not exclude a development and in such cases the Development Application will be considered on its merits
- parking demand and justification as to why an exemption should be given all of the subject developments on-site parking requirement. In this instance, the applicant must provide details of expected heritage item in Schedule 5 Environmental heritage of Broken Hill LEP 2013 or is within a Heritage Conservation Area, from part or Council may exempt a development involving restoration and/or adaptive re-use of a building which is either listed as a

## Broken Hill Development Control Plan 2016

## Table 5.1 Car parking requirements

Land use	Parking requirements
Acc	Accommodation
Dwelling houses	1 - 2 spaces
Secondary dwellings	No additional parking required
Dual occupancy	Minimum 2 spaces
Multi unit housing/Residential flat buildings	1 space per I bedroom unit or less than 75m² GFA
	1.5 spaces per 2 bedroom unit or 75m² to 110m² GFA
	2 spaces per 3 or more bedrooms or greater than 110m <sup>2</sup>
Seniors housing	Resident funded developments
	Self-contained dwellings:
	2 spaces per 3 units
	+ 1 space per 5 units (visitor parking)
	Hostels and residential care facilities:
	1 space per 10 beds (visitors)
	+ 1 space per 2 employees
	+ 1 space per ambulance
	Subsidised development
	Self-contained dwellings:
	1 spaces per 10 units (residents)
	+ 1 space per 10 units (visitor parking)
	Hostels and residential care facilities:
	1 space per 10 beds (visitors)
	+ 1 space per 2 employees
	+ 1 space per ambulance

# Broken Hill Development Control Plan 2016

Land use	Parking requirements
Hotel or motel accommodation	Motels:  I space for each unit plus
	1 space per 3 seats if a public restaurant and/or function room is provided
	Unlicensed hotels:
	1 space per bedroom plus
	1 space per 2 employees
Caravan parks	In accordance with the Local Government (Manufactured Home Estates,
	Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005
C	Commercial
Pubs and registered clubs	Licensed pubs:
	1 space per 3m² of public bar plus
	1 space per 6m² of public lounge and dining area plus
	1 space per 2 employees
	Licensed clubs:
	1 space per 6m² of public bar, lounge and dining room
Office premises and all other commercial development	1 space per 40m <sup>2</sup> GFA
Shops	0-10,000m <sup>2</sup> - 6.1 spaces per 100m <sup>2</sup>
	10,000-20,000m <sup>2</sup> - 5.6 spaces per 100m <sup>2</sup>
(floor areas and requirements are for	20,000-30,000m <sup>2</sup> · 4.3 spaces per 100m <sup>2</sup>
leasable GFA for shops and video stores)	Over 30,000m² - 4,1 spaces per 100m²
	Video stores:
	o.1 spaces per 100m²

# T 2016 Broken Hill Development Control Plan 2016

Land use	Parking requirements
	Cartyre stores:  Whichever is the greater of 3 spaces per 100m <sup>2</sup> GFA or 3 spaces per work
	bay
	Drive-in liquor stores:
	1 space per employee plus
	a minimum of 2 off-street parking spaces for "browse room" customers
Service stations	6 spaces
Vehicles sales or hire premises	4 spaces per 1,000m² site area plus
	1 space per employee
Vehicle repair stations	0.75 spaces per 100m² site area
	+ 6 spaces per work bay
Roadside stalls	4 spaces
Markets	2 spaces per stall
Bulky goods premises	Surveys should be carried out of similar developments
Take-away food and drink premises	Drive-in:
	30 spaces plus
	1 space per employee
Restaurants	1 spaces per 6m² of service area, or
	1 space per 3 seats, whichever is the greater
Function centres	30 spaces plus
	1 space for every 3 seats over 60 seats
Funeral chapels/funeral homes	1 space per 5 seats
R	Recreation
Recreation facilities (indoor)	Squash and tennis courts:
	3 spaces per court

Land use	Parking requirements
	Bowling alleys:
	3 spaces per alley
	Gymnasiums:
	4.5 spaces per 100m <sup>2</sup> GFA
Recreation facilities (outdoor)	Bowling greens:
	30 spaces per green
Б	Infrastructure
Freight transport facilities	Surveys should be carried out of similar developments
Transport depots	Surveys should be carried out of similar developments
	Industrial
Industries and rural industries	1 spaces per 3 employees
Warehouses or distribution centres	1 space per 2 employees or 1 space per 90m², whichever is the greater
Waste management facilities (private)	Motor vehicle wreckers - minimum 5 spaces or 1 space per 750m2 of site
	area, whichever is the greater
Plant nurseries	$0.5~{\rm spaces~per~100m^2}$ site area or a minimum $15~{\rm spaces}$ , whichever is the
	greater
0	Community
Health consulting rooms	1 space per practitioner plus
	1 space per employee plus
	2 spaces for patients of each practitioner
Medical centres	4 spaces per 100m <sup>2</sup> GFA
Child care centres	1 space for every 4 children in attendance

Note – in this table the following definitions apply:

and includes: or from the internal face of walls separating the building from any other building, measured at a height of 1.4 metres above the floor "Gross floor area" (GFA) means the sum of the floor area of each floor of a building measured from the internal face of external walls,

- (a) the area of a mezzanine, and
- (b) habitable rooms in a basement or an attic, and
- (c) any shop, auditorium, cinema, and the like, in a basement or attic, but excludes:
- (d) any area for common vertical circulation, such as lifts and stairs, and
- (e) any basement:
- (ii) vehicular access, loading areas, garbage and services, and
- (f) plant rooms, lift towers and other areas used exclusively for mechanical services or ducting, and (g) car parking to meet any requirements of the consent authority (including access to that car parking), and
- (h) any space used for the loading or unloading of goods (including access to it), and
- (i) terraces and balconies with outer walls less than 1.4 metres high, and
- (j) voids above a floor at the level of a storey or storey above.

storage area "Gross leasable floor area" (GLFA) means the sum of the area of each floor of a building where the area of each floor is taken to be area within the internal faces of the walls, excluding stairs, amenities, lifts, corridors and other public areas but including stock

## 4.2 **Industrial Development**

## Location of car parking

- Parking should preferably be located at the side or rear of the site behind the front building line
- If it is intended to locate the parking area in front of the building then the area is to be behind the building line and

screened from viewed but be behind the landscape set back. screened from view (dense planting, feature wall etc may be used). Small parking areas need not be totally

Loading facilities are considered to be an important part of any development, whether new or existing. Where ever possible, such facilities should be provided wholly within the site.

## Vehicular Access

## By Main Roads

- Maritime Services, either direct or through the local Council's Traffic Committee all development which have direct vehicular access to a main road are subject to consultation with NSW Roads and
- Generally, no vehicular access will be permitted to a main road if reasonable access is available from an alternative

## By Local Streets

- not more than two (2) crossings will be permitted to any premises
- where two (2) vehicular crossings are provided the crossing on the approach side will be constructed, signposted and used solely as an entrance and the other crossing will be constructed, signposted and used solely as an exit

## Access Driveways

or equivalent standard which causes stormwater to be drained off the surface so as to be suitable for use in all weather conditions. Unsealed cracker dust or limestone will not be acceptable as an equivalent alternative Access driveways, parking loading/unloading and manoeuvring areas are to be constructed of sealed gravel pavement

- public road. be varied at Council's discretion to ensure that vehicles may exit the development without crossing the centre line of the A vehicular access driveway should be no less than six (6) metres wide at the property boundary. Driveway widths may
- Driveways shall be located no less than six (6) metres from an intersection of a public road

Driveways shall be positioned at right angles to the kerb to ensure safe entry and exit from the site

full cost to the developer All footpath and gutter crossings are to be located and constructed in accordance with Council's requirements at

## Vehicular Movement

Sufficient turning area shall be provided on the site for all vehicles to manoeuvre on and off the site in a forward and other associated direction at all times. The RTA Guidelines should be consulted with regard to dimensions, site distances, turning circles information ₫ the design <u>o</u> vehicular movements 9

## 4.3 Commercial Development

### Controls

- to ensure that vehicles using these areas can enter and leave the site in a forward direction Loading and delivery bays for properties in the Westside Plaza commercial precinct should be located on site and be designed
- If buildings have access to a rear lane within the Patton Street any commercial precinct, where practical loading unloading shall be provided from that lane, unless Council is satisfied that the laneway is inadequate for that purpose and

## 5 Outdoor advertising

## 5.1 General provisions – all zones

### **Application**

signage are assessed by Council in accordance with Schedule 1 Assessment Criteria of SEPP No 64. provisions of this section provide design guidance and control the content of signage. Development applications for advertising and Complying Development Codes) 2008 provides for advertising and signage that may be carried out as exempt development. The all zones in Broken Hill that are subject to Broken Hill LEP 2013. SEPP No 64 regulates signage across NSW and SEPP (Exempt and This section applies to advertising and signage as defined in State Environmental Planning Policy No 64 – Advertising and Signage in

### Objectives

- To provide for good quality and well-maintained signage which is adequate and effective in promoting the City's tourist attractions and it's trade, commerce and services without being detrimental to the amenity and character of the area

To provide for signage which is complementary in scale and form with the built environment and the streetscape as a whole

- To establish common criteria for the assessment of applications for outdoor advertising
- balanced, by strong enforcement To achieve a gradual replacement of existing unwanted signs with new, good quality, well maintained signs through incentives
- To provide for directional signs to meet the needs of visitors and residents in locating facilities, places and services

## Design guidance

Size and Number - Signs should be in scale with their surroundings. The size of the sign should be appropriate to the relative size

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<u>o</u>

overall design of a building designed in style and colours which complement the amenity of the area. Where possible, signs should be integrated into the both the building and the adjoining road or pedestrian way together with the speed of passing traffic. Signage should be attractively

Content - Signs should be simple, clear and concise. In some instances, graphic symbols may be more effective than words

coordinated in height, shape, size and colour may even work to the detriment of the advertiser. Where there is more than one shop or business within a building, signs should be appearance of a clutter of "add-ons" or afterthoughts. Poorly maintained or constructed signs don't create a favourable image and Orderliness - The different components of an outdoor advertising campaign should be planned and integrated, to avoid the

Fit - The design of signage should be appropriate to its surrounding and complementary to the building

**Shape -** Sign shapes can be varied to create a distinctive image, however, care is needed to ensure larger signs "fit" rather than dominate their surroundings

qualified designers or signwriters to ensure a professional finish **Lettering and Layout** - Lettering styles should be appropriate to the sign's purpose and its surroundings. It is always preferable to use

Resemblance to Road Signs - Signs should not resemble road signs in colour, shape, layout or wording to avoid confusing motorists

painted and be of a professional standard of design and finish Maintenance of Signs - Advertisements and advertising structures shall be maintained in good structural condition, kept clean, neatly

**Removal of Signs -** When a change of use takes place, the signs of the outgoing occupant are to be removed by the advertiser

regard, Council will consider concessions in relation to new signage to achieve a "clean-up" of an existing cluttered site or where New Signs For Old - Council actively offers incentives to encourage a rationalisation of approved signs on individual premises. In this

the applicant to provide proof that the existing sign(s) was erected with approval from Council restoration scheme. Council will consider all reasonable proposals on the merits of the individual case. However, it is necessary for removal or reconstruction of a redundant or poorly maintained sign is proposed as an integral component of a beautification or

of the total effort to achieve an orderly and interesting display of signage in the City. Council may order the advertiser to alter obliterate, demolish or remove an advertisement and any associated advertising structure where: Illegal Signs - Council will be systematically seeking removal of an illegal, redundant and poorly maintained signs as an essential part

- The advertisement is unsightly, objectionable or injurious to the amenity of any natural landscape, public reserve or public place at or near where the advertisement is displayed;
- An unauthorised advertisement is displayed;
- An unauthorised advertising structure is erected; or

the work and charge the advertiser for the cost of the work. In such cases Council will also seek to have fines imposed on the do whatever is considered necessary to remove the threat. Should the advertiser not comply with the order, Council will undertake Alternatively, where the condition of an advertising structure threatens the safety of the public, Council may order the advertiser to advertiser

### Controls

- The following types of signs are **not acceptable** in the City of Broken Hill
- Signs which project from the building façade and obscure the view of neighbouring buildings or interrupt the perspective view of the streetscape
- Signs fixed to trees, or light, telephone or power poles;
- Signs which could reduce road safety by adversely interfering with the operation of traffic lights or authorised road signs;
- any natural landscape, public reserve or public place; Any sign which would, in the opinion of the Council, be unsightly, objectionable or injurious to the amenity of the locality,
- Signs on or attached to parked vehicles directing attention to a nearby business or goods for sale
- Portable signs on public footways and road reserves;

- Numerous small signs and advertisements carrying duplicate information
- Overhead banners and bunting, except for:
- Temporary signs related to local festivals, fairs or celebrations (See details on "special event signs"); or
- The opening of a new business, for a duration not exceeding 2 weeks;
- Signs on bus sheds, seats and waste bins unless for community related purposes approved by Council
- Any sign located over the footpath which is lower than 2.6m above the footpath
- Flashing signs.
- acceptable in heritage conservation areas Advertising signage in heritage conservation areas. Only business identification or building identification signage
- development consent shall: Special Event Signs - Special events signs, temporary event signs and special promotional advertisements which require

only be displayed for a period of not more than 2 months prior to the event and shall be removed within 48 hours after the

- comprise a maximum of 2 on-site temporary signs per event;
- shall be securely fastened to an approved signage structure, fence or post supports;
- shall not exceed 5.0m² in area;
- shall not overhang a public road or footway:
- the position of the sign shall not obstruct a driver's line of sight;
- the consent shall be obtained from the property owner prior to the erection of any signage;
- shall not be fixed or secured to public property, such as electricity poles, street signs or seating
- SEPP exemptions may apply. Murals and Public Art on Council owned or managed properties must comply with the Broken Hill Murals and public art - Murals and Public Art on private structures/buildings will be assessed on a case by case basis. Public Art Policy. Codes

## 5.2 Directional signage in rural zones

### Application

This section applies to directional signage for a Place of Tourist Interest in zone RU2 Rural Landscape A Place of Tourist Interest:

- A Place of Tourist Interest: Is a place which would reasonably be expected to be predominantly utilised by tourists and is a place of scientific, historical or
- May generally include galleries, museums, architectural/engineering structures, and wildlife or nature parks
- parks and the like Does not include a place or building where the primary purpose is retail premises, tourist and visitor accommodation, caravan

## Design guidance

- The principle purpose of the advertisement is to direct the public to that building or place
- The size of the advertisement is not larger than would be reasonably required to direct passing public
- The advertisement will not be detrimental to the amenity and character of the surrounding area

### Controls

- historical, or scenic interes Applications should be accompanied by a statement or supporting documentation justifying that the place is of scientific
- In general, signs in rural areas should have a maximum area of 10 square metre

- directional signage is to be limited to three (3) signs per tourist place
- A particular site should have no more than two (2) signs of this type erected upon it

The sign can contain the name of the tourist place, attraction and directional information only

The maximum size for a sign of this type is 5m² (area of advertising panel)

This section applies to building identification signs in zones IN1 General Industrial and IN2 Light Industrial Signage in industrial zones

Design guidance

displayed.

Only one business identification sign is permitted on industrial premises and no bunting or other advertising media may be

## Above awning sign 1.4 metres

The typical size of building identification signs for industrial premises are:

Business sign 5 metres

Illuminated signs:

Pole or pylon sign	Neon	internally lit	Indirectly III
4 metres	4 metres	8 metres	3 merres

Sky, roof, fin sign

8 metres

surrounding amenity and the like Consent may be granted for signs of greater size than that specified above depending on the location, site attributes, Wall sign 15 metres

If the site is occupied by a number of tenants, one index board may be constructed near the site entrance, detailing the unit number, tenant, and product of each occupant of the site

## 5.4 Signage in heritage conservation areas and on heritage buildings

### **Application**

heritage of Broken Hill LEP 2013. This section applies to signage in heritage conservation areas and on heritage buildings that are listed in Schedule 5 Environmental

## Design guidance

- buildings. A clutter of signs on buildings does not contribute to the streetscape and makes advertising ineffective Signs on buildings within heritage conservation areas should be simple and clear. There are logical places for signs on
- Original advertising signs were generally attractive and early photos of Argent Street show that bold advertising signs were be very useful. commonly used. Referring to early photographs to determine appropriate locations and lettering on early buildings can
- Signs above verandah level Internally illuminated signs above verandah level are discouraged. Appropriate signs above verandahs include:

- Sign writing in the advertising panel on the parapet with a simple clear lettering style
- Where carefully considered, on a hoarding above the verandah (as seen in early photographs)

should be erected if windows and decorative elements allow no space Signs should not be erected which detract from the architectural elements of a building and dominate the streetscape. No signs

- Signs on a verandah Appropriate signs on verandahs include

Those erected perpendicular to the post on a bracket (appropriate for certain businesses and restaurants)

- Sign writing on the verandah fascia board
- Signs suspended on the end spandrel panel of verandah.
- the window. Signs should only be fixed to the piers (dividing walls) of shops as these do not cover detailing Signs below the verandah - Painted signs on shopfronts are appropriate but should not dominate or clutter the shopfront position of the lettering is appropriate and emphasis on
- Lighting of signs Signs should preferably be illuminated using external spotlights. Internally illuminated signs are discouraged
- often detracts from the building. Later Art Deco buildings used typefaces typical for this period examples are provided should be encouraged – lower case letters were rarely used on commercial buildings and are less clear. Examples of typeface for Victorian buildings were generally simple. Fussy decorative lettering should be avoided - this does not read clearly and Lettering/typeface - Simple lettering appropriate to the period of the building is recommended. Generally upper case lettering

## Broken Hill Development Control Plan 2016

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## Land contamination

chapter of the Plan. Contaminated Land Planning Guidelines. All definitions of SEPP No 55 and the Guidelines are adopted for the purposes of this Development applications that involve contaminated land are assessed in accordance with SEPP No 55 and the Managing

## Contamination other than lead

**Application** 

associated Managing Contaminated Land Planning Guidelines and the Contaminated Land Management Act 1997. contaminated (other than with lead) within the definitions of State Environmental Planning Policy 55 – Remediation of Land and This section establishes and outlines development guidelines relating to development on land which is known to be or is potentially

- establish appropriate guidelines for the remediation of contamination from materials, other than lead, as outlined by the Managing Contaminated Land Planning Guidelines
- by means of researching and identifying past uses of specific sites wherever possible identify sites known to be or likely to be contaminated as defined by State Environmental Planning Policy 55 and the Guidelines,
- Determine appropriate procedures for assessing applications for development that allow the continuing development of the City of Broken Hill whilst maintaining appropriate controls on land use within the boundaries of the City. Such procedures shall take into account the proposed use and the risks associated with that use given the presence of contaminants on the site

## Design guidance

Use of property

noted however, that this would not prevent the owner of the land from being liable for remediation works at a future time should the potentially contaminated. This means that if a land use is similar to a previous land use, or would not impose a greater risk to human Wherever possible, a risk based analysis approach will be used to determine applications for the development of sites identified as health and the environment, then that use may be permitted without the need for remediation works to be carried out. It should be

- Become worse and or subject to migration from the site:
- Become subject to a further change of use which is incompatible with the levels of contamination:
- The EPA issue an order to investigate and or remediate the site

In the event that one of the above circumstances occurs, it is the responsibility of the owner of the site to carry out any testing and or remedial works required to alleviate the problem

Rezoning of the site to allow for residential purposes may require remediation of the site to a level suitable for such use. The degree of remediation will be dependent upon the type, location and extent ot contamination for that particular site

Risk

Managing contamination involves considering risk to human health and the environment. The Site Investigation Process may only need to be carried out in situations that are considered to present a risk to health or the environment

Particular care should be taken in the following situations:

- The development, regardless of site history, will involve a sensitive use
- A vacant site is to be rezoned or redeveloped for residential purposes
- Redevelopment for industrial or commercial purposes

- Industrial site to be rezoned or redeveloped for commercial or residential use
- Commercial site is to be rezoned or redeveloped for residential use

In determining the risk posed by contamination, the following issues should be considered:

- Whether the contamination of the site has already caused harm
- Whether the substances are toxic or present in large quantities or concentrations
- Whether there are routes whereby the substances may proceed from the source of the contamination to human beings or

other aspects of the environmen

- Whether the uses or approved uses to which the site and adjoining sites are currently being put are likely to increase the risk of
- Any guidelines made or approved by the EPA on contamination and remediation.

### Controls

- recommendations from an accredited person under the Contaminated Land Management Act Remediation methods, apart from existing residential allotments, will in most cases, be subject ♂ an evaluation and
- Remediation from contaminants, other than lead, will require an approach as outlined in the "Guidelines for Consultants Reporting on Contaminated Sites", produced by the Environmental Protection Authority NSW
- The four steps outlined therein are

- Preliminary Site Investigation
- Detailed Site Investigation

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Remediation (Remedial action plan)

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Validation and Ongoing Site Monitoring

steps and in some more severe cases, may require all of the above steps. Remediation techniques and the degree of Depending upon the type and degree of contamination, the proposed course of action may require one or more of the above remediation required will also depend upon the proposed use of the land and the risks associated therein.

## Stage 1 – Preliminary Site Investigation

a preliminary assessment of any site contamination and, if required, provide a basis for a more detailed investigation The main objectives of a preliminary site investigation are to identify any past or present potentially contaminating activities, provide

and inspection. The onus is on the applicant to provide information in sufficient detail for assessment by Council has occurred, confirmation through sampling and analysis is required to support any conclusion reached from the history appraisal Where contaminating activities are likely to have occurred, or where the site inspection does not conclude that no contamination

a Stage 2 – Detailed Site Investigation. is suitable for the proposed use (due to contamination, or potential contamination) Council may request that the applicant conduct Where a preliminary site investigation indicates that the land is potentially contaminated or where Council is not satisfied that the site

## Stage 2 – Detailed site investigation

exposure to contamination. formally used for an activity listed in Schedule 1 and a land use change is proposed that has the potential to increase the risk of A detailed investigation is only necessary when a preliminary investigation indicates that the land is contaminated or that it is, or was,

by contaminants to health and the environment The objectives of a detailed investigation are to define the nature, extent and degree of contamination; to assess potential risk posed

proposed use to proceed The investigation should also determine whether remediation is necessary to reduce the levels of contamination in order for the

What happens after a detailed site investigation?

Development Application. The investigation should demonstrate and conclude that: After a detailed site investigation is completed, Council must be satisfied that it has enough information to determine

- a) the site is free from contamination and no remediation work is required for the proposed development to proceed; or
- proposed use, and the proposal can be determined without the need for remediation of the site; or <u>0</u> the site has minor contamination, however, the extent and nature of that contamination is insignificant having regard ō
- contamination so that the site is suitable for the proposed use; c) the site is unsuitable for the proposed use (with regard to contamination) and will require remediation to reduce the level <u>o</u>

d) the site is unsuitable for the proposed use, even if remediation processes are undertaken, and the proposal should not proceed.

## Stage 3 – Remediation

SEPP55 - Remediation of Land identifies when remediation works require consent from the relevant consent authority

These works are identified as Category 1 in the SEPP. Other remediation works (known as Category 2 in the SEPP) do not require the

If it is identified that remediation works require development consent (i.e. Category 1 remediation works), the applicant is required to submit a Development Application consent of Council, but compliance with the provisions of the SEPP, including notification to Council, is mandatory,

Development Applications for, or which include, site remediation works (Category 1) must be Action Plan (RAP) in accordance with the provisions of State Environmental Planning Policy No. 55 - Remediation of Land accompanied by a site Remedial

The objectives of a site remedial action plan (RAP) are:

- to set remediation goals that ensure the remediated site will be suitable for the proposed use and will pose no unacceptable risk to human health or to the environment; and
- to determine the most appropriate remedial strategy.

## Stage 4 – Validation and Ongoing Site monitoring

conducted the rest of the site investigation and remediation process remediation work or restrictions on land use are required. Ideally, validation should be conducted by the same consultant that Validation should determine whether the pre-determined clean-up objectives have been attained and whether any further

relevant NSW EPA guidelines should be followed when validating the site. SEPP55 outlines the proponent's responsibilities for reporting Validation must confirm statistically that the remediated site complies with the predetermined clean-up criteria for the site. notice of completion to the consent authority for Category 1 remediation works.

## Lead contamination

### **Application**

Managing Contaminated Land Planning Guidelines and the Contaminated Land Management Act 1997 contaminated with lead within the definitions of State Environmental Planning Policy 55 – Remediation of Land and associated This section establishes and outlines development guidelines relating to development on land which is known to be or is potentially

of the Plan. Contaminated Land Planning Guidelines. Development applications that involve contaminated land are assessed in accordance with SEPP No 55 and the Managing All definitions of SEPP No 55 and the Guidelines are adopted for the purposes of this section

### Objectives

- environment through lead safe work practices, controls and proper disposal procedures to minimise lead exposure to the public, particularly young children and to minimise the impact of lead within the
- acceptable environmental planning practices and standards ensure that all development/activities, including exempt, complying, local and integrated development, complies with
- assist in achieving a consistent approach to the management of lead contamination

minimise the overall environmental impacts of lead contamination

minimise the effects of lead on the health of residents

- provide advice to people and organisations on how to manage lead in their premises and the environment, matters that need to be considered and the actions to be carried out
- provide advice to applicants when assessing the effects of a variety of applications made under the Environmental Planning and Assessment Act 1979

provide advice to intending applicants on how to reduce and handle waste during the demolition and construction phase

- provide for on-going control of lead in premises
- provide guidance for council in undertaking its infrastructure management and maintenance functions

## Design guidance

of Lode and 0.8 km south of the Line of Lode. Additionally, wide-spread use of lead-based paint has potentially caused localised dry sanding or water blasting) or from painted wood having been burnt contamination of soil and building interiors due to the paint flaking or peeling off, being removed with unsate techniques (heat gun ceiling spaces, wall cavities and internal areas of homes within Broken Hill, with the greatest deposition within 0.4 km north of the Line with lead. Lead has been distributed from the ore body through a combination ot wind, and water erosion contaminating the soils As a result of mining activities over the last 100 years and erosion from the ore body, much of Broken Hill is potentially contaminated

through the Broken Hill Environmental Lead Program and these are likely to have substantially lower soil lead levels than would contaminated unless proven otherwise within 0.4 km north of the Line of Lode and 0.8 km south of the Line of Lode. A small number of properties have been remediated Lead levels of "old" soil are known to be generally well above the Health Investigation Lead level of 300 PPM, particularly in areas otherwise be expected. It is necessary for Council to undertake the precautionary principle, <u></u> to assume that all land

Some of the following questions will provide additional insights into the degree of lead contamination present:

- Is the soil and land around the building or structure likely to be contaminated with lead due to previous lead paint or protective coating use or industrial activities?
- Has fill which may have been sourced from lead contaminated land been used on the site?
- Has the land been used for orchards, market gardens or other agricultural purpose in which lead arsenate could have been used?
- petrol station, previous rifle range? What was the previous use of the land/property? Could any of the activities contaminated the land with lead ie. previous
- Has the land been built on prior to 1970 and was there an unsafe demolition or renovation?
- Has there been fill or slag that may be contaminated used on the property?

consideration given to remediation works exists, it is suggested that the precautionary principle be applied. Ie. it should be assumed that contamination may be present and acknowledged that there may be insufficient information to answer some of these questions. Where lack of knowledge

## Renovation/demolitior

in Broken Hill is known to be well over the acceptable limit. known to be very high. Paints used prior to 1970 contained high levels of lead. The lead levels in paint of most pre-1970s dwellings exposed and mobilized. This will result in a high health risk to occupants, workers and neighbours. Lead levels in ceiling dust are renovation and demolition works dust that has been accumulating in the ceiling space, wall cavities and floor space may be As a result of over 100 years of wind erosion, lead dust has accumulated to varying degrees in all most Broken Hill homes. During

The following questions may help identify possible contamination issues as to the degree of contamination present on site:

- Is there evidence that demolition or renovations have been carried out on the site which may have resulted in lead contamination?
- Did part of the building or structure contain lead paint or protective coatings or use lead products?
- Has the building or structure been used in the manufacture or use of lead? (e.g. printing, pigment production or mixing lead sinker production)

## Lead management plan

of the developer by an accredited contaminated site auditor or an appropriately qualified person experienced in lead assessment, and must provide the following details: In most cases, compliance with the controls of this Plan will be sufficient. Where Council has ascertained that an unacceptable applies it may require the preparation of a Lead Management Plan. The lead management plan must be prepared on behalf

- history of any relevant structures, buildings or land
- details regarding any testing which has been carried out to ascertain the extent of lead contamination
- type of lead contamination (internal / external lead paint, lead dust in ceiling or wall cavities, contaminated soil, slag or fill)
- how the lead is to be controlled or removed
- how the lead is to be disposed of
- a statement outlining the ways in which the lead related environmental and health effects of the proposal will be

### minimised

Workplace Health & Safety procedures to be used

### Remediation

to minimise risk

Remodiation

dealing with health issues arising from lead contamination in Broken Hill approach to the land use approach of the planning system. This approach is considered to be the most suitable method of dealing with lead. This approach also revolves around dust suppression within the residence, which is a somewhat different Council, has prepared a number of policies and guidelines for the safe development of land as well as safe work practices when contamination, reduce, disperse or destroy the contamination, or eliminate or reduce the hazard arising from contamination. It is

not always necessary or even possible to remove all contamination from a given parcel of land. As such, alternatives must be found

There are many different ways to remediate an allotment of land. The purpose of remediation is to remove the cause of

## Remediation methods

available from Council. Remediation techniques and the degree of remediation required will also depend upon the proposed Council. Information regarding acceptable remediation techniques for lead contamination in existing residential allotments are Existing residential sites contaminated by lead may be dealt with by remediation techniques determined by Broken Hill City use of the land and the risks associated therein

In the event that an investigation order or remediation order has been issued by the Environment Protection Authority and/or by the provisions of clause 6 of the Contaminated Land Management Act 1997 Council subject to direction by the Environment Protection Authority, then appeal rights will be available against that order under

### Controls

- All works shall be undertaken in a lead safe manner. Council recommends that the tradesman is an accredited Lead Safe
- street as this will result in contaminated dust being washed into the street and mobilised by traffic During works, the site shall be continually damped down with water to suppress dust. Water should not escape into the

Demolition, alterations/ additions to existing buildings and minor structures

- of in an approved method Where necessary, cavities shall be vacuumed using an approved HEPA style Vacuum Cleaner and dust collected and disposed
- Works will be undertaken so as to minimise the escape of dust into the atmosphere. To achieve this, all internal linings shall be removed whilst the external fabric of the building is essentially intact. Dust should be vacuumed in an approved manner
- Works shall not be undertaken during periods of high winds, i.e. winds strong enough to raise dust
- The site is to be thoroughly cleaned prior to finishing by wet wiping all ledges, sills, benches, surfaces and wet mopping of floors high phosphate detergents are more effective in binding lead <mark>using appropriate high-phosphate detergents (e.g. sugar soap)</mark> to restore site to a "lead safe" environment that is safe to live in
- mm cover of clean material. In the event that further development is to take place unless Council is satisfied that works will On completion, unless the site can be shown not to have been contaminated by the works the site shall be stabilised with a 50 commence within a reasonable period of time

Commercial, industrial and residential construction works

Work areas should be sealed off from living areas and work areas regularly cleaned to minimise the risk if dust

- Wet mopping should be used wherever possible to remove dust
- Care should be taken to ensure that work clothes etc. do not transport dust into clean areas at the end of the day
- Care should also be taken not to contaminate external areas such as ground outside of the proposed work area

## Filling of land and subdivisions

- removal of vegetation shall be allowed Works will be undertaken so as to minimise the escape of dust into the atmosphere. To achieve this, only necessary
- Hill will not be accepted Fill brought into the site shall be sourced from a lead free source. Excavated material from other locations within Broken
- Works shall not be undertaken during periods of high winds, i.e. winds strong enough to raise dust
- brought into the site shall be sourced from a lead free source. Excavated material from other locations within Broker

## Procedures for disposal of material

- Cover all trailer, truck and utility loads, including fill removed during earthworks to prevent their escape during transport
- Dispose of all fill and excavated material at a Council waste management facility
- Do not disturb materials unnecessarily

Use a plastic membrane as a base when stacking materials in the trailer, truck or utility for transport and disposal

integrity and unity

# 1raft 14 August 2016 Broken Hill Development Control Plan 2016

## Tree preservation

## Trees on public land

### Application

Objectives operational land, nature strips, road corridors and public reserves This section applies to trees and shrubs planted on land that is owned and/or managed by Council including community land

## To promote the safety and beautification of streets, parks and reserves To maintain and protect trees and shrubs on public land

To maintain and protect trees and shrubs on public land
 Design Guidance

A combination of native and exotic trees will be maintained within the streetscapes and within developments, however,

Council will encourage consistent vegetation themes that reduce the diversity of species selected so as to maintain street

- approval of Council planted and small trees when required, however, tree trimming and pruning may not be carried out without the prior written Residents are encouraged to promote the health of trees in the vicinity of their residences by watering watering of newly
- In such circumstances, the cost for removal will be met by the ratepayer. Leaf debris or shading of solar panels are not Council may approve the removal of trees where a ratepayer is able to demonstrate a valid reason for the removal of the tree.

considered valid reasons for the removal of street trees. The removal of trees and shrubs on Council controlled property shall be undertaken, where possible, by Council staff or a contracted arborist

- appropriate course of action. Such action may include tree root extraction or, where there is no other option, removal of the required to submit a report of the alleged damage so that a Council Officer can assess the situation and determine Should tree roots from a tree planted on public or Council owned land encroach into a private residence, the ratepayer will be tree. Residents and ratepayers are responsible for preventing the encroachment of trees and other vegetation planted within their properties onto footpaths and nature strips
- will pursue reimbursement for any costs involved in investigation, removal and reinstatement of any tree that has been shown to poisoning, mowing of young trees, pruning, ringbarking or removal. Council will investigate any instance of tree vandalism and Tree vandalism includes the unlawful destruction, damage or injury to trees and vegetation on public land. Examples include have been vandalised

### Controls

- expectancy and the risks that the tree might pose to people and infrastructure including underground and aboveground Trees are to be selected for planting based on their suitability for the particular location, expected performance, life
- <u>α</u>

Council will provide suitable trees to plant on nature strips and authorise residents to plant trees provided that

- a written application is made for such plantings containing an agreement from the applicant that the trees, once planted, will be watered and otherwise maintained by the applicant,
- the trees provided shall be in accordance with Councils Tree Management Plan, and

0 0

the total number of trees on any section of nature strip (including existing trees) does not exceed two (2) for each frontage is significantly longer than normal, or other unusual circumstances exist. property frontage, except where Council may determine that additional trees are warranted, where the property

listed on Council's "Preferred Species' list given below and provided that such plantings are located so as to minimise future problems in regard to Council's and other Utilities facilities (such as kerb and gutter, water mains, electrical mains, Residents or land owners may provide and plant additional trees on nature strips at their own cost provided that the trees are telecommunication etc.) or with the consideration of the safety of pedestrians and traffic.

- Council may direct the removal or relocation of any tree or shrub that may:

cause damage to water mains, sewer mains, drainage lines, footpaths, kerb and gutter or other Council facilities or

cause fouling of power lines, or

Ω

cause a safety hazard to pedestrians or vehicular traffic

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Council reserves the right to remove such trees at the expense of the person who authorised the planting of those trees

attempt will be made to avoid conflict between the development and the existing tree(s). Where this is not possible Council will consider allowing the removal of the tree(s) to enable the development to occur at full cost to the proponent impacted by the proposed development should be marked on plans that are submitted for development consent. Every Any development proposal that involves a conflict with or a need to remove a tree is subject to Council approval. Street trees

### 7.2 Trees on private land

This section applies to trees and shrubs planted on land that is privately-owned

### Controls

- Council approval Development consent must be obtained to remove, prune or lop branches from any living or dead native existing dwelling or the footprint of an approved dwelling plant that is equal to or greater than 5 metres in height or has a trunk diameter greater than 50 centimetres measured at 1.4 metres above ground level, unless the removal, pruning or lopping is permitted by legislation or the plant is within 3 metres of an
- A permit must be obtained from Council to remove, prune or lop branches from any exotic tree or plant that is equal to or level, unless the removal, pruning or lopping is permitted by legislation or the plant is within 3 metres of an existing dwelling or greater than 5 metres in height or has a trunk diameter greater than 50 centimetres measured at 1.4 metres above ground he footprint of an approved dwelling
- All tree work must be carried out in accordance with the Australian Standard 'Pruning of Amenity Trees' (AS 4373-2007) and Workcover Code of Practice – 'Amenity Tree Industry' (2007)
- health and allow the tree(s) to establish and reach their natural size and maturity Where replanting is a condition of consent, replacement tree(s) are to be maintained and protected in order to retain good
- Standard Protection of Trees on Development Sites (AS 4970-2009 Where a condition of consent is imposed for the protection of a tree(s) this shall be carried out in compliance with Australian
- It is recommended that plants and shrubs planted on private land be selected from the following 'Preferred Species' list

COMMON NAME	BOTANICAL NAME
Dundas Mahogany E	Eucalyptus brockwayi

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Melaleuca quinquenervia	Melaleuca
Koelreuteria paniculata	Golden Rain Tree
Viburnum tinus	Laurestinus
Callistemon viminalis	Weeping Bottlebrush
Robinia pseudoacacia	Мор Тор
Fraxinus oxycarpa "Raywoodii"	Claret Ash
Lagerstroemia Indica x L	Crepe Myrtle
Jacaranda mimosifolia	Jacaranda
Eucalyptus leucoxylon	Large Fruited S.A. Blue Gum
Eucalyptus populnea	Bimble Box or Poplar Gum
Eucalyptus intertexta	Gum-Barked Coolibah
Eucalyptus forestiana	Fuchsia Gum
Corymbia ficifolia Graffed Gum	Summer Red
Eucalyptus ficifolia	Western Australia Red Flowering Gum
Eucalyptus erythrocorys	Red Cap Gum
Eucalyptus erythronema (var marginate)	Lindsay Gum
Eucalyptus dundasii	Dundas Blackbutt
Eucalyptus campaspe	Silver-topped Gimlet

## 8. Heritage conservation

development of occupational health and safety standards, and its early practice of regenerating the environment in and around the City of Broken Hill's mining operations, its contribution to technical developments in the field of mining, its pioneering role in the value to the nation for its significant role in the development of Australia as a modern and prosperous country. This listing recognises The City of Broken Hill was included in the National Heritage List on 20 January 2015. The City of Broken Hill is of outstanding heritage mining operations.

approval from the Australian Government Environment Minister or the Minister's delegate. An action is a project, a development, ar especially matters of national environmental significance (NES) which includes places listed as National Heritage. Under the EPBC undertaking, an activity or a series of activities, or an alteration of any of these things Act, a person must not take an action that has, will have, or is likely to have a significant impact on any of the matters of NES without The Environment Protection and Biodiversity Conservation Act 1999 (the EPBC Act) provides for the protection of the environment

proposes to take itself. It is not responsible for referring the actions of other developers Environment Minister lies with the person proposing to take the action. Council is only responsible for referring actions that the Council application is to be referred to the Commonwealth Minister. The responsibility for referring an action to the Commonwealth If a proposed action is likely to have a significant impact on a matter of national environmental significance then the development

## Statement of Significance

landscape setting. It is significant for its industrial past and the adoption of vanguard industrial relations and management policies structures. It exhibits historic qualities in its ongoing mining operations since 1883, the current and relict mining infrastructure and its reminders of its mining origins such as the Line of Lode, the barren mullock heaps, tailings, skimps and slagheap escarpment and relict outback landscape, the planned design and landscaping of the town, the regeneration areas and particularly the physica continuing mining operations, and the community's deep and shared connection with Broken Hill as the isolated city in the desert, its The City of Broken Hill has outstanding significance to the nation for its role in creating enormous wealth, for its long, enduring and together with its role as a pioneer in setting occupational health and safety standards

desert setting, as the subject of interest for Australian artists, poets, film makers, TV producers and photographers well as strong group associations with the Barrier Industrial Council. It exhibits outstanding aesthetic characteristics as a city in an arid and economic change. Broken Hill has strong social significance for all Australians as a place where great wealth was created, as significance for its residents as a place of community pride, endurance, and as a remote mining community resilient to major social where differing administrative, social and economic influences are expressed in both tangible and intangible forms. It has social administrative connections to three state capitals and as a rare example of a place subject to Australia's complex Federal system It demonstrates the principal characteristics of a mining town in a remote location with extensive transport infrastructure and

engineer), WL Baillieu, WS Robinson and MAE Mawby (industrialists), GD Delprat (metallurgist), Percy Brookfield and Eugene O'Neill importance to Australia's history, including Albert Morris (arid land regeneration), Charles Rasp (discoverer), Herbert Hoover (mining potential to reveal further information on mineral deposits with its range of complex minerals, It is associated with persons of great flotation process and the computer controlled on-stream analysis of slurries. Broken Hill is also important as a place of research It has significance as a place where outstanding technical achievement has occurred in refining ore for its minerals including the froth (unionists). Broken Hill's association with the Barrier Industrial Council as a group is also important

more than 2,300 million years of the earth's history unrecorded mineral species continue to be found. It contributes to an understanding of the formation of the Australian continent and geologically complex and has national scientific significance. The Broken Hill operation is significant for its immense size ano The Broken Hill zinc-lead-silver ore deposit is one of the world's largest ore bodies and contains an extraordinary array of minerals. It is

## All development

listed in Schedule 5 of Broken Hill LEP 2013. It does not apply to the Broken Hill Mining Zone This section applies to properties that are listed as items of environmental heritage or located within a heritage conservation area

### Objectives

To conserve items of environmental heritage and maintain appropriate settings and views

- individual items of environmental heritage and Heritage Conservation Areas To retain evidence of historic themes of development evident in Broken Hill through the proper care and maintenance <u>o</u>
- individually listed heritage items and Heritage Conservation Areas. To provide guidelines for alterations and additions which complement and do not detract from the heritage significance

<u>o</u>

- To protect those items and areas of value to the local community.
- To encourage new development which complements existing heritage items and Conservation Areas in a current day context

## Design guidance

- Items of environmental heritage should be conserved and new development should not diminish the significance of the item.
- An experienced heritage architect or conservation specialist should be engaged for works to a significant heritage item
- Significant internal and external features of heritage items must be maintained in their original form.
- Subdivision of a site containing a heritage item must leave an adequate curtilage to the heritage item
- history, stages of development and its form and fabric. A statement of heritage significance encapsulating the findings, and a Before any changes to a heritage item are considered, the item should be fully understood. The applicant should examine its HIS must accompany any development application submitted to Council for a heritage item.
- and scale of the immediate area New development need not seek to replicate period details of original buildings, but rather, demonstrate respect for the form

## 8.1.1 Alterations and Additions

### Controls

- Alterations and additions must not adversely impact the significant features of the heritage item.
- Changes must maintain the significant form, proportion, scale, details and materials of the item
- streets, and the height must not be seen above the main ridgeline of the building Alterations and additions must be located so as to reduce their visibility and prominence from any point in the street or adjoining

separation from the original building is maximised and they are designed in a simple, unobtrusive style and size

Extensions must not compete with the integrity, scale or character of the item. Extensions can best meet this requirement if

- New side additions may be permitted where
- of the existing building without attempting to reproduce exactly those elements and decorative details in particular They are sympathetic to the character and design of the existing building, having regard to the form, bulk, materials and details
- They are not in front of or obscuring the street elevation of the existing building:
- They are set back a greater distance from the street than the existing building:
- They are lower or equal to the height of the majority of the existing building; and
- They are compatible with the existing building in terms of wall height proportions and roof form.

- Ancillary buildings on the same site as an individual heritage item must be located in a place that does not obscure the significant elements.
- removing or covering significant building fabric or details Alterations to alleviate aircraft, rail or road noise must not detract from the streetscape values of individual buildings by
- items behind the ridgeline and out of view may be permissible as minor works. Solar water heater storage tanks, solar panels, ventilators, airconditioning units, satellite dishes and antennae and the like must not be located on the principal roof elevations of heritage items including on the roof or awning. *NB The installation of these*
- Building Materials and Details
- including paint removal, re-skinning, painting unpainted brickwork or render of timber or of an unrendered surface. Any proposed changes to the external finishes (unless otherwise advised by Council) require development consent
- Re-painting of timber detailing and facades should be guided by the palette of original period colours. Avoid the use of Development should seek to reconstruct missing architectural detailing, such as bargeboards, finial trim, window awnings and front verandahs or balconies.

single colour solutions and attempt a complementary colour combination. Contemporary colours are not discouraged.

damaging to heritage buildings. Appropriate material must be consistent with the building form and style and render and how it was used. Lime render was predominantly used in Broken Hill and cement render repairs are Where mortar repointing and render repairs are proposed, gain a proper understanding of the different types of mortar

but must be combined in a complementary way.

- Do not paint or render face brick; the original wall treatment must be retained
- and scale of the architectural style period When new windows are to be inserted into the existing building, the proportion of these windows should respect the form

## 8.1.2 Archaeological Sites

- must inform the NSW Heritage Branch and obtain necessary approval Where in the course of building works any archaeological resources are found or considered may be found, the proponent
- significant fabric and other features of the place Where significant archaeological resources are found, alterations and additions in the vicinity must be designed to care for
- The depth and extent of excavations to the ground surface surrounding heritage items or a known archaeological site must be

## 8.1.3 Places of Aboriginal Heritage Significance

- Known and potential Aboriginal places and objects must be preserved and protected when development occurs.
- No excavation of ground surfaces can occur in areas surrounding a known or potential Aboriginal site
- Building or landscaping works, paths and driveways must be located away from Aboriginal sites to allow for in-situ preservation of artefacts.

### 8.1.4 Fencing

## Design guidance

different styles of fences were built out of the material. In the 1920's woven crimped wire was introduced. Stone fences were reserved In Broken Hill, galvanised iron (either standard corrugated or ripple iron) was often used because of economical cost and various for only the most substantial houses.

photos are not available, front fence details can be copied from a similar existing house which can serve as a guide original fence or a house of a similar period could be located with an appropriate fence which could serve as a model. If early erecting a new fence to an old house, select a fence appropriate to the period of the house. Early photos of the house may show the Early photographs of houses in Broken Hill can be referred to as a guide for restoration and upgrading of residential buildings.

- Front fences are to be
- open in character unless a corrugated iron, ripple iron or stone fence, of maximum height 1400mm
- constructed in crimp mesh, timber pickets, or metal pickets with or without a masonry base
- appropriate to the style and period of the house
- not overly fussy in detail
- The following tencing styles are generally inappropriate
- Solid metal cladding of non-custom orb or ripple iron profile
- Height above 1500 and of solid nature—particularly masonry fencing
- When erecting a new fence for a new house in a street with predominantly old houses the front fence should not exceed 1200 residential development 400 if of as solid nature. Open mesh fencing associated with landscaping can be effective as shown on the following new

buildings themselves.

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## 8.2 Residential development

## Design guidance

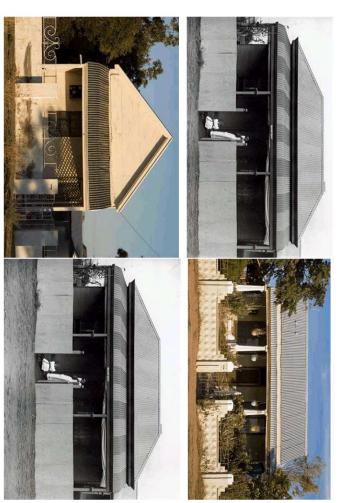
- dominating as a building material Corrugated iron was also widely used for fencing. The City developed a specific appearance with corrugated iron lightweight, easily transportable building materials resulted in the almost universal use of corrugated iron for roofing and walls mining in the 1880's and its origin as a mining town with early rapid growth has resulted in a distinctive character. The need fo Broken Hill has a rich, varied and unique residential architectural heritage. The City grew rapidly after the commencement of
- street. Any building work undertaken in residential precincts of Broken Hill must be carefully undertaken so that this identified character is retained Broken Hill's residential character largely derives from the generally regular and consistent setback of houses from the
- Alterations and additions to existing houses should respect the character of the building in question and not detract from the character of the precinct as a whole

Any new buildings should be carefully designed to fit in with the character of the precinct but not pretend to be historic

residential buildings. Descriptions of the design elements of residential development styles are outlined below erected with newfound mining wealth but the transportation has remained a critical factor in the choice of materials for were brought to the silver fields on jinkers drawn by bullocks, horses, camels or donkeys. By 1888 more substantial houses were The early development of Broken Hill was characterised by makeshift buildings of simple materials: timber and iron cottages

Early Victorian Cottages 1887 - 1900

of the houses were painted, leaving the sides and the roofs in unpainted corrugated galvanised iron finishes. to dado height, hessian lined walls above dado height and pressed metal or ripple iron ceilings. Usually only the front and backs without verandahs, but these were soon added to provide protection against the heat. Interiors were lined with timber panelling up used horizontally for walls and often fences were also constructed of this material. Early photos show original cottages were built The earliest cottages incorporated a simple rectangular floor plan. Corrugated galvanised iron was used for roofing, iron cladding



## Stone Victorian Houses - Pre 1900

was used to these larger residences, and the use of stone with rendered posts is common some examples of row cottages from this period constructed in stone which provided worker housing. More substantial fencing constructed in corrugated iron with verandahs across the frontage which sometimes returned down one or both sides. There are the South Australian house style. Stone walls were More substantial houses of this period were built in local stone (generally random coursed) and built in a similar vernacular to elaborated with red brick quoins. Villa-sized houses were



## Houses 1900-1918

stone. The introduction of pressed tin sheeting which sometimes incorporated fake stone ashlar detailing was notable in this period. Side walls continued the tradition of using simpler construction materials, generally corrugated iron. higher hipped roof. Elaborated barge boards, timber finials, turned verandah posts and decorative fascia treatment became influences. Front rooms were added breaking the line of the hip or gable roof. Roof gables were incorporated into much larger and By the early 1900's the simple rectangular floor plan of Victorian cottages was modified with Gothic Revival and Federation common in this period. The use of iron roofing and cladding continued and the more substantial houses were also built of





## Inter-War Housing

housing was less common during this period. Bungalow and Tudor styles. The vast majority were built of corrugated iron with decorative facades of pressed metal. Stone Houses built in Broken Hill between the Wars tended to adopt the styles of housing elsewhere in Australia, such as the Californian

of precast concrete front verandah posts on houses of this period. eaves and large masonry piers as verandahs columns. In Broken Hill the skills of concrete fabricators are evidenced by the wide use The Bungalow style is characterised by a more solid building form. The Bungalow features a low pitched roof with extended

The configuration of windows and doors altered with the wide use of triple front windows or in some cases casement windows. Leadlight panels were often incorporated into glazing and front doors were often three panelled or fully glazed

crimped wire and cyclone mesh fencing was also common. Fencing matched the heavy bulk of the appearance of the Bungalow and was often constructed in masonry. The use of woven



### Controls

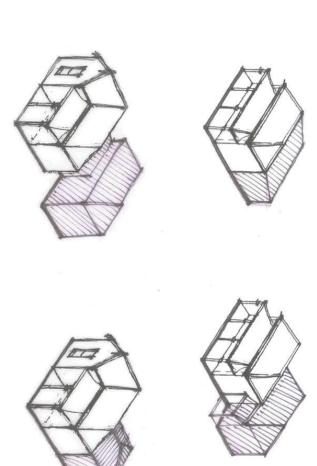
Alterations and Extensions

- If your house is similar in style to those described above, the house contributes to the heritage character of Broken Hill. The When planning alterations to your house, the design and appearance of the original house must be considered. The front houses is not encouraged Broken Hill Council is committed to the retention of the existing residential character and demolition of these contributory
- additional link. Original decorative features could be used in the addition (eg. finials to the roof, internal finishing details such should be Roof form and pitch should resemble or match the existing building and repeat eaves details. and new works should not dominate the old facade should be restored and extensions and modifications reserved for the rear or side. The scale should be appropriate used, maintaining existing materials, proportions and rhythm. The existing verandah could be extended as an Similar windows and doors
- detailed, this material is a very attractive and functional building material. Use of the Construction materials should reflect or match those of the original building. In most residences this is corrugated iron and well fashionable with many architectural awards being given to new houses erected in this material material is now becoming

as skirtings and architraves)

of the house The following sketches indicate the preferred way of adding to existing houses in a manner which reinforces the original character

## Broken Hill Development Control Plan 2016



## Siting of Structures

where the assessing officer is of the opinion that the boundary of the site is uncertain, shall be subject to a Surveyors Report. Any permanent structure that requires the consent of Council, that is located within 500mm of a boundary, or in any other case

Different extension concepts for typical Broken Hill houses. Extension profile shown shaded.

## **Building Materials**

- Galvanised iron: the most common building material, this occurs in many forms: standard corrugated custom orb profile, ripple form (close corrugations); pressed take ashlar (usually reserved for the tront tacade only).
- brick quoins. Square-edged profile brick is generally rendered and occasionally as face brickwork (now often painted). Stonework and square-edged profile brick are less common. Stonework is reserved for the more substantial residences with

### Maintenance

- matches the original with masonry is rarely successful as the residence always looks reclad. Repair work should be undertaken with material which weatherboard cladding should be avoided as corner and joint detailing is generally poor and deteriorates rapidly. Rebuilding Galvanised iron requires regular painting to prevent decay by rust. The temptation to reclad with take brickwork or imitation
- Re pointing of masonry walls is often required. The mortar type should be carefully selected to match the colour and mixture of
- should be attempted only with care using appropriate chemicals and steam Sandblasting to expose brick or stonework is not recommended as this removes mortar and damages brickwork. Paint removal
- well away from the foundations, rising damp and wall cracking will result ventilated will last in good condition. Guttering and downpipes should be regularly checked - if roof waters are not discharged causes damp to travel up the walls and should be avoided at all costs. A timber floor allows the structure to breathe and it well masonry). This is a specialist maintenance job and requires experienced tradesmen. The installation of a concrete floor slab ventilation; however it is often necessary to insert a new damp course (and where necessary under-set the wall with new Rising damp/salt damp is often the result of an ineffective damp course. An effective solution can be to improve underfloor

joint details are lost weatherboards should be retained where possible. Imitation weatherboards do not blend well with timber as the corner and Timber framing, rotting or pest infested timber should be regularly treated and where necessary replaced. Timber detailing or

## Windows and Doors

- older houses and with repair and maintenance can perform equally as their modern day counterpart doors. Later interwar housing introduced casement windows. Timber-framed windows are an integral part of the character of Most common to Victorian cottages and houses are simple double-hung sash windows and four panelled timber entrance
- cottages have been spoiled by the replacement of original windows with aluminium framed windows which generally also Many people consider that renovating a house involves replacing "old" timber framed windows. This is not the case. Many fine require a different sized opening to be provided in the wall

## Verandahs and Shade Devices

charm of the house is rediscovered and the house made more comfortable. Where possible, handrails, balustrades and which can greatly add to the appearance of the house. Window hoods were often effectively used on windows not protected original evidence. Verandah timber and cast iron work was always painted, iron verandah roofs were often painted in stripes verandah posts should be reinstated in the original way and timber and cast iron decoration repaired or re-erected to the recognised that an open verandah is necessary as a buffer zone against the heat and when reinstated or restored the original elements. Many verandahs have been enclosed for the use as sleep outs, kitchens and playrooms. It is now generally Broken Hill houses. Verandahs break up the facade of the building and provide an outdoor living area protected from the The verandah has been used universally to cool houses in the hot desert climate in Australia and these are used on almost all

## Garages, Carports and Outbuildings

- Garages and carports should generally not be erected in front of a dwelling obliterating the view of the house. It is recommended that these be set at the side or towards the back of the house
- However, where a carport is proposed next to the house and well planted with creepers to minimise its impact. A flat roof should Galvanised iron is an appropriate wall and roof material for garages and sheds, and a traditional pitched roof should be used be avoided and lean-to skillion roof used where possible

### **New Houses**

- When erecting a new house in a street with predominantly old houses the following design aspects should be considered:
- should be used Roof form and material - a traditional pitched roof form(minimum 25 degrees) using custom orb profile galvanised steel
- A verandah on the front elevation (preferably timber):
- Windows of vertical proportions (preferably timber)
- Wall materials galvanised iron, brick (with flush uncoloured joints) of a neutral colour, rendered concrete or brick;
- Simple detailing mock historic elements (example iron lace) should not be used as these look out of place on a new

## Use of Early Photographs

similar existing intact house which can serve as a guide undertaken with historical accuracy where possible. If early photos are not available, front facade details can be copied from a Photographs are held at the Charles Rasp Library. The reinstatement of architectural elements, such as verandahs is best Early photographs of houses in Broken Hill can be referred to as a guide for restoration and upgrading of residential buildings.

## Roofs and Chimneys

- large widths (thus requiring less timber support). Ogee profile gutter and round downpipes were also used. was used in Broken Hill almost universally due to ease and economy of transportation and the ability of the material to span The roof is one of the most important features which determines the overall appearance of houses. Corrugated galvanised iron
- profile corrugated steel roofing should be used the finish could be galvanised, zincalume or an appropriate Colorbond (beige Regular maintenance (spotting of rust spots, painting etc.) will prolong the life of an iron roof. If re-roofing is required, custom orb ferric red, slate grey, dark green)
- Roof features such as turned finials at gable ends, decorations at corners of gutters, should be restored as these contribute to the character of the roof
- Chimneys are an important part of the roof and should not be removed. Regular maintenance of brickwork will prevent

### Paint Schemes

- joinery, verandah posts) contrasting against lighter painted wall colours. Paint schemes for early residential buildings were often bold and imaginative with strong colours (used to pick out details of
- following is a simplified summary of external paint finishes appropriate for early residential buildings in Broken Hill. Paint companies have heritage colour charts which contain paint colours appropriate for use on heritage buildings.

Walls	All brickwork and stonework should remain unpainted
	Paintwork to timber, galvanised iron wall cladding and painted brickwork to be in shades of creams, buffs, off whites, ochre shades.
Joinery Work	One or a combination of a range of colours (gloss finish) including Indian Red, Brunswick Green, Deep Brown, Light Brown, Light Stone.
Roofs	Unpainted corrugated galvanised iron or painted in Slate Grey, Light Stone, Ferric Red or Green.
Cast Iron Work	Deep iron colours such as Indian Red, Brunswick Green, Rich Brown or Light Stone. A different colour was sometimes used to pick out details on the iron work.
Fences	When erecting a new fence to an old house, select a fence appropriate to the period of the house. Early photos of the house may show the original fence or a house of a similar period could be located with an appropriate fence which could serve as a model.
	In Broken Hill, galvanised iron (either standard corrugated or ripple iron) was often used because of economical cost and various different styles of fences were built out of the material. In the 1920's woven crimped wire was introduced. Stone fences were reserved for only the most substantial houses.

## .3 Commercial development

## Design guidance

Wales influences, as typified in the civic block in Argent Street. reflecting the wealth of the early mining activities. These architectural styles originate from South Australian, Victorian and New South Broken Hill has a rich, varied and unique commercial architectural heritage. Many architect designed buildings were erected









- almost all constructed to street alignment. Any building work undertaken in commercial precincts of Broken Hill must Broken Hill's commercial character largely derives from the regular placement of the buildings. Shops, banks and hotels are be carefully considered so that the identified historic character is retained
- buildings within the CBD precinct detract from the character of the precinct as a whole. The Argent Street Urban Design Study report should be referred to for Alterations and additions to existing heritage buildings should respect the character of the building in question and not
- buildings themselves. Commercial buildings should generally incorporate a verandah across the street front footpath. Any new buildings should be carefully designed to fit in with the character of the precinct but not pretend to be historic

## **Built Form and Materials**

Roofs, Parapets and Chimneys

steep in pitch and simple in form (either hips or gables or combination of both). Roofs in any additions should be carefully related to the existing roof in material, shape and pitch. Where the roof is visible this should be in a pitched form render detailing. In many cases, this decoration has been removed and the surfaces simplified. roof behind. These parapets were generally erected in masonry and were often carefully designed with urns, balustrades and Corrugated iron is the universal roofing material in Broken Hill and most shops have street front parapets that serve to hide the Roof configuration is usually

### Walls

Many of the early commercial buildings in Broken Hill were erected in local stone, offen using render detailing. Late Victorian cement render detailing). Less important buildings were erected using galvanised iron for walls and roof and Edwardian buildings predominate and by the turn of the century, brick was more commonly used (often with decorative

### Maintenance and Repair of Walls

- solution and the advice of an experienced tradesman or architect is essential in this special maintenance Job underfloor ventilation and where necessary, replace or insert a new damp course. Whilst, it is the most satisfactory long term longer be effective, often due to a raised ground height. The most effective solution is to lower the ground level, improve Rising damp in Broken Hill is common. Many early buildings did not incorporate damp proof courses or the existing ones may no
- should not be used as it is a different colour and too strong compared to the original. Strong cement mortar will break away from the masonry, often tracturing the brick or stone. Mortars with a high lime content are more flexible for re mortaring or re work, the mortar type should be carefully selected to match the colour and mixture of the original. High cement content mortar Masonry walls offen require repairs, even though the bricks and stones are still in place. When re mortaring or repairing brick
- grade stone or brickwork and when removed can result in bad weathering of walls rendering on external walls should not be chipped or sandblasted away - the render was often a protective finish for second Deteriorated stone work needs careful assessment. Matching stone is the most suitable replacement for repair work. Origina

### Shopfronts

- shopfronts should generally be retained and restored Most original shopfronts in Broken Hill have been removed, but there are many early shopfronts which still survive. Original
- Intact shopfronts to existing Victorian buildings are characterised by the following elements: Timber shop fitting
- Paired or single entry doors Masonry or timber stall board
- Display shelf common
- Splayed recessed entry
- Dividing wal

- Some shopfronts of a later period are also significant and are characterised by the following elements:
- Metal shop fittings
- Paired entry doors
- Tiled stall board and dividing wall
- Display shell
- Recessed entry

  Transom with alazed are
- Transom with glazed area broken up



### Verandahs

Early photos of Broken Hill show that almost every building had a verandah for protection against the harsh sun. In many cases reinstatement. building. Recent examples of verandah reconstruction in the City show what dramatic results can be achieved by verandah these have been removed and replaced by modern cantilevered awnings which are inappropriate to the original design of the

- Reinstatement of continuous post supported verandahs is a long term objective for commercial precincts in Broken Hill. New verandahs should be simple without elaborate decoration and the attached sketch outlines detail of a typical appropriate
- A new verandah should be:
- Based on original evidence or modelled on an original verandah on an existing similar building
- Roof fall to be approximately 25-30 degrees and in corrugated galvanised iron (or select colourbond)
- adjacent verandah or whether the height should be different. Related in height to the adjoining verandah, consideration should be given whether to continue the height of the









# Consultation with the Heritage Adviser is recommended when contemplating a new commercial building within streetscape

New Commercial Development

Scale, Mass and Height Street) the following principles should be considered. with significant historic character. When designing a new building to fit into an existing commercial street (example - Argent

elements. The height limit for the commercial precinct is three storeys. height of surrounding buildings. Consideration should be given to the lining up of parapets and string courses with new building The general scale of adjacent buildings should be considered. The height of new buildings should continue the predominant

### Streetscape Form and General Proportions

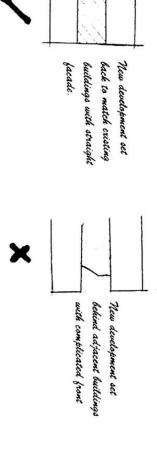
Existing proportion and rhythm of architectural elements such as verandahs, parapets, windows, door and pilasters should be repeated in new development. Consideration should be given to continuing the alignment and form of the adjoining parapet

### Surface Decoration

generally not appropriate. Large wall areas in new development should be broken up with surface decoration. Large areas of glass or unrelieved walls are

### Siting and Setback

erected to the footpath with a verandah over the footpath particularly where these are located within a consistent streetscape. All new buildings should be sited at right angles to the front and side boundaries. New commercial buildings should generally be



### Siting of Structures

the site is uncertain, shall be subject to a Surveyors Report. Any permanent structure that requires the consent of Council, that is located within 500mm of an adjoining property boundary (other than a Council lane or footpath reserve) or in any case where the assessing officer is of the opinion that the boundary of

### Shopfronts to New Buildings

- These should reflect elements of the traditional shopfronts and be simply detailed as follows:
- Timber or metal shop fitting (with large glass area broken up by transoms or mullions)
- Masonry or timber stall board or low plinth.
- Entry doorway flush or splayed entry with paired or single door or side entry.

### Roofs

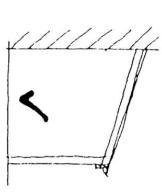
unpainted corrugated galvanised steel or an unobtrusive colour or colourbond. do not fit in where these are visible. Where the roof is visible, this should be in a pitched form. The most suitable cladding is New buildings should have roofs which reflect the size, shape and pitch of existing roofs. Large roofs of mono pitch or low pitch

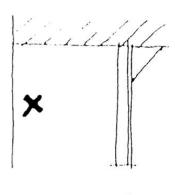
### Materials of New Development

- These should be selected to blend with nearby heritage buildings. The following are considered appropriate:
- Rendered masonry with smoothed or bagged finish generally the most appropriate.
- Face brickwork clear red, traditional red or neutral coloured bricks
- The use of mock historic detailing, such as tumbled bricks, brick quoining, heavy coloured grouting is not appropriate.

### Verandahs

Consideration should be given to the use of the verandah in the design of a new building to provide protection for pedestrians. This should be based on design principles of early verandahs with sloping roofs of galvanised iron and regularly spaced columns.





## 8.3.1 New Development in the Central Business District

### Controls

- Buildings facing Argent Street shall not exceed three (3) storeys in height. Buildings facing all other streets in the CBD shall not exceed two (2) storeys in height.
- The following types of street furniture should be installed
- Umbrellas plain white canvas market umbrellas (preferred) or cafe umbrellas (incorporating advertising signs).

- pots rectangular or round concrete or terracotta pots. Preference given to sandy/biscuit coloured concrete finish. Pots to be positioned on footpath to create "outdoorroom" for cafe.

tables and chairs - fixed or moveable tables; chairs for removal after hours. Preference given to non-plastic variety

Summary of design principles for new development in the CBD:

Recommended       Not Recommended         Use of vertical elements       Large horizontal elements         Verandah       Bulky geometric skyline         Façade broken by detail       No verandah         Parapet to line up with adjoining parapet       Large unbroken areas of glass         Detailed shopfront built to street alignment       No use of detail	Building at angle to street alignment	
	No use of detail	Detailed shopfront built to street alignment
	Large unbroken areas of glass	Parapet to line up with adjoining parapet
	No verandah	Façade broken by detail
	Bulky geometric skyline	Verandah
	Large horizontal elements	Use of vertical elements
	Not Recommended	Recommended

## 8.4 Development in the Mining Zone

### pplication

of historical themes, significant at National, state and local levels, including mining, cultural landscapes and environment, technology and labour. The management of the Line of Lode should be undertaken in a way which will ensure that the area continues mining town's existence. Continuing use of the Line of Lode for mining purposes is a heritage value. The Line of Lode demonstrates a number The Line of Lode in the Mining Zone is an integral part of the heritage value of the City of Broken Hill and represents the reason for the

appropriate approach to ensure this is through the conservation of the identified important structures and settings, safe access for operations, is able to tell the story of Broken Hill and is interpreted for visitors to enhance their understanding of visitors and appropriate interpretation of identified highly significant elements and domains. the place.

and sites must also be developed. development. With any new mining activity, a strategy for ongoing management and maintenance of the identified heritage items northern, central and southern leases as shown in the map below. The section of DCP 2016 applies to the Line of Lode Mining Zone Conservation of the heritage qualities of the Line of Lode must be balanced against economic re-use and possible future The Line of Lode within the City of Broken Hill boundaries is divided into three sections: the

### Objectives

- to retain and conserve the setting, context and views of the Line of Lode including all significant identified building and landscape elements
- to retain and conserve the identified heritage items of environmental heritage in the domains including significant building types
- within the mining zone ō ensure that alterations and additions do not detract from the heritage significance identified heritage items and domains
- to encourage continued mining use, adaptive re-use and new development which complements existing heritage items and
- safety reasons requires change to identify suitable interpretation measures where adaptation and redevelopment for new use or for occupational health and
- to conserve and manage all facets of the heritage value of the mining zone

### Design guidance

- When undertaking any development the above objectives should be incorporated as part of the proposed development
- ldentified heritage items, sites, elements and domains should be conserved and maintainec

An experienced heritage architect or conservation specialist should be engaged for works to a significant heritage item

- Significant original external (and internal where relevant) elements of heritage items should be maintained. Replacement of deteriorated elements when required should be undertaken in matching profiles and materials
- unless all other alternatives have been exhausted Alterations, adaptation, additions or redevelopment should not adversely impact the heritage values of the heritage item,
- Changes should maintain the significant form, proportion, scale, details, colours and materials of the item
- Changes to structures still in mining use (operational) should be undertaken carefully in light of the possible adaptation required
- Where items are already identified as ruins, stabilisation and passive decay is acceptable
- A Statement of Heritage Impact should be prepared and submitted with the development application which assess the impact of the proposed development

### Controls

### New development

- New mining equipment and infrastructure proposed for sites within the Line of Lode will add a modern layer of processing technology and it is important that new and old buildings coexist appropriately where heritage items are retained
- New development should not diminish the heritage significance of the item, site or domain

In considering new development the following should be taken into account

- The height and scale of the new building and how it relates to existing buildings
- Material and colours these should be the same, or similar to existing predominant materials and colours
- item Siting of new development – new development should not visually dominate or intrude into the curtilage of an existing heritage

### Adaptive reuse

following should guide adaptive reuse of these buildings Many buildings which are no longer required for mining operations still have the potential to be used for another purpose.

Buildings and sections of the site to be adaptively reused should maintain identified original features of heritage value and no exhausted. major changes should create adverse impact to the heritage values until and unless all prudent and feasible alternatives are

- values of the place are retained. New uses could be similar to original use, enhancing recognised heritage values, or an appropriate new use where the heritage
- In general, all internal and external changes should be reversible

### Ongoing maintenance and monitoring

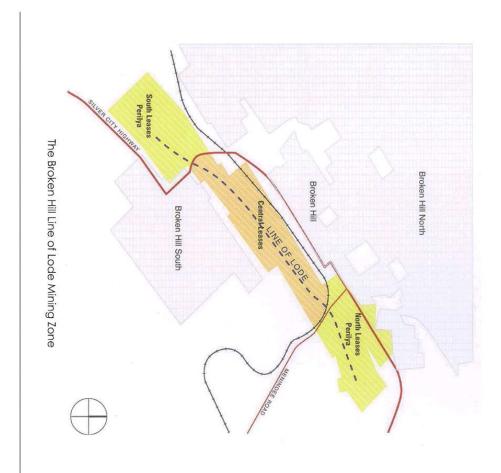
condition every two years is necessary to determine their structural stability and required maintenance. for all items and structures which are recommended for retention and mothballing. Identified heritage items should be regularly maintained to ensure that the structures do not deteriorate. Monitoring is required An appropriate reassessment of their

### Moveable mining heritage

strong association with that place or site which when broken can diminish the value of both. Within the Line of Lode there are a number of moveable heritage items which include machinery, furniture, maps and signs. Moveable heritage refers to items or objects of heritage value which are not fixed to a particular site or place, they may have a

elements so they are available for appropriate interpretation. Where moveable heritage items are identified, care should be taken to manage the retention in situ, or careful storage, of these

# Broken Hill Development Control Plan 2016



### ORDINARY MEETING OF THE COUNCIL

August 17, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 179/16

SUBJECT: DRAFT SCORES ON DOORS POLICY FOR PUBLIC EXHIBITION 12/14

### **Recommendation**

- 1. That Broken Hill City Council Report No. 179/16 dated August 17, 2016, be received.
- 2. That Council endorse the draft Scores on Doors Policy for the purposes of public consultation.
- 3. That the draft Scores on Doors Policy be exhibited for public comment for a 28 day period.
- 4. 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 Scores on Doors Policy.

### **Executive Summary:**

Council resolved in July 2016 to implement a voluntary "Scores on Doors" program with a view to promote compliance with hygiene and food safety standards, promote consumer trust in food businesses and to further the reputation and economy of food businesses in Broken Hill.

In support of aforementioned program, a draft policy document was developed to promote and enhance transparency of the program and to inform all participants on the fundamentals of the "Scores on Doors" program. This report seeks Council approval to exhibit attached Draft 'Scores on Doors' policy for public comment.

### Report:

Council is obligated to carry out food safety inspections at all medium and high risk retail food premises, through its Food Regulation Partnership with the NSW Food Authority.

The opportunity exists for Council to be proactive in providing transparency around aforementioned inspections, as well as presenting an additional incentive for businesses to maintain and increase their inspection results, thereby improving the quality of local food premises.

A draft policy document was developed to inform all participants of the fundamentals of the program so as to increase transparency and knowledge of the program.

The Draft 'Scores on Doors' policy addresses issues such as eligibility criteria to participate in the program, operating procedures, circumstances in which a certificate will not be issued, inspection regime and appeal procedure.

### **Strategic Direction:**

Key Direction: Our Environment

Objective: Proactive and responsible planning supports the community and the

environment

Function: Public Health

DP Action: Implement a voluntary food safety 'Scores on Doors' program within the

Broken Hill LGA.

### **Relevant Legislation:**

• Local Government Act 1993

- Food Act 2003
- Food Standards Code

### **Financial Implications:**

Nil

### **Attachments**

1. Draft Scores on Doors Policy 7 Pages

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER



### DRAFT SCORES ON DOORS POLICY

QUALITY CONTROL						
TRIM REFERENCES	D16/29766 – 12/14					
RESPONSIBLE POSITION	Manager Planning Development and Compliance					
APPROVED BY	Council					
REVIEW DATE	September 2018	REVISION NUMBER	1			
EFFECTIVE DATE	ACTION	MINUTE NUMBER				

### 1. INTRODUCTION

Council introduced a voluntary program titled "Scores on Doors". The aim of the program is to improve food safety standards and to reduce the instance of foodborne illness in the retail food industry. Subsequent to a standard food safety inspection, Council's Environmental Health Officer will issue a certificate with a star rating representing the hygiene status of the particular food business. The Scores on Doors program offers participating businesses a fantastic opportunity to show customers just how seriously they take food hygiene and the results they have achieved by displaying a rating certificate on their shop front door.

### 2. POLICY OBJECTIVE

This Policy aims to:

- raise the standard of food safety and hygiene within the retail food business sector,
- reward food businesses who are achieving a high standard of food safety and hygiene,
- promote consumer trust in food businesses and to further the reputation and economy of food businesses in Broken Hill,
- encourage participating food businesses to strive towards achieving higher standards of food safety and hygiene, and
- ensure transparency through proactive communication with participating businesses.

### 3. POLICY SCOPE

The Policy applies to all participating and eligible retail food businesses within Broken Hill.

### 4. POLICY STATEMENT

Council's Environmental Health Officer currently inspects retail food premises within the City of Broken Hill, using a standard checklist termed the Food Premises Assessment Report (FPAR). The routine inspections are conducted to ensure that food businesses comply with the requirements of the Food Act 2003 and Food Standards Code (FSC).

The FPAR features a points system to determine a hygiene and food safety score.

DRAFT SCORES ON DOORS POLICY

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The following areas are examined during the assessment:

- general items, that you appointed a trained Food Safety Supervisor (FSS), have an FSS
  certificate on the premises, and that food handlers have skills and knowledge to handle food
  safely;
- food handling controls, storage, display and transport, processing, the risk of cross-contamination;
- cleaning and sanitising, hand washing and proximity of facilities;
- food temperature control;
- pest control;
- premises design and construction, issues such as water supply, disposal, adequate and safe garbage facilities and lighting;
- food labelling, accurate and sufficient.

Note: The "I'm Alert" free online Food Safety Training is available on Council's webpage.

The routine inspection frequency is determined by Council's Food Premises Priority Risk Classification System, which rates food premises as: High Risk; Medium Risk; and Low Risk.

High and medium risk retail food service businesses process and sell food that is:

- · ready-to-eat,
- potentially hazardous (i.e. requires temperature control), and
- intended for immediate consumption.

### These businesses include:

- restaurants
- take away shops
- pubs
- hotels
- cafes
- bakeries
- clubs
- supermarkets selling hot food

### Low risk premises include:

- deli's
- service stations
- businesses selling pre-packaged shelf stable food

### 4.1. 'Scores on Doors'

- Council has adopted the NSW Food Authority's Scores on Doors voluntary food business rating scheme to reward existing high performing medium and high risk food premises, and encourage lower performing high and medium risk premises to strive toward ongoing improvement in their food safety and hygiene practices.
- Council's Environmental Health Officer uses the standard FPAR score to assign a star rating to
  the completed inspection result. The participating food business will receive from Council a
  certificate with the star rating prominently displayed.

- The certificate is designed to be displayed on the door, or other visually prominent location within the premises.
- The displayed certificate allows consumers to compare the scores achieved from the food businesses, and make informed choices about the places where they eat out, or from which they purchase food.
- This practice will apply 'market pressure' and provide incentives for food businesses to strive towards improved operational standards in order to gain a higher inspection score outcome.
- Participation in the Scores on Doors program is only offered to medium and high risk retail food businesses
- The scheme is not intended for delicatessens, low risk food premises or those serving prepackaged food, e.g. service stations, butchers, green grocers, temporary markets, mobile food vending vehicles, or premises licensed by the NSW Food Authority.

### 4.2. Operating procedure

Council Officers will use the programmed, unannounced inspection system currently in place to conduct the 'Scores on Doors' inspections.

After the Council Officer completes the standard inspection check sheet, the demerit points received by the business are added together and a corresponding star rating is assigned. The lower the demerit point score received, the better the star rating.

### **Points Rating Definition**

- **0 3** ★★★★ **Excellent** The business has achieved the top grade, which means that it achieved the highest level of compliance with food safety standards.
- **4-8** ★★★★ Very Good The business has in place very good food safety practices. Some minor areas where standards were not met will need to be addressed.
- 9 15 ★★★ Good The business has a good standard of food safety. A number of areas, although not serious, need to be corrected.

Businesses that achieve 15 or less demerit points will be presented with a 'Scores on Doors' certificate, which depicts the star rating achieved during the inspection.

Businesses that receive greater than 15 demerit points will be ineligible to display a star rating and will not receive a certificate.

### 4.3. Certain instances may render businesses ineligible to display a star rating

A food business is not eligible to receive or display a rating, regardless of the final points score, if:

- a) The 'Authorised Officer' takes enforcement action through issuing an:
  - Improvement Notice, or
  - Penalty Notice, or
  - Prohibition Order, or
  - Seizure Notice, or
  - Prosecution.
- b) The 'Authorised Officer' assigns a 'critical' breach (breach score of 8)
- c) The inspection that is undertaken is only a 'part' inspection (i.e. completion of the full FPAR is not undertaken).

DRAFT SCORES ON DOORS POLICY

Page 3 of 7

- d) A food business is inspected due to a complaint and the complaint is substantiated or proven.
- e) The Council officer becomes aware of a significant change in the food safety standards at a premises.

If any of the above situations occur, the food business may be deemed ineligible to display its current rating and the rating display must be removed. It is recommended that Council conduct an unannounced inspection within three months to re-determine the rating.

### 4.4. Scores on Doors certificate

- Businesses that achieve the required star rating will receive the certificate from Council within seven (7) days of the inspection, or may be issued the certificate on the spot.
- The certificate includes an expiry date, and the certificate must be displayed until the next
  routine inspection by council, unless the business is deemed ineligible to display the certificate.
- The certificate may be displayed at each public entrance to the food business and remains
  the joint property of the NSW Food Authority and Council. Only the official Scores on Doors
  certificate may be displayed. Businesses should not display a false Certificate or one that is not
  the most recent.
- When a business receives a new certificate, the inspecting officer will stamp the expired
  certificate, so that it may not be displayed but may be kept with the business as a historical
  record.
- The expiry date of the certificate should be set based on Councils expected minimum
  inspection frequency, which takes into consideration the businesses' food safety risk profile and
  compliance history. Where compliance history is considered it should be based on the results
  of at least two inspection cycles.
- For most businesses eligible to participate in the program, the expiry period will usually be the
  end of the next six month inspection period. For medium risk businesses that achieve an
  'Excellent (five star)' score in two consecutive inspections, expiry dates may be set on a 12
  month inspection period.
- A complaint investigation of a food premises that identifies a critical food safety breach, may result in the removal of a current Scores on Doors certificate.
- Results from follow up reinspections or enforcement activity, further to an unannounced routine
  inspection, will not be used to generate or amend Scores on Doors rating.
- Council is not obliged to carry out any additional inspections solely for the purpose of the Scheme.
- Council may choose to allow a further additional unannounced inspection to regrade a food business where the business is dissatisfied with their score, and all issues have been rectified.
   The inspection will be conducted within three months of accepting a request for a reinspection.
- A new star rating can only be issued on the results of a complete unannounced inspection.
   Part inspections do not qualify.
- Councils may display information about the businesses that participate in the Scores on Doors
  program, and their corresponding scores, consistent with relevant legislation. A score rating
  should not be published if a review of it is underway and not yet concluded.

### 4.5. A business may appeal to Council to review its star rating

A food business may seek a review of its star rating within seven days of receiving the certificate.

The appeal must be made in writing to Council. In the appeal the proprietor(s) must specify what non-compliance item/s they wish to appeal and the mitigating circumstances that may have resulted in the non-compliance. Council must determine the appeal within 14 days of it being

received. The review can be an internal review by the relevant Manager in conjunction with the inspector who conducted the initial assessment. A further inspection of the premises will not be required in the review process.

Examples of circumstances that may be considered in an appeal:

- emergency situations,
- structural issues that have arisen in the past seven days,
- equipment faults that have occurred in the past 24 hours and have not resulted in a food safety issue,
- interpretation of Food Standards Code (FSC) requirements.

Examples of circumstances that will not be considered in an appeal:

- lack of knowledge on FSC requirements,
- issues with staff,
- high risk food safety issues, and
- long term issues.

Council should advise of the outcome of the review within 14 days of receipt of the review request. If Council's review results in an amended rating Council should issue a revised certificate. Otherwise, it should notify that the score remains unchanged.

### 5. IMPLEMENTATION

### 5.1. Roles and Responsibilities

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

- General Manager
- Manager Planning, Development and Compliance
- Environmental Health Officer

### 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.

### 5.3. Associated Documents

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

- Food Act 2003.
- Australia New Zealand Food Standards Code.

### 6. 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. The responsible Council officer will be notified of the review requirements three months prior to the expiry of this policy.

Council's Manager Planning, Development and Compliance is responsible for the review of this policy.

### 7. LEGISLATIVE AND LEGAL FRAMEWORK

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

- Food Act 2003
- Food Regulation Partnership (NSW Food Authority)
- Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Local Approvals Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

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

### 8. DEFINITIONS

Expressions used in the Policy are defined in the Dictionary at the end of the Food Act 2003 (the "Act Dictionary").

"Authorised Officer" means a person appointed under Division 3 of Part 9.

### "Enforcement Agency" means:

- a) the Food Authority, or
- b) a relevant body appointed as an enforcement agency under Division 2 of Part 9, or
- c) any person or body, or a person or body within a class of persons or bodies, prescribed by the regulations for the purposes of this definition (other than a relevant body within the meaning of Division 2 of Part 9).
- "Equipment" means the whole or part of:
  - a) any utensil, machinery, instrument, device, apparatus or appliance that is used, or that is designed or intended for use, in or in connection with the handling of food; or
  - b) any substance, utensil, machinery, instrument, device, apparatus or appliance that is used, or that is designed or intended for use, in cleaning anything referred to in paragraph (a).
- "Food" has the meaning given by section 5.
- "Food Authority" means the NSW Food Authority constituted under Part 9.
- "Food Business" has the meaning given by section 6.
- **"Food Safety Standards"** means the standards contained in Chapter 3 of the Food Standards Code.
- **"Food Standards Code"** means the Australia New Zealand Food Standards Code as defined in the Food Standards Australia New Zealand Act 1991 of the Commonwealth, as modified in accordance with regulations referred to in section 140 or 141.
- "Handling of Food" includes the making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, packing, cooking, thawing, serving or displaying of food.
- "Improvement Notice" means an improvement notice issued under Part 5.
- "Premises" includes:
  - a) land (whether or not vacant), or
  - b) the whole or any part of a building, tent, stall or other structure (whether of a permanent or temporary nature), or
  - c) a pontoon, or

- d) a vehicle (other than a food transport vehicle while it is engaged in the transport of food).
- **"Prohibition Order"** means a prohibition order made under Part 5.
- "Proprietor of a Food Business" means:
  - a) the person carrying on the food business, or
  - b) if that person cannot be identified the person in charge of the food business.
- "Unsafe" has the meaning given by section 8.
- "Unsuitable" has the meaning given by section 9.

### ORDINARY MEETING OF THE COUNCIL

August 11, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 180/16

SUBJECT: COUNCILLOR ATTENDANCE AT THE MURRAY DARLING

ASSOCIATION NATIONAL CONFERENCE AND AGM - DUBBO
OCTOBER 26-27, 2016
11/364

### **Recommendation**

1. That Broken Hill City Council Report No. 180/16 dated August 11, 2016, be received.

2. That the Mayor (or alternate) and one (1) Councillor attends the Murray Darling Association National Conference with an expression of interest to be sent to the newly elected Councillors to advise their availability.

### **Executive Summary:**

The 2016 Murray Darling Association National Conference and Annual General Meeting will be held in Dubbo, October 26-27, 2016.

Council considered a report dated January 16, 2013 regarding Councillors' attendance at Conferences and resolved that Councillors' Attendance at Conferences be determined by Council on a case by case basis (Minute Number 44215).

### Report:

The theme for the National Conference is "The Voice of the Basin". The Conference will consider the Strategic Plan 2016-2019 and the redrafted Constitution. The Murray Darling Association will be seeking input from Councils regarding the direction of the advocacy that the Association will take to benefit communities and the entire Basin into the future.

The Conference Program has not been released at this point in time, only preliminary information is available announcing the Conference.

This report is presented to Council to determine whether Council be represented at the Conference. Should Council determine to send the Mayor (or alternate) and one (1) Councillor, expressions of interest will be called from the newly elected Councillors.

### **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

our community.

### **Relevant Legislation:**

Nil.

### **Financial Implications:**

Cost are per person to attend:

Conference Registration \$550.00
Accommodation per night \$150.00
Total \$700.00

Travel to Dubbo would be by car.

### **Attachments**

1. Registration Form 1 Page

JAMES RONCON GENERAL MANAGER

### Registration Form 72nd MDA National Conference & AGM DUBBO Wed 26th - Thu 27th October 2016

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Further details call 03 5480 3805 or visit www.mda.asn.au

It's in the Balance

### ORDINARY MEETING OF THE COUNCIL

August 12, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 181/16

SUBJECT: LATE MOTIONS TO THE NSW LOCAL GOVERNMENT

**CONFERENCE** 

13/147

### **Recommendation**

- 1. That Broken Hill City Council Report No. 181/16 dated August 12, 2016, be received.
- 2. That Council requests that the NSW Local Government Association accepts Council's late motion to support Council's campaign for a Healthy Darling River system (wording of the motion detailed in this report).
- 3. That Council considers any further late motions to the Conference that comply with the Association's guidelines.

### **Executive Summary:**

Council considered a report regarding the NSW Local Government Association Conference at it Ordinary Meeting held July 27, 2016, part of the report recommendation required Council to nominate motions to the Conference which needed to be submitted, along with the Council resolution, by August 22, 2016.

Discussion of the item centred around Councillor representation, and Council did not resolve to submit motions.

### Report:

The Local Government NSW Conference is the annual policy-making event foe the councils of NSW. The Conference is the pre-eminent event of the local government year where local Councillors come together to share ideas and debate issues that shape the way we are governed.

Council is entitled to two voting delegates at this conference, and two types of voting will take place:

- 1. One for voting in the elections for Office Bearers and the Board.
- 2. One for voting on motions.

The Board has resolved that motions will be included in the Business paper for the Conference where they:

- 1. Are consistent with the objects of the Association (see Rule 4 of the Associations rules);
- 2. Relate to Local Government in NSW and/or across Australia;
- 3. Concern or are likely to concern Local Government as a sector;

4. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;

- 5. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
- 6. Are clearly worded and unambiguous in nature; and
- 7. Do not express preference for one or several members over one or several other members.

For a motion to be included in the Business Paper for the conference, accompanying evidence of its support by Council must be included (extract of Council Meeting minutes).

As the closing date for motions was prior to the August Council Meeting (August 22, 2016), and Council did not determine its motions at the July Council Meeting, the only option for Council to submit motions is to request that a late motion be considered, and given the importance of the issue of water security for Broken Hill, I tender the following motion for Council's consideration:

### Motion:

That the NSW Local Government Association supports the Local Government Authorities of Broken Hill City Council, Wentworth Shire Council and Central Darling Shire Council with their campaign for a sustainable Darling River system that ensures the health and wellbeing of the communities that live along it and enriches the economic, social, environmental and cultural values that has been part of its long history.

Should Councillors wish to submit any further late motions, they must be adopted at this Council Meeting.

### **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

our community.

### **Relevant Legislation:**

Nil.

### **Financial Implications:**

Nil.

### **Attachments**

There are no attachments for this report.

<u>JAMES RONCON</u> GENERAL MANAGER

### ORDINARY MEETING OF THE COUNCIL

August 15, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 182/16

SUBJECT: LEASE OF LAND AT GLADSTONE PARK TO ALMA SWIMMING CLUB INC. 11/197

### Recommendation

- 1. That Broken Hill City Council Report No. 182/16 dated August 15, 2016, be received.
- 2. That Council's previous resolution of September 2, 2009 (minute number 42106) be rescinded in favour of a new motion:
  - a. That Council, in its appointed capacity to manage the affairs of the Gladstone Park Reserve Trust, lease as much land as is necessary fronting Morish Street to formalise the existing occupation by the Alma Swimming Club Inc. together with an additional four metres along the eastern side of the site, for swimming club purposes.
  - b. That the term of the lease be five years and that during this term, Council investigates another Trust model for management of the Gladstone Park Reserve that is better suited to the usage of the Reserve and also acceptable to the Department of Crown Lands.
  - c. That rental at commencement be \$250 per annum and that this rental be reviewed annually for CPI increases.
  - d. That public liability insurance in the sum of \$20 million be provided noting the rights and interests of Council as Trustee and the Minister administering the Crown Lands Act 1989, and that this amount be increased from time to time as required by Council's insurers.
  - e. That the Alma Swimming Club insure its assets and contents for replacement value as determined in conjunction with its insurer.
  - f. That all other standard leasing requirements be complied with.
  - g. That the Alma Swimming Club be liable for Council's legal fees incurred in this matter.
  - h. That, in the absence of a Trust Seal, lease documents be signed by the Mayor and General Manger under Council's Common Seal.

### **Executive Summary:**

This report is presented to Council to consider rescission of a Council resolution from September 2009 in favour of a new motion as a means of a way forward to finalise this outstanding item on Council's Action List.

### Report:

The Alma Swimming Club Inc. have historically utilised a brick building in Morish Street within the Gladstone Park Reserve (adjacent to the rear of the Basketball Courts) as their club house.

In 2009, the Alma Swimming Club approached Council for permission to erect a verandah on the south eastern side of the building which raised the issue that the Alma Swimming Club did not hold a lease for occupation of the building. Current Council staff are unaware of the reasons why this matter has not progressed.

Below is the Council resolution from the Ordinary Council Meeting held September 2, 2009:

That Group Manager Governance & Community Report No. 75/09 dated August 11, 2009, be received.

That Council, in its appointed capacity to manage the affairs of the Gladstone Park Reserve Trust, lease as much land is necessary fronting Morish Street to formalise the existing occupation together with an additional 4 metres along the entire south eastern side of the site, for swimming club purposes.

That the term of the lease be 20 years commencing at a date to be determined upon registration of a plan of survey currently being prepared.

That rental at commencement be \$250 per annum and that this rental be reviewed every 5 years on the anniversary of the commencement date.

That public liability insurance in the sum of \$20 million be provided noting the rights and interests of Council as Trustee and the Minister administering the Crown Lands Act 1989, and that this amount be increased from time to time as required by Council's insurers.

That the Alma Swimming Club insure it's assets and contents for replacement value as determined in conjunction with it's insurer.

That all other standard leasing requirements be complied with.

That the Alma Swimming Club be liable for Council's reasonable legal fees incurred in this matter.

That documents relating to this matter be signed in the absence of a Trust Seal under Council's Common Seal as required.

In an attempt to finalise this matter, Council staff have held discussions with representatives of the Alma Swimming Club Inc. and sought advice from the Officers of the Department of Crown Lands.

The Department of Crown Lands have advised that due to the land being a Reserve of the State of New South Wales and Council appointed as the Trust Managers, the land therefore cannot be subdivided, and the building cannot be sold. The land can only be utilised for recreation purposes, of which the Alma Swimming Club is compliant. Crown Lands also advised that sub-division for a lease to a community organisation is not required.

Crown reserves are land set aside on behalf of the community by the State of NSW for a wide range of public purposes, these include environmental and heritage protection, recreation and sport, open space, community halls, special events and government services.

Reserves are created to protect and manage these important community resources and are administered under the *Crown Lands Act 1989* of which Council has been appointed as Trust Manager.

The Gladstone Park Reserve used to house the former Alma Pool complex, hence a building that still stands within the park has continued to be utilised as the club house of the Alma Swimming Club Inc.

Discussions regarding the 2009 resolution have been held with the Alma Swimming Club and it has been agreed that instead of a 20 year lease, Council considers a five year lease, and during this term investigates whether another trust model for the management of the Gladstone Park Reserve would be acceptable to the Department of Crown Lands.

### **Strategic Direction:**

Key Direction: Our Community

Objective: Our Community Works Together

Function: Community Facilities

DP Action: Provide public amenities, halls and community centres to facilitate

social capital and activity.

### **Relevant Legislation:**

Crown Lands Act 1989

### **Financial Implications:**

Nil to Council. Council's legal fees in the set-up of the lease arrangement are to be paid by the Alma Swimming Club Inc. Council will receive an annual income of \$250.00.

### **Attachments**

There are no attachments for this report.

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

<u>JAMES RONCON</u> GENERAL MANAGER

### ORDINARY MEETING OF THE COUNCIL

August 17, 2016

### BROKEN HILL CITY COUNCIL REPORT NO. 183/16

<u>SUBJECT:</u> <u>MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING</u>
NO.362, HELD 2 AUGUST 2016 11/397

### Recommendation

- 1. That Broken Hill City Council Report No. 183/16 dated August 17, 2016, be received.
- 2. That the Minutes for the Local Traffic Committee Meeting No.362, held August 2, 2016 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 August 2, 2016. The committee made a number of recommendations of which, all were general operations related.

### **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 TRAFFIC COMMITTEE MEETING NO 362 August 2016 5 Pages
- 2. Action List Local Traffic Committee Updated August 2016 12 Pages

ANDREW BRUGGY
ACTING DEPUTY GENERAL MANAGER

<u>JAMES RONCON</u> GENERAL MANAGER The Minutes of the Local Traffic Committee Meeting No. 361 have been approved by voting members on line:

All in favour: RMS, BHCC and Police

Yet to vote: Local Member

Against: Nil

### MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING NO. 362 HELD TUESDAY AUGUST 2, 2016 COMMENCING AT 9.30 AM FIRST FLOOR COUNCIL ADMINISTRATION BUILDING

MEETING OPEN: 9:35 am

Welcome to all present

362.1 PRESENT:

Andrew Bruggy Acting Deputy General Manager,

Broken Hill City Council

James Druitt Asset Planner Transport - observer

Marion Browne Councillor

Penny Robinson BHCC Minute Secretary

Joe Sulicich Roads and Maritime Services Representative

362.2 APOLOGIES: Sergeant Kerri Lane Broken Hill Police Representative

Peter Beven Local Member Representative

ABSENT: Nil

362.3 DISCLOSURE OF INTEREST: - NIL

362.4 REPRESENTATIONS: - NIL

362.5 ADOPTION OF PREVIOUS MINUTES:

It was noted that the previous minutes of meeting No.361 held July 5, 2016 were confirmed via online voting as follows:

All in favour: RMS, BHCC and Police

Yet to vote: Local Member

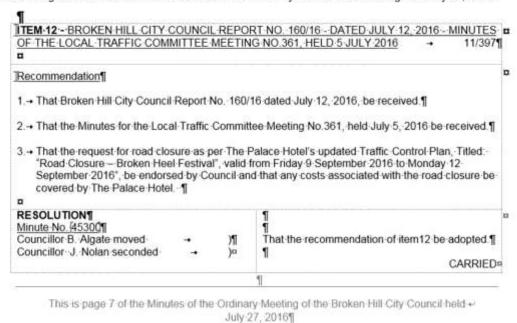
Against: Nil

Local Traffic Committee Meeting No. 362

Page 1

### COUNCIL RESOLUTIONS ON TRAFFIC COMMITTEE MATTERS: 362.6

The following Committee Recommendations were endorsed by Council at its meeting held July 27, 2016.



Peter Beven raised issue of the Heavy Vehicle Route at the Iodide/Crystal Street intersection. Line marking has eroded with traffic.

MATTERS ARISING FROM THE PREVIOUS MEETING or FROM COUNCIL RESOLUTIONS:

### Recommendation:

362.7

Chairperson requested that secretary enter a report in the Customer Request Management System (CRM) for a Council Officer to review.

### Agreed Action:

The secretary is to enter a report in the Customer Request Management System (CRM) for a Council Officer to review.

All in favour:

BHCC, Local Member and Police

Yet to vote:

RMS Against: Nil

### Update to Committee:

CRM entered and this remains pending for further investigation and proposed action. Council's Asset Planner Transport, James Druitt to provide report and proposed action back to

361.9.3 Marion Browne queried the new street signs being replaced around the City and requested is it possible to find out the correct spelling of Harvey/Harvy Street and Wickes/Wicks Street.

> Local Traffic Committee Meeting No. 362 Page 2

### Recommendation:

A Council Officer will investigate the spelling of Harvey/Harvy and Wickes/Wicks Streets and review spelling on street signs. The Council Officer will report back to the Committee the findings.

### **Agreed Action**

A Council Officer will investigate the spelling of Harvey/Harvy and Wickes/Wicks Streets and review spelling on street signs. The Council Officer will report back to the Committee the findings.

All in favour: BHCC, Local Member and Police

Yet to vote: RMS, Against: Nil

### Update to Committee:

The spelling of Wickes/Wicks and Harvey/Harvy needs to be clarified by using the gazette. Council's Asset Planner Transport, James Druitt to verify and advise Committee of correct spelling to identify if signs need to be corrected.

**361.9.4** The Safety Awareness Cross at the top end of Argent Street has not been lit for a period of time. The committee would like to find out how this can be turned on.

### Recommendation:

A Council Officer will investigate how the cross can be lit. The Council Officer will report back to the Committee the findings.

### Agreed Action

A Council Officer will investigate how the cross can be lit. The Council Officer will report back to the committee the findings.

All in favour: BHCC, Local Member and Police

Yet to vote: RMS, Against: Nil

### Update to Committee:

The lights have been lit as of two to three weeks ago and appear to be functioning correctly. Council are looking into the future use of LED lights at this site.

**361.9.9** Peter Beven requests Council clear what is on Council road/verge area on the Silver City/Menindee Road as right to road way, makes it difficult to see animals.

### Recommendation:

Chairperson requested that secretary enter a report in the Customer Request Management System (CRM) for Council to clear what Council can.

### Agreed Action

The secretary is to enter a report in the Customer Request Management System (CRM) for action.

All in favour: BHCC, Local Member and Police

Yet to vote: RMS, Against: Nil

### Update to Committee:

RMS Regional Roads funding is available for Council use and work proposed to be undertaken includes slashing and shoulder grading in this area.

### 362.8 CORRESPONDENCE: Nil

Local Traffic Committee Meeting No. 362

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### 362.9 GENERAL BUSINESS:

### 362.9.1 Miners Day Memorial October 9, 2016, query temporary road closure

Query from Christine Adams relating to closure of the four streets surrounding the Sturt Park for the period of 11am - 1.30pm on October 9, 2016 for the purpose of Wheelbarrow race as a part of activities for this event. Comment sought from Local Traffic Committee relating to this event.

### Recommendation:

Council's Acting Deputy General Manager, Andrew Bruggy to attend the next Miners Day Memorial Committee meeting to seek clarification of time required for temporary road closure and space required.

Committee to suggest temporary closure of the inner traffic road, still allowing for parking around the area for the event goers.

### Agreed Action

Council's Acting Deputy General Manager, Andrew Bruggy to attend the next Miners Day Memorial Committee meeting to seek clarification of time required for temporary road closure, space required of road way and options preferable to the Committee as above.

All in favour: BHCC, RMS

Yet to vote: Police and Local Member Representative

Against: Nil

### 362.9.2 Electoral Office Parking 178 Argent Street

Parking options discussed for the Electoral Office for pre-polling at 178 Argent Street.

### Recommendation:

Committee recommend to remove the 15 minute short term parking bays in Blende Street (currently in front of the former Everybody's store) and implement the at the Electoral Office for pre polling, 3 x disability accessible parking bays for 15 minute parking. Proposed that this be implemented as of August 29 to September 9, 2016. To be removed after September 9, 2016.

Committee also recommend that an accessible temporary ramp be installed at this area for the abovementioned period.

### Agreed Action:

Remove 15 minute short term parking bays in Blende Street (currently in front of the former Everybody's store).

Implement at the Electoral Office for pre polling, 3 x disability accessible parking bays for 15 minute parking.

Implementation as of August 29 to September 9, 2016.

To be removed after September 9, 2016.

Temporary ramp be installed at this area for the abovementioned period.

Council's Asset Planner Transport, James Druitt to investigate/action parking and ramp requirements as above.

All in favour: BHCC, RMS

Yet to vote: Police and Local Member Representative

Against: Nil

### 362.9.3 Motorbike parking bays in front of 207 Argent Street

Query from Committee member Marion Browne if these motorbike parking bays are still required or can these be changed to car parks.

### Recommendation:

Committee recommend the removal of motorbike parking bays and replace with car parking bays.

Local Traffic Committee Meeting No. 362

Page 4

#### Agreed Action

Committee Secretary to enter Customer Request Management (CRM) to remove the motorbike bays and replace with car parking bays.

All in favour: BHCC, RMS

Yet to vote: Police and Local Member Representative

Against: Nil

#### 362.9.4 Duff Street Shopping Centre, Car Park area maintenance

Query from Committee member Marion Browne regarding who is responsible for the maintenance of this car parking area for the purpose of general maintenance and sealing.

#### Recommendation:

Council's Asset Planner Transport, James Druitt to investigate if this area is a Council road area for the purpose of maintenance requests.

#### Agreed Action

Council's Asset Planner Transport, James Druitt to investigate if this area is a Council road area for the purpose of maintenance requests.

All in favour: BHCC, RMS

Yet to vote: Police and Local Member Representative

Against: Nil

362.10 ITEMS FOR NEXT MEETING: NII

362.11 NEXT MEETING DATE: September 6, 2016

MEETING CLOSED: 10:23 am

Local Traffic Committee Meeting No. 362 Page 5

# Trim - 11/397 **Action List - Local Traffic Committee**

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(D	Councillor Brown advised funds have not yet been paid, as they are waiting for the funds to be received from head office in Sydney.				
	Councillor Browne to follow up date of payment and advise secretary for confirmation of funds received with Finance Operations Team.	5 April 2016			
	Letter issued to Fran requesting payment of funds to assist with the cost of producing signs.	8 March 2016 Kath	D16/9966		
	David Zhao advised that one quote has been received, still waiting on further quotes to be submitted.	8 March 2016			
	CRM entered to have directional signage ordered and installed at the location.	CRM 23968/2016			
	That Council order signs with the wording advised by Fran McKinnon being "Ambush Site – Picnic Train Attack 1km" and "Ambush Site – Picnic Train Attack and Install at the corner of Brookfield Avenue and Morgan Street and Doe and Hynes Street.				
	David to obtain quotes for signs.  Agreed Action:	February 2016			
	Letter sent.	13 November	D15/48358		
	Available through the rivio.  Letter to be sent to Fran McKinnon requesting wording to be used on the signs.	4 November 2015			
	Mr Joe Sulicich advised that signage for this area does not require approval from TASCO as the signs will not be erected on a State or RMS designated Road. There is a possibility that funding may be	October 7 2015			
	Andrew to follow up response to application with David Zhao and advise committee of update.	2 September 2015			
	Application has been submitted to TASCO waiting response.	2 June 2015			
	Printing of Tax Invoice requested and to be attached to letter for payment. COMPLETED	Kath			
	Enter CRM for Himan and David Zaho requesting submission of application for signage through TASCO.	15 April 2015 CRM 21449/2015		"Ambush Site – Pionic Train Attack"	
	On approval from Council Meeting arrange invoice for payment of available funds and send with acceptance letter.	Kath		Cnr of Brookfield Avenue and Morgan Street and the Cnr of Doe & Hynes Streets with the following wording:	
	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.			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:	
	Agreed Action:	10 March 2015	D15/5750	Fran Mckinnon	346.8.3
	Claims/Neview Date	Officer	CRM /Trim No.	Recommendation	Itelii No.

Local Traffic Committee Action List

Local	
Traffic	
Committee	
Action	
List	

Item No.							353.7.1											
Recommendation							Thomas Street Speed Counters – Broken Hill Hospital & GP Super Clinic	Original request received July 2014 from the Far West Local Health District to consider reducing the speed limit within the vicinity of the Hospital and the GP Super Circuit Charles and the GP Super Circuit Charles and the Charles Constitution of the Hospital and the GP Super Circuit Charles Constitution of the Charles Charles Constitution of the Charles C	increase since the Super Clinic has opened.									
CRM /Trim							CRM 22603/2015								D15/53866			
Responsible Officer	April 14, 2016 D16/17865	June 5, 2016	June 9, 2016	July 5, 2016	July 25, 2016	August 2, 2016			September 30	28 October 2015	2 December 2015 Kath					1 February 2016	8 March 2016	
Status/Review Date	Email received by Councillor Browne advising that discussion with Fran McKinnon regarding the funds - Fran advised issue with Sydney office and she will follow up.	Penny Robinson to check if Council have received funds and advised Marion Browne if further follow up is required.	Penny Robinson sent email to Marion Browne advising that at this time funds are still outstanding.	Marion Brown advised the committee that the funds are now arranged and should be received by Council in the near future.	As of July 25, 2016, funds remain indicating as outstanding.	Marion Brown advised that as per the last update, the advice she has received is that funds are now arranged and should be received by Council in the near future.	Counters where placed in the area in December 2014, but the results from these counters are unable to be located.	Counters have been requested to be relayed again for a two week period and the results will be reported back to the Committee.	Spoke with David Zhao who advised the tubes will be installed within the next few weeks.	Action undertaken, David to obtain results and submit to committee at the December meeting.	Draft letter committee's recommendation from its meeting held December 2015.	Recommendation:	That no Zebra Crossing be installed at this location due to the fact that it would not met the Australian Standards for the volume of foot and vehicular traffic within the area.	That alternatives for traffic calming devise options be investigated and reported back to the committee for further discussion.	Letter issued advising Committee's recommendation.	Follow up with James Druitt to clarify if speed counters have been installed.	Discussion held with David Zhao and James Druitt that the current information supplied to the committee does not provide an accurate indication of speed within this area.	Recommendation:
Target Date									December 5019								April 2016 Advised action is	June 2016

Pending as of July 2016	Letter box drop responses returned. Outcome is that Council will trial a 2 week that will see blocking access to Wright and Long Street	July 5, 2016			
	Pending as letter box drop to go out to residents in this area for comment.	5 June 2016			
	CRM entered requesting that David Zhao to commence consultation and report back to committee.	30 May 2016 CRM 24806/2016			
	David Zhao advised he will commence the consultation with residents.	8 March 2016			
Fending as or June 2016	That Mr Andrew Bruggy, Acting Deputy General Manager write to residents within Wright Street area for their consultation of installing a Col-de-sac at the intersection of Wright and Warnock Streets.			Councilor Browne has been approached by a resident for the Committee to consider alternative options to reduce speeds of motorists in this area as the current measures in place are not adequate.	
	Agreed action:	1 February 2016		Wright and Warnock Street Intersection	356.9.1
	Joe Sulicich also advised that if this was eligible under the Vulnerable Persons requirements that Council could approach RMs to seek funding assistance.				
	Council Officer, James Druitt is to arrange traffic count and report back to the committee the outcome.				
	RMS, Joe Sulicich provided the committee with information on the standards for the Vulnerable Persons requirements for implementing a zebra crossing and advised that a raised crossing is preferable for this area. A traffic count is needed to make this determination.	August 2, 2016 James Druitt.			
	Further follow up undertaken by RMS, Joe Sulicich will provide an update to the August meeting.	ory of			
	This action item is to remain pending at this stage as James Druitt and Joe Sulicich to clarify requirements of Vulnerable Person Standards relating to this area.	. h.lv 5 2016			
	Letter drafted in response to the Hospital attention to Noni Inglis, and this action item to be removed once issued Letter issued.	D16/23591 5 June 2016			
G G	Speed counter results are back. Used over date of 6 – 15 April 2016 - indicates that 90% of drivers are driving under the speed limit in this zone. LTC committee note that there is no current issue in this zone.	3 100			
Pending	Joe RMS recommended that the Vulnerable Pedestrian Standards be considered in the report back to the committee.	3 May 2016			
	Advised by James Druitt that counters are being installed this week for a two week period.	5 April 2016			
	That a report be prepared of the results and be submitted back to the Committee at the April committee meeting.				
	That the tubes be re-instated for two weeks to capture speeds limit between 40km and 60km.				
Target Date	Status/Review Date	Responsible Officer	CRM /Trim No.	Recommendation	Item No.

Local Traffic Committee Action List

		357.8.3								357.8.2							Item No.
The initial investigation into this matter was dealt with by Council's Ranger, Mr Geoff Creed and a report with	Complaint received from resident Mrs Hall of 181 Newton Lane, regarding parking issues and damages to her fence caused from parents dropping off and picking up children from Burke Ward Public School.	Parking Issues 181 Newton Lane					to 60km until after the turn-off onto Depot Road to alleviate the need to slow suddenly.	onto the Depot Road.	Currently the speed zone of 80km commences just past the Creedon Street and Barrier Highway intersection, and then requiring motorists to slow down to 60km within a short distant to ensure a safe left hand turn	Review of Speed Zone from Creedon Street/ Barrier Highway Intersection to Waste Depot Turn-off							. Recommendation
		D16/6235								<b>CRM</b> 23805/2016				D16/32609			CRM /Trim No.
			August 2, 2016	July 5, 2016	5 June 2016	3 May 2016	Kath D16/15171	Kath D16/15165					August 2, 2016				Responsible Officer
Inat "No Stopping" signs be installed along the whole lane between Gypsum Street and Harvy Street being on the opposite side to the Burke Ward Primary School grounds	That Council source wooden Stopper Blocks to be installed in front of Mrs Hall's fence at 181 Newton Lane to prevent further damage to her fence.	Agreed Action:	Joe Sulicich - RMS Representative advised outcome remains pending with RMS Parkes head office and he will advise the committee of outcome when possible.	Review has been completed and Joe Sulicich - RMS Representative will provide and updated to the committee in August meeting.	Joe Sulicich - RMS Representative advised that he is to undertake the review.	Clarify with RMS in June meeting progress on review.	Letter issued to RMS requesting a review to be undertaken and findings to be reported back to the LTC committee.	Letter advising the next course of action issued to Rebecca McLaughlin outlining the committee's recommendation.	Inis request is outside of the Committee's scope, a letter is to be issued to the RMS to conduct a review of the current traffic speed zone and report back to the committee of their findings.	Agreed Action:	James Druitt to report the outcome and feedback to the committee for further review.	Two week trial to commence of a temporary closure of the areas. Advertising in BDT to occur, letter box drop arranged for local residents by James Druitt and secretary to advise via email the local emergency services.	Traffic Speed count conducted with the following results:  •Wright Street – 2698 Vehicles Below the speed limit  •Wright Street – 337 Vehicles Above the speed limit  •Long Street – 730 Vehicles Below the speed limit  •Long Street – 39 Vehicles Above  •Warnock Street – 8050 Vehicles Below the speed limit  •Warnock Street – 362 Vehicles Above the speed limit	(Surveys returned scanned into TRIM system)	Emergency services will required to be notified prior to these being erected. James Druitt to advise LTC secretary to issue email notification once dates are advised.	in an attempt to divert traffic to Williams Street. The outcome will be reported back to the committee to decide on further action/outcome.	Status/Review Date
	Pending as of June 2016		Pending as of August 2016	Pending as of July 2016			June 2016										Target Date

Local Traffic Committee Action List

	Item No.	Recommendation	CRM /Trim No.		Responsible Officer
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.		suggested recommendation was summited prior to the meeting for the Committee's consideration.		Kath	Letter to be drafted once approval of committee minutes endorsed by Council at the March Council meeting is received.
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				CRM 24265 Penny	CRM 24265/2016 CRM entered for actioning.  Penny Letter sent to Mrs Hall advising of the
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				CRM 2	5/2016
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				CRM 2426 Response Received	65/2016
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				3 May 2016	2016 CRM required pending response from
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				10 June 2016 CRM 24893/2	10 June 2016 CRM entered for works to commence.
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				July 5, 2016	James Druitt is to arrange works and
Galena & Wright Street Intersection  Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.				August	August 2, 2016 Council Officer, James Druitt has advised the committee that 20 x old railway sleepers have been donated to council by ARTC. The only cost to council was \$350.00 for delivery costs.
	357.9.1	Galena & Wright Street Intersection			Sleepers to be laid shortly to complete this action item.  Agreed Action:
		Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to			That Council undertakes a cost analyse to paint a blister onto the road on the left hand side of Wright Street before making a left hand turn into Galena Street and place yellow rumble strips in the middle of the blister.
		CIDATING TRANSPORTER MIGHT CHARLE			That a centre island be painted in the middle of the road at the comer of Wright Street at the intersection of Wright and Galena Streets with yellow rumble stripes to force motorists to turn at the middle of the intersection.
					That the cost analyst and plan be submitted to the next Committee meeting scheduled for April 5, 2016 for consideration by the Committee.
				Kath	CRM to be entered once approval of committee minutes endorsed by Council at the March Council meeting is received.
0.1 (4)				CRM	CRM 24237/2016 CRM entered for actioning
0.1.3				Report	Report D16/17693 Report provided by David Zhao - included in Agenda for May meeting.
				3 May 2016	2016 CRM required pending response from
				10 Jun CRM 2	10 June 2016 CRM entered for works to commence CRM 24894/2016

Local Traffic Committee Action List

Agreed Action:
Joe Sulicich advised LTC that RMS are aware and are going to send a team to further investigate.
Identified that Traffic Lights on the Argent/Chloride Street Intersection are not functioning correctly in that they are not sensing vehicles queuing at the red light.
Traffic Light Signals Argent/Chloride intersection 5 April 2016
August 2, 2016
July 5, 2016
10 June 2016 CRM 24895/2016
3 May 2016
Report D16/17693
CRM 24238/2016
Kath
Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left into Morgan Street from Brookfield Avenue posing a danger to corporate a morgan Street.
Morgan Street and Brookfield Avenue Intersection
August 2 , 2016
July 5, 2016
CRM /Trim Responsible No. Officer

Local Traffic Committee Action List

Local
Traffic
Committee
Action
List

	lane to indicate traffic flow.				
commence in June 2016	original line marking plans to Council for reference, noting that modifications to the original plans will be required due to changes of traffic conditions.  It is recommended that directional arrows he marked within each this recommended that directional arrows he marked within each this recommended that directional arrows he marked within each this recommended that directional arrows he marked within each this recommended that directional arrows he marked within each this recommendation.				
Works to		3 May 2016		Light Intersections	359.9.3
COMPLETED	Line marking completed.	August 2, 2016		Manufacture of Trackly I was a A America Course A Trackly	
	Update - the three Argent Street intersections have been marked.	July 5, 2016			
	Andrew Bruggy advised LTC that the line marking to commence as of 29 June 2016	5 June 2016			
June 2016	Agreed action:  Andrew Bruggy us to seek quotes for line marking in the Bromide Street area as well as enquire into costing for general line marking maintenance around Broken Hill and report back to LTC.				
Works to	Andrew Bruggy us to seek quotes for line marking in the Bromide Street area as well as enquire into costing for general line marking maintenance around Broken Hill.				
May 2016	Recommendation:	3 May 2016		Line marking Bromide Street and other areas in Broken Hill	359.9.2
COMPLETED	Tree maintenance completed.	August 2, 2016			
Pending as of July 2016	Still pending as still uncertain of the cross street. Marion Brown to seek clarification.	July 5, 2016			
	Action pending as Council require clarification of location of the issue.	5 June 2016			
June 2016	CRM request entered for tree trimming.	30 May 2016 CRM 24807/2016			
May 2016	CRM required for trimming of tree blocking vision on the comer of Wickes and Bromide Street corner.	3 May 2016		Tree Trimming - Wickes/Bromide Street Corner	359.9.1
Pending as of August 2016	Remains pending as of August committee meeting.	August 2, 2016			
Pending as of July 2016	RMS Representative, Joe Sulicich has advised that RMD Regional Manager is investigating and Joe to advise the committee of outcome.	July 5, 2016			
	Letter to be issued to Rebecca McLaughlin as she had also entered CRM noting this issue – CRM 240855/2016.	Letter to be issued. Letter D16/23426			
	CRM to be actioned to David Zhao/Andrew Bruggy to query who is responsible for engaging maintenance relating to traffic lights.				
	Joe Sulicich to report back to LTC from outcome of the investigation.				
Target Date	Status/Review Date	Responsible Officer	CRM /Trim No.	Recommendation	Item No.

360.9.1		Item No.
Broken Heel Festival		Recommendation
		CRM /Trim No.
3 May 2016 5 June 2016 July 5, 2016 August 2, 2016		Responsible Officer
That Mr Joe Sulicich, RMS representative provide a copy of the original line marking plans to Council for reference, noting that modifications to the original plans will be required due to changes of traffic conditions.  Original Plans provided to secretary - have been copied and work flowed to David Zhao for their information. David to return to Joe - RMS.  Council to continue to investigate line marking, RMS are continuing to investigate sensor/detectors.  RMS representative - Joe Sulicich asked that the directive of "directional arrows be marked within each lane to indicate traffic flow." be removed and that lane lines are just marked - Police representative has queried why Joe has requested this? Committee to seek clarification from Joe at next committee meeting.  RMS representative - Joe Sulicich advised that historically directional arrows have never been marked only the marking of the lane lines. RMS advice is that police can still book for traffic infingements without the directional arrows marked as long as the lane lines are marked. Council advised by RMS to seek a traffic engineer's advice prior to marking directional arrows.  Council Officer James Druitt to make enquiries with RMS relating to this clarification and provide feedback to the committee.  Request for comment from the Committee relating to the request to lift the Alcohol free zone for the September 2015 - Committee is to provide a response as per 2015 - Committee Control Plan to be provided to the July meeting for review and comment.  Agreed Action:  Committee is to provide a response as per 2015 pending Committee to review Traffic Control Plan in July meeting.  James Druitt, Council Officer to provide information to July LTC for review/response.  Update to committee by James Druitt - Rovere has been review/response.  Update to committee by James Druitt - Rovere has been review and provide an updated Temporary Road Closure Application form. As La Rovere has completed her own letter box drop to neighboring provide in Control Plan in July m	Agreed Action:	Status/Review Date
Pending – August 2016 Pending - July 2016		Target Date

Local Traffic Committee Action List

COMPLETED		August 2, 2016			
	RMS representative - Joe Sulicich provided contact details for RMS - Development and Assessment Manager, Andrew McIntyre to be provide to Councils Manager Planning, Development and Compliance.				
	Internal Memorandum issued to BHCC Manager Planning, Development and Compliance	Penny June 24, 2016	D16/31248		
	All in favour: BHCC, Local Member & Police Yet to vote: RMS Against: Nil				
	Agreed Action:  Francois to be advised of contact at RMS at RMS - Development and Assessment Manager, Andrew McIntyre and request that Francois provide advice back to notify the committee when available.				
	Recommendation:  The committee requests Francois continue contact with RMS as this is an RMS road not Council road. Advise to be provided to Francois of contact at RMS - Development and Assessment Manager, Andrew McIntyre and request that Francois provide advice back to notify the committee when available.				
	Correspondence received from BHCC Manager Planning, Development and Compliance, Francois Van Der Berg re quest that the committee comment relating to the correspondence.	July 5, 2016		AGL Proposed Broken Hill Bypass.	361.8.1
Pending as of August 2016.	Council Officer, James Druitt met with Mr Licul with the agreed outcome to implement 45 degree parking bays in the direct vicinity of 401 – 403 Mica Street.	August 2, 2016			
	Review pending from James Druitt.	July 5, 2016			
	CRM entered to request Council Officer, James Druitt undertake review of this request and report recommendation back to Committee.	CRM 25037/2016			
	Response letter issued to Mr Licul.	Penny July 4, 2016	D16/29447		
	Agreed Action: Council Officer to review and report to committee recommendations				
	Recommendation: Council Officer to review and report to committee recommendations.				
Pending as of July 2016	Correspondence received from Dario Licul - requesting review of angle parking in front of Broken Hill Supplies	5 June 2016	Request D16/24638	Review of angle parking in front of Broken Hill Supplies	360.9.2
COMPLETED	This action item is now completed.				
	Response issued from Committee to Esther La Rovere with approval as adopted recommendation outcome from the July Council Meeting.	August 2, 2016			
Target Date	Status/Review Date	Responsible Officer	CRM /Trim No.	Recommendation	Item No.

Local Traffic Committee Action List

361.9.1

Item No.

361.9.4

Recommendation	CRM /Trim	Responsible Officer	Status/Review Date	Target Date
			Committee require no further action relating to this matter. COMPLETED.	
Heavy Vehicle Route at the lodide/Crystal Street intersection.		July 5, 2016	Peter Beven raised issue of the Heavy Vehicle Route at the lodide/Crystal Street intersection. Line marking has eroded with traffic.	Pending as of August 2016
			Recommendation: Chairperson requested that secretary enter a report in the Customer Request Management System (CRM) for a Council Officer to review.	
			Agreed Action The secretary is to enter a report in the Customer Request Management System (CRM) for a Council Officer to review	
			All in favour: BHCC, Local Member & Police Yet to vote:RMS Against: Nil	
	CRM 25215/2016		CRM entered requesting that findings/proposed action be reported back to the committee.	
Broken Hill Street Signage - Spelling of street names		July 5, 2016	d the new street signs being replaced around I is it possible to find out the correct spelling of nd Wickes/Wicks Street.	July 2016
			Recommendation:  A Council Officer will investigate the spelling of Harvey/Harvy and Wickes/Wicks Streets and review spelling on street signs. The Council Officer will report back to the committee the findings.	
			Agreed Action A Council Officer will investigate the spelling of Harvey/Harvy and Wickes/Wicks Streets and review spelling on street signs. The Council Officer will report back to the committee the findings	
			All in favour: BHCC, Local Member & Police Yet to vote: RMS, Against: Nil	
		August 2 2016		Pending as of
Safety Awareness Cross - Lights		July 5, 2016	The Safety Awareness Cross at the top end of Argent Street has not been lit for a period of time. The committee would like to find out how this can be turned on.	August 2016
			Recommendation:  A Council Officer will investigate how the cross can be lit. The Council Officer will report back to the committee the findings.	
			Agreed Action A Council Officer will investigate how the cross can be lit. The Council Officer will report back to the committee the findings	
			All in favour: BHCC, Local Member & Police	
	Local Traffic	Local Traffic Committee Action List	isi	

361.9.3

Local Traffic Committee Action List

Item No.	Recommendation	CRM /Trim No.	Responsible Officer	Status/Review Date  Yet to vote: RMS,  Arabact Nill	Target Date
				David Zhao/James Druitt (Council Officer) to investigate further and provide update to the committee.	
361.9.9	Clearing of Verge - Silver City/Menindee Road		August 2, 2016 July 5 , 2016	Lights working - Action item COMPLETED.  Peter Beven requests Council clear what is on Council road/verge area on the Silver City/Menindee Road as right to road way, makes it difficult to see animals.	COMPLETED
				Recommendation: Chairperson requested that secretary enter a report in the Customer Request Management System (CRM) for a Council to clear what Council can.	
				Agreed Action The secretary is to enter a report in the Customer Request Management System (CRM) for action.	
				All in favour: BHCC, Local Member & Police Yet to vote: RMS, Against: Nil	
		25216/2016		CRM entered requesting clearing as described above.	
			August 2, 2016	RMS Regional Roads funding is available for Council use and work proposed to be undertaken including slashing and shoulder grading in this area.	Pending as of August 2016
362.9.1	Miners Day Memorial October 9, 2016, query temporary road closure.		August 2, 2016	Query from Christine Adams relating to closure of the four streets surrounding the Sturf Park for the period of 11am - 1.30pm on October 9, 2016 for the purpose of Wheelbarrow race as a part of activities for this event. Comment sought from Local Traffic Committee relating to this event.	Pending as of August 2016
				Recommendation: Council's Acting Deputy General Manager, Andrew Bruggy to attend the next Miners Day Memorial Committee to seek clarification of time required for temporary road closure and space required. Committee to suggest temporary closure of the inner traffic road, still allowing for parking around this area for the event goers.	
				Agreed Action Council's Acting Deputy General Manager, Andrew Bruggy to attend the next Miners Day Memorial Committee to seek clarification of time required for temporary road closure, space required of road way and options preferable to the Committee as above.	
				All in favour: BHCC, RMS Yet to vote: Police and Local Member Representative Against: Nil	
362.9.2	Electoral Office Parking 178 Argent Street		August 2, 2016	Parking options discussed for the Electoral Office for pre-polling at 178 Argent Street	Pending as of August 2016
				Recommendation:  Committee recommend to remove the 15 minute short term parking bays in Blende Street (currently in front of the former Everybody's	

Local Traffic Committee Action List

Attachment 2

**Updated August 2016** 

	All in favour: BHCC, RMS				
	Agreed Action  Agreed Action  Council's Asset Planner Transport, James Druitt to investigate if this area is a Council road area for the purpose of maintenance requests.				
	Recommendation: Council's Asset Planner Transport, James Druitt to investigate if this area is a Council road area for the purpose of maintenance requests.				
Pending as of August 2016	Query from Committee member Marion Browne regarding who is responsible for the maintenance of this car parking area for the purposed of general maintenance and sealing purposes.	August 2, 2016		Duff Street Shopping Centre, car park area maintenance.	362.9.4
	All in favour: BHCC, RMS Yet to vote: Police and Local Member Representative Against: Nil				
	Agreed Action  Committee Secretary to enter request to remove the motorbike bays and replace with car parking bays.				
	Recommendation:  Committee recommend the removal of motorbike parking bays and replace with car parking bays.				
Pending as of August 2016	Query from Committee member Marion Browne if these motorbike parking bays are still required or can these be changed to car parks.	August 2, 2016		Motorbike parking bays in front of 207 Argent Street	362.9.3
	All in favour: BHCC, RMS Yet to vote: Police and Local Member Representative Against: Nil				
	Council's Asset Planner Transport, James Druitt to investigate/action parking and ramp requirements as above-mentioned.				
	Agreed Action:  Remove 15 minute short term parking bays in Blende Street (currently in front of the former Everybody's store).  Implement at the Electoral Office for pre polling, 3 x disability accessible parking bays for 15 minute parking.  Implementation as of August 29 to September 9, 2016.  To be removed after September 9, 2016.  Temporary ramp be installed at this area for the abovementioned period.				
	Committee also recommend that an accessible temporary ramp be installed at this area for the abovementioned period.				
	store) and implement the at the Electoral Office for pre polling, 3 x disability accessible parking bays for 15 minute parking. Proposed that this be implemented as of August 29 to September 9, 2016. To be removed after September 9, 2016.				
Target Date	Status/Review Date	Responsible Officer	CRM /Trim No.	Recommendation	Item No.

#### ORDINARY MEETING OF THE COUNCIL

August 17, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 184/16

SUBJECT: INFRASTRUCTURE STRATEGY ACTIVITIES - JULY 2016 11/514

#### Recommendation

1. That Broken Hill City Council Report No. 184/16 dated August 17, 2016, be received.

#### **ASSETS**

- Reconstruction works completed at Creedon and Rakow Streets intersection;
- Underfloor repairs completed and pillars replaced at the Geo Centre;
- A contract of works was secured with AGL for the construction of a turning lane at its Solar Farm, scheduled for commencement in October 2016;
- Concept designs and valuations received for ongoing coordination of Library redesign;
- Four final year university students engaged to update Safe Work Method Statements;
- Demolition work completed at Civic Centre; floor slab poured on first floor;
- Capital program drafted for the Draft Asset Management Plans for Buildings, Parks and Open Spaces and Roads;
- Survey completed on local roads for future capital project works during 2016/2017.

#### WASTE AND ENVIRONMENT

- A total of 11,000 Community Recycling Centre (CRC) information brochures included with annual rate notices, informing of increased capabilities for disposal of household wastes at the facility.
- AusShredding were selected to manage recycling of tyres at the Broken Hill Waste Management Facility during 2016/2017.
- Records indicate over 787 visitors were attracted to the Living Desert from July 1, 2016 to July 6, 2016 (five day period).
- Keep Australia Beautiful's, EnvironMentor presented waste workshops on 'Litter' and 'Lunches Unwrapped' to local Primary Schools. There were four to eight workshops presented at each school, with approximately 25 students participating. These sessions reached almost 1,000 primary aged students.
- Closure of the Waste Management Facility to the community was necessary after a
  large fire developed in the general waste area. The Waste Facilities Pollution Incident
  Response Management Plan was activated; NSW Fire Brigade attended and NSW
  EPA was notified as per Council's license requirements. The cause may never be
  known, however it is suspected that hot coals may have been responsible.
- Eftpos facilities were installed at the Broken Hill Waste Management Facility Weighbridge. From Thursday September 1, 2016 customers will be required to pay waste fees onsite, with the exception of regular users with good payment history.
- Energy savings have continued across the Administration Centre, Art Gallery, Visitors Information Centre and Airport over the last 12 months, with a saving of up to \$35,000.

#### **BROKEN HILL REGIONAL AIRPORT**

• An annual pavement concession was granted for Cobham Search and Rescue for training operation purposes.

- Skydive Oz utilised the Airport for skydiving operations during July.
- An episode of the television show 'Outback Pilots' was filmed airside.

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
July 16/17	1,882	1,897	277	230	314	4,600
Difference from 15/16	-98	-84	-54	-6	26	-216
Monthly Comparison	-4.9%	-4.2%	-16.3%	-2.5%	9.0%	-4.5%
YTD 16/17	1,882	1,897	277	230	314	4,600
YTD Difference from 15/16	-98	-84	-54	-6	26	-216
YTD % Comparison	-4.9%	-4.2%	-16.3%	-2.5%	9.0%	-4.5%

#### **BROKEN HILL CEMETERY**

	EXCLUS	SIVE RIGHTS PERMITS	& WORK	INT	INTERMENTS				ENQUIRIE	ES	
	Old Graves	Exclusive Rights	Work Permits	Casket	Ashes	Total	Office	On Site	Total	Web Visits	Total
Jul-16	0	10	0	9	12	21	12	15	27	3,601	3,742
Year to Date	0	10	0	9	12	21	12	15	27	3,601	3,742

#### **BROKEN HILL REGIONAL AQUATIC CENTRE**

MONTHLY ATTENDANCES AND CARD SALES					
Month	2015/16	2016/17			
July 16/17	5,864	6,436			
Year to Date	5,864	6,436			



YMCA NSW

#### 1. Executive Summary

The YMCA is pleased to submit the July Operations Report for the Aquatic Centre.

The centre saw 6,436 visits for July and for the **fifth** consecutive month, the figures are the highest recorded in many years (or at least available to the YMCA)

The July 2016 attendance figures are 9.75% higher than those seen in 2015.

Contributing factors to this result include:

- · Increased number of learn to swim enrolments
- Increased number of health and fitness members
- Warmer than average winter temperatures seeing higher than usual recreational swimming

The start to the new financial year is a pleasing one and demonstrates the community's appetite to maintain an active lifestyle.

YMCA are currently preparing for the spring membership and acquisition campaign as well as the launch of an outdoor bootcamp at the Aquatic Centre.

Recruitment is also ongoing for the upcoming summer season.

Regards,

Shane Simmons Centre Manager YMCA of NSW

#### **Attachments**

There are no attachments for this report.

Shane Rumnous

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER

#### ORDINARY MEETING OF THE COUNCIL

August 19, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 185/16

SUBJECT: PLANNING AND DEVELOPMENT STATUS REPORT - JULY 2016
11/467

#### Recommendation

1. That Broken Hill City Council Report No. 185/16 dated August 19, 2016, be received.

#### **Executive Summary:**

OUTSTAN	IDING ITEN	<b>NS</b>				
140/2015	22/10/15	Mr T Hicks	21-23 Pinnacles Place	Cremator and shed with small chapel	13/7/16	Applicant decided not to withdraw DA as had previously verbally advised. More information requested. Detailed assessment.
36/2016	14/4/16	Mr D Charnock	23a Bonanza Street	Home industry (mechanic and window tinting)	19/8/16	Approved subject to conditions.
60/2016	10/6/16	Peter Thompson Architects	215 Racecourse Road – Golf Club	Development of RV site with ablution facilities	18/8/16	Amended information received from applicant. Approved subject to conditions.
69/2016	28/6/16	RFDS	Airport	Subdivision	13/7/16	Approved.
71/2016	29/6/16	RFDS	Airport	Construction of proposed maintenance hangar	16/8/16	Approved subject to conditions.
<b>JULY 201</b>			1		1	
74/2016	11/7/16	Ms C Jelbert	O'Neil Park Netball Courts	Equipment shelter	20/7/16	Approved subject to conditions
79/2016	21/7/16	Mrs L and Mr T Nadge	18817 Barrier Highway	Liquor licence in association with astronomy business	19/8/16	Approved subject to conditions.

### **Relevant Legislation:**

Nil

### **Financial Implications:**

Nil

#### **Attachments**

There are no attachments for this report.

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER

#### ORDINARY MEETING OF THE COUNCIL

August 19, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 186/16

SUBJECT: ACTION LIST REPORT - AUGUST 11/25

#### **Recommendation**

1. That Broken Hill City Council Report No. 186/16 dated August 19, 2016, 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 decisions at Ordinary and Extraordinary Council Meetings for the period September 2, 2009 to July 27, 2016.

Discussions have been held with staff regarding the long outstanding items on the Action List, most of which are leasing/licencing matters. Staff will be working to finalise these items as a priority and/or request Council to rescind resolutions where circumstances have changed.

#### **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**

- Action List Ordinary Council Meetings 33 Pages
- 2. Action List Extraordinary Council Meetings 2 Pages

<u>JAMES RONCON</u> GENERAL MANAGER

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MEETING	REQUIRED REPORT	SUBJECT
Ordinary Meeting of the Council 02 September 2009	False Further Business	
ITEM 20 - GROUP MANAGER GOV ALMA SWIMMING CLUB INC	I <b>TEM 20 -</b> GROUP MANAGER GOVERNANCE & COMMUNITY REPORT NO. 75/09 - DATED AUGUST 11, ALMA SWIMMING CLUB INC	D AUGUST 11, 2009 - LEASE OF LAND AT GLADSTONE PARK TO B7/12
Recommendation		
That Group Manager Governance &	That Group Manager Governance & Community Report No. 75/09 dated August 11, 2009, be received	received.
That Council, in its appointed capacithe existing occupation together with	That Council, in its appointed capacity to manage the affairs of the Gladstone Park Reserve Trust, lease as much land is necessary frous the existing occupation together with an additional 4 metres along the entire south eastern side of the site, for swimming club purposes.	rust, lease as much land is necessary fronting Morish Street to formalise e of the site, for swimming club purposes.
That the term of the lease be 20 yea	That the term of the lease be 20 years commencing at a date to be determined upon registration of a plan of s	on of a plan of survey currently being prepared.
That rental at commencement be \$2	That rental at commencement be \$250 per annum and that this rental be reviewed every 5 years on the anniversary of the commencement date	ars on the anniversary of the commencement date.
That public liability insurance in the s Act 1989, and that this amount be in	That public liability insurance in the sum of \$20 million be provided noting the rights and interest Act 1989, and that this amount be increased from time to time as required by Council's insurers	That public liability insurance in the sum of \$20 million be provided noting the rights and interests of Council as Trustee and the Minister administering the Crown Lands Act 1989, and that this amount be increased from time to time as required by Council's insurers.
That the Alma Swimming Club insur	That the Alma Swimming Club insure it's assets and contents for replacement value as determined in conjunction with it's insurer.	nined in conjunction with it's insurer.
That all other standard leasing requirements be complied with	rements be complied with.	
That the Alma Swimming Club be lia	That the Alma Swimming Club be liable for Council's reasonable legal fees incurred in this matter.	tter.
That documents relating to this matt	That documents relating to this matter be signed in the absence of a Trust Seal under Council's Common Seal	's Common Seal as required.
RESOLUTION  Minute No. 42106 It was resolved on the motion of the Administrator:	) That the	That the recommendation of item 20 be adopted.
01 Jul 2013 - 12:01 PM - Andrea Roberts		
Lease documents have been prepared. Waiting completion of site survey.	g completion of site survey.	
15 Nov 2013 - 10:48 AM - Michelle Rolton		
Plan completed November 2013		

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MEETING	FURTHER REPORT SUBJECT
MEETING	REQUIRED
11 Jun 2014 - 2:29 PM - Louine Hille	
Plan received, examined and redrafted. Developendorsement and lodgement with L.P.I.	Plan received, examined and redrafted. Development Application required and in process. When plan consented to and signed by Council it will be fon endorsement and lodgement with L.P.I.

11 Dec 2014 - 3:15 PM - Frederick Docking

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 06 May 2015 - 4:55 PM - Frederick Docking

14 Jan 2016 - 10:42 AM - Andrew Bruggy Pending Sub Division for lease purposes

Action reassigned to Andrea Roberts by: Louise Schipanski 14 Jan 2016 - 11:00 AM - Andrew Bruggy

06 Apr 2016 - 1:10 PM - Andrew Bruggy Action reassigned to Leisa Bartlett by: Louise Schipanski

Action reassigned to Tracy Stephens by: Louise Schipanski

20 Jun 2016 - 4:33 PM - Leisa Bartlett Action reassigned to Andrew Bruggy by: Leisa

04 Aug 2016 - 4:09 PM - Leisa Bartleti

Investigating annual costs to maintain building with view to calling for EOI for sale of building rather than long term lease if lease income does not cover expenses and Council does not have any future need for the

15 Aug 2016 - 1:40 PM - Leisa Bartlett Meeting being arranged with Alma Swimming Club to discuss lease terms and conditions

Meeting held with representatives of the Alma Swimming Club. Due to the building being part of the Gladstone Park Reserve and Council being the Trust Managers of the reserve, Council is unable to sell the building to the Club. Discussions took place regarding investigating another model for Trust Managers of the Reserve. A report will be presented to the August 2016 Council Meeting to finalise this matter. COMPLETE

January 2010 Ordinary Meeting of the Council 27 ITEM 7 - GROUP MANAGER SUSTAINABILITY REPORT NO. 5/10 - DATED JANUARY 12, 2010 - SUBDIVISION OF CROWN LAND AT RYAN AND CREEDON False Infrastructure and Sustainability Committee

# Recommendation

STREETS TO CREATE A DRAINAGE RESERVE

That Group Manager Sustainability Report No. 5/10 dated January 12, 2010, be received

MEETING FURTHER REPORT	STE IECT
That Council co-ordinate the subdivision of Crown Land, on behalf of the State of New South Wales at the corner a Drainage Reserve in Council's name and to rectify other land issues.	ehalf of the State of New South Wales at the corner of Ryan and Creedon Streets to permit the creation of d issues.
That documents relating to this matter be executed under Council's Common Seal if required	ıncil's Common Seal if required.
01 May 2013 - 1:52 PM - Leisa Bartlett	
Adjoining owner has changed mind due to changed family circumstances. Pr	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.
15 Apr 2014 - 1:55 PM - Michelle Rolton	
Subdivision to be addressed when Surveyor completes survey work in April 2014	114.
17 Feb 2015 - 10:39 AM - Leisa Bartlett	
Survey Commissioned.	
20 Apr 2015 - 4:15 PM - Leisa Bartlett	
Awaiting Survey.	
Confidential Matters of the Council 29 False C February 2012	Confidential Matters
ITEM 1 (Item 45 in open minutes) - SUSTAINABILITY REPORT NO. 8/12 - DATED JANUARY 13, 2012 - REHILL INC. AT AIRPORT - CONFIDENTIAL	ORT NO. 8/12 - DATED JANUARY 13, 2012 – RENEWAL OF LEASE TO THE AERO CLUB OF BROKEN 11/232
Recommendation	
That Sustainability Report No. 8/12 dated January 13, 2012 be received	e received.
That Council renew its lease with The Aero Club of Broken H	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.
That the lease be amended as outlined in the body of this report to address water charges	ort to address water charges.
That documents relating to this matter be executed under Council's Common Seal as required	ıncil's Common Seal as required.
RESOLUTION Minute No. 43222 Councillor B. Algate moved Councillor N. Gasmier seconded )	That the recommendation of item 1 be adopted.
03 May 2012 - 3:23 PM - Leisa Bartlett	
Documents with Lessee for execution.	

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MEETING	FURTHER REPORT  REQUIRED  SUBJECT
Extraordinary Meeting of the Council 30 October 2013	False Further Business
ITEM 1 - BROKEN HILL CITY COUL LAND AT BROKEN HILL AIRPORT	ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 269/13 - DATED OCTOBER 17, 2013 - WILLYAMA COMMON - COMPULSORY ACQUISITION OF CROWN LAND AT BROKEN HILL AIRPORT
Recommendation	

That Broken Hill City Council Report No. 269/13 dated October 17, 2013, be received

occupation. That Council compulsorily acquire Crown Land being Lots 5938 and 5939 in DP 725373 as shown in the attached diagram for "Airport Purposes" to formalise existing

That the acquisition be under the Terms of the Local Government Act 1993

That the consent of the Minister and Governor be sought for the acquisition

That Council seek agreement from Trade and Investment, Crown Lands Western Division for the acquisition.

That Minerals be excluded from the acquisition

That Council obtain a Native Title opinion in relation to Lot 5939 in DP 725373, formerly part of Western Lands Lease 1060

That if necessary, Council liaise with other parties that may have an interest in Lot 5939 in DP 725373 should Native Title issues require to be addressed

That upon acquisition the land be classified as Operational Land

That compensation be determined as at the date of acquisition by the Acquisition Valuation Branch of the Land and Property Management Authority

upon to dispense with pre-acquisition requirements given that the compensation as determined at the date of acquisition will be the purchase price That the consent of the Crown (Trade and Investment, Crown Lands Western Division) and the Division of Local Government be sought should all matters be agreed

That documents relating to this matter be executed under Council's Common Seal if required

### RESOLUTION

Councillor C. Adams seconded Councillor D. Gallagher moved

That the recommendation of item 1 be adopted

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MEETING	FURTHER REPORT	
mrr	REQUIRED	)
14 May 2014 - 11:41 AM - Leisa Bartlett		CARRIED
Native Title status of one remaining lot to be determined	e determined.	
12 Jun 2014 - 11:37 AM - Louine Hille		
History of site being compiled for submission to Barrister.	n to Barrister.	
20 Apr 2015 - 4:18 PM - Leisa Bartlett		
With impending EOI outcome - no further act	With impending EOI outcome - no further action at this stage with report to future Council Meeting.	
16 Sep 2015 - 11:38 AM - Andrew Bruggy		
Council sending letter to Minister and Crown.	1,	
20 Jun 2016 - 2:41 PM - Leisa Bartlett		
Pending outcome of Expression of Interest process.	process.	
Confidential Matters of the Council 30 April 2014	False Confidential Matters	
ITEM 31- BROKEN HILL CITY CO	ITEM 31- BROKEN HILL CITY COUNCIL REPORT NO. 99/14 - DATED APRIL 10, 2014 CONFIDENTIAL 11/233	
Recommendation		
That Broken Hill City Council Re	That Broken Hill City Council Report No. 99/14 dated April 10, 2014, be received.	
That Council release Kamachlo I	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	ressions of interest to lease	
<ol> <li>The workshop on land cu</li> </ol>	The workshop on land currently described as Lot 2 DP 641460 and	
2. The former Tank Farm si	The former Tank Farm site on land currently described as Lot 14 DP 641460	
That documents relating to these	That documents relating to these matters be executed under Councils Common Seal as required.	
That Council commence actions	That Council commence actions against the Guarantor to recover the outstanding debt.	
RESOLUTION  Minute No. 44656  Councillor M. Browne moved	) That the recommendation of item 31 be adopted.	

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O6 Jun 2016 - 3:47 PM - Shane Nankivell Action reassigned to Shane Nankivell by: Leisa Bartlett Ordinary Meeting of the Council 24 September 2014 Reports	Of Jun 2016 - 3:47 PM - Shane Nankv Action reassigned to Shane Nankv Ordinary Meeting of the Council 24 September 2014  ITEM 14 - BROKEN HILL ( NINE MILE ROAD TO FOR	Action reassigned to Shane Nank Action reassigned to Shane Nank Ordinary Meeting of the Council 2 September 2014  ITEM 14 - BROKEN HILL NINE MILE ROAD TO FO	Of Jun 2016 - 3:47 PM - Shane Nank Action reassigned to Shane Nank Ordinary Meeting of the Council 2 September 2014  ITEM 14 - BROKEN HILL NINE MILE ROAD TO FOR That Broken Hill City Council That Council, in its appoil Joseph Dempster for the	Action reassigned to Shane Nank Action reassigned to Shane Nank Ordinary Meeting of the Council 2 September 2014  ITEM 14 - BROKEN HILL NINE MILE ROAD TO FOR That Broken Hill City Council That Council, in its appoir Joseph Dempster for the That documents relating to	Of Jun 2016 - 3:47 PM - Shane Nankivel by Action reassigned to Shane Nankivell by Ordinary Meeting of the Council 24 September 2014  ITEM 14 - BROKEN HILL CITY NINE MILE ROAD TO FORMA  Recommendation  That Broken Hill City Council R  That Council, in its appointed c Joseph Dempster for the purpo  That documents relating to this RESOLUTION  Minute No. 44768 Councillor P. Black moved Councillor C. Adams seconded	Action reassigned to Shane Nankivell Action reassigned to Shane Nankivell by: Le Ordinary Meeting of the Council 24 September 2014  ITEM 14 - BROKEN HILL CITY COUNCIL RECOMMENTALIS  Recommendation  That Broken Hill City Council Reputhat Council, in its appointed capa Joseph Dempster for the purpose  That documents relating to this markesolution  RESOLUTION  Minute No. 44768 Councillor P. Black moved Councillor C. Adams seconded  Of May 2015 - 4:59 PM - Frederick Docking Further investigation required into obtaining
I <b>TEM 14 -</b> BROKEN HILL CITY COUNCIL REPORT NO. 231/14 - DATED SEPTEMBER 04, 2014 - LICENCE PART LIVING DESERT STATE PARK ADJACENT 376 NINE MILE ROAD TO FORMALISE ADVERSE POSSESSION	ncil Report No. 231/14 dated September 4, 2014, he received		That Council, in its appointed capacity of Trust Manager of the Living Desert State Park Trust grant a Licence, with Ministerial consent, to Cristal-Lee White and Mathew Joseph Dempster for the purpose of "Environmental Protection and Access".	That Council, in its appointed capacity of Trust Manager of the Living Desert State Park Trust grant a Licence, wit Joseph Dempster for the purpose of "Environmental Protection and Access".  That documents relating to this matter be executed under Council's Common Seal in the absence of a Trust Seal.	nted capacity of Trust Manager of the Living Desert State Park Trust grant a Licence, we purpose of "Environmental Protection and Access".  to this matter be executed under Council's Common Seal in the absence of a Trust Seal of the Council of th	That Council, in its appointed capacity of Trust Manager of the Living Desert State Park Trust grant a Li Joseph Dempster for the purpose of "Environmental Protection and Access".  That documents relating to this matter be executed under Council's Common Seal in the absence of a TRESOLUTION  Minute No. 44768 Councillor P. Black moved Councillor C. Adams seconded  Ob May 2015 - 4:59 PM - Frederick Docking Further investigation required into obtaining Ministerial Consent for Licence. Have made contact with Crown Lands.
	DENCE PART LIVING DESERT STATE PARK ADJACENT 376	DENCE PART LIVING DESERT STATE PARK ADJACENT 376	DENCE PART LIVING DESERT STATE PARK ADJACENT 376 cence, with Ministerial consent, to Cristal-Lee White and Mathew	DENCE PART LIVING DESERT STATE PARK ADJACENT 376 cence, with Ministerial consent, to Cristal-Lee White and Mathew Frust Seal.	RT LIVING DESERT STATE PARK ADJACE	DENCE PART LIVING DESERT STATE PARK ADJACENT 376 cence, with Ministerial consent, to Cristal-Lee White and Mathew frust Seal.  endation of item 14 be adopted.  CARRIED

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Action reassigned to Leisa Bartlett by: Leisa Bartlett	Bartlett	
06 Jun 2016 - 3:47 PM - Andrew Bruggy		
Action reassigned to Andrew Bruggy by: Leisa Bartlett	a Bartlett	
Ordinary Meeting of the Council 24 June 2015	False Reports	
ITEM 13 - BROKEN HILL CITY CO.	)UNCIL REPORT NO. 127/15 - DATED MAY 28, 2015 - SECTI	ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 127/15 - DATED MAY 28, 2015 - SECTION 355 COMMITTEE CONSTITUTIONS - ADVISORY COMMITTEES
RESOLUTION		
Minute No. 44981 Councillor M. Browne moved Councillor I Bishards seconded	) That Broken	That Broken Hill City Council Report No. 127/15 dated May 28, 2015, be received.
Countries of the igner seconded	That Council Constitution.	That Council adopt the revised Section 355 Advisory Committee Standard Constitution.
	That Counci Committee a	That Council adopt the inclusion of the Broken Hill Heritage City Event Advisory Committee at Schedule 1.
	That Council Broken Hill <i>J</i> Committee f	That Council adopt the removal of the Broken Hill Tidy Towns Advisory Committee, Broken Hill Airport Advisory Committee and the Broken Hill Tourism Advisory Committee from the listing at Schedule 1.
	That a furthe Section 355	That a further report be presented to Council in order for Council to review the Section 355 Advisory Committee Standard Constitution.
		CARRIED
Further report to be presented to August meeti	Further report to be presented to August meeting of Council in order for Council to review the Section 355 Advisory Committee Standard Constitution	ee Standard Constitution
14 Jan 2016 - 3:13 PM - Louise Schipanski		
Further report to be presented to February 2016 meeting.	716 meeting.	
		Page 8 of 33

MEETING FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 August False 2015	Reports
ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 185/ CONTROL PLAN (DCP) FOR BROKEN HILL CITY COUNCIL	BROKEN HILL CITY COUNCIL REPORT NO. 185/15 - DATED AUGUST 12, 2015 - DEVELOPMENT OF A DRAFT CONSOLIDATED DEVELOPMENT - 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.	st 12, 2015, be received.
That a draft Consolidated Development Control Plan be prepared to apply to all land within Broken Hil development control plans and the provisions of any draft development control plans into a single plan.	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	esented to a future Council Meeting for the purpose of public exhibition.
RESOLUTION  Minute No. 45048 Councillor C. Adams moved Councillor D. Gallagher seconded )	That the recommendation of item 11 be adopted.
22 Sep 2015 - 9:52 AM - Tracy Stephens	סאונוערט מיוניוערט
Consultant advised of Council resolution. Process commenced.	
16 Oct 2015 - 11:38 AM - Francois VanDerBerg	
Consultant advised that a draft DCP will be available by mid Dec 2015	
04 Dec 2015 - 4:04 PM - Francois VanDerBerg	
Draft instrument will be available in Dec 2015/Jan 2016. Further report to be prepared to commence public exhibition.	prepared to commence public exhibition.
14 Jan 2016 - 3:23 PM - Louise Schipanski	
Draft Instrument will be available the first week of Feburary 2016 and will be	Draft Instrument will be available the first week of Feburary 2016 and will be presented to the February Council meeting recommending to commence public exhibition.
18 Mar 2016 - 10:48 AM - Tracy Stephens	
Draft DCP provided for staff review. Expected to be considered at April Council meeting for public exhibition to commence	ncil meeting for public exhibition to commence.
13 May 2016 - 1:57 PM - Leisa Bartlett	
Foreshadowed for draft document to be presented to the June or July Council Meeting	sil Meeting.
06 Jun 2016 - 3:48 PM - Andrew Bruggy	
Action reassigned to James Roncon by: Leisa Bartlett	
20 Jun 2016 - 5:00 PM - Andrew Bruggy	

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Action reassigned to Andrew Bruggy by: Leisa Bartlett	artlett	
Ordinary Meeting of the Council 28 October 2015	False Reports	rts
ITEM 11 - BROKEN HILL CITY COU	NCIL REPORT NO. 238/15	ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 238/15 - DATED OCTOBER 14, 2015 - PORTFOLIO PROGRAMS 12/66
RESOLUTION Minute No. 45106		
Councillor D. Gallagher moved Councillor J. Richards seconded		That Broken Hill City Council Report No. 238/15 dated October 14, 2015, be received.
		That a further more comprehensive report be presented to Council outlining options for the implementation of a standardised framework for all of Council's Portfolios.
19 Nov 2015 - 4:19 PM - Razija Nu'man		CARRIED
Action reassigned to Razija Nu'man by: Leisa Bartlett Discussion Paper prepared for Acting General Manager Sharon Hutch.	artlett anager Sharon Hutch.	
COMPLETE		
01 Dec 2015 - 2:09 PM - Razija Nu'man		
Due to late confirmation that a Council meeting v	ill be held in December, a discus	Due to late confirmation that a Council meeting will be held in December, a discussion paper will be prepared for a Councillor workshop on Council meeting arrangements.
14 Jan 2016 - 3:53 PM - Louise Schipanski		
Portfolio Programs to be workshop February 10 and presented to March Council meeting	and presented to March Council n	neeting.
Ordinary Meeting of the Council 25 November 2015	False Reports	rts
ITEM 8 - BROKEN HILL CITY COUNC MEETING HELD OCTOBER 19, 2015	CIL REPORT NO. 253/15 -	ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 253/15 - DATED NOVEMBER 10, 2015 - RECOMMENDATIONS AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD OCTOBER 19, 2015
RESOLUTION Minute No. 45129 Councillor P. Black moved		
Councillor B. Algate seconded		received.
		ieceived.

James Roncon les Roncon by: Leisa Bartlet Leisa Bartlett or consideration on outstandi are discussed at the 16/6/20 fithe Audit Committee advis re overview.  e Council 25  N HILL CITY COUNCIL N HILL CITY COUNCIL capacity as Trustees o ssible use as described e drawn subject to the e drawn subject to the	MEETING	FURTHER REPORT  REQUIRED  SUBJECT
That the following matters contained in the minutes and raised by Councillor Black, the noted:  Item 5 - the Airport loan revised forecast does not appear in the Quarterly Review.  Item 10 - queried the recommendation regarding the Risk Policies.  Item 12 - the Audit Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon by Lesia Bartlett  21 Jun 2016 - 9-49 AM - Leisa Bartlett  12 Jun 2016 - 9-49 AM - Leisa Bartlett  13 Jun 2016 - 19-49 AM - Leisa Bartlett  14 Jun 2016 - 19-49 AM - Leisa Bartlett  15 The Creaman of the Audit Committee Annual Report.  CARRIED  Action reassigned to James Roncon by Lesia Bartlett  16 Jun 2016 - 19-49 AM - Leisa Bartlett  17 Jun 2016 - 19-49 AM - Leisa Bartlett  18 Jun 2016 - 19-49 AM - Leisa Bartlett  18 Jun 2016 - 19-49 AM - Leisa Bartlett  18 Jun 2016 - 19-49 AM - Leisa Bartlett  18 Jun 2016 - 19-49 AM - Leisa Bartlett  18 Jun 2016 - 19-49 AM - Leisa Bartlett  19 Jun 2016 - 19-49 AM - Leisa Bartlett  20 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  22 Jun 2016 - 19-49 AM - Leisa Bartlett  23 Jun 2016 - 19-49 AM - Leisa Bartlett  24 Jun 2016 - 19-49 AM - Leisa Bartlett  25 Jun 2016 - 19-49 AM - Leisa Bartlett  26 Jun 2016 - 19-49 AM - Leisa Bartlett  27 Jun 2016 - 19-49 AM - Leisa Bartlett  28 Jun 2016 - 19-49 AM - Leisa Bartlett  29 Jun 2016 - 19-49 AM - Leisa Bartlett  20 Jun 2016 - 19-49 AM - Leisa Bartlett  20 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  21 Jun 2016 - 19-49 AM - Leisa Bartlett  22 Jun 2016 - 19-49 AM - Leisa Bartlett  23 Jun 2016 - 19-49 AM - Leisa Bartlett  24 Jun 2016 - 19-49 AM - Leisa Bartlett  25 Jun 2016 - 19-49 AM - Leisa Bartlett  26 Jun 2016 - 19-49 AM - Leisa Bartlett  27 Jun 2016 - 19-49 AM - Leisa Bartlett  28 Jun 2016 - 19-49 AM - Leisa Bartlett  29 Jun 2016 - 19-49 AM - Leisa Bartlett		That the minutes of the Audit Committee meeting held October 19, 2015 be adopted.
Item 5 – the Airport loan revised forecast does not appear in the Quarterly Review.  Item 10 – queried the recommendation regarding the Risk Policies.  Item 12 – the Audit Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon by: Leisa Bartlett  21 Jun 2016 - 3-48 PM – James Roncon by: Leisa Bartlett  21 Jun 2016 - 19-46 AM – Leisa Bartlett  21 Jun 2016 - 19-46 AM – Leisa Bartlett  21 Jun 2016 - 19-46 In Partlet Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon by: Leisa Bartlett  21 Jun 2016 - 19-46 In Partlet Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon by: Leisa Bartlett  21 Jun 2016 - 19-46 In Partlet Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon  Action reassigned to James Roncon by: Leisa Bartlett  21 Jun 2016 - 19-46 In Partlet Committee did not receive the Annual Report.  CARRIED  Action reassigned to James Roncon  CARRIED  Action reassigned to James Roncon  CARRIED  CARRIED  CARRIED  Confidential Matters of the Committee advised that the Committee did not receive the Annual Report.  Item 12 - The Chalman of the Audit Committee advised that the Committee did not receive the Annual Report.  Item 12 - The Chalman of the Audit Committee advised that the Committee did not receive the Annual Report.  Action reassigned to the appropriate to reference the role of the Audit Committee in the appropriate to reference the role of the Audit Committee in the appropriate to reference the role of the Audit Committee in the appropriate to reference the role of the Audit Committee in the appropriate to reference the role of the Audit Committee and the Annual Report.  CARRIED  Confidential Matters of the Council Report No. 268/15 - DATED OCTOBER 28, 2015 CONFIDENTIAL  11/63  Recommendation  That Council, in its capacity as Trustees of the Willyama Common, grant three licenses to Anthony Schember; John and Learne Ray; and Mark Doyle for recreational purposes (		That the following matters contained in the minutes and raised by Councillor Black, be noted:
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That the common seal be affixed to the licences as required

That the license terms be for four years, with th	MEETING FURTHER REPORT	
That the license terms be for four years, with the option to renew being first offered to the current licensees.	REPORT SUBJECT	

Willyama Common due to it being a restricted area which is subject to asbestos rehabilitation works That Karl Hahn be advised that a license is not available for the land indicated in his submission which encompasses the old south depot, south of Broken Hill in the

That the recommendation of item 27 be adopted

CARRIED

# Councillor B. Algate seconded Minute No. 45147 Councillor P. Black moved

RESOLUTION

07 Dec 2015 - 1:58 PM - Leisa Bartlett

13 Apr 2016 - 5:06 PM - Leisa Bartlett Process commenced for issuing of licences

Valuations received for market rent and 3 applicant advised of annual rent amount and terms of licence and requested to advsie Council by May 13, 2016 if they wish Council to proceed to draw up licence

06 Jun 2016 - 12:26 PM - Leisa Bartlett

False Reports Two applicants have withdrawn due to valuation and recent Aboriginal Land Claim. seeking legal advice regarding issuing a licence to third applicant due to Land Claim.

Ordinary Meeting of the Council 16 December 2015 ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 281/15 - DATED NOVEMBER 30, 2015 - SECTION 355 COMMITTEE - BIU BAND SOCCER COMPLEX

12/48

That Broken Hill City Council Report No. 281/15 dated November 30, 2015, be received

That Council dissolves the S355 BIU Band Hall and Soccer Complex Community Committee following their January meeting

That Council advertises for community representatives on the newly formed BIU Band Hall Community Committee, in accordance with Sections 355 and 377 of the Local Government Act 1993, and Councils Asset Committee Framework.

That a further report be presented to Council, upon receiving the Broken Hill Soccer Association's proposed business plan for the facility

Page 12 of 33

MEETING	FURTHER REPORT	SIBIECT
MEETING	REQUIRED	SOBSEC
RESOLUTION Minute No. 45159		
Councillor C. Adams moved	) That the recommendation of ite	ndation of item 10 be adopted.
Councillor D. Gallagher seconded		CARRIED
18 Dec 2015 - 9:58 AM - Andrew Bruggy		
Razija, Andrew will do the report to Council once we have received the Business Plan.	ince we have received the Business Plan.	
07 Jun 2016 - 2:15 PM - Andrew Bruggy		
Action reassigned to Andrew Bruggy by: Leisa Bartlett	a Bartlett	
20 Jun 2016 - 2:45 PM - Leisa Bartlett		
Council will be managing the facility until the erepresentatives.	Council will be managing the facility until the end of 2016. LG Elections in September will see Councillors nominate as representatives on all Section 355 Committees and Council will also advertise for community representatives.	es on all Section 355 Committees and Council will also advertise for community
Ordinary Meeting of the Council 24 February 2016	False Reports	
ITEM 20 - BROKEN HILL CITY CO COUNCIL MINUTE NUMBER 4250	ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 20/16 - DATED JANUARY 15, 2016 - ACQUISI COUNCIL MINUTE NUMBER 42504, COUNCIL MEETING SEPTEMBER 21, 2010 13/163	2016 - ACQUISITION OF LAND FOR DRAINAGE OF STORMWATER - 13/163
Recommendation		
That Broken Hill City Council Repor	That Broken Hill City Council Report No. 20/16 dated January 15, 2016, be received.	
That Council rescind Minute Numbe September 14, 2010; due to the lan	That Council rescind Minute Number 42504 of September 21, 2010, for acquisition of land as documented in Group Manager Sustainability Report No. 77/10 dated September 14, 2010; due to the land being a natural watercourse, acquisition of land is not required.	d in Group Manager Sustainability Report No. 77/10 dated
That Council seeks a formal agreer in order for Council to continue to c	That Council seeks a formal agreement from the current owner of land over which the Cemetery Creek flows (between Brookfield Avenue and the Broken Hill Cemetery) in order for Council to continue to clear the creek bed (when required) of debris and vegetation to allow the free flow of stormwater.	ows (between Brookfield Avenue and the Broken Hill Cemetery) ne free flow of stormwater.
RESOLUTION  Minute No. 45183  Councillor C. Adams moved  Councillor B. Algate seconded	) That the recommendation of ite	ndation of item 20 be adopted.
20 Jun 2016 - 2:51 PM - Leisa Bartlett		
Agreements being sought from land owners.		
24 Jun 2016 - 10:33 AM - Leisa Bartlett		

	FURTHER REPORT
MEETING	REQUIRED SUBJECT
Ordinary Meeting of the Council 30 March False	False Notice of Motion
ITEM 2 - MOTIONS OF WHICH NOTICE HAS BEEN GIV AUSTRALIAN BUSINESS EXCELLENCE FRAMEWORK	I <b>TEM 2</b> - MOTIONS OF WHICH NOTICE HAS BEEN GIVEN NO. 4/16 - DATED MARCH 02, 2016 - REVIEW OF IMPACT OF IMPLEMENTATION OF THE AUSTRALIAN BUSINESS EXCELLENCE FRAMEWORK
Recommendation	
That Motions of Which Notice has bee	That Motions of Which Notice has been Given No. 4/16 dated March 2, 2016, be received.
That Broken Hill City Council review th	That Broken Hill City Council review the implementation of the Australian Business Excellence Framework and report to Council by May 2016.
RESOLUTION  Minute No. 45210  Councillor D. Turley moved	) That the recommendation of item 2 be adopted.
Councilior J. Noian seconded	CARRIED
Ordinary Meeting of the Council 30 March 2016	False Notice of Motion
ITEM 5 — MOTIONS OF WHICH NOT	ITEM 5 - MOTIONS OF WHICH NOTICE HAS BEEN GIVEN NO. 7/16 - DATED MARCH 22, 2016 - INVITATION TO FAR WEST HEALTH 11/426
Recommendation	
That Motions of Which Notice has bee	That Motions of Which Notice has been Given No. 7/16 dated March 22, 2016, be received.
That Broken Hill City Council invites F water that may affect this community.	That Broken Hill City Council invites Far West Health to attend the next Council Meeting and inform members of Council and public of any health issues in relation to water that may affect this community. Also that this invitation remain as a standard item on the agenda.
RESOLUTION  Minute No. 45213 Councillor D. Gallagher moved Councillor C. Adams seconded	)  That the recommendation of item 5 be adopted.
14 Apr 2016 - 11:01 AM - Leisa Bartlett	

Printed:	
Friday,	
19	
August	
2016	
5:09:12 PM	
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MEETING	FURTHER REPORT SUBJECT  REQUIRED
Invitation was sent following the March Council Meeting. Now awaiting reply.	Meeting. Now awaiting reply.
06 Jun 2016 - 3:49 PM - James Roncon	
Action reassigned to James Roncon by: Leisa Bartlett	Bartlett
21 Jun 2016 - 10:16 AM - Louise Schipanski	
Follow up email was sent on 21/6/2016.	
Ordinary Meeting of the Council 27 April 2016	False Reports
JULY 2015 TO MARCH 2016	ITEM 16 - BROKEN HILL CITY COUNCIL REPORT NO. 80/16 - DATED APRIL 05, 2016 - TOURISM AND CULTURAL ATTRACTIONS ACTIVITY REPORT FOR JULY 2015 TO MARCH 2016
RESOLUTION	
Minute No. 43249 Councillor C. Adams moved Councillor B. Algate seconded	) That Broken Hill City Council Report No. 80/16 dated April 5, 2016, be received.
	That Council investigates the feasibility of the placement of a traffic counter at the pay booth at the Living Desert to detect whether the new pay booth is effective and whether all visitors to the facility are paying (giving an allowance for annual passes to be considered in the count results).
29 Apr 2016 - 2:52 PM - Andrew Bruggy	CARRIED
Estimated Completion Date changed by: Leisa Bartlett From: 04 May 2016 To: 28 Apr 2016 04 May 2016 To: 28 Apr 2016	Bartlett From: 04 May 2016 To: 28 Apr 2016
James Druitt has been directed to install traffic Counter	Counter
Signage showing the instructions on a larger so	Signage showing the instructions on a larger scale will be installed as it may assist with the use of the machine.
Data will be checked to ensure the right data has been downloaded and reported	ss been downloaded and reported

MEETING	FURTHER REPORT REQUIRED	TOBLECT
Confidential Matters of the Council 27 April 2016	False Confidential Matters	
ITEM 25 - BROKEN HILL CITY COL	ITEM 25 - BROKEN HILL CITY COUNCIL REPORT NO. 88/16 - DATED APRIL 13, 2016 -  - CONFIDENTIAL	_ 13, 2016 CONFIDENTIAL 15/42
RESOLUTION  Minute No. 45255 Councillor B. Algate moved Councillor D. Gallagher seconded		That Broken Hill City Council Report No. 88/16 dated April 13, 2016, be received.
·		That Council note the introduction of the National Disability Insurance Scheme (NDIS) from 1 July 2017 and the significant change in the funding model.  That Council note that this change to a competitive market place will result in
		operating environment.  That Council note the inflexibility of Council's Consent Award, limits Council's shifty to compate in this new provincement, and the implementation of the new policement.
		funding model, would require considerable subsidisation by ratepayers.  That Council note that Broken Hill has a number of appropriately accredited
		specialist service providers operating within the city. These services have the economies of scale to maintain services to the Broken Hill community as the
		funding environment changes.  That Council note transition to a specialist provider with an industry specific award,
		will allow for increased opportunities and more flexible service delivery e.g. overnight and weekend support, currently unavailable within Council's Consent Award.
		That Council note that transitioning of services to a more specialist provider supports Council's agenda of strengthening the service sector rather than being a
		direct competitor.
		That the General Manager ensure all efforts are undertaken to achieve a seamless transition process and minimise the impact for both clients and staff. Where
		possible a new provider will be encouraged to engage current staff.  That Council endorse the General Manager to inform the Department of Health
		(Collinoliwedin), Department of Social Services (Collinoliwedin), Family and

MEETING	REQUIRED SUBJECT
	Community services (State) and Community Options Australia, that Council will be withdrawing as a direct service provider by no later than 30 June 2017.
	That renewal of expiring contracts be renegotiated with the funding bodies to align with the transition out process for all services.
	with the transition out process for all services.  That Council endorse the General Manager to enter negotiations to support the ongoing co-location of programs, and undertake required actions with relevant organisations in respect to the future use of the Home and Community Care (HACC) Centre and associated assets.
	That Council management make arrangements to formally brief representative unions, on all known aspects before the matter becomes public knowledge; and continue these briefings as information becomes available.
02 Jun 2016 - 4:40 PM - Razija Nu'man	
Staff and Unions advised. Meeting with Unio agencies interested in Council community se determination. FACS have appointed a reprict As Council was a sub-contractor of Communibeyond June 30 on a rolling basis. Through it	Staff and Unions advised. Meeting with Unions fortnightly, HR has met individually with effected staff. All funding bodies advised in writing. Expression of Interest prepared in order to create a fair process for agencies interested in Council community services transition. EOI closes on 8 June. Federal funders are seeking two or three agencies to be recommended through this process but will make their own determination. FACS have appointed a representative to participate in the evaluation panel but have similarly advised that they will make their own determination. The evaluation panel will meet late June. As Council was a sub-contractor of Community Options which holds the head lease for the ComPacks program and following a teleconference. Community Options and in a position to extend the Agreement beyond June 30 on a rolling basis. Through its own internal processes, Community Options appointed HammondCare as the new provider of the program for Broken Hill. Nevertheless, Community Options would continue its responsibility for any clients still with the Council service beyond 30 June 2016.
07 Jul 2016 - 12:09 PM - Razija Nu'man	
Evaluation panel met and reviewed all agenc funds will be allocated rests with them.	Evaluation panel met and reviewed all agencies submitting to EOI process. Recommendations forwarded to all funding bodies. Funding bodies have indicated that final decision regarding to which agency their funds will be allocated rests with them.
19 Aug 2016 - 12:10 PM - Razija Nu'man	
Potential provider for Council Community Ser	Potential provider for Council Community Services, CareWest Ltd advised on 18 August 2016.
COMPLETE	
Confidential Matters of the Council 27 April 2016	False Confidential Matters
ITEM 30 - BROKEN HILL CITY CO	ITEM 30 - BROKEN HILL CITY COUNCIL REPORT NO. 93/16 - DATED APRIL 22, 2016 CONFIDENTIAL 11/214
Recommendation	
That Broken Hill City Council Repo	That Broken Hill City Council Report No. 93/16 dated April 22, 2016, be received.
That Council approves the sale of p	That Council approves the sale of part of Lot 1 DP 1162606 at the Broken Hill Airport the Royal Flying Doctor Service South Eastern Section for the purchase price of \$5,500.00 inc.GST.

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That the mineral specimens will remain in the ownership of the community, with Council as the custodian and will remain on display at the Albert Kersten Mining and Minerals Museum.  CARRIED		
That Council votes funding of \$5,670.35 to the Milton Lavers Collection Action Group towards the purchase of mineral specimens that are currently on loan and on display at the Albert Kersten Mining and Minerals Museum, in order for the mineral specimens to remain in Broken Hill.		
That correspondence from the Milton Lavers Collection Action Group dated May 10, 2016 seeking a donation from Council to purchase the remainder of a part of the Milton Lavers Mineral Collection, be received.		
That Broken Hill City Council Report No. 94/16 dated May 11, 2016, be received.	~~	RESOLUTION  Minute No. 45265  Councillor P. Black moved  Councillor C. Adams seconded
ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 94/16 - DATED MAY 11, 2016 - CORRESPONDENCE REPORT - SECURING PART OF THE MILTON LAVERS COLLECTION FOR BROKEN HILL	UNCIL REPORT NO. 9 KEN HILL	ITEM 1 - BROKEN HILL CITY COUNCIL RE LAVERS COLLECTION FOR BROKEN HILL
Reports	False	Ordinary Meeting of the Council 25 May 2016
		With ABB to finalise
		15 Jul 2016 - 2:31 PM - Andrew Bruggy
ted.	out. Sale contract being drai	20 Jun 2016 - 9:42 AM - Andrew Bruggy Subdivision for sale purposes being carried out. Sale contract being drafted.
That the recommendation of item 30 be adopted.		Minute No. 45260 Councillor D. Gallagher moved Councillor J. Nolan seconded
That the Mayor and General Manager be authorised to sign the sale of land contract and affix the Council Seal if required.	ger be authorised to si	That the Mayor and General Manag
SUBJECT	REQUIRED	MEETING
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MEETING	REQUIRED	SUBJECT
20 Jun 2016 - 2:56 PM - Leisa Bartlett		
Payment being arranged.		
Ordinary Meeting of the Council 25 May 2016	False	Reports
ITEM 9 - BROKEN HILL CITY COUN	ICIL REPORT NO.	ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 103/16 - DATED MAY 13, 2016 - PREFERRED LOCATION FOR NEW COUNCIL POUND 11/141
Recommendation		
That Broken Hill City Council Report No. 103/16 dated May 13, 2016, be received	No. 103/16 dated M	ay 13, 2016, be received.
That Council proceed with the prelim	inary design and pla	That Council proceed with the preliminary design and planning approval for a new pound facility near the office of the Airport Reporting Officer.
Minute No. 45273 Councillor P. Black moved	· •	That the recommendation of item 9 be adopted.
Codificillot 3: Notall Seconded	,	CARRIED
16 Jun 2016 - 1:40 PM - Leisa Bartlett Legal advice sought in regards to permissability	to construct animal pour	16 Jun 2016 - 1:40 PM - Leisa Bartlett Legal advice sought in regards to permissability to construct animal pound at Airport. Advice is that pound facility is prohibited and that Schedule 1 to LEP be amended. Report prepared for June Meeting.
Ordinary Meeting of the Council 25 May 2016	False	Reports
ITEM 10 - BROKEN HILL CITY COU	NCIL REPORT NO	ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 104/16 - DATED MAY 12, 2016 - LEASE NORTH MINE HALL 13/17
Recommendation		
That Broken Hill City Council Report No. 104/16 dated May 12, 2016, be received	No. 104/16 dated M	ay 12, 2016, be received.
That the General Manager negotiates Licensing Policy.	s a reasonable leas	That the General Manager negotiates a reasonable lease arrangement with FWHACC for a period of 12 months, in accordance with Councils adopted Leasing and Licensing Policy.
Minute No. 45274 Councillor J. Nolan moved Councillor J. Richards seconded	<u> </u>	That the recommendation of item 10 be adopted.

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
17 Jun 2016 - 12:12 PM - Leisa Bartlett		
Information sent to Solicitors, Lease being prepared 04 Aug 2016 - 4:18 PM - Leisa Bartlett	pared.	
Lease fully executed and finalised. COMPLETE		
Ordinary Meeting of the Council 25 May 2016	False	Reports
ITEM 13 - BROKEN HILL CITY CO	UNCIL REPORT NO. 10	ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 107/16 - DATED MAY 16, 2016 - DEED OF SURRENDER AND TRANSFER - AIR SERVICES AUSTRALIA 11/141
Recommendation		
That Broken Hill City Council Report No. 107/16 dated May 16, 2016, be received	t No. 107/16 dated May	16, 2016, be received.
That Council authorises the Genera	ıl Manager and Mayor to	That Council authorises the General Manager and Mayor to affix Council's seal to the "Deed of Surrender and Transfer" to terminate aforementioned lease arrangement.
RESOLUTION  Minute No. 45276  Councillor P. Black moved  Councillor C. Adams seconded		That the recommendation of item 13 be adopted.
16 Jun 2016 - 1:42 PM - Leisa Barllett		CARRIED
Documents executed and sent to Air Services Australia for final execution.	Australia for final execution.	
04 Aug 2016 - 4:19 PM - Leisa Bartlett		
Awaiting Surrender of Lease form from Solicitors	ors.	
Confidential Matters of the Council 25 May 2016	False	Confidential Matters
ITEM 24 - BROKEN HILL CITY COUNCIL REPORT NO. 1 TO BROKEN HILL FAMILY DAY CARE COMMITTEE INC.	UNCIL REPORT NO. 11 ARE COMMITTEE INC.	ITEM 24 - BROKEN HILL CITY COUNCIL REPORT NO. 117/16 - DATED MAY 10, 2016 - TRANSFER OF LAND - FORMER RAILWAYTOWN COMMUNITY CENTRE TO BROKEN HILL FAMILY DAY CARE COMMITTEE INC CONFIDENTIAL 11/197
RESOLUTION Minute No. 45284		
Councillor C. Adams moved Councillor J. Richards seconded		That Broken Hill City Council Report No. 117/16 dated May 10, 2016, be received.

Recommendation

That Broken Hill City Council Report No. 130/16 dated June 14, 2016, be received.

ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 130/16 - DATED JUNE 14, 2016 - PROPOSED AMENDMENT TO BROKEN HILL LOCAL ENVIRONMENTAL PLAN 2013 - SITE SPECIFIC PLANNING PROPOSAL TO ALLOW FOR ADDITIONAL PERMITTED USE AT BROKEN HILL AIRPORT PRECINCT 11/529

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
		That Council rescinds minute number 42408 of June 30, 2010 in favour of the following motion:
		That the Broken Hill Day Care Committee Inc. provide Council with its financial record for examination to ascertain whether the Committee has the financial capacity to continue to operate from the building once they have taken ownership.
		That Council transfer property at 55-59 Gypsum Street, the former Railwaytown Community Centre (being Lot A of DP 349204, Lot 1 of DP 926696 and Lot 1 of DP 1135911), to Broken Hill Family Day Care Committee Inc. for the sum of \$1.00 if demanded.
		That the property be accepted as is.
		That the Committee be liable for all costs relating to insurance, rates if applicable, garbage collection, water, electricity and the like.
		That each party be liable for their own legal fees.
		That documents relating to this matter be executed under Council's Common Seal.
20 Jun 2016 - 2:57 PM - Leisa Bartlett		CARRIED
Council staff are currently reviewing 3 years of the Committee's financial statements	of the Committee's financial st	Itements.
15 Jul 2016 - 2:32 PM - Leisa Bartlett		
Financials reviewed. Council to make determiantion at September Council meeting	niantion at September Council	neeting.
Ordinary Meeting of the Council 29 June 2016	False	Reports

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	MEETING	FURTHER REPORT REQUIRED	SUBJECT
2		That Council support preparing a site specific Planning Proposal to amend Schedule 1 of Broken Hill Local Environ permitted use (being "Council Animal Pound Facility") on Lot 1 DP 1162606 known as 86 Airport Road, Broken Hill	1 of Broken Hill Local Environmental Plan 2013 to allow for an additional s 86 Airport Road, Broken Hill,
ω		That the planning proposal be submitted to the Department of Planning and Environment for consideration in Planning and Assessment Act 1979.	nent for consideration in accordance with Section 56 of the Environmental
.4		That Council request to exercise its delegations under Section 59 of the Environmental Planning and Assessment Act 1979.	ਤl Planning and Assessment Act 1979.
'n		y consultation in accordance with the Gateway Dete	That Council undertake community consultation in accordance with the Gateway Determination and requirements of the Department of Planning and Environment, and legislative requirements.
 ∩ ∩ < <b>ग</b>	Minute No. 45298 Councillor B. Algate moved Councillor J. Nolan seconded	) Tha	That the recommendation of item 9 be adopted.
201 201	Ordinary Meeting of the Council 29 June 2016	False Reports	
≶ 3	ITEM 12 - BROKEN HILL CITY COUN WILLYAMA COMMON	ICIL REPORT NO. 133/16 - DATED JUNE 08, 2010	I <b>TEM 12</b> - BROKEN HILL CITY COUNCIL REPORT NO. 133/16 - DATED JUNE 08, 2016 - PROPOSED EASEMENT FOR ACCESS THROUGH PART OF THE WILLYAMA COMMON_
IZ	Recommendation		
		That Broken Hill City Council Report No. 133/16 dated June 8, 2016, be received.	
5		Seal of Broken Hill City Council in its capacity as Tru )P757298 –Western Lands Lease) to legalise acces	That Council under the Common Seal of Broken Hill City Council in its capacity as Trust Manager of Willyama Common consent to the development of an easement to the subject property (Lot 5844 DP757298 –Western Lands Lease) to legalise access, with the condition that the road cannot be widened given its location adjacent to the Old South Landfill.
O OI <b>≤ Z</b> J	RESOLUTION Minute No. 45301 Councillor B. Algate moved Councillor J. Nolan seconded	) Tha	That the recommendation of item 12 be adopted.

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MEETING FU	FURTHER REPORT REQUIRED	SUBJECT
25 Jul 2016 - 4:03 PM - Louise Schipanski		
Letter with GM for signing in support of easement. COMPLETE		
Ordinary Meeting of the Council 29 June 2016	False Reports	
ITEM 13 - BROKEN HILL CITY COUNC PANEL FOR ROUND 1 OF 2016/2017	I <b>TEM 13 -</b> BROKEN HILL CITY COUNCIL REPORT NO. 134/16 - DATED JUNE 09, 2016 - RECOMMENDATIO PANEL FOR ROUND 1 OF 2016/2017	)16 - RECOMMENDATIONS OF THE COMMUNITY ASSISTANCE GRANTS 16/44
RESOLUTION Minute No. 45302 Councillor J. Nolan moved	···	That Broken Hill City Council Report No. 134/16 dated June 9, 2016, be
	2.	That Council adopts the recommendations of the Community Assistance Grants Panel for applications received for Round 1 of 2016/2017, being:
	ω	General Community Assistance:
		<ul> <li>a) Grant of \$1,000.00 to Life Education NSW towards providing drug education programme to Broken Hill school students (subsidy to participants).</li> </ul>
		<ul> <li>b) Grant of \$1,000.00 to Barrier Primary School Sports Association towards subsidising travel costs for students to travel to represent Broken Hill at sporting carnivals.</li> </ul>
		<ul> <li>Grant of \$5,000.00 to South Broken Hill Golf Club towards replacing floor coverings at the South Golf Club.</li> </ul>
		<ul> <li>d) Grant of \$2,335.00 to Broken Hill Philharmonic Society towards payment of rates at their principal premises.</li> </ul>
		<ul> <li>e) Grant of \$2,500.00 to U3A Broken Hill towards rental costs of a meeting space for 2016/2017 financial year.</li> </ul>
		<ul> <li>f) Grant of \$3,000.00 to Broken Hill Eisteddfod Society towards Adjudicator costs for 2016 Eisteddfod.</li> </ul>

MEETING									
FURTHER REPORT REQUIRED	·								
	9)	h)	ij	j)	\$	)	4. Th sig of	5 Th	toy Br
SUBJECT	Grant of \$1,200.00 to Quota Internation of the Civic Centre for 10cent Auction	Grant of \$1,000.00 to Broken Hill Repertory Society towards payment of rates at their principal premises.	That Council declines the request from Neve Robins for a grant towards costs associated with her attendance at the United Space School in Texas as the request does not comply with the eligibility or assessment criteria of the Community Assistance Grants Policy.	Grant of \$1,795.00 to Burk services fees for their Cor	Grant of \$1,795.00 to Silver City Racing Club for payment of waste services fees for the Silver City Cup Race Meeting.	Grant of \$3,000.00 to Broken Hill Swimming Club towards refurbishment/modification of an old caravan into a mobile catering/service van.	That the draft Grant Agreement be adopted and the Mayor be authorised to sign the Grants Agreements associated with Round 1 of 2016/2017, on behalf of Council.	That approval be deferred for	(a. Grant of \$500.00 to Katrina Watt of the Mackenzie Business Centre towards the external painting of the McKenzie Business Centre at 41-47 Crystal Street, Broken Hill; and b. Grant of \$500.00 to Sergio Bressanelli of Hande Pty. Ltd. towards the external painting of the Hande Electrics Store at 197-199 Argent Street, Broken Hill ) pending a report to the July Council Meeting outlining the
	Quota International of Broken Hill for payment of hire r 10cent Auction.	3roken Hill Repertory Socie premises.	the request from Neve Robins for a grant towards her attendance at the United Space School in does not comply with the eligibility or assessment inity Assistance Grants Policy.	Burke Ward P&C Association for payment of waste Continental Fete.	er City Racing Club for l er City Cup Race Meetir	Broken Hill Swimming Club towards the ation of an old caravan into a mobile	ent be adopted and the lassociated with Round	l for Painting and Minor Restoration Works:	(a. Grant of \$500.00 to Katrina Watt of the Mackenzie Business Centre at 41-2 towards the external painting of the McKenzie Business Centre at 41-2 Crystal Street, Broken Hill; and b. Grant of \$500.00 to Sergio Bressanelli of Hande Pty. Ltd. towards to external painting of the Hande Electrics Store at 197-199 Argent Stree Broken Hill.) pending a report to the July Council Meeting outlining the
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MEETING	FURTHER REPORT REQUIRED SUBJECT	
	<ul> <li>Whether the Heritage Adviser has approved the applications, and</li> </ul>	
	Whether the colour scheme has to be heritage colours.	
	0	CARRIED
14 Jul 2016 - 5:00 PM - Leisa Bartlett		
Process commenced for payment of grant n unsuccessful applicant.	Process commenced for payment of grant monies to successful applicants. Awaiting return of signed Grant Agreements together with invoice from successful organisations,before grants are paid. Letter sent to unsuccessful applicant.	ent to
Confidential Matters of the Council 29 June 2016	False Confidential Matters	
ITEM 26 - BROKEN HILL CITY C	ITEM 26 - BROKEN HILL CITY COUNCIL REPORT NO. 146/16 - DATED JUNE 16, 2016 - REQUEST TO PURCHASE LAND AT BROKEN HILL AIRPORT CONFIDENTIAL	.ˈ
Recommendation		
1. That Broken Hill City Council	1. That Broken Hill City Council Report No. 146/16 dated June 16, 2016, be received.	
<ol><li>That Council advertise for public the Broken Hill Regional Airport.</li></ol>	That Council advertise for public consultation for a period of 28 days to receive Expressions of Interest in the purchase of land, being part of Lot 1 DP 1162606, at the Broken Hill Regional Airport.	at

# Recommendation

Confidential Matters of the Council 29 June 2016

False

Confidential Matters

ITEM 28 - BROKEN HILL CITY COUNCIL REPORT NO. 148/16 - DATED JUNE 15, 2016 - RENEWAL OF LICENCE AT THE BROKEN HILL AIRPORT - BAUST AND JOHNSTONE FOR OPERATION OF THE KIOSK AND CLEANING OF THE TERMINAL BUIDING - CONFIDENTIAL

- That Broken Hill City Council Report No. 148/16 dated June 15, 2016, be received
- Ņ That Council approves a licence to the current operators (Baust and Johnstone) for operation of the Airport Kiosk and cleaning of the Airport Terminal Building on Council's behalf, for a twelve month period commencing July 1, 2016.
- That Council pays the licensee the current licence amount with a 1.3% CPI increase
- That all other terms be in accordance with the previous licence agreement

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MEETING	FURTHER REPORT	SUBJECT
Ordinary Meeting of the Council 27 July 2016	False Reports	
ITEM 4 - BROKEN HILL CITY COU	BROKEN HILL CITY COUNCIL REPORT NO. 152/16 - DATED MAY 31, 2016 - ADOPTION OF THE 11/432	- ADOPTION OF THE DRAFT LIVING WELL - AGEING STRATEGY 2016- 11/432
Recommendation		
1. That Broken Hill City Council R	That Broken Hill City Council Report No. 152/16 dated May 31, 2016, be received.	
2. That Council adopts the Draft L	That Council adopts the Draft Living Well Ageing Strategy 2016 -2021 as a Strategy of Council.	of Council.
Minute No. 45292  Councillor C. Adams moved Councillor M. Browne seconded 15 Aug 2016 - 1:45 PM - Leisa Bartlett Strategy adopted and placed on Council's website.		That the recommendation of item 4 be adopted.
Ordinary Meeting of the Council 27 July 2016	False Reports	
ITEM 5 - BROKEN HILL CITY COL	JNCIL REPORT NO. 153/16 - DATED JUNE 16, 2010	ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 153/16 - DATED JUNE 16, 2016 - DRAFT LOCAL APPROVALS POLICY FOR PUBLIC EXHIBITION
Recommendation		
1. That Broken Hill City Council R	That Broken Hill City Council Report No. 153/16 dated June 16, 2016, be received.	
2. That Council endorse the Draft	That Council endorse the Draft Local Approvals Policy for the purposes of public consultation.	nsultation.
3. That the Draft Local Approvals	That the Draft Local Approvals Policy be exhibited for public comment for a 28 day period	period.
That the Council receives a furthem the Draft Local Approvals Policy.	That the Council receives a further report at the conclusion of this exhibition, detailing submissions and any the Draft Local Approvals Policy.	g submissions and any recommended changes arising, with a view to adopting

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<u> </u>	RESOLUTION  Minute No. 45294  Councillor D. Gallagher moved  Councillor J. Richards seconded
CIL REPORT   OBER, 2016	ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 154/16 - DATED JULY 15, 2016 - COUNCILLOR ATTENE ANNUAL CONFERENCE, 16-18 OCTOBER, 2016 11/364
False	Ordinary Meeting of the Council 27 July 2016
30/8/16.	04 Aug 2016 - 4:56 PM - Leisa Bartlett  Draft plan placed on public exhibition 03/08/16 to 30/8/16.  COMPLETE
~~	Minute No. 45293 Councillor D. Gallagher moved Councillor J. Nolan seconded
FURTHER REPORT	MEETING
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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 27 July 2016	False	Reports
ITEM 8 - BROKEN HILL CITY COU	NCIL REPORT NO. 18	ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 156/16 - DATED JUNE 01, 2016 - TEMPORARY SUSPENSION OF ALCOHOL FREE ZONE 11/307
Recommendation		
1. That Broken Hill City Council Report No. 156/16 dated June 1, 2016, be received	eport No. 156/16 dated	June 1, 2016, be received.
That Council approve the temporal suspension and road closure are the Palace Hotel and Argent St	orary suspension of the e Crystal Lane (East e House).This area will	That Council approve the temporary suspension of the Alcohol Free Zone for the portion of Sulphide Street, adjacent to the Palace Hotel. Specific details of the suspension and road closure are Crystal Lane (East end), Crystal Lane (West end), Sulphide Street (South end) and Sulphide Street and Argent Street (bounded by the Palace Hotel and Argent St House). This area will include both footpaths in the closed section of Sulphide Street.
3. That the temporary suspension be in place from Friday, 09 September to N contained in the liquor licence as advised by Barrier Local Area Command.	be in place from Friday s advised by Barrier Lo	That the temporary suspension be in place from Friday, 09 September to Monday, 12 September 2016 subject to the final conditions, inclusive of trading times, contained in the liquor licence as advised by Barrier Local Area Command.
That the temporary suspension release and advertisement in the	of the Alcohol Free Zo e Barrier Daily Truth. T	That the temporary suspension of the Alcohol Free Zone for the portion of Sulphide Street, adjacent to the Palace Hotel be advised to the public by way of media release and advertisement in the Barrier Daily Truth. That the advertisement also confirms that all other existing alcohol free zones in Broken Hill remain in force.
5. That the General Manager be	authorised to implemer	That the General Manager be authorised to implement the suspension and advertising processes on final advice of Barrier Local Area Command.
6. That Barrier Local Area Command be advised of Council's decision.	and be advised of Cour	ncil's decision.
RESOLUTION Minute No. 45296 Councillor J. Nolan moved Councillor C. Adams seconded	~~	That the recommendation of item 8 be adopted.
Ordinary Meeting of the Council 27 July 2016	False	Reports
ITEM 9 - BROKEN HILL CITY COU	NCIL REPORT NO. 15	ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 157/16 - DATED JULY 04, 2016 - SCORES ON DOORS 11/137
Recommendation		
1. That Broken Hill City Council Report No. 157/16 dated July 4, 2016, be received.	eport No. 157/16 dated	July 4, 2016, be received.

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That the recommendation of item 10 be adopted.	RESOLUTION  Minute No. 45298 Councillor J. Richards moved Councillor D. Gallagher seconded )
	e) Sponsorship of \$3,000 for Carols by Candlelight
ival	d) Sponsorship of \$3,000 for the Broken Hill Fringe Festiva
Australia Far West Excellence in Business Awards	c) Sponsorship of \$3,600 for the Regional Development Australia Far West Excellence in Business Awards
n's Gathering to assist with venue hire	b) Sponsorship of \$10,000 the NSW State Rural Women's Gathering to assist with venue hire
Sponsorship of \$9,500 for the Broken Heel Festival to assist with entertainment, marketing and logistic costs	<ul> <li>a) Sponsorship of \$9,500 for the Broken Heel Festival</li> </ul>
That Council adopts the recommendations for Event Sponsorship for applications received for Round 1 of 2016-2017 being for:	2. That Council adopts the recommendations for Event Spons
i, 2016, be received.	1. That Broken Hill City Council Report No. 158/16 dated July 5, 2016, be received
	Recommendation
3 - DATED JULY 05, 2016 - EXPRESSION OF INTEREST - COUNCIL SPONSORSHIP 2016-2017 11/425	ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 158/16 - DATED JULY 05, 2016 - EXPRESSION OF IN 11/425
ਹੋਰ	Ordinary Meeting of the Council 27 July False Reports 2016
That the recommendation of item 9 be adopted.	RESOLUTION Minute No. 45297 Councillor B. Algate moved Councillor M. Browne seconded )
That Council adopts the 'Scores on Doors' program for its food businesses to promote compliance with hygiene and food safety standards, promote consumer trust in food businesses in Broken Hill.	<ol><li>That Council adopts the 'Scores on Doors' program for its food businesses to promote complian in food businesses and to further the reputation and economy of food businesses in Broken Hill.</li></ol>
SUBJECT	MEETING FURTHER REPORT REQUIRED

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MEETING FURTHER REPORT SUBJECT	
Ordinary Meeting of the Council 27 July False Reports	
ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 159/16 - DATED JULY 11, 2016 - COMMUNITY ASSISTANCE GRANTS - PAINT GRANTS 16/44	
Recommendation	
1. That Broken Hill City Council Report No. 159/16 dated July 11, 2016, be received.	
2. That Broken Hill City Council approve both applications under stream 3 - Painting and Minor Restoration Works as follows:	
<ul> <li>a. Grant of \$500.00 to Katrina Watt of the Mackenzie Business Centre towards the external painting of the McKenzie Business Centre at 41-47 Crystal Street, Broken Hill.</li> </ul>	
b. Grant of \$500.00 to Sergio Bressanelli of Hande Pty. Ltd. towards the external painting of the Hande Electrics Store at 197-199 Argent Street, Broken Hill.	
RESOLUTION  Minute No. 45299 Councillor C. Adams moved Councillor B. Licul seconded  CARRIED	Ü
Ordinary Meeting of the Council 27 July False Reports	
ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 160/16 - DATED JULY 12, 2016 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO.361, HELD 5 JULY 2016	
Recommendation	
1. That Broken Hill City Council Report No. 160/16 dated July 12, 2016, be received.	
2. That the Minutes for the Local Traffic Committee Meeting No.361, held July 5, 2016 be received.	
3. That the request for road closure as per The Palace Hotel's updated Traffic Control Plan, Titled: "Road Closure – Broken Heel Festival", valid from Friday 9 September 2016 to Monday 12 September 2016", be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.	

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MEETING	FURTHER REPORT	SUBJECT
	REQUIRED	
RESOLUTION		
Minute No. 45300		That the recommendation of item 40 be adopted
Councillor I Nolan seconded		That the recolline hadron of item 2 be adopted.
Controlled of Indian Seconded		CARRIED
Confidential Matters of the Council 27 July 2016	False Confidential Matters	itters
ITEM 20 - BROKEN HILL CITY COL	NCIL REPORT NO. 167/16 - DATE	ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 167/16 - DATED JULY 14, 2016 CONFIDENTIAL 14/192
Recommendation		
That Broken Hill City Council Rep	That Broken Hill City Council Report No. 167/16 dated July 14, 2016, be received	, be received.
<ol> <li>That Council approves the Mayor and General Manager to exert Andrew Nesbit, Maria Nesbit, James Alfred O'Hara Nesbit and 51 in DP 876533); and affix Council's Common Seal if required</li> </ol>	r and General Manager to execute thes Alfred O'Hara Nesbit and Jennith Common Seal if required.	That Council approves the Mayor and General Manager to execute the Deed of Assignment, Consent to Assignment of Lease from Phillip John Cvirn to James Andrew Nesbit, Maria Nesbit, James Alfred O'Hara Nesbit and Jennifer Faye Nesbit for lease of Council's land at the Broken Hill Airport (Part 1/1162606 being Lot 51 in DP 876533); and affix Council's Common Seal if required.
3. That the new Lessee be respons	ible for all legal fees (including Cour	That the new Lessee be responsible for all legal fees (including Council's) associated with the sale of the leasehold.
04 Aug 2016 - 5:00 PM - Leisa Bartlett		
Deed of Assignment executed by Council and forwarded to Council's solicitor for registration. Awaiting advice from Council's solicitor	orwarded to Council's solicitor for registration.	. Awaiting advice from Council's solicitor.
Confidential Matters of the Council 27 July 2016	False Confidential Matters	tters
ITEM 21 - BROKEN HILL CITY COL	NCIL REPORT NO. 168/16 - DATE	ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 168/16 - DATED JULY 14, 2016 - • CONFIDENTIAL 11/214
Recommendation		
1. That Broken Hill City Council Rep	That Broken Hill City Council Report No. 168/16 dated July 14, 2016, be received.	, be received.
2. That the Mayor and General Mar	nager be authorised to execute the L	That the Mayor and General Manager be authorised to execute the Lease Agreement with ARINC Rockwell Collins under the Common Seal of Council

	0	0	IZ	
	Councillor M. Browne seconded	Councillor D. Gallagher moved	linute No. 45307	MEETING
	<u> </u>	<u> </u>		FURTHER REPORT REQUIRED
10	recommendations of items 20 to 21 be adopted.	That the confidential reports be considered in open session and the		SUBJECT
CARRIED				

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Page 33 of 33

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MEETING	FURTHER REPORT	SUBJECT
Confidential Matters of the Council 07 April 2016	False Confidential Matters	
ITEM 1 - BROKEN HILL CITY COUN	ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 64/16 - DATED MARCH 22, 2016 -	2016 CONFIDENTIAL 15/99
Recommendation		
Minute No. 45235 Moved Councillor C. Adams Seconded Councillor J. Richards		That Broken Hill City Council Report No. 64/16 dated March 22, 2016, be received.
		That Council implement the relocation of the library in line with the recommendation of the adopted Broken Hill Living Museum + Perfect Light Project considering the maintenance and repair issues of the current building.
		That Council implement the relocation of the Archives to the basement and ground floor of the administration building in line with the BHPB funding received, and proposal contained in the report considering the maintenance and repair issues of the current building.
		That the relocation of both the Library and the Archives be subject to all necessary compliance approvals.
		That the General Manager be authorised to negotiate possible Lease arrangement (20 years + 20 years) with the various property owner(s).
		That any costs associated with the move are considered as part of the 2016/17 budget process.
		CARRIED
20 Ivo 2016 - 4:22 DM - Androw Briggi		

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	FURTHER REPORT	
MEETING	ω	OBJECT
Confidential Matters of the Council 15 June 2016	False Confidential Matters	
ITEM 3 - BROKEN HILL CITY COU	ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 122/16 - DATED JUNE 08, 2016 CONFIDENTIAL	T16/1
Recommendation Minute No. 1 Moved Councillor C. Adams, Seconded Councillor D. Gallagher	That Broken Hill City Council Report No. 122/16 dated June 8, 2016, be received.	
	That Council awards the tender for the management and operation of the Broken Hill Regional Aquatic Centre to the YMCA NSW for a period of five years commencing July 1, 2016.	
	That Council engages legal representation in establishing and facilitating signing of a legally binding contract between YMCA NSW and Broken Hill City Council.	
	That the Mayor and General Manager be authorised to sign the contract and affix Council's Seal if required.	
20 Jun 2016 - 4:23 PM - Andrew Bruggy		ではえる。
Tender verbally awarded. Contract to be actioned		
15 Jul 2016 - 2:30 PM - Andrew Bruggy		
Complete		

## **COMMITTEE REPORTS**

1.	BROKEN HILL CITY COUNCIL REPORT NO. 187/16 - DATED AUGUST	
	03, 2016 - MINUTES OF THE BROKEN HILL COMMUNITY STRATEGIC	
	PLAN ROUND TABLE COMMITTEE MEETING HELD MAY 18, 2016	
	(13/145)	416
	<u></u>	
2.	BROKEN HILL CITY COUNCIL REPORT NO. 188/16 - DATED AUGUST	
۷.		
	10, 2016 - MINUTES OF THE MEMORIAL OVAL COMMUNITY	400
	COMMITTEE MEETING HELD AUGUST 2, 2016 (12/52)	422
3.	BROKEN HILL CITY COUNCIL REPORT NO. 189/16 - DATED AUGUST	
	10, 2016 - MINUTES OF THE PICTON OVAL COMMUNITY COMMITTEE	
	MEETING HELD JULY 25, 2016 (12/54)	425
	<del></del>	
4.	BROKEN HILL CITY COUNCIL REPORT NO. 190/16 - DATED AUGUST	
т.	18, 2016 - MINUTES OF THE FLORA AND FAUNA OF THE BARRIER	
	·	
	RANGES COMMUNITY COMMITTEE MEETING HELD JULY 19, 2016	407
	<u>(12/51)</u>	427

#### ORDINARY MEETING OF THE COUNCIL

August 3, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 187/16

<u>SUBJECT:</u> <u>MINUTES OF THE BROKEN HILL COMMUNITY STRATEGIC PLAN</u>

ROUND TABLE COMMITTEE MEETING HELD MAY 18, 2016

13/145

#### **Recommendation**

That Broken Hill City Council Report No. 187/16 dated August 3, 2016, be received.

That the minutes of the Broken Hill Community Strategic Plan Round Table committee meeting held May 18, 2016 be received.

#### Report prepared by Louise Schipanski

#### **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, May 18, 2016. Items on the Agenda included:

- Guest Presentation Update on the 123 HUB from Melanie Chynoweth-Holland of Compass Housing.
- Guest Presentation Update on Essential Water and current state of the quality and quantity of water by John Coffey of Essential Water.
- Broken Hill City Council Local Development Statistics
- Update report from Far West Regional Health Service
- Update report from Far West Regional Development Australia Far West
- Update report from Barrier Local Area Command

See attached minutes of the Community Round Table Committee Meeting held Wednesday, May 18, 2016.

#### **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 Community Strategic Plan Round Table - 18 May 2016 4 Pages

**JAMES RONCON GENERAL MANAGER** 

#### **BROKEN HILL COMMUNITY ROUND TABLE**

18 MAY 2016

# MINUTES OF THE BROKEN HILL COMMUNITY ROUND TABLE MEETING HELD WEDNESDAY, MAY 18, 2016 (2.00PM)

**PRESENT:** Councillor Dave Gallagher

Broken Hill City Council General Manager James Roncon

Chamber of Commerce President Ann Rogers Community representative Mr Damien Fisher

Councillor Christine Adams

Far West Regional Health Services General Manager Ken Barnett Regional Development Australia – Far West Executive Officer Michael

Williams

Barrier Local Area Command Superintendent Paul Smith

Primary and Allied Health Manager Sam Lazarus

GUEST: John Coffey – Essential Water

Melanie Chynoweth-Holland – Compass Housing

**APOLOGIES:** Mayor Wincen Cuy

Councillor Darriea Turley

Community representative Mr Paul Seager Department of Education Mr Peter Macbeth

Councillor Marion Browne Councillor Jim Richards

Foundation Broken Hill Manager Kimberley Fell Department of Education Mr Robert Dyson

#### MINUTES FOR CONFIRMATION

That the minutes of the Broken Hill Community Round Table meeting held Wednesday February 10, 2016 be confirmed.

RECEIVED

#### **REPORTS**

8. BROKEN HILL CITY COUNCIL REPORT NO. 8/16 - DATED MAY 12, 2016 - ACTION SHEET REPORT

11/248

#### Recommendation

That Broken Hill City Council Report No. 8/16 dated May 12, 2016, be received.

That the Broken Hill Community Round Table notes the Action List Report.

**RECEIVED** 

Page 1

#### **BROKEN HILL COMMUNITY ROUND TABLE**

18 MAY 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 9/16 - DATED MAY 16, 2016 -CORRESPONDENCE

13/145

#### Recommendation

That Broken Hill City Council Report No. 9/16 dated May 16, 2016, be received.

That the Broken Hill Community Strategic Plan Round Table Committee receives and notes the attached correspondence.

**RECEIVED** 

10. BROKEN HILL CITY COUNCIL REPORT NO. 10/16 - DATED APRIL 05, 2016 - UPDATE ON 123 HUB

13/145

#### **Recommendation**

That Broken Hill City Council Report No. 10/16 dated April 5, 2016, be received.

The Chair thanked Melanie Chynoweth-Holland for her presentation and update on the 123 HUB.

RECEIVED

11. BROKEN HILL CITY COUNCIL REPORT NO. 11/16 - DATED APRIL 05, 2016 - UPDATE FROM ESSENTIAL WATER

13/145

#### **Recommendation**

#### Moved Councillor B. Licul, Seconded Councillor J. Richards

That Broken Hill City Council Report No. 11/16 dated April 5, 2016, be received.

The Chair thanked John Coffey for his presentation and update on Essential Water and the current state of the quality and quantity of water.

**RECEIVED** 

#### **BROKEN HILL COMMUNITY ROUND TABLE**

18 MAY 2016

# 14. BROKEN HILL CITY COUNCIL REPORT NO. 14/16 - DATED MAY 16, 2016 - FAR WEST REGIONAL HEALTH SERVICE UPDATE 11/248

#### Recommendation

That Broken Hill City Council Report No. 14/16 dated May 16, 2016, be received.

That the Broken Hill Community Round Table Committee notes the report from Far West Regional Health Services.

**RECEIVED** 

12. BROKEN HILL CITY COUNCIL REPORT NO. 12/16 - DATED MAY 16, 2016 - LOCAL DEVELOPMENT STATISTICS 13/1458

#### **Recommendation**

That Broken Hill City Council Report No. 12/16 dated May 16, 2016, be received.

That the Broken Hill Round Table Committee receives and notes the Local Development Statistics Report.

**RECEIVED** 

13. BROKEN HILL CITY COUNCIL REPORT NO. 13/16 - DATED MAY 16, 2016 - FAR WEST REGIONAL ECONOMIC UPDATE 13/145

#### **Recommendation**

That Broken Hill City Council Report No. 13/16 dated May 16, 2016, be received.

That the Broken Hill Community Strategic Plan Round Table Committee notes the report from Regional Development Australia – Far West.

**RECEIVED** 

BRO	KEN HILL COMMUNITY	Y ROUND TABLE	18 MAY 2016
15.		COUNCIL REPORT NO. 15/16 - DATED MAY 17, 201 EA COMMAND - CRIME PERFORMANCE	16 - 13/145
	Recommendation		
	That Broken Hill City	y Council Report No. 15/16 dated May 17, 2016,	be received.
	That the Communit	ty Strategic Plan Round Table receives and note nce.	es the report
	The Chair thanked Strategic Plan.	the Superintendent for aligning his report to our	Community
			RECEIVED
Mee	eting closed at 2.50p	om.	
		vere read and confirmed at the Broken Hill Com Vednesday, August 17, 2016.	munity Round
	Chairperson		

Page 4

#### ORDINARY MEETING OF THE COUNCIL

August 10, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 188/16

<u>SUBJECT:</u> <u>MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE</u>
MEETING HELD AUGUST 2, 2016 12/52

#### **Recommendation**

- 1. That Broken Hill City Council Report No. 188/16 dated August 10, 2016, be received.
- 2. That minutes of the Memorial Oval Community Committee meeting held August 2, 2016 be received.

#### **Executive Summary:**

Council has received minutes of the Memorial Oval Community Committee meeting held August 2, 2016 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 2, 2016 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 meeting held August 2, 2016

Page

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER

# Memorial Oval Management Committee. Minutes: Tuesday, 2<sup>nd</sup> August 2016.

OPENED: 7.00pm.

APOLOGIES: Ray Steer, Apologies be accepted: Alan Tucker/Tanva Martyn Crd.

This Meeting was Chaired by John Ralph owing to Ray Steer being ill.

ABSENT: Tony Camilleri. (BHHRC).

<u>ATTENDENCE</u>: Peter Nash (AFL), Dennis Cetinich (Treasurer), Alan Tucker (Caretaker), Bruce McIntosh (Show), John Erskine (Soccer), Tristen Savage (CBHFC), Tanya Martyn (Dogs), Lee-Anne Khan (Dogs), Dave Gallagher (BHCC-Rugby), John Ralph (Secretary).

MINUTES: Tuesday, 5th July 2016. Be accepted: Tristen Savage/Dave Gallagher Crd.

BUSINESS ARISING: Nil.

#### CORRESPONDENCE:

#### Ray Steer gave this correspondence to John Ralph to read to Committee:

- 1.. Work book to be given to Alan Tucker, must be filled out by Alan.
- Storerooms be cleaned out- by the Secretary's office. Mower Room, Storeroom by the Men's Toilets.
- Sureway signed off with BHCC, Workers wii commence in 2 weeks, Need the keys to the Time-keepers Box these to be given to Sureways Supervisor, must sign for them.
- 4.. 26<sup>th</sup> August lines to be done for the Market, Bins and Seats to be put out, Market Day 28<sup>th</sup> August, thanks to Bruce and Tristen for their help at the previous Market. Sorry I cannot be there.

#### MORE HELPERS ARE REQUIRED.

### The follow quotes were received in reference to upgrading the War Memorial.

1..STJ Concreting: \$9,716.30. 2..Clarke Constructions: 25, 845.60. 3.. AJC Concreting: \$12,600.50. The Secretary informed the Committee that he will forward these quotes to the BHCC, John Erskine informed the Committee that contact should be made to The Australian War Memorial in Canberra to see if they could help with these repairs.

Correspondence be received: Tristen Savage/Lee-Anne Khan Crd.

#### FINANCIAL REPORT:

Cash Book Balance 30/06/2016: \$21,598.22
Income for July: 4,318.42
Expenditure for July: 5,774.77

Debtors for July: BHHRC: 2,136.28. BHPSSA: 119.00. Burke Ward: 182.00. BHHS: 122.00

BHPS: 122.00 SHPP: 122.00 Balance Outstanding: 2,559.28.

Bank Balance 31/07/2016: \$24,345.28.

Report be accepted: John Erskine/Peter Nash Crd.

#### GENERAL BUSINESS:

Canteen: Security Keys have been completed 3 Sets 1 for caretaker, 1 to sign out, 1 spare in office.

Scoreboard: Locked up in the Council Yards.

Rugby: Need to locate the bases in the Lawned area.

CBHFC Logos: Leave in the hands of Dave to check out Advertisers on Grandstand.

# Meeting Closed: 7.35pm:

Next Meeting: Tuesday 6th September 2016 at 7pm.

#### ORDINARY MEETING OF THE COUNCIL

August 10, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 189/16

#### MEETING HELD JULY 25, 2016

12/54

#### **Recommendation**

- 1. That Broken Hill City Council Report No. 189/16 dated August 10, 2016, be received.
- 2. That minutes of the Picton Oval Community Committee meeting held July 25, 2016 be received.

#### **Executive Summary:**

Council has received minutes of the Picton Oval Community Committee meeting held July 25, 2016 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 July 25, 2016 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**

Minutes of the Picton Oval Community Committee meeting held July 25, 2016 1 Page

ANDREW BRUGGY
ACTING DEPUTY GENERAL MANAGER

<u>JAMES RONCON</u> <u>GENERAL MANAGER</u>

#### PICTON OVAL MANAGEMENT COMMITTEE MEETING MINUTES

#### MONDAY, 25th JULY 2016

N. Hannigan, T. Rynne, P. Adams, C. Adams (Councillor), J. O'Neill, N. Davey. Present:

G. Hogan. Apologies:

Meeting Commenced: 7:30p.m.

#### Matters Arising:

Contact Council in regards to whether spraying of marshmallow weed is still being looked at.

#### Correspondence In:

- BH Hockey Association Public liability insurance
- BH High School Use of oval for Term 3 school sport

#### Correspondence Out:

#### Financial Report:

Term deposit account 30/7/2016 - \$30,451.71 Cheque account 11/7/2016 - \$37,005.44

#### General Business:

- 1. Discussion regarding purchasing of toilet paper etc. is responsibility of the committee. Look at opening an account and purchase toilet products from Blackwoods.
- 2. A large number of black beetle is on the oval.
- 3. Water bubbler requires fixing. The tap doesn't turn off and water stays on. Require plumber to fix it. Is there a possibility that an external tap can be installed near bubbler as well.
- School of the Air (SOTA) to mark oval for Athletics Carnival on Tuesday, 26th July.

Meeting: Monday, 12th September 2016

#### ORDINARY MEETING OF THE COUNCIL

August 18, 2016

#### BROKEN HILL CITY COUNCIL REPORT NO. 190/16

<u>2016</u> <u>12/51</u>

#### **Recommendation**

- 1. That Broken Hill City Council Report No. 190/16 dated August 18, 2016, be received.
- 2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held July 19, 2016 be received.

#### **Executive Summary:**

Council has received minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held July 19, 2016 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 July 19, 2016 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 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**

Minutes of the Friends of the Flora and Fauna of the Barrier Ranges
 Community Committee Meeting held July 19, 2016

Pages

ANDREW BRUGGY ACTING DEPUTY GENERAL MANAGER

JAMES RONCON GENERAL MANAGER

Attachment 1
Minutes of the Friends of the Flora and
Fauna of the Barrier Ranges
Community Committee Meeting held
July 19, 2016

# MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES S355 COMMITTEE HELD JULY 19, 2016 AT 4.00PM – COUNCIL CHAMBER, 240 BLENDE STREET, BROKEN HILL 12/51

**Present:** John Rogers (Chairperson), Kellie Scott (Vice Chairperson), Darrell Ford (BHCC), Marion Browne, David Spielvogel, Jill Spielvogel, Ronald Tumes, Dean Fletcher, Jeff Crase, Paul Reed, Ronald Fletcher, Evan Scott and Emily Scott,

**Apologies:** Darriea Turley, Ray Allen, Lyn Campigli, Neville Bent, Sue Spangler, Megan Allen, Jamie Scott, Geoffrey Hoare, Nevada Ford, Hans Noorman, Sandra Havran, Alison Gander and Steven Quartermain

#### **Confirmation of Minutes of Previous Meeting:**

Previous minutes: June 21, 2016

Moved: J. Crase Seconded: R. Tumes

#### **Business arising from Previous Minutes:**

Nil

#### Correspondence:

Nil

#### **Update on Action List:**

- 1. Ongoing Working Bee (ongoing)
- 2. Identification Cards When required
- 3. Paving Walk Way Concrete Flora Site path entrance pending
- 4. Cold Set bitumen pouring over crushed paths
- Maintenance of Pay But Hut (ongoing)
- 6. Pay-bay Information Hut (ongoing)

#### Reports:

- The chairperson advised that visitation numbers have increased.
- The Primitive Campsite has hot water connected and the toilet leaks are fixed.
- The last working bee was held on July 9, 2016 and three loads of rubbish were taken to the Broken Hill Waste Management Facility. The next working bee will require removal of Wattle and Mistletoe.

#### Roster:

#### August 2016

August 6 – 7, 2016
 August 13 – 14, 2016
 August 20 – 21, 2016
 August 27 – 28, 2016
 BHCC Sue Spangler and Geoffrey Hoare
 BHCC Darrell Ford
 BHCC Sue Spangler and Geoffrey Hoare

#### **General Business:**

 The chairperson thanked David Spielvogel and J Crase for donating insulation batts which will be installed into the new Pay-bay Information Hut.

#### **Action List:**

ACTION	WHO
1. Working Bee – progressive and ongoing	D. Ford, Ranger
2. Identification Cards- (when required)	Corp. Administration
3. Concrete Flora Path and Entrance (on hold)	D. Ford, Ranger
4. Cold Set – bitumen pouring over crushed paths	D. Ford, Ranger
5. Maintenance of Pay Bay Hut	D. Ford, Ranger

Meeting Closed: 4:22pm

Next Meetings: Tuesday, August 16, 2016 - Council Chamber - 4.00pm

### **QUESTIONS ON NOTICE**

1.	QUESTIONS ON NOTICE NO. 5/16 - DATED AUGUST 03, 2016 -
	COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE JULY 2016
	COUNCIL MEETING (16/8)

ORDINARY MEETING OF THE COUNCIL

August 3, 2016

#### QUESTIONS ON NOTICE NO. 5/16

SUBJECT: COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE JULY 2016 COUNCIL MEETING 16/8

#### **Summary**

The following report provides responses to questions from Councillors which were taken on notice at the Council Meeting held July 27, 2016 Council Meeting.

#### Recommendation

1. That Questions On Notice No. 5/16 dated August 3, 2016, be received.

#### **Background**

This report provides a response to the following questions raised at the Council Meeting held July 27, 2016:

#### Question:

Argent Street Intersections – Lane Markings (Item 12)

11/298

The Mayor took a question on notice from Councillor Nolan regarding whether directional arrows will be painted on the newly reinstated lanes at the traffic light intersections of Argent/Bromide Streets, Argent/Chloride Streets and Argent/Oxide Streets?

#### Response:

The Local Traffic Committee met again and this concern was discussed. Staff are contacting the traffic safety branch of RMS to discuss the implications and criteria for changing the arrangements from the current to the proposed alternative. This information may not be received by the August Ordinary meeting, however it is anticipated to have these queries finalised by the September Local Traffic Committee meeting.

#### Question:

#### EFTPOS and ATM Facilities and the Broken Hill Airport

11/214

The Mayor took a question on notice from Councillor Algate regarding whether it would be possible for Council to provide EFTPOS facilities at the Broken Hill Airport Kiosk and ATM facilities in the terminal building for visitors' convenience?

#### Response:

At the time of writing this report not all information has been received to make a full evaluation of the options for EFTPOS and ATM facilities at the Airport.

This item will be re-listed in the Questions on Notice Report to the September Council Meeting and the information will also be emailed to Councillors as soon as it is available.

#### **Attachments**

There are no attachments for this report.

<u>JAMES RONCON</u> GENERAL MANAGER