

July 19, 2017

ORDINARY MONTHLY MEETING

TO BE HELD

WEDNESDAY, JULY 26, 2017

Please address all communications to:
The General Manager
240 Blende Street
PO Box 448
Broken Hill NSW 2880
Phone 08 8080 3300
Fax 08 8080 3424
council@brokenhill.nsw.gov.au
www.brokenhill.nsw.gov.au

ABN 84 873 116 132

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, July 26, 2017** commencing at 6:30pm to consider the following business:

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



JAMES RONCON
GENERAL MANAGER

MINUTES FOR CONFIRMATION

Minutes of the Ordinary Meeting of the Council of the City of Broken Hill held Wednesday,
June 28, 2017.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
JUNE 28, 2017

Meeting commenced at 6:30 p.m.

PRESENT:

Councillor D. Turley (Mayor) Councillor D. Gallagher (Deputy Mayor)
Councillors C. Adams, B. Algate, M. Browne, M. Clark, T. Kennedy, B. Licul,
J. Nolan and R. Page.

Acting General Manager (Chief Operating Officer), Finance Manager,
Corporate Responsibility Officer, Executive Manager Strategic City
Development, Manager Planning Development and Compliance, Manager
Infrastructure, Governance Officer, Executive Support Officer and
Communication and Community Engagement Coordinator.

Media (2), Members of the Public (13).

APOLOGIES:

Nil

PRAYER

Councillor Adams delivered the prayer.

ACKNOWLEDGEMENT OF COUNTRY

Councillor Gallagher delivered the Acknowledgment of Country.

PUBLIC FORUM

Broken Hill Rocks Proposal

Mrs Anne TeKawa presented Council with a proposal for a children's activity called "Broken Hill Rocks" whereby hand painted pebbles are hidden in local parks for children to discover and re-hide or keep. Local businesses or emergency services departments may get on-board and offer prizes when children find their painted rocks.

Mrs TeKawa referred to Palmerston North in New Zealand where the project became very popular with the local Police and Fire Services participating and offering children a ride in their police car/fire truck when children found their painted rocks. Mrs TeKawa asked for Council's permission to commence the project as children would be hiding their painted rocks in the local parks in Broken Hill.

The Mayor thanked Mrs TeKawa for her presentation and advised that Council staff would contact her regarding the project.

MINUTES FOR CONFIRMATION

RESOLUTION

Minute No. 45559

Councillor C. Adams moved
Councillor D. Gallagher seconded

)
)

That the Minutes of the Ordinary Meeting of the
Council of the City of Broken Hill held May 31,
2017 be confirmed.

CARRIED

DISCLOSURE OF INTEREST

Councillor Adams declared:

- a pecuniary interest in Confidential Report No. 117/17 as she is the Secretary of the HACC Board and advised that she will leave the Council Chambers whilst the item is considered.

Councillor Browne declared:

- a pecuniary interest in Confidential Report No. 117/17 as she is the Chairperson of the HACC Board and advised that she will leave the Council Chambers whilst the item is considered.

MAYORAL MINUTES

Nil.

NOTICES OF MOTION

Nil.

RESCISSION MOTIONS

Nil.

REPORTS FROM DELEGATES

Nil.

REPORTS

ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 101/17 - DATED JUNE 16, 2017 - ADOPTION OF DRAFT DELIVERY PROGRAM 2017/21

16/165

Recommendation

1. That Broken Hill City Council Report No. 101/17 dated June 16, 2017, be received.
2. That the Draft Delivery Program 2017-2021 be adopted.

RESOLUTION

Minute No. 45560

Councillor J. Nolan moved) That the recommendation of item 1 be adopted.
Councillor M. Clark seconded)

CARRIED

ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 108/17 - DATED JUNE 09, 2017 - ADOPTION OF DRAFT BROKEN HILL CITY COUNCIL OPERATIONAL PLAN 2017/2018 INCLUSIVE OF THE STATEMENT OF REVENUE POLICY AND SCHEDULE OF FEES AND CHARGES 2017/2018

16/157

Recommendation

1. That Broken Hill City Council Report No. 108/17 dated June 9, 2017, be received.
2. That Council note and acknowledge submissions made during the public exhibition period.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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3. That the Draft Operational Plan for the period 1 July 2017 to 30 June 2018, including the Revenue Policy, Annual Budget and the Schedule of Fees and Charges 2017/2018 be adopted with the amendments set out in this report.
4. That Council make and levy the following rates and charges under the Local Government Act 1993 for the 2017/2018 year.
 - i. A general residential rate under Sections 535 and 537 on all land categorised as residential and consisting of a 49.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;
 - ii. A rural-residential rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as rural-residential and consisting of a 49.00% base rate of \$430.00 and a rate in the dollar on land value of 0.493560 cents;
 - iii. A residential-1(a) rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as residential-1(a) and consisting of a 49.0% base rate of \$409.00 and a rate in the dollar on land value of 1.643039 cents;
 - iv. A general farmland rate under Sections 535 and 537 on all land categorised as farmland and consisting of a 30.0% base rate of \$631.00 and a rate in the dollar on land value of 0.509232 cents;
 - v. A general business rate under Sections 535 and 537 on all land categorised as business and consisting of a 15.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;
 - vi. A mixed development business rate under Sections 535 and 537 on all land categorised as mixed development business and consisting of a 32.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;
 - vii. A mixed development residual rate under Sections 535 and 537 on all land categorised as mixed development residual and consisting of a 32.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;
 - viii. A general mine rate under Sections 535 and 537 on all land categorised as mining and consisting of a nil base rate and a rate in the dollar on land value of 11.425888 cents;
 - ix. A domestic waste management charge under Section 496 on each parcel of rateable residential land of \$44.00 per annum payable quarterly for domestic waste service available plus a user charge under Section 502 of \$258.00 per annum payable quarterly (one mobile garbage container only).
 - x. A commercial waste user charge under Section 502 of \$383.00 per annum payable quarterly (3 x MGB containers),
 - xi. A commercial waste user charge under Section 502 of \$352.00 per annum payable quarterly (1x600l bin only),
 - xii. An additional MGB service user charge under Section 502 of \$136.00 per annum payable quarterly.
 - xiii. That in accordance with Section 566(3) of the Local Government Act, 1993, Council adopts an 7.5% rate of interest charge payable on overdue rates and charges during the 2017/18 financial year.
 - xiv. That Council delegate to the General Manager to organise a \$10M Loan for the purpose of additional Infrastructure Renewal as outlined in the 2017/2018 Operational Plan and 2018-2027 Long Term Financial Plan.
 - xv. That if the terms and conditions of the loan as well as the forecasted impacts vary materially from those set out in the plans, a report to Council outlining this and recommendations going forward will be tabled at the next Ordinary Council Meeting.
 - xvi. That Council authorise the Mayor and General Manager to sign loan documents and apply the Common Seal of Council to loan documents as necessary.

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Motion

Councillor M. Browne moved) That the recommendation of item 2 be adopted.
Councillor D. Gallagher seconded)

Amendment

Councillor T. Kennedy moved) That Council spreads the 1% rate transfer over
Councillor B. Algate seconded) the three categories (mine, business and
residential rates) and not transfer a percentage of
the mine rates to residential.

That the \$10M loan borrowings be retained in the
bank and only be drawn on by Council Resolution
for use on specific infrastructure projects.

LOST

The original motion was put.

RESOLUTION

Minute No. 45561

- Councillor M. Browne moved)
Councillor D. Gallagher seconded)
1. That Broken Hill City Council Report No. 108/17 dated June 9, 2017, be received.
 2. That Council note and acknowledge submissions made during the public exhibition period.
 3. That the Draft Operational Plan for the period 1 July 2017 to 30 June 2018, including the Revenue Policy, Annual Budget and the Schedule of Fees and Charges 2017/2018 be adopted with the amendments set out in this report.
 4. That Council make and levy the following rates and charges under the Local Government Act 1993 for the 2017/2018 year.
 - i. A general residential rate under Sections 535 and 537 on all land categorised as residential and consisting of a 49.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;
 - ii. A rural-residential rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as rural-residential and consisting of a 49.00% base rate of \$430.00 and a rate in the dollar on land value of 0.493560 cents;
 - iii. A residential-1(a) rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as residential-1(a) and consisting of a 49.0% base rate of \$409.00 and a rate in the

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- dollar on land value of 1.643039 cents;
- iv. A general farmland rate under Sections 535 and 537 on all land categorised as farmland and consisting of a 30.0% base rate of \$631.00 and a rate in the dollar on land value of 0.509232 cents;
- v. A general business rate under Sections 535 and 537 on all land categorised as business and consisting of a 15.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;
- vi. A mixed development business rate under Sections 535 and 537 on all land categorised as mixed development business and consisting of a 32.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;
- vii. A mixed development residual rate under Sections 535 and 537 on all land categorised as mixed development residual and consisting of a 32.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;
- viii. A general mine rate under Sections 535 and 537 on all land categorised as mining and consisting of a nil base rate and a rate in the dollar on land value of 11.425888 cents;
- ix. A domestic waste management charge under Section 496 on each parcel of rateable residential land of \$44.00 per annum payable quarterly for domestic waste service available plus a user charge under Section 502 of \$258.00 per annum payable quarterly (one mobile garbage container only).
- x. A commercial waste user charge under Section 502 of \$383.00 per annum payable quarterly (3 x MGB containers),
- xi. A commercial waste user charge under Section 502 of \$352.00 per annum payable quarterly (1x600l bin only),
- xii. An additional MGB service user charge under Section 502 of \$136.00 per annum payable quarterly.
- xiii. That in accordance with Section 566(3) of the Local Government Act, 1993, Council adopts an 7.5% rate of

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- interest charge payable on overdue rates and charges during the 2017/18 financial year.
- xiv. That Council delegate to the General Manager to organise a \$10M Loan for the purpose of additional Infrastructure Renewal as outlined in the 2017/2018 Operational Plan and 2018-2027 Long Term Financial Plan.
- xv. That if the terms and conditions of the loan as well as the forecasted impacts vary materially from those set out in the plans, a report to Council outlining this and recommendations going forward will be tabled at the next Ordinary Council Meeting.
- xvi. That Council authorise the Mayor and General Manager to sign loan documents and apply the Common Seal of Council to loan documents as necessary.

CARRIED

A Division was called for Item 2 which resulted in:

FOR: Crs Adams, Browne, Gallagher, Licul, Turley, M Clark and Nolan
AGAINST: Crs Algate, T Kennedy and R Page

The Acting General Manager took a question on notice from Councillor Kennedy regarding whether there is a plan for the infrastructure projects to be funded by the \$10M loan.

The Mayor took on-board Councillor Page's comments regarding the decline in Broken Hill's population figures and how this may affect Council's Financial Assistance Grant funding in the future. The Mayor undertook to meet with Councillor Page to discuss lobbying the Minister for Local Government and the NSW Premier to develop a fairer system of awarding the Financial Assistance Grant funding.

ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 109/17 - DATED MAY 02, 2017 - ADOPTION OF DRAFT LONG TERM FINANCIAL PLAN 2018-2027

16/157

RESOLUTION

Minute No. 45562

- | | | |
|----------------------------------|---|---|
| Councillor J. Nolan moved |) | 1. That Broken Hill City Council Report No. 109/17 dated May 2, 2017, be received. |
| Councillor D. Gallagher seconded |) | |
| | | 2. That Council adopts the Draft Long Term Financial Plan 2018-2027 with a correction to the Executive Summary of the report to reflect the 2016 Census figures shows Broken Hill's population as being 17,814. |

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3. That Council notes as per the reported financial implications within the report, the adverse impact on the 2016/2017 financial results and 2017/2018 budgeted financials from receiving half of the 2017/2018 allocated Financial Assistance Grant prior to June 30 2017.

CARRIED

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 110/17 - DATED JUNE 16, 2017 -
ADOPTION OF DRAFT DISABILITY INCLUSION ACTION PLAN 2017-2021**

16/82

Recommendation

1. That Broken Hill City Council Report No. 110/17 dated June 16, 2017, be received.
2. That Council adopts the Draft Disability Inclusion Action Plan.
3. That Council issue a copy of the adopted Disability Inclusion Action Plan to the Disability Council.
4. That a copy of the adopted Disability Inclusion Action Plan be placed on Council's website.
5. That the Terms of Reference of the Disability Inclusion Action Plan Monitoring Group be endorsed.

RESOLUTION

Minute No. 45563

Councillor C. Adams moved) That the recommendation of item 4 be adopted.
Councillor M. Browne seconded)

CARRIED

The Acting General Manager took a question on notice from Councillor Clark as to whether there will be any additional government funding provided to Council to implement the Disability Inclusion Action Plan.

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 111/17 - DATED MAY 02, 2017 - ADOPTION
OF DRAFT WORKFORCE MANAGEMENT PLAN - REPORT - 2017**

16/160

Recommendation

1. That Broken Hill City Council Report No. 111/17 dated May 2, 2017, be received.
2. That Council adopts the Draft Workforce Management Plan and Report – 2017.

RESOLUTION

Minute No. 45564

Councillor B. Algate moved) That the recommendation of item 5 be adopted.
Councillor B. Licul seconded)

CARRIED

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ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 102/17 - DATED JUNE 05, 2017 - DRAFT COMPLAINTS MANAGEMENT POLICY FOR PUBLIC EXHIBITION D12/11853

Recommendation

1. That Broken Hill City Council Report No. 102/17 dated June 5, 2017, be received.
2. That Council endorses the draft revised Complaints Management Policy.
3. That the draft revised Complaints Management Policy be exhibited for public comment for a 28 day period.
4. That Council receives a further report at the conclusion of its exhibition detailing submissions and any recommended changes arising, with a view to adopting the Draft Complaints Management Policy.

RESOLUTION

Minute No. 45565

Councillor C. Adams moved) That the recommendation of item 6 be adopted.
Councillor M. Clark seconded)

CARRIED

ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 103/17 - DATED JUNE 08, 2017 - INVESTMENT REPORT FOR MAY 2017 17/82

Recommendation

1. That Broken Hill City Council Report No. 103/17 dated June 8, 2017, be received.

RESOLUTION

Minute No. 45566

Councillor D. Gallagher moved) That the recommendation of item 7 be adopted.
Councillor M. Browne seconded)

CARRIED

ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 104/17 - DATED JUNE 06, 2017 - COMMUNITY ASSISTANCE GRANTS AWARDED FOR ROUND 1 OF 2017/2018 17/44

Recommendation

1. That Broken Hill City Council Report No. 104/17 dated June 6, 2017, be received.
2. That Council notes the Community Assistance Grants Panel Evaluation for Round 1 of 2017/2018, approved by the General Manager.
3. That Council notes the proposal to increase the Community Assistance Grants budget by \$30,000 for the 2017/2018 financial year as detailed in the report to this Council Meeting as part of the adoption of Council's budget.

RESOLUTION

Minute No. 45567

Councillor D. Gallagher moved) That the recommendation of item 8 be adopted.
Councillor M. Clark seconded)

CARRIED

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**ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 105/17 - DATED JUNE 14, 2017 - LIVE
STREAMING - COMMUNICATIONS AUDIT**

16/6

Recommendation

1. That Broken Hill City Council Report No. 105/17 dated June 14, 2017, be received.
2. That Council supports a closed trial of live streaming for the July 2017 Council Meeting, with subsequent meetings to be streamed to the public from August 2017.
3. That Council note the communications audit being undertaken with Sauce Communications, and current data surrounding community engagement.

RESOLUTION

Minute No. 45568

Councillor D. Gallagher moved) That the recommendation of item 9 be adopted.
Councillor B. Licul seconded)

CARRIED

**ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 112/17 - DATED JUNE 13, 2017 -
MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 371 HELD TUESDAY JUNE 6,
2017.**

11/397

Recommendation

1. That Broken Hill City Council Report No. 112/17 dated June 13, 2017, be received.
2. That the minutes for the Local Traffic Committee Meeting No. 371, held June 6, 2017, be received.
3. Item number 371.7.1 - That the request for road closure as per The Palace Hotel's Traffic Control Plan for:

Date: 5/24/2017
Author: D Morris
Project: Road Closure – Broken Heel Festival
Card Number 0033028816.

be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.

4. Item number 371.7.2 – That the loading zone located in Oxide Street in front of the Old Royal Tavern, 146-148 Oxide Street, be removed and replaced with parallel parking. A taxi zone to be placed in Mica Street near the vicinity of the Old Royal Tavern, 146-148 Oxide Street for the purpose of allowing a drop-off area with the aim to reduce the occurrence of double parking in the Oxide Street area
5. Item number 371.7.3 – That Council notes that the committee have no objections to the School of the Air, Motorcade Event that will be held on Tuesday, 1 August 2017
6. Item number 371.7.4 – That Council contact the businesses within Argent Lane from Bromide to Kaolin Streets in relation to the proposed installation of 'No Parking Signs'; and if there are no objections from this consultation, signage will be installed.
7. Item number 371.7.5 – That existing signage located in the vicinity of 130 – 136 Eyre Street be removed and replaced with two 'No Stopping' signs.

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RESOLUTION

Minute No. 45569

Councillor M. Browne moved) That the recommendation of item 10 be adopted.
Councillor C. Adams seconded)

CARRIED

ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 106/17 - DATED JUNE 16, 2017 - ACTION LIST REPORT 11/25

RESOLUTION

Minute No. 45570

Councillor J. Nolan moved) 1. That Broken Hill City Council Report No.
Councillor M. Browne seconded) 106/17 dated June 16, 2017, be received.

2. That the Action List continues to be produced in its previous format with the addition of colour coding to distinguish items that are:
a) not yet commenced (shaded red)
b) in progress (shaded yellow)
c) complete (shaded green).
Items completed to be removed from the list the following month.

CARRIED

COMMITTEE REPORTS

ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 113/17 - DATED JUNE 13, 2017 - MINUTES OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE MEETINGS HELD MAY 16, 2017. 12/51

Recommendation

1. That Broken Hill City Council Report No. 113/17 dated June 13, 2017, be received.
2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held May 16, 2017 be received.

ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 107/17 - DATED JUNE 15, 2017 - MINUTES OF THE ART GALLERY ADVISORY COMMITTEE MEETING HELD 19 APRIL 2017 12/46

Recommendation

1. That Broken Hill City Council Report No. 107/17 dated June 15, 2017, be received.
2. That minutes of the Broken Hill Regional Art Gallery Advisory Committee Meeting held 19 April 2017 be received.

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**ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 114/17 - DATED JUNE 15, 2017 -
MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE MEETING HELD 6 JUNE 2017**

12/52

Recommendation

1. That Broken Hill City Council Report No. 114/17 dated June 15, 2017, be received.
2. That minutes of the Memorial Oval Community Committee Meeting held 6 June 2017 be received.

**ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 115/17 - DATED JUNE 19, 2017 -
NOMINATIONS FOR COMMUNITY MEMBERSHIP OF COUNCIL S355 COMMITTEES**

11/9

Recommendation

1. That Broken Hill City Council Report No. 115/17 dated June 19, 2017, be received.
2. That Annette Northey be appointed as a community representative on the BIU Band Hall Community Committee.

Minute No. 45571

Councillor C. Adams moved)	That the recommendations of items 12 to 15 be
Councillor D. Gallagher seconded)	adopted.

CARRIED

QUESTIONS TAKEN ON NOTICE FROM PREVIOUS COUNCIL MEETING

**ITEM 16 - QUESTIONS ON NOTICE NO. 6/17 - DATED JUNE 02, 2017 - COUNCILLORS
QUESTIONS TAKEN ON NOTICE AT THE MAY 2017 COUNCIL MEETING**

11/129, 13/140

Recommendation

1. That Questions On Notice No. 6/17 dated June 2, 2017, be received.

RESOLUTION

Minute No. 45572

Councillor T. Kennedy moved)	That the recommendation of item 16 be adopted.
Councillor M. Clark seconded)	

CARRIED

QUESTIONS FOR NEXT MEETING ARISING FROM ITEMS ON THIS AGENDA

\$10M Loan for Infrastructure Projects (Item 2)

16/157

The Acting General Manager took a question on notice from Councillor Kennedy regarding whether there is a plan for the infrastructure projects to be funded by the \$10M loan.

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Funding for Disability Inclusion Action Plan (Item 4)

16/82

The Acting General Manager took a question on notice from Councillor Clark as to whether there will be any additional government funding provided to Council to implement the Disability Inclusion Action Plan.

CONFIDENTIAL MATTERS

RESOLUTION

Minute No. 45573

Councillor C. Adams moved)	That the meeting be closed to the public in
Councillor D. Gallagher seconded)	accordance with Section 10A of the Local
		Government Act 1993.

CARRIED

Members of the public and media left the Council Chambers at 7:28 p.m.

ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 116/17 - DATED JUNE 06, 2017 - LICENCE TO OPERATE KIOSK AND CLEANING OF THE TERMINAL BUILDING AT THE BROKEN HILL AIRPORT - CONFIDENTIAL

11/197

(General Manager's Note: This report considers a licence agreement 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. 116/17 dated June 6, 2017, be received.
2. 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, 2017.
3. That Council pays the licensee the current licence amount with a 2.39% CPI increase.
4. That all other terms be in accordance with the previous licence agreement.
5. That the Mayor and General Manager be authorised to sign the licence agreement under the Common Seal of Council.

RESOLUTION

Minute No. 45574

Councillor C. Adams moved)	That the recommendation of item 17 be adopted.
Councillor D. Gallagher seconded)	

CARRIED

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ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 117/17 - DATED JUNE 14, 2017 - LEASE OF NORTH MINE HALL TO FAR WEST HACC SERVICES INC - CONFIDENTIAL 13/17

(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).

Councillors Browne and Adams declared an interest in item 18 and left the Council Chambers at 7:35 p.m.

Recommendation

1. That Broken Hill City Council Report No. 117/17 dated June 14, 2017, be received.
2. That Council enters a new lease agreement with Far West HACC Services Inc for exclusive use of the North Mine Hall for an initial twelve (12) month period commencing 1 July 2017 and concluding 30 June 2018; with three options to renew of twelve (12) months duration.
3. That the rental fee be set at \$5,000.00 per year for the initial lease (which will be covered by a Community Assistance Grant) and the three (3) x twelve (12) month renewal options at a peppercorn rental fee of \$1.00 per annum.
4. That the lease include a clause to allow the Far West HACC Services Inc to terminate the lease with one month's notice should government funding not be approved for the operation of the Senior's Lounge.
5. That Far West HACC Services Inc makes the hall available as a polling place when required for Local, State and Federal Elections.
6. That each party is responsible for their respective legal fees.
7. That the Mayor and General Manager be authorised to sign the lease documents under the Common Seal of Council.

RESOLUTION

Minute No. 45575

Councillor B. Algate moved) That the recommendation of item 18 be adopted.
Councillor D. Gallagher seconded)

CARRIED

Councillors Browne and returned to the Council Chambers at 7:36 p.m.

ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 118/17 - DATED JUNE 13, 2017 - ACCESS ARRANGEMENT FOR EXPLORATION LICENCE EL8457 WILLYAMA COMMON - CONFIDENTIAL 11/63

(General Manager's Note: This report considers a licence agreement 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. 118/17 dated June 13, 2017, be received.
2. That Council as Trustees of the Willyama Common, advise CBH Resources that EL 8457 is affected by Aboriginal Land Claim 40471, and that permission from the Claim Unit (in Crown Lands) will be required.

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3. That the Code of Environmental Practice for Mineral Exploration on Willyama Common be attached to the Agreement as a special condition.
4. That Council as Trustees of the Willyama Common, sign the Land Access and Compensation Agreement for Mineral Exploration after receiving written advice that CBH Resources has dealt with the Aboriginal Land Claim that affects the area.

RESOLUTION

Minute No. 45576

Councillor B. Algate moved) That the recommendation of item 19 be adopted.
Councillor J. Nolan seconded)

CARRIED

RESOLUTION

Minute No. 45577

Councillor D. Gallagher moved) That the meeting resume in open session
Councillor R. Page seconded)

CARRIED

Members of the public and media returned to the Council Chambers at 7:37 p.m.

The Mayor invited the General Manager to report on the items considered in closed session. The General Manager advised that Council had resolved, in respect of:

Item 17 – Broken Hill City Council Report No. 116/17 dated June 06, 2017 – Licence to Operate Kiosk and Cleaning of the Terminal Building at the Broken Hill Airport – CONFIDENTIAL

- That Broken Hill City Council Report No. 116/17 dated June 6, 2017, be received.
- 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, 2017.
- That Council pays the licensee the current licence amount with a 2.39% CPI increase.
- That all other terms be in accordance with the previous licence agreement.
- That the Mayor and General Manager be authorised to sign the licence agreement under the Common Seal of Council.

Item 18 – Broken Hill City Council Report No. 117/17 dated June 14, 2017 – Lease of North Mine Hall to Far West HACC Services Inc. - CONFIDENTIAL

- That Broken Hill City Council Report No. 117/17 dated June 14, 2017, be received.
- That Council enters a new lease agreement with Far West HACC Services Inc for exclusive use of the North Mine Hall for an initial twelve (12) month period commencing 1 July 2017 and concluding 30 June 2018; with three options to renew of twelve (12) months duration.
- That the rental fee be set at \$5,000.00 per year for the initial lease (which will be covered by a Community Assistance Grant) and the three (3) x twelve (12) month renewal options at a peppercorn rental fee of \$1.00 per annum.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
JUNE 28, 2017

- That the lease include a clause to allow the Far West HACC Services Inc to terminate the lease with one month's notice should government funding not be approved for the operation of the Senior's Lounge.
- That Far West HACC Services Inc makes the hall available as a polling place when required for Local, State and Federal Elections.
- That each party is responsible for their respective legal fees.
- That the Mayor and General Manager be authorised to sign the lease documents under the Common Seal of Council.

Item 19 – Broken Hill City Council Report No. 118/17 dated June 13, 2017 – Access Arrangement for Exploration Licence EL8457 Willyama Common - CONFIDENTIAL

- That Broken Hill City Council Report No. 118/17 dated June 13, 2017, be received.
- That Council as Trustees of the Willyama Common, advise CBH Resources that EL 8457 is affected by Aboriginal Land Claim 40471, and that permission from the Claim Unit (in Crown Lands) will be required.
- That the Code of Environmental Practice for Mineral Exploration on Willyama Common be attached to the Agreement as a special condition.
- That Council as Trustees of the Willyama Common, sign the Land Access and Compensation Agreement for Mineral Exploration after receiving written advice that CBH Resources has dealt with the Aboriginal Land Claim that affects the area.

There being no further business, the Mayor declared the meeting closed at 7:41 p.m.

THE FOREGOING MINUTES WERE READ)
AND CONFIRMED AT THE ORDINARY)
MEETING OF THE BROKEN HILL CITY)
COUNCIL HELD ON JULY 26, 2017.)

CHAIRPERSON

REPORTS

1.	<u>BROKEN HILL CITY COUNCIL REPORT NO. 119/17 - DATED JULY 13, 2017 - WESTERN DIVISION STRATEGIC PLAN (11/173)</u>	20
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10.	<u>BROKEN HILL CITY COUNCIL REPORT NO. 128/17 - DATED JULY 06, 2017 - MUSEUM ADVISER'S ACTIVITY REPORT (16/121)</u>	100

11. BROKEN HILL CITY COUNCIL REPORT NO. 129/17 - DATED JULY 13, 2017 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 372 HELD TUESDAY JULY 4, 2017. (11/397) 108
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ORDINARY MEETING OF THE COUNCIL

July 13, 2017

ITEM 1BROKEN HILL CITY COUNCIL REPORT NO. 119/17

SUBJECT: WESTERN DIVISION STRATEGIC PLAN 11/173

Recommendation

1. That Broken Hill City Council Report No. 119/17 dated July 13, 2017, be received.
2. That Council commits to being a member of the Western Division Group of Councils for a period of four years (2017/2018, 2018/2019, 2019/2020 and 2020/2021 financial years).
3. That Council endorses the Western Division Strategic Business Plan proposal and advises the Western Division Councils of NSW of Broken Hill City Council's four year membership pledge.
4. That Council advise the Western Division Executive and the Parliamentary Secretary of Western NSW of its decision.

Executive Summary:

The Western Division Councils of NSW represent the 11 local government areas of the Western Region of NSW, being Balranald Shire, Walgett Shire, Moree Plains Shire, Lachlan Shire, Cobar Shire, Central Darling Shire, Carrathool Shire, Broken Hill City, Brewarrina Shire, Burke Shire and Wentworth Shire Councils. Representatives of these councils meet three times a year to discuss issues, lobby governments and promote the Division. A Conference is also held annually in one of the Local Government Areas.

Report:

Council was represented by the Mayor, Deputy Mayor, Councillor Browne and the General Manager at the Western Division Group of Councils at the Annual Conference sponsored by Wentworth Shire Council and held in Dareton in late February 2017. At the conference a challenge was made to come up with a proposal for a strategic regional leadership group in Western NSW. The Western Division Group of Councils Executive and member Councils have met on a number of occasions since the conference to progress the matter.

A paper has been prepared (see attached) and was presented at the Western Division midterm meeting held in Cobar on 30 June 2017. At the meeting it was resolved that by 31 July 2017, the Western Division Strategic Business Plan proposal be presented to each Council, endorsed by each Council and the Parliamentary Secretary for Western NSW be advised in writing of the outcome.

Strategic Direction:

Key Direction: 4. Our Leadership
 Objective: 4.3 We Unite to Succeed in Australia's First heritage Listed City
 Function: Leadership and Governance
 DP Action: 4.3.1.10 Advocate for a range of services necessary to meet community needs.
 4.3.1.11 Consider and further investigate the concept and potential for value through a strengthened whole of government approach for the Far West

Relevant Legislation:

Nil

Financial Implications:

The 2017/2018 membership fee of \$9,000.00 is included in the budget.

Attachments

1. [↓](#) Western Division Group of Council's Strategic Business Plan

JAMES RONCON
GENERAL MANAGER



Western Division Group of Councils

Providing strategic regional leadership and a united voice for our Member Councils and the communities they represent

Member Councils: Balranald, Bourke, Brewarrina, Broken Hill, Carrathool, Central Darling, Cobar, Lachlan, Moree Plains, Walgett and Wentworth

The Western Division Councils Moving Forward Together

Introduction

The Western Division's eleven Member Councils cover an area in excess of 282,000 sq kms. The Region is larger than the United Kingdom and is over 30% of NSW's landmass. There are almost 70,000 people living in the Region. When the Unincorporated Area is included the Region expands to almost 300,000 sq kms.

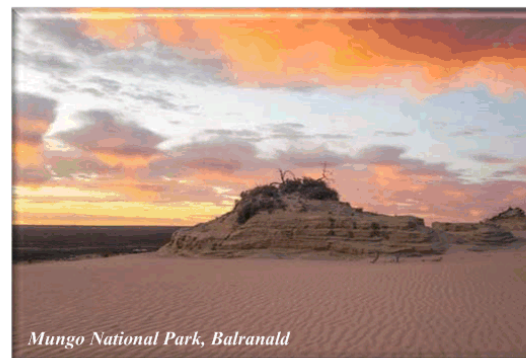
The Member Councils recognise the special challenges that they and the communities they represent face; the tyranny of distance and low population densities are prime amongst them.

The Member Councils know that these challenges must be addressed head on if they are to ensure that the Region and its people thrive rather than just survive.



The Member Councils agree that a new approach to the way in which local government operates is the

foundation upon which these challenges can be met and conquered. The approach has been developed through a consultation process with the Member Councils who have committed to the new structure, functions and funding for the Group of Councils.



The Purpose

The Group of Councils will provide strategic regional leadership and a united voice for the Member Councils and the communities they represent.

The Role

The role of the new organisation will be to provide strategic services for the Member Councils. The Group will implement strategic projects and activities either at the direction of the Board or it will

initiate activities and projects with the approval of the Board.

Member Councils will remain completely autonomous entities, operating independently of the Group but in support of its activities and projects.

The Functions

The Group of Councils will undertake the following strategic functions:

1. Regional Planning

Regional planning will be a key focus for the Group, demonstrating that the Group is taking a long-term perspective in relation to the Region's needs and challenges. Regional planning will inform decision-making by councils, State and Federal agencies on the allocation of resources across the Region.



Priority areas for Regional Planning include:

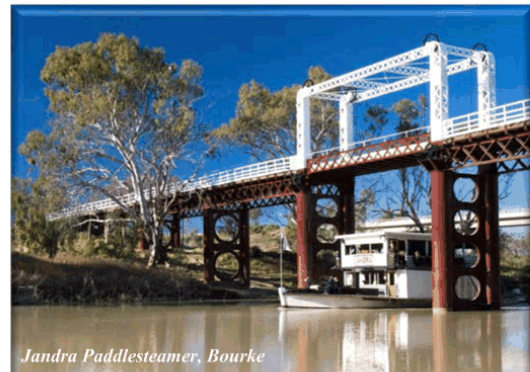
- Employment and Skills;
- Freight Transport;
- Workforce Planning;
- Working with Aboriginal communities on issues that can be addressed regionally.
- Telecommunications – particularly Mobile Phone Coverage;

- Economic and Community Development; and
- Tourism.

2. Collaboration with State and Federal Agencies and NGOs

The Group will actively collaborate with State and Federal agencies and NGOs to design, deliver, inform and monitor service delivery across the Region.

This collaborative approach will ensure value for money outcomes, the reduction of duplication and positive results for the communities that are serviced.



Working collaboratively with agencies and NGOs the Group will actively engage to:

- *Design* – working with agencies on the scope and form of services and projects to ensure they meet the needs of the communities to be serviced and do not duplicate services that are already being provided.
- *Deliver* – identifying the best delivery modes for services, base points for delivery, whether fly-in fly-out delivery is the most effective option. The Group will seek opportunities to partner with agencies and communities for on-ground service delivery where this provides the best service outcome. The Group may

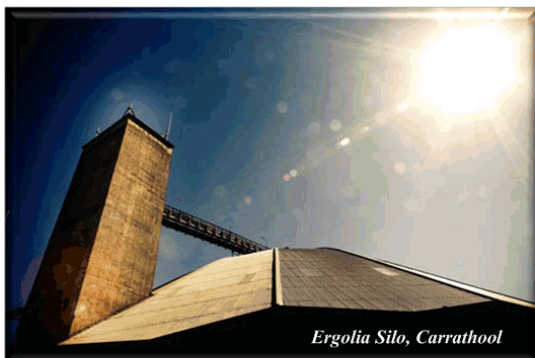
also competitively tender to deliver services where it is an appropriate approach for the Organisation.

- *Inform* – providing input to projects and activities as they are rolled out and ensuring that they are meeting requirements. The Group will provide feedback to ensure a continuous improvement approach so that projects and activities can adapt as required to meet community needs.
- *Monitor* – the Group will, monitor and evaluate projects to assess their effectiveness and value for money as well as to inform the development of future projects.

3. Advocacy and Lobbying

The Group will show leadership through advocating and lobbying for its Member Councils and the communities they represent.

A strong and united voice for the Far West of NSW is vitally important and the Member Councils see this function as vital to the Group's activities.



Education, health, community safety, jobs, telecommunications and the challenges of high aboriginal populations without clear employment and education pathways are just some of the issues that the Group is expected to address.



4. Shared Services and Resource Sharing

The Group will identify opportunities to implement activities and projects that lower the cost of councils' operations or enhance the quality or quantity of council services or operations.

The Group will seek opportunities to use economies of scale for group procurements of goods and services. Regional procurement activities may increase the level of competition to provide goods and services to Member Councils which should drive down prices for individual councils and increase choice.

The Group will also seek opportunities for sharing services and staff either across the Region or on a cluster basis. The Member Councils recognise that servicing such a large geographic area requires innovative thinking and approaches to service delivery.

The Member Councils recognise that by working collaboratively they are able harness the collective knowledge of council staff to address problems and identify solutions. The attraction and retention of staff is a key issue for many councils. The provision of professional development opportunities that allow technical staff to work together across LGA borders increasing their knowledge base for the benefit of the Region and the council that employs them can also make working in remote locations more attractive.

Structure and Membership

The Group will seek permission from the Minister for Local Government to form a Company Limited by Guarantee (not-for-profit). This structure will permit the Group to enter contracts in its own right and will facilitate the Group bidding for contracts to deliver services into the Region.

Membership

Member Councils will commit, in writing, to remaining a member of the group for a minimum period of 4 years (the life of the current council plus one year). After the first four years, Member Councils can leave the Group or re-commit for a further four years.

Membership of the Group does not prevent a Member Council from joining another grouping of councils or another regional organisation. The Member Councils recognise that members need the flexibility to form relationships as required for the benefit of the council and its community.



Representation

A Member Council's representatives will be the Mayor and the General Manager. The Mayor can nominate a substitute delegate in the event that he or she is unable to attend a meeting. General Managers will attend in an advisory capacity; they will have full participation rights in the meeting but not have a vote.

Voting

Each Member Council will have one vote; the Mayor or the substitute delegate is the voting member. In the event that the Member Council does not have an elected representative at the meeting the General Manager will vote on behalf of the council. If an Administrator has been appointed then the Administrator or the Administrator's delegate will have the vote at the meeting. There will be no voting by proxy.

Observers

Member Councils recognise the importance of active and regular engagement with key stakeholders in the Region. Consequently, the Group will also invite Observers to meetings.

Observers will also be encouraged to initiate and participate in Group projects. Observers will not pay a membership fee and will not have voting rights. They will receive Board Papers and minutes and will be able to participate in Board meetings.

It is expected that the following agencies and organisations will be invited to send an Observer:

- Department of Premier and Cabinet;
- Western Lands Commissioner;
- Regional Development Australia (there are 3 RDAs operating in the Region); and
- Murdi Paaki



It is proposed that the Parliamentary Secretary for Western NSW be issued with a standing invitation to attend Board meetings.

Sub-committees

- *Function-based Committees*

The Group will be able to form function-based sub-committees to deal with operational issues. These committees will bring technical staff together to consider common operational issues with the aim of identifying projects in their technical areas that could be implemented on a regional basis. Function-based Committees could include:

- Engineers and Infrastructure
- Planning and Building
- Waste, Resource Recovery and Environment
- Youth and Community

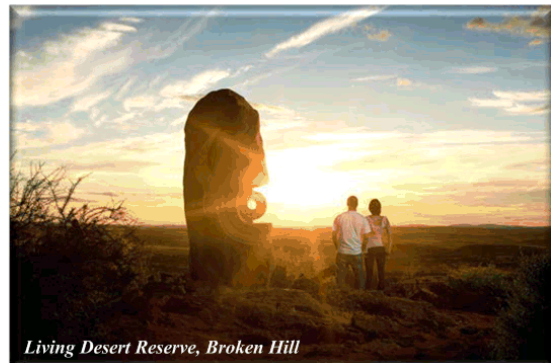
A committee can invite state agencies or other stakeholders to participate in their meetings on either an on-going or *ad hoc* basis e.g. RMS, Department of Planning, EPA and OEH.

- *Project-based Committees*

The Group will be able to form project-based sub-committees that respond to specific issues or in order to implement specific projects. These committees could include councillors, as well as council staff. State agencies and other stakeholders could also be invited to participate on an on-going or *ad hoc* basis e.g. NSW Police, DPC, Murdi Paaki and community organisations.



It is expected that the staff will utilise the video conferencing facilities that are available in Member Councils' offices in order to participate in the sub-committee meetings.

**Staffing and Resourcing**

The Group will engage an appropriately qualified and experienced person for the position of Chief Executive Officer. The CEO is to be located independently of the member councils.

Fees and Funding

Membership Fees – for the first four years of operation each Member Council will pay a membership fee of \$9,000 per annum (excl GST). The majority of Member Councils may, at any time, agree to introduce a different funding formula.

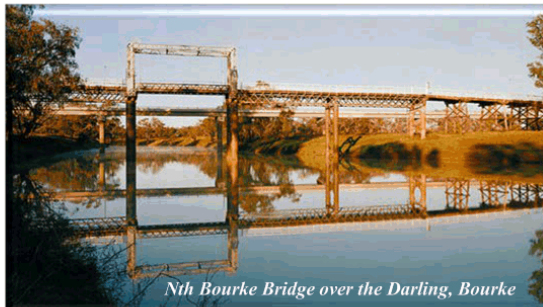
State Funding – the Group will seek a commitment from the State to contribute a minimum of \$200,000 per annum for the first four years of the Group's operations. The funding will be used to meet establishment and operating costs.

Grant Funding – the Group will actively seek opportunities to obtain grant funding to deliver projects and activities which benefit the Member Councils and/or the communities they represent.

Fee-for-Service – the Group may take on fee-for-service activities with the approval of the Board. This could occur through the Group successfully tendering for the delivery of services into the Region or as a result of partnership arrangement with a State or Federal agency or an NGO e.g. environmental programmes, employment services, community services.

Commencement

The Member Councils aim to have the Group fully operational as soon as possible, but by 1 January 2018 at the latest.



Contact for further information:

Mr Aaron Drenovski
General Manager
Balranald Shire Council
Ph: 03 5020 1300 Email: adrenovski@balranald.nsw.gov.au

ORDINARY MEETING OF THE COUNCIL

June 2, 2017

ITEM 2BROKEN HILL CITY COUNCIL REPORT NO. 120/17

SUBJECT: ADOPTION OF DRAFT COMPLIANCE AND ENFORCEMENT
POLICY 2017 12/14

Recommendation

1. That Broken Hill City Council Report No. 120/17 dated June 2, 2017, be received.
2. That Council adopts the Draft Compliance and Enforcement Policy 2017 as a Policy of Council.

Executive Summary:

Council has a responsibility under Section 8 of the *Local Government Act 1993* to ensure that its regulatory activities are carried out in a consistent manner and without bias.

Council's regulatory and enforcement actions should be exercised to ensure the health, safety and environmental protection of all stakeholders including residents, visitors, workers and business operators. All stakeholders should have confidence in the decision making and internal review processes.

Council considered the Draft Compliance and Enforcement Policy 2017 at its meeting held May 31, 2017 and resolved to place the policy on public exhibition for a twenty eight (28) day period for public comment as per Section 160 of the *Local Government Act 1993*.

Accordingly, the draft policy was placed on public exhibition for twenty eight (28) days concluding June 30, 2017 during which time Council received nil submissions.

Report:

This policy has been developed to ensure that good governance and best practice standards are adhered to. This policy has been reviewed and complies with contemporary Local Government requirements.

Broken Hill City Council is an enforcement authority and its Officers are required to make decisions and use discretion about appropriate enforcement action when non-compliant issues are identified.

The spirit of this Policy is to use a graduated approach to enforcement action, for example the issue of a warning letter, which if not successful in resolving the issue may be followed by statutory Notices and Orders and, finally some form of enforcement proceedings either via a penalty notice or Court action if compliance cannot be achieved by any other method.

The draft Policy also recognises in some situations the gravity of the incident or other circumstances determines that an escalated approach is not appropriate and immediate

regulatory action is required e.g. where an activity is or is likely to result in a significant public health or safety risk, or is or likely to cause significant environmental harm e.g. unauthorised development.

In accordance with Section 160 of the *Local Government Act 1993* the Draft Compliance and Enforcement Policy 2017 was placed on public exhibition for a period of 28 days concluding June 30, 2017, during which time Council received nil submissions.

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:

Relevant Legislation predominately includes but is not limited to, the *Local Government Act 1993* and *Environmental Planning and Assessment Act 1979*.

Section 160 of the *Local Government Act 1993* requires plans and policies to be placed on public exhibition for a period of 28 days, during which time submissions may be made to the Council.

Financial Implications:

There are no financial implications to implement this Policy.

Attachments

1. [↓](#) DRAFT COMPLIANCE AND ENFORCEMENT POLICY 2017

BRENDAN SMITH
CHIEF OPERATING OFFICER

JAMES RONCON
GENERAL MANAGER

DRAFT COMPLIANCE AND ENFORCEMENT POLICY

QUALITY CONTROL		
TRIM REFERENCES	D12/11854	
RESPONSIBLE POSITION	Manager Planning, Development and Compliance	
APPROVED BY	Council	
REVIEW DATE	May 2017	REVISION NUMBER
EFFECTIVE DATE	ACTION	MINUTE NUMBER
29/7/2015	Adopted	45005

1. INTRODUCTION

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

Broken Hill City Council is an enforcement authority and its Officers are required to make decisions and use discretion about appropriate enforcement action when non - compliant issues are identified.

Council also has a responsibility under Section 8 of the *Local Government Act 1993* to ensure that its regulatory activities are carried out in a consistent manner and without bias.

Council's regulatory and enforcement actions should be exercised to ensure the health, safety and environmental protection of all stakeholders including residents, visitors, workers and business operators. All stakeholders should have confidence in the decision making and internal review processes.

Council supports and welcomes the positive assistance of the community in reporting issues of concern and undertakes to work collaboratively with the community to promote the benefits of compliance, as a way of sustaining a safer quality of life for all.

The spirit of this Policy is to use a graduated approach to enforcement action. For example the issue of a warning letter, which if not successful in resolving the issue may be followed by statutory Notices and Orders; and finally, some form of enforcement proceedings, either via a penalty notice or Court action, if compliance cannot be achieved by any other method.

The Policy also recognises in some situations the gravity of the incident or other circumstances that determine an escalated approach, is not appropriate and immediate regulatory action is required. For example where an activity is, or is likely to, result in a significant public health or safety risk, or is, or is likely to, cause significant environmental harm.

2. POLICY OBJECTIVE

Broken Hill City Council is strongly opposed to unlawful and non - compliant activities and aims to provide and deliver regulatory services in a fair, equitable and consistent manner designed to protect the natural, built and social environment.

This Policy aims to 'demonstrate accountability, transparency and ethical conduct'.

Consequently the Policy aims to:

- 2.1.** Ensure all regulatory activities meet Council's Charter of Responsibilities under Section 8 of the *Local Government Act 1993*;
- 2.2.** Assist Council Officers to respond promptly and effectively to complaints of unlawful activity and undertake proactive investigation;
- 2.3.** Ensure Officers comply with Council's Code of Conduct when investigating any unlawful activity;
- 2.4.** Provide a framework for operational guidelines and procedures for Council Officers and the community; which incorporate the principles of procedural fairness and natural justice; where decisions are made in a consistent, fair, equitable and transparent manner;
- 2.5.** Provide a framework for criteria to determine whether enforcement action is warranted and if so, ensure such action is in accordance with the delegation in a timely, cost effective manner and proportional to the relative seriousness of the situation;
- 2.6.** Provide a framework to ensure all possible options are considered prior to the implementation of enforcement action;
- 2.7.** Take a proactive approach to compliance by providing information to the public about Council's role and policy on enforcement and encourage a culture of compliance aimed at self regulation, rather than Council imposed enforcement action;
- 2.8.** Provide a service which embodies good practice and ensures that Council is a Model Litigant by behaving ethically, fairly and honestly in litigation.

3. POLICY SCOPE

This Policy applies to all areas where Council has a compliance and enforcement role under the various Acts and Regulations.

The application of the Policy includes, but is not limited to:

- a) Abandoned vehicles;
- b) Asbestos management;
- c) Boarding houses;
- d) Brothels;
- e) Commercial/ private swimming pools;
- f) Caravan parks, camp grounds and primitive camp grounds;
- g) Development (building work, carrying out of a work, subdivision, use of land and demolitions);
- h) Environmental and pollution control issues;
- i) Failure to comply with a condition of an approval, an Order or Notice;
- j) Fire safety;
- k) Food safety;
- l) Removal of trees or clearing vegetation from land;
- m) Parking control;
- n) Public health and safety;
- o) The control over the keeping of animals and companion animals;
- p) The regulation of unlawful development activities;

- q) Waste;
- r) Any other functions for which Council is the appropriate Regulatory Authority;
- s) Display of house numbers;
- t) Directional signage, and;
- u) Construction of paving on Public Footway.

Any enforcement action will be in accordance with this Policy, relevant NSW legislation and the State Debt Recovery Office (SDO) Guidelines.

Whilst it is intended the principles in this Policy will have general application, there may be cases where the particular circumstances justify departure from these principles.

In any situation where an Officer considers taking action which varies with the Policy and associated guidelines/procedures, the Officer will discuss the reasons for the variance with the Supervisor and will document and implement the agreed course of action.

3.1. Additional Requirements for Parking and Traffic Matters

This Policy applies to Council's enforcement functions and supports the concept of an escalated and proportionate approach to all non - compliant issues, except for parking and traffic matters.

While this Policy covers all matters to be taken into account when exercising discretion about compliance and enforcement matters, it recognises that Rangers who work with traffic and parking matters are faced with different time frames and decisions, which need to be made on the spot.

It is Council's Policy that Rangers will enforce the road rules and will carry out traffic and parking duties in a fair, equitable and consistent manner with a zero tolerance approach in school zones.

Zero tolerance is the strict enforcement of the rules.

3.2. Additional Requirements for Development Matters

Development is defined in the *Environmental Planning and Assessment Act 1979* as the use of land, the subdivision of land, the erection of a building, the carrying out of a work, the demolition of a building or work and any other act, matter or thing referred to in Section 26 that is controlled by an environmental planning instrument, but does not include any development of a class or description prescribed by the regulations for the purposes of this definition.

It is Council's Policy that Compliance Officers will enforce relevant legislation and carry out compliance inspections in relation to development in a fair, equitable and consistent manner with a zero tolerance approach to unlawful and unauthorised development and not compliance with development consent conditions.

Zero tolerance is the strict enforcement of legislation.

4. POLICY STATEMENT

4.1. Enforcement and Compliance Principles

Broken Hill City Council as a responsible regulator is committed to:

- a) Acting with consistency, impartiality, objectivity and fairness;

- b) Avoiding any discrimination on the basis of race, religion, political association, sex or national origin;
- c) The adoption of a graduated and proportionate response (where appropriate) to legislative non-compliance;
- d) Providing every opportunity for compliance by all stakeholders by indicating the relevant penalties for non-compliance;
- e) Providing written advice or directions in a clear and simple manner;
- f) Ensure any action taken is in the public interest and the action is in proportion to the offence;
- g) Ensure any action taken by Council is justified, against the correct person, cost effective and based on sound evidence which will withstand robust scrutiny;
- h) Ensure any decision to take no further action or issue a caution is in the public interest and in accordance with relevant guidelines (such as SDRO);
- i) Avoiding any actual or potential conflict of interest situations;
- j) Conducting all investigations in accordance with the Code of Conduct and making decisions in a professional manner with appropriate integrity;
- k) Creating awareness and seeking support with all stakeholders, including workers and business operators and the broader community, of the need for compliance when dealing with relevant issues;
- l) Ensuring action is instigated within legislative time limits; and
- m) Disclosing all evidence relevant to an alleged offence and assisting the Court, as required.

4.2. Procedural Fairness

Council is committed to natural justice and acting fairly in all aspects of the implementation of this Policy. In order to achieve this outcome Council will:

- a) Provide an opportunity for an alleged offender to provide an explanation however, there will be situations such as parking enforcement, development matters and other circumstances considered to represent a serious risk to public safety or the environment or the like, which would preclude this opportunity;
- b) Give due consideration to any written submission made by an alleged offender made either directly to Council, or via another agency (such as SDRO);
- c) Make all appropriate enquires investigations and searches prior to making an enforcement decision;
- d) Establish appropriate procedures to avoid an enforcement decision being influenced by an actual, potential or perceived conflict of interest;
- e) Implement procedures to ensure relevant information is provided to a complainant and alleged offender, subject to maintaining appropriate confidentiality provisions; and
- f) Act without bias and within statutory time frames.

4.3. Disclosure of Information

Council Officers will respect the privacy and confidentiality of information received however, due to its statutory obligations and other requirements, confidentiality cannot always be guaranteed.

The complainant's identity may be disclosed where:

- a) Access to the information is permitted under legislation, including but not limited to the *Government Information (Public Access) Act 2009*;

- b) Legal action is commenced and the information is disclosed in evidence;
- c) The person consents to the disclosure of the information;
- d) The principles of natural justice dictate that information be disclosed to the person who is the subject of the complaint, which may enable the complainant to be identified; and
- e) Council is of the opinion that disclosure of information is necessary to effectively investigate the matter.

Council Officers will also observe the information protection principles in the *Privacy and Personal Information Protection Act 1998*, which provides in certain circumstances for information to be shared with other public sector agencies for law enforcement purposes.

Reasons for decisions regarding compliance and enforcement action will be made available, unless to do so would cause a breach of the law. Reasons may not be given in any case where the information may cause harm to an informant, witness, or the alleged offender, nor in circumstances which would significantly prejudice the administration of justice.

4.4. Community Awareness

Council will take every opportunity to promote ongoing community awareness in regard to compliance/enforcement. This may include but is not limited to; website references, the publication of press releases and the periodic inclusion in any community newsletters with a view to improving community confidence and awareness.

Awareness initiatives that focus on residents, developers and business operators will adopt an educational approach designed to engage and promote:

- a) An awareness of the spirit and content of this Policy;
- b) Implementation of strategies that promote proactive compliance with legislation;
- c) The minimisation of non-compliance by improving the knowledge of legislation within the community; and
- d) The benefits of complying with the legislation and the consequences of not complying.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

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

All employees who deal with complaints and the enforcement of relevant legislation are responsible for implementing this Policy such as Building Surveyor, Town Planner, Compliance Officer, Weeds Officer, Ranger, Environmental Health Officer and any authorised Officers appointed by the General Manager.

5.2. Communication

This Policy will be communicated to the community and employees 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.

- Local Orders Policy;
- Local Approvals Policy; and

- Code of Conduct Policy.

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 within each term of Council following the Local Government Elections, or as required, to ensure that it meets legislation requirements and the needs of the community and Council. The responsible Council Officer will be notified of the review requirements three months prior to the expiry of this policy.

The 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:

- a) *Australian Road Rules 2008;*
- b) *Boarding Houses Act 2012;*
- c) *Companion Animals Act 1998;*
- d) *Contaminated Land Management Act 1997;*
- e) *Crown Lands Act 1989;*
- f) *Disability Discrimination Act 1992;*
- g) *Environmental Planning and Assessment Act 1979;*
- h) *Fines Act 1996;*
- i) *Food Act 2003;*
- j) *Impounding Act 1993;*
- k) *Local Government Act 1993;*
- l) *Motor Dealers Act 1974;*
- m) *Noxious Weeds Act 1993;*
- n) *Protection of the Environment Operations Act 1997;*
- o) *Public Health Act 2010;*
- p) *Swimming Pool Act 1992;*
- q) *Roads Act 1993*
- r) *Roads Regulations 2008;*
- s) *Road Transport (General) Regulation 2013;*
- t) *Road Transport (Mass Loading and Access) Regulation 2005;*
- u) *Rural Fires Act 2008;*
- v) *Work Health and Safety Act 2011;*
- w) *Work Health and Safety Regulation 2011 and;*
- x) The Regulations relating to the above Acts.

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

8. DEFINITIONS

The following explanation is provided in regard to terms used in this Policy:

'Authorised Officer' shall mean a Council Officer with delegated authority to carry out specific duties and take any necessary enforcement action. Such Officers carry specific Authorities under various Acts, which include prescribed powers of entry to certain properties.

'BCA' shall mean Building Code of Australia, part of the National Construction Code series.

'BPB' shall mean Building Professionals Board.

'Civil Proceedings' shall mean and include:

- Notices, Orders and Directions issued pursuant to various legislation;
- Class 4 proceedings in the Land and Environment Court seeking an order to remedy a breach of the *Environmental Planning and Assessment Act 1979*, the *Local Government Act 1993*, the *Protection of the Environment Act 1997* or any other Act, if the breach is causing, or is likely to cause harm to the environment; and
- Interlocutory relief for matters causing or with reasonable potential to cause serious environmental harm. In such proceedings it is likely the Council would be required to provide an undertaking as to damages.

'Complainant' shall mean a person lodging a customer action request (complaint) to Council.

'Council' shall mean Broken Hill City Council.

'Defendant' shall mean an alleged offender against whom action is being taken in Court.

'EP&A Act' shall mean the *Environmental Planning and Assessment Act 1979*.

'Offence' shall mean an offence under NSW legislation.

'PCA' shall mean Principal Certifying Authority.

'PIN or Penalty Notice' shall mean Penalty Infringement Notice (or Penalty Notice) occasionally referred to as an 'on the spot fine'.

'Respondent' shall mean the party against whom civil proceedings are brought.

'Unauthorised/unlawful activity' shall mean any activity that is:

- Contrary to the terms or conditions of a development consent, approval or permission;
- Contrary to an environmental planning instrument that regulates the activities or work that can be carried out on particular land;
- Contrary to a legislative provision regulating particular activity of work;
- Without a required development consent, approval, permission or licence;
- Contrary to legislation for which the Council is the appropriate regulatory authority; and
- Includes any activity, place or structure which is a risk to public health and safety, but excludes any parking or traffic offences which are dealt with in accordance with the Australian Road Rules.

ORDINARY MEETING OF THE COUNCIL

June 2, 2017

ITEM 3BROKEN HILL CITY COUNCIL REPORT NO. 121/17

SUBJECT: ADOPTION OF DRAFT RELATED PARTY TRANSACTION POLICY
12/14

Recommendation

1. That Broken Hill City Council Report No. 121/17 dated June 2, 2017, be received.
2. That Council adopts the Draft Related Party Transaction Policy as a Policy of Council.

Executive Summary:

Council has been advised through the Code of Accounting Practice and Financial Reporting (Code) Update 24 consultation process, that the Australian Accounting Standards Board has determined that, from 1 July 2016, AASB 124 related party disclosures will apply to government entities, including local governments.

In the financial reporting period beginning 1 July 2016, related party relationships and transactions with key management personnel, their close family members and council-related entities, will need to be identified and may need to be disclosed in councils' financial statements.

The Audit, Risk and Improvement Committee received the Related Party Transaction Policy at the meeting held on the 11 May 2017 and have reviewed the policy without amendment.

Council is required to have systems in place to identify related parties and capture transactions. The Finance Department has drafted the Related Party Transactions Policy.

In accordance with the *Local Government Act 1993* all policies require public exhibition for a period no less than twenty eight (28) days following which all submissions should be considered and the policies be either amended, adopted or rejected.

Council considered the Draft Related Party Transaction Policy at its Ordinary Meeting held May 31, 2017 and resolved to place the Draft Policy on public exhibition for twenty eight (28) days concluding 30 June 2017, during which time Council received nil submissions from the public.

Report:

From 1 July 2016, the Australian Accounting Standards Board has determined that AASB 124 Related Party Disclosures will apply to government entities, including local governments.

The objective of the accounting standard is to ensure that annual financial statements contain disclosures necessary for stakeholders to draw attention to the possibility that the

financial position and financial performance may have been affected by transactions and outstanding balances with related parties.

Council recognises that Related Party transactions can present potential or actual conflicts of interest and may raise questions about whether they are in the best interests of the organisation.

It is therefore important that Key Management Personnel act honestly and with reasonable care and diligence whilst avoiding improper use of their position and information. It is equally important that Key Management Personnel of the Council are subject to a high level of accountability, including appropriate disclosure of their transactions with the Council in the Annual Financial Statements.

The purpose of this policy is to define the parameters for Related Party Relationships and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

Related parties are likely to include the Mayor, Councilors, General Manager, Senior Executives, their close family members and any entities controlled or jointly controlled by Council. Any transactions between council and these parties, whether monetary or otherwise, will need to be identified and may need to be disclosed.

In accordance with Section 160 of the *Local Government Act 1993* the Draft Related Party Transactions Policy was placed on public exhibition for a period of twenty eight (28) days concluding June 30, 2017, during which time Council received nil submissions.

Strategic Direction:

Key Direction:	4 Our Leadership
Objective:	4.1 Openness and Transparency
Function:	Leadership and Governance
DP Action:	4.1.3 Decision makers provide accountability through planning and reporting frameworks.

Relevant Legislation:

Australian Accounting Standard AASB124 related party disclosures (AASB124)
Australian Accounting Standard AASB10 consolidated financial statements (AASB10)
Local Government Act 1993
Local Government (General) Regulation 2005

Financial Implications:

The creation of this policy demonstrates a strong commitment to improved financial performance and compliance.

Attachments

1. [↓](#) Draft Related Party Transaction Policy

JAY NANKIVELL
FINANCE MANAGER

JAMES RONCON
GENERAL MANAGER

DRAFT RELATED PARTY TRANSACTIONS POLICY

QUALITY CONTROL			
TRIM REFERENCES	D17/19541		
RESPONSIBLE POSITION	Manager Finance		
APPROVED BY			
REVIEW DATE	1 July 2019	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
30 June 2017			

1. INTRODUCTION

From 1 July 2016, the Australian Accounting Standards Board has determined that AASB 124 Related Party Disclosures will apply to government entities, including local governments.

The objective of the accounting standard is to ensure that annual financial statements contain disclosures necessary for stakeholders to draw attention to the possibility that the financial position and financial performance may have been affected by transactions and outstanding balances with related parties.

Council recognises that Related Party transactions can present potential or actual conflicts of interest and may raise questions about whether they are in the best interests of the organisation.

It is therefore important that Key Management Personnel act honestly and with reasonable care and diligence whilst avoiding improper use of their position and information. It is equally important that Key Management Personnel of the Council are subject to a high level of accountability, including appropriate disclosure of their transactions with the Council in the annual financial statements.

2. POLICY OBJECTIVE

The purpose of this policy is to define the parameters for Related Party Relationships and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

3. POLICY SCOPE

This policy applies to all Key Management Personnel and is in accordance with legislation and guidelines.

4. POLICY STATEMENT

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence.

A related Party relationship could influence the normal business operations of Council even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another—for example, a local supplier may be instructed by its parent not to engage in supplying goods to Council.

For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council's operations.

AASB 124 provides that Council must disclose all material and significant Related Party Transactions and outstanding balances; including commitments, in its Annual Financial Statements. Generally, disclosure will only be made where a transaction has occurred between council and a related party of council. In addition the transaction must be material in nature or size, when considered individually or collectively.

When assessing whether such transactions are significant the following factors will be taken into consideration:

- significance in terms of size;
- was it carried out on non-market terms;
- is it outside normal day-to-day council operations;
- was it subject to council approval;
- did it provide a financial benefit not available to the general public;
- was the transaction likely to influence decisions of users of the Annual Financial Statements.

Regard must also be given for transactions that are collectively, but not individually significant.

To enable Council to comply with AASB 124 Council's KMP, as defined in Section 4.1 of this Policy, are required to declare full details of any Related Parties and Related Party Transactions. Such information will be retained and reported, where necessary, in Council's Annual Financial Statements.

4.1. Key Management Personnel

AASB 124 defines KMP's as "those persons having authority and responsibility, either directly or indirectly, for planning, directing and controlling the activities of the entity."

KMP's for the Council are considered to include:

- Councillors (including the Mayor);
- General Manager;
- Senior Executive Officers (including Directors and the General Manager)
- Public Officer; and
- Responsible Accounting Officer.

4.2. Identification of Related Parties

A related party is a person or entity that is related to the entity that is preparing its financial statements.

For the purposes of this Policy, related parties of Council are:

- Entities related to Council;
- Key Management Personnel (KMP) of Council
- Close family members of KMP;
- Possible close family members of KMP's; and
- Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

Also a person or entity is a related party of Council if any of the following apply:

- they are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
- they are an associate or belong to a joint venture of which Council is part of;
- they and Council are joint ventures of the same third party;
- they are part of a joint venture of a third party and council is an associate of the third party;
- they are a post-employment benefit plan for the benefit of employees of either Council or an entity related to Council;
- they are controlled or jointly controlled by Close members of the family of a person;
- they are identified as a close or possibly close member of the family of a person with significant influence over Council or a close or possibly close member of the family of a person who is a KMP of Council; or
- they or any member of a group of which they are a part, provide KMP services to Council.

4.3. Related party Transactions

Related Party Transactions are required to be disclosed, regardless of whether a price is charged. Such transactions may include:

- purchase or sale of goods (finished or unfinished);
- purchase or sale of property and other assets;
- rendering or receiving services;
- leases;
- transfers of research and development;
- transfers under licence agreements;
- transfers under finance arrangements (including loans and equity contributions in cash or in kind);
- provision of guarantees or collateral;

- commitments to do something if a particular event occurs or does not occur in the future, including executory contracts (recognised and unrecognised);
- quotations and/or tenders;
- commitments; and
- settlements of liabilities on behalf of Council or by Council on behalf of the related party.

4.4. Materiality & Significance

Materiality thresholds are reviewed annually as part of the audit process and reported related party disclosures will be in compliance with the framework of the Australian Accounting Standard AASB124 and other relevant standards, as required.

The following matters must be considered in determining the materiality and significance of any related party transactions:

- significance of transaction in terms of size;
- whether the transaction was carried out on non-market terms;
- whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- whether the transaction is disclosed to regulatory or supervisory authorities;
- whether the transaction has been reported to senior management; and
- whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

4.5. Discloser

Council must disclose all material and significant Related Party Transactions in its annual financial statements and include the following detail:

- the nature of the related party relationship; and
- relevant information about the transactions including:
 - the amount of the transaction;
 - the amount of outstanding balances, including commitments, and
 - provision for doubtful debts related to the amount of outstanding balances; and
 - the expense recognised during the period in respect of bad or doubtful debts due from related parties.

Related party transactions excluded from disclosure requirements on the basis of Ordinary Citizen Transactions are;

- any valid discounts and fee waivers that are available to the party as an ordinary citizen and is available to any ordinary citizen in the same circumstance, and

- any service or benefit occurring within normal employee, customer or supplier relationships and at arm's length; and
- are not material or significant;

4.6. Procedures

The method for identifying the close family members and associated entities of KMP will be by KMP self-assessment. KMP have an ongoing responsibility to advise Council immediately of any Related Party Transactions.

The preferred method of reporting is for KMP to provide details of Related Parties and Related Party Transactions to the Governance Officer.

Information provided will be reviewed in accordance with the Council's operational requirements and held on a centralised register.

Should a KMP have any uncertainty as to whether a transaction may constitute a related party transaction they should contact the Governance Officer for clarification.

4.7. Privacy

Information provided by KMP and other related parties shall be held for the purpose of compliance with Council's legal obligation and shall be disclosed where required for compliance or legal reasons only.

4.8. Review

A review of KMP's and their related parties will be completed on adoption of this policy and then at intervals not exceeding twelve months.

This policy will also be reviewed when any of the following occur:

- a change of Councillors, Chief Executive Officer or other KMP;
- corporate restructure;
- the related legislation/documents are amended or replaced;
- other circumstances as determined from time to time by a resolution of Council; and
- as a result of changes to the OLG Local Government Code of Accounting Practice and Financial Reporting.

4.9. Training and Communication

This policy will be provided to KMP in the initial awareness raising and data collection and as part of Councillor inductions.

Internal training on supporting this policy shall be scheduled as required.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

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

- Councillors (including the Mayor);
- General Manager;
- Senior Executive Officers (including Directors and the General Manager)
- Public Officer; and
- Responsible Accounting 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.

- Council Code of Conduct Policy

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 (3) months prior to the expiry of this policy.

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

7. LEGISLATIVE AND LEGAL FRAMEWORK

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

- *Australian Accounting Standard AASB124 related party disclosures (AASB124)*
- *Australian Accounting Standard AASB10 consolidated financial statements (AASB10)*
- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*

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

8. DEFINITIONS

- **AASB 124:** means the Australian Accounting Standards Board, Related Party Disclosures Standard.
- **Act:** means the Local Government Act 1993.
- **Close members of the family of a person:** are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:

- a. that person's children and spouse or domestic partner;
 - b. children of that person's spouse or domestic partner; and
 - c. dependants of that person or that person's spouse or domestic partner.
- **Entity:** can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.
- **Key Management Personnel (KMP):** - as defined in Section 4.1 of this Policy.
- **KMP Compensation:** means all forms of consideration paid, payable, or provided in exchange for services provided, and may include:
 - a. Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
 - b. Post-employment benefits such as pensions, other retirement benefits, postemployment life insurance and post-employment medical care;
 - c. Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation; and
 - d. Termination benefits
- **Material:** (materiality) means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.
- **Ordinary Citizen Transaction:** means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council.
- **Possible (Possibly) Close members of the family of a person:** are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:
 - a. that person's brothers' and sisters';
 - b. aunts', uncles', and cousins' of that person's spouse or domestic partner;
 - c. dependants of those persons' or that person's spouse or domestic partner as stated in b.; and
 - d. that person's or that person's spouse or domestic partners', parents' and grandparents'.
- **Related Party:** defined in Section 4.2 of this Policy.
- **Related Party Transaction:** - is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged.
- **Regulation:** - means the Local Government (General) Regulation 2005

- **Senior Executive:** means an employee of the Council who reports directly to the General Manager and whose position would be considered to be a senior position in the Council's corporate structure.
- **Significant:** (significance) means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.
- **Remuneration:** means remuneration package and includes any money. Consideration or benefit received or receivable by the person but excludes reimbursement of out-of-pocket expenses, including any amount received or receivable from a related party transaction.

ORDINARY MEETING OF THE COUNCIL

June 20, 2017

ITEM 4BROKEN HILL CITY COUNCIL REPORT NO. 122/17

SUBJECT: DRAFT CIVIC AND CEREMONIAL FUNCTIONS AND REPRESENTATION POLICY FOR PUBLIC EXHIBITION 12/14

Recommendation

1. That Council endorse the Draft Civic and Ceremonial Functions and Representation Policy for the purposes of public consultation.
2. That the Draft Civic and Ceremonial Functions and Representation Policy be exhibited for public comment for a 28 day period.
3. 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 Civic and Ceremonial Functions and Representation Policy.

Executive Summary:

The purpose of the policy is to ensure that Councillors and the Community are informed of the civic and ceremonial functions and events hosted by Broken Hill City Council and the protocols and procedures that surround them. The policy details the role of the Mayor and elected representatives at these functions and events as well as at external events held within the Broken Hill Local Government Area where representation from Council is required.

Report:

In accordance with the *Local Government Act 1993*, as part of the Mayoral duties, the Mayor is required to carry out the civic and ceremonial functions of the Mayoral Office.

This report has been developed to ensure that due protocol and procedures are adhered to during the conduct of Council hosted civic ceremonies and functions, in particular the role of the Mayor and elected members.

In accordance with Section 160 of the *Local Government Act 1993* the Draft Civic and Ceremonial Functions and Representation Policy will be placed on public exhibition for a period of 28 days, during which time submissions may be made to the Council.

Strategic Direction:

Key Direction: 4 Our Leadership
Objective: 4.3 We Unite to Succeed
Function: Leadership and Governance
DP Action: 4.3.1.6 Support local groups and individuals by attending and supporting events and activities providing a positive impact on the community

Relevant Legislation:

Local Government Act 1993 (Section 160, 225 and 226)

Financial Implications:

Nil.

Attachments

1. [!\[\]\(13dd0e1ab3baa23f7c1ed52b3eec2756_img.jpg\)](#) Civic and Ceremonial Functions and Representation Policy

JAMES RONCON
GENERAL MANAGER

DRAFT CIVIC AND CEREMONIAL FUNCTIONS AND REPRESENTATION POLICY

QUALITY CONTROL		
TRIM REFERENCES	12/14	
RESPONSIBLE POSITION	General Manager	
APPROVED BY		
REVIEW DATE		REVISION NUMBER
EFFECTIVE DATE	ACTION	MINUTE NUMBER

1. INTRODUCTION

This policy outlines the civic and ceremonial functions and events hosted by Broken Hill City Council and the protocols and procedures that surround them. The policy details the role of the Mayor and elected representatives at these functions and events as well as at external events held within the Broken Hill Local Government Area where representation from Council is required.

This policy aims to provide clear direction and guidance for Council's communication and engagement processes.

2. POLICY OBJECTIVE

Civic and ceremonial functions and events foster positive relationships between the community and Council, connect the community in celebration, recognise and celebrate individual and community achievements, and promote community pride and spirit.

This policy identifies considerations in the management of Council functions and receptions or when requesting the presence of the Mayor or a Councillor representative at an external function or event.

3. POLICY SCOPE

This policy applies to all events organised by Broken Hill City Council staff and its representatives.

4. DEFINITIONS

Civic and ceremonial functions - official events/functions that are held for celebratory, ritual, recognition or commemorative purposes.

Mayoral representation - occasions when the Mayor represents, or is requested to represent, Council at events and functions.

5. POLICY STATEMENT

Throughout the year, Council hosts a number of civic and ceremonial functions, as well as other functions and receptions as the need arises. These occasions seek to foster strong relationships between the community and Council, recognise and celebrate individual and community achievements and promote community pride and connection.

Council's General Manager has the delegated authority to determine the format of the functions and all other arrangements for functions, receptions and ceremonies in liaison with the Mayor or the Mayor's delegated representative.

Broken Hill City Council's Civic Reception program includes, but is not limited to, the following:

- **Citizenship** will be conducted on three times per year, January (Australia Day), May and September (Citizenship Day) (or as required) in accordance with the Australian Citizenship Ceremonies Code.
- **Australia Day** celebrations and activities include a Citizenship Ceremony and the Australia Day Civic Awards. The Australia Day Awards recognise individuals and organisations in the Broken Hill Local Government Area that have made outstanding contributions to the community and/or have had significant achievements.
- **Broken Hill City Council Awards** are part of the Community Assistance Grants Policy and is provided to all local schools to put towards presentation night academic awards. The Mayor and/or Deputy Mayor are invited to present these awards.
- **Flag Raising Ceremonies** are held to acknowledge and show respect to either a country's national day or to a nationality on a significant day relevant to them.
- **Ministerial and other Official Government Delegations** Council may host visits to the Broken Hill Local Government Area by State and Federal Government Ministers. The Mayor, in consultation with the General Manager, may decide to host a Ministerial visit. The Mayor in consultation with the General Manager will approve a program that fulfils the objective of the visit.
- **Official Openings and Launches** will be hosted by the Mayor to commemorate openings and launches of Council services, parks, facilities, exhibitions and other activities as determined by the Mayor in consultation with the General Manager. The invitation list shall be at the discretion of the Mayor and General Manager.

6. INVITATIONS

Council functions and events are organised by Council's Events Team and it is standard protocol for them to issue invitations to Federal and State Members of Parliament, the Mayor, General Manager, Councillors and Executive Leadership Team. The nature, purpose and size of the occasion will indicate the categories of persons who should be included on the guest list. The Mayor and General Manager will have final approval.

Invitations should, ideally, be sent at least three weeks before the event. Invitations generally include partners when the function/event is outside normal business hours, or involves guests accompanied by partners.

Council's Event Plan is available from Council's Events Team.

7. CEREMONIAL REQUESTS TO THE MAYORAL OFFICE

From time to time, requests are received for the Mayor to preside, or represent the Council, at public ceremonial functions and events. The Mayor will review all requests in consultation with the General Manager.

To request the Mayor's attendance, the Broken Hill City Council Mayoral Request Form is to be completed and submitted to the Executive Support Officer. The Mayoral Request Form is available from the Executive Support Officer or Council's website. The form should be received at least one month before the event to allow for sufficient preparation.

8. MAYORAL REPRESENTATION

It is the role of the Mayor to carry out the civic and ceremonial functions of the Mayoral Office. The Mayor may choose to wear the Mayoral chain when representing the Office of the Mayor. Acceptance of invitations is at the Mayor's discretion.

The Mayor can request that another Councillor undertake the civic and ceremonial functions of the Mayoral Office as his/her representative.

The Mayoral chain is not to be worn by other elected Councillors, Council staff or citizens, with the exception of the Deputy Mayor, if standing in for the Mayor and the Mayor for the Day nominated student.

The Mayoral chain will be stored in a secure location at the direction of, and as determined by the General Manager.

The General Manager will be responsible for ensuring the maintenance of the Mayoral chain and for arranging the necessary delivery to, and collection from the Mayor promptly after use.

The Mayoral chain must not be left unattended when not stored in a secure Council location.

9. SPEECHES

The Mayor should be given the opportunity to be the first speaker. An indication of the time available and the subject matter should be noted on the Mayoral Request Form, which includes a section dedicated to speech requirements. If the Mayor is not expected to speak, the speaker(s) should acknowledge his/her presence.

All speech requests must be submitted via the Broken Hill City Council Mayoral Request Form at least one month prior to the event to Council's Executive Support Officer. The event/function running order and a list of attending dignitaries will be required one week before the event. Speech writing, distribution and approvals are coordinated through the General Manager's Office.

10. PRECEDENCE OF THE MAYOR

The Office of the Mayor is that of the First Citizen of Broken Hill and representative of the people of the area. In recognition of that role, where applicable, the Mayor should be included in the official party and official seating.

The Mayor of the area in which the function is being held takes precedence over both Federal and State Members of Parliament. At such an event, the Mayor presents both Members to visitors to the area. However, the Mayor may take lower precedence where the function is not a formal event.

11. ABORIGINAL CEREMONIES AND ACKNOWLEDGEMENTS

Local Government acknowledges Aboriginal and Torres Strait Islander people as the traditional owners of their lands by including Aboriginal people in official Council ceremonies using local customary protocols such as 'Welcome to Country' and by encouraging the flying of the Aboriginal and Torres Strait Islander flags.

The traditional custodians of the land of the Broken Hill Local Government Area are the Wilyakali People of the Barkindji Nation.

Where possible, **Welcome to Country** should be included at official events attended by members of the public, representatives of governments and/or the media, including (but not limited to); commemorations and major festivals, major launches of Government policies and programs, conferences held or sponsored by government agencies, international events held in Australia of which a government agency is an organiser or sponsor, Citizenship ceremonies and major and international sporting events.

A Welcome to Country occurs at the beginning of a formal event and can take many forms including singing, dancing, smoking ceremonies or a speech in traditional language or English. A Welcome to Country is delivered by Traditional Owners, or Aboriginal and Torres Strait Islander people who have been given permission from Traditional Owners, to welcome visitors to their Country.

Acknowledgement of Country is where other people acknowledge, and show respect for, the Traditional Custodians of the land on which the event is taking place. This acknowledgement is a sign of respect and should be conducted at the beginning of a meeting, event or ceremony. Acknowledgement of Country may also take place when traditional Elders are not available to provide an official Welcome to Country. For appropriate wording to use, seek advice from the General Manager's Office.

"We acknowledge the traditional owners of the land upon which we meet today and pay our respects to their elders past and present".

The **Smoking Ceremony** is to be conducted by Aboriginal people with specialised cultural knowledge. The ceremony aims to cleanse the space in which the ceremony takes place. Given the significant nature of the ceremony, smoking ceremonies are usually only performed at major events.

12. RELEVANT LEGISLATION :

- *Australian Citizenship Act 2007 (Cth)*
- *Australian Citizenship Regulations 2007 (Cth)*
- *Section 226, Local Government Act 1993*
- *Section 231, Local Government Act 1993*

13. RELATED POLICIES AND PROCEDURES:

- Media Relations Policy
- Community Assistance Grants Policy

BROKEN HILL
CITY COUNCIL

SPECIAL REQUEST FOR THE MAYOR'S ATTENDANCE

EVENT DATE:

EVENT NAME:

ORGANISATION:

Many groups invite the Mayor to attend and/or speak at their event. Using this form will aid in your own planning and coordination because we can process and manage your request in a consistent way.

Please note: all requests are subject to the Mayor's availability.

Every request submitted here is typically processed by Mayor's Office staff based on the order in which it arrives. Please do not submit duplicate requests.

Please provide the following information:

CONTACT INFORMATION

Name:

Address:

Email:

Telephone:

Organisation's Website:

EVENT INFORMATION

Event Name:	<hr/>		
Event Date:	<hr/>		
Start Time	<hr/>	Finish Time	<hr/>
Location and Address of Event:	<hr/>		
Event Description:	<hr/>		
Background Information	<hr/>		
Names and titles of any invited dignitaries	<hr/>		
	<hr/>		
Timeframe Mayor is required to be in attendance	<hr/>		
If the Mayor is unavailable, would you like the Deputy Mayor to attend on the Mayor's Behalf?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
What is expected of the Mayor	<hr/>		
Please advise seating arrangements	<hr/>		
If the Mayor is required to give a speech, will you be providing speech notes?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are there any associated costs? Eg. Dinner etc	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is payment required in advance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Please ensure receipt/tax invoice is provided		
Special Requests:	<hr/>		
Comments	<hr/>		
	<hr/>		
	<hr/>		

ORDINARY MEETING OF THE COUNCIL

July 19, 2017

ITEM 5

BROKEN HILL CITY COUNCIL REPORT NO. 123/17

SUBJECT: AUDIT RISK AND IMPROVEMENT COMMITTEE MINUTES FROM
MEETING HELD 11 MAY 2017 13/19

Recommendation

1. That Broken Hill City Council Report No. 123/17 dated July 19, 2017, be received.
2. That the minutes of the Audit, Risk and Improvement Committee meeting held 11 May 2017 be adopted.

Executive Summary:

The Charter of the Broken Hill Audit Committee, as endorsed by Council at its meeting on 29 March 2017, requires the Audit, Risk and Improvement Committee to refer the minutes and recommendations of the Audit, Risk and Improvement Committee to the next scheduled Ordinary Council Meeting.

The Broken Hill City Council Audit, Risk and Improvement Committee met on Thursday, 11 May 2017 and the minutes of this meeting are provided as an attachment to this report.

Report:

The Audit Committee considered the following items:

Related Party Disclosure Accounting Standard
Asset Management and Fair Value Assessment of assets
Service Review Framework
Risk Management
Integrated Planning and Reporting
Governance Framework Development
Draft Related Party Transaction Policy

The next meeting of the Audit, Risk and Improvement Committee will be held Thursday, 14 September 2017.

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

Attachments

1. [↓](#) Audit Risk and Improvement Committee minutes of meeting held 11 May 2017

JAMES RONCON
GENERAL MANAGER

AUDIT COMMITTEE

11 MAY 2017

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD THURSDAY, MAY 11, 2017 (10:00AM)**

PRESENT:

Mr Jim Mitchell (Chairperson),
Mr. Damian Pulgies
Councillor Dave Gallagher
Councillor Jim Nolan (late attendance)

James Roncon, General Manager
Jay Nankivell, Finance Manager
Louise Schipanski, Executive Support Officer

APOLOGIES:

Nil

MINUTES FOR CONFIRMATION

That the Minutes of the Audit, Risk and Improvement Committee meeting held Thursday February 09, 2017 be confirmed.

The Chairman advised that he attended an Audit Office Seminar where the Chairs of all Audit Committee's are invited to attend, not an Office of Local Government Audit meeting, as noted in the minutes.

RECEIVED

TELECONFERENCE

Teleconference held with the External Auditor – Mark Sabanos

External Auditors made Committee aware of the Related Party Disclosure Accounting Standard being adopted by the Local Government NSW Accounting Code and that a policy would need to be put in place as well as this being an area that would be focused on for this end of financial year.

The Committee asked the External Auditors what would be focussed on this year. Committee were advised that Asset Management and Fair Value Assessment of assets would be a key area of Concern for the Audit Office this year due to the value and impact Non-Current Assets have on Council's financial statements and equity.

Committee noted that the wording on pages 19 and 27 refer to another Council

Pages 18 and 19 timetable does not include review by Audit Risk and Improvement Committee. Need to schedule a review for 15 September 2017. If the Independent Auditors are unable to attend in person, a teleconference will be arranged.

External Auditors made a note that Council would need to revalue the TIP for end of year and recommended using the EPA guidelines and calculator for this.

External Auditors noted that Council was currently undertaking external valuations of all building, other structures, operational land and infrastructure assets.

CONFLICT OF INTEREST

Nil conflict of interest declared.

Page 1

AUDIT COMMITTEE

11 MAY 2017

**ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 6/17 - DATED APRIL 26, 2017 - SERVICE
REVIEW FRAMEWORK** 13/94

Recommendation

1. That Broken Hill City Council Report No. 6/17 dated April 26, 2017 be received.
2. That The Audit Committee receive the Broken Hill City Council Service Review Framework.

Anne Johansson presented an overview of the Service Review Framework which focusses on our core business and deliverables.

ACTION: The Audit, Risk and Improvement Committee will receive regular progress/information reports and will receive and review the recommendations relating to any significant organisation change and changes to service levels.

ACTION: Feedback from surveys conducted and any risks identified to be included in the Framework.

RECEIVED

**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 7/17 - DATED MAY 03, 2017 - RISK
MANAGEMENT STATUS REPORT** 13/19

Recommendation

That Broken Hill City Council Report No. 7/17 dated May 3, 2017, be received.

Scott Howe presented the Risk Management Status Report and advised that management will continue to progress the implementation of associated Risk Treatment Plans for "High" risk items identified in the Corporate Risk Register and will report progress achieved quarterly to the Audit Committee.

Community Engagement and Workforce Management Treatment Plans were presented to the Audit, Risk and Improvement Committee.

RECEIVED

AUDIT COMMITTEE

11 MAY 2017

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 8/17 - DATED MAY 02, 2017 -
INTERGRATED PLANNING AND REPORTING**

13/80

Recommendation

That Broken Hill City Council Report No. 8/17 dated May 2, 2017, be received.

The Audit, Risk & Improvement Committee reviewed and provided good feedback in relation to the Delivery Program, Long Term Financial Plan and Operational Plan.

Council has built in a \$10m loan into the Long Term Financial Plan. This is an opportunity of this generation to lock in record low fixed interest rates for a period of twenty (20) years. The intention of this loan will be to draw down annually over the life of the loan to focus on much needed asset renewals within the community such as footpaths and parks. Council not only has the capacity to facilitate the loan, but will reap the benefits of additional cash reserves as investment rates begin to exceed the fixed borrowing rates in future years.

Treasury Corporation and the Office of Local Government have highlighted in previous reports, this strategy is an important factor in ensuring the financial future for Council as it mitigates the impact of any sudden mining downturns/cessation, as well as preparing Council and the community for the end of mine life.

RECEIVED

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 9/17 - DATED MAY 03, 2017 - IT
GOVERNANCE FRAMEWORK DEVELOPMENT - UPDATE**

11/617

Recommendation

1. **That Broken Hill City Council Report No. 9/17 dated May 3, 2017, be received and progress noted.**

RECEIVED

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 10/17 - DATED MAY 03, 2017 - DRAFT
RELATED PARTY TRANSACTION POLICY**

D17/19541

Recommendation

1. **That Broken Hill City Council Report No. 10/17 dated May 3, 2017, be received.**
2. **That the Audit, Risk & Improvement Committee noted the Draft Related Party Transaction Policy.**

RECEIVED

Meeting closed at 12.52pm

The foregoing minutes were read and confirmed at the Audit, Risk and Improvement Committee meeting held on

Chairperson

Page 3

ORDINARY MEETING OF THE COUNCIL

July 7, 2017

ITEM 6**BROKEN HILL CITY COUNCIL REPORT NO. 124/17****SUBJECT:** **INVESTMENT REPORT FOR JUNE 2017****17/82****Recommendation**

1. That Broken Hill City Council Report No. 124/17 dated July 7, 2017, 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.

As at 30th June 2017, Council's Investment Portfolio had a current market valuation of \$21,872,350 or principal value (face value) of \$21,825,243 and was compliant with all legislative and policy requirements.

Report:

Council's investments as at 30th June 2017 are detailed in Attachment 1.

Portfolio Summary		
Portfolio Performance vs. RBA Cash Rate	✓	Council's investment performance did exceed benchmark.
Investment Policy Compliance		
Legislative Requirements	✓	Compliant with policy
Portfolio Credit Rating Limit	✓	Compliant with policy
Institutional Exposure Limits	✓	Compliant with policy
Term to Maturity Limits	✓	Compliant with policy

Market Review**Global issues**

Global economic conditions were largely upbeat in June reflected by comments coming out of central bank meetings around the world pointing to signs of growth with low inflation pressures. In Europe, consumer and business confidence data helped push the Eurozone's overall economic confidence to a 10 year high.

In Asia, China's official business conditions data was sharply higher in June and Japan's industrial production recorded strong growth.

In the US, economic consumer confidence readings hit their highest levels in nearly 15 years. March Qtr GDP was revised upward to 1.4%pa and house prices are on the rise. The US

Federal Reserve raised its benchmark rate for the third time in six months, to the 1.00%-1.25% range.

Domestic issues

In Australia, the release of March Qtr GDP showed a slowdown in the economy to +1.70%pa, from +2.40%pa last quarter. However, underlying signs of growth and business investment, particularly in non-mining industries, has economists confident that conditions are favourable for modest growth.

Australian consumers are benefiting from a sharp drop in oil prices just in time for the rise in electricity prices scheduled for July 1.

Interest rates

The RBA's official cash rate remains at 1.50%. The market is pricing in a rate hike to 1.75% in late 2018.

Term deposit rates across most maturities ended lower for the month. The best indicative 3 month TD from Australian majors closed June in the 2.45% area down from 2.50% in May. The highest 12 month rate from a four major was down to approx. 2.60% from 2.65% a month earlier.

Council's Portfolio by Source of Funds – June 2017

As at 30th June 2017, Council's Investment Portfolio had a current market valuation of \$21,872,350 or principal value (face value) of \$21,825,243 with the source of these funds being detailed in the table below.

	Source of Funds	Principal Amount
GENERAL FUND	Operating Capital & Internal Restrictions	11,480,243
	Accommodation Bonds Reserve	45,000
	Royalties Reserve	445,000
	Domestic Waste Management Reserve	4,200,000
	Grants	5,180,000
	Developer Contributions	475,000
	TOTAL PORTFOLIO	\$21,825,243

Certificate by Responsible Accounting Officer

All investments have been placed in accordance with Council's Investment Policy, Section 625 of the *Local Government Act 1993* (as amended), the Revised Ministerial Investment Order gazetted 11 February 2011, Clause 212 of the *Local Government (General) Regulations 2005* and Third Party Investment requirements of the then Department Local Government Circular 06-70. Council continues to obtain independent financial advice on its investment portfolio in accordance with the then Department of Local Government Circular of 16 September 2008.

Strategic Direction:

- Key Direction 4: Our Leadership
- Objective 4.1: Openness and Transparency in Decision Making
- Action 4.1.1.13: Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation.

Relevant Legislation:

This report is provided for Council's consideration in compliance with the requirements of *Part 9, Division 5, Clause 212 of the Local Government (General) Regulations 2005*.

Financial Implications:

The recommendation has no financial impact.

Attachments

1. [↓](#) Investment Report - June 2017

JAY NANKIVELL
FINANCE MANAGER

JAMES RONCON
GENERAL MANAGER



**Investment Summary Report
June 2017**



Broken Hill City Council

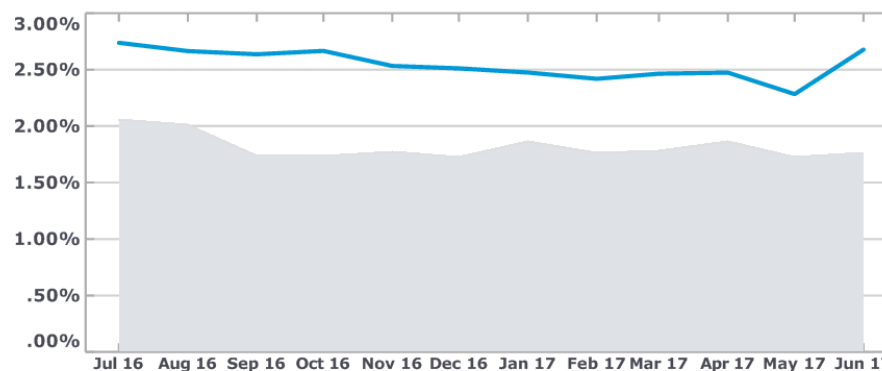
Executive Summary



Investment Holdings

	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	5,362,108.54	5,362,108.54	2.59
Managed Funds	4,963,134.38	4,963,134.38	2.43
Term Deposit	11,500,000.00	11,547,106.85	2.51
	21,825,242.92	21,872,349.77	2.52

Investment Performance

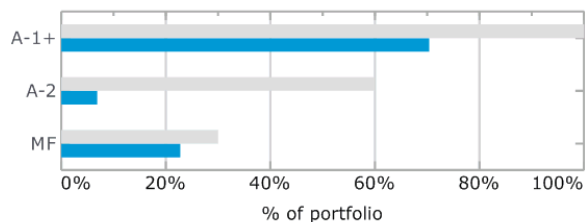


Portfolio Annualised Return

Ausbond BB Index Annualised Return

Investment Policy Compliance

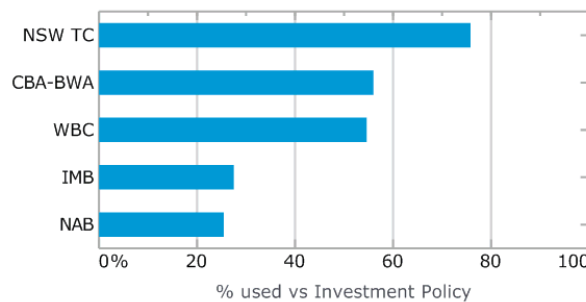
Total Credit Exposure



Portfolio Exposure

Investment Policy Limit

Highest Individual Exposures



Term to Maturities

Maturity Profile	Face Value (\$)	Policy Max
Between 0 and 1 Year	21,825,243	100%
	21,825,243	

Broken Hill City Council

Investment Holdings Report



Cash Accounts

Face Value (\$)	Current Yield	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
362,108.54	1.1400%	Westpac Group	A-1+	362,108.54	473409	Cheque
5,000,000.00	2.7000%	Westpac Group	A-1+	5,000,000.00	535442	91d Notice
5,362,108.54	2.5947%			5,362,108.54		

Managed Funds

Face Value (\$)	Current Yield	Institution	Credit Rating	Fund Name	Current Value (\$)	Deal No.	Reference
3,960,995.03	2.4099%	New South Wales T-Corp	MF	Cash Facility	3,960,995.03	535329	
1,002,139.35	2.5312%	New South Wales T-Corp	MF	Strategic Cash Facility	1,002,139.35	535330	
4,963,134.38	2.4344%				4,963,134.38		

Term Deposits

Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
5-Jul-17	1,000,000.00	2.5000%	Bankwest	A-1+	1,000,000.00	5-Apr-17	1,005,958.90	535215	5,958.90	AtMaturity	
19-Jul-17	2,000,000.00	2.6000%	Bankwest	A-1+	2,000,000.00	23-Feb-17	2,018,235.62	534944	18,235.62	AtMaturity	
26-Jul-17	500,000.00	2.5200%	ANZ Banking Group	A-1+	500,000.00	26-Apr-17	502,278.36	535217	2,278.36	AtMaturity	
2-Aug-17	1,500,000.00	2.5000%	IMB Ltd	A-2	1,500,000.00	3-May-17	1,506,061.64	535295	6,061.64	AtMaturity	
8-Aug-17	500,000.00	2.5000%	National Australia Bank	A-1+	500,000.00	10-May-17	501,780.82	535296	1,780.82	AtMaturity	
16-Aug-17	1,000,000.00	2.5000%	Bankwest	A-1+	1,000,000.00	18-May-17	1,003,013.70	535297	3,013.70	AtMaturity	
23-Aug-17	1,500,000.00	2.5000%	Bankwest	A-1+	1,500,000.00	24-May-17	1,503,904.11	535298	3,904.11	AtMaturity	
30-Aug-17	1,000,000.00	2.4700%	National Australia Bank	A-1+	1,000,000.00	31-May-17	1,002,097.81	535299	2,097.81	AtMaturity	
30-Aug-17	500,000.00	2.4800%	ANZ Banking Group	A-1+	500,000.00	31-May-17	501,053.15	535300	1,053.15	AtMaturity	
30-Aug-17	1,000,000.00	2.4800%	ANZ Banking Group	A-1+	1,000,000.00	31-May-17	1,002,106.30	535301	2,106.30	AtMaturity	
20-Sep-17	1,000,000.00	2.5000%	National Australia Bank	A-1+	1,000,000.00	22-Jun-17	1,000,616.44	535443	616.44	AtMaturity	
	11,500,000.00	2.5130%			11,500,000.00		11,547,106.85		47,106.85		

Broken Hill City Council

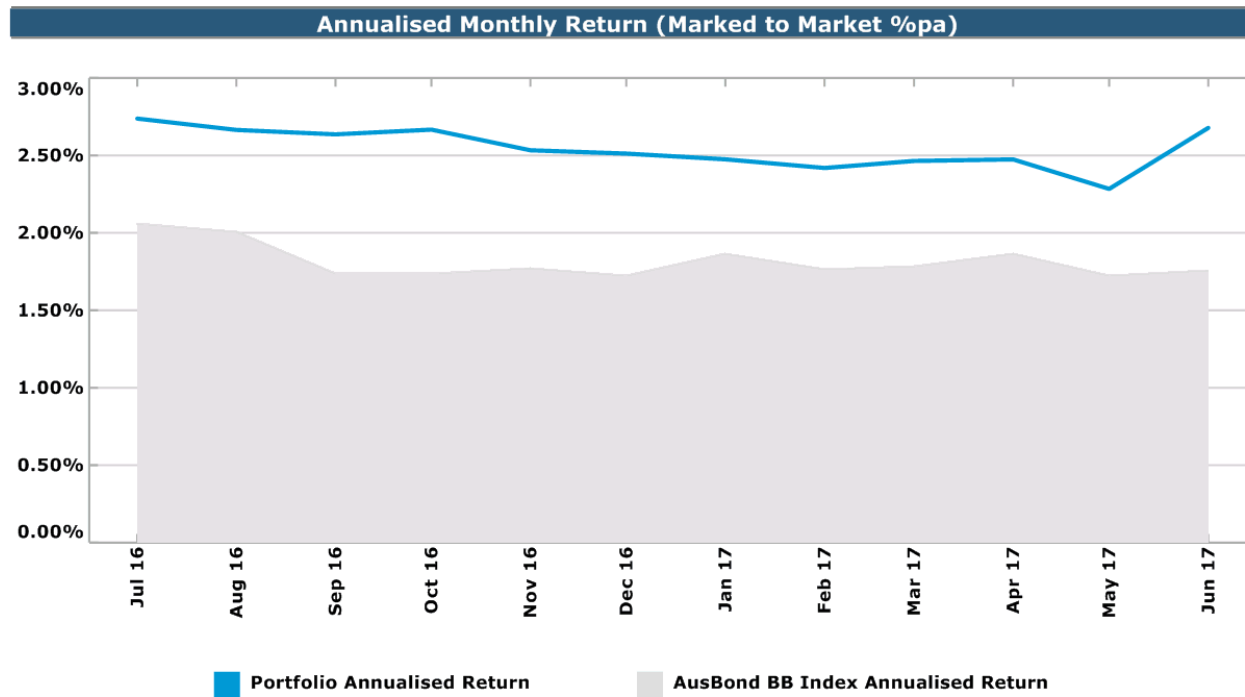
Accrued Interest Report



Accrued Interest Report								
Asset Type	Deal Number	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days Accrued	Interest Accrued (\$)	Percentage Return
Westpac Group	473409	362,108.54				30		
Westpac Group	535442	5,000,000.00				30		
Cash								
New South Wales T-Corp	535329	3,960,995.03	29-Apr-17	29-Dec-17	0.00	30	7,386.46	2.41%
New South Wales T-Corp	535330	1,002,139.35	29-Apr-17	29-Dec-17	0.00	30	2,056.79	2.53%
Managed Funds					0.00		9,443.25	2.31%
National Australia Bank	535126	1,000,000.00	8-Mar-17	7-Jun-17	6,232.88	6	410.96	2.50%
National Australia Bank	535127	1,000,000.00	10-Mar-17	7-Jun-17	6,095.89	6	410.96	2.50%
National Australia Bank	535128	2,500,000.00	15-Mar-17	14-Jun-17	15,644.52	13	2,234.93	2.51%
Bankwest	535216	1,000,000.00	21-Apr-17	21-Jun-17	4,178.08	20	1,369.86	2.50%
Bankwest	535215	1,000,000.00	5-Apr-17	5-Jul-17	0.00	30	2,054.79	2.50%
Bankwest	534944	2,000,000.00	23-Feb-17	19-Jul-17	0.00	30	4,273.97	2.60%
ANZ Banking Group	535217	500,000.00	26-Apr-17	26-Jul-17	0.00	30	1,035.62	2.52%
IMB Ltd	535295	1,500,000.00	3-May-17	2-Aug-17	0.00	30	3,082.19	2.50%
National Australia Bank	535296	500,000.00	10-May-17	8-Aug-17	0.00	30	1,027.40	2.50%
Bankwest	535297	1,000,000.00	18-May-17	16-Aug-17	0.00	30	2,054.79	2.50%
Bankwest	535298	1,500,000.00	24-May-17	23-Aug-17	0.00	30	3,082.19	2.50%
National Australia Bank	535299	1,000,000.00	31-May-17	30-Aug-17	0.00	30	2,030.14	2.47%
ANZ Banking Group	535300	500,000.00	31-May-17	30-Aug-17	0.00	30	1,019.18	2.48%
ANZ Banking Group	535301	1,000,000.00	31-May-17	30-Aug-17	0.00	30	2,038.36	2.48%
National Australia Bank	535443	1,000,000.00	22-Jun-17	20-Sep-17	0.00	9	616.44	2.50%
Term Deposit					32,151.37		26,741.78	2.51%
					32,151.37		36,185.03	2.46%

Broken Hill City Council

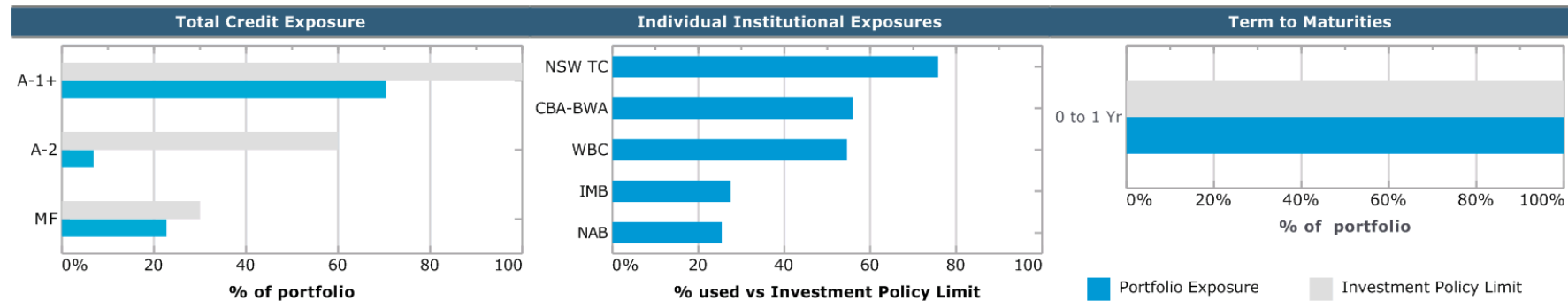
Investment Performance Report



Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Jun 2017	2.68%	1.76%	0.92%
Last 3 Months	2.48%	1.78%	0.69%
Last 6 Months	2.47%	1.79%	0.67%
Financial Year to Date	2.55%	1.82%	0.73%
Last 12 months	2.55%	1.82%	0.73%

Broken Hill City Council

Investment Policy Compliance Report



	Credit Rating	Face Value (\$)	Policy Max
Short Term	A-1+	15,362,109	
		15,362,109	70% 100% ✓
Short Term	A-2	1,500,000	
		1,500,000	7% 60% ✓
Short Term	MF	4,963,134	
		4,963,134	23% 30% ✓
		21,825,243	100%

✓ = compliant
✗ = non-compliant

	% used vs Investment Policy Limit
New South Wales T-Corp (MF)	76% ✓
Commonwealth Bank of Australia (A-1+, AA-)	56% ✓
Westpac Group (A-1+, AA-)	55% ✓
IMB Ltd (A-2, BBB)	27% ✓
National Australia Bank (A-1+, AA-)	25% ✓
ANZ Group (A-1+, AA-)	20% ✓

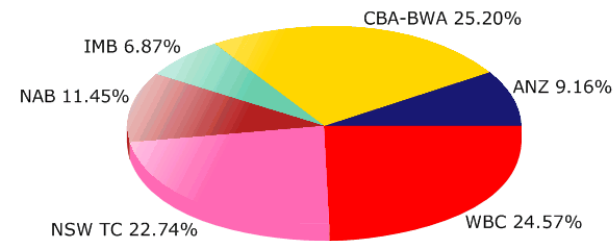
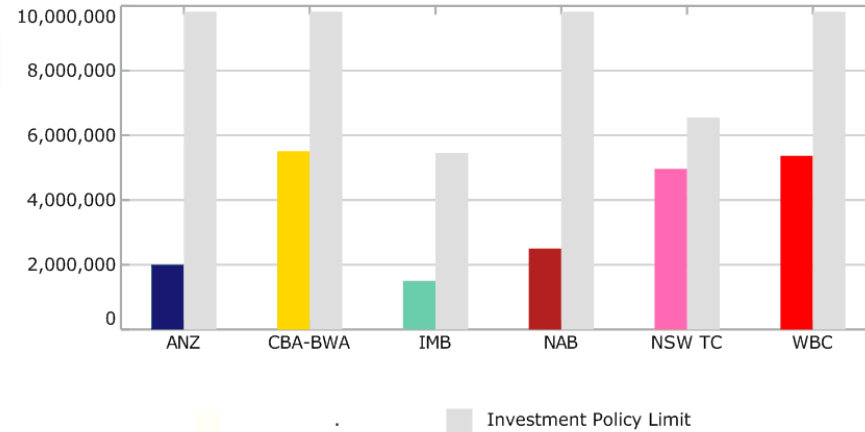
	Face Value (\$)	Policy Max
Between 0 and 1 Year	21,825,243	100% 100% ✓
	21,825,243	
Detailed Maturity Profile		Face Value (\$)
00. Cash + Managed Funds	10,325,243	47%
01. Less Than 30 Days	3,500,000	16%
02. Between 30 Days and 60 Days	4,500,000	21%
03. Between 60 Days and 90 Days	3,500,000	16%
	21,825,243	

Broken Hill City Council

Individual Institutional Exposures Report



Individual Institutional Exposures				Individual Institutional Exposure Charts	
Parent Group	Credit Rating	Portfolio Exposure (\$)	Investment Policy Limit (\$)		
ANZ Group	A-1+, AA-	2,000,000	9,821,359		
Commonwealth Bank of Australia	A-1+, AA-	5,500,000	9,821,359		
IMB Ltd	A-2, BBB	1,500,000	5,456,311		
National Australia Bank	A-1+, AA-	2,500,000	9,821,359		
New South Wales T-Corp	MF	4,963,134	6,547,573		
Westpac Group	A-1+, AA-	5,362,109	9,821,359		
		21,825,243			



Broken Hill City Council

Cash Flows Report



Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
7-Jun-17	535126	National Australia Bank	Term Deposits	Interest - Received	6,232.88
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,006,232.88
	535127	National Australia Bank	Term Deposits	Interest - Received	6,095.89
		National Australia Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,006,095.89
Day Total					2,012,328.77
14-Jun-17	535128	National Australia Bank	Term Deposits	Interest - Received	15,644.52
		National Australia Bank	Term Deposits	Maturity Face Value - Received	2,500,000.00
				Deal Total	2,515,644.52
Day Total					2,515,644.52
21-Jun-17	535216	Bankwest	Term Deposits	Interest - Received	4,178.08
		Bankwest	Term Deposits	Maturity Face Value - Received	1,000,000.00
				Deal Total	1,004,178.08
Day Total					1,004,178.08
22-Jun-17	535443	National Australia Bank	Term Deposits	Settlement Face Value - Paid	-1,000,000.00
				Deal Total	-1,000,000.00
		Day Total			
Net Cash Movement for Period					4,532,151.37

Next Month Cashflows

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
5-Jul-17	535215	Bankwest	Term Deposit	Interest - Received	6,232.88
		Bankwest	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,006,232.88</u>
Day Total					1,006,232.88
19-Jul-17	534944	Bankwest	Term Deposit	Interest - Received	20,800.00
		Bankwest	Term Deposit	Maturity Face Value - Received	2,000,000.00

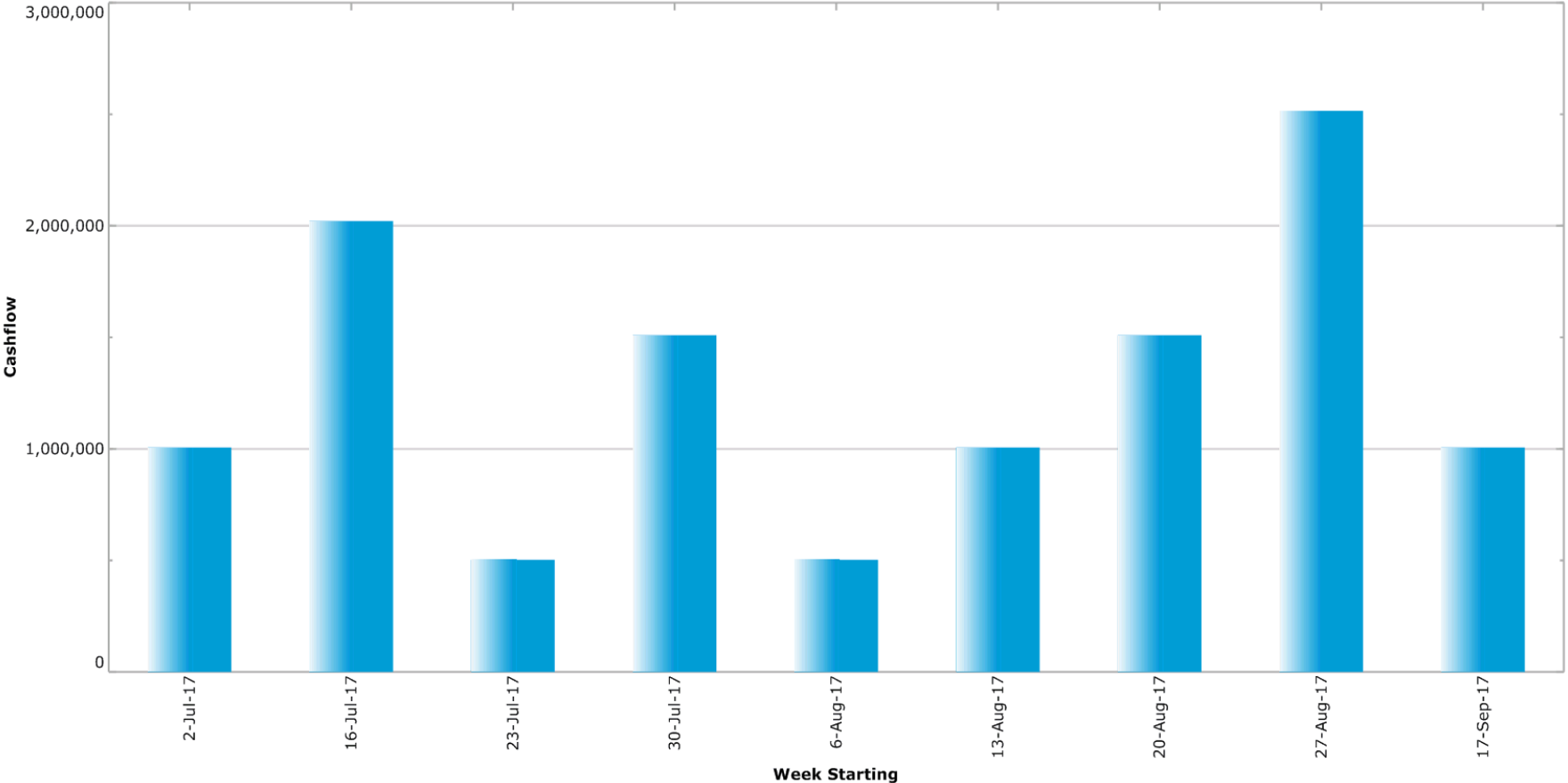
Broken Hill City Council
Cash Flows Report



Next Month Cashflows					
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
<u>Deal Total</u>					2,020,800.00
Day Total					2,020,800.00
26-Jul-17	535217	ANZ Banking Group	Term Deposit	Interest - Received	3,141.37
		ANZ Banking Group	Term Deposit	Maturity Face Value - Received	500,000.00
<u>Deal Total</u>					503,141.37
Day Total					503,141.37
Net Cash Movement for Period					3,530,174.25

Broken Hill City Council

Cash Flows Report



ORDINARY MEETING OF THE COUNCIL

June 27, 2017

ITEM 7BROKEN HILL CITY COUNCIL REPORT NO. 125/17

SUBJECT: PROPOSED COMPULSORY ACQUISITION OF CROWN LAND
AND PART OF WILLYAMA COMMON FOR EXTENSION TO
BROKEN HILL LANDFILL FACILITY 11/63

Recommendation

1. That Broken Hill City Council Report No. 125/17 dated June 27, 2017, be received.
2. That Council resolution minute no. 42491 dated 29 September 2010 be rescinded.
3. That the Willyama Common Trust raise no objection to the proposed acquisition of part of Willyama Common Reserve No. 2421, Lot 7300 in DP 1179131, under the terms of the *Local Government Act 1993* for the purpose of extension of Landfill.
4. That Council make an application to the Minister and Governor for approval to acquire part of the Willyama Common Reserve No. 2421 described as Lot 7300 in DP 1179131 and Crown Land described as Lot 1974 in DP 757298 by compulsory process under section 186(1) of the *Local Government Act 1993* for the purpose of extension of Landfill in accordance with the requirements of the *Land Acquisitions (Just Terms Compensation) Act 1991*.
5. That the land concerned once acquired be classified as operational land.
6. That documents required to be sealed by the Willyama Common Trust be executed by the General Manager and Mayor under Council's Seal in the absence of a Trust Seal.

Executive Summary:

This report seeks a new Council resolution for the part acquisition of Willyama Common (part of Lot 7300 DP 1179131) and a parcel of Crown Land (Lot 1974 DP 757298) for an extension to the Broken Hill Landfill facility. Extension to the landfill facility is identified as Lot 301 on attached plan for Compulsory Acquisition.

Council resolved at the 29 September 2010 ordinary Council meeting to approve the acquisition of part of the Willyama Common for the purpose of Extension of Landfill.

Abovementioned Council resolution is too old to be used for Compulsory Acquisitions and does not comply with the guidelines from the NSW Office of Local Government. It is therefore proposed to rescind Council resolution minute No 42491 of 29 September 2010 and to obtain a new Council Resolution to re-activate the compulsory acquisition process of aforementioned land.

Report:

Council resolved at the September 2010 ordinary Council meeting as follows:

ITEM 2 - SECRETARY TO TRUSTEES OF WILLYAMA COMMON REPORT NO. 7/10 - DATED SEPTEMBER 15, 2010 - PROPOSED ACQUISITION OF PART WILLYAMA COMMON FOR EXTENSION OF LANDFILL C11/7, L6/2/1, S13/1

Recommendation

That Secretary to Trustees of Willyama Common Report No. 7/10 dated September 15, 2010, be received.

That the Willyama Common Trust raise no objection to the proposed acquisition by Broken Hill City Council of part of Willyama Common Reserve No. 2421 under the terms of the Local Government Act 1993 for the purpose of Extension of Landfill.

That this matter be dealt with by Council under separate report.

That documents required to be sealed by the Willyama Common Trust be executed under Council's Common Seal in the absence of a Trust Seal.

Council recently contacted the Office of Local Government to proceed with the Compulsory Acquisition of Crown land and part of the Willyama Common for an extension to the Broken Hill Landfill Facility. Council was advised that abovementioned Council resolution is too old and would not be accepted for the purposes of Compulsory Acquisitions.

The land to be acquired through the Compulsory Acquisition process are described as Lot 1974 in DP 757298 (Crownland) and part of Lot 7300 in DP 1179131, Reserve 2421 for Common (Temporary). The extension to the landfill is identified as Lot 301 on attached plan for acquisition..

Attached to this report is a letter from the NSW Department of Industry giving Council consent for proceeding with the compulsory acquisition of abovementioned Crown land and part of Willyama Common subject to certain conditions.

Another parcel of land, Lot 1975 DP 757298 (freehold) will form part of the proposed extension to the landfill, this parcel is currently being purchased by Council pursuant to a Council resolution from the October 2016 ordinary meeting. A separate report will be presented to Council in relation to the classification of this parcel once acquired.

Strategic Direction:

Key Direction:	3 Our Environment
Objective:	3.1.1.11 Encourage activities that support a clean environment
Function:	Waste Management
DP Action:	3.1 Our Environmental Footprint is minimised

Relevant Legislation:

Local Government Act 1993

Land Acquisitions (Just Terms Compensation) Act 1991

Financial Implications:

Value of Crown Land and part of the Willyama Common is to be determined pursuant to the provisions of the *Land Acquisitions (Just Terms Compensation) Act 1991*.

The current Waste Reserve has enough resources to cover all expenses associated with the compulsory acquisition and development of new landfill extension. Development associated with the landfill extension will be carried out in accordance with the conditions for DA 249/2012.

Attachments

1. Consent letter for Compulsory Acquisition - Crown land and part Willyama Common



2. Plan for acquisition - Crown land and part of Willyama Common



BRENDAN SMITH
CHIEF OPERATING OFFICER

JAMES RONCON
GENERAL MANAGER



Reference: DOC17/064032
Your Ref: 11/199 - L16/2273

The General Manager
PO Box 448
BROKEN HILL NSW 2880

By Email: council@brokenhill.nsw.gov.au; Elizabeth.Guest@brokenhill.nsw.gov.au;

Attention: Ms Elizabeth Guest, Enviro,Waste & Recycling Specialist

**Proposed Compulsory Acquisition of Crown Land being Lot 1974 in DP 757298, and
part Lot 7300 in DP 1179131 for an extension to the existing Broken Hill Waste
Management Facility at Broken Hill**

I refer to your letter dated 22 August 2016 regarding the proposed compulsory acquisition of Lot 1974 in DP 757298 and part Lot 7300 in DP 1179131 as shown by red outline on the Identification Map in Attachment A.

Department of Industry - Lands consents to the above acquisition proceeding under the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* (LAJTCA) subject to:-

- Consent to acquire is valid for a period of 12 months from the date of this letter and as such the *Notice of Acquisition* must appear in the *Government Gazette* within this period;
- Should the acquisition not be finalised within 12 months from the date of this letter, you will need to reapply for consent and additional administration fees may apply;
- Until such time as the acquisition has been finalised entry upon or use of the Crown land for any purpose will require the written consent of the Department;
- The amount of compensation payable will be that as defined in Section 55 of the LAJTCA and is to be determined by the Valuer General;
- Receipt of written advice from Broken Hill City Council as the Reserve Trust Manager of Reserve 2421 for Temporary Common (Willyama Common Trust) stating its concurrence with part acquisition is required prior to the acquisition proceeding;
- Electricity supply and other infrastructure are known to exist on the site. Council should enter into negotiations with the asset owner/s to ensure access over the subject acquisition land prior to the acquisition proceeding.

Page 1 of 3

NSW Department of Industry - Lands
ABN: 72 189 919 072
E: CL.acquisitions@crowmland.nsw.gov.au

Cnr Newcastle Road & Banks Street | East Maitland NSW 2300
PO Box 2215 Dangar NSW 2309
T: 1300 886 235, www.crowmland.nsw.gov.au

- Lot 1975 in DP 757298 is land locked within the acquisition part Lot 7300 in DP 1179131. Council should enter into negotiations with the landowner/s to ensure access over the subject acquisition land prior to the acquisition proceeding.
- Construction of a perimeter fence, pending a final plan of survey, of the boundary of the acquired land approximated by the red outline in the Identification Map in Attachment A.
- The acquisition is to be completed in accordance with the *Native Title Act 1993* and as such you will need to make your own enquiries to ensure full compliance with the respective requirements;
- Any current Aboriginal Land Claims identified by the Department at the time of consent will be noted below, however you may wish to make your own enquiries with the Office of the Registrar, Aboriginal Land Rights Act 1983 (NSW) to ensure all current claims are identified and appropriately dealt with prior to the acquisition proceeding;
- There are no undetermined Aboriginal Land Claims affecting the subject land as at 04 April 2017;

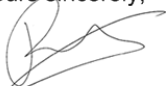
If you agree, and have satisfied the above matters, acquisition may proceed under the provisions of Section 29(4) LAJTCA.

This letter is to be treated as a formal claim for compensation by the State of NSW under Section 39 of the LAJTCA.

Following gazettal please forward a copy of the gazette notice, the compensation determination and your cheque for the compensation amount. A tax invoice will then issue for the compensation payment plus any statutory interest that may be payable under Section 49 of the LAJTCA.

For any further enquiries please contact the Acquisitions Team on (02) 4937 9306 or email CL.acquisitions@crowland.nsw.gov.au

Yours sincerely,

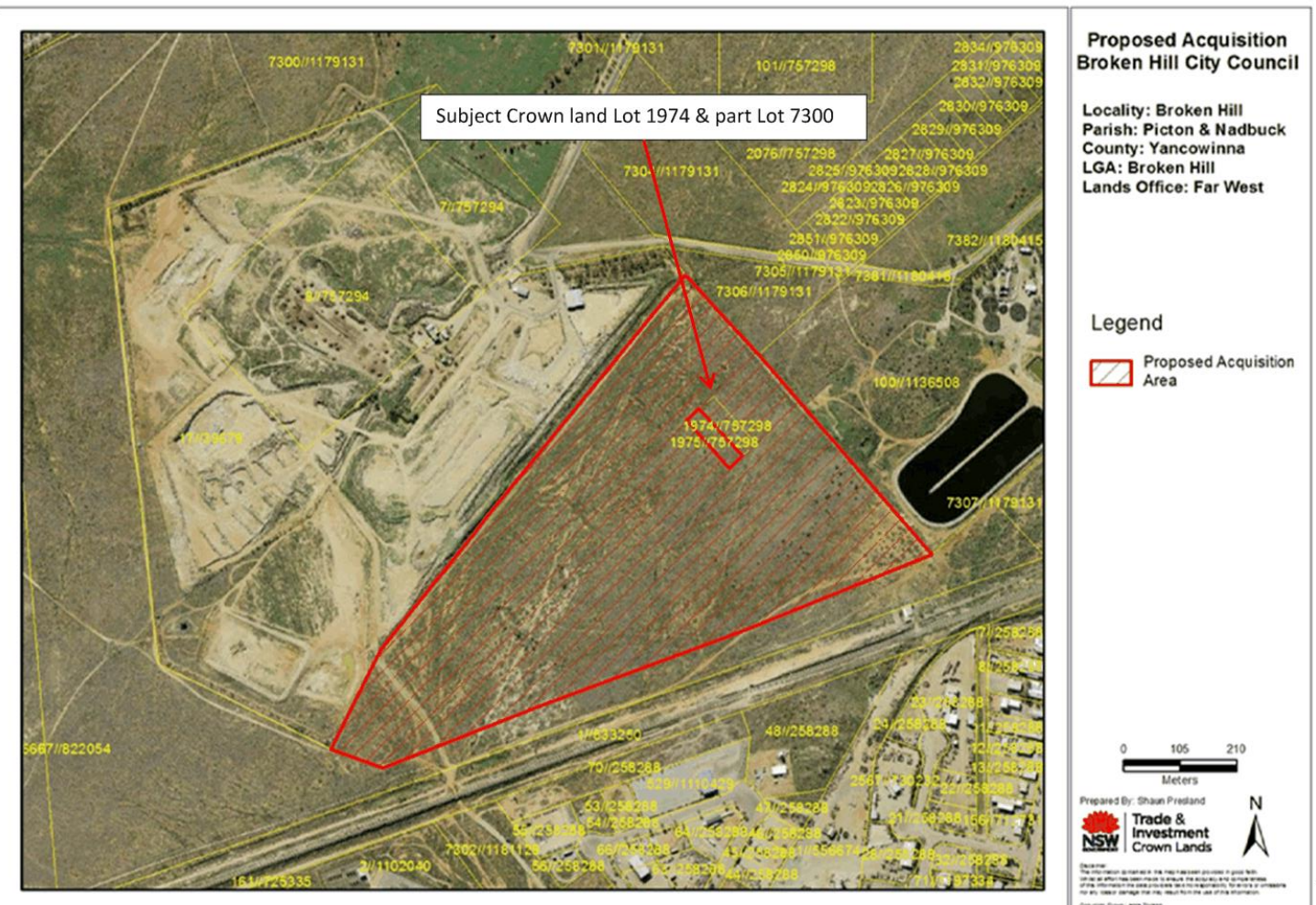


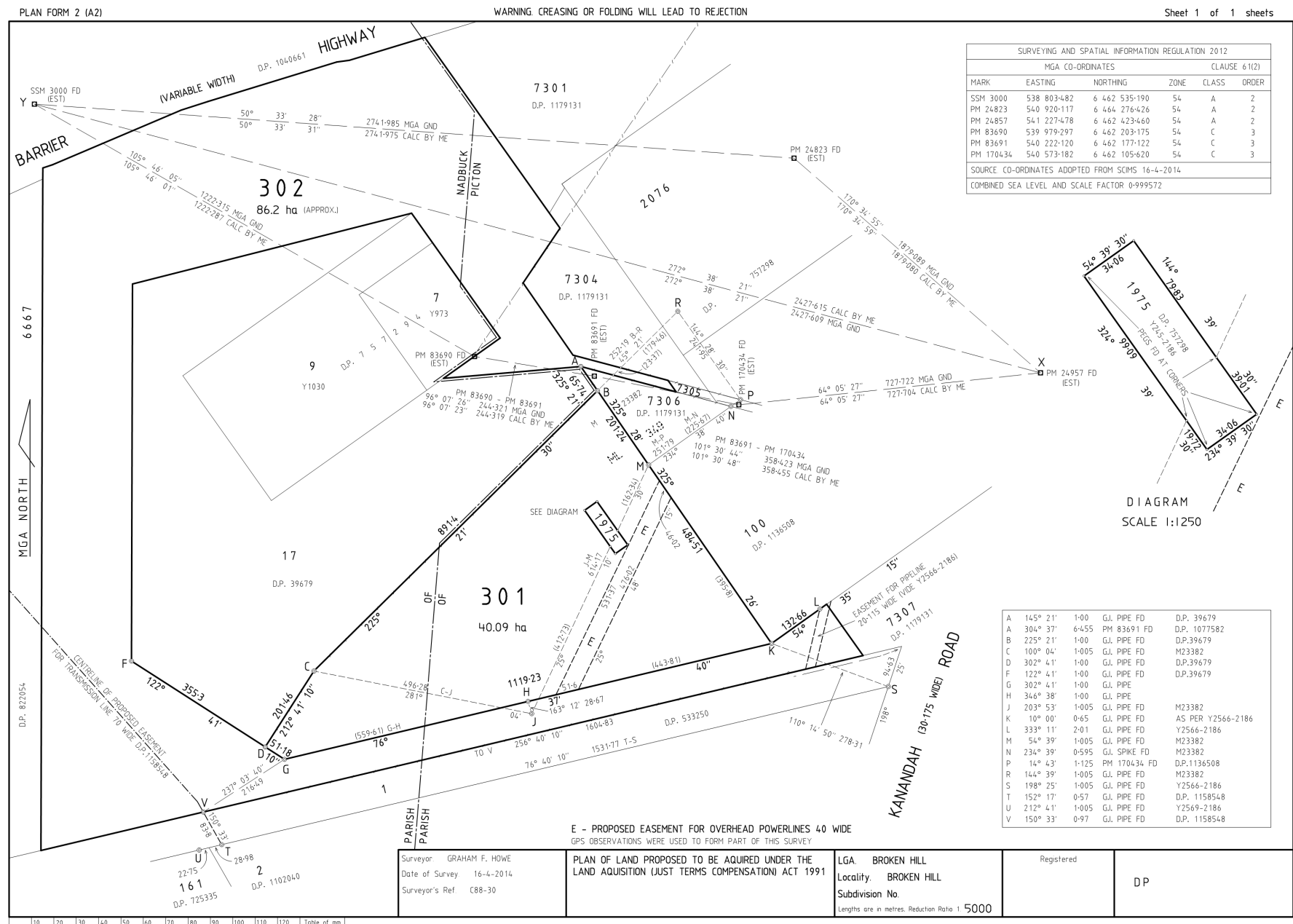
Rod Hay
Property Development Project Officer
Crown Property Services | Acquisitions Team
Department of Industry - Lands
4 April 2017

**PROPOSED COMPULSORY ACQUISITION OF CROWN
LAND AND PART OF WILLYAMA COMMON FOR
EXTENSION TO BROKEN HILL LANDFILL FACILITY**

Attachment 1
Consent letter for Compulsory
Acquisition - Crown land and part
Willyama Common

Attachment A – Identification Map





ORDINARY MEETING OF THE COUNCIL

June 22, 2017

ITEM 8BROKEN HILL CITY COUNCIL REPORT NO. 126/17

SUBJECT: MINUTES OF THE BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP MEETINGS AND REVISED TERMS OF REFERENCE 14/181

Recommendation

1. That Broken Hill City Council Report No. 126/17 dated June 22, 2017, be received.
2. That Council adopts the revised Broken Hill Living Museum + Perfect Light Project Steering Group – Terms of Reference.
3. That Council adopts the inclusion of three (3) Broken Hill Aboriginal Community Working Party Representatives Maureen O'Donnell, Donna Cruickshank and Denise Hampton on the Broken Hill Living Museum + Perfect Light Project Steering Group.
4. That minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held March 14, 2017 be received.
5. That minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held May 2, 2017 be received.
6. That minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held May 23, 2017 be received.

Executive Summary:

The Broken Hill Living Museum + Perfect Light (BH LM+PL) Project Steering Group (PSG) have submitted minutes to Council for endorsement for meetings held March 14, May 2 and May 23, 2017.

Council endorsement is also sought for a revised Broken Hill Living Museum + Perfect Light Project Steering Group – Terms of Reference to align the governance framework of this Committee with other Council Committee models. This includes changes in membership to comprise three (3) Broken Hill Aboriginal Community Working Party members and for Council to adopt the inclusion of these members, Maureen O'Donnell, Donna Cruickshank and Denise Hampton on the PSG.

Report:

The BH LM+PL project aims to deliver an ongoing legacy to the Broken Hill community, through directly impacting on local wellbeing and job creation, establishing a foundation for a re-purposed future in association with mining. The overall strategy calls for infrastructure to overlay Broken Hill with dynamic urban design and activation to be achieved through technology, art, events and enterprise.

A PSG was established to provide guidance to the project with the Terms of Reference adopted by Council on May 25, 2016, Minute No. 45269.

This report recommends adoption by Council of a restructured Terms of Reference document in order to align the governance of this committee with other Council community committee structures. An adjustment to the membership model is also proposed to include three (3) Broken Hill Aboriginal Community Working Party members. The opportunity is taken for Council to adopt the inclusion of Broken Hill Aboriginal Community Working Party Representatives Maureen O'Donnell, Donna Cruickshank and Denise Hampton on the BH LM+PL PSG.

Current membership of the BH LM+PL PSG is as follows:

Maximum of four (4) Councilor representatives:

Mayor Darriea Turley (Chair), Councilor Christine Adams, Councilor Maureen Clarke, Councilor Jim Nolan.

Council contact officer:

Melissa Scott

Seven (7) community representatives.

The Hon. Justice Simon Molesworth, Zeta Bennett, Rick Ball, Helene Power, Sarah Martin, Karen Nash, Paula Williams.

Three (3) representatives from the Broken Hill Aboriginal Community Working Party:

Recommendation contained in this report for Maureen O'Donnell, Donna Cruickshank and Denise Hampton.

One (1) representatives from the Broken Hill Chamber of Commerce:

Paul Thomas

One (1) representative from Foundation Broken Hill:

Chris Dougherty

One (1) representatives from Regional Development Australia Far West:

Michael Williams

Since its establishment, six (6) meetings of the BH LM+PL PSG have been held (August 23, October 31, and December 15, 2016; and March 14, May 2 and May 23, 2017). The minutes of the meetings held in 2017 thus far are provided in this report to Council.

Strategic Direction:

Key Direction: Our Economy

Objective: 2.1 Our Economy is strong and diversified and attracts people to work, live and invest

Function: Economic Development

DP Action: 2.1.1.17 Develop a Main Street strategy for Argent Street with an aim to revitalise the precinct as an iconic heritage destination for locals and visitors

Relevant Legislation:

Nil

Financial Implications:

Nil

Attachments

1. Broken Hill Living Museum + Perfect Light Project Steering Group - Terms of Reference
[!\[\]\(0551a83d441798e532995956b603f604_img.jpg\)](#)
2. Broken Hill Living Museum + Perfect Light Project Steering Group - Minutes of meeting held 14 March 2017
[!\[\]\(54ee180c0037b66a36ce2219a481afde_img.jpg\)](#)
3. Broken Hill Living Museum + Perfect Light Project Steering Group - Minutes of meeting held 2 May 2017
[!\[\]\(73ae654e8897db9b21f1bf9d9efc07ef_img.jpg\)](#)
4. Broken Hill Living Museum + Perfect Light Project Steering Group - Minutes of meeting held 23 May 2017
[!\[\]\(278ecf8622de254ce2917d264729f4b0_img.jpg\)](#)

ANDREA ROBERTS
EXECUTIVE MANAGER STRATEGIC CITY DEVELOPMENT

JAMES RONCON
GENERAL MANAGER



TERMS OF REFERENCE – BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP

QUALITY CONTROL		
TRIM REFERENCES	D16/15666 – 14/181	
KEY DIRECTION	2. Our Economy	
OBJECTIVE	2.1 Our Economy is strong and diversified and attracts people to work, live and invest	
FUNCTION	Economic Development	
STRATEGY	2.1.4 Increase economic opportunities by activating public spaces 2.1.5 Manage and develop public infrastructure to enhance economic opportunities	
RESPONSIBLE POSITION	Executive Manager – Strategic City Development	
APPROVED BY	Broken Hill City Council	
REVIEW DATE	September 2020	REVISION NUMBER 5
EFFECTIVE DATE	ACTION	MINUTE NUMBER
April 2016	Document Developed	n/a
25 May 2016	Adopted	45269
28 September 2016	Amendment to membership	45333
15 February 2017	Amendment to membership	n/a
26 July 2017	Amendment to membership	

1. INTRODUCTION

The Broken Hill Living Museum + Perfect Light project (BH LM+PL) will deliver an ongoing legacy for the Broken Hill community, through directly impacting on local wellbeing and job creation, establishing a foundation for a re-purposed future as this community nears end-of-mine life.

The overall strategy calls for infrastructure to overlay Broken Hill with dynamic urban design and activation to be achieved through technology, art, events and enterprise.

Broken Hill is experiencing gradual population decline and challenges as its mining lifecycle eventually winds down. The effects of this have placed pressure on economic prosperity and job creation.

TERMS OF REFERENCE FOR THE BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP

Council is seeking a range of Federal and State Government funding grants as well as donations from other sources to facilitate all aspects of the integrated BH LM+PL vision.

The Project Steering Group (PSG) has been established to provide guidance to the project.

2. NAME

The group shall be known as the Broken Hill Living Museum + Perfect Light – Project Steering Group.

3. ADDRESS

The address of the Committee will be:

c/- PO Box 448
Broken Hill NSW 2880

4. VISION, MISSION AND OBJECTIVES

4.1 Vision

To make Broken Hill one of the most successful tourism and events destinations in NSW.

4.2 Mission

To lend advice, provide advocacy, input and engagement towards achieving the BH LM+PL project objectives.

4.3 Objectives

The Objectives of the project are:

- Broaden the region's economic base by developing new and sustainable industries;
- Remove barriers facing local businesses looking to benefit from the visitor economy and enhance appeal of Broken Hill as a tourism and events destination;
- Assist the NSW Government in meeting its objective to double visitor expenditure between 2010 to 2020 and maximise the benefits of the visitor economy for NSW;
- Create employment opportunities;
- Improve retail and office vacancy rates;
- Improve the overall liveability and social welfare of Broken Hill;
- Advance the capacity of Broken Hill to attract and retain people; and
- Provide for all ages and stages of life.

5. STRUCTURE AND MEMBERSHIP

- 5.1** The PSG shall consist of eighteen (18) members to be appointed at the first Committee meeting following a local election, such members to be nominated in the following manner:
- Maximum of four (4) Councillor representatives.
 - Council contact officer.
 - Seven (7) community representatives.
 - Three (3) representatives from the Broken Hill Aboriginal Community Working Party.
 - Remaining three (3) members consisting of industry representatives from the Broken Hill Chamber of Commerce, Foundation Broken Hill and Regional Development Australia Far West.
- 5.2** Council reserves the right to amend the number of PSG members and category of representation.
- 5.3** All members of the PSG will act in an honorary capacity.

6. TERM OF APPOINTMENT

- 6.1** Members appointed to the PSG will serve for a period of four (4) years coinciding with the period of election of the current elected body.
- 6.2** Councillors will be appointed to the group on an annual basis in September.
- 6.3** Members standing down during that period will be eligible for re-appointment.
- 6.4** Any new appointments in that period, due to vacancies or formal expansion of membership by the elected body; will serve the remainder of the four (4) year term; but will be eligible for re-appointment.

7. VACANCIES WITHIN THE PSG

- 7.1** Vacancies will be advertised and interested parties invited to apply for membership in writing, by completing a nomination form providing names and other necessary details for Council's consideration.
- 7.2** The names and addresses of the persons nominated will be forwarded in writing to Council's General Manager.

8. VACANCIES IN PSG MEMBERSHIP

- 8.1** PSG members will serve the set period unless the PSG is disbanded by Council prior to the time of the next local government election.
- 8.2** A member having failed to attend three (3) consecutive ordinary meetings, without leave of absence having been granted, shall have resigned their membership.

- 8.3** Any member of the PSG resigning his/her position within the PSG shall do so in writing addressed to the General Manager, such notice having effect upon receipt by the General Manager.
- 8.4** Membership shall cease in the following cases:
- If member becomes bankrupt;
 - Member resigns from office by notification in writing to the General Manager;
 - Member is absent for three (3) consecutive meetings without leave from meetings of the PSG;
 - Council passes a resolution to remove the member from the PSG;
 - Member holds any office of profit under the PSG;
 - Member fails to disclose any pecuniary interest in any matter with which the PSG is concerned and takes part in the consideration, discussion or votes on any question relating to the matter and for the purposes of this provision 'pecuniary interest' has the same meaning given to that term in Section 441-443 of the *Local Government Act 1993*;
 - Member while holding that office is convicted of an offence referred to in part 4 of the *Crimes Act 1900* (offences relating to property);
 - Member is prohibited by Order under Section 230 of the Corporations Law from managing a corporation within the meaning of that Section;
 - Member becomes a mentally incapacitated person; or
 - Upon the death of a member.
- 8.5** It shall be the duty of the Chairperson, if any extraordinary vacancy occurs, to declare the fact to the next ensuing ordinary meeting and to ensure that the necessary steps are taken to fill the vacancy in accordance with this Terms of Reference.

9. MEETINGS

- 9.1** All meetings shall be held in accordance with the Council's Code of Meeting Practice.
- Minutes of the matters discussed will be kept and a copy forwarded to all PSG members in advance of the next meeting.
 - Any items requiring action by Council are to be the subject of a report to the next scheduled meeting of Council.
- 9.2** There should be minimum of four (4) meetings held each year and additional as required.
- 9.3** The Council Contact Officer is responsible for preparing a report to Council requesting the minutes be noted and any specific recommendation of the PSG which must be endorsed at the time major events will be occurring with the PSG.

- 9.4 Following the Councils consideration of the Minutes and Recommendations, the Council Contact Officer will provide advice/feedback to the PSG as applicable.

10. EXECUTIVE

- 10.1 The Executive shall consist of a Chairperson which will be held by the incumbent Mayor of the Broken Hill City Council.
- 10.2 The Chairperson shall chair and maintain order at all meetings of the PSG at which he/she is present. The Chairperson may vote on all questions before the PSG and when voting is equal shall have the casting vote.
- 10.3 During the absence of the Chairperson, the Chairperson shall nominate an incumbent member of the PSG to hold the role in an acting capacity on his/her behalf. During this period, the acting Chairperson shall have and may exercise all the powers of the Chairperson.
- 10.4 Under normal circumstances only the Chairperson shall speak for the PSG however, individual members may be delegated powers of public comment by the General Manager, should circumstances warrant it.

11. RECORDS

Meetings are to follow an agenda and minutes taken are to be distributed to all members of the PSG.

12. CONFLICT OF INTERESTS

Councillors, Council Staff and members of Council Committees must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council Officials. It is the personal responsibility of Council Officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

PSG members must declare any conflict of interests at the start of each meeting, or before discussions of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

13. COUNCIL CONTACT OFFICER

For further information on the BH LM+PL PSG, contact the Council Contact Officer on 08 8080 3311.

14. DEFINITIONS

In this Constitution the following definitions will apply:

"**BH LM+PL**" shall mean the Broken Hill Living Museum + Perfect Light Project.

"**Council**" shall mean Broken Hill City Council.

"**Executive**" shall mean the Chairperson Project Steering Group.

"**PSG**" shall mean the Project Steering Group.

"Contact Officer" shall mean Committee specific Council Contact Officer, as detailed at Section 13.



MINUTES OF THE BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP MEETING

MEETING DETAILS

Facilitator	Andrea Roberts
Purpose	To assist Council in the implementation of the Broken Hill Living Museum + Perfect Light Project
Minutes	Mel Scott
Meeting Venue	First Floor Meeting Room, BHCC Admin Building
Meeting Date	Tuesday, 14 March 2017
Meeting Start Time	5:05pm
Meeting End Time	6:45pm

ATTENDANCE

Role	Position	Name
Chair	Mayor	Darriea Turley
Overall responsibility for Project	General Manager	James Roncon
Driver of Project	Manager Economic Development & Culture	Andrea Roberts
Project Management (Art & Culture)	Living Museum Specialist	Rachael Vincent
Project Administration	Economic Development & Culture Officer	Mel Scott
Communications	Communications & Community Engagement Coordinator	Darrin Manuel
Council	Councillor	Christine Adams
Steering Group	Community Representative	Paula Williams
Steering Group	Community Representative	Helene Power
Steering Group	Community Representative	Karen Nash
Steering Group	Community Representative	Sarah Martin
Steering Group	Community Representative	Rick Ball
Steering Group	Community Representative	Professor Simon Molesworth
Steering Group	Chamber of Commerce Representative	Paul Thomas
Steering Group	Community Representative	Zeta Bennett
Steering Group	Foundation Broken Hill Representative	Chris Dougherty

APOLOGIES

Roles	Position	Resource Name
Project Management (Planning & Administration)	APC	Michael Carter
Council	Councillor	Jim Nolan
Council	Councillor	Maureen Clark
Project Steering	Regional Development Australia Far West Representative	Michael Williams

WELCOME

Mayor Darriea Turley welcomed members of the PSG and Mike Heine and Steve Jones from HeineJones.

CONFIRMATION OF MINUTES

The Minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held on 15 December 2016 were tabled and reviewed by the Committee to ensure they were an accurate record of the proceedings. The Minutes of the Meeting held 15 December 2017 were accepted by the Committee.

INDIGENOUS ENGAGEMENT

Matters surrounding Indigenous engagement with the project were discussed and advice that consultation will be directed in the first instance through the local Community Working Party. Dr Rachael Vincent is exploring future community engagement that may be enabled to develop stories associated with indigenous heritage as it related to the project and its timeline. While the current projects are focussing on amplifying the national heritage listing and criteria, the PSG agreed that engagement of indigenous heritage is critical to telling the holistic story of Broken Hill.

WAYFINDING AND WHOLE-OF-DESTINATION INTERPRETIVE FRAMEWORK

Mike Heine and Steve Jones from HeineJones, contracted to prepare the Wayfinding and Whole-of-Destination Interpretive Framework, presented to the PSG with the Draft document. The presentation generated a positive response and meaningful discussion. Overall, the Framework was accepted as providing a rational and coherent draft approach to uniting Broken Hill as a Living Museum. The PSG actively volunteered to participate in providing further feedback on Argent Street intersections to ensure their integrity and capacity to inspire locals and visitors.

NEXT MEETING

Date	4 April 2017
Venue	BHCC Admin Building – 1 st Floor Meeting Room
Start Time	12:00pm (light lunch included)
End Time	1:00pm

BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP MINUTES

Page 2 of 3

CLOSE OF MEETING

Chair and Mayor Darriea Turley thanked everyone for their attendance and input.

Meeting closed 6:45pm.



MINUTES OF THE BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP MEETING

MEETING DETAILS

Facilitator	Andrea Roberts
Purpose	To assist Council in the implementation of the Broken Hill Living Museum + Perfect Light Project
Minutes	Mel Scott
Meeting Venue	First Floor Meeting Room, BHCC Admin Building
Meeting Date	Tuesday, 2 May 2017
Meeting Start Time	5:00pm
Meeting End Time	6:40pm

ATTENDANCE

Role	Position	Name
Chair	Mayor	Darriea Turley
Overall responsibility for Project	General Manager	James Roncon
Project Management (Art & Culture)	Living Museum Specialist	Rachael Vincent
Project Administration	Economic Development & Culture Officer	Mel Scott
Communications	Communications & Community Engagement Coordinator	Darrin Manuel
Council	Councillor	Christine Adams
Council	Councillor	Jim Nolan
Council	Councillor	Maureen Clark
Council	Councillor	Dave Gallagher
Council	Councillor	Marion Browne
Council	Councillor	Branko Licul
Steering Group	Community Representative	Paula Williams
Steering Group	Community Representative	Karen Nash
Steering Group	Community Representative	Professor Simon Molesworth
Steering Group	Chamber of Commerce Representative	Paul Thomas
Steering Group	Community Representative	Zeta Bennett
Steering Group	Aboriginal Community Working Party	Donna Cruickshank
Steering Group	Aboriginal Community Working Party	Denise Hampton

APOLOGIES

Roles	Position	Resource Name
Driver of Project	Manager Economic Development & Culture	Andrea Roberts
Project Management (Planning & Administration)	APC	Michael Carter
Project Steering	Regional Development Australia Far West Representative	Michael Williams
Steering Group	Foundation Broken Hill Representative	Chris Dougherty
Steering Group	Community Representative	Helene Power
Steering Group	Community Representative	Sarah Martin
Steering Group	Community Representative	Rick Ball
Steering Group	Aboriginal Community Working Party	Maureen O'Donnell
Council	Councillor	Bob Algate
Council	Councillor	Tom Kennedy
Council	Councillor	Ron Page

WELCOME

Mayor Dariea Turley welcomed members of the PSG including new representatives from the Aboriginal Community Working Party Donna Cruickshank and Denise Hampton. Mayor Turley also welcomed Sue Hodges and Jackie Malter from SHP (Sue Hodges Productions).

CONFIRMATION OF MINUTES

The Minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held on 14 March 2017 were tabled and reviewed by the Committee to ensure they were an accurate record of the proceedings. The Minutes of the Meeting held 14 March 2017 were moved by Councillor Adams and seconded by Zeta Bennett and accepted by the Committee.

WAYFINDING AND WHOLE-OF-DESTINATION INTERPRETIVE FRAMEWORK

Dr Rachael Vincent informed the PSG that a thorough review of documentation provided by HeineJones for the Wayfinding and Whole-of-Destination Interpretive Framework was being undertaken to ensure project objectives were being met.

BROKEN HILL AND OUTBACK ARCHIVES & COUNCIL CUSTOMER SERVICE FOYER PROJECT

The team from SHP (Sue Hodges Productions), Sue Hodges and Jacki Malter presented the PSG with the Draft Concept Designs for the Broken Hill and Outback Archives & Council Customer Services Foyer.

Overall positive feedback was received regarding the designs with various questions being addressed throughout the presentation. Sue Hodges acknowledged that feedback received will be utilised to determine the final design concepts whilst keeping true to the project vision.

NEXT MEETING

Date	23 May 2017
Venue	BHCC Admin Building – 1 st Floor Meeting Room
Start Time	5:00pm
End Time	6:00pm

CLOSE OF MEETING

Chair and Mayor Darriea Turley thanked everyone for their attendance and input.

Meeting closed 6:40pm.



MINUTES OF THE BROKEN HILL LIVING MUSEUM + PERFECT LIGHT PROJECT STEERING GROUP MEETING

MEETING DETAILS

Facilitator	Andrea Roberts
Purpose	To assist Council in the implementation of the Broken Hill Living Museum + Perfect Light Project
Minutes	Mel Scott
Meeting Venue	First Floor Meeting Room, BHCC Admin Building
Meeting Date	Tuesday, 23 May 2017
Meeting Start Time	5:00pm
Meeting End Time	6:00pm

ATTENDANCE

Role	Position	Name
Acting Chair	Councillor	Christine Adams
Project Management (Art & Culture)	Living Museum Specialist	Rachael Vincent
Communications	Communications & Community Engagement Coordinator	Darrin Manuel
Council	Councillor	Jim Nolan
Council	Councillor	Maureen Clark
Steering Group	Community Representative	Sarah Martin
Steering Group	Foundation Broken Hill Representative	Chris Dougherty
Steering Group	Community Representative	Karen Nash
Steering Group	Chamber of Commerce Representative	Paul Thomas
Steering Group	Aboriginal Community Working Party	Donna Cruickshank

APOLOGIES

Roles	Position	Resource Name
Chair	Mayor	Darriea Turley
Overall responsibility for Project	General Manager	James Roncon
Driver of Project	Manager Economic Development & Culture	Andrea Roberts
Project Administration	Strategic City Development Officer	Mel Scott
Project Management (Planning & Administration)	APC	Michael Carter

Roles	Position	Resource Name
Steering Group	Community Representative	Paula Williams
Steering Group	Community Representative	Professor Simon Molesworth
Steering Group	Community Representative	Zeta Bennett
Project Steering	Regional Development Australia Far West Representative	Michael Williams
Steering Group	Community Representative	Helene Power
Steering Group	Community Representative	Rick Ball
Steering Group	Aboriginal Community Working Party	Maureen O'Donnell
Steering Group	Aboriginal Community Working Party	Denise Hampton

WELCOME

Acting Chair Councillor Christine Adams welcomed members of the PSG Sue Hodges from SHP (Sue Hodges Productions) and Alistair Ravenscroft from Flightpath Architects.

CONFIRMATION OF MINUTES

The Minutes of the Broken Hill Living Museum + Perfect Light Project Steering Group Meeting held on 2 May 2017 were tabled and reviewed by the Committee to ensure they were an accurate record of the proceedings. The Minutes of the Meeting held 2 May 2017 were accepted by the Committee.

BROKEN HILL AND OUTBACK ARCHIVES & COUNCIL CUSTOMER SERVICE FOYER PROJECT

SHP (Sue Hodges Productions) and Flightpath presented the PSG with Final Concept Designs for the Broken Hill and Outback Archives & Council Customer Services Foyer. Various questions were addressed throughout the presentation. Positive feedback was received with overall approval for the final design concept. The group suggested minor changes which will be shown in the construction drawings.

NEXT MEETING

Date	15 August 2017
Venue	BHCC Admin Building – 1 st Floor Meeting Room
Start Time	5:00pm
End Time	6:00pm

CLOSE OF MEETING

Acting Chair Councillor Christine Adams thanked everyone for their attendance and input.

Meeting closed 6:00pm.

ORDINARY MEETING OF THE COUNCIL

July 6, 2017

ITEM 9BROKEN HILL CITY COUNCIL REPORT NO. 127/17

SUBJECT: FLYING OF THE RAINBOW FLAG DURING BROKEN HEEL FESTIVAL 11/161

Recommendation

1. That Broken Hill City Council Report No. 127/17 dated July 6, 2017, be received.
2. That Council approve the flying of the Rainbow Flag at the Council Administration Building, Town Hall Façade, Broken Hill Civic Centre and the Town Square throughout the period leading into, during and following the Broken Heel Festival each year.

Executive Summary:

In 2017, the Broken Heel Festival will celebrate its third birthday. The festival celebrates Broken Hill's film heritage, specifically Adventures of Priscilla Queen of the Desert. The event will be held from 8–10 September, 2017.

The festival has gained significant traction since its inception in 2015 and is a key event on the Broken Hill calendar, recognised by Government, community and the Gay, Lesbian, Bi-sexual, Transgender, Intersex and Queer (LGBTIQ) community as a celebration of life.

This report recommends that Council approves the flying of the Rainbow Flag at the Council Administration Building, Town Square, Broken Hill Civic Centre and the Town Hall Façade throughout the period leading into, during and following the Broken Heel Festival each year - to welcome visitors and embrace the values outlined in the Community Strategic Plan; of being a community that values being inspiring, open, original, human and fearless.

Report:

The Broken Heel Festival is gaining traction as an event of national and international significance that throws the City of Broken Hill as a festival destination into the spotlight. Its growing success in attracting sponsorship and media coverage in mainstream and specialist media demonstrates that it is regarded as an event that is important to Australia's cultural story.

The festival celebrates Broken Hill's film heritage, specifically The Adventures of Priscilla Queen of the Desert. The event will be held from 8–10 September, 2017. The three day festival includes performances from Drag Queens and Drag Kings as well as comedy, cabaret, music and activities paying homage to the cult movie and highlighting the top attractions in and around Broken Hill.

A NSW TrainLink Silver City Stiletto service will realise a long-held vision for this event - with a train travelling from Sydney to Broken Hill and return to cater for the Festival in 2017.

This report proposes to Council to fly Rainbow Flags from the following flagpole locations in Broken Hill throughout the period leading into, during and following the Broken Hill Festival each year:

- Broken Hill Council Administration Building
- Broken Hill Town Hall Façade
- Broken Hill Town Square
- Broken Hill Civic Centre

This action is proposed to support the vibrancy of the event and to confirm Council's commitment to supporting community diversity and welcoming visitors to the City.

The Rainbow Flag is a multi-coloured flag consisting of the colours of the rainbow and is known worldwide as the flag representing LGBTIQ pride (since 1978).

Strategic Direction:

Key Direction:	Our Community and Our Economy
Objective:	1.3 Our history, culture and diversity is embraced and celebrated 2.2 We are a destination of choice and provide a real experience that encourages increased visitation
Function:	Community Development and Tourism Development
DP Action:	1.3.1.02 Encourage events and activities in public spaces to create active spaces 2.2.1.25 Support growth of established signature festivals and events for Broken Hill

Relevant Legislation:

Flags Act 1953

Australian Government Department of the Prime Minister and Cabinet Protocols for the appropriate use and flying of the flag.

Financial Implications:

The cost of four flags is estimated to be \$300.00. There is adequate funding in the 2017-2018 Tourism and Events Budget to support this expenditure.

Attachments

There are no attachments for this report.

ANDREA ROBERTS
EXECUTIVE MANAGER STRATEGIC CITY DEVELOPMENT

JAMES RONCON
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

July 6, 2017

ITEM 10BROKEN HILL CITY COUNCIL REPORT NO. 128/17

SUBJECT: MUSEUM ADVISER'S ACTIVITY REPORT 16/121

Recommendation

1. That Broken Hill City Council Report No. 128/17 dated July 6, 2017, be received.
2. That the Museum Adviser's Activity Report for the period October 2016 to June 2017 be received.

Executive Summary:

The Museum Adviser (MA) has provided a report giving an overview of the activities carried out for the period October 2016 to June 2017.

All future Activity Reports will be placed on Councilor's IPads for viewing under the tab "Activity Reports" and made available at the time that Business Papers are produced. The next report will be the MA's yearly review to October 2017.

Report:

The MA Program began in 2007/2008 and is funded by Museums & Galleries NSW (M&G NSW). The program helps small and regional museums develop strategic plans for growth and sustainability, identifies tourism opportunities, develops ideas for new displays and offers support in identifying funding opportunities.

In 2016, M&G NSW provided funding of \$7000.00 to Broken Hill City Council to continue its MA Program. This is a 50% contribution towards the MA fee for a 12 month period. In October 2016, Council appointed Lynn Collins, a museum and arts professional with over ten years of experience as MA for Councils in the Upper Hunter, Lithgow, Blue Mountains, Sutherland, Wyong and the Central Coast. Under this appointment, Council has matched the funding from M&G NSW by contributing \$7,000 to engage Lynn's services for 20 days per year (an average of 10 x 2 day visits).

M&G NSW have set the following benchmarks for the MA Program:

- Complete the Significance Assessment for the volunteer museums, present to Council /M&G NSW and promote accordingly.
- Complete the Development Plan for the volunteer museums, present to Council/M&G NSW and begin working with the museums to implement the relevant strategies.
- Complete an audit of museums in the Broken Hill/Silverton area and present to Council/M&G NSW.
- Ensure Strategic Plans are in place for each museum covered by the program .
- Prepare and finalise Collection Policies for each museum in the program based on a schedule to review within 3-5 years.

- Continue to develop a closer relationship with relevant Council staff to ensure that volunteer museums in Broken Hill play a role in broader initiatives promoting history and heritage in the city.

Working from this list and in conjunction with the mainly volunteer-managed museums, the MA has chosen priority areas with which proceed. These are outlined in the attached activity report and include Strategic Planning, Significance Assessments, Promotion and Tourism. Also attached is a Museum Survey used by the MA to assess the needs of volunteer managed museums with regards to site, operations, visitation, management and collections.

All future Activity Reports will be placed on Councilor's IPads for viewing under the tab "Activity Reports" and made available at the time that Business Papers are produced. The next report will be the MA's yearly review to October 2017.

Strategic Direction:

Key Direction:	2 Our Economy
Objective:	2.2 We are a destination of choice and provide a real experience that encourages increased visitation
Function:	Tourism Development
DP Action:	2.2.1.09 Adopt a 'whole of destination' approach to the development, management and marketing of attractions and experiences for Broken Hill
DP Action:	2.2.1.12 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.
DP Action	2.2.1.16 Promote the Albert Kersten Mining and Mineral Museum as a tourist attraction

Relevant Legislation:

Nil

Financial Implications:

Nil

Attachments

1. [↓](#) Template - Museums Survey
2. [↓](#) Museum Advisor Activity Report to Council

ANDREA ROBERTS
EXECUTIVE MANAGER STRATEGIC CITY DEVELOPMENT

JAMES RONCON
GENERAL MANAGER



BROKEN HILL
CITY COUNCIL

MUSEUMS SURVEY

DETAILS

Museum:
Interviewee/s:
Date:
Address:
Phone / email:
Key contact:
Phone / address:
Current President:
Phone / address:
What year was the museum established?

THE MUSEUM SITE

1. Who owns your museum's site or building?
2. If the building is not owned by the historical society/organisation managing the museum, is there a current lease or MOU with the building owner?
3. Is the museum in a heritage building? please indicate where is it listed
4. If yes, is there a conservation plan for your site or building? please give the title and date
5. Is the museum physical accessible to people of all ages and levels of ability? Please indicate problematic areas

MUSEUM OPERATIONS

1. Type of museum: please circle / indicate:
historical society/keeping place/heritage place/theme museum/heritage centre/other – please detail
2. What are the opening days and hours for the museum?
3. What are the normal entry fees?
4. Please detail any charges for services eg researching, photocopying
5. Does the museum offer an out-of-hours service (open-on-call)? please detail
6. What were your visitor number for the previous year? actual or estimated?
7. Of these visitors, please can you estimate the percentage of:

Males:	%
Children 12 years and younger:	%
Local:	%
Those attending an Event:	%
8. Reviewing visitor numbers for the last ten years, are numbers trending up, down, or about the same?
 - a. what do you anticipate for the future
 - b. why do you think this?
9. Does the museum have its own website? Is it linked to one? Address/es
10. Is the museum collection included in any web-site? (eg local Council; Australian Dress Register; regional tourism agency)
11. Is there internet access in your museum? Is there a plan to have this facility?

AUSTRALIA'S FIRST HERITAGE LISTED CITY

12. How is the museum working with local Council?
 13. What current assistance does the museum receive from Council?
 14. With which key organizations is your museum closely linked? eg Royal Australian Historical Society; membership of Museums Australia; Local / regional tourism agencies; Arts Council; National Trust; Other – please detail

MUSEUM MANAGEMENT

1. What is the organisational structure of the museum? For example is the museum incorporated? What is the maximum term for Office-bearers?
2. What are the main sources of income? (eg by percentage –

membership fees	%
book sales	%
admission	%
events	%
services	%
other	%
3. What is the current number of museum financial members?
4. By how much has this number increased or declined in the past 3 years? Can you say why?
5. How many members are actively and regularly volunteering in museum operations?
6. How many volunteers have joined your group in the past 10 years? In the past 3 years?
7. Please estimate how many hours per week key volunteers or committee members would spend on museum business: and, generally, for how many person-hours are they involved in particular activities:
 - meetings:
 - cleaning:
 - research:
 - secretarial:
 - gardening:
 - repairs and maintenance:
 - promotions:
 - Other, please detail:
8. What is the age of your work-force?

0	25	40	50	60	75	80	90	100	years
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9. Is there a volunteer recruitment strategy? please outline, including any mentoring systems, succession planning, promotional tactics etc
10. Is there a volunteer handbook?
11. Does the museum have a current viable forward plan? eg strategic /business /corporate plan (please include dates)
12. Does the museum have a collection policy? please note whether it includes the following:
 - ☐ acquisition policy
 - ☐ de-accession policy
 - ☐ collections preservation/conservation policy
 - ☐ loans policy – inward and outward
 - ☐ education policy
 - ☐ exhibition policy

THE MUSEUM COLLECTION

1. What are the key collection themes?
2. What types of objects are collected? (e.g. photographs, maps, machinery, textiles)
3. How many objects are there in the collection?
4. What percentage (%) of the collection is on display?
5. Estimate what percentage (%) of the collection
 - is entered into an accession register: %
 - has clear, accurate ID attached to/included with artefacts: %
 - has been digitized: %
 - is catalogued on a computer database: %
 - has individual hard-copy or computerised object files: % or total number:
 - comprises items with a statement of significance: % or total number:
 - have nil provenance: %
6. Is there a statement of significance for the whole collection? please circle YES or NO?
 - a. If YES, when was this undertaken?
 - b. by whom?
7. Does the museum use a computer database for cataloguing the collection?
8. If yes, what is the name of the program? for example Mosaic, Vernon, eHive
9. Are all conservation/restoration treatments recorded?
 - c. If not all, what percentage are? %
10. Does the museum have a dedicated collection working space? please indicate size and facilities
11. Does the building have a defined space for storage? If so, is it adequate for future collection growth?
12. Does the museum have procedures/systems in place to ensure that the collection is secure?
13. Has there been any history of theft?
14. Does the museum have a current disaster plan/emergency response plan?
15. When was the last emergency response exercise carried out?
16. Is there a wind-up clause for the collection in the event of the museum closing?

MUSEUM SERVICES

1. Do you offer education programs for schools? please detail
2. If yes, how many school student visitors did you have this calendar year and last calendar year
3. Which local schools visit?

EXHIBITIONS

1. What are the main themes in the museum's exhibitions?
2. Does the museum have space for temporary exhibitions? Please indicate rough details of facilities:
 - floor-space:
 - running wall-space:
 - lighting/power:
 - security:
3. How often does the museum mount new displays?
4. For normally what duration?
5. Available to travel?

KEY NEEDS

1. **What industry programs (such as MGNSW Standards, Powerhouse Community Services) has the museum participated in? when?**
2. **What are the key areas of need for the collection and museum?** Please respond to as many points as are relevant. You may also indicate your priority needs, and specify what resources /assistance you could require
 - Assistance with collection cataloguing and collection documentation
 - Statements of Significance
 - Conservation and preservation
 - Volunteer recruitment and retention
 - More storage space
 - De-accessioning
 - Funding and grant applications
 - Policies and planning
 - Audience development
 - Effective promotional strategies, including writing media releases etc
 - Exhibition development and funding
 - Education programs
 - Web development and social media
 - Other – please specify
3. **Using the list above and thinking about your museum needs, what kind of training – lectures, demonstrations or Work-shops - would be most helpful?** Detail
4. **How many of your members would participate?** Place a number against your proposed training

Lynn Collins
Museums and Galleries Advisor


BROKEN HILL
CITY COUNCIL

MUSEUMS ADVISOR – ACTIVITY REPORT

30/06/2017
UPDATE PERIOD

D17/29323

Activity Report: Lynn Collins

Summary of work to date with target museums

Sulphide Street Railway & Historical Museum	Strategic Plan to be encouraged; Collection Policy to be discussed; Preservation Needs Assessment to be considered.
Synagogue of the Outback Museum	Strategic Plan and Collection Plan review/development; Preservation Needs Assessment follow-up.
West Darling Machinery Preservation Society	With imminent lease renewal and desire for future turnover of management, the society has identified numerous areas of need, e.g. documentation of the collection and Strategic Planning.
Broken Hill Mosque Museum	Strategic Plan and Collection Plan review/development; Preservation Needs Assessment follow-up.
White's Mineral Art & Mining Museum	Collection needs to be assessed and a system for documentation devised in tandem with succession planning.
Silverton School Educational Museum	Strategic Plan and Collection Plan review/development; Preservation Needs Assessment follow-up.
Silverton Gaol Museum	Strategic Plan and Collection Plan review/development; Preservation Needs Assessment follow-up.

Benchmarks to work towards this year

- Templates for a Collection Policy/Plan and Strategic Plan – these will be presented to museums via regular group meetings for individual follow-up plus, in time, information on succession planning.
- Volunteer recruitment and training.
- Collection management, interpretation and disaster planning.
- Significance and Preservation Needs Assessments.

Individual assistance will continue to be offered by the Museum Advisor (MA) in reviewing and advancing the plans, along with support with any other museum issues arising.

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Immediate Foci:

- The Broken Hill Historical Society (BHHSoc) 2016 Strategic Plan, following a review and discussion with the President, now needs further committee consultations, updating and refinement. MA assistance offered leading to ratification and implementation.
- The evolving Collection Policies covering the four BHHSoc museum "departments" appear to need review, and formulating or upgrading as stand-alone documents.
- West Darling Machinery Preservation Society is now keen to produce a Strategic Plan and Collection Plan, plus engaging with its membership re succession planning.
- White's Mineral Art & Mining Museum requires assistance with succession planning, not least provisions in the event of winding-up.
- Completing Museum Surveys establishing/firming-up working relationships and identifying museum needs to inform future visits.

A Museum Survey is attached to this Report for information. These are used by the MA to assess the needs of volunteer managed museums with regards to site, operations, visitation, management and collections.

Work program to the end of the year and the projects/milestones to complete with target museums

The MA will encourage and assist museums to produce policies and plans and pursue Significance and/or Preservation Needs Assessments. Surveys having been completed, a Development Plan can be drafted.

Additionally, museum representatives have expressed a desire to improve visitation levels at museums and encourage the involvement of more volunteer staff, and to this end the MA will provide assistance.

ORDINARY MEETING OF THE COUNCIL

July 13, 2017

ITEM 11BROKEN HILL CITY COUNCIL REPORT NO. 129/17

SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO
372 HELD TUESDAY JULY 4, 2017. 11/397

Recommendation

1. That Broken Hill City Council Report No. 129/17 dated July 13, 2017, be received.
2. That the minutes for the Local Traffic Committee Meeting No. 372, held July 4, 2017, be received.
3. Item number 372.7.5 - That concrete speed humps be installed on east side of the entry to the Warnock Street Depot and to investigate the option of making the S-bend a T-intersection with a stop sign to be located adjacent to the entry of the Warnock Depot.
4. Item number 372.7.3 - That the request for the temporary road closure effecting Argent Street traffic be endorsed by Council and that any costs associated with the road closure be covered by the proponent.

Executive Summary:

Guidelines published in March 2009 by the Roads and Traffic Authority (now known as the Roads and Maritime Services), titled '*A guide to the delegation to councils for the regulation of traffic*' states: "The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Roads and Maritime Services or relevant organisation. Such matters must not be referred to the LTC.

Council is not bound by the advice given by its LTC. However if Council does wish to act contrary to the unanimous advice of the LTC or when the advice is not unanimous, it must notify Roads and Maritime Services & the NSW Police and wait 14 days before proceeding."

Report:

This report is to provide Council with the minutes and action list of the Local Traffic Committee meeting held July 4, 2017 which details recommendations to Council for consideration and adoption.

Strategic Direction:

Key Direction: 4. Our Leadership
Objective: 4.3 United We Stand
Function: Leadership & Governance
DP Action: 4.3.1.1 Develop committees and/or workgroups for key issues and projects impacting Council and the City

Relevant Legislation:

- *Road Transport (Safety and Traffic Management) Regulation 1999*, and
- Road Rules 2008
- A guide to the delegation to councils for the regulation of traffic (guidelines)

Financial Implications:

Financial implications for any of the recommendations to Council will be detailed in the LTC minutes, if relevant.

Attachments

1. [!\[\]\(e40bb48ad1470e3a14017c64c5673877_img.jpg\)](#) Minutes of the Local Traffic Committee Meeting No 372 - July 2017

BRENDAN SMITH
CHIEF OPERATING OFFICER

JAMES RONCON
GENERAL MANAGER

LOCAL TRAFFIC COMMITTEE MINUTES OF MEETING NO 372

Held 9.30am Tuesday 4 July 2017

Ground Floor Meeting Room - Council Administration Building

The Chairperson Manager Infrastructure, Andrew Bruggy opened the meeting at 9.30am and welcomed all representatives present.

372.1 Present

Andrew Bruggy	Chairperson Manager Infrastructure, Broken Hill City Council (Council)
Joe Sulicich	Roads and Maritime Services (RMS) Representative
Sergeant Kerri Lane	Broken Hill Police Representative
Peter Beven	Local Member's Representative
Marion Browne	Councillor
James Druitt	Observer, Asset Planner Transport, Broken Hill City Council
Helen Murray	Observer – Silverton Village Committee.
Penny Robinson	Minute Secretary Administration Officer, Broken Hill City Council

Manager Infrastructure, Andrew Bruggy introduced and welcomed Ms Helen Murray who is attending as a representative of the Silverton Village Committee to discuss concerns relating to the Silverton Windfarm. Ms Murray advised the committee of the following matters and concerns:

- Safety and traffic flow concerns relating to the Windfarm due to increased business and traffic to the area in school holiday periods and there will be an increase of trucks from Cat Con who is the successful tendering company associated with the Windfarm.
- Plans have been proposed to RMS including passing bays and additional signage approximately the first 5 -10km heading to Silverton.
- The trucks returning to Broken Hill will be reduced in size once deliver their loads to the Windfarm. Once reduced in size, the trucks will not require escorts back through Broken Hill.
- Proposed return route for trucks is via Rakow Street.
- The concrete batching plant is unable to use concrete/materials on site and now have advised that this means an increase of more than eight B –Double trucks per day.
- Consolidated Mining and Civil (CMC) trucks will also be using this route. Ms Murray advised that the number of CMC trucks daily is unsure at this time.
- Mr Peter Price, a member of the Silverton Village Committee, has advised that locals have reported near misses with several trucks travelling too fast from the Day Dream Mine road.

Local Traffic Committee Minutes Meeting No 371

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Increased dust from the speed of trucks an concern. Mr Price has been in touch with Cat Con management and advised of the issues. Dash camera footage was reviewed in both cases and the issues addressed. Police have now noted this issue as were unaware of the recent near misses.

- A Traffic Management Plan has been updated and provided to RMS for review. Ms Murray is unsure if this has been approved by RMS. This shows trucks entering through Eldee Station.
- Concerns over increased incident and accidents within the area, trucks going at speeds of 60/70km per hour over dips/creeks have less control of trailing units and sway over the road causing risk for oncoming traffic.

Council's Manager Infrastructure, Andrew Bruggy advised that although the Local Traffic Committee's Local Government Area (LGA) is not within the area of the issues, it still remains of vested interest to the committee as the trucks will be using local roads. Primary roads in use are in the care of RMS.

RMS, Joe Sulicich suggested that the road should be graded and watered however unsure of how often/if this is occurring. The traffic management plan has not been approved at this stage. RMS are still sourcing additional information to make an accurate assessment of the requirements of vehicles in the area.

Manager Infrastructure, Andrew Bruggy thanked Ms Murray for addressing the committee and in moving forward from the issues discussed, advised that the majority of issued raised are the responsibility of RMS and the Police. The committee however, will be provided with further updates from Council's Manager Infrastructure as they arise and if appropriate to the committee. Ms Murray exited the meeting at 10.07am.

372.2 Apologies

372.3 Disclosure of interest

Name: Councillor Marion Browne

Item No/Description of matter: 356.9.1

Nature of interest disclosed: Friend to one of the proponents.

Action to be taken: The chairperson and committee discussed the nature of the disclosure of interest and concluded that it will have minimal to no impact on any discussion/decisions relating to this item and that Councillor Browne would remain in the room.

372.4 Adoption of previous minutes

Previous minutes of meeting No 371 held 6 June 2017 were confirmed via online voting as follows:

All in favour: Council, RMS, Police, Local Member's Representative

Yet to vote: Nil

Against: Nil

372.5 Council Resolutions

The following Committee recommendations were adopted by Council at its meeting held 26 June 2017

<p>ITEM-10--BROKEN HILL CITY COUNCIL REPORT NO. 112/17--DATED JUNE 13, 2017-- MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 371 HELD TUESDAY JUNE 6, 2017.</p>	
<p>Recommendation</p>	
<p>1.→ That Broken Hill City Council Report No. 112/17 dated June 13, 2017, be received.</p>	
<p>2.→ That the minutes for the Local Traffic Committee Meeting No. 371, held June 6, 2017, be received.</p>	
<p>3.→ Item number 371.7.1--That the request for road closure as per The Palace Hotel's Traffic Control Plan for:</p>	
<p>Date: 5/24/2017 Author: D Morris Project: Road Closure--Broken Hill Festival Card Number 0033028816</p>	
<p>be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.</p>	
<p>4.→ Item number 371.7.2--That the loading zone located in Oxide Street in front of the Old Royal Tavern, 146-148 Oxide Street, be removed and replaced with parallel parking. A taxi zone to be placed in Mica Street near the vicinity of the Old Royal Tavern, 146-148 Oxide Street for the purpose of allowing a drop-off area with the aim to reduce the occurrence of double parking in the Oxide Street area</p>	
<p>5.→ Item number 371.7.3--That Council notes that the committee have no objections to the School of the Air, Motorcade Event that will be held on Tuesday, 1 August 2017</p>	
<p>6.→ Item number 371.7.4--That Council contact the businesses within Argent Lane from Bromide to Kaolin Streets in relation to the proposed installation of 'No Parking Signs'; and if there are no objections from this consultation, signage will be installed.</p>	
<p>7.→ Item number 371.7.5--That existing signage located in the vicinity of 130--136 Eyre Street be removed and replaced with two 'No Stopping' signs.</p>	
<p>RESOLUTION Minute No. 45569 Councillor M. Browne moved →) Councillor C. Adams seconded →)</p>	<p>That the recommendation of item 10 be adopted. CARRIED</p>

372.6 Matters Arising from the Previous Meeting

Council's Manager Infrastructure, Andrew Bruggy advised that the committee minutes were raised for discussion by a Councillor at the June 2017 Council meeting with the request that the minutes template be reviewed as are difficult to follow. Andrew Bruggy asked the committee for their comments and feedback. The committee note that they find the recommendations clear however current matters within the action list and the history of items are difficult to determine due to the

formatting of the minutes and the length being too long with too much repeated information. Andrew Bruggy advised the committee that the minute template will be reviewed.

372.7 Correspondence In

Item No.	TRIM No.	Details
372.7.1	D17/28693	Request for a Disabled parking Zone - 90 Iodide Street. The committee reviewed the correspondence provided. There is no dish crossing located near the property, a Council Officer can provide a sales and services quote or discuss options for private application for dish crossing/using a private contractor. The committee will consider this request again at the next meeting once a Council Officer has been able to discuss further with the resident. N/A
Item No.	TRIM No.	Details
372.7.2	D17/10900	Request to review the parking in the surrounding streets of Broken Hill High School. Council's Asset Planner Transport, James Druitt has reviewed Garnet Street parking and advised that angle parking may be possible for one side of street however, concerns raised for reversing vehicles and school children walking on the road. The committee advised that Wolfram Street side parking is to remain the same as reversing would cause issues in Wolfram Street. Council's Manager Infrastructure, Andrew Bruggy will discuss further with the proponent. N/A

Item No.	TRIM No.	Details
356.9.1	D17/30450	<p>Letters of concern relating to item number 356.9.1</p> <p>The committee reviewed the feedback letters returned to Council.</p> <p>It was identified through the feedback that the S-bend located in Warnock/Gossan Street is the primary concern.</p> <p>The committee propose that this previous action relating safety devises to be completed and the following now be considered:</p> <p>Council's Manager Infrastructure, Andrew Bruggy is reviewing the entry/exit plans for the Warnock Depot and will provide a Warnock Street master plan/report to Council for consideration in the coming months.</p> <p>There are several options to be considered within this review including Mica Street and Talc Street access points to the Warnock Depot.</p> <p>RMS, Joe Sulicich queried will the S-bend entry/exit be closed. Council's Manager Infrastructure, Andrew Bruggy advised that this is to be included in the review.</p> <p>Discussion relating to the possibility of the installation of speed humps in the area. This was previously considered however due to cost was not provided as an option. Discussion of if concrete speed humps can be installed on the S-bend. See new recommendation.</p> <p>This new item will be referred to as Item number 372.7.5.</p> <p>Item number 372.7.5 - That concrete speed humps be installed on east side of the entry to the Warnock Street Depot and to investigate the option of making the S-bend a T-intersection with a stop sign to be located adjacent to the entry of the Warnock Depot.</p> <p>Police</p> <p>RMS</p> <p>All representatives support this recommendation.</p>

Item No.	TRIM No.	Details
356.9.1	D17/30454	Information on Speed Cushions relating to item number 356.9.1
		As discussed in the previous item.
		N/A
Item No.	TRIM No.	Details

372.7.3	D17/29618 D17/29619	Confidential Item – Application and information for temporary road closure for consideration. The proponent wishes for the details of this event to remain confidential as wish to announce the event when appropriate.
		The committee reviewed the area of the proposed temporary road closure that will effect Argent Street traffic for the event.
		The committee have no objections to the information provided relating to the proposed temporary road closure.
		That the request for the temporary road closure effecting Argent Street traffic be endorsed by Council and that any costs associated with the road closure be covered by the proponent.
		Police
		RMS
		All representatives support this recommendation.
Item No.	TRIM No.	Details

372.7.4	D17/31108	Review of angle parking line marking in the vicinity of 401 – 403 Mica Street.
		Council to include in line marking schedule.
		CRM to be entered by minute secretary.
		N/A

372.8 Correspondence Out

Item No.	TRIM No.	Details	Page No.
372.7.1	D17/29743	Acknowledgement letter - Request for a Disabled parking Zone - 90 Iodide Street.	45
371.7.2	D17/29661	Response letter – Various requests - Old Royal Tavern, 146 - 148 Oxide Street	46
371.7.3	D17/29669	Response letter – School of the Air Motorcade Event	47
371.7.4	D17/29700	Response letter – Request for 'No Parking' signs – Argent Lane.	48
371.7.5	D17/29717	Response letter – 'No Stopping' signs in the vicinity of 130 – 136 Eyre Street.	49

372.9 Action Item List

Item No. 356.9.1

TRIM No. D16/32609

CRM No. 24806/2016

Responsible Officer Asset Planner Transport, James Druitt

Current Status Completed - July 2017

Date **Item Details**

February 2016

Wright and Warnock Street Intersection

Councillor 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.

Date **Committee Recommendation/s**

July 2016

Two week trial to commence of a temporary closure of the areas.

August 2016

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.

	James Druitt to report the outcome and feedback to the committee for further review.
September 2016	Andrew Bruggy and James Druitt to investigate the installation of speed humps in Wright Street.
February 2017	The committee propose that Council offer to provide safety devices to the residents of the houses at the top of Wright and Warnock Street as a means to resolve this issue. The committee conclude that a permanent road closure is not required at the Wright and Warnock Street intersection.
Action Date	Running Actions
October 2016	Council's, Asset Planner Transport, James Druitt has costed speed humps awaiting advice on installation. Design plan to be provided to next meeting.
November 2016	<p>Council's, Asset Planner Transport, James Druitt has provided a report to committee with costing for proposed works.</p> <p>Query from the committee if the residents agree with the speed hump installation - Asset Planner Transport advised that this was advised in consultation with the local residents.</p> <p>Query if Warnock Street traffic has also been reviewed? Speed counters reviewed this area previously.</p> <p>Chairperson, David Zhao suggests that bollards be extended form the Warnock Street bend rather than installing the speed hump.</p> <p>Council to speak with the residents primarily effected at the Warnock Street end of Wright Street relating to bollards or guard rails instead of speed hump. Also identify individual concerns. Council to report back to December 2016 meeting.</p>
December 2016	<p>Council Officer James Druitt spoke to the residents and they voiced that they would like the street closed. This is resulted because of several crashes into fences, no major crashes/fatalities etc. However if the street is closed it may cause issued for diverting the traffic. Discussion from the committee suggest that a road closure may not be the best option and discussion of guard rails being installed in the area.</p> <p>Further investigation required as to implications if the road is closed.</p> <p>Traffic count previously conducted and concluded minimal vehicles speeding in the area. When the temporary road closure occurred vehicles then used the lanes near Wright and Long Street.</p> <p>RMS to undertake further investigation to provide a report on road closure implications to be provided to the committee.</p>
February 2017	Remains pending.

March 2017	The committee discussed this item in length going over the discussion raised in previous months in consideration with the traffic counts conducted and crash history of the area. The committee wish to see this item come to a conclusion in the near future. The committee propose a new recommendation to Council being that; Council offer to provide safety devices to the residents of the houses at the top of Wright and Warnock Street as a means to resolve this issue and; the committee conclude that a permanent road closure is not required at the Wright and Warnock Street intersection.
April 2017	Remains pending
May 2017	Asset Planner Transport, James Druitt to follow up actions required as the proposed recommendation was adopted by Council at its meeting March 2017. Asset Planner Transport, James Druitt to follow up actions required.
June 2017	Council have drafted a letter to be issued to the residents of the Wright Street area with a feedback sheet relating to the option for safety devices.
July 2017	The committee reviewed new feedback provided as detailed on page 5. The Committee agree to complete this action item. Further action will be noted as item number 372.7.5.

Target Date Not Determined

Item No. 367.7.2

TRIM No. D17/3942

CRM No. Nil

Responsible Officer Council's Infrastructure Projects Engineer, David Zhao (Alternate Chairperson)

Current Status Completed - July 2017

Date **Item Details**

February 2017 Request to remove refuge island adjacent to the Galena Street car wash.

Date **Committee Recommendation/s**

February 2017 Council Officer to draft a parking plan for the area in-front of the houses in question by the refuge in Galena Street, opposite

McDonalds. The plan is to be provided to the committee for further review.

Chairperson, David Zhao to arrange a joint media release with RMS and Police relating to jay-walking and possible fines that can be incurred.

Action Date

Running Actions

February 2017

Video supplied with correspondence, video was viewed by the committee.

RMS, Joe Sulicich advised committee that; this refuge was installed early 2015 and was funded by RMS; that on-site consultation took place prior to installation and; letters of support from the community were provided at the time. Joe Sulicich provided to the committee a copy of a Council media release that provided information to the community on the installation of the refuge.

Joe Sulicich advised committee that the intention of the refuge was to provide a crossing area and slow traffic.

Discussion of placement of refuge and if it is in the most appropriate place for crossing. RMS advised that the refuge was placed in that location as was required to meet standards for the installation.

Discussion of parking availability in front of the property as the committee identify that this is the primary concern from the correspondence.

The committee concluded that the refuge will not be removed however parking in the area may need to be reviewed.

Councillor Browne queried can there be some media around using this refuge. Chairperson David Zhao advised that he will discuss with Council's Communications Specialist the possibility of a combined media release between Council, RMS and police about jay-walking and fines that can be incurred.

March 2017

Discussion of the matter. Council Officer, James Druitt has held discussion with the Car Wash manager relating to the footpath on the car wash side being uneven/rough for pedestrians. Discussion to be ongoing re condition of the footpath area.

April 2017

Pending – previous recommendation to go to March Ordinary Council meeting.

May 2017

Proposed recommendation adopted by Council at its March 2017 meeting. Asset Planner Transport, James Druitt is to arrange the actions as per recommendation

June 2017

Pending

July 2017

Council's Manager Infrastructure, Andrew Bruggy advised that this item and actions are now completed.

Target Date April 2017



Item No. 370.10.1

TRIM No. N/A

CRM No. N/A

Responsible Officer Council's Asset Planner Transport James Druitt

Current Status Completed – July 2017

Date **Item Details**

May 2017 Police, Sergeant Kerri Lane – Warnock and Galena Street Stop sign is requested to be removed. Police advise that the 'Stop' sign is not being enforced as is not correctly placed on the intersection.

Date **Committee Recommendation/s**

May 2017 The committee agree with the request for the 'Stop' sign to be removed and replaced with a 'Give Way' sign.

Action Date **Running Actions**

May 2017 Council's Asset Planner Transport James Druitt will place this request on the works schedule.

June 2017 Pending, works to commence within the next week.

July 2017 Action completed as stop sign has been installed

Target Date June 2017



Item No. 370.10.3

TRIM No. N/A

CRM No. 27936/2017

Responsible Officer

Current Status Completed - July 2017

Date **Item Details**

May 2017 Local Member's Representative, Peter Beven advised that at the corner of Cummins and Bromide Street has a low hanging tree that requires lopping.

The tree currently obstructs vision for vehicles entering the eastern corner of the intersection.

June 2017 Pending as Council staff could not identify tree for trimming, Council's Manager Infrastructure will arrange for Local Member's Representative, Peter Beven to meet a Council Officer at the site to correctly identify.

Date **Committee Recommendation/s**

May 2017 N/A

Action Date **Running Actions**

May 2017 CRM to be entered.

Target Date June 2017

Item No.	370.10.4
TRIM No.	N/A
CRM No.	27937/2017
Responsible Officer	
Current Status	Completed - July 2017
Date	Item Details
May 2017	Local Member's Representative, Peter Beven advised that on the corner of Argent and Garnet Streets that a small saltbush on the southern corner requiring removal as obstructs vehicle vision. The tree currently obstructs vision for vehicles entering the eastern corner of the intersection.
June 2017	Pending as Council staff could not identify the saltbush for trimming, Council's Manager Infrastructure will arrange for Local Member's Representative, Peter Beven to meet a Council Officer at the site to correctly identify.
Date	Committee Recommendation/s
May 2017	N/A
Action Date	Running Actions
May 2017	CRM to be entered.
Target Date	June 2017



Item No.	371.7.1
TRIM No.	D17/25071
CRM No.	N/A
Responsible Officer	Council's Asset Planner Transport James Druitt
Current Status	Completed - July 2017
Date	Item Details
June 2017	Broken Heel Festival – Traffic Control Plan (TCP) for review and comment.
Date	Committee Recommendation/s
June 2017	That the request for road closure as per The Palace Hotel's Traffic Control Plan for: Date: 5/24/2017 Author: D Morris Project: Road Closure – Broken Heel Festival Card Number 0033028816. Be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.
Action Date	Running Actions
June 2017	The committee reviewed the TCP provided for the 2017 Broken Heel Festival. It is noted that the TCP is the same area as submitted for the 2016 Festival. The committee have no objections to the TCP submitted for 2017
Target Date	July 2017



Item No.	371.7.2
TRIM No.	D17/13433
CRM No.	N/A
Responsible Officer	Council's Asset Planner Transport James Druitt
Current Status	Pending - July 2017
Date	Item Details
	Old Royal Tavern - Street maintenance requests.
Date	Committee Recommendation/s
June 2017	<p>The Loading Zone located in Oxide Street in front of the Old Royal Tavern, 146-148 Oxide Street, be removed and replaced with parallel parking.</p> <p>A taxi zone to be placed in Mica Street near the vicinity of the Old Royal Tavern, 146-148 Oxide Street for the purpose of allowing a drop-off area with the aim to reduce the occurrence of double parking in the Oxide Street area.</p>
Action Date	Running Actions
June 2017	<p>The correspondence received was reviewed and discussed by the committee. It was identified that a majority of the matters raised are not committee issues. Council's Manager Infrastructure, Andrew Bruggy advised that Council will address; the removal of the footbridge; the tree and pavers.</p> <p>The Loading Zone located in Oxide Street in front of the Tavern, is a committee related issue. Recommendation below.</p> <p>Should the below recommendation be adopted by Council, correspondence will be issued to local taxi companies to advise of the change to taxi parking in the vicinity.</p>
Target Date	July 2017

Item No.	371.7.3
TRIM No.	D17/24971
CRM No.	N/A
Responsible Officer	N/A
Current Status	Completed - July 2017
Date	Item Details
June 2017	The Motorcade Event has occurred over the last few years. Police are aware of this event and are providing and escort. The committee have no objections to the event
Date	Committee Recommendation/s
June 2017	The committee have no objections to the School of the Air, Motorcade Event that will be held on Tuesday, 1 August 2017.
Action Date	Running Actions
June 2017	As above recommendation
Target Date	July 2017

Item No.	371.7.4
TRIM No.	D17/23162
CRM No.	N/A
Responsible Officer	Council's Asset Planner Transport James Druitt
Current Status	Pending - July 2017
Date	Item Details
June 2017	Request for 'No Parking' Signs – Argent Lane.

Date	Committee Recommendation/s
June 2017	<p>Council to contact the businesses within Argent Lane from Bromide to Kaolin Streets in relation to the proposed installation of 'No Parking Signs'.</p> <p>If there are no objections from this consultation, signage will be installed.</p>

Action Date	Running Actions
June 2017	<p>Matter discussed relating to vehicles parking in the Argent Lane area near Gloria Jeans and the Visitor Information Centre. Parking in the lane is reported to block access of larger vehicles to the Argent Lane.</p> <p>This area was not reviewed in Council's Parking Strategy.</p> <p>The Lane area has frequent flow of traffic.</p> <p>Recommendation below.</p>

Target Date



Item No.	371.7.5
TRIM No.	D17/24484
CRM No.	N/A
Responsible Officer	Council's Asset Planner Transport James Druitt
Current Status	Pending - July 2017

Date	Item Details
June 2017	'No Stopping' Signs requested for the vicinity of 130 – 136 Eyre Street.

Date	Committee Recommendation/s
June 2017	Existing signage located in the vicinity of 130 – 136 Eyre Street is to be removed and replaced with two 'No Stopping' signs.

Action Date	Running Actions
	Sight distance/vision of pedestrians said to be a concern when vehicles are parked in the area. Council to investigate required distance

required for line of sight. Discussion of trucks and vehicle use in the area and the number of vehicles using the area.

The committee discussed who will be effected by the installation of the signage. It was identified that it would only primarily effect the correspondents business and their employees who use this parking area. Recommendation below.

Target Date



Item No. 371.9.3

TRIM No. N/A

CRM No. N/A

Responsible Officer Manager Infrastructure, Andrew Bruggy

Current Status Completed - July 2017

Date

Item Details

Police, Sergeant Kerri Lane queried the Silverton Windfarm truck route and Councils' involvement in the proposed truck route.

Police concerns are relating to; trucks holding up traffic due to length and width of vehicles; turning on/off of the road to the windfarm; traffic meeting each other; escorted vehicles being able to pull over and vehicle speed on dirt roads.

Date

Committee Recommendation/s

N/A

Action Date

Running Actions

Council's Manager Infrastructure, Andrew Bruggy advised the committee that Council has limited involvement and this is not a committee matter.

RMS state roads are involved relating to the proposed truck route.

Council's Manager Infrastructure, Andrew Bruggy advised that the committee are invited to the windfarm when open for a tour.

Council's Manager Infrastructure, Andrew Bruggy advised that he will extend an invitation to the General Manager or the Traffic Engineer of

the Silverton Windfarm project to present to the committee at the July meeting.

Police will also extend an invitation to a representative from the Silverton Community Consultative Committee to also attend this presentation.

Target Date July 2017

372.10 General Business - Nil.

372.11 Next Meeting Date 1 August 2017

372.12 Meeting Closed 11am

ORDINARY MEETING OF THE COUNCIL

July 17, 2017

ITEM 12BROKEN HILL CITY COUNCIL REPORT NO. 130/17SUBJECT: ACTION LIST REPORT11/25**Recommendation**

1. That Broken Hill City Council Report No. 130/17 dated July 17, 2017, 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 Council resolutions.

Report:

A new format Action List was presented to the June 2017 Council Meeting to provide Councillors with a clearer way of reporting on the progress of outstanding Council resolutions. Council resolved:

RESOLUTION*Minute No. 45570**Councillor J. Nolan moved**Councillor M. Browne seconded*

-) 1. *That Broken Hill City Council Report No. 106/17 dated June 16, 2017, be received.*

2. *That the Action List continues to be produced in its previous format with the addition of colour coding to distinguish items that are:*
 - a) not yet commenced (shaded red)*
 - b) in progress (shaded yellow)*
 - c) complete (shaded green).**Items completed to be removed from the list the following month.*

CARRIED

As per Minute No. 45570, the Action List has been produced in the new colour coded format and shows the progress of Council' decisions between February 2012 and June 2017.

The Action List attached to this report is for information only and will be provided to Council on a monthly basis.

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:

Local Government Act 1993

Financial Implications:

Nil

Attachments

1. [↓](#) Action List - July 2017

JAMES RONCON
GENERAL MANAGER

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Confidential Matters of the Council 29 February 2012	False	Confidential Matters
ITEM 1 (Item 45 in open minutes) - SUSTAINABILITY REPORT NO. 8/12 - DATED JANUARY 13, 2012 – RENEWAL OF LEASE TO THE AERO CLUB OF BROKEN HILL INC. AT AIRPORT - <u>CONFIDENTIAL</u>		
11/232		
<u>Recommendation</u> That Sustainability Report No. 8/12 dated January 13, 2012 be received. 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. That documents relating to this matter be executed under Council'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.		
		CARRIED
23 May 2017 - 11:44 AM - Leisa Bartlett no change, LPI rejected original plans due to their condition. Plans have been resubmitted for approval. 13 Apr 2017 - 1:59 PM - Leisa Bartlett Still pending finalisation of RFDS subdivision with LPI 16 Sep 2016 - 1:25 PM - Leisa Bartlett Awaiting documentation from Surveyor. Due to recent subdivision for sale of land to RFDS, the DP planning numbers will change and therefore will affect this subdivision for lease purposes, therefore it is necessary to wait until the DPI have processed the RFDS subdivision before this plan is lodged. 17 Aug 2016 - 1:51 PM - Tracy Stephens Awaiting new Administration Sheet for signing by GM and Mayor. Subdivision plans can then be registered with LPI. 06 Jun 2016 - 3:46 PM - Brendan Smith Action reassigned to Andrew Bruggy by: Leisa Bartlett 19 Jan 2016 - 2:59 PM - Leisa Bartlett Sub-division plans being lodged with Dept. Lands Information. Once the plan is registered, the lease can be finalised. 06 May 2015 - 4:56 PM - Frederick Docking		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>Pending Sub Division for lease purposes</p> <p>11 Dec 2014 - 4:42 PM - Frederick Docking</p> <p>Amendment for water charges to lease draft signed and returned. GM to sign off DA and return to Tracey Stephens for consent for lease purposes.</p> <p>11 Jun 2014 - 3:29 PM - Louine Hille</p> <p>Plan requires minor amendment to stop it being requisitioned. Development Consent to subdivision for lease purposes required. Development Application being compiled.</p> <p>13 Feb 2014 - 12:10 PM - Michelle Rolton</p> <p>Lot numbering determined, awaiting final plan.</p> <p>17 Jan 2014 - 12:14 PM - Louine Hille</p> <p>Draft Plan received for examination and approval.</p> <p>15 Nov 2013 - 11:06 AM - Michelle Rolton</p> <p>Plan now due November 2013, as additional survey works were required.</p> <p>22 Oct 2013 - 2:18 PM - Louine Hille</p> <p>New plan of subdivision for Lease purposes being prepared. Due 30 October 2013.</p> <p>06 Jun 2013 - 3:28 PM - Leisa Bartlett</p> <p>LPI have rejected registration due to change in Airport Title descriptions. Further survey work required prior to re-lodgement of Lease.</p> <p>07 Feb 2013 - 3:26 PM - Leisa Bartlett</p> <p>Lease with Council's Solicitor for registration. Lease has been requisitioned twice due to plan reference - LPI have changed rules. Further advice to be sought from Council's Solicitor.</p> <p>02 Aug 2012 - 3:25 PM - Leisa Bartlett</p> <p>Reminder to return documents sent.</p> <p>03 May 2012 - 3:23 PM - Leisa Bartlett</p> <p>Documents with Lessee for execution.</p>		
Extraordinary Meeting of the Council 30 October 2013	False	Further Business
<p>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</p> <p>11/89, 11/214</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 269/13 dated October 17, 2013, be received.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>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 occupation.</p> <p>That the acquisition be under the Terms of the Local Government Act 1993.</p> <p>That the consent of the Minister and Governor be sought for the acquisition.</p> <p>That Council seek agreement from Trade and Investment, Crown Lands Western Division for the acquisition.</p> <p>That Minerals be excluded from the acquisition.</p> <p>That Council obtain a Native Title opinion in relation to Lot 5939 in DP 725373, formerly part of Western Lands Lease 1060.</p> <p>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.</p> <p>That upon acquisition the land be classified as Operational Land.</p> <p>That compensation be determined as at the date of acquisition by the Acquisition Valuation Branch of the Land and Property Management Authority.</p> <p>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 upon to dispense with pre-acquisition requirements given that the compensation as determined at the date of acquisition will be the purchase price.</p> <p>That documents relating to this matter be executed under Council's Common Seal if required.</p> <p>RESOLUTION <u>Minute No. 44468</u> Councillor D. Gallagher moved) Councillor C. Adams seconded)</p>		
		That the recommendation of item 1 be adopted.
		CARRIED
<p>14 Jul 2017 - 4:43 PM - Leisa Bartlett</p> <p>Action reassigned to Francois VanDerBerg by: Leisa Bartlett</p> <p>16 Sep 2016 - 1:27 PM - Leisa Bartlett</p> <p>Results of EOI need to be analysed and assess implications.</p> <p>20 Jun 2016 - 2:41 PM - Leisa Bartlett</p> <p>Pending outcome of Expression of Interest process.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>16 Sep 2015 - 11:38 AM - Andrew Bruggy Council sending letter to Minister and Crown.</p> <p>20 Apr 2015 - 4:18 PM - Leisa Bartlett With impending EOI outcome - no further action at this stage with report to future Council Meeting.</p> <p>12 Jun 2014 - 11:37 AM - Louine Hille History of site being compiled for submission to Barrister.</p> <p>14 May 2014 - 11:41 AM - Leisa Bartlett Native Title status of one remaining lot to be determined.</p>		
Ordinary Meeting of the Council 24 September 2014	False	Reports
<p>ITEM 14- 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</p> <p>11/411</p>		
<p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 231/14 dated September 4, 2014, be received.</p> <p>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".</p> <p>That documents relating to this matter be executed under Council's Common Seal in the absence of a Trust Seal.</p>		
<p>RESOLUTION</p> <p>Minute No. 44768</p> <p>Councillor P. Black moved)</p> <p>Councillor C. Adams seconded)</p> <p>That the recommendation of item 14 be adopted.</p>		
		CARRIED
<p>28 Jun 2017 - 3:57 PM - Elizabeth Guest</p> <p>Draft licence received for review. Property boundaries are being confirmed before finalising licence. Six maps is out and lat and longs have been obtained from Crown Lands for GIS officer to map to confirm boundaries.</p> <p>15 Jun 2017 - 10:04 AM - Leisa Bartlett</p> <p>Instructions have been sent to Solicitor to draw up licence document.</p> <p>16 Mar 2017 - 11:26 AM - Leisa Bartlett</p>		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>Council has received written advice from the NSW Aboriginal Land Council on Wednesday 15th March that there is no objection to the issue of the Crown Licence, on the condition that:</p> <ol style="list-style-type: none"> The tenure is no higher than a licence The licence only formalises the existing informal arrangement (area affected by the dam and the existing access to the property) The licence terminates if the claim of the subject land (Living Desert) is granted in the future Any proposed future works on the claimed land in relation to this licence – with the exception of basic fence maintenance – is referred to the NSW ALC for consent prior to the works commencing. <p>Council's Solicitor will now be advised to continue to draw up licence agreement.</p> <p><i>16 Sep 2016 - 1:34 PM - Leisa Bartlett</i></p> <p>Due to Aboriginal Land Claim and native title implications, this matter needs to be referred to Crown Lands for review prior to proceeding. This may take several months before advice is received.</p> <p><i>06 Jun 2016 - 3:47 PM - Brendan Smith</i></p> <p>Action reassigned to Andrew Bruggy by: Leisa Bartlett</p> <p><i>10 Dec 2015 - 9:39 AM - Brendan Smith</i></p> <p>Action reassigned to Leisa Bartlett by: Leisa Bartlett</p> <p><i>06 May 2015 - 4:59 PM - Frederick Docking</i></p> <p>Further investigation required into obtaining Ministerial Consent for Licence. Have made contact with Crown Lands.</p>		
Confidential Matters of the Council 25 November 2015	False	Confidential Matters
<p>ITEM 27 - BROKEN HILL CITY COUNCIL REPORT NO. 268/15 - DATED OCTOBER 28, 2015 - - CONFIDENTIAL 11/63</p> <p><u>Recommendation</u></p> <p>That Broken Hill City Council Report No. 268/15 dated October 28, 2015, be received.</p> <p>That Council, in its capacity as Trustees of the Willyama Common, grant three licenses to Anthony Schembri; John and Leanne Ray; and Mark Doyle for recreational purposes (a permissible use as described in the Management Plan of the Willyama Common) for the keeping of horses, horse riding and training).</p> <p>That the licenses be drawn subject to the three applicants agreeing to pay market rent for the land and associated legal/license set-up fees and that the granting of the licenses is also subject to the applicants abiding by the Management Plan for the Willyama Common and the Local Environmental Plan with regards to any development of the subject land.</p> <p>That the license terms be for four years, with the option to renew being first offered to the current licensees.</p> <p>That the common seal be affixed to the licences as required.</p> <p>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 Willyama Common due to it being a restricted area which is subject to asbestos rehabilitation works.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
RESOLUTION		
Minute No. 45147		
Councillor P. Black moved)	That the recommendation of item 27 be adopted.
Councillor B. Algate seconded)	
		CARRIED
<i>28 Jun 2017 - 3:56 PM - Elizabeth Guest</i>		
Draft licences received for review. Draft licence will now be sent to licensee for review		
<i>15 Jun 2017 - 10:05 AM - Leisa Bartlett</i>		
Information sent to solicitor to draw up licence document.		
<i>16 Mar 2017 - 11:24 AM - Leisa Bartlett</i>		
Council has received written advice from the NSW Aboriginal Land Council on Thursday 16th March, advising that the licence for the area occupied by Schembri can be granted with the following conditions:		
a. Any improvements being of a temporary nature to be removed if required if the licence is terminated;		
b. The licence agreement containing a provision that is may be terminated in the event Aboriginal Land Claim 40503 is determined as a grant by the Crown Lands Minister		
c. The Aboriginal Culture and Heritage protection provisions of National Parks and Wildlife Act 1974 being complied with.		
Council's Solicitor will now be instructed to continue to draw up licence agreement.		
<i>12 Sep 2016 - 3:55 PM - Leisa Bartlett</i>		
Submission to be sent to Land Claims Unit to assess the proposed licence and determine whether licence can be issued.		
<i>06 Jun 2016 - 12:26 PM - Leisa Bartlett</i>		
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.		
<i>13 Apr 2016 - 5:06 PM - Leisa Bartlett</i>		
Valuations received for market rent and 3 applicant advised of annual rent amount and terms of licence and requested to advise Council by May 13, 2016 if they wish Council to proceed to draw up licence agreements.		
<i>07 Dec 2015 - 1:58 PM - Leisa Bartlett</i>		
Process commenced for issuing of licences.		
Ordinary Meeting of the Council 31 August 2016	False	Reports
ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 182/16 - DATED AUGUST 15, 2016 - LEASE OF LAND AT GLADSTONE PARK TO ALMA SWIMMING CLUB INC.		
		11/197
<u>Recommendation</u>		
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:		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>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.</p> <p>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.</p> <p>c. That rental at commencement be \$250 per annum and that this rental be reviewed annually for CPI increases.</p> <p>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.</p> <p>e. That the Alma Swimming Club insure its assets and contents for replacement value as determined in conjunction with its insurer.</p> <p>f. That all other standard leasing requirements be complied with.</p> <p>g. That the Alma Swimming Club be liable for Council's legal fees incurred in this matter.</p> <p>h. That, in the absence of a Trust Seal, lease documents be signed by the Mayor and General Manger under Council's Common Seal.</p>		
<p>RESOLUTION <u>Minute No. 45323</u> Councillor J. Nolan moved) Councillor J. Richards seconded)</p>		
		That the recommendation of item 15 be adopted.
		CARRIED
<p>15 Jun 2017 - 10:06 AM - Leisa Bartlett</p> <p>Alma Swimming Club have approved the draft lease. Council's Solicitor is finalising lease and sending to Alma Swimming Club to sign.</p>		
<p>23 May 2017 - 10:03 AM - Leisa Bartlett</p> <p>Reply received from Alma Swimming Club with queries on lease clauses. Liaising with Club at present.</p>		
<p>13 Apr 2017 - 10:35 AM - Leisa Bartlett</p> <p>Further email enquiry sent to Swimming Club whether they have received and reviewed the lease documents.</p>		
<p>17 Mar 2017 - 2:48 PM - Leisa Bartlett</p> <p>Solicitor sent lease documents to Alma swimming club on 19 Feb 2017. No response to date</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>09 Feb 2017 - 11:41 AM - Leisa Bartlett</p> <p>Draft lease received and checked. Solicitor to send lease to Alma Swimming Club for signature prior to sending to Council.</p> <p>17 Nov 2016 - 5:03 PM - Louise Schipanski</p> <p>Meeting held, instructions to be sent to Solicitor to draft lease.</p> <p>16 Sep 2016 - 2:38 PM - Leisa Bartlett</p> <p>Meeting to be arranged with Alma Swimming Club to discuss Council resolution and terms of lease.</p>		
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 195/16 - DATED SEPTEMBER 06, 2016 - DELEGATION OF FUNCTIONS		11/264
<p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 195/16 dated September 6, 2016, be received. 2. That Council notes the Schedule of Delegable Functions for the Broken Hill City Council attached to this report at Attachment 1. 3. That Broken Hill City Council delegate to the Mayor of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 2. 4. That Broken Hill City Council delegate to the Deputy Mayor of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 3. 5. That Broken Hill City Council delegate to the General Manager of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 4. 6. That the Chief Operating Officer (Deputy General Manager) be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave, such appointment to cease upon the return to work of the General Manager; and that such person acting as General Manager pursuant to this resolution has all the functions, delegations, and sub-delegations given to the General Manager by the Council. 7. That Broken Hill City Council delegate to staff who hold the positions of Chief Operating Officer (Deputy General Manager), Manager Engineering Services, Manager Planning Development and Compliance, Asset Planner Buildings, Asset Planner Parks and Open Spaces, Roads and Parks Coordinator, Waste Management Coordinator, Trades Coordinator, Team Leader Parks and Open Spaces, Team Leader Roads, Labourer/Plant Operator, Works Operator, Ranger Living Desert and Finance Operations Coordinator, Senior Airport Reporting Officer, Airport Reporting Officer and Cemetery Services Coordinator of the Broken Hill City Council the relevant Functions under the <i>Noxious Weeds Act 1993</i> as indicated in the table attached to this report at Attachment 5. 8. That in accordance with the Local Government's Promoting Better Practice Review, the Delegations of Functions be reviewed in two years' time (September 2018). 		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>9. That Council noted that the <i>Local Government Amendment (Governance and Planning) Bill 2016</i> will be presented to a future Council Meeting, once the commencement date has been proclaimed, explaining the amendments to the <i>Local Government Act 1993</i> and whether any amendments are required to the Delegations of Functions.</p> <p>RESOLUTION <u>Minute No. 45335</u> Councillor M. Browne moved) Councillor B. Licul seconded)</p> <p>That the recommendation of item 9 be adopted.</p> <p>CARRIED</p> <p>15 Jun 2017 - 3:26 PM - Leisa Bartlett</p> <p>Delegations from Council to staff were completed in October 2016. Sub-delegations from the General Manager to staff will be completed before September 2017.</p> <p>09 Feb 2017 - 4:37 PM - Leisa Bartlett</p> <p>As per LG Act, delegations will be issued to staff within first 12 months of new term of Council.</p>		
Confidential Matters of the Council 28 September 2016	False	Confidential Matters
<p>ITEM 27 - BROKEN HILL CITY COUNCIL REPORT NO. 212/16 - DATED SEPTEMBER 15, 2016 - EXPRESSION OF INTEREST 16/4 - SALE OF LAND AT THE BROKEN HILL REGIONAL AIRPORT - CONFIDENTIAL EO16/4</p> <p>(General Manager's Note: This report considers sale of land 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).</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 212/16 dated September 15, 2016, be received. 2. That Council accepts the offer of \$8,500.00 from Mr Phillip Cvirn for purchase of land at the Broken Hill Regional Airport being part Lot 1 in DP1162606 (Lot 52 in DP876533 on Council's internal mapping system). 3. That each party be liable for their own legal costs incurred. 4. That the Mayor and General Manager be delegated to sign the sale of land contract under the Common Seal of Council. <p>14 Jul 2017 - 4:44 PM - Leisa Bartlett</p> <p>Action reassigned to Francois VanDerBerg by: Leisa Bartlett</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p><i>23 May 2017 - 10:40 AM - Leisa Bartlett</i></p> <p>Plans rejected by LPI due to condition of papers. Plans to be re-submitted. Surveyor has been engaged pending plans being approved. Estimate this to be completed by end of June.</p> <p><i>13 Apr 2017 - 2:02 PM - Leisa Bartlett</i></p> <p>March/April contact made with RFDS to sign Section 88 form and forward to Department of Land and Property Information to finalise sale.</p> <p><i>17 Mar 2017 - 2:49 PM - Andrew Bruggy</i></p> <p>Mr Cvirn was advise 16th March, that still with Land and Property Information</p> <p><i>22 Dec 2016 - 2:23 PM - Leisa Bartlett</i></p> <p>Surveyor delayed due to waiting for Department of Property Land Information to register subdivision plans for sale of land at Airport to RFDS. Once these plans have been registered, plans to subdivide land for Mr Cvirn can be drawn.</p> <p><i>13 Oct 2016 - 4:57 PM - Leisa Bartlett</i></p> <p>Letters sent to both applicants. Surveyor to be arranged to survey land for subdivision for sale purposes.</p>		
Ordinary Meeting of the Council 30 November 2016	False	Confidential Matters
<p>ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 246/16 - DATED NOVEMBER 23, 2016 - SUBDIVISION AND SALE OF LAND LOT 1 DP 1140550 - CONFIDENTIAL 11/338</p> <p>(General Manager's Note: This report considers Subdivision and Sale of Land and is deemed confidential under Section 10A(2) (a) of the Local Government Act, 1993 which contains matters that will involve the discussion of personnel matters concerning a particular individual).</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 246/16 dated November 23, 2016, be received. 2. That Broken Hill City Council subdivide the land at 173 Murton Street (Lot 1 DP 1140550) and prepare sale of land contracts to the affected parties. 3. That the Mayor and General Manager be authorised to sign the sale of land contracts and transfers under the Common Seal of Council. <p><i>16 Jun 2017 - 2:23 PM - Leisa Bartlett</i></p> <p>Council's solicitor is waiting for advice from purchaser's solicitor.</p> <p><i>17 Mar 2017 - 3:48 PM - Leisa Bartlett</i></p> <p>solicitors are finalising contracts.</p> <p><i>06 Dec 2016 - 4:59 PM - Jay Nankivell</i></p> <p>Solicitor and surveyor engaged to prepare subdivision and contracts for sale of land.</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 14 December 2016	False	Confidential Matters
<p>ITEM 24 - BROKEN HILL CITY COUNCIL REPORT NO. 266/16 - DATED DECEMBER 13, 2016 - EO16/5 - LEASING OPPORTUNITIES AT THE TOURIST AND TRAVELLERS CENTRE - CONFIDENTIAL</p> <p>(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).</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 266/16 dated December 13, 2016, be received. 2. That Council enters into a lease arrangement with JA & JM Gordon Investments Pty Ltd for occupation of Shop 3 at the Tourist and Travellers Centre plus exclusive use of two designated parking spaces located between the trade waste receptacle and the bus wash bay at the Centre. 3. That the initial term of the lease be three years with three options to renew the lease each of three years duration. 4. That the initial base rental be \$2,937.00 to be increased by a percentage of outgoings of the Tourist and Travellers Centre, to be negotiated by the General Manager. 5. That the total rental amount be reviewed for CPI increases on July 1 each year with the first CPI review to be July 1, 2017. 6. That all other standard lease terms as per the <i>Conveyancing Act 1919</i> be included. 7. That the General Manager and Mayor be authorised to sign the lease contract under the Common Seal of Council. <p>RESOLUTION <u>Minute No. 45422</u> Councillor T. Kennedy moved) Councillor M. Browne seconded)</p> <p>That the recommendation of item 24 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p>14 Jul 2017 - 4:45 PM - Leisa Bartlett Awaiting signed lease from Lessee.</p> <p>19 May 2017 - 10:54 AM - Leisa Bartlett Contact made with Lessee who advised that his Solicitor is reviewing the lease prior to him signing. Expect matter to be finalised in the next few weeks.</p> <p>03 Apr 2017 - 1:34 PM - Leisa Bartlett Lease forwarded to interested lessee end of March 2017.</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>16 Mar 2017 - 1:52 PM - Leisa Bartlett</p> <p>Council's solicitor has forwarded through a draft lease for checking.</p> <p>09 Feb 2017 - 11:50 AM - Leisa Bartlett</p> <p>Negotiations are occurring with applicant regarding final rental amount.</p>		
Ordinary Meeting of the Council 29 March 2017	False	Reports
<p>ITEM 20- BROKEN HILL CITY COUNCIL REPORT NO. 55/17 - DATED MARCH 15, 2017 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 367 HELD TUESDAY FEBRUARY 7, 2017 AND MEETING NO 368 HELD TUESDAY MARCH 7, 201711/397</p>		
<p><u>Recommendation</u></p>		
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 55/17 dated March 15, 2017, be received. That the minutes for the Local Traffic Committee Meeting No. 367, held February 7, 2017, be received and recommendations within minutes be adopted. That the minutes for the Local Traffic Committee Meeting No. 368, held March 7, 2017, be received and recommendations within minutes be adopted. 		
<p>RESOLUTION</p> <p>Minute No. 45506</p> <p>Councillor D. Gallagher moved)</p> <p>Councillor M. Clark seconded)</p>		
		That the recommendation of item 20 be adopted.
		CARRIED
<p>28 Jun 2017 - 1:49 PM - Andrew Bruggy</p> <p>Complete</p>		
Ordinary Meeting of the Council 26 April 2017	False	Confidential Matters
<p>ITEM 17- BROKEN HILL CITY COUNCIL REPORT NO. 78/17 - DATED APRIL 06, 2017 - UNITS 1-12/14 BLENDE STREET - PROPOSED TRANSFER TO LEGACY - CONFIDENTIAL 11/333</p> <p>(General Manager's Note: This report considers Legal advice and is deemed confidential under Section 10A(2) (g) of the Local Government Act, 1993 which contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege).</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<u>Recommendation</u> 1. That Broken Hill City Council Report No. 78/17 dated April 6, 2017, be received. 2. That Council authorize the General Manager to sign the Deed of Agreement with Legacy and forward to Adelaide Legacy 3. That the seal of the Council be applied to the document 4. That upon Legacy signing of the Deed that Council authorize the General Manager to undertake all necessary negotiations and steps to finalise transfer of title to Adelaide Legacy Inc. the governing body for Legacy in South Australia and Broken Hill.		
RESOLUTION <u>Minute No. 45532</u> Councillor B. Algate moved) Councillor C. Adams seconded)		
That the recommendation of item 17 be adopted.		CARRIED
14 Jul 2017 - 4:52 PM - Leisa Bartlett CEO of Legacy advised 14/7 that the transfer deeds have been signed and would be hand delivered to Legacy solicitors for sending to Council Solicitors. 07 Jun 2017 - 9:04 AM - Razija Nu'man Minor changes occurred to Deed of Agreement with new Deed needing to be signed. New Deed signed and sealed 6 June 2017 for forwarding to Council solicitor. 18 May 2017 - 5:10 PM - Leisa Bartlett Documents signed and sealed and forwarded to Council's solicitor.		
Ordinary Meeting of the Council 26 April 2017	False	Confidential Matters
ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 79/17 - DATED APRIL 10, 2017 - LEASE AT AIRPORT TO AIRSERVICES AUSTRALIA - PART OF LOT 1 IN DP1162606 AND LOT 3 IN DP1162606 - CONFIDENTIAL		
11/197 (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).		
<u>Recommendation</u> 1. That Broken Hill City Council Report No. 79/17 dated April 10, 2017, be received.		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>2. That Council enters a lease arrangement with AirServices Australia for use of land at the Airport for aviation control services being Part of Lot 1 in DP1162606 and Lot 3 in DP1162606.</p> <p>3. That the initial term of the lease be 10 years with 2 x 10 year options of renewal.</p> <p>4. That the rental be \$1.00 per annum.</p> <p>5. That AirServices Australia be liable for all legal fees in the set up and renewal of the lease.</p> <p>6. That the Mayor and General Manager be authorised to execute the lease documents under the Common Seal of Council.</p> <p>RESOLUTION <u>Minute No. 45533</u> Councillor B. Licul moved) Councillor M. Clark seconded)</p> <p>That the recommendation of item 18 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p>14 Jul 2017 - 4:46 PM - Leisa Bartlett Action reassigned to Francois VanDerBerg by: Leisa Bartlett 16 Jun 2017 - 2:38 PM - Leisa Bartlett Liaising with Solicitor regarding amendments requested from AirServices Australia 19 May 2017 - 10:59 AM - Leisa Bartlett Letter sent to Solicitor advising of Council resolution to draw up new lease documents.</p>		
Ordinary Meeting of the Council 26 April 2017	False	Confidential Matters
<p>ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 82/17 - DATED MARCH 31, 2017 - STORMWATER DRAINAGE - PURCHASE OF LAND - CONFIDENTIAL 11/308</p> <p>(General Manager's Note: This report considers acquisition of land 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).</p> <p><u>Recommendation</u></p> <p>1. That Broken Hill City Council Report No. 82/17 dated March 31, 2017, be received.</p> <p>2. That Council purchase land at Lot 2 DP 337391 for Stormwater drainage purposes for the amount of \$15,000.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>3. That Council authorises the Mayor and General Manager to execute the sale of land contract under the Common Seal of Council.</p> <p>RESOLUTION Minute No. 45536 Councillor J. Nolan moved) Councillor M. Browne seconded)</p> <p>That the recommendation of item 21 be adopted.</p> <p>CARRIED</p> <p>14 Jul 2017 - 4:47 PM - Leisa Bartlett</p> <p>Settlement 28 July 2017. Item to July Council meeting for classification of land as operational. COMPLETE</p> <p>23 May 2017 - 2:19 PM - Brendan Smith</p> <p>Action reassigned to David Zhao by: Brendan Smith</p>		
Ordinary Meeting of the Council 31 May 2017	False	Reports
<p>ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 84/17 - DATED APRIL 07, 2017 - ANNUAL FEES - MAYOR AND COUNCILLORS 11/20</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 84/17 dated April 7, 2017, be received. That effective 1 July 2017, the Local Government Remuneration Tribunal annual fee increase of 2.5% be applied to the current 2016/17 fees for the Mayor and Councillors. 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. <p>RESOLUTION Minute No. 45542 Councillor M. Browne moved) Councillor B. Licul seconded)</p> <p>That the recommendation of item 3 be adopted.</p> <p>CARRIED</p> <p>17 Jul 2017 – 12:43 PM - Leisa Bartlett</p>		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Increase to Councillor fees and Mayor fees has been applied. COMPLETE		
Ordinary Meeting of the Council 31 May 2017	False	Reports
<p>ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 93/17 - DATED MAY 15, 2017 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 369 HELD TUESDAY APRIL 4, 2017 AND MEETING NO 370 HELD TUESDAY MAY 2, 2017 11/397</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 93/17 dated May 15, 2017, be received. That the minutes for the Local Traffic Committee Meeting No. 369, held April 4, 2017, be received and recommendations within minutes be adopted. That the minutes for the Local Traffic Committee Meeting No. 370, held May 2, 2017, be received and recommendations within minutes be adopted. <p>RESOLUTION Minute No. 45551 Councillor M. Browne moved) Councillor J. Nolan seconded)</p> <p>That the recommendation of item 12 be adopted.</p> <p>CARRIED</p> <p>28 Jun 2017 - 1:49 PM - Andrew Bruggy Complete</p>		
Ordinary Meeting of the Council 31 May 2017	False	Confidential Matters
<p>ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 99/17 - DATED MAY 17, 2017 - NETWASTE TENDER F2422 - TENDER FOR COLLECTION AND RECYCLING OF SCRAP METAL FOR COUNCILS IN THE NETWASTE REGION - CONFIDENTIAL 11/199</p> <p>(General Manager's Note: This report considers a tender 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).</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 99/17 dated May 17, 2017, be received. 		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>2. NetWaste Tender F2442 – Tender for the Collection and Recycling of Scrap Metal for Councils in the NetWaste Region Contract be awarded to SIMS Metal Management</p> <p>3. That Council confirm its involvement in the Contract to the NetWaste Projects Coordinator and execute the Contract documents as appropriate</p> <p>14 Jul 2017 - 4:56 PM - Leisa Bartlett</p> <p>COMPLETE</p> <p>28 Jun 2017 - 3:54 PM - Leisa Bartlett</p> <p>Netwaste have been notified that Council has accepted the tender arrangement.</p>		
Ordinary Meeting of the Council 31 May 2017	False	Confidential Matters
<p>ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 100/17 - DATED MAY 18, 2017 - TENDER FOR REPLACEMENT BANTAM COMPACTOR AND TENDER FOR NEW HOOK LIFT TRUCK - CONFIDENTIAL</p> <p style="text-align: right;">T17/2</p> <p>(General Manager's Note: This report considers a tender 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).</p> <p><u>Recommendation</u></p> <p>1. That Broken Hill City Council Report No. 100/17 dated May 18, 2017, be received.</p> <p>2. That Council accept the tender (T17/2) from Johnson Truck and Coach Services Pty Ltd for a HINO FD1124 Pro-shift with 8m3 Bucher Compactor for \$200 985.19 exc GST + on road costs</p> <p>3. That Council accept the tender from Johnson Truck and Coach Services Pty Ltd for HINO 700 Series plus multi-lift hook option for \$263 710.54 exc GST + on road costs</p> <p><u>Minute No. 45557</u></p> <p>Councillor T. Kennedy moved)</p> <p>Councillor C. Adams seconded)</p> <p style="text-align: right;">That the recommendations of items 19 and 20 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p>14 Jul 2017 - 4:56 PM - Leisa Bartlett</p> <p>COMPLETE</p> <p>28 Jun 2017 - 3:53 PM - Leisa Bartlett</p> <p>Both vehicles have been ordered. Purchase orders sent to supplier.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 28 June 2017	False	Reports
ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 101/17 - DATED JUNE 16, 2017 - ADOPTION OF DRAFT DELIVERY PROGRAM 2017/21		16/165
<p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 101/17 dated June 16, 2017, be received. 2. That the Draft Delivery Program 2017-2021 be adopted. <p>RESOLUTION Minute No. 45560 Councillor J. Nolan moved) Councillor M. Clark seconded)</p> <p>That the recommendation of item 1 be adopted.</p> <p>CARRIED</p> <p>14 Jul 2017 - 4:21 PM - Leisa Bartlett</p> <p>All processes complete to adopt Delivery Program. COMPLETE</p>		
Ordinary Meeting of the Council 28 June 2017	False	Reports
ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 108/17 - DATED JUNE 09, 2017 - ADOPTION OF DRAFT BROKEN HILL CITY COUNCIL OPERATIONAL PLAN 2017/2018 INCLUSIVE OF THE STATEMENT OF REVENUE POLICY AND SCHEDULE OF FEES AND CHARGES 2017/2018		16/157
<p><u>Recommendation</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 108/17 dated June 9, 2017, be received. 2. That Council note and acknowledge submissions made during the public exhibition period. 3. That the Draft Operational Plan for the period 1 July 2017 to 30 June 2018, including the Revenue Policy, Annual Budget and the Schedule of Fees and Charges 2017/2018 be adopted with the amendments set out in this report. 4. That Council make and levy the following rates and charges under the Local Government Act 1993 for the 2017/2018 year. 		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
i.	A general residential rate under Sections 535 and 537 on all land categorised as residential and consisting of a 49.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;	
ii.	A rural-residential rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as rural-residential and consisting of a 49.00% base rate of \$430.00 and a rate in the dollar on land value of 0.493560 cents;	
iii.	A residential-1(a) rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as residential-1(a) and consisting of a 49.0% base rate of \$409.00 and a rate in the dollar on land value of 1.643039 cents;	
iv.	A general farmland rate under Sections 535 and 537 on all land categorised as farmland and consisting of a 30.0% base rate of \$631.00 and a rate in the dollar on land value of 0.509232 cents;	
v.	A general business rate under Sections 535 and 537 on all land categorised as business and consisting of a 15.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;	
vi.	A mixed development business rate under Sections 535 and 537 on all land categorised as mixed development business and consisting of a 32.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;	
vii.	A mixed development residual rate under Sections 535 and 537 on all land categorised as mixed development residual and consisting of a 32.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;	
viii.	A general mine rate under Sections 535 and 537 on all land categorised as mining and consisting of a nil base rate and a rate in the dollar on land value of 11.425888 cents;	
ix.	A domestic waste management charge under Section 496 on each parcel of rateable residential land of \$44.00 per annum payable quarterly for domestic waste service available plus a user charge under Section 502 of \$258.00 per annum payable quarterly (one mobile garbage container only).	
x.	A commercial waste user charge under Section 502 of \$383.00 per annum payable quarterly (3 x MGB containers),	
xi.	A commercial waste user charge under Section 502 of \$352.00 per annum payable quarterly (1x600l bin only),	
xii.	An additional MGB service user charge under Section 502 of \$136.00 per annum payable quarterly.	
xiii.	That in accordance with Section 566(3) of the Local Government Act, 1993, Council adopts an 7.5% rate of interest charge payable on overdue rates and charges during the 2017/18 financial year.	
xiv.	That Council delegate to the General Manager to organise a \$10M Loan for the purpose of additional Infrastructure Renewal as outlined in the 2017/2018 Operational Plan and 2018-2027 Long Term Financial Plan.	
xv.	That if the terms and conditions of the loan as well as the forecasted impacts vary materially from those set out in the plans, a report to Council outlining this and recommendations going forward will be tabled at the next Ordinary Council Meeting.	
xvi.	That Council authorise the Mayor and General Manager to sign loan documents and apply the Common Seal of Council to loan documents as necessary.	
RESOLUTION		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Minute No. 45561 Councillor M. Browne moved Councillor D. Gallagher seconded))	<ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 108/17 dated June 9, 2017, be received. 2. That Council note and acknowledge submissions made during the public exhibition period. 3. That the Draft Operational Plan for the period 1 July 2017 to 30 June 2018, including the Revenue Policy, Annual Budget and the Schedule of Fees and Charges 2017/2018 be adopted with the amendments set out in this report. 4. That Council make and levy the following rates and charges under the Local Government Act 1993 for the 2017/2018 year. <ol style="list-style-type: none"> i. A general residential rate under Sections 535 and 537 on all land categorised as residential and consisting of a 49.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents; ii. A rural-residential rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as rural-residential and consisting of a 49.00% base rate of \$430.00 and a rate in the dollar on land value of 0.493560 cents; iii. A residential-1(a) rate, being a sub-category of the general residential rate, under Sections 535 and 537 on all land categorised as residential-1(a) and consisting of a 49.0% base rate of \$409.00 and a rate in the dollar on land value of 1.643039 cents; iv. A general farmland rate under Sections 535 and 537 on all land categorised as farmland and consisting of a 30.0% base rate of \$631.00 and a rate in the dollar on land value of 0.509232 cents; v. A general business rate under Sections 535 and 537 on all land categorised as business and consisting of a 15.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents; vi. A mixed development business rate under Sections 535 and 537 on all land categorised as mixed development business and consisting of a 32.00% base rate of \$816 and a rate in the dollar on land value of 7.427613 cents;

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
		vii. A mixed development residual rate under Sections 535 and 537 on all land categorised as mixed development residual and consisting of a 32.0% base rate of \$480.00 and a rate in the dollar on land value of 2.441994 cents;
		viii. A general mine rate under Sections 535 and 537 on all land categorised as mining and consisting of a nil base rate and a rate in the dollar on land value of 11.425888 cents;
		ix. A domestic waste management charge under Section 496 on each parcel of rateable residential land of \$44.00 per annum payable quarterly for domestic waste service available plus a user charge under Section 502 of \$258.00 per annum payable quarterly (one mobile garbage container only).
		x. A commercial waste user charge under Section 502 of \$383.00 per annum payable quarterly (3 x MGB containers),
		xi. A commercial waste user charge under Section 502 of \$352.00 per annum payable quarterly (1x600l bin only),
		xii. An additional MGB service user charge under Section 502 of \$136.00 per annum payable quarterly.
		xiii. That in accordance with Section 566(3) of the Local Government Act, 1993, Council adopts an 7.5% rate of interest charge payable on overdue rates and charges during the 2017/18 financial year.
		xiv. That Council delegate to the General Manager to organise a \$10M Loan for the purpose of additional Infrastructure Renewal as outlined in the 2017/2018 Operational Plan and 2018-2027 Long Term Financial Plan.
		xv. That if the terms and conditions of the loan as well as the forecasted impacts vary materially from those set out in the plans, a report to Council outlining this and recommendations going forward will be tabled at the next Ordinary Council Meeting.
		xvi. That Council authorise the Mayor and General Manager to sign loan documents and apply the Common Seal of Council to loan documents as necessary.

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>14 Jul 2017 - 4:22 PM - Leisa Bartlett</p> <p>All processes complete to adopt Operational Plan COMPLETE</p>		
Ordinary Meeting of the Council 28 June 2017	False	Reports
<p>ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 109/17 - DATED MAY 02, 2017 - ADOPTION OF DRAFT LONG TERM FINANCIAL PLAN 2018-2027 16/157</p>		
<p>RESOLUTION Minute No. 45562 Councillor J. Nolan moved) Councillor D. Gallagher seconded)</p>		
<p>1. That Broken Hill City Council Report No. 109/17 dated May 2, 2017, be received.</p> <p>2. That Council adopts the Draft Long Term Financial Plan 2018-2027 with a correction to the Executive Summary of the report to reflect the 2016 Census figures shows Broken Hill's population as being 17,814.</p> <p>3. That Council notes as per the reported financial implications within the report, the adverse impact on the 2016/2017 financial results and 2017/2018 budgeted financials from receiving half of the 2017/2018 allocated Financial Assistance Grant prior to June 30 2017.</p>		
CARRIED		
<p>14 Jul 2017 - 4:24 PM - Leisa Bartlett</p> <p>All processes complete to adopt Long Term Financial Plan. COMPLETE</p>		
Ordinary Meeting of the Council 28 June 2017	False	Reports
<p>ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 110/17 - DATED JUNE 16, 2017 - ADOPTION OF DRAFT DISABILITY INCLUSION ACTION PLAN 2017-2021 16/82</p>		
<p><u>Recommendation</u></p> <p>1. That Broken Hill City Council Report No. 110/17 dated June 16, 2017, be received.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

Printed: Friday, 14 July 2017 5:06:04 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>2. That Council adopts the Draft Disability Inclusion Action Plan.</p> <p>3. That Council issue a copy of the adopted Disability Inclusion Action Plan to the Disability Council.</p> <p>4. That a copy of the adopted Disability Inclusion Action Plan be placed on Council's website.</p> <p>5. That the Terms of Reference of the Disability Inclusion Action Plan Monitoring Group be endorsed.</p> <p>RESOLUTION <u>Minute No. 45563</u> Councillor C. Adams moved) Councillor M. Browne seconded)</p> <p>That the recommendation of item 4 be adopted.</p> <p>CARRIED</p> <p>14 Jul 2017 - 4:23 PM - Leisa Bartlett</p> <p>All processes complete to adopt Disability Inclusion Action Plan. COMPLETE</p>		
Ordinary Meeting of the Council 28 June 2017	False	Reports
<p>ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 111/17 - DATED MAY 02, 2017 - ADOPTION OF DRAFT WORKFORCE MANAGEMENT PLAN - REPORT - 2017</p> <p>16/160</p> <p><u>Recommendation</u></p> <p>1. That Broken Hill City Council Report No. 111/17 dated May 2, 2017, be received.</p> <p>2. That Council adopts the Draft Workforce Management Plan and Report – 2017.</p> <p>RESOLUTION <u>Minute No. 45564</u> Councillor B. Algate moved) Councillor B. Licul seconded)</p> <p>That the recommendation of item 5 be adopted.</p> <p>CARRIED</p> <p>14 Jul 2017 - 4:58 PM - Leisa Bartlett</p> <p>All processes complete to adopted Workforce Management Plan COMPLETE</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 28 June 2017	False	Reports
ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 102/17 - DATED JUNE 05, 2017 - DRAFT COMPLAINTS MANAGEMENT POLICY FOR PUBLIC EXHIBITION D12/11853		
<u>Recommendation</u>		
1. That Broken Hill City Council Report No. 102/17 dated June 5, 2017, be received. 2. That Council endorses the draft revised Complaints Management Policy. 3. That the draft revised Complaints Management Policy be exhibited for public comment for a 28 day period. 4. That Council receives a further report at the conclusion of its exhibition detailing submissions and any recommended changes arising, with a view to adopting the Draft Complaints Management Policy.		
RESOLUTION Minute No. 45565 Councillor C. Adams moved) Councillor M. Clark seconded)		
That the recommendation of item 6 be adopted.		CARRIED
14 Jul 2017 - 3:34 PM - Leisa Bartlett Draft Policy has been placed on public exhibition. COMPLETE		
Ordinary Meeting of the Council 28 June 2017	False	Reports
ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 105/17 - DATED JUNE 14, 2017 - LIVE STREAMING - COMMUNICATIONS AUDIT 16/6		
<u>Recommendation</u>		
1. That Broken Hill City Council Report No. 105/17 dated June 14, 2017, be received. 2. That Council supports a closed trial of live streaming for the July 2017 Council Meeting, with subsequent meetings to be streamed to the public from August 2017. 3. That Council note the communications audit being undertaken with Sauce Communications, and current data surrounding community engagement.		
RESOLUTION		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Minute No. 45568 Councillor D. Gallagher moved) Councillor B. Licul seconded)		That the recommendation of item 9 be adopted. CARRIED
Ordinary Meeting of the Council 28 June 2017	False	Reports
ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 112/17 - DATED JUNE 13, 2017 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 371 HELD TUESDAY JUNE 6, 2017.		
<p>11/397</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 112/17 dated June 13, 2017, be received. That the minutes for the Local Traffic Committee Meeting No. 371, held June 6, 2017, be received. Item number 371.7.1 - That the request for road closure as per The Palace Hotel's Traffic Control Plan for: <ul style="list-style-type: none"> Date: 5/24/2017 Author: D Morris Project: Road Closure – Broken Heel Festival Card Number 0033028816. <p>be endorsed by Council and that any costs associated with the road closure be covered by The Palace Hotel.</p> Item number 371.7.2 – That the loading zone located in Oxide Street in front of the Old Royal Tavern, 146-148 Oxide Street, be removed and replaced with parallel parking. A taxi zone to be placed in Mica Street near the vicinity of the Old Royal Tavern, 146-148 Oxide Street for the purpose of allowing a drop-off area with the aim to reduce the occurrence of double parking in the Oxide Street area Item number 371.7.3 – That Council notes that the committee have no objections to the School of the Air, Motorcade Event that will be held on Tuesday, 1 August 2017 Item number 371.7.4 – That Council contact the businesses within Argent Lane from Bromide to Kaolin Streets in relation to the proposed installation of 'No Parking Signs'; and if there are no objections from this consultation, signage will be installed. Item number 371.7.5 – That existing signage located in the vicinity of 130 – 136 Eyre Street be removed and replaced with two 'No Stopping' signs. 		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
RESOLUTION Minute No. 45569 Councillor M. Browne moved) Councillor C. Adams seconded)		
That the recommendation of item 10 be adopted.		CARRIED
Ordinary Meeting of the Council 28 June 2017	False	Committee Reports
ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 115/17 - DATED JUNE 19, 2017 - NOMINATIONS FOR COMMUNITY MEMBERSHIP OF COUNCIL S355 COMMITTEES 11/9		
<u>Recommendation</u> 1. That Broken Hill City Council Report No. 115/17 dated June 19, 2017, be received. 2. That Annette Northey be appointed as a community representative on the BIU Band Hall Community Committee.		
Minute No. 45571 Councillor C. Adams moved) Councillor D. Gallagher seconded)		
That the recommendations of items 12 to 15 be adopted.		CARRIED
30 Jun 2017 - 4:12 PM - Leisa Bartlett Letters sent to the new community representative and to the Committee Secretary advising of new appointment. COMPLETE.		
Ordinary Meeting of the Council 28 June 2017	False	Confidential Matters
ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 116/17 - DATED JUNE 06, 2017 - LICENCE TO OPERATE KIOSK AND CLEANING OF THE TERMINAL BUILDING AT THE BROKEN HILL AIRPORT - CONFIDENTIAL 11/197 (General Manager's Note: This report considers a licence agreement 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).		
<u>Recommendation</u> 1. That Broken Hill City Council Report No. 116/17 dated June 6, 2017, be received. 2. 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, 2017.		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
<p>3. That Council pays the licensee the current licence amount with a 2.39% CPI increase.</p> <p>4. That all other terms be in accordance with the previous licence agreement.</p> <p>5. That the Mayor and General Manager be authorised to sign the licence agreement under the Common Seal of Council.</p> <p>RESOLUTION <u>Minute No. 45574</u> Councillor C. Adams moved) Councillor D. Gallagher seconded)</p> <p>That the recommendation of item 17 be adopted.</p> <p style="text-align: right;">CARRIED</p> <p>14 Jul 2017 - 3:33 PM - Leisa Bartlett</p> <p>Instructions sent to Solicitor and draft licence has been received for checking.</p>		
Ordinary Meeting of the Council 28 June 2017	False	Confidential Matters
<p>ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 117/17 - DATED JUNE 14, 2017 - LEASE OF NORTH MINE HALL TO FAR WEST HACC SERVICES INC - CONFIDENTIAL 13/17</p> <p>(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).</p> <p><u>Recommendation</u></p> <p>1. That Broken Hill City Council Report No. 117/17 dated June 14, 2017, be received.</p> <p>2. That Council enters a new lease agreement with Far West HACC Services Inc for exclusive use of the North Mine Hall for an initial twelve (12) month period commencing 1 July 2017 and concluding 30 June 2018; with three options to renew of twelve (12) months duration.</p> <p>3. That the rental fee be set at \$5,000.00 per year for the initial lease (which will be covered by a Community Assistance Grant) and the three (3) x twelve (12) month renewal options at a peppercorn rental fee of \$1.00 per annum.</p> <p>4. That the lease include a clause to allow the Far West HACC Services Inc to terminate the lease with one month's notice should government funding not be approved for the operation of the Senior's Lounge.</p> <p>5. That Far West HACC Services Inc makes the hall available as a polling place when required for Local, State and Federal Elections.</p> <p>6. That each party is responsible for their respective legal fees.</p>		

COUNCIL RESOLUTIONS – ACTION LIST

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
7. That the Mayor and General Manager be authorised to sign the lease documents under the Common Seal of Council.		
RESOLUTION Minute No. 45575 Councillor B. Algate moved) Councillor D. Gallagher seconded)		
That the recommendation of item 18 be adopted.		CARRIED
14 Jul 2017 - 3:34 PM - Leisa Bartlett Instructions sent to Solicitor to draw up new lease.		
Ordinary Meeting of the Council 28 June 2017	False	Confidential Matters
ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 118/17 - DATED JUNE 13, 2017 - ACCESS ARRANGEMENT FOR EXPLORATION LICENCE EL8457 WILLYAMA COMMON - CONFIDENTIAL 11/63 (General Manager's Note: This report considers a licence agreement 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).		
<u>Recommendation</u> 1. That Broken Hill City Council Report No. 118/17 dated June 13, 2017, be received. 2. That Council as Trustees of the Willyama Common, advise CBH Resources that EL 8457 is affected by Aboriginal Land Claim 40471, and that permission from the Claim Unit (in Crown Lands) will be required. 3. That the Code of Environmental Practice for Mineral Exploration on Willyama Common be attached to the Agreement as a special condition. 4. That Council as Trustees of the Willyama Common, sign the Land Access and Compensation Agreement for Mineral Exploration after receiving written advice that CBH Resources has dealt with the Aboriginal Land Claim that affects the area.		
RESOLUTION Minute No. 45576 Councillor B. Algate moved) Councillor J. Nolan seconded)		
That the recommendation of item 19 be adopted.		CARRIED
03 Jul 2017 - 3:20 PM - Elizabeth Guest CBH notified of land claim details for the site		

COMMITTEE REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 131/17 - DATED JULY 05, 2017 - NOMINATION FOR MEMBERSHIP OF MEMORIAL OVAL COMMUNITY COMMITTEE (12/52)..... 160
2. BROKEN HILL CITY COUNCIL REPORT NO. 132/17 - DATED JULY 17, 2017 - MINUTES OF MEMORIAL OVAL COMMUNITY COMMITTEE MEETING HELD JULY 4, 2017 (12/52)..... 164
3. BROKEN HILL CITY COUNCIL REPORT NO. 133/17 - DATED JULY 18, 2017 - MINUTES OF THE BIU BAND HALL COMMUNITY COMMITTEE MEETING HELD APRIL 18, 2017 (16/8) 167

ORDINARY MEETING OF THE COUNCIL

July 5, 2017

ITEM 1

BROKEN HILL CITY COUNCIL REPORT NO. 131/17

SUBJECT: NOMINATION FOR MEMBERSHIP OF MEMORIAL OVAL
COMMUNITY COMMITTEE 12/52

Recommendation

1. That Broken Hill City Council Report No. 131/17 dated July 5, 2017, be received.
2. That Ms Jody Whitehair be appointed as a community representative on the Memorial Oval Community Committee.

Executive Summary:

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

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

In accordance with Section 355 of the *Local Government Act 1993* Council previously established Committees to assist Council with the operation and management of its parks, ovals and reserves, these are called Section 355 Asset Committees. Council has also previously established Section 355 Advisory Committees to provide advice to the General Manager on specific operations of Council.

Council adopted Asset and Advisory Committee Frameworks and Constitutions as the governance structure by which a Committee operates. Membership on each committee forms part of the constitution and includes the number of community representatives, stakeholder representatives (if any) and Councillor representatives required for each Committee to function effectively.

Report:

As per Council's adopted Asset and Advisory Committee Framework which states that:

- Committees are to be appointed every four (4) years, three (3) months after the Local Government General Election. The term of office for all Committees will be aligned to the term of office of the current Council (four years).
- All positions will be declared to be vacant two (2) months after the Local Government Election.

Council advertised for nominations for community representatives on its Section 355 Committees for the current term of Council (September 2016 to September 2020), during November 2016 and then again during January 2017. All applications received during these periods have previously been presented to Council with all nominations supported.

Council has now received further nominations from the following members of the public to join a Section 355 Committee:

Name of Committee	Number of current community members	Number of vacancies in community member positions	Number of further nominations received	Name of Nominee
Memorial Oval Community Committee	9	1	1	Jody Whitehair

The report is presented to Council to consider the nomination received to appoint a community representative to the Section 355 Committee.

Strategic Direction:

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

Key Direction: Our Leadership
 Objective: We Unite to Succeed
 Function: Leadership and Governance
 DP Action: Support Council's section 355 Committees in undertaking their duties with Council

Relevant Legislation:

Section 355 of the *Local Government Act 1993*
 Council's adopted S355 Asset Committee Framework and Constitutions.

Financial Implications:

There are no financial implications.

Attachments

1. [↓](#) Nomination Form - Jody Whitehair

JAMES RONCON
GENERAL MANAGER

BROKEN HILL

355 COMMITTEE NOMINATION FORM

Please complete this form as accurately as possible and return to council@brokenhill.nsw.gov.au

SECTION 355 COMMITTEE

Name of Committee:

Memorial Oval Community Committee

PERSONAL DETAILS

Name:

Jody Whitehair

Address:

Broken Hill

Contact Number:

Home:

Mobile:

Email:

COMMITTEE DETAILS

Please outline why you would like to be a member of this committee:

I have been attending as proxy for Harness Racing and would like to be a member for the community.

Please outline details of any relevant experience to this committee:

Since attending the MOC meetings I have become involved in the process, given my prior involvement as proxy, I would like to stay involved and assist with any tasks etc

What is your previous experience with any committee? Please list name/s of committee/s and period/s of service:

*PCYC - 3 years, BH Speedway - 2 years,
Far West Legal Centre - 2 years -
BH Harness Racing Club - 3 years*

Please detail any other relevant information:

Both my children are older and I now have spare time to help with community projects.

PRIVACY STATEMENT

Council is collecting your personal information in accordance with the Privacy and Personal Information Protection Act 1998. The purpose for collecting your personal information is to obtain and record contact details and to assess your suitability for appointment to a S355 Committee.

The intended recipients of the personal information collected includes Council officers, S355 Committee members, and contractors or other agents contracted by Council. If you nominate for a position on a committee, your name will be made publicly available via Council's Business Papers and on Council's website. Your contact details will not be made public on Council's website and will be removed from all applications and reports in Council's Business Papers.

The supply of the information is voluntary. If you cannot provide or do not wish to provide the information sought, Council may not be able to process your application.

You may make application for access or amendment to information held by Council. Council will consider any such application in accordance with the Act. Enquiries concerning this matter can be directed to the Public Officer via email

council@brokenhill.nsw.gov.au or addressed to Broken Hill City Council, 240 Blende Street.
Your information will be collected and stored by Broken Hill City Council, 240 Blende Street.

Signature



Date:

4/7/17

Printed Name

Jody Whitehair

ORDINARY MEETING OF THE COUNCIL

July 17, 2017

ITEM 2

BROKEN HILL CITY COUNCIL REPORT NO. 132/17

SUBJECT: MINUTES OF MEMORIAL OVAL COMMUNITY COMMITTEE
MEETING HELD JULY 4, 2017 12/52

Recommendation

1. That Broken Hill City Council Report No. 132/17 dated July 17, 2017, be received.
2. That minutes of the Memorial Oval Community Committee Meeting held July 4, 2017 be received.

Executive Summary:

Council has received minutes from the Memorial Oval Community Committee Meeting held July 4, 2017 for endorsement by Council.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the Memorial Oval Community Committee (both adopted March 2017), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Memorial Oval Community Committee has submitted minutes from its meeting held July 4, 2017 for Council's endorsement.

Strategic Direction:

Key Direction: 4. Our Leadership
Objective: 4.3 We Unite to Succeed
Function: Leadership and Governance
DP Action: 4.3.1.2 Support Councils Section 355 Committees in undertaking their duties with Council

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 S355 Asset Committee Framework Manual and Standard Constitution and the *Local Government Act, 1993* (Section 355).

Financial Implications:

Nil.

Attachments

1. [↓](#) Minutes of Memorial Oval Community Committee Meeting 04/07/2017

BRENDAN SMITH
CHIEF OPERATING OFFICER

JAMES RONCON
GENERAL MANAGER

Memorial Oval Community Committee.

Minutes: 4th July 2017.

Blue = Apology. Red = Absent

OPENED: 7.00pm.

ATTENDANCE: Ray Steer (President), Dennis Cetinich (Treasurer), Bruce McIntosh (Show), Tanya Martyn (Dogs), **Jan Corey (AFL)**, Jodie Whitehair (BHRC), Tristen Savage (CBHFC). David Hamilton (Dogs), Tony Camilleri (BHRC), **Dave Gallagher (BHCC)**, John Ralph (Secretary).

MINUTES: 6th June 2017. Be accepted: **Tristen Savage/Bruce McIntosh Carried.**

BUSINESS ARISING: Harness Racing Audit Report times were changed to 6.30pm to 7.00pm, Area photos of the Tower box etc. are in the hands of the Council waiting for the final report.

CORRESPONDENCE:

O.B.Rugby League: Requesting to hire the Memorial Oval for their Grand Final to be held on Sunday, 13th August 2017.

BHCC: Requesting to met with James Roncon re Oval Matters. Jodie Whitehair requesting to be a Citizen delegate to the MOMC.

Correspondence be received: **Tanya Martyn/Dennis Cetinich Carried.**

OUTBACK RUGBY LEAGUE:

Discussion took place re the request to hire the MO for their GF this year, Committee was informed of the damage to the change rooms etc at the 2016 GF, after lengthy discussion regarding this matter it was decided to that the hire fee remain the same as previous years being \$600.00, the Oval and areas to be inspected by both parties before the GF, a Bond of \$1,000.00 will be requested to cover any further damages. Secretary to write to the Rugby League and inform them of their decision.

Tony Camilleri/Tristen Savage Carried.

ROCKFEST 2017:

Mr David Storer the Event Manager of the Rockfest attended this meeting he informed the committee that the set up of the Stages will still be in line with the width of the Grand stand, this area will be completely fenced and entry will be via the Ramp by the St John's Room, he has sold 15 marquees which when set up will cover 45 Metres, bar area is still to be decided, portable toilets from Clearway will set up hopefully these will not be on the lawned area, Committee will require information re these toilets, Car entry will be via all gates and parking will be policed by Security. Further information will be gathered as the set up continues, Mr Storer was requested to keep Committee informed.

Tony Camilleri/Tristen Savage Carried.

FINANCIAL REPORT:

June 2017: Bank Balance: \$21,502.49.

Debtors 31/06/2017: BHRC: \$258.00. SCKC: \$524.00.

Report be accepted: **Tristen Savage/Tony Camilleri Carried.**

GENERAL BUSINES:

CBHFC: Have received an Occupancy Agreement, need to find about it contact the Council, also have requested a Season hire cost.

Scoreboard: Still not being used, waiting for the AFL to teach operators.

GWS: Will pay a payment of \$40.00 hr. for 15year olds to train at the MO.

Jodie Whitehair: Will operate the Scoreboard if required.

Market Day: 27th August 2017.

Meeting Closed: 8.15pm:

Next Meeting: Tuesday 1st August 2017 at 7pm.

ORDINARY MEETING OF THE COUNCIL

July 18, 2017

ITEM 3

BROKEN HILL CITY COUNCIL REPORT NO. 133/17

SUBJECT: MINUTES OF THE BIU BAND HALL COMMUNITY COMMITTEE
MEETING HELD APRIL 18, 2017 16/8

Recommendation

1. That Broken Hill City Council Report No. 133/17 dated July 18, 2017, be received.
2. That minutes of the BIU Band Hall Community Committee Meeting held April 18, 2017 be received.

Executive Summary:

Council has received minutes from the BIU Band Hall Community Committee Meeting held April 18, 2017 for endorsement by Council.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the BIU Band Hall Community Committee (both adopted March 2017), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the BIU Band Hall Community Committee has submitted minutes from its meeting held April 18, 2017 for Council's endorsement.

Strategic Direction:

Key Direction: 4. Our Leadership
Objective: 4.3 We Unite to Succeed
Function: Leadership and Governance
DP Action: 4.3.1.2 Support Councils Section 355 Committees in undertaking their duties with Council

Key Direction: 1. Our Community
Objective: 1.2 Our Community Works Together
Function: Community Facilities
DP Action 1.2.1.8 Provide public amenities, halls and community centres to facilitate social capital and activity

Relevant Legislation:

The BIU Band Hall Community Committee operates under Council's S355 Asset Committee Framework Manual and Standard Constitution and the *Local Government Act, 1993* (Section 355).

Financial Implications:

Nil.

Attachments

1. [!\[\]\(4c660a3c4ce1da3313488b7854f55083_img.jpg\)](#) Minutes of the BIU Band Hall Community Committee Meeting 18/04/2017

BRENDAN SMITH
CHIEF OPERATING OFFICER

JAMES RONCON
GENERAL MANAGER

B.I.U. Band Hall Community Committee

Inaugural meeting held Tuesday, 18 April 2017

Meeting opened: 6.30pm

Present: Mark Curtis, Kyla Vine, Robynne Sanderson, Loene Crowley, Branko Licul (Councillor representative).

Apologies: NIL.

Election of Executive: Being the first meeting of the newly constituted BIU Band Hall Community Committee, the first order of business was to elect an Executive. Mark Curtis and Loene Crowley said they had submitted a nomination to be members of this committee but had had no response from Council. Cllr Licul had pursued the matter with Council and nomination forms could not be found. Mark and Loene would submit another nomination form following the meeting. All present agreed to proceed as if Mark and Loene were committee members, seeing no reason why their membership would be rejected by Council. The following positions were filled unanimously:

President: Mark Curtis.

Treasurer: Vacant (Interim Cllr Licul).

Secretary: Kyla Vine.

Deputy President: Robynne Sanderson.

Minutes of the last meeting: This is inaugural meeting of the BIU Band Hall Community Committee.

Business arising: The Minutes from the previous Committee's last AGM was tabled for information.

Correspondence In:

1. Constitution of the BIU Band Hall Community Committee.
2. 355 Committee Framework.

Correspondence Out: NIL.

Reports:

- President – Nil.
- Finance – Nil.


General Business:

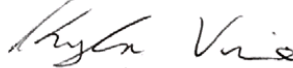
1. Correspondence. Questioned where does Committee mail go and how is it collected.
 - a. **ACTION – Inquire with Council.**
2. Financial Report. Questioned what is current finances of Committee, where is latest account statement, how are the bills paid currently – since last committee met?
 - a. **ACTION – Inquire with Council on finances, account statements, cheque book, bills paid process.**
 - b. **ACTION – Other relevant records of former committee be provided to the new committee.**

3. Membership of the Executive – Treasurer position. With current small size of the committee, it was asked if Clr Licul could be appointed Treasurer of the committee, at least as an interim measure whilst Executive investigated if other interested persons would consider joining the committee.
 - a. **ACTION – Inquire with Council if this can happen.**
4. Meeting report to Council discussed.
 - a. **ACTION – The Minutes of the Committee Meeting 18 April 2017 will be submitted to Council, as part of due process, once they are endorsed at next committee meeting.**
 - b. **ACTION – Council to be informed of new committee Executive.**
5. Hall Hire. Committee discussed what is the current status of the hall hire and arrangements for that to occur. The Constitution outlines the committee has that responsibility. However, it was noted the committee does not have capacity to conduct the hall hire arrangements, and the work required to facilitate events and functions. It was noted the BIU Band has relinquished that role. It was proposed whether the hall use could be exclusive to the regular users - BIU Band and BH Orchestra. Also, that a third group be invited if this could occur, such as the Philharmonic Society Band, which the Committee understands is looking for a new home. Sharing the Hall, including its upkeep and use, between the three was raised as a viable option. It was also proposed that special events could still be book at the Hall, depending on the capacity of the three users to accommodate such requests.
 - a. **ACTION – Inquire with Council regarding Band Hall hire arrangements and current status; option of exclusive use between two or three groups.**
6. Training for new committee members. It was noted that Council is proposing providing induction training for new and current committee members.
7. President thanked everyone for attending and nominating for Executive positions. He noted much of the way forward will depend on Council's response to questions about the Hall's current hire arrangements and future exclusive use.

Next meeting: TBC.

Meeting closed: 7.19pm.

As approved 
Mark Curtis
President
20-6-17


Kyla Vine
Secretary
12/7/17

QUESTIONS TAKEN ON NOTICE FROM PREVIOUS COUNCIL MEETINGS

1. QUESTIONS ON NOTICE NO. 7/17 - DATED JUNE 30, 2017 - COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE JUNE 2017 COUNCIL MEETING (16/82, 16/157)..... 172
2. QUESTIONS ON NOTICE NO. 8/17 - DATED JUNE 30, 2017 - PUBLIC FORUM QUESTIONS TAKEN ON NOTICE FROM THE JUNE 2017 COUNCIL MEETING (12/29)..... 174

ORDINARY MEETING OF THE COUNCIL

June 30, 2017

ITEM 1QUESTIONS ON NOTICE NO. 7/17

SUBJECT: COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE JUNE
2017 COUNCIL MEETING 16/82, 16/157

Summary

The following report provides responses to questions from Councillors that were taken on notice at the Council Meeting held June 28, 2017.

Recommendation

1. That Questions On Notice No. 7/17 dated June 30, 2017, be received.

Background

Below are the responses to questions from Councillors which were taken on notice at the Council Meeting held June 28, 2017.

Question:

\$10M Loan for Infrastructure Projects (Item 2) 16/157

The Acting General Manager took a question on notice from Councillor Kennedy regarding whether there is a plan for the infrastructure projects to be funded by the \$10M loan.

Response:

The \$10M loan will be used to fast track asset renewals in particular footpaths, accessibility, parks & gardens and road, in line with Council's asset management plans. A detailed report outlining the specifics of the first million dollars to be spent in 2017/2018 will be brought back to Council for discussion and endorsement as per the requirement for Council to approve capital expenditure. The remaining loan draw down amount will be included for review and consideration during future annual budget processes and the adoption of the annual Operational Plan.

Question:

Funding for Disability Inclusion Action Plan (Item 4) 16/82

The Acting General Manager took a question on notice from Councillor Clark as to whether there will be any additional government funding provided to Council to implement the Disability Inclusion Action Plan.

Response:

This question was posed to the Senior Policy Officer – Disability Inclusion, Local Government NSW. The email response received on 29 June 2017 was that, 'No specific DIAP related grants or financial support has been offered by the government at this stage'.

Cr Clark also recently raised this matter with the Deputy Premier as part of his meeting with Councillors on Monday 10 July 2017. The Deputy Premier believed the idea to be one with merit and he undertook to seek advice from the Government on the possibilities and practicalities of a dedicated funding stream for the roll out of Council DIAPs.

Attachments

There are no attachments for this report

JAMES RONCON
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

June 30, 2017

ITEM 2QUESTIONS ON NOTICE NO. 8/17

SUBJECT: PUBLIC FORUM QUESTIONS TAKEN ON NOTICE FROM THE
JUNE 2017 COUNCIL MEETING 12/29

Summary

The following report provides responses to questions taken on notice during the Public Forum Session at the June 2017 Council Meeting.

Recommendation

1. That Questions On Notice No. 8/17 dated June 30, 2017, be received.

Background

The following report provides responses to questions taken on notice during the Public Forum Session at the June 2017 Council Meeting.

Question:Broken Hill Rocks Proposal

12/29

Mrs Anne TeKawa presented Council with a proposal for a children's activity called "Broken Hill Rocks" whereby hand painted pebbles are hidden in local parks for children to discover and re-hide or keep. Local businesses or emergency services departments may get on-board and offer prizes when children find their painted rocks.

Mrs TeKawa referred to Palmerston North in New Zealand where the project became very popular with the local Police and Fire Services participating and offering children a ride in their police car/fire truck when children found their painted rocks. Mrs TeKawa asked for Council's permission to commence the project as children would be hiding their painted rocks in the local parks in Broken Hill.

The Mayor thanked Mrs TeKawa for her presentation and advised that Council staff would contact her regarding the project.

Response:

The concept of hiding small rocks within parks and open spaces will not require any form of booking or permission.

Attachments

There are no attachments for this report

JAMES RONCON
GENERAL MANAGER

CLOSED

Council Meeting to be held **Wednesday, July 26, 2017**

1. **BROKEN HILL CITY COUNCIL REPORT NO. 134/17 - DATED JULY 03, 2017 - EXPRESSIONS OF INTEREST - EVENT SPONSORSHIP 2017 - 2018 - CONFIDENTIAL**

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

2. **BROKEN HILL CITY COUNCIL REPORT NO. 135/17 - DATED JULY 06, 2017 - OPTUS ALTERNATIVE LEASE PROPOSAL - 334 MCCULLOCH STREET - 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).