

Meeting commenced at 2.00pm.

BUSINESS:

- 1) Apologies
- 2) a. Confirmation of Minutes of the Meeting held 15th February, 2018.
b. Matters arising out of Minutes. (Not elsewhere reported)
- 3) Correspondence
 - a. Agenda A (Information Only)
 - b. Agenda B
- 4) General Manager's Report
 - 4.1 General Manager's Report
 - 4.2 Executive Manager, Corporate & Community Services' Report
 - 4.3 Executive Manager, Engineering & Technical Services' Report
 - 4.4 Executive Manager, Development & Environmental Services' Report
- 5) Reports: Delegates/Mayor/Councillors.

PRESENT: Clrs John Seymour, Bruce Hutcheon, David McCann, Jeremy Crocker, Steven Jones, Colin McKinnon, Clr Kathy Maslin and Clr Kerrilee Logan.

STAFF: Tony Donoghue, General Manager;
Courtney Armstrong, Executive Manager, Corporate & Community Services;
Tony Kelly, Executive Manager, Engineering & Technical Services;
Colby Farmer, Executive Manager, Development & Environmental Services;
Samantha Jennings, Finance Manager.

APOLOGY: Clr Alan White.

1) APOLOGY:

RESOLVED on the motion of Clr Maslin and seconded by Clr McKinnon that the apology of Clr White be accepted. 32/03/2018

2a) CONFIRMATION OF MINUTES OF THE MEETING HELD 15TH FEBRUARY, 2018.

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the Minutes of the Meeting held 15th February, 2018 as circulated be confirmed and adopted. 33/03/2018

2b) MATTERS ARISING OUT OF THE MINUTES

There were no matters arising out of the Minutes.

3) CORRESPONDENCE

AGENDA A (FOR INFORMATION ONLY)

1a) INFORMATION PAPERS

- 1) Minutes of the Advance Ardlethan Committee Meeting held 5th January, 2018.
- 2) REROC Newsletter for March 2018.

➔ The following papers have been **distributed** with Council's supplementary material as being matters of information/interest to Councillors. If Councillors desire any further information on the matters distributed then that can be raised with the General Manager. Attachment No. 1

2a) ACTIVITY REPORTS

- 1) Operating Statistics of the Coolamon Shire Library for February 2018.
- 2) Community Development Officer's Report for February 2018.

General Manager's Note

The above reports are operating reports only for use by Senior Staff. They are submitted to Council as part of Agenda A for information only. Attachment No. 2

3a) NEVILLE & SYLVIA GILLETT (A.13-12, SC943)

Thanking Council for the Citizen of the Year Award bestowed to them on Australia Day.

General Manager's Note

- ➔ A copy of the letter is attached to the information papers for the information of Councillors. Attachment No. 13

AGENDA B

1b) NAB ARDLETHAN BRANCH CLOSURE (B.01-01, SC48)

The Community of Ardlethan have organised a Town Meeting with Steph Cooke MP in regards to the proposed closure of the Ardlethan NAB branch.

The meeting will take place at the Ardlethan Memorial Hall, Aria Street, Ardlethan at 5.30pm on Friday, 16th March, 2018.

Attendance requests have been sent to the community and the NAB Area Manager to attend or a representative on their behalf to address community concerns.

RESOLVED on the motion of Clr Maslin and seconded by Clr Hutcheon that the Correspondence listed Agenda A and Agenda B be received and noted. 34/03/2018

4. GENERAL MANAGER'S REPORT

4.1 GENERAL MANAGER REPORTS

GM1) RURAL FIRE SERVICE BID (F.03-11, SC459)

Council has been provided with the 2018/19 bid estimate for the Coolamon Shire.

The estimate of the Zone running costs have been increased by the rate peg percentage. The exception to this is when a new vehicle is added to the fleet. Coolamon Shire Council has reached a point where every Brigade has a Station and vehicle meaning that we rotate vehicles to purchase approximately one per year. This means that our bid should be relatively consistent moving forward.

Having said this, the bid is presented by the Riverina Zone to Head Office and can, and has been subject to change. This change could be for a variety of reasons, mostly to do with costs outside of the Zone.

Just to recap the method of determining Council's contribution:

- The NSW RFS determines the budget that incorporates all of the Zones and any Head Office costs. This is completed after receiving each zones bid.
- 11.7% of this total Budget is paid for by NSW Councils.
- 2.73% of this amount has been determined as the Riverina Zone contribution.
- 19% of the Riverina Zone has been determined as Coolamon Shire Council's contribution.

As you will note in the figures attached, the VASS information or component has been removed from any scrutiny and Council are therefore unable to determine where the statewide costs are increasing. This was previously part of the bid process but after questions from the Local Government Sector, this appears to have been removed and undertaken without transparency.

The Budget information arrives in April for Council to include in their upcoming Budget, whilst the money is actually delivered in November.

Recommendation

For Council information.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr Crocker that the report be received and noted. 35/03/2018

GM2) COOLAMON SHIRE COMMUNITY TOUR (P.11-01, SC315)

- On the 21st February 2018, Councillors undertook a bus tour to visit each of the Coolamon Shire Communities. At each location Councillors met with representatives from the community to discuss issues of concern and talk about future projects. A full list of items raised by both community and staff have been attached. Please note Council's comments in regard to the identified items and those that are to be included in future budget considerations. **Attachment No. 3**

On the whole the feedback from communities indicated that they were happy with the roll out of community infrastructure under the Stronger Country Communities Fund and look forward to community assets being improved.

Recommendation

For Council information.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr Logan that the report be received and noted. **36/03/2018**

Clr Jones arrived at the Meeting at 2.20pm.

GM3) REPOWER SHOALHAVEN AND HEALTH PRECINCT (A.05-02, SC7)

A Public Meeting was held on Thursday, 1st March, 2018 whereby representatives from Shoalhaven Power provided the community with information on the investment opportunities surrounding the provision of solar power to the Health Precinct. Advice has now been received that the tranche associated with the funding of this model has been filled within a 3 day timeframe. As a result work will commence shortly with expectations of being operational by May.

Recommendation

For Council information.

RESOLVED on the motion of Clr Jones and seconded by Clr Logan that the report be received and noted. **37/03/2018**

GM4) FUEL EXCISE LEVY (F.07-01, SC1023)

- Coolamon Shire Council through the REROc Infrastructure Committee have been advocating for a portion of the ongoing fuel excise levy being allocated annually to the Roads to Recovery Fund. As a result, REROc have submitted a letter to the then Minister for Infrastructure & Transport, Barnaby Joyce MP. A copy of this letter has been attached. Attachment No. 4

This advocacy for a share in the road funding is based on the philosophical view that a fuel excise levy being paid by the road user should be re-distributed to the Asset Manager to ensure that the road is suitable to the user.

As can be seen in representations continually made to Council for HML trucks on our Local Network, there is a need for road improvements to ensure productivity improvements continue from the farm gate to port. The fuel excise levy was introduced in the 2014/15 and as a result the R2R funding increased for three years. It is however noted, that in the next budget it will return to the pre 2014/15 amount.

This is a Federal Government funding issue.

Council have provided this information to the Local Member, Steph Cooke and Linda Scott, the new Chairman of LGNSW.

Recommendation

That Council continue to lobby for a portion of the fuel excise levy to be added to the existing Road Funding Programme.

RESOLVED on the motion of Clr McCann and seconded by Clr McKinnon that Council continue to lobby for a portion of the fuel excise levy to be added to the existing Road Funding Programme. 38/03/2018

GM5) BANKING – NAB IN ARDLETHAN (B.01-01, SC48)

Last week Media Outlets advised that the NAB Banking facility in Ardlethan would be closed.

Council, the community or customers, have received no prior warning or information in regard to this statement. Upon further investigation it appears that the Bank are conducting investigations into this proposal with the Unions releasing information prior to the Bank finalizing their position.

Regardless of how this story has surfaced, it appears that the banking industry is restructuring to reduce its presence in rural communities such as Ardlethan.

This has several issues of concern, all relating to the demise of services in rural and regional areas. Banks, as we all know, are multimillion dollar corporate enterprises that make millions of dollars for shareholders, but it appears from this decision that NAB aims to reduce services to its regional and rural customers as part of cost cutting.

Whilst the Bank will talk of the move toward electronic contact with customers and the lack of need for face to face interactions, this does not consider the elderly, or more difficult scenarios requiring face to face discussions, these will now be required to be attended to at larger centres.

Recommendation

That Council investigate options in regard to the provision of banking services in Ardlethan.

RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that Council investigate options in regard to the provision of banking services in Ardlethan.

39/03/2018


FURTHER RESOLVED on the motion of Clr Hutcheon and seconded by Clr Jones that Council write to Steph Cooke commending her on her speech and her support in ensuring that banking services are maintained in Rural and Regional areas. 40/03/2018

GM6) RESTART NSW FUNDING DEED – MARY GILMORE PRODUCTIVITY UPGRADE (R.07-10, SC517)

At the February 2018 Council Meeting, Councillors were advised in a report provided by the Executive Manager, Engineering & Technical Services that Council were successful in securing funding of \$297,798 under Fixing Country Roads for the Strengthening of the Smoky Creek Bridge located on the Mary Gilmore Way.

Infrastructure NSW has now forwarded Council the Restart NSW Funding Deed which requires signing under the Seal of Council.

Recommendation

 That the Seal of Council be affixed to the Restart NSW Funding Deed between The Treasurer as the Minister administering section 8(a) of the Restart NSW Fund Act

2011 (NSW) acting for and on behalf of the Crown in right of the State of New South Wales and Coolamon Shire Council for the Strengthening of the Smoky Creek Bridge located on the Mary Gilmore Way.

RESOLVED on the motion of Clr McCann and seconded by Clr Crocker that:

41/03/2018

- 1) **That the Seal of Council be affixed to the Restart NSW Funding Deed between The Treasurer as the Minister administering section 8(a) of the Restart NSW Fund Act 2011 (NSW) acting for and on behalf of the Crown in right of the State of New South Wales and Coolamon Shire Council for the Strengthening of the Smoky Creek Bridge located on the Mary Gilmore Way.**
- 2) **That the Seal of Council be affixed to Round 1 of the Strengthening Country Communities Fund as may be required.**

GM7) GANMAIN SHOW SOCIETY – REQUEST FOR SUPPORT (S.04-03, SC528)

→ Coolamon Shire Council has received two requests from the Ganmain Show Society in relation to their operations at the Ganmain Showground. A copy of both requests have been attached for your information. Attachment No. 14

- 1) Financial support as a major sponsor for the fireworks display.

Over the last three years Council has attempted to move away from considering one off applications for funding and sponsorship. A review of the Events Funding Programme was considered at the last meeting.

Last year Council sponsored the Advance Ganmain's Quasquicentenary and conducts the Seniors Week function in Ganmain annually.

Whilst Council supports local communities to develop their tourism and promotion, it cannot continue to provide for all organisations that request.

It is suggested that the Ganmain Show should be applying through the Event Funding process.

- 2) Request for Maintenance Support

Coolamon Shire Council has a very extensive parks and gardens network through all of our towns and villages. This currently provides a service that manages to cover this infrastructure.

The precedence created by undertaking this sort of activity for the Ganmain Show Society, would see a fast increase in workload required on our staff.

Similar organisations have taken advantage of the community service orders team. These are part of a court ordered rehabilitation process and they undertake mowing/painting/ground maintenance and have been used by the Coolamon Showground. They attend the site with a Supervisor but other than their own mowing gear, need to be provided with equipment, paint etc.

It is recommended that the Ganmain Show Society be provided with the information from Community Service Order Team to see if these services would help their situation.

In summary the request made from the Ganmain Show Society have other avenues where they could achieve their goals without creating a precedence that would see Council inundated with these type of requests.

Recommendation

That Council advise the Ganmain Show Society of alternative options in regard to the request for sponsorship and ground maintenance.

RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that Council advise the Ganmain Show Society of alternative options in regard to the request for sponsorship and ground maintenance. 42/03/2018

GM8) STRONGER COUNTRY COMMUNITIES FUND – ROUND 2 (G.03-01, SC201)

Council has received additional information in regard to the second round of Stronger Country Communities Fund.

Coolamon Shire Council will be allocated \$1,540,958.00 which is a doubling of the amount allocated in Round 1.

- ➔ Changes have been made to the Round 2 allocations with a criteria for 50% of this funding to be spent on sporting projects. A copy of the information provided has been attached for your information. Attachment No. 15

It needs to be advised that the timing of this process does create some concerns with how this will be managed by both, the Community and Council.

Upon discussion with Steph Cooke's office, it is interpreted that the closing date for the applications after Council input is the 4th May, 2018. This means that the Council Meeting that should consider the applications is the 26th April, 2018. Reports are prepared on the 20th April, 2018 however, Council needs an opportunity to consider the proposals.

By default this means that the community will need to have their information to Council around the 10th to 15th April, 2018.

Council should seek clarification on the submission date – as it would seem far more appropriate for Council to assess all applications following the submission date on the 4th May, 2018.

Council will now need to prepare information to be provided to the April Council Meeting for priorities to be considered, assessed and provided to the State Government.

Recommendation

That Council commence notification of the funding available and the process surrounding its allocation.

RESOLVED on the motion of Clr McCann and seconded by Clr McKinnon:

43/03/2018

- 1) **That Council commence notification of the funding available and the process surrounding its allocation.**
- 2) **That a Special Meeting be held on Wednesday, 2nd May, 2018 at 9.00am to assess the applications.**

GM9) WORKPLACE SURVEILLANCE POLICY (P.12-01, SC316)

- Coolamon Shire Council has investigated and trialled the use of GPS tracking devices within the work fleet associated with Council operations. This trial has been considered positive, and Council would like to pursue it in a more formal context. A draft policy has been created and placed in front of the Coolamon Workplace Consultative Committee and the Unions. Attachment No. 16

The issues raised were that this information is used primarily for the gathering of data for efficiency gains and that it should not be used as a primary source of disciplinary action.

Council has included in the policy under Section 6, that data may be used for the purpose of investigation and evidence, however, it should not be used as a primary means of evidence to initiate disciplinary action. This would obviously need to be considered against the magnitude of such an incident.

This surveillance proposed under this policy is necessary to ensure that efficiencies can be gained within the operations of Council and that Staff are both protected by the information gathering and undertaking their activities in a responsible manner.

Recommendation

That the policy be adopted.

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the Workplace Surveillance Policy be adopted. 44/03/2018

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.



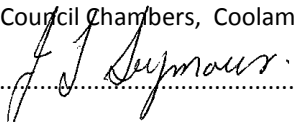
COOLAMON SHIRE COUNCIL
WORKPLACE SURVEILLANCE
POLICY

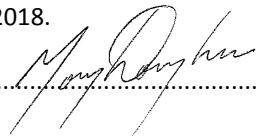
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|-----------------------|--------------------------------|----------------------------|------------|
| Date Adopted | 15 March 2018 | | |
| Council Minute | 44/03/2018 | | |
| Version | Version 1 | | |
| Policy Responsibility | Corporate & Community Services | | |
| Review Timeframe | Every 4 years | | |
| Last Review Date | March 2018 | Next Scheduled Review Date | March 2022 |

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.....  MAYOR

.....  GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

Introduction

The *Workplace Surveillance Act 2005* (the Act) requires Coolamon Shire Council (Council) to notify employees of all surveillance in the workplace which may be carried out by Council while the employee is at a workplace of Council or performing work for Council.

Council staff, who seek to access any surveillance information, must comply with the applicable provisions of this policy and the Act. This policy was endorsed by the Staff Consultative Committee.

1. Purpose

This policy and its subsequent distribution to all current and new employees, is intended to meet Council's obligations for notification of workplace surveillance of employees under the Act.

All surveillance implemented by Council will only occur in accordance with the provisions of the Act, this policy and on the authority of the General Manager.

Surveillance is used for the general security of Council property and assets, operational needs and for the protection and safety of Council employees and the general public.

2. Scope

This policy applies to all workplaces under the control and responsibility of Council where the following surveillance may directly or indirectly monitor an employee (as defined in the Industrial Relations Act 1996), Council contractors, Councillors, persons performing voluntary work or any person authorised to undertake a Council function or activity while in the workplace.

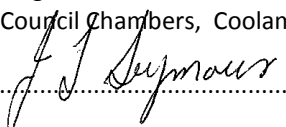
3. Definitions

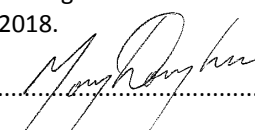
The following definitions apply to this policy:

"surveillance" of an employee (Section 3 of the Act.) means surveillance of any employee by any of the following means:

- (a) "camera surveillance", which is surveillance by means of a camera that monitors or records visual images of activities on premises or in any other place,
- (b) "computer surveillance", which is surveillance by means of software or other equipment that monitors or records the information input or output, or other use, of a computer (including, but not limited to, the sending and receipt of emails and the accessing of Internet websites),
- (c) "tracking surveillance", which is surveillance by means of an electronic device the primary purpose of which is to monitor or record geographical location or movement (such as a Global Positioning System tracking device).

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..... MAYOR

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..... GENERAL MANAGER.

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“employee” (as defined in the Industrial Relations Act 1996), and for the purposes of this Policy includes Council contractors, Councillors, persons performing voluntary work without remuneration, reward or obligation and any person authorised to undertake a Council function or activity while in the workplace.

“workplace” means premises, or any other place, where employees work, or any part of such premises or place (Section 3 of the Act).

4. Reasons and Requirements for Surveillance

4.1 Reasons for camera surveillance

Council may require designated areas to be under camera surveillance for security reasons.

4.2 Requirements for camera surveillance

Cameras will be placed such that they are visible to people in a workplace. Such cameras are for security only. Filming of employees is incidental and not to be used for workplace monitoring.

Council’s CCTV cameras which operate in public places, as defined under the Local Government Act (1993) are inclusive in this policy. However, access to the surveillance information captured by the CCTV cameras are subject to the Coolamon Shire Council CCTV Policy.

Where Council intends to introduce surveillance cameras, employees working in the designated area or areas shall be advised in writing or by email 14 days prior to its commencement, by their supervisors in accordance with the Act.

Council will erect visible signs informing people who enter or leave a workplace that camera surveillance is being carried out. The signs will state similar to the following:-

“Closed Circuit Television Cameras are in 24 hour operation in this building, complex or property”.

4.3 Reasons for computer surveillance

Computer resources are provided for business purposes related to an employee’s position.

Reasonable personal use is permitted. Computer surveillance is used for the general security of Council property or assets for the protection of Council related information and to ensure that Council’s computer resources are not misused.

4.4 Reasons for tracking surveillance

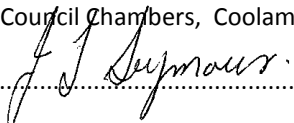
Tracking devices come in many forms and can be fixed (i.e. to a vehicle) or handheld. The devices can be used by Council to provide operational and/or safety information related to the exercise of a function of Council.

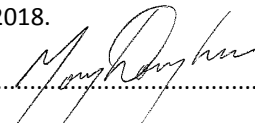
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..... MAYOR

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..... GENERAL MANAGER.

4.5 Requirements for tracking surveillance

Council will install visible signs in all vehicles fitted with tracking devices to inform all vehicle users that surveillance tracking is being carried out. The signs will state similar to the following "Tracking surveillance devices have been fitted to this vehicle/equipment."

5. Notice of Surveillance

The following five elements meet the provisions of Section 10(4) of the Act which require Council to provide prior notice in writing to an employee of the following:

5.1 The kind of surveillance to be carried out

Camera, computer and tracking surveillance may be carried out by Council.

5.2 How the surveillance will be carried out

Council may use overt cameras, email filters, internet monitoring software and devices, and tracking devices, and any other similar surveillance methods permitted by the Act that Council deems appropriate, from time to time.

5.3 When surveillance under this policy will commence

Surveillance under the Act and reflected in the Policy is effective from XXXXXXXXXXXXXXXX which is 14 days after the day this policy was distributed to all employees (as defined).

5.4 If the surveillance is continuous or intermittent?

The surveillance will be a combination of both continuous and intermittent, dependent upon the means of surveillance being used.

5.5 If the surveillance is to be for a specified limited period or ongoing? The

various means of surveillance covered by this policy will be ongoing.

6. Use and Disclosure of Surveillance Information

Surveillance information will be used by Council for operational reasons. Primarily the data collected will be for the purposes of:

- Asset security
- Staff safety
- Asset inspections
- Recording of works
- Coordination of emergency response and
- Identification of potential operational efficiencies eg. Service request allocations, inspection routes

Where it is reasonably suspected that the actions or behavior of a staff member are in breach of the staff Code of Conduct, Work Health and Safety Policy requirements, data may be used for the purpose of investigation and evidence. GPS data cannot be used as primary means of evidence to initiate disciplinary action.

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Data collected from tracking devices may be provided to the Police and/or other public authorities as defined within the charter of human Rights and Responsibilities Act, subject to reasonable request and authorization by the relevant Executive Manager and General Manager.
Data may also be provided to Council's insurer for use in defence of claim against Council

7. Responsibilities

7.1 Responsibilities of the Organisation

Coolamon Shire Council is committed to ensuring that the surveillance activities which it undertakes are in accordance with the Workplace Surveillance Act, 2005.

To assist in doing this, Council will:

- adopt a policy for workplace surveillance;
- Refer review issues in relation to workplace surveillance to the staff Consultative Committee who will oversee the internal policy implementation and review the policy annually to ensure currency and implementation.

7.2 Responsibilities of Specific Managers

7.2.1 General Manager

The General Manager is the Responsible Officer for the Policy (Section 11 refers).

7.2.2 Executive Manager - Engineering and Technical Services

The Executive Manager is responsible for:

- ensuring the installation of equipment in accordance with this policy for Workplace Surveillance conducted by means of GPS surveillance
- ensuring appropriate notification (Section 5.3) is given for all workplace surveillance conducted by means of GPS Surveillance;

7.3 Responsibilities of General Manager and Executive Managers

General Manager and Executive Managers are responsible for:

- making staff aware of this policy and their compliance;
- comply with the requirements of the Workplace Surveillance Policy;
- notifying the General Manager or Executive Manager of suspected breaches of the policy.
- sole access to information collected by workplace surveillance

7.4 Responsibilities of Staff

- comply with the requirements of the Workplace Surveillance Policy;
- notifying the General Manager or Executive Manager of suspected breaches of the policy.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
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8. Responsible Officer

The General Manager is the officer responsible for the Workplace Surveillance Policy.

These responsibilities specifically include:

- providing a point of contact for anyone wanting information or advice about the meaning and application of the policy;
- receiving complaints/grievances or reports of possible breaches of this policy,
- investigating these, enforcing policy compliance and reporting those findings to the Staff Consultative Committee;
- developing and implementing a training strategy for the application of the policy.

9. Monitoring

The Staff Consultative Committee will meet as required for other purposes however will consider the policy six months after the policy is adopted and from then on, annually or when changes to the Act or Regulation occur, to ensure policy currency and ongoing implementation is in accordance with the policy.

The Executive Manager will be responsible for reporting breaches to the General Manager and the Staff Consultative Committee will be responsible for the strategic reporting of Policy amendments and updates to the General Manager, for endorsement

10. Review Date

Council reserves the right to review, vary or revoke this policy in accordance with the Workplace Surveillance Act 2005 and associated Regulations.

11. Record Keeping, Confidentiality and Privacy

All Managers responsible for records resulting from Cameras, Computers and Tracking surveillance equipment covered by this policy must store the confidential information in accordance with direction from the Executive Assistant. Retention and destruction of surveillance records will occur as required by the Local Government Records and Archives Disposal Schedule.

All approved requests (Section 5.2 refers) for information from other Managers and Directors must be in writing and a copy stored by the responsible Manager (as defined in Section 10.3.1, 2, 3 and 4) within the Document Management System as directed by the Records and Archives Manager.

12. Breaches and Sanctions

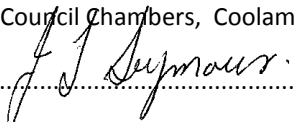
Technical Breaches i.e. lack of signage or training of staff, should be reported to the General Manager.

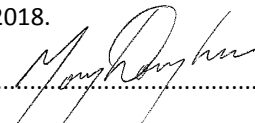
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..... MAYOR

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..... GENERAL MANAGER.

Inappropriate use of surveillance records by any staff is a breach of this policy and should be reported to the General Manager. Any person or persons breaching this policy will be subject to Council's Disciplinary Policy.

ASSOCIATIONS & RELATIONSHIPS

| | |
|------------------------------------------------|---------------------------------------------------------------------------------------------|
| Legislation | - Workplace Surveillance Act 2005 (NSW) - Workplace Surveillance Regulations 2005, (NSW) |
| Policies | - Code of Conduct |
| Procedures/Protocols, Statements, Documents | - Employee Handbook |



**GM10) COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT
GUIDELINES (C.12-05, SC148)**

Further to the report presented at the February Council Meeting regarding the Councillor Induction and Professional Development Guidelines, a Submission has now been forwarded to the Office of Local Government outlining Councils concerns.

→ A copy of the Submission is attached for the information of Councillors.

Attachment No. 17

Recommendation

For Council information.

GM11) MODEL CODE OF MEETING PRACTICE (L.05-01, SC273)

Further to the report presented at the February Council Meeting regarding the Model Code of Meeting Practice, a Submission has now been forwarded to the Office of Local Government outlining Councils concerns.

→ A copy of the Submission is attached for the information of Councillors.

Attachment No. 18

Recommendation

For Council information.

**RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the
General Manager's Reports (GM10 and GM11) be received and noted. 45/03/2018**


4.2) EXECUTIVE MANAGER, CORPORATE & COMMUNITY SERVICES' REPORTS

CS1) FINANCE REPORT

RESOLVED on the motion of Clr Crocker and seconded by Clr McCann that the report be received and noted. 46/03/2018

| DATE INVESTED | INSTITUTION | RATING | INVESTMENT TYPE | AMOUNT INVESTED | TERMS (days) | RATE | MATURITY DATE |
|-----------------------|-------------|---------|-----------------|----------------------|--------------|-------|---------------|
| 1/12/2017 | NAB | A1+/AA- | Term Deposit | \$ 1,000,000 | 90 | 2.40% | 1/03/2018 |
| 2/05/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,000,000 | 365 | 2.80% | 2/05/2018 |
| 8/05/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,000,000 | 365 | 2.80% | 8/05/2018 |
| 15/06/2017 | AMP | A1/A | Term Deposit | \$ 2,000,000 | 365 | 2.60% | 15/06/2018 |
| 19/06/2017 | AMP | A1/A | Term Deposit | \$ 1,000,000 | 365 | 2.60% | 19/06/2018 |
| 8/08/2017 | AMP | A1/A | Term Deposit | \$ 1,000,000 | 273 | 2.60% | 8/05/2018 |
| 9/09/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,000,000 | 365 | 2.70% | 9/09/2018 |
| 14/09/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,000,000 | 365 | 2.70% | 14/09/2018 |
| 26/09/2017 | AMP | A1/A | Term Deposit | \$ 500,000 | 273 | 2.60% | 26/06/2018 |
| 23/09/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,000,000 | 365 | 2.50% | 23/09/2018 |
| 24/10/2017 | NAB | A1+/AA- | Term Deposit | \$ 1,000,000 | 365 | 2.50% | 24/10/2018 |
| 10/11/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 2,000,000 | 365 | 2.70% | 10/11/2018 |
| 21/12/2017 | Beyond Bank | A2/BBB | Term Deposit | \$ 1,700,000 | 365 | 2.75% | 21/12/2018 |
| TOTAL INVESTED | | | | \$ 15,200,000 | | | |

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


(Samantha Jennings, Finance Manager)

RESTRICTED CASH, CASH EQUIVALENTS & INVESTMENTS

EXTERNAL RESTRICTIONS AS AT 30TH JUNE, 2017

| | |
|--------------------------------------------------------------------|------------------------|
| Allawah Lodge - Accommodation Bonds/Payments | \$ 3,706,673.19 |
| Allawah Village - Loan-Licence | \$ 2,977,399.15 |
| Section 94 Contributions | \$ - |
| Specific Purpose Unexpended Grants & Contributions & Other Funding | \$ 305,461.01 |
| Sewerage Fund | \$ 1,879,720.20 |
| Waste Management | \$ 944,034.25 |
| | <u>\$ 9,813,287.80</u> |

INTERNAL RESTRICTIONS AS AT 30TH JUNE, 2017

| | |
|-------------------------------------------|-------------------------|
| Asset/Plant Replacement | \$ 1,000,000.00 |
| Employees Leave Entitlements | \$ 970,000.00 |
| Deferred Works | \$ 739,000.00 |
| Ardlethan Preschool | \$ 17,791.45 |
| Asset Management (inc. unrestricted cash) | \$ 1,110,298.78 |
| Allawah Lodge Asset Mgt Reserve | \$ 602,759.22 |
| Allawah Village Asset Mgt Reserve | \$ 260,407.31 |
| CECC Asset Mgt Reserve | \$ 203,907.81 |
| Financial Assistance Grant | \$ 1,683,001.00 |
| Swimming Pools | \$ - |
| Rehabilitation of Gravel Pits | \$ 152,000.00 |
| | <u>\$ 6,739,165.57</u> |
| | <u>\$ 16,552,453.37</u> |

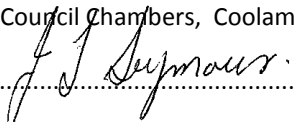
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

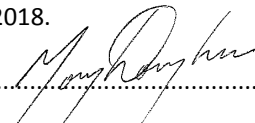
COOLAMON SHIRE COUNCIL
INCOME STATEMENT

for the period 1st July 2017 to 30th June 2018

| | FEBRUARY 2018 | JANUARY 2018 | DECEMBER 2017 | 2017/2018 BUDGET | 2016/2017 ACTUAL |
|--------------------------------------------------------------------------------------------------------|----------------------|---------------------|---------------------|----------------------|----------------------|
| Income from continuing operations | | | | | |
| Revenue: | | | | | |
| Rates & annual charges | 3,421,156.84 | 3,420,395.26 | 3,420,226.51 | 3,410,000.00 | 3,342,541.82 |
| User charges & fees | 2,271,738.53 | 1,991,951.86 | 1,732,392.92 | 2,813,000.00 | 2,931,783.71 |
| Interest and investment revenue | 106,284.11 | 74,980.20 | 72,360.70 | 404,000.00 | 448,073.57 |
| Other revenues | 521,217.85 | 491,045.87 | 434,891.55 | 491,000.00 | 771,690.93 |
| Grants & contributions provided for operating purposes | 3,191,902.98 | 2,449,643.23 | 2,364,818.80 | 4,122,000.00 | 8,416,616.93 |
| Grants & contributions provided for capital purposes | 972,692.51 | 614,253.89 | 487,763.27 | 3,429,000.00 | 1,354,954.49 |
| Internals | 0.00 | 0.00 | 0.00 | | |
| Other income: | | | | | |
| Net gain from the disposal of assets | 684,679.48 | 684,679.48 | 684,679.48 | 190,000.00 | 0.00 |
| Total revenues from continuing operations | 11,169,672.30 | 9,726,949.79 | 9,197,133.23 | 14,859,000.00 | 17,265,661.45 |
| Expenses from continuing operations | | | | | |
| Employee benefits and on-costs | 3,579,331.69 | 3,155,125.70 | 2,722,165.56 | 5,043,000.00 | 5,348,989.28 |
| Borrowing costs | 5,251.85 | 2,811.94 | 2,783.20 | 30,000.00 | 70,026.65 |
| Materials & contracts | 1,799,843.20 | 1,662,912.12 | 1,371,061.16 | 2,397,000.00 | 3,300,065.85 |
| Depreciation, amortisation & impairment | 2,176,975.37 | 1,922,762.59 | 1,650,134.18 | 3,022,000.00 | 2,790,897.03 |
| Other expenses | 1,043,051.61 | 946,632.14 | 847,472.46 | 1,578,000.00 | 1,390,196.61 |
| Net loss from the disposal of assets | | | | | 222,922.14 |
| Total expenses from continuing operations | 8,604,453.72 | 7,690,244.49 | 6,593,616.56 | 12,070,000.00 | 13,123,097.56 |
| Operating result from continuing operations | 2,565,218.58 | 2,036,705.30 | 2,603,516.67 | 2,789,000.00 | 4,142,563.89 |
| Net operating result for the year before grants and contributions provided for capital purposes | 1,592,526.07 | 1,422,451.41 | 2,115,753.40 | -640,000.00 | 2,787,609.40 |

This is Page No. 21 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

 MAYOR

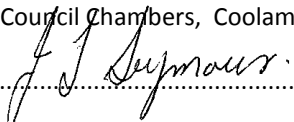
 GENERAL MANAGER.

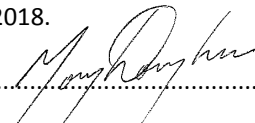
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

COOLAMON SHIRE COUNCIL
INCOME STATEMENT BY FUND

| | February 2018 | | TOTAL |
|--------------------------------------------------------------------------------------------------------|----------------------|-------------------|----------------------|
| | CONSOLIDATED | | |
| | GENERAL FUND | SEWERAGE FUND | |
| Income from continuing operations | | | |
| Revenue: | | | |
| Rates & annual charges | 2,903,732.01 | 517,424.83 | 3,421,156.84 |
| User charges & fees | 2,263,602.53 | 8,136.00 | 2,271,738.53 |
| Interest and investment revenue | 104,756.85 | 1,527.26 | 106,284.11 |
| Other revenues | 515,322.45 | 5,895.40 | 521,217.85 |
| Grants & contributions provided for operating purposes | 3,105,824.65 | 86,078.33 | 3,191,902.98 |
| Grants & contributions provided for capital purposes | 948,501.03 | 24,191.48 | 972,692.51 |
| Internals | 0.00 | 0.00 | 0.00 |
| Other income: | | | |
| Net gain from the disposal of assets | 684,679.48 | 0.00 | 684,679.48 |
| Total revenues from continuing operations | 10,526,419.00 | 643,253.30 | 11,169,672.30 |
| Expenses from continuing operations | | | |
| Employee benefits and on-costs | 3,480,268.48 | 99,063.21 | 3,579,331.69 |
| Borrowing costs | 5,251.85 | | 5,251.85 |
| Materials & contracts | 1,664,329.77 | 135,513.43 | 1,799,843.20 |
| Depreciation & amortisation | 2,044,325.96 | 132,649.41 | 2,176,975.37 |
| Other expenses | 1,015,504.54 | 27,547.07 | 1,043,051.61 |
| Total expenses from continuing operations | 8,209,680.60 | 394,773.12 | 8,604,453.72 |
| Operating result from continuing operations | 2,316,738.40 | 248,480.18 | 2,565,218.58 |
| Net operating result for the year before grants and contributions provided for capital purposes | 1,368,237.37 | 224,288.70 | 1,592,526.07 |

This is Page No. 22 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

..... MAYOR

..... GENERAL MANAGER.

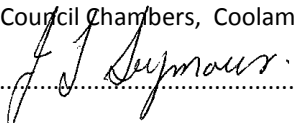
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

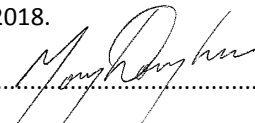
COOLAMON SHIRE COUNCIL
BALANCE SHEET

for the period 1st July 2017 to 30th June 2018

| | FEBRUARY 2018 | JANUARY 2018 | DECEMBER 2017 | 2017/2018 BUDGET (ADJ FOR OPENING BALS) | 2016/2017 ACTUAL |
|---------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------------------------------|-----------------------|
| ASSETS | | | | | |
| Current assets | | | | | |
| Cash and cash equivalents | 839,209.22 | (328,803.43) | 690,353.71 | 1,807,816.66 | 1,352,453.37 |
| Investments | 15,200,000.00 | 16,200,000.00 | 16,200,000.00 | 15,900,000.00 | 15,200,000.00 |
| Receivables | 1,356,025.40 | 1,688,026.06 | 1,730,267.35 | 438,603.96 | 938,409.07 |
| Inventories | 1,306,256.85 | 1,300,773.29 | 1,297,006.56 | 368,169.98 | 1,383,565.16 |
| Other | | | | | |
| Total current assets | 18,701,491.47 | 18,859,995.92 | 19,917,627.62 | 18,514,590.60 | 18,874,427.60 |
| Non-current assets | | | | | |
| Investments | | | | | |
| Receivables | 3,925.13 | 3,925.13 | 3,925.13 | 326,297.13 | 3,925.13 |
| Inventories | 102,397.55 | 102,397.55 | 102,397.55 | 2,000.00 | 1,941.00 |
| Infrastructure, property, plant & equipment | 216,007,651.33 | 215,573,514.41 | 214,892,866.89 | 228,691,172.68 | 212,611,209.09 |
| Accumulated Dep'n - Infrastructure, PP&E | (45,039,886.33) | (44,785,673.55) | (44,513,045.14) | (49,374,774.74) | (43,473,384.70) |
| Accumulated Imp't - Infrastructure, PP&E | (1,456,499.18) | (1,456,499.18) | (1,456,499.18) | (156,499.18) | (1,456,499.18) |
| Other | | | | | |
| Total non-current assets | 169,617,588.50 | 169,437,664.36 | 169,029,645.25 | 179,488,195.89 | 167,687,191.34 |
| Total assets | 188,319,079.97 | 188,297,660.28 | 188,947,272.87 | 198,002,786.49 | 186,561,618.94 |
| LIABILITIES | | | | | |
| Current liabilities | | | | | |
| Payables | 6,397,654.71 | 6,902,512.57 | 6,977,774.85 | 7,585,387.96 | 7,191,922.68 |
| Overdraft | | | | | |
| Interest bearing liabilities | 1,157.00 | 1,157.00 | 1,157.00 | 1,846.00 | 1,157.00 |
| Provisions | 1,559,784.45 | 1,562,020.18 | 1,569,529.12 | 1,557,596.01 | 1,573,274.03 |
| Total current liabilities | 7,958,596.16 | 8,465,689.75 | 8,548,460.97 | 9,144,829.97 | 8,766,353.71 |
| Non-current liabilities | | | | | |
| Payables | 990.91 | 990.91 | 990.91 | 798.98 | 990.91 |
| Interest bearing liabilities | 1,448.86 | 1,448.86 | 1,448.86 | (2,179.14) | 1,448.86 |
| Provisions | 1,095,890.93 | 1,095,890.93 | 1,095,890.93 | 1,099,682.86 | 1,095,890.93 |
| Total non-current liabilities | 1,098,330.70 | 1,098,330.70 | 1,098,330.70 | 1,098,302.70 | 1,098,330.70 |
| TOTAL LIABILITIES | 9,056,926.86 | 9,564,020.45 | 9,646,791.67 | 10,243,132.67 | 9,864,684.41 |
| Net assets | 179,262,153.11 | 178,733,639.83 | 179,300,481.20 | 187,759,653.82 | 176,696,934.53 |
| EQUITY | | | | | |
| Retained earnings | 87,267,693.37 | 86,739,180.09 | 87,305,991.46 | 89,685,581.01 | 84,702,474.79 |
| Reserves | 91,994,459.74 | 91,994,459.74 | 91,994,459.74 | 98,074,072.81 | 91,994,459.74 |
| Internal Assets/Liabilities | 0.00 | 0.00 | 0.00 | | 0.00 |
| Total equity | 179,262,153.11 | 178,733,639.83 | 179,300,451.20 | 187,759,653.82 | 176,696,934.53 |

This is Page No. 23 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

 MAYOR

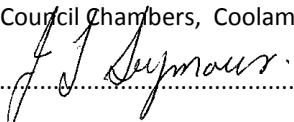
 GENERAL MANAGER.

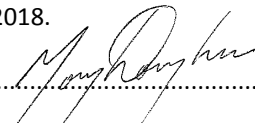
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

COOLAMON SHIRE COUNCIL
BALANCE SHEET BY FUND

| February 2018 | | | |
|--------------------------------------------|------------------------------|----------------------|-------------------------|
| | CONSOLIDATED GENERAL FUND | SEWERAGE FUND | COOLAMON SHIRE TOTAL |
| ASSETS | | | |
| Current assets | | | |
| Cash and cash equivalents | (1,230,226.80) | 2,069,436.02 | 839,209.22 |
| Investments | 15,200,000.00 | | 15,200,000.00 |
| Receivables | 1,188,353.94 | 167,671.46 | 1,356,025.40 |
| Inventories | 1,306,256.85 | | 1,306,256.85 |
| Other | | | 0.00 |
| Total current assets | 16,464,383.99 | 2,237,107.48 | 18,701,491.47 |
| Non-current assets | | | |
| Investments | | | 0.00 |
| Receivables | 3,925.13 | | 3,925.13 |
| Inventories | 102,397.55 | | 102,397.55 |
| Infrastructure, property, plant & equipmen | 199,777,610.67 | 16,230,040.66 | 216,007,651.33 |
| Accumulated Depreciation | (39,006,941.90) | (6,032,944.43) | (45,039,886.33) |
| Accumulated Impairment | (1,456,499.18) | | (1,456,499.18) |
| Other | | | 0.00 |
| Total non-current assets | 159,420,492.27 | 10,197,096.23 | 169,617,588.50 |
| Total assets | 175,884,876.26 | 12,434,203.71 | 188,319,079.97 |
| LIABILITIES | | | |
| Current liabilities | | | |
| Payables | 6,397,654.71 | 0.00 | 6,397,654.71 |
| Interfunding | | | 0.00 |
| Interest bearing liabilities | 1,157.00 | | 1,157.00 |
| Provisions | 1,559,784.45 | | 1,559,784.45 |
| Total current liabilities | 7,958,596.16 | 0.00 | 7,958,596.16 |
| Non-current liabilities | | | |
| Payables | 990.91 | | 990.91 |
| Interest bearing liabilities | 1,448.86 | | 1,448.86 |
| Provisions | 1,095,890.93 | | 1,095,890.93 |
| Total non-current liabilities | 1,098,330.70 | 0.00 | 1,098,330.70 |
| TOTAL LIABILITIES | 9,056,926.86 | 0.00 | 9,056,926.86 |
| Net assets | 166,827,949.40 | 12,434,203.71 | 179,262,153.11 |
| EQUITY | | | |
| Retained earnings | 80,831,059.95 | 6,436,633.42 | 87,267,693.37 |
| Reserves | 85,996,889.45 | 5,997,570.29 | 91,994,459.74 |
| Internal Assets & Liabilities | 0.00 | | 0.00 |
| Total equity | 166,827,949.40 | 12,434,203.71 | 179,262,153.11 |

This is Page No. 24 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

..... MAYOR

..... GENERAL MANAGER.

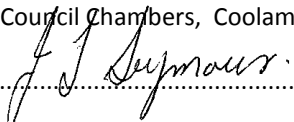
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

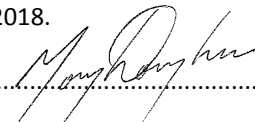
COOLAMON SHIRE COUNCIL
INTERNAL & EXTERNAL RESTRICTIONS

for the period 1st July 2017 to 30th June 2018

| | FEBRUARY 2018 | JANUARY 2018 | DECEMBER 2017 | 2017/2018 BUDGET (ADJ FOR OPENING BALS) | 2016/2017 ACTUAL |
|----------------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------------------------|-----------------------------|
| GENERAL FUND | | | | | |
| <i>EXTERNALLY RESTRICTED</i> | | | | | |
| Grants & Subsidies & Other | 221,370.38 | 236,541.35 | 219,906.78 | 305,461.01 | 305,461.01 |
| Waste Management | 1,151,738.79 | 1,099,770.50 | 1,115,303.74 | 970,303.67 | 944,034.25 |
| Allawah Lodge Accommodation Payments | 3,257,406.56 | 3,367,638.56 | 3,525,913.56 | 3,799,148.19 | 3,706,673.19 |
| Allawah Village Loan-Licence | 3,015,181.00 | 3,123,852.00 | 3,365,648.15 | 3,087,162.15 | 2,977,399.15 |
| | <u>7,645,696.73</u> | <u>7,827,802.41</u> | <u>8,226,772.23</u> | <u>8,162,075.02</u> | <u>7,933,567.60</u> |
| <i>INTERNALLY RESTRICTED</i> | | | | | |
| Plant Replacement Reserve | 1,000,000.00 | 1,000,000.00 | 1,000,000.00 | 1,000,000.00 | 1,000,000.00 |
| Employees Leave Entitlements Reserve | 970,000.00 | 970,000.00 | 970,000.00 | 980,000.00 | 970,000.00 |
| Stormwater Management Reserve | | | | -32,725.00 | |
| Swimming Pools Reserve | | | | 0.00 | |
| Deferred Works Reserve | 119,700.00 | 120,000.00 | 120,000.00 | 679,000.00 | 739,000.00 |
| Ardlethan Preschool | 44,682.67 | 55,087.11 | 57,869.02 | | 17,791.45 |
| Financial Assistance Grant | | | | | 1,683,001.00 |
| Community Housing Programme Reserve | | | | 0.00 | |
| Allawah Lodge Asset Mgt Reserve | 579,774.66 | 634,900.50 | 646,139.35 | 714,334.75 | 602,759.22 |
| Allawah Village Asset Mgt Reserve | 220,158.79 | 248,093.43 | 234,903.26 | 371,162.15 | 260,407.31 |
| CECC Asset Mgt Reserve | 277,217.99 | 252,995.21 | 271,222.80 | 212,964.81 | 203,907.81 |
| Gravel Pits Rehabilitation Reserve | 152,000.00 | 152,000.00 | 152,000.00 | 167,000.00 | 152,000.00 |
| | <u>3,363,534.11</u> | <u>3,433,076.25</u> | <u>3,452,134.43</u> | <u>4,091,736.71</u> | <u>5,628,866.79</u> |
| Asset Management/Available for Working Funds | 2,960,542.36 | 2,577,874.32 | 3,162,886.04 | 953,450.52 | 1,110,298.78 |
| Total Cash Balance - General Fund | <u>13,969,773.20</u> | <u>13,838,752.98</u> | <u>14,841,792.70</u> | <u>13,207,262.25</u> | <u>14,672,733.17</u> |
| SEWERAGE FUND | | | | | |
| Sewerage Fund | 2,069,436.02 | 2,032,443.59 | 2,048,561.01 | 1,937,371.83 | 1,879,720.20 |
| | <u>2,069,436.02</u> | <u>2,032,443.59</u> | <u>2,048,561.01</u> | <u>1,937,371.83</u> | <u>1,879,720.20</u> |
| Total Cash Balance - Sewerage Fund | <u>2,069,436.02</u> | <u>2,032,443.59</u> | <u>2,048,561.01</u> | <u>1,937,371.83</u> | <u>1,879,720.20</u> |
| TOTAL CONSOLIDATED CASH | <u>16,039,209.22</u> | <u>15,871,196.57</u> | <u>16,890,353.71</u> | <u>15,144,634.08</u> | <u>16,552,453.37</u> |

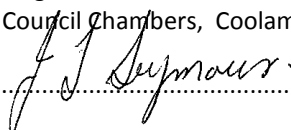
This is Page No. 25 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

 MAYOR

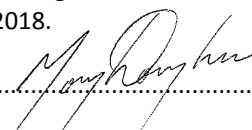
 GENERAL MANAGER.

RATE COLLECTIONS

| | ARREARS B/FWD | LEVIES INC. INTEREST | TOTAL | COLLECTIONS TO DATE | % TO TOTAL | ADJUSTMENTS INC. PENS CONCESSIONS | ADJ TOTAL | % TO TOTAL | COLLECTABLE BALANCE |
|------------------|---------------|----------------------|--------------|---------------------|------------|-----------------------------------|--------------|------------|---------------------|
| 29/02/2004 | 280,098.47 | 2,040,037.25 | 2,320,135.72 | 1,493,640.99 | 64.38% | 113,902.77 | 2,206,232.95 | 67.70% | 712,591.96 |
| 28/02/2005 | 181,374.69 | 2,088,885.73 | 2,270,260.42 | 1,536,902.79 | 67.70% | 107,409.99 | 2,162,850.43 | 71.06% | 625,947.64 |
| 28/02/2006 | 163,566.58 | 2,166,276.06 | 2,329,842.64 | 1,586,671.64 | 68.10% | 107,637.18 | 2,222,205.46 | 71.40% | 635,533.82 |
| 28/02/2007 | 185,519.90 | 2,257,430.13 | 2,442,950.03 | 1,512,303.95 | 61.90% | 108,419.86 | 2,334,530.17 | 64.78% | 822,226.22 |
| 29/02/2008 | 236,912.33 | 2,419,461.32 | 2,656,373.65 | 1,723,959.54 | 64.90% | 123,567.29 | 2,532,806.36 | 68.07% | 808,846.82 |
| 28/02/2009 | 277,343.62 | 2,501,752.43 | 2,779,096.05 | 1,756,333.12 | 63.20% | 123,299.59 | 2,655,796.46 | 66.13% | 899,463.34 |
| 28/02/2010 | 239,371.45 | 2,606,704.36 | 2,846,075.81 | 1,777,941.20 | 62.47% | 122,503.03 | 2,723,572.78 | 65.28% | 945,631.58 |
| 28/02/2011 | 309,194.09 | 2,728,171.69 | 3,037,365.78 | 1,940,609.18 | 63.89% | 171,160.29 | 2,866,205.49 | 67.71% | 925,596.31 |
| 29/02/2012 | 239,162.46 | 2,874,772.76 | 3,113,935.22 | 2,090,873.54 | 67.15% | 129,282.64 | 2,984,652.58 | 70.05% | 893,779.04 |
| 28/02/2013 | 207,935.41 | 3,041,094.60 | 3,249,030.01 | 2,105,199.24 | 64.79% | 128,040.61 | 3,120,989.40 | 67.45% | 1,015,790.16 |
| 28/02/2014 | 230,807.22 | 3,147,352.13 | 3,378,159.35 | 2,172,025.22 | 64.30% | 124,429.46 | 3,253,729.89 | 66.75% | 1,081,704.67 |
| 28/02/2015 | 263,562.88 | 3,301,649.47 | 3,565,212.35 | 2,346,961.40 | 65.83% | 122,461.75 | 3,442,750.60 | 68.17% | 1,095,789.20 |
| 29/02/2016 | 335,520.44 | 3,417,249.55 | 3,752,769.99 | 2,556,871.64 | 68.13% | 123,904.11 | 3,628,865.88 | 70.46% | 1,071,994.24 |
| 28/02/2017 | 300,944.76 | 3,505,519.27 | 3,806,464.03 | 2,573,908.16 | 67.62% | 123,305.36 | 3,683,158.67 | 69.88% | 1,109,250.51 |
| 2017-2018 | | | | | | | | | |
| 31/07/2017 | 303,728.87 | 3,573,820.19 | 3,877,549.06 | 172,064.39 | 4.44% | 114,532.52 | 3,763,016.54 | 4.57% | 3,590,952.15 |
| 31/08/2017 | 303,728.87 | 3,567,981.97 | 3,871,710.84 | 1,194,571.78 | 30.85% | 116,519.77 | 3,755,191.07 | 31.81% | 2,560,619.29 |
| 30/09/2017 | 303,728.87 | 3,557,918.45 | 3,861,647.32 | 1,379,589.62 | 35.73% | 116,266.64 | 3,745,380.68 | 36.83% | 2,365,791.06 |
| 31/10/2017 | 303,728.87 | 3,562,633.59 | 3,866,362.46 | 1,444,201.69 | 37.35% | 117,122.89 | 3,749,239.57 | 38.52% | 2,305,037.88 |
| 30/11/2017 | 303,728.87 | 3,565,800.57 | 3,869,529.44 | 1,927,430.49 | 49.81% | 117,922.90 | 3,751,606.54 | 51.38% | 1,824,176.05 |
| 31/12/2017 | 303,728.87 | 3,567,187.50 | 3,870,916.37 | 2,074,337.04 | 53.59% | 117,732.28 | 3,753,184.09 | 55.27% | 1,678,847.05 |
| 31/01/2018 | 303,728.87 | 3,571,577.54 | 3,875,306.41 | 2,121,682.19 | 54.75% | 117,563.53 | 3,757,742.88 | 56.46% | 1,636,060.69 |
| 28/02/2018 | 303,728.87 | 3,574,224.52 | 3,877,953.39 | 2,617,048.00 | 67.49% | 118,069.79 | 3,759,883.60 | 69.60% | 1,142,835.60 |



MAYOR



GENERAL MANAGER.

4.3) EXECUTIVE MANAGER, ENGINEERING & TECHNICAL SERVICES

ES1) SHIRE ROADS MAINTENANCE, RESHEETING AND STABILISATION WORKS

The following roads have received attention:

- 1) Maintenance
 - Turnbells Lane (Matong North Road to Pamandi Road)
 - Harrisons Lane (Matong North Road to Pamandi Road)
 - Pamandi Road (boundary to boundary)
 - Kelly Lane (Ashbridge Road to gate)
 - Stinsons Lane (Hawthorns Lane to Tilyards Lane)
 - East West Road (Rannock Road to Old Wagga Road)
 - Old Wagga Road (boundary to Springwood Road)

- 2) Resheeting
 - Elliots Lane (Old Roping Pole Road to Kockibitoo Road)

ES2) ROADS TO RECOVERY PROGRAMME 2017/2018

- 1) Rannock Road (13.86 to 16.22kms) 1.74kms

Sealing of this section of Council's Local Sealed Network has now occurred following formation corrections and stabilization. Minor drainage maintenance and replacement of roadside furniture is to occur in the coming week which will bring this project to a conclusion.

- 2) London Hill Road (1.62 to 2.04kms) 0.42kms

Works including repositioning of fence, clearing of topsoil and importation of suitable material to realign this curve have commenced.

ES3) FIXING COUNTRY ROADS

CROKER GRAIN PROJECT – STAGE 3 CANOLA WAY (14.6 TO 17.15KMS) 2.55KMS

With stabilization and sealing of this section of Regional Road the third and final stage of the Croker Grain Project is complete. In total the project resulted in 5.65kms of road construction to Marrar South road, Easticks Lane, Lyne Street and

Canola Way at a value of \$940,000 with contributions from State Government, Council and Industry.

ES4) RURAL LOCAL SEALED ROADS

WALLEROOBIE ROAD

Patch rehabilitation works have continued on sections of Walleroobie Road. Culvert repair works have been completed by contractors and stabilization and sealing is to follow.

ES5) NOXIOUS WEEDS REPORT (N.02-01, SC284)

Senior Weeds Officer, Robert Ferguson Reports

- All sealed roads inspected for new and emerging weeds.
- Spraying of Prairie Ground Cherry and Coolatai Grass has been undertaken.
- Inspected Crown Land Reserves with Lands Officer Adam Craig.
- Riverina Local Lands Regional Weeds Committee meeting at Binya attended. Rex Stanton appointed as interim Chair.
- The Regional Weeds Committee will meet every 3 months. 1st Tuesday. Next meeting June 5th. Venue Narrandera to be confirmed.
- Riverina LLS intends to have the Regional Coordination position filled by June 30th. The appointee will be LLS staff.
- Implementation of the Regional Strategic Weed Management Plan (RSWMP) is a high priority.
- RENWA has started revising pre-Biosecurity legislation, Local Weed Management Plans to help set local priorities, manage expenditure and comply with the RSWMP.
- Weed management for LCA's should remain basically unchanged within the current Weed Action Program, concluding June 2020.

Recommendation

For Council information.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr Logan that the Executive Manager, Engineering & Technical Services' Reports (ES1 to ES5) be received and noted. 47/03/2018

ES6) BYGOO ROAD REALIGNMENT (R.09-02, SC336)

- ➔ To permit the realignment to proceed without further interruption, additional Crown Land has been identified for road realignment purposes. This land is a rear lane for Lot 7, Section 2, DP 5822 to Lot 16, Section 2, DP 5822 and is identified in the attached plan. Attachment No. 5

Recommendation

That the rear lane of Lot 7, Section 2, DP 5822 to Lot 16, Section 2, DP 5822 be gazetted as a Council Public Road.

RESOLVED on the motion of Clr McCann and seconded by Clr Logan that the rear lane of Lot 7, Section 2, DP 5822 to Lot 16, Section 2, DP 5822 be gazetted as a Council Public Road. 48/03/2018

† **ADJOURNMENT**

Council adjourned at 3.32pm to formally congratulate and acknowledge Mr Robert Menzies and Mr Mel Mayer for receiving the Order of Australia Medal at the Australia Day Honours.

Council reconvened at 4.19pm.

ES7) 2018/2019 ROADS TO RECOVERY PROGRAMME (R.07-05, SC332)

Following a number of years where all Councils have received increased funding under the Roads to Recovery Programme (RTR), the 2018/2019 allocation has returned back to its standard amount of \$575,148. With the funds bought forward to 2017/2018 for the Rannock Road reconstruction, \$515,330 funds remain available for 2018/2019.

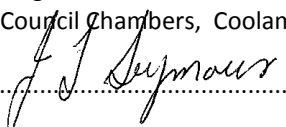
Being the final year of the 5 year RTR Programme, all funds are to be totally expended and some savings with projects from 2017/2018 (\$127,709) will be rolled into the 2018/2019 budget resulting in an expected total RTR 2018/2019 budget of \$643,039.

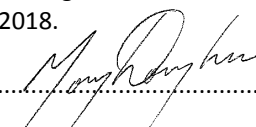
- ➔ To expend the funds, the attached sheet identifies priority projects on Council's Rural Local Sealed Network. Works identified include Reconstruction, Patch Rehabilitation and Reseal. Additional works have been listed for future consideration. Attachment No. 6

Recommendation

That the highlighted items be adopted under the 2018/2019 Road to Recovery Programme.

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the highlighted items be adopted under the 2018/2019 Road to Recovery Programme. 49/03/2018


..... MAYOR


..... GENERAL MANAGER.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

| Seal/Pav/ Rating | ROAD NAME | FROM | TO | CHAINAGE | | LENGTH | WIDTH | AREA | EXISTING TREATMENT | | ESTIMATED COST | Comments | |
|-----------------------------------------|---------------------|------------------------------------|------------------|----------|-------|---------|-------|-------|--------------------|--------------|----------------|-----------|--------------------|
| | | | | FROM | TO | | | | Exist Agg Size | Seal/ Reseal | | | Year |
| RURAL LOCAL RECONSTRUCTION | | | | | | | | | | | | | |
| 3 | Marrar Nth Rd | Canola Way | Springwood Rd | 19.25 | 19.67 | 420.00 | 7.0 | 2940 | 7 | Reseal | 2006 | \$52,920 | Recon |
| 3 | Marrar Nth Rd | Canola Way | Springwood Rd | 20.30 | 20.42 | 120.00 | 7.0 | 840 | 7 | Reseal | 2006 | \$15,120 | Recon |
| 3 | Brushwood Sth Rd | Canola Way | boundary | 1.75 | 3.65 | 1900.00 | 6.2 | 11780 | 10 | Reseal | 2000 | \$212,040 | Reconstruction 1 |
| 5 | Bygoe Rd | FCR Realignment - R2R contribution | | 0.00 | 0.68 | 500.00 | 8.2 | 4756 | | | | \$75,000 | Construction |
| FUTURE CONSIDERATION | | | | | | | | | | | | | |
| 2 | Springwood Rd | Rannock Rd | Marrar Nth Rd | 4.51 | 10.89 | 6380.00 | 1.0 | 6380 | 7 | Reseal | 2016 | \$114,840 | Seal to 7.0m - 1 |
| 3 | Mirrool Sth Rd | Newell Hwy | London Hill Rd | 6.68 | 7.40 | 720.00 | 6.2 | 4464 | 10 | Reseal | 2003 | \$80,352 | Reconstruction 2 |
| 2 | Methul Rd | Newell Hwy | London Hill Rd | 8.70 | 10.04 | 1340.00 | 5.6 | 7504 | 10 | Reseal | 2003 | \$135,072 | Reconstruction |
| 2 | Methul Rd | Ardlethan Rd | Yarranjerri Exch | 11.70 | 13.59 | 1690.00 | 6.0 | 10140 | 10 | Reseal | 2001 | \$204,120 | Reconstruction |
| 3 | Brushwood Sth Rd | Canola Way | boundary | 0.00 | 1.75 | 1750.00 | 6.2 | 10850 | 10 | Reseal | 1998 | \$195,300 | Reconstruction 2 |
| 3 | Ashbridge Rd | Dullah Rd | Marrar Nth Rd | 2.88 | 2.92 | 260.00 | 5.6 | 1456 | 10 | Reseal | 2011 | \$26,208 | Recon |
| 3 | Methul Rd | Ardlethan Rd | Mirrool Sth Rd | 10.02 | 11.70 | 1880.00 | 7.0 | 11760 | 7 | Reseal | 2007 | \$211,680 | Recon/Reseal |
| 3 | Roping Pole Rd | Rocks Rd | Old Roping Pole | 2.95 | 4.31 | 350.00 | 5.6 | 1952 | 7 | Reseal | 2012 | \$137,088 | Recon |
| 3 | Springwood Rd | Rannock Rd | Marrar Nth Rd | 0.00 | 4.51 | 4510.00 | 1.0 | 4510 | 7 | Reseal | 2016 | \$81,180 | Seal to 7.0m - 2 |
| 2 | Carrislie Park Rd | Ardlethan Rd | Goddies Ln | 0.50 | 1.60 | 1100.00 | 5.6 | 6160 | 7 | Reseal | 2006 | \$110,880 | Reconstruction |
| 3 | Carrislie Park Rd | Ardlethan Rd | Goddies Ln | 1.60 | 2.83 | 1230.00 | 5.6 | 6888 | 7 | Reseal | 2006 | \$123,984 | Reconstruction |
| 2 | Bygoe Rd | Keogh | Body | 0.00 | 1.76 | 1760.00 | 7.0 | 12320 | 10 | Reseal | 2007 | \$221,760 | Reconstruction FGR |
| RURAL LOCAL PATCH REHABILITATION | | | | | | | | | | | | | |
| 3 | Bygoe Rd | Keogh Ave | Stewarts Ln | 2.73 | | 2.50 | 2.5 | 6.25 | 7 | Reseal | 2014 | \$155 | A/C patch repair |
| 3 | Beckom Rd | causeway | boundary | 1.28 | | 15.00 | 3.0 | 45 | 10 | Reseal | 2007 | \$1,125 | Patch Rehab S/P |
| 3 | Beckom Rd | causeway | boundary | 1.46 | 1.54 | 60.00 | 5.6 | 336 | 10 | Reseal | 2007 | \$1,200 | Patch Rehab |
| 3 | Beckom Rd | causeway | boundary | 1.80 | | 42.00 | 5.6 | 235.2 | 10 | Reseal | 2007 | \$5,680 | Patch Rehab |
| 3 | Beckom Sth Rd | Newell Hwy | London Hill Rd | 5.20 | | 20.00 | 3.0 | 60 | 7 | Reseal | 2014 | \$1,500 | Patch Rehab |
| 3 | Springwood Rd | Rannock Rd | Marrar Nth Rd | 6.02 | | 20.00 | 6.0 | 120 | 7 | Reseal | 2016 | \$3,000 | Patch Rehab |
| 3 | Marrar Nth Rd | Canola Way | Springwood Rd | 0.24 | 0.40 | 160.00 | 7.0 | 1120 | 7 | Reseal | 2013 | \$2,915 | Reconstruction |
| 3 | Marrar Nth Rd - n | Canola Way | Springwood Rd | 11.35 | | 22.00 | 5.3 | 116.6 | 7 | Reseal | 2013 | \$1,500 | Patch Rehab |
| 3 | Marrar Nth Rd - n | Canola Way | Springwood Rd | 12.10 | | 25.00 | 2.4 | 60 | 7 | Reseal | 2011 | \$2,500 | Patch Rehab |
| 3 | Marrar Nth Rd - s | Canola Way | Springwood Rd | 17.22 | | 40.00 | 2.5 | 100 | 7 | Reseal | 2008 | \$5,250 | Patch Rehab |
| 3 | Marrar Nth Rd - s | Canola Way | Springwood Rd | 18.25 | | 30.00 | 7.0 | 210 | 7 | Reseal | 2015 | \$3,500 | Patch Rehab |
| 3 | Marrar Sth Rd - s | Canola Way | boundary | 1.30 | | 40.00 | 3.5 | 140 | 7 | Reseal | 2017 | \$4,125 | Patch Rehab |
| 3 | Marrar Sth Rd - n | Canola Way | boundary | 4.35 | | 30.00 | 5.5 | 165 | 10 | Reseal | 2012 | \$2,050 | Patch Rehab |
| 3 | Hodges Ln | Canola Way | Marrar Nth Rd | 0.66 | | 10.00 | 8.2 | 82 | 7 | Reseal | 2012 | \$74,701 | Patch Rehab |
| FUTURE CONSIDERATION | | | | | | | | | | | | | |
| 3 | Ashbridge Rd | Dullah Rd | Ardlethan Rd | 10.05 | | 10.00 | 5.6 | 56 | 10 | Reseal | 2008 | \$1,400 | Patch Rehab |
| 3 | Methul Rd | Ardlethan Rd | Mirrool Sth Rd | 14.38 | | 30.00 | 7.0 | 210 | 10 | Reseal | 2015 | \$5,250 | Patch Rehab |
| MISCELLANEOUS | | | | | | | | | | | | | |
| 5 | Matong Nth Rd | Canola Way | Ardlethan Rd | 5.90 | 9.50 | 3600.00 | 2.4 | 8640 | 10 | Reseal PMB | 2004 | \$69,120 | Shld Maint 1 |
| 4 | Matong Nth Rd | Canola Way | Ardlethan Rd | 10.05 | 11.57 | 1520.00 | 2.4 | 3648 | 10 | Reseal PMB | 2004 | \$29,184 | Shld Maint 2 |
| RURAL LOCAL RESEALS | | | | | | | | | | | | | |
| 3 | Matong Nth Rd | Canola Way | Ardlethan Rd | 2.95 | 4.42 | 1470.00 | 6.0 | 8820 | 10 | Reseal PMB | 2002 | \$29,106 | Reseal |
| 3 | Matong Nth Rd | Canola Way | Ardlethan Rd | 4.74 | 6.37 | 1630.00 | 6.0 | 9780 | 10 | Reseal PMB | 2002 | \$32,274 | Reseal |
| 3 | Yarranjerri Exch Rd | Methul Rd | Mirrool Sth Rd | 7.86 | 10.02 | 2160.00 | 6.0 | 12960 | 10 | Reseal | 2003 | \$42,768 | Reseal |
| 3 | Marrar Sth Rd | Canola Way | boundary | 0.02 | 0.41 | 390.00 | 6.5 | 2535 | 7 | Reseal | 2003 | \$13,543 | Reseal PMB |
| R2R Rural Local Reseal Total | | | | | | | | | | | | \$118,091 | |
| Rural Local Reseals Total | | | | | | | | | | | | \$355,080 | |
| Rural Local Rehab Patches Total | | | | | | | | | | | | \$72,701 | |
| Miscellaneous Projects Total | | | | | | | | | | | | \$98,304 | |
| Sub Total | | | | | | | | | | | | \$644,176 | |
| Total Exp | | | | | | | | | | | | \$644,176 | |
| Total Budget | | | | | | | | | | | | \$643,039 | |

ROADS TO RECOVERY 18-19

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J. Seymour

MAYOR

Angie Rayner

GENERAL MANAGER.

ES8) PLANT REPORT – 2018/2019 CONSIDERATIONS (P.04-01, SC474)

➔ The attached report details the replacement items proposed for the forthcoming year. (See Plant Replacement Schedule attached). The following major items are up for consideration. Attachment No. 7

- 1) Replacement of one 1998 construction wheel loader (Plant No.55). This loader was on a ten year replacement cycle from being purchased as a second hand unit in 2003. Re-assess viable condition annual basis has been performed over the past five years with reliable results. The loader has accrued over 9000hrs and is due for replacement.
- 2) Replacement of one 1994 4m³ tipping truck (Plant No.117). This truck has been utilised in multiple construction and parks & garden gangs over the past 24 years. This truck is on a re-assess viable condition annual basis with over 290,000km of work accrued.
- 3) Replacement of one Construction Gang 2 crew cab truck (Plant No.131). This truck is on five year replacement cycle with over 130,000km of work accrued.
- 4) Replacement of one Maintenance Grader Gang 3 tandem box trailer (Plant No.610). This trailer is on a re-assess viable condition annual basis with 14 years of work accrued.
- 5) Replacement of one Workshop utility (Plant No.284). This vehicle is on a three/four year replacement cycle and is due this year with over 130,000KM of work accrued.
- 6) Replacement of one Maintenance Grader Gang 3 utility (Plant No.285). This vehicle is on a three/four year replacement cycle and is due this year with over 100,000KM of work accrued.
- 7) Replacement of one Construction Gang 2, 3'' water transfer pump (Plant No.505). This pump is on a re-assess viable condition annual basis with 18 years of work accrued.
- 8) Replacement of one Maintenance Grader Gang 3, 3'' water transfer pump (Plant No.505). This pump is on a re-assess viable condition annual basis with 10 years of work accrued.
- 9) The community mowers will continue to be budgeted for replacement each year, with Marrar receiving the latest mower (2017/2018). An assessment will be performed to determine which machine is to be

replaced depending on unit hours and availability of community volunteers.

- 10) A digital Council two-way radio network upgrade has been completed in the 2017/2018 financial year. This upgrade has greatly improved the network coverage and transmission quality. This upgrade included supply and installation of half Council's mobile plant radio units. Consideration for the final installation of Council's mobile plant is required. The 11 remaining mobile plant units require a \$20,000 budget funding.

Recommendation

That the Plant Report as presented be received, and the items listed be presented for consideration in the draft estimates.

RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that the Plant Report as presented be received, and the items listed be presented for consideration in the draft estimates. 50/03/2018

**ES9) 2018/2019 SEALED RURAL LOCAL ROAD CONSIDERATIONS (F.02-02,
SC178)**

- The attached spreadsheet provides a priority list of works to be performed under Council's Rural Local Road Capital works Programme. With the addition of the reseal works identified under the Roads to Recovery Programme, a total of 12.43kms is targeted. With 251kms of Local Sealed Network, this results in the roads receiving a reseal treatment on a 20 year interval which is within Council's Asset Management targets. Attachment No. 8

Recommendation

That the highlighted items be adopted for works under the 2018/2019 Council Rural Local Roads Capital Works Reseal Programme.

RESOLVED on the motion of Clr Logan and seconded by Clr Crocker that the highlighted items be adopted for works under the 2018/2019 Council Rural Local Roads Capital Works Reseal Programme. 51/03/2018

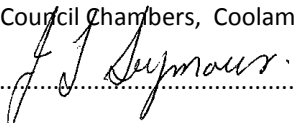
MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

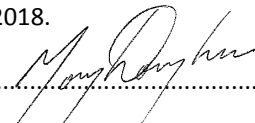
| RURAL LOCAL RESEALS | | | | | | | | | | | | | | |
|-------------------------------|---|---------------------|------------------------------------|----------------|------|-------|---------|-----|-------|----|-----------|-----------|----------|--------|
| 3 | 2 | Yarranjerry Exch Rd | Methul Rd | Mirrool Sth Rd | 5.86 | 7.86 | 2000.00 | 6.0 | 12000 | 10 | Reseal | 2003 | \$39,600 | Reseal |
| 3 | 2 | Dullian Rd | Ashbridge Rd | Ardlethan rd | 8.98 | 11.88 | 2900.00 | 5.2 | 15080 | 10 | Reseal | 2004 | \$49,764 | Reseal |
| 4 | 2 | Dullian Rd | Ashbridge Rd | Ardlethan rd | 0.09 | 1.39 | 1300.00 | 4.3 | 5590 | 10 | Reseal | 1995 | \$18,447 | Reseal |
| 5 | | Bygoo Rd | FCR Realignment - CSC contribution | | 0.00 | 0.58 | 580.00 | 8.2 | 4756 | | | | \$37,500 | Seal |
| CSC Rural Local Reseal Budget | | | | | | | | | | | \$145,000 | \$145,311 | | |

ROADS TO RECOVERY 18-19

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This is Page No. 38 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

 MAYOR

 GENERAL MANAGER.

ES10) 2018/2019 UNSEALED LOCAL ROAD CONSIDERATIONS (F.02-02, SC178)

- ➔ The attached spreadsheet identifies priority capital works on Council's Unsealed Network. Council are still addressing Natural Disaster defects, and roads not listed but still require attention will be accomplished within the Natural Disaster funding. It should also be noted that half of Council's commitment to the Bygoo Road FCR realignment project has been identified. The other half will be drawn from Council's Rural Local Sealed Capital Works Programme (\$75,000 total). Attachment No. 9

Recommendation

That the highlighted items be adopted for works under the 2018/2019 Unsealed Local Road Capital Works Programme.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr Crocker that the highlighted items be adopted for works under the 2018/2019 Unsealed Local Road Capital Works Programme. 52/03/2018

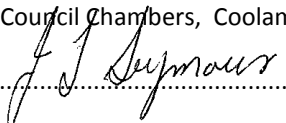
PROPOSED GRAVEL RE-SHEETS & STABILISATION 2018/19

| ROAD HIER | ROAD COND | ROAD NAME | FROM | TO | CHAINAGE FROM | CHAINAGE TO | LENGTH M | WIDTH | AREA | Budget |
|-----------------------|-----------|------------------|------------------------------|----------------|---------------|-------------|--------------|--------------|------------------|-------------------|
| 18/19 RESHEETS | | | | | | | | | | |
| 1 | 5 | Bygones Rd | FCR Realignment Contribution | | 0 | 580 | 580 | 5 | 2900 | \$ 37,500.00 |
| 3 | 4 | McPhails Ln | Wallerroobie Rd | London Hill Rd | Patches | | 2500 | 5 | 12500 | \$ 25,000.00 |
| 2 | 3 | East West Rd | Methul Rd | Gilmores Ln | 0 | 3200 | 3200 | 5 | 16000 | \$ 32,000.00 |
| 1 | 3 | Chamberlains Ln | Canola Way | Coolamon Rd | Patches | | 3000 | 5 | 15000 | \$ 30,000.00 |
| 1 | 3 | Marrarvale Ln | Coolamon Rd | Marrar Sth Rd | 0 | 2000 | 2000 | 5 | 10000 | \$ 20,000.00 |
| 1 | 3 | Marrarvale Ln | Coolamon Rd | Marrar Sth Rd | 3000 | 4000 | 1000 | 5 | 5000 | \$ 10,000.00 |
| 2 | 3 | Bradleys Ln | Millwood Rd | Lesterfield Ln | Patches | | 2500 | 5 | 12500 | \$ 25,000.00 |
| 2 | 3 | Brushwood Nth Rd | Canola Way | Murphys Ln | 0 | 3500 | 3500 | 5 | 17500 | \$ 35,000.00 |
| 3 | 3 | Evans Ln | Walls Ln | West | 0 | 1100 | 1100 | 5 | 5500 | \$ 11,000.00 |
| 3 | 3 | Legans Ln | Canola Way | Croziers Ln | 0 | 1700 | 1700 | 5 | 8500 | \$ 17,000.00 |
| 3 | 3 | Hawthornes Ln | Ariah Rd | Stinsons Ln | Patches | | 1500 | 5 | 7500 | \$ 15,000.00 |
| 3 | 3 | Carlisle Park Rd | Hawthornes Ln | Ariah Rd | Patches | | 1500 | 5 | 7500 | \$ 15,000.00 |
| 3 | 3 | Gilberts Ln | Newell Hwy | Hayes Ln | 0 | 3000 | 3000 | 5 | 15000 | \$ 30,000.00 |
| 3 | 3 | Mumbledoon Rd | Boundary St | Carrolls Ln | 0 | 2300 | 2300 | 5 | 11500 | \$ 23,000.00 |
| 4 | 3 | Currajong Ln | Old Wagga Rd | Rannock Rd | 0 | 3000 | 3000 | 5 | 15000 | \$ 30,000.00 |
| 2 | 2 | Berry Jerry Ln | Seymours Ln | Boss drwy | Patches | | 2000 | 5 | 10000 | \$ 20,000.00 |
| | | | | | | | TOTAL | 34380 | TOTAL \$ | 375,500.00 |
| | | | | | | | | | BUDGET \$ | 380,000.00 |

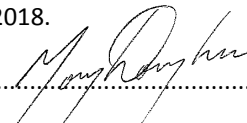
| FUTURE CONSIDERATIONS - RESHEETS | | | | | | | | | | |
|-----------------------------------------|---|---------------|-----------------|---------------|---------|------|------|---|-------|--------------|
| 2 | 2 | Menzies Ln | Rannock Rd | Ariah Rd | 0 | 2000 | 2000 | 5 | 10000 | \$ 20,000.00 |
| 3 | 2 | Croziers Ln | Halbischs Ln | Kockibtoo Rd | 0 | 2000 | 2000 | 5 | 10000 | \$ 20,000.00 |
| 4 | 2 | Doyles Ln | Wallerroobie Rd | Seberrys Ln | 0 | 3000 | 3000 | 5 | 15000 | \$ 30,000.00 |
| 4 | 2 | Pearces Ln | Marrar Nth Rd | end | Patches | | 1900 | 5 | 9500 | \$ 19,000.00 |
| 1 | 2 | Marrarvale Ln | Coolamon Rd | Marrar Sth Rd | 0 | 6000 | 6000 | 5 | 30000 | \$ 60,000.00 |
| 3 | 2 | McCormacks Ln | Springwood Rd | Armidale | 0 | 3970 | 3970 | 5 | 19850 | \$ 39,700.00 |

| 18/19 LIME STABILISATION | | | | | | | | | | |
|---------------------------------|---|---------------|-------------|-------------|------|------|--------------|-------------|------------------|------------------|
| 3 | 2 | Mumbledoon Rd | Boundary St | Carrolls Ln | 2300 | 4300 | 2000 | 5 | 10000 | \$ 44,000.00 |
| | | | | | | | TOTAL | 2000 | TOTAL \$ | 44,000.00 |
| | | | | | | | | | BUDGET \$ | 44,000.00 |

G:\Eng\WORKS\2018_2019\ProposedRoadworks18_19



MAYOR



GENERAL MANAGER.

ES11) 2018/2019 TOWN WORKS PROGRAMME (F.02-02, SC178)

- ➔ Following consideration of requests from the public over the previous years, priorities of the various Advance Committees and of Council Staff, the attached spreadsheet identifies the priority Town Works for the coming years. With the delivery of the Stronger Communities Programme, the majority of items raised by the Advance Committees will be addressed under that programme, and hence not listed in the attached spreadsheet. Attachment No. 10

Recommendation

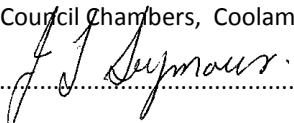
That the items identified in the 2018/2019 Town Priorities be adopted for works under the 2018/2019 Operational Plan.

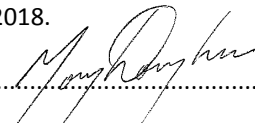
RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that the items identified in the 2018/2019 Town Priorities be adopted for works under the 2018/2019 Operational Plan. 53/03/2018

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

| APPENDIX 8C | | | | |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-----------------|------------------|----------------|
| 2018/2022 DELIVERY PROGRAM & 2018/2019 OPERATIONAL PLAN | | | | |
| 2018/2019 Town Priorities | | | | |
| TOWN | DESCRIPTION | MAINT. ESTIMATE | CAPITAL ESTIMATE | PROGRESS TOTAL |
| MARRAR | RAIL CROSSING PATH (YORK ST TO HODGES LN) | | 18,100 | 18,100 |
| GANMAIN | RAIL CROSSING PATH (LAKE ST TO DERRY ST) | | 39,690 | 57,790 |
| GANMAIN | KERB BLISTERS & RAMPS (INTERSECTION OF GRESHAM & WATERVIEW STREET) (POSSIBLE RMS ACTIVE TRANSPORT) | | 11,000 | 68,790 |
| GANMAIN | GRESHAM STREET PATH (WEST SIDE WATERVIEW TO LANGHAM STREETS) (POSSIBLE RMS ACTIVE TRANSPORT) | | 16,906 | 85,696 |
| COOLAMON | KINGDON Dr CONSTRUCTION AND SEAL - EXTENSION OF NETWORK | | 4,550 | 90,246 |
| COOLAMON | METHUL ST RECONSTRUCTION (MANN ST TO LOUGHAN ST, 134 X 18.8M) | | 62,980 | 153,226 |
| TOTAL OF TOWN WORKS PRIORITIES | | - | 153,226 | 153,226 |
| COOLAMON | GOLF CLUB DAM - SEALING OF DAM TO ACHIEVE IMPERMIABILITY (SEWERAGE FUND) | | 45,000 | |
| COOLAMON | DEVLIN ST DRAINAGE - PIPED NETWORK FROM 59 DEVLIN ST TO IVERACH ST (URBAN DRAINAGE FUND) | | 19,800 | 64,800 |
| COOLAMON | CAINS LN CONSTRUCTION AND SEAL - EXTENSION OF NETWORK FOLLOWING HUTCHEON DEVELOPMENT (SECTION 94 FUND) | | 73,920 | 138,720 |
| 2019/2020 Town Priorities | | | | |
| TOWN | DESCRIPTION | MAINT. ESTIMATE | CAPITAL ESTIMATE | PROGRESS TOTAL |
| COOLAMON | QUARRY RD CONSTRUCTION AND SEAL (END SEAL TO MILLWOOD RD, 320 x 6M) | | 34,560 | 34,560 |
| COOLAMON | WADE ST PATHWAY - COWABBIE ST TO LIONS PARK TOILETS (POSSIBLE RMS ACTIVE TRANSPORT) | | 24,500 | 59,060 |
| COOLAMON | METHUL ST RECONSTRUCTION (WADE ST TO STINSON ST, 190 X 8.8M) | | 8,800 | 67,860 |
| GANMAIN | LAST ST CONSTRUCTION AND SEAL (END SEAL TO HIGH ST, 150 x 5M) | | 18,750 | 86,610 |
| GANMAIN | HIGH ST CONSTRUCTION AND SEAL (LAST ST TO WATERVIEW ST, 140 x 6M) | | 21,000 | 107,610 |
| COOLAMON | ORR ST LIGHTING, OUTREACH ARMS OFF POWER POLES - THREE INTERSECTIONS | | 24,000 | 131,610 |
| TOTAL OF TOWN WORKS PRIORITIES | | - | 131,610 | 131,610 |
| 2020/2021 Town Priorities | | | | |
| TOWN | DESCRIPTION | MAINT. ESTIMATE | CAPITAL ESTIMATE | PROGRESS TOTAL |
| COOLAMON | HEALTH PRECINCT PATHWAY - MIRROOL & WALLACE ST (POSSIBLE RMS ACTIVE TRANSPORT) | | 46,000 | 46,000 |
| COOLAMON | STINSON STREET PATH (METHUL TO BRUCE) NORTH SIDE | | 15,000 | 61,000 |
| COOLAMON | LOGAN STREET KERB & GUTTER | | 150,000 | 211,000 |
| TOTAL OF TOWN WORKS PRIORITIES | | - | 211,000 | 211,000 |
| 2020/2021 Town Priorities | | | | |
| TOWN | DESCRIPTION | MAINT. ESTIMATE | CAPITAL ESTIMATE | PROGRESS TOTAL |
| GANMAIN | HILL ST CONSTRUCTION AND SEAL (ASHBRIDGE RD TO SPRING ST, 690 x 6M) | | 34,560 | 34,560 |
| COOLAMON | COOPERS LN CONSTRUCTION AND SEAL (MILLWOOD RD TO COOLAMON RD, 1340 x 6M) | | 144,720 | 179,280 |
| TOTAL OF TOWN WORKS PRIORITIES | | - | 179,280 | 179,280 |

This is Page No. 42 of the Minutes of the Ordinary Meeting of the Council of the Shire of Coolamon held in the Council Chambers, Coolamon on the 15th March, 2018.

.....  MAYOR

.....  GENERAL MANAGER.

ES12) NOXIOUS WEEDS SERVICES (N.02-01, SC284)

Riverina Eastern Noxious Weeds Authority (RENWA) incorporating Temora, Coolamon and Junee Shires has called for quotations via tender for the provision of trained, qualified, insured staff and equipped vehicles required to provide the coordination, education, inspection, compliance, control, reporting and management requirements of the Noxious Weeds Services contract.

There were three (3) tenders received:

| | | |
|----|-------------------------------------|-------------|
| 1) | Centrogen | \$372,827 |
| 2) | Asplundh | \$1,023,935 |
| 3) | Robert Ferguson Management Services | \$247,738 |

→ A tender evaluation sheet was completed and is attached for Councillors information. **Attachment No. 19**

At the quarterly RENWA meeting held on 13th March, 2018 the Committee resolved to recommend to constituent Councils to accept the tender submitted by Robert Ferguson Management Services.

Recommendation

That Council endorse Robert Ferguson Management Services as the successful tender for the provision of Noxious Weed services from 1st April, 2018 to 30th June, 2020 for the annual fee of \$247,738 + GST.

Clr Crocker declared a pecuniary interest due to his employment by one of the Tenderers and left the meeting at 4.43pm.

RESOLVED on the motion of Clr Maslin and seconded by Clr McCann that Council endorse Robert Ferguson Management Services as the successful tender for the provision of Noxious Weed services from 1st April, 2018 to 30th June, 2020 for the annual fee of \$247,738 + GST. **54/03/2018**

Clr Crocker returned to the meeting at 4.45pm.

Clr Logan left the meeting at 4.45pm.

4.4 EXECUTIVE MANAGER, DEVELOPMENT & ENVIRONMENTAL SERVICES REPORTS

HS1) DEVELOPMENT ACTIVITY REPORT FOR THE PERIOD ENDING (28/02/2018) (B.05-03, SC58)

Summary

This report advises of the Development Application activity for the month of February 2018.

Development Activity Table

| Application Number | Type | Address | Determination | Value |
|--------------------|-----------------------------------|-------------------------------------|---------------|-----------------------|
| DA 2018/02 | New Shed | Quarry Road, Coolamon | Approved | \$25,000.00 |
| DA 2018/05 | New Single Dwelling | 624 Boundary Road, Coolamon | Approved | \$250,000.00 |
| DA 2018/06 | New Transportable Dwelling | Dullah Road, Ganmain | Approved | \$210,000.00 |
| DA 2018/07 | Subdivision of 2 Lots into 4 Lots | 38-40 Bruce Street South, Coolamon | Approved | N/A |
| DA 2018/08 | New Shed | 24 Methul Street South, Coolamon | Approved | \$9,900.00 |
| DA 2018/09 | Subdivision of 2 Lots into 4 Lots | 33-36 Methul Street South, Coolamon | Approved | N/A |
| DA 2018/10 | New Verandah & Carport | 5-7 Hume Street, Matong | Approved | \$5,500.00 |
| DA 2018/12 | New Single Dwelling | 20A Loughnan Street, Coolamon | Approved | \$284,500.00 |
| DA 2018/13 | New Single Dwelling | 20 Loughnan Street, Coolamon | Approved | \$262,500.00 |
| TOTAL: 9 | | | 9 | \$1,047,400.00 |

Financial Implications

There are nil financial implications to Council as a result of this report.

Consultation

Applications have been notified and exhibited in accordance with Council's Development Control Plan as required.

Recommendation

That Council receive and note the report on development activity for the period up to 28/02/2018.

RESOLVED on the motion of Clr McKinnon and seconded by Clr McCann that Council receive and note the report on development activity for the period up to 28/02/2018. 55/03/2018

HS2) EASY TO DO BUSINESS - SERVICE NSW (I.03-01, SC487)

Summary

The purpose of this report is to provide background information and seek support from Council to enter into a Memorandum of Understanding with Service NSW for the Easy to do Business program.

Background

The Small Business Commissioner and Services NSW have developed the “Easy to do Business” program. This free program provides a number of benefits for both potential small business owners and Councils:

- Increased productivity with ‘decision ready’ applications and reduced transaction costs
- Effective tools to help boost our local economy, enabling more jobs in the region – and assisting Council to promote Economic Development & Tourism opportunities within the Shire.

Up until recently when business owners who sought to establish cafes, small bars and restaurants would have to deal with up to 13 agencies, 75 regulations, up to 30 phone numbers and complete 48 forms, taking as long as 18 months to navigate and makes such businesses operationally ready.

The recently introduced *Easy to do Business Program* has seen this reduced to one digital application and one phone number, reducing the opening time for businesses to 90 days.

The initiative provides a customer, who wishes to set up cafés, restaurants or small bar, with a single point of contact within Service NSW who will help them navigate all the required approvals to operate the business, for example registering the business, obtaining an ABN, and required Council approvals.

Those looking to start up a café, restaurant or small bar can benefit from Council being involved in Easy to do Business initiative:

- By obtaining a unique digital profile that can help fast track the approval process across local, state and federal government
- Receiving a step by step guidance through the application process
- Having the support of a dedicated Business Concierge who can answer questions, liaise with council, and review applications to ensure they are 'decision ready'
- Knowing upfront the time, fees and effort involved.

Easy to do Business Program

The intention of the program is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these and provide applicants with the skills to be better informed and researched prior to lodging any applications.

The program is focused on the café, small bar and restaurant sector at present, however the intention is to expand to other designated subsectors of the business economy in the future.

For Council, the process of supporting the program would involve endorsing the recommendations of this report and then informing Service NSW that this has occurred via returning a proforma Memorandum of Understanding. Following this, the Easy to do Business Council/Agency Lead personnel will make a presentation to key Council staff to provide them with the information and skills for "Operational Readiness". Once Council staff are prepared, there will be an official launch and announcement of the program.

Consultation

Consultation has occurred with relevant internal Council Staff Members.

Financial Implications

There are no adverse or upfront financial implications associated with the initiative with the exception of a small impact on the time Council staff will be required to allocate to the program when relevant applicants make inquiry in regards to starting up a café, small bar and restaurant within the Coolamon Local Government Area.

Attachments: Attachment No. 11

- 1) Easy to do Business - Program Overview
- 2) Opening and running a café, restaurant or small bar just got easier Flyer
- 3) Easy to do Business – Memorandum of Understanding

Recommendation

That Council:

- 1) Delegate authority to the General Manager to enter into a Memorandum of Understanding with Service NSW for the Easy to do Business initiative; and
- 2) Delegate authority to the Mayor and General Manager to execute any necessary documents under the Common Seal of Council.

RESOLVED on the motion of Clr Maslin and seconded by Clr Jones that Council:

56/03/2018

- 1) **Delegate authority to the General Manager to enter into a Memorandum of Understanding with Service NSW for the Easy to do Business initiative; and**
- 2) **Delegate authority to the Mayor and General Manager to execute any necessary documents under the Common Seal of Council.**

HS3) RESTRUCTURE OF EPA ACT AND OTHER AMENDMENTS (P.03-01, SC297)

Summary

This report provides information to Council on amendments to the Environmental Planning and Assessment 1979.

The Amendments

The Environmental Planning and Assessment Act 1979 ('EPA Act') has undergone substantial amendments. The Department of Planning and Environment ('DPE') recently announced the timetable for the commencement of these amendments, and confirmed that some amendments are proposed to commence on 1st March 2018.

On 1st March 2018, the restructure and decimal renumbering of the EPA Act took effect. This is posing significant challenges for planning authorities who need to update their forms and standard conditions and other documents to reflect the new numbering of key sections of the legislation. DPE has published a table as a quick reference guide to the new section numbers for key provisions.

The amendments to the EPA Act regarding local planning panels made by the Environmental Planning and Assessment and Electoral Legislation Amendment (Planning Panels and Enforcement) Act 2017 have already commenced. They provide that Councils within the Greater Sydney Region and Wollongong City Council must have their local planning panels established by 1st March 2018. From then, Councillors of those Councils (and any others who establish a local planning panel) will no longer be able to exercise the Council's functions as consent authority.

In respect of the other amendments to be made by the Environmental Planning & Assessment Amendment Act 2017 (Amendment Act) the DPE has announced that the ending of the transitional arrangements for the former Part 3A of the EPA Act will take place on 1st March 2018. This will occur by way of amendment to the Environmental Planning and Assessment Regulation 2000. Former Part 3A projects are intended to be dealt with as state significant infrastructure or state significant development going forward.

Further amendments to the EPA Act to be made by the Amendment Act will be staggered over the coming years. Statements of reasons for decisions are intended to be required from mid-2018. Consent authorities will be required to prepare local strategic planning statements from mid to late 2019 and community participation plans from late 2019. Changes to building and subdivision certifications will also occur around this time.

The final amendment scheduled for commencement, at this stage, is the introduction of standard form development control plans in mid-2020.

Further advice will be provided to Council as each amendment is proposed to commence.

Recommendation

That Council note the report on the Restructure of EPA Act and other Amendments.

RESOLVED on the motion of Clr McCann and seconded by Clr Hutcheon that Council note the report on the Restructure of EPA Act and other Amendments.

57/03/2018

**HS4) DEVELOPMENT APPLICATION 2018/20: NEW DWELLING – LOT 13, DP
1231611, 19 BAKER STREET, COOLAMON (RT1004227)**

| | |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Applicant | Gabrielle Thompson |
| Owner | William and Gabrielle Thompson |
| Development Cost | \$650,000.00 |
| Development Description | The development application seeks to construct a three bedroom dwelling at Lot 13, DP 1231611, 19 Baker Street, Coolamon. |

Key Considerations

- The use is permitted in the RU5 (Village) Zone with Council consent.
- The dwelling is consistent with the Development Control Plan requirements (except the minimum front setback requirement).
- The applicant proposes for a 7.125 metre front setback. This is less than the DCP minimum setback of 8 metres.

Assessment

Criteria for the Development Application Report

Determination Body Reason

The application has been referred to Council for determination as the application seeks to construct the dwelling closer to the front boundary than the Development Control Plan allows. The Development Control Plan only allows the dwelling to be constructed a minimum of 8 metres from the front boundary unless there is existing precedence in place on nearby lots.

Consultation

Internal consultation has been made with the Executive Manager, Planning and Environmental Services.

Reasons for Approval (Summary)

- The application is for a use which is permitted in the RU5, Village Zone.
- The dwelling is considered to comply with a majority of the Development Control requirements (except the minimum front setback requirement).

- There is no established pattern of development along Baker Street. There is an opportunity to establish a sufficient setback without compromising the overall amenity of the streetscape.
- The existing verge/nature strip adjacent to Baker Street is 8 metres. The overall setback including verge is 15.153 metres. The impact is considered low to none.
- The adjoining lot to the East of the development is currently vacant but has the potential to use Mirrool Street as its primary frontage and Baker Street as its secondary frontage. Therefore meaning that the development of the neighbouring lot can be 3 metres off the Baker Street frontage.
- It is considered that in accordance with the DCP variation application requirements of the Coolamon Development Control Plan that the applicant has justified a deviation the building line setback control in this instance.

Site Location

The subject land is known as Lot 13, DP 1231611, 19 Baker Street, Coolamon. The site has an area of approximately 1354.38 SQM with street frontage to Baker Street and secondary frontage to Wallace Street North.

The immediate locality is currently vacant residential land.

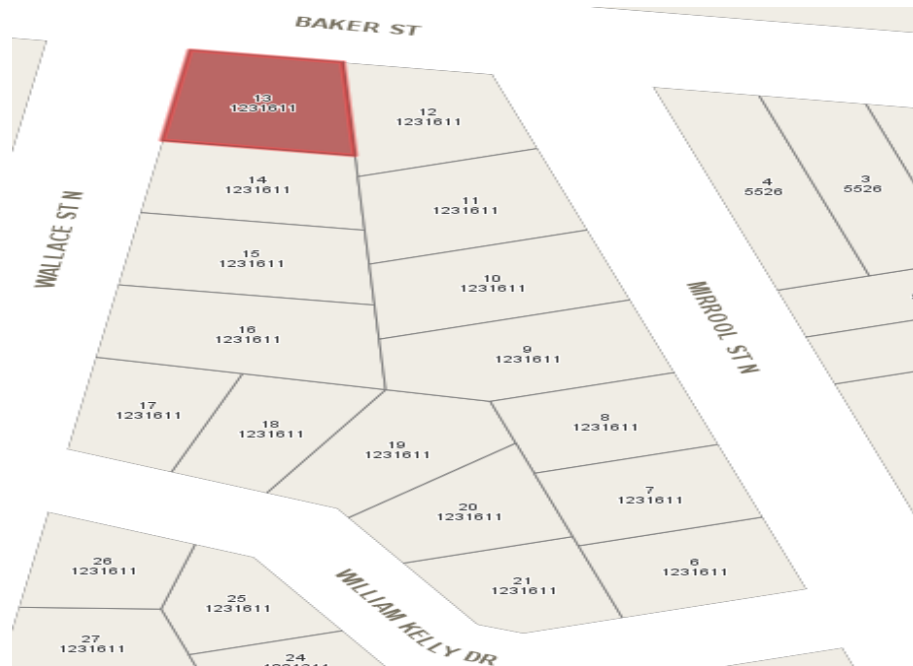


Diagram: Site and Locality Plan

Policy

Coolamon Local Environmental Plan 2011
Coolamon Development Control Plan 2015

QBL Analysis

For a complete analysis of the social, environmental and economic considerations please refer to s79C Report, attached.

Risk Management Issues from the Council

Refusal of the application may result in an appeal process in the Land and Environment Court which will have to be defended by Council. The reasons for refusal will have to be justified and withstand scrutiny and cross examination in Court.

Internal / External Consultation

See the Section 79C Assessment report for full details of all consultation.

Attachments Attachment No. 12

- 1) 79C Assessment Report
- 2) Statement of Environmental Effects
- 3) Plan

Recommendation

That Council approve Development Application 2018/20 for the construction of the new dwelling at Lot 13, DP 1231611, 19 Baker Street, Coolamon, subject to the conditions listed in the attached 79 C Assessment Report.

The Deputy Mayor called for a division.

RESOLVED on the motion of Clr Hutcheon and seconded by Clr McKinnon that Council approve Development Application 2018/20 for the construction of the new dwelling at Lot 13, DP 1231611, 19 Baker Street, Coolamon, subject to the conditions listed in the attached 79 C Assessment Report detailed below:

58/03/2018

1. The development must be carried out in accordance the stamped approved plans and specifications.

The Development Application has been determined by the granting of consent subject to and as amended by the conditions of development consent specified below.

NOTE: Any modifications to the proposal shall be the subject of an application under Section 96 of the Environmental Planning and Assessment Act, 1979.

REASON: It is in the public interest that work is carried out in accordance with the approved plans. Section 79C(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

Prior to Commencement of Works

2. A CONSTRUCTION CERTIFICATE must be obtained pursuant to Section 109C of the *Environmental Planning and Assessment Act 1979*, as amended from either Council or an accredited certifying authority certifying that the proposed works are in accordance with the Building Code of Australia PRIOR to any works commencing.

NOTE 1: No building, engineering, excavation work or food premises fitout must be carried out in relation to this development until the necessary Construction Certificate has been obtained.

NOTE 2: YOU MUST NOT COMMENCE WORK UNTIL YOU HAVE RECEIVED THE CONSTRUCTION CERTIFICATE, even if you made an application for a Construction Certificate at the same time as you lodged this Development Application.

NOTE 3: It is the responsibility of the applicant to ensure that the development complies with the provision of the Building Code of Australia in the case of building work and the applicable Council Engineering Standards in the case of subdivision works. This may entail alterations to the proposal so that it complies with these standards.

REASON: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction

standards. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

3. Building work (within the meaning of the Home Building Act 1989) must not be carried out unless the Principal Certifying Authority for the development:

a) in the case of work done by a licensee under the Act:

- i) has been informed in writing of the licensee's name and contractor license number, and
- ii) is satisfied that the licensee has complied with the requirements of Part 6 of that Act, OR

b) in the case of work to be done by any other person:

- i) has been informed in writing of the person's name and owner-builder permit number, or
- ii) has been given a declaration, signed by the owner of the land, that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in Section 29 of the Act,

and, is given appropriate information and declarations under paragraphs a) and b) whenever arrangements for the doing of the work are changed in such a manner as to render out of date any information or declaration previously given under either a) or b).

NOTE: A certificate issued by an approved insurer under Part 6 of the Home Building Act 1989 that states that the person is the holder of an insurance policy is sufficient evidence to satisfy this condition.

REASON: To ensure the development complies with the requirements of Clause 98 of the Environmental Planning and Assessment Regulations 2000, and Section 80A(11) of the *Environmental Planning and Assessment Act 1979*, as amended.

4. Prior to works commencing, a sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

- a) stating that unauthorised entry to the site is prohibited, and
- b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours
- c) the development consent or complying development consent number, the name and contact details of the Principal Certifying Authority.

Any sign must be removed when the work has been completed.

NOTE: This condition does not apply to:

- a) building work carried out inside an existing building, or
- b) building work carried out on premises that must be occupied continuously (both during and outside work hours) while the work is being carried out.

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

- 5. At least two (2) days prior to the commencement of any works, the attached 'Notice of Commencement of Building or Subdivision Works and Appointment of Principal Certifying Authority', must be submitted to Council.**

REASON: Because it is in the public interest that Council receive notification in accordance with the provision of the *Environmental Planning and Assessment Act 1979*, as amended. Section 79C(1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 6. Prior to works commencing a container must be erected on site for the enclosure of all building rubbish and debris, including that which can be windblown. The enclosure shall be approved by Council and be retained on site at all times prior to the disposal of rubbish at a licensed Waste Management Centre.**

Materials and sheds or machinery to be used in association with the construction of the building must not be stored or stacked on Council's footpath, nature strip, reserve or roadway.

NOTE 1: No building rubbish or debris must be placed, or be permitted to be placed on any adjoining public reserve, footway, road or private land.

NOTE 2: Weighbridge certificates, receipts or dockets that clearly identify where waste has been deposited must be retained. Documentation must include quantities and nature of the waste. This documentation must be provided to Council prior to application for an Occupation Certificate for the development.

NOTE 3: The suitable container for the storage of rubbish must be retained on site until an Occupation Certificate is issued for the development.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area. Section 79C (1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

General

7. The proposed fence that is to be installed as part of the development is required to comply with the Coolamon Development Control Plan regarding fencing heights. The fencing is also required to be Colourbond Riversand in colour or equivalent colour in other another product.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area. Section 79C (1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

8. Any earthworks (including any structural support or other related structure for the purposes of the development):
- (a) must not cause a danger to life or property or damage to any adjoining building or structure on the lot or to any building or structure on any adjoining lot, and
 - (b) must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property, and
 - (c) that is fill brought to the site—must contain only virgin excavated natural material (VENM) as defined in Part 3 of Schedule 1 to the *Protection of the Environment Operations Act 1997*, and
 - (d) that is excavated soil to be removed from the site—must be disposed of in accordance with any requirements under the *Protection of the Environment Operations (Waste) Regulation 2005*.

REASON: To ensure that the building site and adjoining public places are maintained in a clean and tidy condition so as not to interfere with the amenity of the area. Section 79C (1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.

9. **All building work must be carried out in accordance with the requirements of the Building Code of Australia (as in force on the date the application for the relevant Construction Certificate or Complying Development Certificate was made).**

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the Environmental Planning and Assessment Act 1979, as amended.

10. **The commitments listed in any relevant BASIX Certificate (# 901252S) for this development must be fulfilled in accordance with the BASIX Certificate Report, Development Consent and the approved plans and specifications.**

REASON: To ensure the development complies with the requirements imposed under Clause 97A of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A (11) of the *Environmental Planning and Assessment Act 1979*, as amended.

11. **If the Council is appointed as the Principal Certifying Authority the following inspections must be undertaken by Council and a satisfactory Inspection Report must be issued by Council for such works prior to any further works being undertaken in respect of the subject development. Inspection Stages for construction are listed in Column 1 and must be inspected by Council at the times specified in Column 2.**

| COLUMN 1 | COLUMN 2 |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Site Inspection | When all earthworks (cut and fill) approved under this consent are completed (excluding earthworks that are exempt development) and prior to any footings being excavated on the subject site. The applicant shall contact Council to arrange for this inspection. |
| Footings | When the footings have been excavated and all steel reinforcement has been placed in position. |

| | |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Slab | When reinforcement steel has been placed in position in any concrete slab, whether or not the slab is suspended, on the ground, or on fill. |
| Wall frame | When the frame has been erected and prior to sheeting and or brick veneer outer wall has been constructed and tied to the frame. |
| Roof frame | When external roof covering has been installed and prior to the installation of the ceiling lining and eaves soffit lining. |
| Wet areas | When waterproofing has been applied to all wet areas, prior to tiling or finishing of surface. |
| Drainage | When the stormwater and roof water drainage system has been completed. |
| Final | Required prior to occupation of the building. |

NOTE 1: A Final Occupation Certificate in relation to the building cannot be issued by Council until all Inspection Reports required by this condition have been issued by Council. Prior to or at the time of the application for Occupation Certificate the application for "Occupation Certificate" form attached to the Council issued Construction Certificate must be completed and submitted to Council with all required attachments - failure to submit the completed Occupation Certificate application form will result in an inability for Council to book and subsequently undertake occupation certificate inspection.

NOTE 2: The above Inspection Reports are required whether or not the work has been inspected by a Structural Engineer, a lending authority or any other person. If the Inspection Reports are not issued Council may refuse to issue a Building Certificate under Section 149A of the *Environmental Planning and Assessment Act 1979*, as amended.

NOTE 3: Submission of the bracing plan and the Truss and Frame Certificate is required seven (7) working days before the frame inspection.

REASON: It is in the public interest that critical stage inspections be issued for these components of the development in accordance with Section 162A of the *Environmental Planning and Assessment Regulations 2000* as amended.

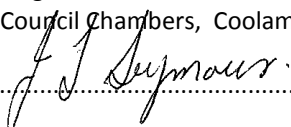
12. The concrete slab floor shall be treated against termites in accordance with AS 3660-1 2000 Termite Management:

- a) **NON CHEMICAL** – where a non-chemical treatment (physical barriers) is to be used the applicant shall submit details to Council prior to any work commencing.
- b) **CHEMICAL RETICULATION** – where a chemical method of treatment is to be used by way of reticulation, details shall be provided to Council for approval prior to installation accompanied by a signed maintenance contract with a Pest Control Operator. Applicants and owners are to ensure that an annual inspection is undertaken to determine need for treatment.
- c) **CHEMICAL TREATMENT** – where a chemical method of treatment is to be used by way of hand spray treatment before laying the slab, details shall be provided to the Council for approval prior to installation.
Warning – Applicants and owners are warned that the expected life of the under floor barrier (Chemical Treatment) is only ten (10) years and the external barrier (Chemical Treatment) is only five (5) years. The actual protection will depend on factors such as termite hazards, climate and soil conditions.

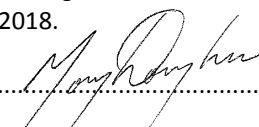
Council recommends in all cases of chemical treatment including reticulation that regular annual inspection be carried out by a licensed Pest Control Operator to determine the need for re-treatment.

- d) **Upon installation of the method of treatment, a Certificate shall be issued to Council by the licensed installer of the system certifying that the system installed is in accordance with AS 3660-1 and in accordance with any specific requirements of the Council.**
- e) **A durable notice must be permanently fixed to the building in the electricity meter box indicating:**
 - i) **The method of protection**
 - ii) **The date of installation of the system**
 - iii) **Where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label.**
 - iv) **The need to maintain and inspect the system on a regular basis.**

REASON: It is in the public interest that where appropriate termite management treatments are used in compliance with AS 3660.1.2000 Termite Management New Building Work. Section 79C(1)(b) and (e) of the *Environmental Planning and Assessment Act 1979*, as amended.


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MAYOR


.....

GENERAL MANAGER.

- 13. All roofed and paved areas must be drained and the water from those areas and from any other drainage conveyed to:**

a) the roadside table drain located at the front of the property,

in accordance with AS/NZS 3500.3.2003 'Stormwater Drainage'.

Stormwater disposal drains must be connected to all roof gutter downpipes within fourteen (14) days of installation of the downpipes and/or the construction of hard standing areas, as may be appropriate, to discharge roof water to the approved method of disposal.

REASON: The character of the development is such that storm water runoff will be increased and must be safely conveyed to the storm water drainage system. Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 14. The ground surrounding the building must be graded and drained to ensure that all surface and seepage water is diverted clear of buildings on the site and clear of adjoining properties. Permanent surface or subsoil drains or a combination of both must be provided to all excavated areas, hard standing areas and depressions. The invert of such drains must be a minimum of 200 mm below the finished floor level and must have a minimum grade of 1:100 to the approved storm water disposal location. This work must be carried out within fourteen (14) days of the installation of the roof gutter downpipes.**

REASON: A drainage system for the disposal of stormwater must convey the water to an appropriate outfall, avoid the entry of water into a building, avoid water damaging the building and avoid the likelihood of damage or nuisance to any other property. Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 15. All Plumbing and Drainage Works must be carried out by a licensed plumber and In accordance with the Plumbing and Drainage Act 2011 and the regulations thereunder, the person responsible for the plumbing and drainage works is required to submit the following documentation to Council:**

- a. A Notice of Work prior to commencement;
- b. A Certificate of Compliance upon completion of the work; and
- c. A Sewer Service Diagram upon completion of the work and prior to a final inspection being carried out by Council.

NOTE: The Act also requires that a copy of the Certificate of Compliance and the Sewer Service Diagram be supplied to the owner of the premises upon completion of the works.

REASON: It is in the public interest that plumbing and drainage work is carried out with the relevant approvals required under the Local Government Act 1993 and the Plumbing Code of Australia. Section 79C(1)(e) of the Environmental Planning and Assessment Act 1979, as amended.

- 16. A Compliance Certificate for the plumbing and drainage work identified in Column 1 at the times specified in Column 2 must be obtained from Council.**

| COLUMN 1 | COLUMN 2 |
|--------------------------------|--------------------------------------------------------------------------------------------|
| Internal Sewer Drainage | When all internal plumbing and drainage work is installed and prior to concealment. |
| External Sewer Drainage | When all external plumbing and drainage work is installed and prior to concealment. |
| Stormwater Drainage | When all external stormwater drainage work is installed and prior to concealment. |
| Final | Prior to occupation of the building or structure. |

REASON: It is in the public interest that plumbing work is certifying as complying with AS/NZS 3500.2003 and Plumbing Code of Australia.

Prior to release of Occupation Certificate / Prior to Operation

- 17. Prior to the issue of an Occupation Certificate a designated access / egress for the purpose of this development is required to be installed. The access/egress must be constructed in accordance with the requirements of Council's Access Policy.**

Note: You must contact Council's Engineering Department on 6930 1800 to arrange an inspection and determine required access type prior to undertaking any works to satisfy this condition.

REASON: To provide an all-weather vehicular access clear of the public roadway. Section 79C(1)(c) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 18. Prior to the issue of an Occupation Certificate the new dwelling shall be fully serviced with water and electricity.**

REASON: To ensure that the servicing requirements have been met, to service the development. Section 79C(1)(b) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 19. Prior to the issue of an Occupation Certificate a certificate of compliance from a licensed applicant or builder must be submitted to Council for the installation of wet area waterproofing that certifies that the wet area has been installed in accordance with the relevant provisions of the Building Code of Australia and AS 3740 – Waterproofing of Wet Areas in Residential Buildings.**

REASON: To ensure the development complies with the requirements imposed under Clause 98 of the Environmental Planning and Assessment Regulations 2000, as amended, and Section 80A(11) of the *Environmental Planning and Assessment Act 1979*, as amended.

- 20. An Occupation Certificate, must be obtained pursuant to Section 109C of the Environmental Planning and Assessment Act 1979, from either Council or an accredited certifying authority, prior to occupation of the building.**

In order to obtain this, the “Final Occupation Certificate” form must be completed and submitted to Council with all required attachments – failure to submit the completed Occupation Certificate Application form will result in an inability for Council to book and subsequently undertake Occupation Certificate inspection.

NOTE: The issuing of an Occupation Certificate does not necessarily indicate that all conditions of development consent have been complied with. The applicant is responsible for ensuring that all conditions of development consent are complied with.

REASON: It is in the public interest that an Occupation Certificate be issued prior to occupation of the building. Section 79C (1)(e) of the *Environmental Planning and Assessment Act 1979*, as amended.

Those voting in favour of the motion: All those present

Those voting against the motion: Nil

**HS5) SECTION 68 ACTIVITY APPLICATION 2018/02: APPLICATION TO USE A
STANDING VEHICLE OR ANY ARTICLE FOR THE PURPOSE OF SELLING ANY
ARTICLE IN A PUBLIC PLACE (MOBILE FOOD VAN) (B.05-03, SC58)**

| | |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant | Malcom Fellows |
| Owner | Malcom Fellows |
| Activity Description | The proposal involves the location and operation of a food van on a portion of road reserve located within the Matong Road designated 'driver rest area', at Matong. The food van proposes to operate on Friday and Saturday nights between the hours of 5.00 p.m. – 9.00 p.m. The food van would prepare and sell pies, sausage rolls, steak sandwiches, coffee and pre-packaged drinks. |

Key Considerations

- The proposed activity is permitted on the subject land with Council approval.
- Compliance with the Local Government Act 1993 and Regulations.
- Roads and Maritime Services Approval under the Roads Act 1993.
- Considerations as to impact on streetscape and safe and effective use of the road reserve.

Assessment

Criteria for the Application Report

Determination Body Reason

The application has been referred to Council for determination as it seeks to use a portion of Road Reserve under the care and control of Council.

Consultation

Internal consultation has occurred with relevant internal Council technical Staff.

Conditions of Approval

The following conditions are proposed to be included on any approval that is issued in relation to the application:

- 1) The Mobile Food Vending Van is to be located and operated in accordance with the approved and stamped plans. The approval relates to the site identified in the stamped and approved plans 'located within the Matong Road designated 'driver rest area', Matong. The operation of the Mobile Food Vending Van is not permitted to operate outside the approved area without the prior approval of Council.
- 2) The operation of the Mobile Food Vending Vehicle is restricted to Friday and Saturday between the hours of 5.00 p.m. – 9.00 p.m.
- 3) The approval for the operation of the Mobile Food Vending Vehicle is issued for a 6 month trial period, commencing from the date of approval. At the expiration of the trial period the applicant is to seek a review and the written approval of Council to continue operation.
- 4) An authorised officer may at any time, require the vehicle to move if necessary. An authorised officer also has the authority to request that the Mobile Food Vending Vehicles leave the area.
- 5) The Mobile Food Vending Vehicle operator is not approved to obtain a liquor licence or sell alcohol to the public at any time.
- 6) The applicant shall ensure that a Food Safety Supervisor Certificate is held by a minimum of one (1) person / staff member operating the Mobile Food Vending Vehicle at all times. The certificate shall be current at all times with a copy readily available in the van for inspection at all times.
- 7) Without limiting the requirements of the Food Safety Standard 3.2.2, 3.2.3, and AS4674 and any other conditions of approval, the general requirements for the design, fit-out, and operation of the mobile food vehicle , are outlined as follows:

The layout design and construction of a Mobile Food Vending Vehicle must:

- Be appropriate for the types of food produced and activities conducted;
- Provide adequate space for all activities and for all equipment to be used or stored;

- Allow easy cleaning or sanitising procedures of all structures and equipment;
 - Prevent entry of pests, dust, fumes, smoke and other contaminants;
 - Exclude favourable sites for pests to harbour (live and breed).
- 8) The vehicle must be kept clean and in a good state of repair and working order, ensuring road worthiness and that noise, fumes, smoke, foul odours and other contaminants are not generated.
- 9) The placement of any standalone items such as advertising boards, signage, stands, heaters, tables, chairs or other seating apparatus, is not permitted at any time.
- 10) Suitable garbage receptacles with close fitting lids are to be provided in the vehicle.
- 11) When directed, a suitable receptacle shall be provided outside the vehicle for depositing of take away food containers and other litter.
- 12) Garbage generated within the vehicle is not to be disposed of at public garbage bins but is to be collected and contained and disposed of at an authorised waste disposal facility.
- 13) Prior to operation the applicant must provide documentary evidence to Council that any required approval for the operation of the Mobile Food Vending Vehicle has been obtained from the NSW Roads and Maritime Service.
- 14) The vehicles operations at no time are to interfere with the free flow of pedestrian or vehicular traffic within the designated driver reviver area.
- 15) Lighting from the Mobile Food Vending Vehicle shall not interrupt or distract traffic flows or be unreasonably observable from surrounding residential areas.
- 16) The Mobile Food Vending Vehicle must be inspected once annually prior to the approval anniversary date to ensure compliance with food safety requirements. The applicant shall be responsible for contacting Council to arrange an annual inspection. The inspection shall be undertaken at cost and as per Council's Schedule of Fees and Charges.
- 17) The applicant shall ensure that valid insurance policies are held at all times for:

- Compulsory Third Party Insurance;
- Public Liability insurance to value of \$20,000,000 noting Council as an interested party;
- Registered vehicle insurance CTP Gap Coverage Endorsement.

The applicant shall provide Council a copy of the abovementioned insurances, once annually prior to the approval issue date anniversary.

Site Location

The subject site is within a portion of the Matong Road, Road Reserve that is currently utilised as a designated Driver Reviver Area.



Diagram 1: Aerial Photo

Legislative / Policy Implications

There are no relevant Council Policies applying to the application.

The following legislation is relevant to the application:

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Food Act 2003 and associated Regulations thereunder

There are no adverse policy or legislative implications resulting from this report.

Risk Management Issues from the Council

It is considered that there are no risk management issues resulting from this report.

Recommendation

That Council:

- 1) Note the report on the Section 68 Activity Application (2018/02) for the operation of a Mobile Food Vending Van to be located within the Matong Road designated 'driver rest area', Matong.
- 2) Approve the application for the operation of a Mobile Food Vending Van to be located within the Matong Road designated 'driver rest area', Matong, subject to the conditions outlined within this report.

The Mayor called for a division.

RESOLVED on the motion of Clr McCann and seconded by Clr McKinnon that Council: 59/03/2018

- 1) **Note the report on the Section 68 Activity Application (2018/02) for the operation of a Mobile Food Vending Van to be located within the Matong Road designated 'driver rest area', Matong.**
- 2) **Approve the application for the operation of a Mobile Food Vending Van to be located within the Matong Road designated 'driver rest area', Matong, subject to the conditions outlined within this report.**

Those voting in favour of the motion: All those present

Those voting against the motion: Nil

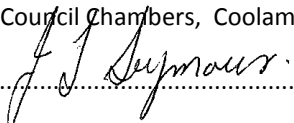
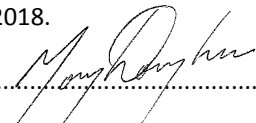
5) REPORTS: DELEGATES/MAYOR/COUNCILLORS

Clr McCann advised that the Extraordinary Meeting of Goldenfields Water County Council will be held shortly to appoint a new General Manager.

Meeting Closed at 5.17pm.

Confirmed and signed during the Meeting held this 26th day of April, 2018.

.....
MAYOR

.....  MAYOR  GENERAL MANAGER.

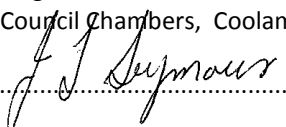
ATTACHMENTS FOR THE MEETING HELD 15TH MARCH, 2018

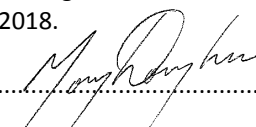
ITEMS DISTRIBUTED WITH THE AGENDA

- 1) INFORMATION PAPERS:
 - 1) Minutes of the Advance Ardlethan Committee Meeting held 5th January, 2018.
 - 2) REROC Newsletter for March 2018.
Refer Correspondence Item (1a).
- 2) ACTIVITY REPORTS
 - 1) Operating Statistics of the Coolamon Shire Library for February 2018.
 - 2) Community Development Officer's Report for February 2018.
Refer Correspondence Item (2a).
- 3) A summary of the issues raised by the Community and Staff from the Councillor Town Tour.
Refer General Manager's Report (GM2), [File No. P.11-01].
- 4) A copy of a letter to the then Minister for Infrastructure & Transport, Barnaby Joyce MP regarding the Fuel Excise Levy.
Refer General Manager's Report (GM4), [File No. F.07-01].
- 5) A copy of the Plan of Crown Land identified for the Bygoo Road Realignment.
Refer Executive Manager, Engineering & Technical Services' Report (ES6), [File No. R.09-02].
- 6) A copy of the proposed Roads to Recovery items listed for 2018/2019.
Refer Executive Manager, Engineering & Technical Services' Report (ES7), [File No. R.07-05].
- 7) A copy of the 2018/2019 Plant Report Considerations.
Refer Executive Manager, Engineering & Technical Services' Report (ES8), [File No. P.04-01].
- 8) A copy of the 2018/2019 Sealed Rural Local Road Considerations.
Refer Executive Manager, Engineering & Technical Services' Report (ES9), [File No. F.02-02].
- 9) A copy of the 2018/2019 Unsealed Rural Local Road Considerations.
Refer Executive Manager, Engineering & Technical Services' Report (ES10), [File No. F.02-02].
- 10) A copy of the 2018/2019 Town Works Programme Considerations.
Refer Executive Manager, Engineering & Technical Services' Report (ES11), [File No. F.02-02].

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COOLAMON
HELD IN THE COUNCIL CHAMBERS, COOLAMON ON THE 15TH MARCH, 2018.

- 11) Correspondence regarding the report on Easy to Do Business – Service NSW.
Refer Executive Manager, Development & Environmental Services' Report (HS2),
[File No. I.03-01].
- 12) Correspondence in regard to Development Application 2018/20 – New dwelling at
Lot 13, DP 1231611, 19 Baker Street, Coolamon.
Refer Executive Manager, Development & Environmental Services' Report (HS4),
[File No. RT1004227].
- 13) A letter from Neville & Sylvia Gillett thanking Council for the Citizen of the Year
Award bestowed to them on Australia Day.
Refer Correspondence Item (3a), [File No. A.13-12].
- 14) Correspondence from the Ganmain Show Society.
Refer General Manger's Report (GM7), [File No. S.04-03].
- 15) Correspondence from the Stronger Country Communities Fund – Round 2.
Refer General Manager's Report (GM8), [File No. G.03-01].
- 16) A copy of the Workplace Surveillance Policy.
Refer General Manager's Report (GM9), [File No. P.12-01].
- 17) A copy of the Submission to the OLG regarding the Councillor Induction and
Professional Development Guidelines.
Refer General Manager's Report (GM10), [File No. C.12-05].
- 18) A copy of the Submission to the OLG regarding the Model Code of Meeting
Practice.
Refer General Manager's Report (GM11), [File No. L.05-01].
- 19) A copy of the Tender Evaluation form regarding Noxious Weeds Services.
Refer Executive Manager, Engineering & Technical Services' Report (ES12), [File
No. N.02-01].

..... MAYOR

..... GENERAL MANAGER.