Council’s Vision

A prosperous rural community where residents and visitors enjoy a clean, safe environment enhanced by our unique heritage and country lifestyle

Council’s Mission

For the whole community to grow and prosper through effective leadership, provision of sustainable services and promotion of economic development opportunities
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MATTERS IN PROGRESS
PART I
MATTERS IN PROGRESS – PART I

Matters arising from the 16 April 2015 Meeting:


Report: Matters

Subject: Lachlan Valley Customer Service Committee

Resolution: 613/2015
That Council receive the contact details of the Lachlan Valley Customer Committee and Lachlan Riverine Working Group and forward a letter requesting details on who is the local government representative on the Customer Service Committee. *(Cr G Falconer/Cr B Mattiske)*

756/2015
That Council write to the Lachlan Valley Customer Committee and request that the Local Government representative should originate from the local government sector. *(Cr G Falconer/Cr C Roylance)*

757/2015
That Council contact Mary Ewing to receive contact details for local government representatives. *(Cr G Falconer/Cr C Roylance)*

755/2015
That Council write to David Papps, Commonwealth Environmental Water Holder and ask him how he integrates the commonwealth water and the translucent environmental flows of the State Government in the Lachlan Valley. *(Cr G Falconer/Cr D Booth)*

962/2015
That Council write to the Lachlan Valley Customer Committee and the Lachlan Riverine Working Group in relation to translucent flows with a copy to be sent to Tom Green, Chairman of Lachlan Valley Water. *(Cr G Falconer/Cr G Miller)*

Action Officer: General Manager

Progress: 613/2015, 756/2015, 757/2015
Complete.

755/2015
Complete. Letter written to Mr David Papps with another letter sent to the Minister and other members. Letters attached *(refer Appendix 1)*.

962/2015
Meeting held Monday 7 December 2015.


Report: Director Engineering & Technical Services
MATTERS IN PROGRESS – PART I cont’d:

Subject: Country Passenger Transport Infrastructure Grants Scheme

Resolution: That Council make representation to State Rail in relation to providing a bus shelter at the Forbes Railway Station. (Cr G Falconer/Cr G Miller)

Resolution: That Council forward another letter to State Rail seeking a response regarding the provision of a bus shelter at the Forbes Railway Station. (Cr D Booth/Cr M Jelbart)

Action Officer: General Manager

Progress: Correspondence sent 14 May 2015 and 22 July. Correspondence sent to the Minister for Transport on 3 August 2015 second letter sent 9 October 2015. Response received. Another letter sent to Chief Executive Officer of NSW Trains on 24 November 2015. (Refer Appendix 2). No response received.

Matters arising from the 21 May 2015 Meeting:

Minute Number: 318/2015 (CRM: 8038/2015)

Report: Director Engineering & Technical Services

Subject: Update: Terminal Aerodrome Forecast (TAF)

Resolution: That Council source grant funding for the Terminal Aerodrome Forecast at the Forbes Aerodrome (Cr C Roylance/Cr M Jelbart)

Action Officer: Director Tourism, Community & Cultural Development

Progress: Grants Officer continues to monitor various programs for a grant opportunity.


Report: Works

Subject: Proposed Naming of Len Read Corridor

Resolution: That Council formally name the tree planting area from the Newell Highway to Wyndham Avenue the Len Reade Corridor. (Cr D Booth/Cr J Nicholson)

Action Officer: Director Engineering & Technical Services

Progress: This matter was considered at the Geographical Names Board November and the proposal has been advertised by the Geographical Names Board in the Forbes Advocate, Thursday 3 December 2015, and submissions are required in writing to the Geographical Names Board by end of January 2016.

Minute Number: 335/2015 (CRM: 8046/2015)

Report: Works
MATTERS IN PROGRESS – PART I cont’d:

Subject: Drainage – Collett Lane and Meaghers Lane

Resolution: That Council replace the existing open drain in Collett Lane and Meagher Lane with funds to be sourced from the Stormwater Capital Budget. *(Cr D Booth/Cr J Nicholson)*

Action Officer: Director Engineering & Technical Services

Progress: Design and constructability review complete.

**Minute Number:** 347/2015 (CRM: 8051/2015) 965/2015 (CRM: 9716/2015)

Subject: Reclassification of Surplus Parks

Resolution: 347/2015

That Council:

i). schedule a consultation with residents regarding Paul Wenz Park;

ii). proceed and negotiate access at the Clematis Street Park with the residents within the area;

iii). schedule a consultation with residents regarding Eloora Place Park;

iv). proceed to reclassify Sister Gardiner Park, Carrington Gardens and Mable Green Parks through the LEP process to operational land. *(Cr D Booth/Cr J Nicholson)*

**965/2015**

That Council source funds to put towards erecting a BBQ in Nelson Park. *(Cr J Nicholson/Cr D Booth)*

Action Officer: Director Corporate Services

Progress: 347/2015

i). Complete. Council resolved not to reclassify the land;

ii) Refer to General Manager’s Report to Services/Works/Community meeting;

iii). Council resolved not to proceed;

iv). Process to be commenced after consultation regarding Reymond Street Park has been completed.

**965/2015**

Once the process has been completed Council will review the need for a BBQ in Nelson Park in light of any funds received from the sale of parks.
MATTERS IN PROGRESS – PART I cont’d:

## Matters arising from the 16 July 2015 Meeting:

<table>
<thead>
<tr>
<th>Minute Number</th>
<th>Report</th>
<th>Subject</th>
<th>Resolution</th>
<th>Action Officer</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>512/2015</td>
<td>Director Corporate Services</td>
<td>Quarterly Operational Plan Review – June 2015</td>
<td>That Council receive a copy of the results of the skills assessment once complete. (Cr G Falconer/Cr C Roylance)</td>
<td>Director Corporate Services</td>
<td>In progress.</td>
</tr>
<tr>
<td>550/2015</td>
<td>Works Committee</td>
<td>Limestone Road</td>
<td>That Council approach Essential Energy in relation to the power poles located on Limestone Road and the impediment to the road reserve. (Cr C Roylance/Cr D Booth)</td>
<td>Director Engineering &amp; Technical Services</td>
<td>550/2015</td>
</tr>
<tr>
<td>966/2015</td>
<td></td>
<td></td>
<td>That Council consider in their response to Essential Energy that we look at the option of using School Road in preference to Limestone Road. (Cr G Miller/Cr B Mattiske)</td>
<td></td>
<td>966/2015</td>
</tr>
<tr>
<td>552/2015</td>
<td>Works Committee</td>
<td></td>
<td>Letter sent to Essential Energy. Response received, currently negotiating options.</td>
<td></td>
<td>552/2015</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Letter sent dated 10 December 2015 indicating that it is acknowledged that consultation between Essential Energy and Council was done on the general alignment. However, there was no specific consultation of the power line alignment to existing infrastructure; the power poles have been located within the clear zone of the road and now pose a safety concern. An onsite meeting has been requested to discuss the issue.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MATTERS IN PROGRESS – PART I cont’d:

Subject: Proposed Amendment to Locality – Extension of Corinella Locality into Lake Cowal Locality (Forbes Shire only)

Resolution 552: That Council forward a proposal to the Geographical Names Board applying to extend the Corinella locality boundary, effectively removing the Lake Cowal locality within the Forbes Shire. (Cr G Falconer/Cr G Clifton)

Resolution 880: That Council make another proposal to the Geographical Names Board applying to extend the Corinella locality boundary (effectively removing the Lake Cowal locality (within the Forbes Shire) with the exception of the Lake. Lake Cowal (waterway) shall remain part of the Lake Cowal Locality) (Cr B Mattiske/Cr J Nicholson)

Action Officer: Director Engineering & Technical Services

Progress: Following their meeting on the 24 November 2015 the Geographical Names Board approved the proposed extension of the Corinella Locality into the Lake Cowal Locality within the Forbes Shire Council area excluding Lake Cowal.

The Geographical Names Board require that Council write to the effected residents, emergency services, and postal service to ascertain if there is any objection to the proposed changes; letters sent dated 10 December 2015 seeking comments.

Matters arising from the 20 August 2015 Meeting:

Minute Number: 647/2015 (CRM: 8872/2015)

Report: Access

Subject: Accessible Laybacks in the CBD

Resolution: That Council request the Access Committee Chair, Access Committee Member and Council’s Engineer to view the six laybacks of concern in the CBD area. (Cr C Roylance/Cr B Mattiske)

Action Officer: Director Environmental Services & Planning

Progress: Scheduled for upgrade works mid 2016.

Complete – will be deleted

Minute Number: 683/2015 (CRM: 8892/2015)

Report: Saleyards

Subject: Wodonga Rendering Pty Ltd

Resolution: That Council install signage at the entrance to the Central West Livestock exchange and throughout the complex advising dogs must be muzzled at all times and that fines will apply for non-compliance. (Cr G Miller/Cr D Booth)
MATTERS IN PROGRESS – PART I cont’d:

Action Officer: Director Engineering & Technical Services

Progress: Signs installed.

Complete – will be deleted

Minute Number: 690/2015 (CRM: 8894/2015)

Report: Saleyards

Subject: Proposed New Position – Saleyards Manager

Resolution: That Council:

i). receive and note the support of the Saleyards Advisory Committee for the inclusion of the position of Saleyards Manager in the organisation structure;

ii). receive and note that the preference of the Saleyards Advisory Committee is for a sole saleyards assigned position;

iii). invite one (1) Vendor and one (1) Agent representative from the Saleyards Advisory Committee to participate in the selection process for the position of Saleyards Manager;

iv). defer the development of the Saleyards Manager position description until the commencement of the new Director Engineering and Technical Services. (Cr G Miller/Cr D Booth)

Action Officer: Director Engineering & Technical Services

Progress: In progress.

Matters arising from the 17 September 2015 Meeting:

Minute Number: 772/2015 (CRM: 9120/2015)

Report: Director Environmental Services & Planning

Subject: Rural Landfill Sites

Resolution: That Council commence stakeholder engagement of the Rural Waste Facilities Options Plan. (Cr B Mattiske/Cr G Miller)

Action Officer: Director Environmental Services & Planning

Progress: Public exhibition of Rural Waste Facilities Option Plan from mid December to 29 January 2016.
MATTERS IN PROGRESS – PART I cont’d:

Minute Number: 849/2015 (CRM: 9170/2015)
Report: General Manager
Subject: After School Hours Care and Vacation Care
Resolution: That Council:
  i). enter into a lease with the Forbes Child Care Centre Inc (*Learning Ladder*) with conditions to be negotiated by the Mayor and General Manager with the Director of the Learning Ladder;
  ii). engage with current users to arrange alternate venues or hours of operation. (*Cr G Miller/Cr C Roylance*)
Action Officer: General Manager
Progress: The Youth and Community Centre is no longer required by the Learning Ladder as they have arrangements for another site.

Complete – will be deleted

Minute Number: 854/2015 (CRM: 9173/2015)
Report: Director Tourism, Community and Cultural Development
Subject: Landrace Development Update
Resolution: That Council:
  i). consider the proposed development area of 17 Angus Street;
  ii). convene a meeting with the developer of 7 Angus Street to finalise development;
  iii). convene a meeting with the proposed developer of 15 Angus Street to discuss future options;
  iv). commence proceedings to terminate the sale of contract for 13 Angus Street;
  v). not proceed with the termination of 10 Angus Street on the basis that the developer complies with agreed development milestones. (*Cr B Mattiske/Cr G Falconer*)
Action Officer: Director Tourism, Community and Cultural Development
Progress: Refer to Director Tourism, Community and Cultural Development Part II report to this meeting.

Complete – will be deleted
MATTERS IN PROGRESS – PART I cont’d:

Minute Number: 859/2015 (CRM: 9178/2015)
Report: Business Without Notice
Subject: Footpath Maintenance
Resolution: That Council inspect the footpath and wheelchair access options around Forbes North Public School and report back to the Services/Works/Community meeting. (Cr D Booth/Cr G Falconer)
Action Officer: Director Engineering & Technical Services
Progress: Inspection has been completed. Refer to Works Committee report to this meeting.

Complete – will be deleted

Matters arising from the 15 October 2015 Meeting:

Minute Number: 885/2015 (CRM: 9353/2015)
Report: Director Environmental Services & Planning
Subject: Change to the Minimum Lot Size R5 Large Lot Residential Reymond Street, Stokes Street, Young Street, Wambat Street, Church Street and College Road
Resolution: That Council submit to Parliamentary Counsel for the drafting and making of the Planning Proposal for the change to the minimum lot size in Reymond, Stokes, Young, Wambat and Church Streets and College Road.
Action Officer: Director Environmental Services & Planning
Progress: Submitted to Parliamentary Counsel. Amendment Gazetted on 4 December 2015. Website has been updated.

Complete – Will Be Deleted

Minute Number: 886/2015 (CRM: 9354/2015)
Report: Director Environmental Services & Planning
Subject: Parking Restrictions in Rankin Street, outside the Forbes Inn and Commercial Hotel
Resolution: That Council:
   i). consult with the Forbes Chambers of Commerce in regard to the removal of the 2 Hour parking restriction outside the Forbes Inn and Commercial Hotel;
ii). On receipt of a reply from the Forbes Chamber of Commerce, refer the matter to the Forbes Traffic Advisory Committee.  
  
  (Cr C Roylance/Cr M Jelbart)

**Action Officer:** Director Environmental Services & Planning  
**Progress:** Refer to Traffic Advisory Committee recommendation to this meeting.  
**Complete – will be deleted**

**Minute Number:** 903/2015 (CRM: 9363/2015)  
**Report:** Business and Industry Committee  
**Subject:** Regional Transport Infrastructure  
**Resolution:** That Council:  
  i). write a letter to the Minister for Transport and Infrastructure, Andrew Constance and Local Member, Andrew Gee to ask what is planned for the connectivity of Badgerys Creek Airport to the Sydney CBD and International Airport at Mascot;  
  ii). Also raise the concerns about the connectivity and transport issues from Badgerys Creek Airport with Centrecor [Cr G Miller/Cr G Clifton]

**Action Officer:** Director Tourism, Community & Cultural Development  
**Progress:** Letter sent 28 October 2015. To date no response received.

**Minute Number:** 939/2015 (CRM: 9382/2015)  
**Report:** Business Without Notice  
**Subject:** Welcome to Forbes Sign  
**Resolution:** That Council look to reinvigorate the Forbes Welcome sign located on the Newell Highway while undertaking repairs to the sign.  
  (Cr M Jelbart/Cr B Mattiske)

**Action Officer:** Director Tourism, Community & Cultural Development  
**Progress:** Sign is under repair.

**Matters arising from the 19 November 2015 Meeting:**

**Minute Number:** 969/2015 (CRM: 9719/2015)  
**Report:** Mayor  
**Subject:** Relocation of Refugees
MATTERS IN PROGRESS – PART I cont’d:

Resolution: That Council write to the:
  i). Premier, the Hon. Mike Baird MP asking for information in relation to NSW involvement in this instance;
  ii). The Combined Churches Association and inform them of Council’s actions. (Cr B Mattiske/Cr G Clifton)

Action Officer: General Manager

Progress: Letter sent 27 November 2015 (Refer Appendix 3)

Minute Number: 978/2015 (CRM: 9723/2015)

Report: Director Corporate Services

Subject: Reclassification of Surplus Park Land

Resolution: That Council:
  i). convene a consultation meeting at the Reymond Street Reserve prior to the December Works/Services/Community meeting; and
  ii). undertake the road closure process to close the walkway from Blue Gum Street through to Clematis Street Park; and
  iii). set a date for a consultation meeting at the Clematis Street Park in December. (Cr B Mattiske/Cr G Clifton)

Action Officer: Director Corporate Services

Progress: i). Consultation held Monday 7 December. Refer Director Corporate Services report to this meeting;
   ii). In progress
   iii). Refer to General Manager’s report to the Services/Works/Community meeting to this meeting.

Minute Number: 979/2015 (CRM: 9727/2015)

Report: Director Engineering & Technical Services

Subject: Request to seal Wambat Lane

Resolution: That Council:
  i). advise the residents that it is not currently in a position to seal Wambat Lane;
  ii). reconsider sealing of Wambat Lane as part of the 2016/2017 budget. (Cr C Roylance/Cr M Jelbart)

Action Officer: Director Engineering & Technical Services
MATTERS IN PROGRESS – PART I cont’d:

Progress: Letter sent dated 10 December to residents.

Complete – will be deleted

Minute Number: 980/2015 (CRM: 9728/2015)

Report: Director Engineering & Technical Services

Subject: Travelling Stock Route Water point on Lachlan Valley Way east of Forbes

Resolution: That Council:

i). approve the installation of a suitable metered connection to the bore line to provide raw water to the Central West Local Land Services when the bores are operating;

ii). charge Central West Local Land Services for the cost of installation of the connection;

iii). advise the Central West Local Land Services that access to water will only be provided when the bores are operating;

iv). charge Central West Local Land Services for the cost of the water at the applicable rate for raw water in Council’s Management Plan – Fees and Charges;

v). advise Central West Local Land Services that the cost for water would increase to $10/kL if they request the bores to be run for stock use only;

vi). liaise with Central West Local Land Services to provide advance notice of when they will be operating the bores.

(Cr G Falconer/Cr G Miller)

Action Officer: Director Engineering & Technical Services

Progress: Letter sent dated 1 December 2015.

Complete – will be deleted

Minute Number: 981/2015 (CRM: 9729/2015)

Report: Director Environmental Services & Planning

Subject: Section 73A of the Environmental Planning and Assessment Act 1979

Resolution: That Council:

i). request the Department of Planning and Environment to undertake amendments to Map Zoning Sheet LZN_005CB for the area bounded by Landrace, Charolais and Hereford Streets to identify the land’s zoning as R5 – Large Lot Residential in accordance with the resolution at Council’s Ordinary Meeting dated 21 June 2012;
MATTERS IN PROGRESS – PART I cont’d:

ii). request the Department of Planning and Environment to undertake amendments to Map Zoning Sheet LZN_005AB for lots known as Lot 13 DP 634665 and Lot 15 DP 1173663 Newell Highway to remove the SP3 – Tourist Zone label from the area designated as B5 – Business Development in accordance with the resolution at Council’s Ordinary Meeting dated 21 June 2012.

Action Officer: Director Environmental Services & Planning

Progress: Submitted to Department of Planning and Environment on 26 November 2015.

Minute Number: 982/2015 (CRM: 9730/2015)

Report: Director Tourism, Community & Cultural Development

Subject: Raising the Profile of Youth Services in Forbes

Resolution: That Council notes this proposal and that the Director Tourism, Community and Cultural Development develop the ideas with the Community Relations Officer for a report back to Council by mid 2016

Action Officer: Director Tourism, Community & Cultural Development

Progress: Awaiting appointment of the Community Relations Officer

Minute Number: 983/2015 (CRM: 9731/2015)

Report: Director Tourism, Community & Cultural Development

Subject: Advertising on Trucks

Resolution: That Council donate $5,000 to local semi-trailer operator to advertise Forbes on the side curtain of a semi-trailer. *(Cr D Booth/Cr B Mattiske)*

Action Officer: Director Tourism, Community & Cultural Development

Progress: In progress.

Minute Number: 1014/2015 (CRM: 9738/2015)

Report: Saleyards Advisory Committee

Subject: Second Crush

Resolution: That Council endorse the concept plan for detail design and costing. *(Cr B Mattiske/Cr G Clifton)*

Action Officer: Director Engineering & Technical Services

Progress: Plan endorsed
### MATTERS IN PROGRESS – PART I cont’d:

**Complete – will be deleted**

<table>
<thead>
<tr>
<th>Minute Number:</th>
<th>1022/2015 (CRM: 9740/2015)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report:</td>
<td>Saleyards Advisory Committee</td>
</tr>
<tr>
<td>Subject:</td>
<td>Unloading Sheep Yards</td>
</tr>
<tr>
<td>Resolution:</td>
<td>That Council investigate the possibility of constructing a laneway on the eastern end of the sheep yards from the sheep yards to the resting/holding paddocks. <em>(Cr B Mattiske/Cr G Clifton)</em></td>
</tr>
<tr>
<td>Action Officer:</td>
<td>Director Engineering &amp; Technical Services</td>
</tr>
<tr>
<td>Progress:</td>
<td>On site meeting held with Chair of Saleyards Advisory Committee, Director Engineering and Technical Services and Saleyards Supervisor to discuss the location and trial; ongoing discussion with transport operators regarding location.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Minute Number:</th>
<th>1024/2015 (CRM: 9741/2015)</th>
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</thead>
<tbody>
<tr>
<td>Report:</td>
<td>Saleyards Advisory Committee</td>
</tr>
<tr>
<td>Subject:</td>
<td>Understanding Ownership</td>
</tr>
<tr>
<td>Resolution:</td>
<td>That Council note that the Forbes Associated Agents are going to write to its peak body to clarify ownership of stock during the sale process and report back to the next meeting of the Saleyards Advisory Committee. <em>(Cr B Mattiske/Cr G Clifton)</em></td>
</tr>
<tr>
<td>Action Officer:</td>
<td>Director Engineering &amp; Technical Services</td>
</tr>
<tr>
<td>Progress:</td>
<td>Forbes Agents Association to provide a report to the next Saleyards Advisory Committee meeting.</td>
</tr>
</tbody>
</table>

**Complete – will be deleted**

<table>
<thead>
<tr>
<th>Minute Number:</th>
<th>1028/2015 (CRM: 9743/2015)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report:</td>
<td>Services</td>
</tr>
<tr>
<td>Subject:</td>
<td>Ranger’s Report</td>
</tr>
<tr>
<td>Resolution:</td>
<td>That Council investigate a generic flyer to explain the problem of nuisance cats and barking dogs at night. <em>(Cr D Booth/Cr J Nicholson)</em></td>
</tr>
<tr>
<td>Action Officer:</td>
<td>Director Environmental Services &amp; Planning</td>
</tr>
<tr>
<td>Progress:</td>
<td>Flyer being developed with the assistance of the Tourism, Community and Cultural Development department.</td>
</tr>
</tbody>
</table>
MINISTRY NUMBER: 1032/2015 (CRM: 9745/2015)

Report: Works

Subject: Technical Services Report - Lake Forbes fountain

Resolution: That Council investigate placing another fountain in the Lake located behind the Forbes Sport and Recreation Club and report back to Council. (Cr G Falconer/Cr G Miller)

Action Officer: Director Engineering & Technical Services

Progress: Costs currently being sought.

MINISTRY NUMBER: 1063/2015 (CRM: 9768/2015)

Report: Director Corporate Services

Subject: Forbes Squash Club Financial Assistance

Resolution: That Council delegate the Mayor and General Manager meet with Forbes Squash Club representatives to further discuss the future of the squash court facility. (Cr D Booth/Cr J Nicholson)

Action Officer: Director Corporate Services

Progress: Meeting held Friday 11 December 2015.

MINISTRY NUMBER: 1064/2015 (CRM: 9769/2015)

Report: Director Tourism, Community & Cultural Development

Subject: Apex Riverside Tourist Park/JREC Short Term Accommodation Tender and Contract

Resolution: That Council:

i). extend the current interim contract for the management and operation of Apex Riverside Tourist Park until 31 May 2016;

ii). in the meantime prepare a new tender document for the Apex Riverside Tourism Park. (Cr G Miller/Cr D Booth)

Action Officer: Director Tourism, Community & Cultural Development


ii). New tender document currently being prepared.

MINISTRY NUMBER: 1066/2015 (CRM: 9771/2015)

Report: Mayor
MATTERS IN PROGRESS – PART I cont’d:

Subject: Sale of Land – Lot 118 Angus Clarke Drive

Resolution: That Council:

i). Hutcheon A & G Property Pty Limited (trading as Hutcheon and Pearce) is considered by the Council to be a suitable purchaser of the Council land known as Lot 118 DP 1172662 Angus Clarke Drive, Forbes (“Lot 118”) for reasons including the following:

a). The Council has previously agreed, as part of its economic development policy, that land within the Central West Industrial Park be sold at a fixed discount price of $80,000 per lot for the purpose of attracting purchasers who are willing to carry out substantial capital works on the land for the purpose of enhancing and operating their existing business or establishing a new business that they would operate on the land;

b). Hutcheon and Pearce have been in communication with the Council since 2011 about the possibility of relocating their John Deere business from Parkes to the Central West Industrial Park in Forbes;

c). Hutcheon and Pearce have recently confirmed that they ready to purchase Lot 118 and start building their new facility on Lot 118, subject to the terms and conditions of sale, for the fixed price of $80,000;

d). The sale of the land to Hutcheon and Pearce would be consistent with the Council’s economic development policy relating to the Central West Industrial Park of enhancing existing businesses or attracting new businesses to Forbes.

ii). Council enter into a contract to sell Lot 118 to Hutcheon A & G Property Pty Limited subject to the standard terms of contract and the additional terms set out in the report of the Mayor concerning this matter and the seal of the Council be affixed to the said contract.”

(Cr G Falconer/Cr B Mattiske)

Action Officer: General Manager

Progress: Contract has been signed and returned to Solicitors.
APPENDIX 1

PJM/JCC (Ref: 294177)
8 December 2015

Mr D Papps
Commonwealth Environmental Water Office
GPO Box 787
CANBERRA ACT 2601

Dear Mr Papps

Forbes Shire Council is very concerned with the use of commonwealth environmental water in addition to translucent flows in the Lachlan Valley. We would like to know how the Commonwealth Office of Water is integrating both the NSW purchases of water and translucent flows.

It appears to us that irrigators in the Lachlan Valley are not achieving usage of 25% of the average annual river flow that was the water share available for productive use established in the NSW Water Sharing Plan in the Lachlan Valley and they are only achieving a share of approximately 17% of the flow.

Forbes Shire Council strongly recommends you discuss with NSW DPI Water how additional water can be made available to irrigators in the Lachlan Valley as production has significantly declined as water availability has decreased.

The impact of environmental water buy backs combined with the translucent flows has resulted in the irrigated pastures and cropping lands that were once productive are no longer viable.

Forbes Shire Council looks forward to our response.

Yours sincerely

Cr Phyllis Miller OAM
MAYOR
PJM/JCC (Ref: 294192)

8 December 2015

The Hon. Niall Blair, MLC
Minister for Primary Industries,
Minister for Lands and Water
GPO Box 5341
SYDNEY NSW 2001

Dear Minister Blair

I write on behalf of Forbes Shire Council about the translucent flow policies in the Lachlan Valley. We believe that the translucent flows should be eliminated from the water sharing plans for the Lachlan Valley.

In September 2014 sufficient inflows had been received to allow translucent flows to commence even though irrigators had not received a general security allocation for three years. Again, this year the 73,000 ML translucent flows has limited the allocation by 12% compared with what should have been available to irrigators in the Lachlan Valley based on the inflows.

Water availability is extremely important for the viability of townships as agriculture is vital and in the case of the Lachlan Valley the main component of the economy.

Forbes Shire Council believes the unnecessary addition of translucent flows are responsible for the lack of production in irrigated farms in the Lachlan Valley.

The elimination of translucent flows will result in more water made available to irrigated farms and will greatly assist in achieving the DPI target of a 30% increase in primary production by 2020.

Yours sincerely

Cr Phyllis Miller OAM
MAYOR
Mr Rob Mason  
Chief Executive Officer  
NSW Trains  
PO Box K659  
HAYMARKET NSW 1241

Subject: Forbes Railway Building – Bus Shelter

Dear Mr Mason,

Forbes Shire Council resolved that I write to you to request information regarding the need for an all-weather bus shelter at the Forbes Railway Building located in Union Street, Forbes.

Forbes Shire Council currently leases the premises from the State Rail Authority on behalf of the Forbes Railway Arts and Tourist Centre Inc., a volunteer run organisation that provides a retail outlet for homemade arts and crafts and the provision of information to visitors to the area. The Centre is open from 9:00 am to 4:00 pm, 360 days of the year.

I can advise a passenger train service was replaced with the CountryLink bus services which provides a daily link to the Orange railway and picks up and sets down passengers at the Forbes Railway Station.

Passengers are offered very little protection by the existing verandah and with services operating early mornings at 7:00 am and evenings until 9:00 pm Forbes Shire Council is very concerned about the lack of all-weather facilities for passengers using the CountryLink services when the Visitor Information Centre at the Railway Station is unmanned.

For this reason Council requests Sydney Trains provide an all-weather bus shelter for their passengers utilising the Forbes Railway Station.

Should you require any further information please do not hesitate to contact the undersigned on 0268 502 304.

Kind regards

Brian Steffen  
GENERAL MANAGER
RVHM/PJM/JCC (Ref: 288057)

27 November 2015

The Hon Mike Baird MP
Premier of NSW
Governor Macquarie Tower
1 Farrer Place
SYDNEY NSW 2000

Dear Premier

Council at its November meeting discussed its response to the NSW Government’s request for support for the resettlement of Syrian refugees. There was unanimous support from the councillors to assist in providing opportunities for resettlement of a suitable number of refugees in the Forbes Shire. Council resolved to request more information through a letter to the Premier.

We note that Professor Peter Shergold, AC, Chancellor of Western Sydney University, has been appointed the NSW Coordinator-General for Refugee Resettlement and I congratulate the NSW Government on this appointment.

Council would be interested in developing options for the resettlement of Syrian refugees in Forbes alongside the provision of suitable skills training. We would welcome an opportunity to be briefed or to discuss the government’s plans with the appropriate people from the Department of Premier and Cabinet. The Council is happy to partner with appropriate non-government organisations and we have been approached by the local branch of the Combined Churches Association for leadership of this matter within the community of Forbes.

We would welcome further details at your earliest convenience,

Yours sincerely

Cr Phyllis Miller OAM
MAYOR

cc. Combined Churches Association
CLAUSE 1 – CENTROC BOARD MEETING AND AGM

Cr Chris Roylance and the General Manager attended the Centroc Board Meeting and AGM held at the Molong RSL Club on 26 November. Please find attached reports and minutes arising from the meeting.

I would like to thank Cr Chris Roylance for attending this meeting on my behalf

RECOMMENDATION
That Council receive and note the information.

CLAUSE 2 - VANFEST

Vanfest was another great event for the Forbes community. I have spoken to a few businesses that have said their takings were between 50% - 100% better than last year.

It is hard to put a figure on the benefits in dollar terms but it would have to be in the millions. Not to mention the marketing value of putting Forbes on the map nationally.

RECOMMENDATION
That Council write a letter of congratulations and thanks to the Vanfest committee.

CLAUSE 3 – THANK YOU AND MERRY CHRISTMAS

The year 2015 is coming to a close with this being our last Council meeting. I would like to thank all councillors for their hard work and dedication and especially Cr Graeme Miller my Deputy for his loyal support.

To the General Manager and Staff of Council thank you, without your dedication and hardwork we would not be able to deliver the services we do to the community.

I would like to wish councillors, staff and their families, the community of Forbes a very happy and safe Christmas and may the New Year be prosperous and joyful.

RECOMMENDATION
That Council receive and note the information.

Cr. Phyllis Miller OAM
MAYOR
### Forbes Shire Council
#### Mayoral/Councillor Functions Attended

<table>
<thead>
<tr>
<th>Date</th>
<th>Function Policy Name</th>
<th>Where</th>
<th>Who Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>23 November 2015</td>
<td>Resident: Subdivision matter</td>
<td>Forbes</td>
<td>Mayor/Staff</td>
</tr>
<tr>
<td>23 November 2015</td>
<td>Forbes Medical Centre Advisory Committee Meeting</td>
<td>FMC</td>
<td>Mayor</td>
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<td>25 November 2015</td>
<td>White Ribbon Day March</td>
<td>Forbes</td>
<td>Mayor/Crs/Staff</td>
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<td>25 November 2015</td>
<td>Central NSW Tourism Board Meeting</td>
<td>Forbes</td>
<td>Mayor/GM</td>
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<td>25 November 2015</td>
<td>Resident: Netball Grant</td>
<td>Forbes</td>
<td>Mayor/GM</td>
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<tr>
<td>26 November 2015</td>
<td>Meeting with the Forbes Medical Centre</td>
<td>Forbes</td>
<td>Mayor/Staff</td>
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<tr>
<td>26 November 2015</td>
<td>Meeting with Womens Sewing Group</td>
<td>Forbes</td>
<td>Mayor</td>
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<tr>
<td>26 November 2015</td>
<td>Forbes Visitor Information Centre Celebration - 25 Years of Service</td>
<td>Forbes</td>
<td>Mayor/Councillors/Staff</td>
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<tr>
<td>27-29 November 2015</td>
<td>Elected Members Course</td>
<td>Sydney</td>
<td>Mayor/GM/Staff</td>
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<td>1 December 2015</td>
<td>Economic Development Enquiry</td>
<td>Forbes</td>
<td>Mayor/GM/Staff</td>
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<tr>
<td>2 December 2015</td>
<td>Forbes Golfers Association</td>
<td>Forbes</td>
<td>Mayor</td>
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<td>2 December 2015</td>
<td>Forbes Menshed</td>
<td>Forbes</td>
<td>Mayor/GM</td>
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<tr>
<td>2 December 2015</td>
<td>Residential: DA Enquiry</td>
<td>Forbes</td>
<td>Mayor/GM</td>
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<tr>
<td>3 December 2015</td>
<td>LGNSW Board Meeting</td>
<td>Forbes</td>
<td>Mayor</td>
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<tr>
<td>5 December 2015</td>
<td>Vanfest</td>
<td>Forbes</td>
<td>Mayor/Councillors/Staff</td>
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<tr>
<td>6 December 2015</td>
<td>Indoor Soccer Tournament Presentation</td>
<td>Forbes</td>
<td>Mayor/GM/Staff</td>
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<td>6 December 2015</td>
<td>Carols by Candlelight</td>
<td>Forbes</td>
<td>Mayor</td>
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<tr>
<td>7 December 2015</td>
<td>Legacy Widows Christmas Party</td>
<td>Forbes</td>
<td>Mayor</td>
</tr>
<tr>
<td>7 December 2015</td>
<td>Young Shire Council Representatives</td>
<td>Forbes</td>
<td>Mayor/GM</td>
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<tr>
<td>7 December 2015</td>
<td>Reymond Street Residents – Reymond Street Park</td>
<td>Forbes</td>
<td>Mayor/GM/Staff</td>
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<tr>
<td>8 December 2015</td>
<td>Business/Industry Meeting</td>
<td>Forbes</td>
<td>Mayor/Councillors/Staff</td>
</tr>
<tr>
<td>10 December 2015</td>
<td>Invitation: Forbes &amp; District Historical Society Christmas morning tea</td>
<td>Forbes</td>
<td>Mayor/Councillors/Staff</td>
</tr>
<tr>
<td>11 December 2015</td>
<td>Red Bend Catholic College Thanksgiving Mass and Assembly</td>
<td>Forbes</td>
<td>Mayor</td>
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<tr>
<td>11 December 2015</td>
<td>Forbes High School Awards Ceremony</td>
<td>Forbes</td>
<td>Councillor</td>
</tr>
<tr>
<td>11 December 2015</td>
<td>Forbes Squash Club</td>
<td>Forbes</td>
<td>Mayor/GM</td>
</tr>
<tr>
<td>14 December 2015</td>
<td>St Laurences School Awards Ceremony</td>
<td>Forbes</td>
<td>Mayor</td>
</tr>
</tbody>
</table>
## Forbes Shire Council
### Mayoral/Councillor Functions Attended

<table>
<thead>
<tr>
<th>Date</th>
<th>Function Policy Name</th>
<th>Where</th>
<th>Who Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 December 2015</td>
<td>LGNSW Senior Exec Meeting</td>
<td>Sydney</td>
<td>Mayor</td>
</tr>
<tr>
<td>17 December 2015</td>
<td>Council Meeting</td>
<td>Forbes</td>
<td>Mayor/Crs/Staff</td>
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</tbody>
</table>
Cr Chris Roylance and the General Manager attended the Centroc Board meeting and AGM at the Molong RSL Club 26 November 2015.

The following report is provided for Council’s information, along with the draft meeting minutes.

**Presentation** - Ms Alison Morgan, Senior Co-ordinator for the Department of Premier and Cabinet provided advice about her role and its fit with Joint Organisations.

**SEGRA Conference** – In October the Chair attended the Sustainable Economic Growth for Regional Australia (SEGRA) Conference. Communities across Australia confront similar challenges to ours in Central NSW but they tackle them differently.

The speech by Warren Truss at the conference dinner was insightful in that it reflected his respect for SEGRA and understanding of the issues facing regional communities across Australia. His positive commentary regarding Inland Rail was received enthusiastically by the audience.

The Chair met Daniel Masters, responsible for the financial assessment of the dam on the Belubula. His presentation on the modelling his assessment team use for infrastructure projects is being followed up by Centroc staff.

**Transport Infrastructure** – On October 6 the Chair met with Fiona Simson, NRMA Board Member for Regional NSW and Wal Setkiewicz, Senior Economic Adviser NRMA Motoring + Services. The NRMA provided advice that they are keen to see collaborative work on prioritisation across the State.
In an update from Transport for NSW on securing the corridor between the M7 and Kurrajong, it is anticipated that TfNSW will be in a position within the next few weeks to arrange a workshop with Centroc representatives to review the short-listing of corridor options. The Transport for NSW Central Western JO region assessment of future cargo demand was received and provided to members. Feedback is welcome and please contact Centroc staff if you would like a copy.

Directors of Infrastructure/Engineering as well as Council Roads Engineers, met on the Regional Road Freight Transport in Orange on 27 October. The meeting was very successful with nine councils represented. A resolution of the meeting was to establish an ongoing team with a structure similar to that of REROC’s successful Transport Group.

Water Security – The Board had resolved to adopt the Project Slippage Policy. The objective of this policy is to set out the approved guidelines for the management of project slippage when Centroc member Councils that are party to a regional contract fail to meet project milestones as set out in a regional contract within the timeframe agreed. A meeting was held in Blayney on 13 November with David Harris, CEO Water NSW, Andrew George, Executive Manager Strategic Engineering and Dan Berry, Manager Basin Planning. A tour of the proposed dam site is also took place. State Members, Mr Andrew Gee and Ms Katrina Hodgkinson were notified of the meeting.

Health – Follow up continues in advocating to the Federal Government regarding the Funding for Beyond the Range, Funding for health and medical infrastructure for councils. Support is also being sought for Procedural General Practitioners and medical training positions in Central NSW. The Board will also undertake further advocacy for the (PGPPP) Prevocational General Practice Placements Program.

A formal Letter of thanks will be forwarded onto the Dean of Medicine for his advice to the Chair on the James Cook University. Also to Ms Julia Andrews who has done a remarkable job getting the Beyond the Range Website, toolkit and social media sites up and running, and regrouping of the Centroc Health Workforce Group.

The Beyond the Range website was officially launched by the Hon Fiona Nash in Forbes 4 November.

Telecommunications - The determination of key telecommunications infrastructure priorities for the region (joint approach with Centroc) is in RDACW Annual Business Plan for the 2015-2016 financial year so there is a level of commitment to undertake this work subject to the issues raised in previous advice being satisfactorily addressed. Subject to confirmation from the RDACW Board and development of a workable resource plan, work is expected for early next year. This will include work on the Mobile Blackspot program.

Given the relative inflexibility of NBN on amending its roll-out program to better suit Centroc members, the Board resolved to reprioritise Telecommunications as a subset of Regional Development.

Regional Development - An Agriculture scoping meeting with an industry expert was held in Forbes on 10 November. The objective of this work is to identify what role, if any, Local Government has in supporting agriculture. Attendance included representatives from Councils, the Department of Primary Industry, the Department of Premier and Cabinet and RDA Central West. From this advice further activity will be undertaken under the auspices of the Executive.
The Regional Round Table 12 November being co-ordinated through the Hon Sarah Mitchell’s office was unfortunately cancelled due to the Royal visit and a date in February is currently being pursued. Please request all background advice. In its stead, meeting was held with the Hon John Barilaro and the Hon Sarah Mitchell with representatives from Centroc being Cr Bill West, Cr Gary Rush, Mr D Sherley, Ms J Bennett and Ms Meredith Macpherson. RDA Central West was represented by Mr Alan McCormack. Follow-up from this meeting is being undertaken on progressing the region’s infrastructure priorities.

The “Invitation to Co-design,” a project that identifies the data needs to inform investment in the region is a deliberative strategy to challenge notions of what “collaboration” is. It is hoped that this process will show key stakeholders the way Councils collaborate in their ROC with a view to informing future collaborative activities particularly with State partners where the experience throughout the JO Pilot is that there is poor shared understanding of what collaboration involves. This poor understanding carries with it the risk of poor outcomes for future JOs and their member Councils as various stakeholders think they are collaborating when in fact they are not. This will take place early in the New Year. All member Councils have been invited to participate where the advice generated will inform the review of ABS and optimal data gathering in the region.

Planning - everything has been done to optimise the Central West Regional Plan (the Plan). Centroc, working in collaboration with RDACW has had carriage of the Infrastructure Issues Paper. Please request an Inputs Paper which provides advice on the work Councils have undertaken to inform the Plan.

It would also appear that the scope for the Plan has stepped towards a more land use focus rather than a more regional development focus. Changes in time frames, scope, outputs and ultimately its name suggest further iterations of the Regional Plan will require a revised approach.

JO Pilot – At a meeting with Minister for Local Government, Paul Toole was held 2 November, with Deputy Chair Cr Gary Rush and Ms J Bennett and the Chair. Key messages from the meeting were:

- Extra resources for the Department of Premier and Cabinet will not be needed when legislation brings the State to the table on intergovernmental collaboration to do the requisite planning etc.
- JO will be able to procure on behalf of members and the Minister would like written follow up.
- JO and Rural Councils – the Minister indicated that at this time he is not interested in this model and will not revisit it for 12 months.

At the recent OLG workshop on the 8 October , there were three separate streams of activity at the Workshop and Centroc attendees spread themselves between them. These were: supporting Rural Councils, JO entity considerations and potential tools to support collaboration and JOs in the future. All outcomes are published documents and can be found on the OLG Fit for the Future website [http://www.fitforthefuture.nsw.gov.au/joint-organisations](http://www.fitforthefuture.nsw.gov.au/joint-organisations).

Development on the MoU with the Department of Premier and Cabinet will be progressed through the Executive.

Member Council operational support – In terms of new programming, Centroc and Office of Environment and Heritage (OEH) have contributed funds to the scoping of regional renewable energy projects. The progress to date is a formal Request for Quotation (RFQ) process was undertaken to find a suitably experience organisation to assist Centroc member councils (and Dubbo City Council) to progress a regional scale renewable energy project to realise cost savings, environmental and other community benefits. The objective of the work is to attract innovation into the region and access ARENA (or other) funding.
The project will initially consist of two workshops, aiming to identify regional renewable energy projects. The first workshop was held on Friday 13 November in Orange.

There has been a substantial amount of ongoing activity being undertaken collaboratively in support of member operations. This includes:

- net savings to members under these programs since December 14 2009 of $2.9m;
- an insurance review;
- a review of the way we collaboratively procure electricity;
- a growing number of regional contracts eg fuel suppliers, telecommunications;
- demonstrating that Local Government delivers best practice in providing quality secure water supply and sewerage services;
- tailoring training needs to members including growing the number of courses that offer cost effective compliance through the award online training service;
- providing advice to the screen industry; and
- substantive grant funding.

I think you are well aware of the valuable collaborative activity going on in this region, this has been a busy year for our regional group with Local Government reform and it is always inspiring to see the degree of co-operation across the region at Centroc Board meetings.

Centroc AGM

Cr Bill West, Mayor of Cowra was re-elected as Chair and Cr Gary Rush, Mayor of Bathurst was re-elected as Deputy Chair. Executive members are Cr M Statham, Mayor of Lithgow, Cr K Keith, Mayor of Parkes, Cr Phyllis Miller, Mayor of Forbes, Cr John Medcalf Mayor of Lachlan and Cr John Davis Mayor of Orange. Their respective General Managers form the General Manager Executive. Delegates were elected to various bodies such as the Bells Line Expressway Group and the Western Regional Sports Academy.

Cr West directed attention to the Annual Report which shows a growing amount of activity being undertaken by Centroc. He will be writing to all Councillors providing further advice on both the Annual Report and the Joint Organisation Pilot.

The dates for meetings next year were resolved with the Board resolving to receive a report on a potential Summit before the Federal election next year.

Executive Officer

Finally, I am pleased to advise the Board endorsed the renewal of Ms Jennifer Bennett’s contract for a further five year term. Ms Bennett has served the region very well over the past four and a half years and her experience and expertise will be invaluable as we charter uncertain waters over the next 12-18 months.

I commend this report to you for noting.
Confirmation of the Minutes of the Board meeting 26 November 2015 held in Molong

<table>
<thead>
<tr>
<th>Member</th>
<th>Council/Role</th>
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<tbody>
<tr>
<td>Mr D Sherley</td>
<td>Bathurst Regional Council</td>
</tr>
<tr>
<td>Cr S Ferguson</td>
<td>Blayney Shire Council</td>
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<tr>
<td>Ms R Ryan</td>
<td>Blayney Shire Council</td>
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<tr>
<td>Cr W Tuckerman</td>
<td>Boorowa Council</td>
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<tr>
<td>Mr A McMahon</td>
<td>Boorowa Council</td>
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<tr>
<td>Cr I Gosper</td>
<td>Cabonne Council</td>
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<tr>
<td>Mr A Hopkins</td>
<td>Cabonne Council</td>
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<tr>
<td>Cr D Somerville</td>
<td>Central Tablelands Water</td>
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<td>Mr G Rhodes</td>
<td>Central Tablelands Water</td>
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<tr>
<td>Cr B West</td>
<td>Cowra Council</td>
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<tr>
<td>Mr P Devery</td>
<td>Cowra Council</td>
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<tr>
<td>Cr C Roylance</td>
<td>Forbes Shire Council</td>
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<tr>
<td>Mr B Steffen</td>
<td>Forbes Shire Council</td>
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<tr>
<td>Cr J Medcalf</td>
<td>Lachlan Shire Council</td>
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<tr>
<td>Mr R Hunt</td>
<td>Lachlan Shire Council</td>
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<tr>
<td>Cr M Statham</td>
<td>Lithgow City Council</td>
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<tr>
<td>Mr R Bailey</td>
<td>Lithgow City Council</td>
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Board Members in bold

1. **Meeting opened at 10.05 By Chair Cr B West**

2. **Welcome to Cabonne and Molong by Cr Ian Gosper**
   Welcome to new Board members Cr Medcalf and Mr D Aber

3. **Apologies**
   Cr J Shaw, Cr P Miller, Cr K Sajowitz, Cr B Ingram, Mr J Bell, Mr K Boyd, Mr M Liebich, Mr G Carroll, Cr D Kennedy, Cr G Rush, Cr L MacSmith and The Hon Paul Toole Minister for Local Government

Resolved
That the apologies for the Centroc Board meeting 26 November 2015 listed above be accepted.

4. **Minutes**

4a **Confirmation of the Minutes of the GMAC Meeting 29 October 2015**

Resolved **Mr D Sherley/Mr A Hopkins**
That the Minutes of the Centroc GMAC Meeting 29 October 2015 held in Orange be confirmed.

4b **Confirmation of the Minutes of the Board Meeting 12 August 2015**

Resolved **Cr K Keith/Mr R Bailey**
That the Minutes of the Centroc Board Meeting 12 August 2015 held at Parliament House Canberra be confirmed.

5. **Business Arising from the Minutes – Matters in Progress**

Resolved **Mr B Steffen/Mr D Sherley**
That the Board note the Matters in Progress, making deletions as suggested
6. Correspondence

6a Correspondence In

Resolved  Mr G Styles/Cr J Medcalf
That the Board note the incoming correspondence.

6b Correspondence Out

Resolved  Mr B Cam/Cr K Keith
That the Board note the outgoing correspondence.

6. Reports

7a Transport Infrastructure including Bells Line of Road

Resolved  Cr B West/Cr J Davis
That the Board note the report and
1. establish a structure similar to that of the CWUA and REROC’s Transport group which includes a Strategic Level, a Working Party and a Technical Committee;
2. receive advice to the next meeting on potential resource implications and
3. The two elected representatives to be a part of the Centroc Transport Working Party are Cr K Keith and Cr M Statham.

7b Water Infrastructure Report

Resolved  Mr G Styles/Mr D Sherley
That the Board note the Water Infrastructure report; and
1. Agree that the delegate to the Central Tablelands Regional Water Security Advisory Committee be the Chair or his delegate; and
2. That it adopt the Project Slippage Policy including General Managers in the procedure and that it be included in the review of Contract Management Fees.

10:30 – Arrival of Ms Alison Morgan who made her presentation on the role of the Department of Premier and Cabinet in general and with the Joint Organisation in particular.

7c Health Report

Resolved  Mr B Steffen/Mr R Bailey
This report recommends that the Board notes the report; and
1. undertake advocacy to;
   a. ensure that regulation changes requiring permanent radiologists on site would not result in many rural towns losing critical radiology services;
   b. in this advocacy, note that advances in communications, combined with arrangements that can be made for local medical backup in an emergency, mean it is possible to safely provide supervision for diagnostic imaging in rural towns; and
   c. any legislative changes be carefully crafted to allow remote diagnostic imaging within safe parameters.
   d. receive advice regarding the effectiveness of Rural Clinical Schools in increasing regional health workforce over the past decade and that this advice be sought from Rural Clinical Schools, Federal Government and research institutions/organisations; and
2. send a letter of thanks to the Dean of Medicine of James Cook University, Professor Richard Murray;
3. receive a report on the ongoing resourcing of the health function as part of the advice transitioning Centroc to the Joint Organisation; and
4. send a letter of thanks to Ms Julia Andrews.

7d Telecommunications

Resolved  Mr G Styles/Mr D Sherley
That the Board note the Telecommunications’ Report and review the Management Plan to include this is a subset of regional development.
7e Regional Development
Resolved Mr G Styles/Cr S Ferguson
That the Board note the Regional Development Report and endorse the Executive’s actions progressing the project co-designing “Data Needs to make the case for investment in the region.”

7f Planning Report
Resolved Mr P Devery/Mr D Sherley
That the Board note the Planning report.

7g JO Pilot Progress Report
Resolved Mr G Styles/Mr D Sherley
That JO Pilot Progress Report be noted and the Board
1. endorse the Emerging Directions response provided under the hand of the Chair;
2. progress the MoU with the Department of Premier and Cabinet through the Executive; and
3. note the tabling of the draft evaluation report to the Minister for Local Government on the Joint Organisation Pilot.

The Chair requested feedback into the draft evaluation report over the next week with the final report to be circulated in a fortnight for member feedback.

7h Operation Report
Resolved Mr D Sherley/Cr J Davis
That the Board note the Operational Report and
1. approach TAFE NSW Western with an MOU based on:
   a. Maximising the use of TAFE’s in the Centroc region
   b. have an understanding of Council’s training needs
   c. utilising the established Business Capability Unit at TAFE NSW Western to achieve the above

7i Management Plan Report
Resolved Mr B Steffen/Mr R Bailey
That the Board note the Management Plan report and
1. the Management Plan for 2016/2017 continues the current service delivery while developing advice regarding the strategy and structure for the Joint Organisation for this region; and
2. the policy on slippage as amended to include General Managers in the procedure be included in the Policy Document.

7j Financial report
Resolved Mr R Bailey/Mr B Steffen
That the Board note the Financial report.

8. Ms Alison Morgan briefing advice regarding the role of the Department of Premier and Cabinet.
Resolved Cr Ken Keith/Mr G Styles
That the Board note the Presentation by Ms Alison Morgan and send her a letter of appreciation.

9. Late Reports - Nil
10. Matters Raised by Members - Nil
11. Confidential Session – contract renewal of the Executive Officer
Resolved Cr K Keith/Cr J Davis
That the Board endorse the decision from the Executive Meeting held 26 November 2015 in relation to the renewal of Ms Jennifer Bennett’s Contract.
8. **Speakers to the next Board** - to be confirmed subsequent to discussion of dates at the AGM
   **GMAC** - Family and Community Services – National Disability Insurance Scheme

9. **Next Meetings**  TBC subject to confirmation of dates from the AGM

Meeting closed 11.20am
Page 3 is the last page of the Centroc Board Minutes 26 November 2015
Minutes of Centroc Annual General Meeting (AGM) Thursday 26 November 2015 held in Molong
Delegates in Bold

1 Meeting opened at 11.25am Chaired by Cr B West

2 Apologies

Cr J Shaw, Cr P Miller, Cr K Sajowitz, Cr B Ingram, Mr J Bell, Mr K Boyd, Cr M Liebich, Mr G Carroll, Cr D Kennedy, Cr G Rush, Cr L MacSmith and The Hon Paul Toole Minister for Local Government.

Resolved

That the apologies for the Centroc AGM meeting 26 November listed above be accepted.

3 Ratification of the Minutes of the AGM 27 November 2014

Resolved

That the Minutes of the AGM 27 November 2014 be confirmed

4 Chairperson’s Report – Presentation of the Annual Report

Resolved

That the Annual Report be received and accepted with copies sent to member Councils for circulation to all Councillors in the region

Cr S Ferguson thanked the Chair for his significant efforts for the year. The room applauded the Chair.

5 Election of new Executive

- Cr B West stepped down from Chair.
- Mr A Hopkins became returning Officer.
- Cr Bill West (Cowra) was elected as Chair unopposed.
- Cr Gary Rush (Bathurst) was elected as Deputy Chair unopposed.
Resolved

Cr K Keith/Mr D Sherley

That the Centroc Board confirms that Cr J Medcalf, Cr M Statham and Cr J Davis being the Mayors from Lachlan, Lithgow and Orange Councils as the ordinary members of the Centroc Executive.

The Centroc Board welcomes the balance of the Executive:

- Cr K Keith (Parkes) as immediate past chair
- Cr P Miller and Mr Mr B Steffen (Forbes) as Centroc Treasurer
- Mr P Devery (Cowra) Secretary and Chair of GMAC
- Messers Sherley (Bathurst), Boyd (Parkes), Hunt (Lachlan), Bailey (Lithgow) and Styles (Orange) forming the balance of the Executive.

Cr B West Assumed Chair

6 Election of Centroc Delegates

Resolved

Cr S Ferguson/Cr W Tuckerman

1. Cr M Statham, Cr P Miller, Cr B West, Cr G Rush, Cr K Keith and a delegate from Orange are the BLEG delegates from Centroc
2. Cr S Ferguson will represent Centroc on the Central West Academy of Sport and
3. Ms Charmaine Bennett and Ms Sally Hall will represent Centroc the NSW Council Safe Advisory Network.

7 Appointment of Auditor

Resolved

Cr J Davis/Cr W Tuckerman

That Crowe Horwath be appointed as the Auditor for Centroc

8 Constitutional Review

Resolved

Cr J Davis/Cr S Ferguson

That the Board note the Constitution and that update advice will be provided during the Joint Organisation reform period.

9 Policy review

Resolved

Cr J Davis/Cr K Keith

That the Centroc Policy Manual be adopted and the balance of the report be noted.

10 Presentation of the Statement of Finances

Resolved

Cr K Keith/Mr A McMahon

That the Statement of Finances for Centroc be adopted.

11 Meeting Dates for 2016

Resolved

Cr K Keith/Cr J Davis

That the meeting dates for Centroc for 2016 be:

<table>
<thead>
<tr>
<th>Board Date</th>
<th>Meeting of</th>
<th>Time</th>
<th>Host</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday 25 February</td>
<td>Board</td>
<td>9.30 for 10am</td>
<td>Central Tablelands Water</td>
</tr>
<tr>
<td>Thursday 26 May</td>
<td>Board</td>
<td>9.30 for 10am</td>
<td>Cowra/State Parliament</td>
</tr>
<tr>
<td>Thursday 25 August</td>
<td>Board</td>
<td>9.30 for 10am</td>
<td>Forbes/ Federal Parliament</td>
</tr>
<tr>
<td>Thursday 24 November</td>
<td>Board</td>
<td>9.30 for 10am</td>
<td>Lachlan</td>
</tr>
<tr>
<td>GMAC Date</td>
<td>Meeting of</td>
<td>Time</td>
<td>Host</td>
</tr>
<tr>
<td>Thursday 4 February</td>
<td>GMAC</td>
<td>9.30 for 10am</td>
<td>Orange</td>
</tr>
<tr>
<td>Thursday 5 May</td>
<td>GMAC</td>
<td>9.30 for 10am</td>
<td>Orange</td>
</tr>
<tr>
<td>Thursday 28 July</td>
<td>GMAC</td>
<td>9.30 for 10am</td>
<td>Orange</td>
</tr>
<tr>
<td>Thursday 27 October</td>
<td>GMAC</td>
<td>9.30 for 10am</td>
<td>Orange</td>
</tr>
</tbody>
</table>
12 Other Business

- Speakers to the next Ordinary Board meeting be the Hon Paul Toole
- The Board to receive advice in February on a potential Summit before the Federal election

Meeting closed at 11.56am
Page 3 is the last page of the Centroc AGM minutes 26 November 2015 held in Molong
GENERAL MANAGER’S
REPORT TO COUNCIL
PART I
GENERAL MANAGER’S REPORT TO COUNCIL – PART I

CLAUSE 1 – COMMUNITY SAFETY PRECINCT MEETING

Please find attached for your information minutes of the Community Safety Precinct meeting held 16 November 2015.

RECOMMENDATION

That Council receive and note the information.

CLAUSE 2 – IPART 2016/2017 RATE PEG FOR NSW LOCAL COUNCILS

Council has been advised that the IPART Rate Peg for 2016/2017 is 1.8% on Council’s general rates. (Refer Appendix 1)

The media release facts sheet and the Local Government Cost Index provides information on how IPART have calculated this rate peg.

In summary, IPART believes there has been minimal increase for costs for the local government sector in New South Wales.

The Table below shows the revenue loss in the first year to be $49,110 with a cumulative effect over the next four years of $54,200.

<table>
<thead>
<tr>
<th>Budgeted Rates Income</th>
<th>2.50%</th>
<th>2.50%</th>
<th>2.50%</th>
<th>2.50%</th>
<th>2.50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>-2,627,635</td>
<td>-2,693,330</td>
<td>-2,760,660</td>
<td>-2,829,660</td>
<td>-2,900,420</td>
<td>-2,972,930</td>
</tr>
<tr>
<td>-1,138,422</td>
<td>-1,166,880</td>
<td>-1,196,050</td>
<td>-1,225,950</td>
<td>-1,256,600</td>
<td>-1,288,020</td>
</tr>
<tr>
<td>-7,014,482</td>
<td>-7,189,850</td>
<td>-7,369,590</td>
<td>-7,553,830</td>
<td>-7,742,680</td>
<td>-7,936,250</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>1.80%</th>
<th>2.50%</th>
<th>2.50%</th>
<th>2.50%</th>
<th>2.50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>-2,627,635</td>
<td>-2,674,930</td>
<td>-2,741,800</td>
<td>-2,810,350</td>
<td>-2,880,610</td>
<td>-2,952,630</td>
</tr>
<tr>
<td>-1,138,422</td>
<td>-1,158,910</td>
<td>-1,187,880</td>
<td>-1,217,580</td>
<td>-1,248,020</td>
<td>-1,279,220</td>
</tr>
<tr>
<td>-7,014,482</td>
<td>-7,140,740</td>
<td>-7,319,250</td>
<td>-7,502,240</td>
<td>-7,689,800</td>
<td>-7,882,050</td>
</tr>
</tbody>
</table>

INCOME LOSS -49,110 -50,340 -51,590 -52,880 -54,200

Council will need to take this rate peg into account when developing the 2016/2017 budget and operational plan.

RECOMMENDATION

That Council receive and note the information.
GENERAL MANAGER’S REPORT TO COUNCIL – PART I cont’d

CLAUSE 3 – NELSON PARK COMPLAINT

Background

Council has received a complaint from a resident who lives adjacent to the playground in Nelson Park; the complaint centred on noise being generated by the users of the playground.

Council officers have inspected the playground, spoken to the residents in the area and met on site to discuss the issues.

Inspection and Site Meeting Outcomes

Upon inspection it was found that there has been some minor vandalism and graffiti, but not at a level that would be concerning or any different to other public spaces used by children and youth.

During the site meeting, the main issues raised by the residents were:

- Noise generated through the day can disrupt sleep for shift workers.
- It’s a popular spot for youths to hang out when truant from school.
- The nest swing creates the most noise and should be relocated.
- Drunken people often attend the playground late at night. The police have been called numerous times and they often don’t respond at all and if they do it’s well after the youths have moved on.
- The rock with the plaque on it is a trip hazard and should be moved out of the way.
- The newly extended fence should be extended further.
- The author of the complaint would like to renew their fence and/or double glaze the front bedroom windows in an effort to reduce noise.
- There has been new lighting installed and it was felt that it was sufficient; anymore would make it too bright.
- A security camera is not currently installed. It was felt that a camera wasn’t required as noise, at all times throughout the day, is the main point of concern.

DISCUSSION

The location of the playground and type of play equipment installed in the playground was based on consultation with the wider community. Removing popular individual pieces of play equipment such as the nest swing should not be considered; it is the only piece of inclusive play equipment in the park for all ages and for use by those with disabilities.

Noise generated by normal use cannot be prevented; the playground is not new and has been in the same relative location for decades. During the consultation of the Forbes Preschool Project in Nelson Park; there were in excess of twenty (20) submissions indicating the importance and use of the green space used by children and youth. One of the typical submissions has been attached for information (appendix 1)

To prevent anti-social behaviour throughout the night Council could consider increasing security patrols. At present the scheduled patrol is only once per week and costs Council $300 per year. This could be changed to nightly and would cost $2,000 per year.

The existing remote supervision sign will need be updated to include – NO ALCOHOL and THIS FACILITY IS TO BE USED DURING DAYLIGHT HOURS ONLY. This will enable enforcement under Section 632 of the Local Government Act 1993.
Council staff are currently preparing to relocate the plaque to a more suitable position and arranging of the existing fence to be extended a further 18m.

In relation to the renew of the complainants fence and/or double glaze windows; Council does not undertake improvements of private property.

RECOMMENDATION

That Council:

i). increase the security patrols of the Nelson Park to nightly;

ii). update the existing remote signage to include NO ALCOHOL and THIS FACILITY IS TO BE USED DURING DAYLIGHT HOURS ONLY.

CLAUSE 4 – REYMOND STREET PARK

As part of the review of land stock Council received a report regarding Reymond Street Park at the November Council meeting. The report outlined the feedback received in response to the letters sent out to all residences within the catchment area of the Reymond Street Park (ie. within a 250m radius of the park), approximately 91 properties, seeking their feedback to inform any decisions.

After considering the report Council resolved to hold an on-site consultation with interested residents to further consult. This meeting was held on Monday 7 December 2015 directly following the December Works/Services/Community meeting. The meeting was attended by Council’s Mayor and Crs Nicholson and Mattiske, General Manager, Director Engineering Services and the Director of Environmental Services and Planning. A summary of the issues raised and associated discussion follows:

The Mayor advised those in attendance that Council is looking to change some of its parks from community to operational to enable unused parks to be sold for housing with sale proceeds being invested back into park improvements.

<table>
<thead>
<tr>
<th>Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Only one attendee indicated they used the park as it was close by and they help out with disabled children.</td>
<td></td>
</tr>
<tr>
<td>Does Council have a layout plan in place for what is proposed for the park?</td>
<td>No</td>
</tr>
<tr>
<td>Concerns were raised in relation to flooding and the impact additional would have in redirecting the floodwaters onto neighbouring properties.</td>
<td>Advice was provided that a recent flood study to the west of Church Street between Church and Wambat Street had found there would be a minimal impact should additional building pads be placed in the floodway, as the area is a low-hazard flood storage area.</td>
</tr>
<tr>
<td>Concerns raised that a flood bank had been installed in the Church Street vicinity and is still to be removed.</td>
<td></td>
</tr>
<tr>
<td>What will happen with stormwater surface water flow?</td>
<td>This would need to be designed as part of the engineering layout.</td>
</tr>
</tbody>
</table>
## GENERAL MANAGER’S REPORT TO COUNCIL – PART I cont’d

<table>
<thead>
<tr>
<th>Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will Church and Stokes Streets ever be bitumen sealed as they have potholes? At one stage Council workers were ready to commence sealing of the road and then left. There was concern these works had been redirected to Show Street.</td>
<td>Council would need to ensure a fair price was received and the land would be put up for public sale.</td>
</tr>
<tr>
<td>Who would Council sell the land to? Would they sell it to developers?</td>
<td></td>
</tr>
<tr>
<td>Would development in the area will be battle-axe development?</td>
<td>There are no plans at this stage.</td>
</tr>
<tr>
<td>Some years ago residents were told that there would be no further development south of Reymond Street.</td>
<td>It is understood that some years ago this was the general information provided. Further flood studies have been undertaken since then and as a result there would be no reason as to why further development could not take place.</td>
</tr>
<tr>
<td>Would the services in place such as water and sewer be adequate? There is currently low water pressure on the corner of College Road and Reymond Street.</td>
<td>This will need to be investigated as part of any subdivision.</td>
</tr>
</tbody>
</table>

The Mayor reiterated Council was here to consult with the surrounding residents and that any future plan for the area will be brought to them for discussion in the same way Council has consulted with the Morton Street development.

The majority of residents in attendance were not opposed to the park being closed and reclassified as operational land.

### RECOMMENDATION

That Council proceed to reclassify Reymond Street Park through the LEP process to operational land.

---

Brian Steffen

GENERAL MANAGER
APPENDIX 1

LACHLAN LOCAL AREA COMMAND
COMMUNITY SAFETY PRECINCT MEETING

DATE: 16 November 2015
VENUE: Parkes Shire Council
TIME: 10am

PRESENT:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superintendent Chris Taylor</td>
<td>Commander, Lachlan Local Area Command</td>
</tr>
<tr>
<td>Chief Inspector Scott Rayner</td>
<td>Duty Officer, Lachlan Local Area Command</td>
</tr>
<tr>
<td>Ken Keith</td>
<td>Mayor, Parkes Shire Council</td>
</tr>
<tr>
<td>Kent Boyd</td>
<td>General Manager, Parkes Shire Council</td>
</tr>
<tr>
<td>John Medcalf</td>
<td>Mayor, Lachlan Shire Council</td>
</tr>
<tr>
<td>Robert Hunt</td>
<td>General Manager, Lachlan Shire Council</td>
</tr>
<tr>
<td>Phyllis Miller</td>
<td>Mayor, Forbes Shire Council</td>
</tr>
<tr>
<td>Brian Steffan</td>
<td>General Manager, Forbes Shire Council</td>
</tr>
<tr>
<td>Sheridan Alexander</td>
<td>Lachlan Local Area Command (Minutes)</td>
</tr>
</tbody>
</table>

APOLOGIES:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Andrew Gee</td>
<td>Member for Orange</td>
</tr>
</tbody>
</table>

CRIME OVERVIEW

Supt. Taylor advised the meeting that due to the recently introduced NSW Police Force Security Classification Policy the crime statistics for the Command would now be provided by way of power point presentation.

**Domestic Violence**

In relation to reported Domestic Violence (DV) Assaults, in reviewing the BOSCAR statistics Lachlan LGA is ranked 5th in the state, Forbes LGA 14th and Parkes LGA 19th for 2014/15. This is not a good result, however, this Command will remain focused on improving these results along with the Domestic Violence Liaison Officer (DVLO) Senior Constable Barton. White Ribbon Day is being conducted on 25 November. The NSW Police Force has announced funding will be provided for 24 additional DVLO’s across the state and Lachlan LAC may get one of these positions.

General discussion held as to why domestic violence incidents are high in this area and Supt. Taylor stated that many matters involve alcohol and/or drugs. It was also noted that 16% are recidivist offenders. In line with the new statewide policy for dealing with domestic violence, currently this Command is achieving a better conviction rates when using the video interview taken at the time of the incident.

It is discussed that whilst the Aboriginal Rugby League competitions appear it have a positive effect in the community and promote anti-violence programs, Supt. Taylor stated we are unable to determine if it has a direct influence in reducing domestic violence.

It was also discussed a Magistrate will not make a determination on whether to impose a custodial sentence upon a DV offender based on the availability of gaols.
**Crime Statistics**

The meeting reviewed the crime results and control charts for each LGA as at the end of October for the following categories:

- Sexual Assault (Adult)
- Assault (Alcohol & Non-DV)
- Assault (Non-DV)
- Robbery
- Steal from Person
- Break and Enter – Dwelling
- Steal from Dwelling
- Break and Enter – Non-Dwelling
- Malicious Damage
- Stolen Vehicles
- Steal from Motor Vehicle
- Steal from Retail Store
- Drug Detection – Supply
- Fraud
- Move On
- Person Searches

The majority of crime categories are under target which is a good result. There is a spike being experience in ‘Steal from Motor Vehicle’ which is 16 over the target. In relation to Frauds, there has been increase in callers claiming to be the Taxation Office in an attempt to defraud monies from members of the community.

**Drugs**

In relation to Drugs in the community, there have been a number of Search Warrants conducted by police which have resulted in some offenders being charged with offences concerning prescription drugs. Police are also conducting vehicle search for drugs which has results in some detections. Police are liaising with local doctors in an attempt to reduce the misuse of prescription drugs and the on-selling of these medications. Supt. Taylor indicated that whilst drugs are present in our community, locally we are not experiencing the high levels of violence from drugs use like other areas. Similarly, we are not experiencing high level of crime being committed to support drug habits which is good. There is a local issue with the use of some prescription medication which police are addressing.

**UPCOMING EVENTS**

**Parkes**

- **Elvis Festival 2016** – Planning is underway for the Elvis Festival and police will continue to liaise with organising committee and licensees.
- **Truancy** – Youth Liaison Officer S/C Biles is continuing to work with Dept. of Education and Training in respect to truancy. To ensure parents are responsible for getting their children to school, police can apply for Compulsory Schooling Orders through the courts.
- **Operation Smile** – This Command is introduced Operation SMILE (Sixty Minutes Intensive Law Enforcement) in Parkes with plans to roll it out across the Command. It involves the four teams at Parkes being assigned a geographical area to which they are tasked to visit periodically. Officer will liaise with the residents and community members in the areas where problems have been identified about any concerns they may have.

**Forbes**

- **Vanfest** – Planning for this years’ the event which will be held over 2 nights on 4-5 December has commenced and it is expected 25-30 officers will be working at the venue. The organisers are expecting approx. 8000 people to attend. From a policing prospective this event went well last year with the security staff working well with police. This Command is being assisted from neighbouring Commands with staffing requirements for the event.
Truancy – Youth Liaison Officer S/C Biles is continuing to work with Dept. of Education and Training in respect to truancy. To ensure parents are responsible for getting their children to school, police can apply for Compulsory Schooling Orders through the courts.

Lachlan

Truancy - Youth Liaison Officer S/C Biles is continuing to work with Dept. of Education and Training in respect to truancy. To ensure parents are responsible for getting their children to school, police can apply for Compulsory Schooling Orders through the courts.

Festive Season/Warmer Month – Due to the warmer months and festive season approaching, it is expected that anti-social behaviour will increase and police will be rostered accordingly to address these issues.

Aboriginal Community Liaison Officer (ACLO) – Discussion held regarding possibility of a female ACLO position, this issue was raised at a recent meeting attended by Mr Hunt from the Lachlan Shire Council. This Command has one designated ACLO position, however, a number of years ago there was a program which enabled this Command to employee an additional ACLO who was female, however, this funding has since ceased. Parkes Shire Council indicated they have an Aboriginal Project Officer, Amanda Corcoran, whose position is funded in conjunction with Northparkes Mines. Ms Corcoran has worked with the Parkes Aboriginal Working Party and the Currajong Street Medical Centre which has resulted in the creation of the Aboriginal Medical Centre. Further information regarding the formation of this position will be passed onto the Lachlan Shire Council.

Youth Club in Lachlan Shire – From meetings held with the Dept. of Education concerning truancy, the lack adequate Youth Club facilities has been highlighted. The current Youth Club has a small centre which operates at Condobolin on 1 or 2 nights a week. It was discussed that funding for such centres is difficult to obtain.

STAFFING

This Command has a new Probationary Constable commencing duties at Parkes next month. There is currently one Constables position vacant at Forbes and one at Peak Hill. There will soon be a vacant Sergeants position at Peak Hill which will be filled in due course.

GENERAL BUSINESS

Illegal Hunting Operation – Police conducted an Operation over the October long weekend at Tottenham and Tullibigeal areas with a number of minor offences being detected.

CCTV in Parkes – Supt. Taylor indicated the quality of some of the CCTV footage in Parkes was an issue recently, Parkes Shire Council to review that particular area to ensure camera quality is sufficient.

Crime Prevention Officer (CPO) – The Lachlan Command’s CPO Senior Constable Daniel Greef is available to provide security inspections for businesses and residences. He is also available for community events and relevant presentations.

New Format for CSPC Meetings – Supt. Taylor indicated the new format for these meetings will encourage input from the councils with advice concerning major events/projects, planning developments, proposed road works/closures, youth programs and issues, CCTV updates and crime prevention programs and updates.

Meeting Closed at 11.25am.

Meeting dates for 2016 to be advised.
Media Release

2016-17 RATE PEG FOR NSW LOCAL COUNCILS
4 December 2015

Increases in the general income local councils can earn will be capped at 1.8% in 2016-17 reflecting minimal rises in council costs.

The rate peg is determined by the Independent Pricing and Regulatory Tribunal (IPART) each year and sets the maximum general income NSW councils can collect. The main component of general income is rates revenue, but it also includes some annual user charges. It excludes stormwater, waste collection, water and sewerage charges.

Announcing the annual rate peg today, IPART Chairman Peter Boxall said the rate peg is determined by changes in the Local Government Cost Index (LGCI) that measures changes in the average costs faced by councils, and consideration of a factor to capture improvements in productivity.

"The Local Government Cost Index increased by 1.78% in the year to September 2015, reflecting the continuing low inflationary environment and modest rate of public sector wages growth since late 2012," Dr Boxall said.

"When costs are stable there is no justification to increase the burden on ratepayers beyond inflation.

"Since the rate peg applies to general income in total, and not to individual rate assessments, it is up to each council to determine whether to apply the allowed increase in full and the impact on individual rate assessments.

"Similarly, if councils want to increase their revenue by more than the rate peg they will need to consult with their communities before applying to IPART for a special variation."

The deadline to notify IPART of a special rate variation is 11 December 2015.

A fact sheet on the rate peg is available on IPART’s website: www.ipart.nsw.gov.au.

Media contact: Julie Sheather 02 9290 8403 or 0409 514 643

IPART is required to set the rate peg each year under delegation from the NSW Minister for Local Government.
Local Government rate peg 2016-17—fast facts

- There are 152 local councils in NSW. Councils wanting to increase their revenue by more than the rate peg need to apply for a special variation. Councils wishing to apply for special variations must notify IPART by 11 December 2015.

- The IPART rate peg is a maximum allowable increase to council general income. Individual councils determine how that maximum increase is applied. For example, some rates might increase by more than 1.8% and others may increase by less as long as the total increase in general income does not exceed 1.8%.

- The 2016-17 rate peg of 1.8% consists of two underlying components: (1) the increase in the Local Government Cost Index (LGCI) in the year to September 2015 of 1.78%; (2) with a zero productivity adjustment. On this occasion, we have made a zero adjustment to the LGCI when calculating the rate peg for 2016-17, to reflect that the change in productivity is not material (a decline of 0.05%).

- The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We will continue to consider a productivity factor in determining future rate peg increases.

- The Local Government Cost Index (LGCI) measures price movements of a representative ‘basket’ of inputs that are used to deliver local council services, in a similar way the Australian Bureau of Statistics (ABS) measures the Consumer Price Index (CPI). The main components of the index and their percentage share of the overall index are:
  - Employee benefits and on-costs (41.8%)
  - Construction works — roads, drains, footpaths, kerbing, bridges (14.0%)
  - Other expenses (8.6%)
  - Buildings — non-dwelling (6.1%)
  - Other business services — including items such as contractor and consultancy costs (5.8%)
  - Electricity (3.7%)
  - Plant and equipment — machinery (3.7%)
  - Road, footpath, kerbing, bridge and drain building materials (3.1%).

---

1 The 15-year average change in market sector value-added multifactor productivity, quality adjusted hours worked, was -0.30%.
Rate peg for NSW councils for 2016-17

4 December 2015

WHAT

This Fact Sheet summarises IPART's decision on the rate peg for NSW councils in 2016-17.

For 2016-17, we have set the rate peg at 1.8% based on the change in the Local Government Cost Index (LGCI) and a consideration of a productivity factor.

WHY

The LGCI measures price changes over the past year for goods, materials and labour used by an average council. We consider an adjustment for a productivity factor to the LGCI strikes a balance between ensuring that councils can meet the increased costs of delivering services resulting from price changes and making sure that councils share productivity gains with ratepayers.

IMPACTS

The rate peg sets the maximum increase in each council's general income for the 2016-17 financial year. The rate peg applies to general income in total, and not to individual ratepayers' rates.

Councils have discretion to determine how to allocate this increase between different ratepayer categories. Individual rates are also affected by other factors, such as land valuations.

WHAT NEXT

Councils must not increase general income by more than the rate peg. Councils requiring additional general revenue may apply to IPART for a special variation.

Councils applying for a special variation must satisfy the criteria listed in the Office of Local Government's Guidelines. The Guidelines require that councils establish a need for a special variation through the Integrated Planning and Reporting (IP&R) Process. This includes undertaking long term financial planning, ensuring community awareness of the need and extent of the proposed increase in rates, and consideration of the impact on ratepayers and the community's capacity and willingness to pay. In addition, councils must meet criteria related to productivity improvements.

IPART's website includes information on the special variation requirements and recent applications from councils.
1 What is the Local Government Cost Index (LGCI) and how do we measure change?

For more detail on the Local Government Cost Index see our Fact Sheet, Local Government Cost Index Survey 2015 published in October 2015. This is available on our website.

The LGCI is a price index for councils in NSW. It is similar to the Local Government Price Index used in South Australia and similar in principle to the Consumer Price Index (CPI), which is used to measure changes in prices for a typical household.

The LGCI is designed to measure the average change in prices of a fixed ‘basket’ of goods and services that are purchased by councils, relative to the prices of the same basket in a base period. The index has 26 cost components, such as employee benefits and on-costs, and building materials for roads, bridges and footpaths. The cost components represent the purchases made by an average council to undertake its typical activities. We constructed the index in 2010 based on a survey we undertook of NSW councils’ expenditure in 2008-09 and 2009-10. The 2015 cost survey will update the expenditure weightings to ensure the relativities of the cost items within the LGCI remain accurate. The updated LGCI will be used to calculate the 2017-18 rate peg.

We use the change in the LGCI in the year to September 2015 to inform the rate peg for 2016-17. This is the latest available information at the time we set the rate peg. The change in the LGCI in the year to September 2015 was 1.78%.

The main contributors to increasing the level of the index over the year ending September 2015 were:

- an increase of 2.4% in employee benefits and on-costs, measured by the ABS wage price index for the NSW public sector
- an increase of 5.1% in other business services costs (eg, materials and contracts such as other operating leases, contractor and consultancy costs), measured by the ABS producer price index for other administrative services, and
- an increase of 3.6% in plant and equipment (machinery), measured by the ABS producer price index for motor vehicle and motor vehicle part manufacturing, Australia.

Partly offsetting these impacts were decreases in electricity prices of 6.6%, and automotive fuel prices of 11.4%. See Section 3 below for a table showing the price changes in cost items for all components of the LGCI.

2 How did we determine the productivity factor for the 2016-17 rate peg?

The rate peg includes a productivity factor to allow ratepayers to share in council productivity gains. We calculated the productivity factor using the ABS market sector value-added multifactor productivity (MFP) based on quality adjusted hours worked. Based on this methodology, average productivity declined by 0.05% over the past 15 years. Since this change in productivity is not material, we have made a zero adjustment to the LGCI when calculating the rate peg for 2016-17. For more information on the productivity factor see our Fact Sheet – Productivity for cost indices published in October 2014. This is available on our website.
3 Local Government Cost Index (LGCI)

The rise in the LGCI for the year ended September 2015

<table>
<thead>
<tr>
<th>Cost Items</th>
<th>Effective weight as at end Sep 2014 (%)</th>
<th>Price change to end-Sep 2015 (% annual average)</th>
<th>Contribution to index change (percentage points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating cost items</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits and on-costs</td>
<td>41.8</td>
<td>2.4</td>
<td>1.00</td>
</tr>
<tr>
<td>Plant &amp; equipment leasing</td>
<td>0.4</td>
<td>-0.6</td>
<td>0.00</td>
</tr>
<tr>
<td>Operating contracts</td>
<td>1.3</td>
<td>4.2</td>
<td>0.05</td>
</tr>
<tr>
<td>Legal &amp; accounting services</td>
<td>1.1</td>
<td>2.2</td>
<td>0.02</td>
</tr>
<tr>
<td>Office &amp; building cleaning services</td>
<td>0.2</td>
<td>1.3</td>
<td>0.00</td>
</tr>
<tr>
<td>Other business services</td>
<td>5.8</td>
<td>5.1</td>
<td>0.30</td>
</tr>
<tr>
<td>Insurance</td>
<td>1.9</td>
<td>4.3</td>
<td>0.08</td>
</tr>
<tr>
<td>Telecommunications, telephone &amp; internet services</td>
<td>0.5</td>
<td>-4.0</td>
<td>-0.02</td>
</tr>
<tr>
<td>Printing publishing &amp; advertising</td>
<td>0.5</td>
<td>1.0</td>
<td>0.01</td>
</tr>
<tr>
<td>Motor vehicle parts</td>
<td>0.5</td>
<td>1.4</td>
<td>0.01</td>
</tr>
<tr>
<td>Motor vehicle repairs &amp; servicing</td>
<td>0.7</td>
<td>0.4</td>
<td>0.00</td>
</tr>
<tr>
<td>Automotive fuel</td>
<td>1.2</td>
<td>-11.4</td>
<td>-0.14</td>
</tr>
<tr>
<td>Electricity</td>
<td>3.7</td>
<td>-6.6</td>
<td>-0.25</td>
</tr>
<tr>
<td>Gas</td>
<td>0.1</td>
<td>5.1</td>
<td>0.00</td>
</tr>
<tr>
<td>Water &amp; Sewerage</td>
<td>0.5</td>
<td>1.8</td>
<td>0.01</td>
</tr>
<tr>
<td>Road, footpath, kerbing, bridge &amp; drain building materials</td>
<td>3.1</td>
<td>1.3</td>
<td>0.04</td>
</tr>
<tr>
<td>Other building &amp; construction materials</td>
<td>0.8</td>
<td>2.5</td>
<td>0.02</td>
</tr>
<tr>
<td>Office supplies</td>
<td>0.3</td>
<td>-4.0</td>
<td>-0.01</td>
</tr>
<tr>
<td>Emergency services levies</td>
<td>1.4</td>
<td>1.5</td>
<td>0.02</td>
</tr>
<tr>
<td>Other expenses</td>
<td>8.6</td>
<td>1.8</td>
<td>0.16</td>
</tr>
<tr>
<td>Capital cost items</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buildings – non-dwelling</td>
<td>6.1</td>
<td>2.5</td>
<td>0.15</td>
</tr>
<tr>
<td>Construction works – road, drains, footpaths, kerbing, bridges</td>
<td>14.0</td>
<td>1.3</td>
<td>0.18</td>
</tr>
<tr>
<td>Construction works – other</td>
<td>1.4</td>
<td>1.3</td>
<td>0.02</td>
</tr>
<tr>
<td>Plant &amp; equipment – machinery, etc</td>
<td>3.7</td>
<td>3.6</td>
<td>0.13</td>
</tr>
<tr>
<td>Plant &amp; equipment – furniture, etc</td>
<td>0.2</td>
<td>2.6</td>
<td>0.01</td>
</tr>
<tr>
<td>Information technology &amp; software</td>
<td>0.3</td>
<td>-5.7</td>
<td>-0.01</td>
</tr>
<tr>
<td><strong>Total change in LGCI</strong></td>
<td><strong>100</strong></td>
<td></td>
<td><strong>1.78</strong></td>
</tr>
</tbody>
</table>

*Includes miscellaneous expenses with low weights in the Index, e.g., councillor and mayoral fees.

Note: Figures may not add due to rounding. Percentage changes are calculated from unrounded numbers.
DIRECTOR CORPORATE SERVICES
REPORT TO COUNCIL
PART I
INTRODUCTION:

The Local Government (General) Regulations require that the responsible accounting officer provide a written report to the Ordinary Meeting of the Council giving details of all monies invested. Council’s investment strategy takes into consideration the desirability of diversifying investments and the nature and risk associated with the investments.

AUTHORISATION:

Council is authorised by s625 of the Local Government Act to invest its surplus funds. Funds may only be invested in the forms of investment notified by Order of the Minister dated 12 January 2011. The Local Government (General) Regulations prescribe the records that must be maintained in relation to Council’s investments.

INVESTMENT OVERVIEW:

The size of the investment portfolio may vary from month to month as a result of cash flows for the period. Cash outflows (expenditure) vary from stable to moderate from one month to another. Cash inflows (income) are cyclical and are largely dependent on the rates instalment due dates and the timing of grant payments including receipt of Roads and Maritime Services (RMS) payments and the Financial Assistance Grant. Council’s four peak income months are August, November, February and May.

COMMENTARY – NOVEMBER 2015:

The increase in the investment balance is reflective of the timing of cash flows for the period and is largely attributed to the payment receipt from Roads and Maritime Services, Financial Assistance Grant instalment and receipt of the second rates instalment.

At its meeting on Tuesday 1 December 2015 the Reserve Bank of Australia (RBA) decided to leave the cash rate unchanged at 2.0 per cent.

The global economy is expanding at a moderate pace, with some softening in conditions in the Asian region, continuing US growth and a recovery in Europe. Key commodity prices are much lower than a year ago, reflecting increased supply, including from Australia, as well as weaker demand. Australia’s terms of trade are falling. In Australia, the available information suggests that moderate expansion in the economy continues in the face of a large decline in capital spending in the mining sector. Inflation is low and should remain so, with the economy likely to have a degree of spare capacity for some time yet. Inflation is forecast to be consistent with the target over the next one to two years.

At today’s meeting the Board again judged that the prospects for an improvement in economic conditions had firmed a little over recent months and that leaving the cash rate unchanged was appropriate. Members also observed that the outlook for inflation may afford scope for further easing of policy, should that be appropriate to lend support to demand.

TOTAL INVESTMENT AT 30 NOVEMBER 2015:

Council’s investment portfolio at the 30 November 2015 totalled $39,672,297.76
Council’s investment portfolio is diversified across a number of investment types and is spread across a number of financial institutions. The various investment types may include managed funds, term deposits, bank bills and on-call accounts.

Investment performance detail is reported in the following graph in terms of actual investment income earned versus budget year to date at 30 November 2015.

![INCOME EARNED VERSUS BUDGET](image)

The following graph represents actual investment return against 90 day BBSW rate and the official cash rate for the year to date at 30 November 2015. The weighted average return on investments to 30 November 2015 for the 2015/16 financial year is 2.96%. The weighted average return on the investment portfolio as at 30 November 2015 was 2.81%.

![BANK BILLS RETURNS AGAINST BENCHMARK](image)

The following graph represents the apportionment of invested Council funds (excluding Westpac Consolidated Fund) at the 30 November 2015.
The following graph represents the financial institution breakdown of invested Council funds (excluding Westpac Consolidated Fund) at the 30 November 2015.

The following graphs illustrate Council's apportionment of Investment types at the 30 November 2015.

The investment portfolio is regularly reviewed in order to maximise investment performance while also minimising risk. The graph below demonstrates Council's investment distribution according to the institute's credit rating and confirms compliance of Council's investments within legislative and policy limits.
Certification – Responsible Accounting Officer:

I hereby certify that the investments within Council’s portfolio 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 Policy number CS016.

**RECOMMENDATION**

That Council receive and note the information within the report and the Certificate of the Responsible Accounting Officer.

**CLAUSE 2 – RATES & CHARGES COLLECTION – NOVEMBER 2015**

<table>
<thead>
<tr>
<th></th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/2016 Levy</td>
<td>11,498,535.09</td>
</tr>
<tr>
<td>Pensioner Rebates</td>
<td>324,787.51</td>
</tr>
<tr>
<td>Net Levy</td>
<td>11,823,322.60</td>
</tr>
<tr>
<td>Amount Collected</td>
<td>6,229,099.57</td>
</tr>
<tr>
<td><strong>Current</strong></td>
<td><strong>5,594,223.03</strong></td>
</tr>
<tr>
<td>Current Interest</td>
<td>15,228.88</td>
</tr>
<tr>
<td>Arrears (+ Interest)</td>
<td>502,410.65</td>
</tr>
<tr>
<td>Legals</td>
<td>54,317.65</td>
</tr>
<tr>
<td>Postponed (+ Interest)</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Outstanding</strong></td>
<td><strong>6,166,180.21</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That Council receive and note the information.

**CLAUSE 3 – ROAD CLOSURE APPLICATION: UNFORMED ROADS**

Council has received notice from Department of Primary Industries, Lands advising that it is considering an application for closure of an unformed public road. Council has been asked to consider whether it has any interests which may be affected by the closing of this road. Council’s Corporate, Planning and Engineering departments have all assessed the application, their comments are listed below.
Regarding roads under the Crown’s authority, the Department does not require Council’s consent to approve these closures. However, if Council objects to the closure, it has the right to apply to the Department to have the road transferred to its authority. Regarding the road under Council’s authority, the Department does require Council’s consent to approve the closure; if the road appears to be unconstructed it will vest back to the Crown for disposal.

Proposed road closure:

i). Parish of Bocabidgile - Crown road at Forbes bounded to the north by Yarrabandai Road and to the south by Bedgerabong Road (File Ref: 09/07077, Cluster No. 557583).

**Staff Comment:** No objection to the closure noting that the parcel including Lot 91 DP653272 (marked in blue on the map below) will lose it official legal access from Yarrabandai Rd, however the access used from Bedgerebong Rd is protected by rights of access (marked in green on the map below) over the TSR, Aerodrome (Dr Young Drive), and the freehold properties 202/1156067 and 203/1156067.
RECOMMENDATION

That Council advise the Department of Primary Industries, Lands that it has no objection to the proposed road closure of the Crown road at Forbes in the parish of Bocobidgle bounded to the north by Yarrabandai Road and to the south by Bedgerabong Road (File Ref: 09/07077, Cluster No. 557583).

CLAUSE 4 – PROCUREMENT REPORTING

Council’s Procurement Policy seeks to provide clear guiding principles for the procurement process to assist in ensuring best value for money, cost effectiveness, meeting the needs of the community, good management practices, transparency, probity and environmental performance. The following report addresses the Policy requirement for exception reporting.

Reporting of Exceptions

Council’s Procurement Policy requires exception reporting as follows:

1). That for all purchases of $2,000 up to $19,999, should the minimum number of quotations not be obtained, supporting commentary justifying this must be provided along with the responsible Director’s approval. Details of the transaction must also be reported to Council.

The following purchases were made between 10 November 2015 and 7 December 2015 where the minimum requirement for three (3) quotations was not met:

<table>
<thead>
<tr>
<th>Number</th>
<th>Supplier</th>
<th>Description</th>
<th>Quotes</th>
<th>Reason for non-compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cadia Group Pty Ltd</td>
<td>4 x 375mm Blue Brute pipe and 6 x 375mm gibaults</td>
<td>1</td>
<td>Required urgently – supplier had items in stock.</td>
</tr>
<tr>
<td>2</td>
<td>Komatsu Australia Pty Ltd</td>
<td>Hire of Komatsu GD555-5 grader</td>
<td>1</td>
<td>Only hire grader available at the time.</td>
</tr>
<tr>
<td>3</td>
<td>Bruno Altn &amp; Co Pty Ltd</td>
<td>Supply and deliver RCBC and headwalls</td>
<td>1</td>
<td>Ordered to suit other components held in stock.</td>
</tr>
<tr>
<td>4</td>
<td>W A Knights Steel Fabrication</td>
<td>Supply and erect fence Lions Park</td>
<td>1</td>
<td>Approached three local suppliers and only one quoted.</td>
</tr>
<tr>
<td>5</td>
<td>Shead &amp; Nicholson Pty Ltd</td>
<td>Electrical upgrade of JREC Unit 3</td>
<td>2</td>
<td>Third supplier contacted three times but didn’t supply quote.</td>
</tr>
<tr>
<td>6</td>
<td>ARC</td>
<td>Supply and deliver material for Bundaburrah rehab</td>
<td>1</td>
<td>Closest supplier with available stock.</td>
</tr>
<tr>
<td>7</td>
<td>A F Allen Treelopping Service</td>
<td>Lop tree on lake, William Street</td>
<td>1</td>
<td>Only local supplier available.</td>
</tr>
<tr>
<td>8</td>
<td>Walton Smith Consultants</td>
<td>Preparation and building inspection and audit of JREC</td>
<td>1</td>
<td>Two other suppliers contacted were not interested in the work.</td>
</tr>
<tr>
<td>9</td>
<td>Outback Soils</td>
<td>Construction works Harold Street</td>
<td>1</td>
<td>Started job and reliable contractor.</td>
</tr>
<tr>
<td>10</td>
<td>Karaitiana Staging &amp; Events</td>
<td>Hire children’s rides for Australia Day</td>
<td>1</td>
<td>Other suppliers contacted were already booked out.</td>
</tr>
</tbody>
</table>
2). The General Manager is delegated authority to authorise the awarding of works and expenditure up to $19,999 where 3 quotes are gathered. Details of any contracts awarded or purchases of goods or services under this delegated authority for works in excess of $20,000 must be authorised by two (2) Councillors and the responsible Director’s/Manager Communication & Development/Manager Information Technology and reported to Council.

The following purchases over $20,000 requiring approval by Councillors and staff made between 10 November 2015 and 7 December 2015:

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIL</td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That Council receive and note the information.

**CLAUSE 5 – REVOCATION OF OPERATIONAL POLICIES**

As part of a review of Council’s operational policies, a number of policies have been identified as obsolete and should be formally removed from Council’s policy register. The list of policies and the reason they are now redundant is provided below.

<table>
<thead>
<tr>
<th>Policy</th>
<th>Reference</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access to Council’s Documents Policy</td>
<td>CS/043</td>
<td>Policy has been superseded by Right to Information Policy reference CS/067 adopted 17 February 2011.</td>
</tr>
<tr>
<td>Amusement Centre Regulations</td>
<td>ESP/002</td>
<td>Policy is no longer needed as legislative requirements were repealed with the adoption of Local Government Act 1993.</td>
</tr>
<tr>
<td>Annual Leave Operation</td>
<td>CS/045</td>
<td>Policy has been superseded by Management of Annual Leave and Leave in Lieu Policy reference CS/066 adopted 16 December 2010.</td>
</tr>
<tr>
<td>Electronic Mail Policy</td>
<td>CS/003</td>
<td>Policy has been superseded by Records Management Policy reference CS/020 adopted 18 June 2015.</td>
</tr>
<tr>
<td>Staff - Higher Duties Policy</td>
<td>S40/066</td>
<td>Policy has been superseded by Higher Duties Policy reference CS/011 adopted 8 July 2014.</td>
</tr>
<tr>
<td>Noxious Weeds Eradication Policy - Section 18 &amp; 20 Notices &amp; Prosecutions</td>
<td>ESP/009</td>
<td>Policy has been superseded by delegations 439 and 440 from Council’s Staff Delegation Register.</td>
</tr>
<tr>
<td>OH&amp;S Policy</td>
<td>CS/042</td>
<td>Policy has been superseded by Work Health &amp; Safety Policy reference CS072 adopted 16 February 2012.</td>
</tr>
<tr>
<td>Rewards Policy</td>
<td>CS/040</td>
<td>Policy is no longer required as practice is no longer implemented by Council.</td>
</tr>
</tbody>
</table>
RECOMMENDATION

That Council remove the policies: Access to Council’s Documents Policy (CS/043); Amusement Centre Regulations (ESP/002); Annual Leave Operation (CS/045); Electronic Mail Policy (CS/003); Staff - Higher Duties Policy (S40/066); Noxious Weeds Eradication Policy - Section 18 & 20 Notices & Prosecutions (ESP/009); OH&S Policy (CS/042); and Rewards Policy (CS/040) from operational control.

CLAUSE 6 – REVIEW OF POLICY: INVESTMENT POLICY

The annual review of Council’s Investment Policy has been undertaken and a marked up version is appended for Council’s review (Refer Appendix 1). There have not been any major changes to the Policy rather a general tidy up. There have been no revisions to the Ministerial Investment Orders since that issued on 17 February 2011 which is currently included in Council’s Investment Policy. Council’s Policy continues to satisfy the recommendations of the Review of NSW Local Governments Investments in April 2013.

RECOMMENDATION:

That Council adopt the Investment Policy into the current policy register for integration into operational controls with a review date of February 2017.

CLAUSE 7 – REVIEW OF POLICY: ROADSIDE TIMBER COLLECTION POLICY

Council’s Corporate Services and Engineering departments have undertaken a periodic review of Council’s Roadside Timber Collection Policy adopted 11 April 2011. This policy allows for the collection of fallen timber in road reserves under Council’s authority. Requirements of the policy include:

- Written approval of Council;
- Evidence of public liability (minimum $20 million);
- Only fallen timber may be collected i.e. no felling of any standing timber; and
- Timber must only be collected in safe areas that do not obstruct or impact passing traffic.

Council staff have identified issues with this policy, the most important of which are:

- Inadequate insurance cover for the applicant (most applicants provide evidence of their home insurance which usually does not cover activities away from the home location);
- Council does not have the resources or mechanism to ensure the activity is being conducted safely and that only fallen timber is being collected; and
- Council has public liability exposure by giving its consent to the collection of timber in its road reserves.

Council receives approximately 20 applications per year under this policy. Council staff consider that the benefits of this policy are outweighed by the potential risks to Council and the applicant and therefore recommends that Council no longer endorse the collection of timber from road reserves under Council’s control.

A copy of the amended policy is attached (Refer Appendix 2).
RECOMMENDATION

That Council adopt the amended Roadside Timber Collection Policy into the current policy register for integration into operational controls with a review date of February 2017.

CLAUSE 8 – REVIEW OF POLICY: CODE OF MEETING PRINCIPLES AND PRACTICES POLICY

Corporate Services has undertaken a periodic review of Council's Code of Meeting Principles and Practices Policy adopted 20 October 2011 and recommends that minor amendments be made, being:

i). amendment to the ‘Related Documents’ section on page 2 of the policy; and
ii). addition of point (i) to clause 7.2 - Subject matter of closed meetings.

The amended pages are attached (Refer amended page attached at Appendix 3).

Council is required to place its draft Code on public exhibition for 28 days with the submission period open for 42 days.

RECOMMENDATION


CLAUSE 9 – REVIEW OF POLICY: MODEL CODE OF CONDUCT

Corporate Services has undertaken a periodic review of Council’s Model Code of Conduct Policy adopted 21 February 2013 and recommends that minor amendments be made to the ‘Related Documents’ section on page 2 of the policy (Refer amended page attached at Appendix 4).

When considering amendment of the Code, Council must be mindful of Section 440 of the Local Government Act which requires that Council’s Code of Conduct must not be inconsistent with the Minister’s model code of conduct, The Model Code of Conduct for Local Councils in NSW, published in the Government Gazette on 13 November 2015.

RECOMMENDATION

That Council adopt the amended Model Code of Conduct Policy into the current policy register for integration into operational controls with a review date of February 2017.

Amity Howe
DIRECTOR CORPORATE SERVICES
Forbes Shire Council

Investment Policy

Policy Number: CS016
Minute Number: 711/2014
Date approved: 21 August 2014
Effective: 21 August 2014
Contact Officer: Director Corporate Services
1. PURPOSE:

The purpose of this policy is to provide a framework for investing surplus Council funds at the most favourable rate of interest whilst having due consideration to the risk and security profile of the investment type and liquidity requirements of the organisation.

In exercising the power to invest, consideration is to be given to the following elements: preservation of capital, liquidity and the return on investment.

1. Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that safeguards the investment portfolio. This includes managing credit and interest rate exposure risk within identified thresholds and parameters.

2. Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

3. Investments are expected to achieve a market average rate of return in line with Council’s risk tolerance.

Legislative Requirements

All investments are to be made in accordance with the following (Refer Attachments also):

- Local Government Act 1993 - Sections 412, 413 & 625;
- Part 2 Government Information (Public Access) Regulation 2009;
- Local Government (General) Regulation 2005 – Clause 212;
- Ministerial Investment Order – dated 12 January 2011;
- Trustee Act 1925 (NSW);
- Local Government Code of Accounting Practice and Financial Reporting;
- Australian Accounting Standards; and
- Department of Local Government Circulars.

Delegation of Authority

Authority for implementation of this Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager has authority to invest surplus funds and may delegate this function to the Director Corporate Services, Finance Manager and Accounting Assistant. Officers investing funds on behalf of Council must do so in accordance with this Policy.

Officers delegated authority to administer and/or manage Council’s investments shall be recorded and required to acknowledge they have received a copy of this Policy and understand their obligations in this role. Adequate controls are in place to safeguard Council’s assets, such as the separation of duties in relation to authorising and executing transactions through the requirement of two authorised signatories for each transaction.

The General Manager or his/her delegated representative is authorised to approve variations to this Policy if the investment is to Council’s advantage and/or due to revised legislation. Any variations to the Policy will be reported to Council at the next possible meeting.

Prudent Person Standard

The investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council’s investment portfolio to safeguard the portfolio in accordance with the spirit of this Investment Policy and not for speculative purposes.
**Ethics and Conflicts of Interest**

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council’s investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager as soon as they arise.

Independent investment advisors engaged on a fee paying basis are also required to declare that they have no actual or perceived conflicts of interest.

**Approved Investments**

All investments must be denominated in Australian Dollars. Investments are limited to those allowed by the Ministerial Order and include:

- Council may invest funds with Authorised Deposit-taking Institutions (ADI's) guaranteed under the Financial Claims Scheme which took effect from 1 February 2012 following the expiry of the previous Federal Government ADI guarantee.
- Commonwealth/State/Territory Government security eg. Bonds, or Debentures;
- Debentures issued by NSW Local Government;
- Interest bearing deposits issued by a licensed bank, building society or credit union (which, for new investments, must be senior/risk-ranking);
- Investments with NSW Treasury Corp/ Hourglass Investment Facility;
- Bills of exchange (<200 days duration) guaranteed by an authorised deposit-taking institution (ADI);
- Investments grandfathered under the previous Ministerial Order.

**Prohibited Investments**

This Investment Policy prohibits any investment carried out for speculative purposes including, but not limited to:

- Derivative based instruments (eg. Collateralised Debt Obligations);
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

**Risk Management Guidelines**

Investments obtained are to be considered in light of the following key criteria:

- Preservation of Capital – the requirement for preventing losses in an investment portfolio’s total value;
- Diversification – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market;
- Market Risk – the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices;
- Liquidity Risk – the risk an investor is unable to redeem the investment at a fair price within a timely period;
- Maturity Risk – the risk relating to the length of term of maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities; and
- Leveraging Risk – the magnification of an investor’s risk and return that occurs when the investor takes on financial leverage through an investment product.
Investment Strategy – Term to Maturity and General Constraints

Due to significant developments in the range and complexity of available investments in recent years, credit ratings alone cannot be considered a consistent indicator of risk across different investment types. That is to say, a cash based managed fund with a credit rating of AA does not have the same risk profile as a structured investment with a AA rating on principal only. In order to provide a more effective risk management framework therefore, this Policy sets different exposure and duration limits for different categories of investment.

Percentage limits in the following tables refer to percentages of the total portfolio.

(A) “Class A Investments”

Class A securities are defined as securities for which an institution with a rating meeting the criteria of paragraph (d) of the Minister’s Order (see Appendix) guarantees the total return of the security.

E.g. capital and income (or in the case of a floating rate security, a fixed margin above a floating benchmark). Structured securities and subordinated debt securities are explicitly NOT Class A Investments, unless this can be justified from their market valuations, as set out in (C) below.

Typical examples of Class A investments would be Term Deposits, Bank Bills and senior Floating Rate Notes offered by major banks and other well rated corporations.

For Class A securities, the following table applies:

<table>
<thead>
<tr>
<th>Long-term Credit Rating (Standard &amp; Poor’s or equivalent)</th>
<th>Short-term Credit Rating</th>
<th>Maximum Percentage With One Financial Institution</th>
<th>Maximum Percentage by Credit Rating</th>
<th>Maximum Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAA</td>
<td>A-1</td>
<td>25%</td>
<td>100%</td>
<td>10 years</td>
</tr>
<tr>
<td>AA+ to AA</td>
<td>A-2</td>
<td>20%</td>
<td>100%</td>
<td>8 years</td>
</tr>
<tr>
<td>A+ to A</td>
<td>B-3</td>
<td>5%</td>
<td>10%</td>
<td>5 years</td>
</tr>
<tr>
<td>BBB</td>
<td></td>
<td></td>
<td></td>
<td>1 year</td>
</tr>
</tbody>
</table>

The features of the security are to be consistent with the time horizon, risk parameters, and liquidity requirements of Council as set out in its investment strategy. Investments with counterparts below A Category (Long Term) are restricted to licensed banks, building societies and credit unions and must not exceed 10% per cent of the portfolio in total.

(B) Term-to-maturity Framework for the Portfolio

The investment portfolio is to be invested with the following term to maturity constraints.

<table>
<thead>
<tr>
<th>Overall Portfolio Term to Maturity Limits</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Portfolio % &lt; 1 Year</td>
<td>100%</td>
</tr>
<tr>
<td>Portfolio % &gt; 1 Year &lt; 3 Years</td>
<td>70%</td>
</tr>
<tr>
<td>Portfolio % &gt;3 Years &lt; 5 Years</td>
<td>50%</td>
</tr>
<tr>
<td>Portfolio % &gt; 5 Years</td>
<td>25%</td>
</tr>
</tbody>
</table>

(C) General

(i) Changes in Credit Ratings

If any of Council’s investments are downgraded such that they no longer fall within these investment policy guidelines, they will be divested as soon as is practicable.
(iii). Accounting for Premiums and Discounts

From time to time financial assets may be acquired at a discount or premium to their face value. Any such discount or premium is to be taken into account in line with relevant Australian Accounting Standards.

(iv). Advisory Services

Council may use the services of a suitably qualified and experienced investment advisor for the purposes of achieving the objectives of this Policy. Council’s investment advisor must be approved by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual, perceived or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the Investment Policy.

The independent advisor is required to provide written confirmation that they do not have any actual, perceived or potential conflicts of interest in relation to the investments they are recommending or reviewing. This includes a declaration that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

(iv). Investment Decisions

Forbes Shire Council will not make unpredictable investment decisions or be engaged in speculative investments.

Performance Benchmarks

<table>
<thead>
<tr>
<th>Investment</th>
<th>Performance Benchmark</th>
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<tbody>
<tr>
<td>Cash</td>
<td>11am Cash Rate</td>
</tr>
<tr>
<td>Cash Enhanced / Direct Investments</td>
<td>USSWA Bank Bill Index</td>
</tr>
<tr>
<td>Fixed Interest</td>
<td>USSWA Composite Bond Index</td>
</tr>
<tr>
<td>Diversified Funds</td>
<td>CPI + appropriate margin over rolling 3 year periods (depending upon composition of fund)</td>
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</table>

Ethical and Socially Responsible Investments:

Ethical and socially responsible investments (SRI’s) are a means for investors to support their principles and take into account considerations other than solely the financial return potential of particular investments. In addition to normal risk assessment, investments can be further evaluated in terms of environment, social and governance issues. A number of independent organisations have been established to evaluate and rate companies according to these criteria.

Subject to compliance with government legislation and the outlined investment strategy objectives, Council supports investments in Ethical or Socially Responsible Investments.

Safe Custody Arrangements

Investments may be held in safe custody on Council’s behalf, as long as the following criteria are met:

- A Safe Custody agreement is in place setting out the obligations of the custodian.
- Council retains beneficial control and ownership of all investments.
- Adequate documentation is provided verifying the existence of the investments.
- The Custodian conducts regular reconciliation of records with relevant registries and/or clearing systems.
- The Custodian has an AFS Licence issued by ASIC that explicitly covers custodial services.
FORBES SHIRE COUNCIL
ORDINARY BUSINESS PAPER – 17 DECEMBER 2015

The institution or Custodian recording and holding the assets will be:

- Austraclear or;
- An institution with an investment grade Standards and Poor’s or Moody’s credit rating or;
- An institution with adequate insurance, including professional indemnity insurance and other insurance considered prudent and appropriate to cover its liabilities under any agreement.

Non Financial Factors

When assessing an investment opportunity as part of the prudent person rule there will always be a number of factors, which are not easily quantifiable that should be considered. These factors may lead to accepting a lower rate of return on a particular investment. Staff who make such decisions should document the reasons to support their decisions. This will ensure accountability and transparency and enable those reasons to be identified at a later date.

The highest rate should not always be accepted, rather the investment which delivers the best value to Council, should be selected. This allows staff to include other factors when choosing an investment.

Factors which may be considered when choosing investments include:

- Transaction costs
- Ease of making transactions
- Ability to swap funds
- Level of service from an institution
- Benefit to Local Government
- Liquidity terms
- Reduced costs to other services
- Choosing ethical and socially responsible investments

Reporting and Reviewing of Investments

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register.

The documentary evidence must provide Council legal title to the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council’s behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to be appropriately recorded in Council’s financial records and reconciled at least on a monthly basis.

A monthly report will be provided to Council. The report will detail the investment portfolio in terms of performance (ie investment income earned versus budget year to date and relevant performance benchmarks as outlined in this policy), percentage exposure of total portfolio, maturity date and changes in market value.

This Investment Policy will be reviewed at least once a year or as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this Policy. Any amendment to the investment Policy must align with the ‘Delegation of Authority’ provisions of this Policy and be ratified by Council resolution.

For audit purposes, certificates must be obtained from the banks/fund managers/custodian confirming the amounts of investment held on Council’s behalf at 30th June each year.
Attachment A

Local Government Act 1993 – Section 412
Accounting records

1. A council must keep such accounting records as are necessary to correctly record and explain its financial transactions and its financial position.

2. In particular, a council must keep its accounting records in a manner and form that facilitate:
   (a) the preparation of financial reports that present fairly its financial position and the results of its operations, and
   (b) the convenient and proper auditing of those reports.

Local Government Act 1993 – Section 413
Preparation of financial reports

1. A council must prepare financial reports for each year, and must refer them for audit as soon as practicable (having regard to the requirements of section 416 (1) after the end of that year.

   Note: Under section 416 (1), a council’s financial reports for a year must be prepared and audited within 4 months after the end of year concerned, and under section 428 (2) (a) the audited financial reports must be included in the council’s annual report.

2. A council’s financial reports must include:
   (a) a general purpose financial report, and
   (b) any other matter prescribed by the regulation, and
   (c) a statement in the approved form by the council as to its opinion on the general purpose financial report.

3. The general purpose financial report must be prepared in accordance with this Act and the regulations and the requirements of:
   (a) the publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations, and
   (b) such other standards as may be prescribed by the regulations.

Local Government Act 1993 - Section 625
How may councils invest?

1. A council may invest money that is not, for the time being, required by the council for any other purpose.

2. Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.

   Note: See Gazette No 152 of 24.11.2000, p 12041.

3. An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.

4. The acquisition, in accordance with section 350, of a controlling interest in a corporation is not an investment for the purposes of this section.
FORBES SHIRE COUNCIL
Investment Policy

Attachment B

Circular No. 11-01
Date 17 February 2011
Doc. ID A232763

Contact Finance Policy Section
02 4428 4110
dig@dlg.new.gov.au

REVISED MINISTERIAL INVESTMENT ORDER

A revised Investment Order pursuant to section 625 of the Local Government Act 1993 has been issued. The Minister for Local Government signed the revised Order on 12 January 2011 and it was published in the NSW Government Gazette on 11 February 2011. It replaces the Order dated 31 July 2008. The revised Order is attached to this circular.

Changes to the Investment Order include:

- the removal of the ability to invest in the mortgage of land (part c) of the Investment Order dated 31 July 2008)
- the removal of the ability to make a deposit with the Local Government Financial Services Pty Ltd (part f) of the order dated 31 July 2008)
- the addition of “Key Considerations” in the revised Investment Order, which includes a comment that a council’s General Manager, or any other staff, with delegated authority by a council to invest in funds on behalf of the council must do so in accordance with the council’s adopted investment policy.

Councils are reminded that on 25 May 2010 the Division of Local Government issued Investment Policy Guidelines (Circular to Councils 10-11 refers). It is expected that all councils will by now have adopted an Investment Policy in accordance with the Guidelines.

Ross Woodward
Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

Department of Local Government
5 O’Keeffe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
02 4428 4100 102 4428 4199 102 4428 4209
dig@dlg.new.gov.au www.dig.new.gov.au

Forbes Shire Council | Investment Policy
Version 6 – Adopted 21 August 2014 (Minute No: 711/2014)
LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER
(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the Local Government Act 1993 and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

(a) any public funds or securities issued by or guaranteed by the Commonwealth, any State of the Commonwealth or a Territory;

(b) any debentures or securities issued by a council (within the meaning of the Local Government Act 1993 (NSW));

(c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the Banking Act 1959 (Cwlth)), but excluding subordinated debt obligations;

(d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;

(e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass Investment facility of the New South Wales Treasury Corporation.

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

Transitional Arrangements

(i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.

(ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations:

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council’s adopted investment policy.

Councillors have a fiduciary responsibility when investing. Councillors should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12th day of January 2011

Hon BARBARA PERRY MP
Minister for Local Government
FORBES SHIRE COUNCIL
ORDINARY BUSINESS PAPER – 17 DECEMBER 2015

Attachment C

Clause 212 of the Local Government (General) Regulation

Reports on council investments

(1). The responsible accounting officer of a council:

(a). must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:

(i). if only one ordinary meeting of the council is held in a month, at that meeting, or

(ii). if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and

(b). must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council’s investment policies.

(2). The report must be made up to the last day of the month immediately preceding the meeting.
Forbes Shire Council

Roadside Timber Collection Policy

Policy Number: ETS/018
Minute Number: 344/2011
Date approved: 31 April 2011
Effective: 31 April 2011
Authority: Engineering & Technical Services
Contact Officer: Director Engineering & Technical Services
1. **INTRODUCTION:**

   This policy recognises that standing and fallen timber within the shire of Forbes are an important source of habitat and food for many species of birds, mammals, reptiles and invertebrates, as well as being essential for maintaining woodland nutrient cycles. Roadside corridors are significant reserves of remnant vegetation and act as transport corridors for fauna between forests. Collection of timber from the roadsides represents a significant threat to the proper functioning of this environment. Collection of timber within road reserves also imposed an unmanageable duty of care on Council.

2. **OBJECTIVE:**

   To ensure the natural habitat values of Council-managed road reserves are protected, recognised and managed appropriately for the benefit of the environment and people, Council’s liability for activities undertaken within Council-controlled road reserves.

3. **SCOPE**

   This policy applies to all Council-managed road reserves within the Forbes Local Government Area.

4. **POLICY STATEMENT:**

   Council will permit the collection of timber from the roadsides under the following circumstances:

   - Written approval shall be sought
   - Evidence of public liability shall be provided (Max $20 million)
   - Only fallen timber may be collected — there will be no felling of any standing timber
   - The wood shall be used for private use only — not commercial

   Council will not permit the collection of timber from the roadsides under the following circumstances:

   - Where the Council is not the controller of the land; e.g. Stock Route or other Crown land
   - Where there is no safe place for the person to park the vehicle without obstructing traffic
   - Council does not endorse the collection of timber from Council-managed road reserves.
Forbes Shire Council

Code of Meeting Principles & Practices

Policy Number: CS/005
Minutes Number: 4959/2014
Date approved: 20 October 2014
Effective: 20 October 2014
Authority: Corporate Services
Contact Officer: General Manager
# FORBES SHIRE COUNCIL
## Code of Meeting Principles & Practices Policy

### Revision History

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### Change History

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### Related Documents

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<td>Circular 13-19: Guidelines on the Closure of Council and Committee Meetings,</td>
<td>Office of Local Government</td>
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<td>Council's Policy Register</td>
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<td>Public Forum Policy</td>
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<tr>
<td>Business Paper Policy &amp; Procedure</td>
<td>Council's Policy Register</td>
</tr>
</tbody>
</table>
A Council, or a Committee of Council of which all the members are Councillors, may close to the public so much of its meeting as comprises:

(a) the discussion of any of the matters listed in Clause 7.2 of this Code; or
(b) the receipt or discussion of any of the information so listed.

7.2 Subject matter of closed meetings

(1) In accordance with Section 10A of the Act, the following matters and information may be considered by Council in part of the meeting closed to the press and public:

(a) personnel matters concerning particular individuals (other than Councillors)
(b) the personal hardship of any resident or ratepayer;
(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
(d) commercial information or a confidential nature that would, if disclosed:
   i. prejudice the commercial position of the person who supplied it, or,
   ii. confer a commercial advantage on a competitor of the Council, or,
   iii. reveal a trade secret.
(e) information that would, if disclosed, prejudice the maintenance of law,
(f) matters affecting the security of the Council, Councillors, Council staff or Council property;
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
(i) alleged contraventions of any code of conduct requirements applicable under section 440 of the Act.

(2) A Council, or a Committee of the Council of which all the members are Councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

(3) A Council, or a Committee of a Council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

7.3 Limitations to closing meetings

A meeting is not to remain closed during the discussion of anything referred to in Section 10A(2) of the Act:

(a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security; and

(b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret - unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest. (Section 10B(1) of the Act)
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Forbes Shire Council
Code of Conduct - Model
## Revision History

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<td>V3</td>
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## Related Documents

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<tr>
<td>Model Code of Conduct for Local Councils in NSW, March 2013</td>
<td>Office of Local Government</td>
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<tr>
<td>Circular 14-J2 - Approval of the Internal Audit Bureau as an alternative provider of conduct reviewers, 4 February 2014 (reference A361544)</td>
<td>Office of Local Government</td>
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<td>Circular 14-J9 - Practice Direction 1: Additional guidance to complaints coordinators on the referral of code of conduct matters to conduct reviewers, 9 April 2014 (reference A361024)</td>
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<td>Code of Meeting Principles &amp; Practices Policy</td>
<td>Council's Policy Register</td>
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<td>Councillor Access to Information and Interaction with Staff Policy</td>
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<td>Corruption Plan</td>
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DIRECTOR ENGINEERING & TECHNICAL SERVICES
REPORT TO COUNCIL
PART I
CLAUSE 1 – REVIEW OF POLICY: WATER MAIN EXTENSION AND CONNECTION POLICY

The Engineering and Technical Services Department has undertaken a periodic review of Council’s Water Main Extension and Connection Policy.

The objectives of the policy are:

i). To provide consistent direction to customers and staff in relation to requests for connections and water main extensions where properties do not have direct access to a water main.

ii). To provide a consistent approach and guidelines in relation to the reimbursement of part of the cost of privately funded infrastructure where it is utilised by a third party.

The section titled “Reimbursement for developer provide infrastructure” provides an avenue for the reimbursement of a portion of the infrastructure costs as assessed by Council to the developer when third party connections are connected. The fourth dot point of this section indicates that:

Reimbursements would also cease to be applicable where properties are sold or the amount reduced by the fraction of properties sold if the main extension was servicing multiple lots.

It is proposed to delete this dot point as the clause is not clear when it is activated, for example when two (2) or more properties are sold or all the properties within the development are sold, and the application of the fraction of the properties sold is also unclear.

Through deleting this clause it provides an opportunity for the developer to recover a portion of the infrastructure costs within a six (6) year timeframe as per dot point three (3).

RECOMMENDATION:

That Council incorporate the Water Main Extension Policy into the current policy register for integration into operational controls with a review date of February 2017.

CLAUSE 2 - SEWER PUMPING STATION NO. 11 EXCESS ODOUR:

Background

There has been an ongoing odour problem at Pump Station No. 11 in Farnell Street adjacent to Forbes Lake. The odour relates to the detention time in two of the rising mains that discharge into Pump Station No. 11. The first rising main is from Pump Station No. 6 which is adjacent to the railway station and the second rising main is from Pump Station No. 2 in Ferry Street.

Discussion

Pump Station No. 6 catchment is located north of the rail line and included in the catchment is the commercial and industrial sewer in this area. The catchment area for Pump Station No. 2 is the hospital hill area; both rising mains are in excess of 700 metres. Pump Station No. 6 has a compressed air feed to reduce the toxicity of sewage in the rising main; this is having very little positive effect on the sewage.
When raw sewage is encapsulated without oxygen for an extended period the sewage becomes anaerobic; an anaerobic sewer is the decomposition of the carbon in the sewage and this process produces gases including Hydrogen Sulphides and Methane. When the anaerobic sewer is discharged into the pumping well at Pump Station No. 11 these gases are released to the atmosphere. Pump Station No. 11 is an open top station with a mechanical extraction system, the reason to have the pump station opened top is to ensure the gases disperse to the atmosphere and that the pump station does not become a danger to the staff or public. An excessive build-up of methane can become explosive, whilst elevated level of hydrogen sulphide can become toxic and could cause death. To capture these gases and put them through an earth odour bed is a possible solution but this would require major refurbishment and reconstruction at the pumping station.

The bacteria that cause these gases can be reduced substantially by the addition of an oxidising agent, such as hydrogen peroxide or oxygen. The oxygenation of the sewage would result in a reduction of the levels of these gases being released at Pump Station No. 11.

The initial investigation indicates this as a probable cause; however Council does not have all the equipment available to further investigate the solutions. Therefore further testing needs to be carried out by an independent consultation to gauge what would be the most cost effective method that would work in supplying an oxygen source to the raw sewage.

The discharge point from Pump Station No. 2 could be removed from Pump Station No. 11 and the sewage could enter the sewer reticulation system by installing a manhole at Lions Park with an earth bed garden which would lower the detention time by several hours and reducing the formation of the problem gases.

**RECOMMENDATION**

That Council:

i). call for an expression of interest to test and design an injection type oxygenation plant to address the elevated sulphite and methane levels being received at Pumping Station No. 11;

ii). staff alter the discharge point from Pump Station No. 2, from Pump Station No. 11 to a discharge manhole in Lions Park and install an earth bed garden at the same point.

John Zannes
DIRECTOR
ENGINEERING & TECHNICAL SERVICES
Forbes Shire Council

Water Main Extension and Connection Policy

Policy Number: ETS/023
Minute Number: ###
Date approved: ###
Effective: ###
Authority: Engineering & Technical Services
Contact Officer: General Manager
# FORBES SHIRE COUNCIL
## WATER MAIN EXTENSION & CONNECTION POLICY

## Revision History

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<th>Version</th>
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<td>13/12/2014</td>
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<td>V1</td>
<td>Initial Policy – Minute No: 1213/2012</td>
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<tr>
<td>V2</td>
<td>Amendment to the Reimbursement for developer provided infrastructure clause.</td>
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## Related Documents

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<thead>
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<td>InfoXpert Policy Register</td>
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1 OBJECTIVE

1. To provide consistent direction to customers and staff in relation to requests for connections and water main extensions where properties do not have direct access to a water main.

2. To provide a consistent approach and guidelines in relation to the reimbursement of part of the cost of privately funded infrastructure where it is utilised by a third party.

2 PREAMBLE

The background for this policy can be found in the Water Main Connection and Extension Policy Report to the December 2012 Council meeting.

3 POLICY

Connections within 225m from the end of a water main

- Council will provide a connection for a property whose nearest boundary is within 225m of a Forbes Water Supply water main.

- The connection shall be a standard connection (20mm size) unless a larger size is deemed required by Council’s Water & Sewer Engineer.

- The connection and water meter shall be located in the road reserve adjacent to the end of the main, and it will be the applicant’s responsibility to install and maintain that connection from the meter to their property.

- The private line should be laid at the same offset off the boundary as Council’s water main (normally 2.4m from the boundary), and should be laid with a minimum cover of 600mm generally or 750mm cover under driveway crossings. If Polyethylene pipe is to be used it shall be a minimum grade PE 100 and pressure rating PN 10. The contractor is required to obtain a road opening permit from Council for any excavation within the road reserve. The applicant is responsible for damage to any services or other infrastructure within the road reserve.

- Council will be responsible for providing the minimum pressure and water quality at the meter, not the boundary of the property.

Connections greater than 225m from the end of a water main

- Connections will not be allowed for properties greater than 225m from the main unless:
  
  (a). the applicant/owner pay for an analysis of the potential impacts on the system,
  
  (b). the applicant/owner meet the full costs of extending the water main to their property.

- In addition:
  
  (a). the applicant/owner making payment in full upfront for the extension, or if the design and construction is to be done by others;
  
  (b). Provide a design by a qualified practicing Civil Engineer to be approved by Council,
  
  (c). The construction be undertaken in accordance with Council’s “Forbes Water Construction Specification”.
Reimbursement for developer provided infrastructure

- If a third party requests to connect into or onto a privately funded water main they will be required to pay, in addition to the normal headworks and construction charges, an additional charge for part of the cost of the privately funded infrastructure they propose to use. This additional charge will be refunded by Council to the original provider of the infrastructure.

- Council is to decide the quantum of the reimbursement required by the 3rd party based on:
  
  i). the cost of the privately funded infrastructure,
  
  ii). the location of the connection to the main (fraction of main utilised by 3rd party) and,
  
  iii). the percentage of capacity utilised by the 3rd party connection.

- Reimbursement would be limited to within 6 years of practical completion of the water main.

- Reimbursements would also cease to be applicable where properties are sold or the amount reduced by the fraction of properties sold if the main extension was servicing multiple lots.

- The cost of the privately funded works to be determined by either:
  
  i). Council’s cost for installing the work,
  
  ii). based on the NSW Office of Waters reference rates for water mains, or

  iii). evidence such as receipts for the cost of the work if undertaken by private contractors.
DIRECTOR ENVIRONMENTAL SERVICES AND PLANNING
REPORT TO COUNCIL
PART I
**CLAUSE 1 – AMENDMENTS TO FORBES LOCAL ENVIRONMENTAL PLAN 2013**

The following have been identified as amendments that are required for the Forbes Local Environmental Plan 2013.

<table>
<thead>
<tr>
<th>Amendment</th>
<th>Background</th>
<th>How to Undertake Amendment</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reymond Street reduction of the minimum lot size from 400m² to 1500m²</td>
<td>The area between; Reymond, Stocks, Young, and Church Streets; and College Road have been identified for a reduction in the minimum lot size.</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Forbes LEP Amendment 1 was gazetted on 4 December 2015. Finalised.</td>
</tr>
<tr>
<td>Change to Zoning Map for land bounded by Landrace Road, Hereford Street and Charolais Street Map Zoning Sheet LZN_005CB</td>
<td>Land bounded by Landrace Road, Hereford Street and Charolais Street, had been incorrectly mapped as RU1 – Primary Production, when Council resolution of 21 June 2012 resolved to zone it as R5 – Large Lot Residential.</td>
<td>Section 73A Amendment under the Environmental Planning and Assessment Act 1979.</td>
<td>Section 73A amendment application submitted to the Department of Planning and Environment. DOP have indicated that the amendment should be finalised by January 2016.</td>
</tr>
<tr>
<td>Change to Zoning Map for land known as Lot 13 DP634665 and Lot 15 DP1173663 Newell Highway, Forbes, Map Zoning Sheet LZN_005AB.</td>
<td>Land known as Lot 13 DP634665 and Lot 15 DP1173663 Newell Highway, has been incorrectly identified on zoning maps as SP3 – Tourist, when Council resolution dates 21 June 2012, resolved to zone it as B5 – Business Development.</td>
<td>Section 73A Amendment under the Environmental Planning and Assessment Act 1979.</td>
<td>Section 73A amendment application submitted to the Department of Planning and Environment. DOP have indicated that the amendment should be finalised by January 2016.</td>
</tr>
<tr>
<td>Change to minimum lot size for Community and Strata Title Land.</td>
<td>Forbes Shire Local Environmental Plan currently does not facilitate the creation of Community Title lots below the minimum lot size for each zone.</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Recommendation with Council to prepare a Planning Proposal for Gateway Determination.</td>
</tr>
<tr>
<td>Amendment</td>
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<td>How to Undertake Amendment</td>
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<tr>
<td>Change the Classification of a number of parcels of land from Community to Operation Land</td>
<td>Council seek to change the classification of six parcels of land from Community to Operational Land. This will require an amendment of Schedule 4 in the LEP</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Planning Proposal to be undertaken in 2016.</td>
</tr>
<tr>
<td>Deferred matter – Lower Bathurst Street change to minimum lot size</td>
<td>The area in lower Bathurst Street was identified as an area that council potentially be ‘upzoned’ to R5 – Large Lot residential or RU4 – Primary Production pending Community Consultation.</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Planning Proposal and Master planning to commence in 2016.</td>
</tr>
<tr>
<td>Remove Clause 4.2C Dwelling houses in Zone RU1 and Zone RU4</td>
<td>4.2C restricts the ability for a dwelling to be erected on lots within RU1 and RU4 without an established intensive plant and extensive agriculture use. Council seeks to remove this clause as it is ambiguous in nature and contradicts clause 4.2B.</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Planning Proposal to be undertaken in 2016.</td>
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<tr>
<td>Simplification of clause 4.2B Erection of dwelling houses on land in certain rural and environment protection zones</td>
<td>Currently 4.2b provides 5 scenarios for the permissibility for the erection of a dwelling house on Rural lands. Council seeks to simplify this and ensure that existing entitlements are maintained.</td>
<td>Planning Proposal to Department of Planning and Environment for Gateway Approval.</td>
<td>Planning Proposal to be undertaken in 2016.</td>
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Amendment  | Background | How to Undertake Amendment | Progress |
---|---|---|---|
Amend incorrect listings in Schedule 5 – Local Heritage Items | Items listed in Schedule 5 – Local Heritage Items have been incorrectly identified in terms of Lot and DP numbers, Street Address, and Location on LEP Heritage Mapping. This amendment is minor in nature and seeks to correct what was essentially formatting errors and incorrect mapping. | Potential for section 73A amendment to Department of Planning, pending check that the Council resolution did not resolve to adopt the incorrect maps. | Investigation into Council adopted maps to be undertaken in 2016. |

The above proposed LEP amendments will be ongoing, and have been identified in order of priority. Where possible LEP amendments will be grouped to save time in drafting Planning Proposals and Section 73A amendments.

**RECOMMENDATION**

That Council continue with the Amendments to the Local Environmental Plan 2013 in accordance with the above table.

**CLAUSE 2 – CHANGE TO MINIMUM LOT SIZE FOR COMMUNITY AND STRATA TITLE DEVELOPMENT**

**Background:**

Forbes Shire Local Environmental Plan currently does not facilitate the creation of Community Title lots below the minimum lot size for each zone. Traditionally the Creation of a Community Title Lot would be below the minimum lot size, and would allow for developments such as townhouses, duplexes, units etc.

The 1986 LEP allowed for the creation of Community title lots below the minimum lot size, ensuring that the lots met the minimum size for a dwelling, this being 250m² as provided for in the DCP. In moving to the new standard instrument LEP (the 2013 LEP), the mechanism that facilitates this type of development has been removed.

Legal advice received indicated that the clause that was previously relied upon the in the 2013 LEP, does not legally allow the creation of community and strata title lots. Therefore an additional clause needs to be adopted into the 2013 LEP.

**Community and Strata Title Lots**

Community Title and Strata Title can be described as the following:
1). A Strata Title unit's boundaries are defined by reference to parts of the building, not by the land. There must be an area of common property, for which everyone is responsible.

2). Community Title is defined by lot boundaries and surveyed measurements unlimited in height and depth, as well as reference to parts of the building. Community Title Corporations are also appointed and comprise registered owners of the lots in the community scheme. The Corporation is responsible for the administration of the group's by-laws and for maintaining the common property and any fixtures on the property.

The inclusion of a clause within the LEP that allows for the creation of Community/Strata Title lots below the minimum lot size will create greater development flexibility and housing diversity without impacting on residential amenity.

Standard Instrument LEP Model Clause

To be able to facilitate the subdivision of land below the current minimum lot size, a new clause will be required to be adopted into the LEP 2013. Council have been in discussions with the Department of Planning and Environment to identify a suitable clause to allow community title in the R1 General Residential Area, B2 Local Centre, B5 Business Development, IN1 General Industrial and IN2 Light Industry.

Planning Proposal

To facilitate the creation of community and strata title lots below the current minimum lot size as discussed above a Planning Proposal to the Department Of Planning and Environment is required to be prepared.

RECOMMENDATION

That Council prepare a planning proposal to facilitate the introduction of a clause allowing the creation of Community Title and Strata Title Lots below the minimum lot size as illustrated on the Minimum Lot Size map.

CLAUSE 3 - DEVELOPMENT APPLICATION 2015/103 – BIRD AVIARIES AND SHIPPING CONTAINER – 128 CALARIE ROAD, FORBES

Purpose

The following Development Application is placed before Council for determination:

Application No: 2015/103

Applicant: Peita and Nichole Back

Owner: Peita Back

Property: Lot: 31, DP: 843087, 128 Calarie Road, Forbes

Development: Bird Aviaries and Shipping Container
Background

Council received a complaint in relation to the placement of bird aviaries in the rear yard of 128 Calarie Road, Forbes.

On inspection, Council was advised that the applicant was relocating her birds from the current rural property to 128 Calarie Road.

The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 provides provisions for the construction of aviaries without the need for consent of Council, subject to the aviaries meeting certain conditions, these being:

1). The aviary not being greater than 10m² in size;
2). Not be higher than 2.4m above the existing ground level;
3). Be located within the rear yard and at least 900m from each side and rear boundary;
4). Have an impervious floor;
5). Be constructed or installed so that roof water is disposed of without causing a nuisance to adjoining owners;
6). Is comprised of metal components being constructed of low-reflective factory pre-coloured materials; and
7). There must not be more than two developments per lot.

The size and design of the proposed aviaries did not meet the requirements for exempt development and therefore development consent is required.

A development application was lodged with Council on 8 October 2015.

Council requested additional information to confirm a number of issues in relation to the aviaries and their operation. A site visit was also undertaken by Councillors prior to the November 19 Council meeting, at which stage a number of the aviaries had already been delivered to the site.

During the exhibition period, Council received one submission objecting to the proposed aviaries which will be discussed further in the report.

As part of the additional information provided, the applicant relocated one bank of aviaries measuring 12m x 2.4m further away from the adjoining neighbours and towards the area where the shipping container is proposed to be located.

The applicant has advised that they are seeking approval for a period of 12 months only as the aviaries and shipping container would be relocated once a permanent residence has been found.
DIRECTOR ENVIRONMENTAL SERVICES & PLANNING COMMITTEE REPORT TO COUNCIL – PART I cont’d

Figure 1: Site Map

Figure 2: Aerial photo including proposed aviaries (blue) and shipping container (red)
Figure 3: Originally placed aviaries prior to upgrade
Figure 4: Aviaries as at 8 December 2015, with sheeted walkway
Figure 5: Shipping container located at current rural site
Statutory Considerations

Environmental Assessment

Environmental Planning and Assessment Act 1979

S79C(1)(a) Legislative Requirements

The land is zoned R5 - Large Lot Residential, in accordance with the Forbes Local Environmental Plan 2013.

S79(1)(a)(i) Is the Proposed Development Permissible within the Zone

Residential dwellings are a permitted use in the R5 – Large Lot Residential zone, with consent, and therefore ancillary residential uses such as sheds, carports and bird aviaries would also be considered part of the residential use, which is not prohibited within the zone, where it is not used for a commercial enterprise.

S79(C)(1)(a)(i) Any Environmental Planning Instrument

A review of the State Environmental Planning Policies applying to the site have been undertaken. It has been determined that the proposal is not inconsistent with these Policies.

S79(1)(a)(ii) Draft Environmental Planning Instruments

No Draft Environmental Planning Instruments Apply to this Development.

S79(1)(a)(iii) Development Control Plan

Forbes Development Control Plan 2013

The following chapters of the Forbes Development Control Plan are applicable to the development proposal.

Chapter 8 of the Forbes Development Control Plan 2013 applies to Large Lot Residential Areas. Chapter 8.20 – Garages, Sheds and Other Outbuildings would need to be considered in relation to the aviaries.

Chapter 8: Large Lot Residential and Primary Production Small Lots

<table>
<thead>
<tr>
<th>8.20 Garages, Sheds and Other Outbuildings</th>
<th>Comment</th>
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<tbody>
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<td>Objectives</td>
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<tr>
<td>(a). Garages, sheds and other outbuildings are to be ancillary to the dwelling</td>
<td>The main use of the premises is for a dwelling the aviaries and shipping container are a temporary ancillary use of the premises.</td>
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Standards

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<th>Description</th>
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<tr>
<td>(1)</td>
<td>Maximum overall height on land with a lot size of less than 4,000 m² to be consistent with R1 height and setback standards.</td>
</tr>
<tr>
<td>(2)</td>
<td>Maximum overall height and boundary setbacks to be considered on a merit based assessment for lots with a total area over 4,000 m² taking into account impact of overshadowing, bulk and scale and impact of overshadowing, bulk and scale and impact on the amenity of the neighbourhood.</td>
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<tr>
<td>(3)</td>
<td>Maximum floor area of 125m² for lots with a total area of less than 1,500m².</td>
</tr>
<tr>
<td>(4)</td>
<td>Lots with an area between 1,500m² and 4,000 m² to have a maximum floor area of 150m².</td>
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<tr>
<td>(5)</td>
<td>Lots greater than 4,000m² to be determined on a merit basis.</td>
</tr>
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</table>

As the lot is 1ha in area, the size and height of any outbuilding would be considered on a merit basis.

S79C(1)(b) Likely Impacts of the Development – Natural and Built Environment

Context, Setting and Public Domain

Bird aviaries have already been delivered on site without consent. The cladding is of second-hand corrugated iron and is generally unsightly.

The applicant has advised that this will be screened by the placement of a walkway between the individual aviaries which will be cladded with galvanised iron sheeting, which would improve the look of the aviaries when viewed from the adjoining property.

The lot is 1ha in size. It is proposed to construct 3 aviaries, being 12m x 2.4m, 14.9m x 4.8m and 9.6m x 6m being a total area of 157.9m².

It is also proposed to install a shipping container, which is green in colour. The paint finish to the shipping container is significantly faded and contains areas of rust. Shipping containers are not prohibited in the R5 – Large Lot Residential zone, in accordance with the Development Control Plan 2013, and therefore could be considered for approval.

The applicant has indicated that they have been required to relocate from their current rural property and that they are seeking a permanent residence elsewhere and that the current arrangements are only temporary for a period of up to 12 months.

Environmental Considerations

Noise

Concerns have been raised that the keeping of birds would have unacceptable impacts due to noise associated with the squawking of the birds.

Council currently has a policy for the keeping of animals. This policy has a section relating to birds and cockatoos. The policy states:
An animal species that requires a certain number of permitted and minimum distance from certain buildings, including dwellings, public halls, schools, hospitals, or premises used for the manufacture, preparation, or storage of food. Applicable regulations and other advisory matters about the number of certain animal species, such as parrots and cockatoos, are given.

The owner has indicated that there would be 34 birds consisting of parrots and cockatoos, with a breakdown being:

- 4 x Macaws
- 5 x Quakers
- 2 x Redtail Blacks (cockatoo)
- 5 x Sulphur Crested (cockatoos (1 currently kept on site))
- 2 x Rainbow Lorrikeets
- 11 x Alexandarines
- 4 x Amazons
- 1 x Greencheek

The applicant has indicated that they propose to bring an additional four (4) Sulphur Crested Cockatoos onto the property and 2 Redtail Black cockatoos, making a total of seven (7) cockatoos. This would be contrary to Council’s Policy for the Keeping of Animals and has the potential to create a noise nuisance.

It would therefore be appropriate where Council considers granting approval for the aviaries and the keeping of birds that the number of cockatoos be limited to one (1) in accordance with the Keeping of Animals Policy and that animals be kept so that noise is kept below 5 decibels above the background noise level at the adjoining residential property boundary.

### Stormwater Control

During the site inspection to view the unauthorised aviaries, it was found that approximately 50% of the roof area was sheeted with corrugated iron. It could be assumed that approximately 80m² of roof area would collect rain water. Council would normally require gutters and downpipes to convey these roof waters to the street kerb gutter, however, given the aviaries are only a temporary solution and it has been requested that they be on the site for a maximum of 12 months, it may be suitable to allow an alternative drainage system, such as a swale drain directing the surface waters away from adjoining properties.

### S79C(1) (c) Suitability of the site for Development

The land is 1 Ha in area and is surrounded by similar sized properties. The total floor area of the 3 aviaries in 157.9m² and it is proposed to house 34 birds including 7 cockatoos. There is some vegetation screening to the southern neighbour. The majority of the aviaries would be screened from the northern neighbour by the existing shed.
The applicant has advised that the proposed use is for a limited time of 12 months. Where issues of noise, odour and stormwater control can be controlled it is considered that the site would be suitable for the development.

S79c(1)(d) – Submissions

In accordance with Chapter 15 of the Forbes DCP 2013 Council notified 3 surrounding neighbours of the proposed development. Council received one submission in respect of the application. Copies of this submission have been provided to Councillors under separate cover. A summary of concerns raised and an assessment comment on these concerns is provided below:

<table>
<thead>
<tr>
<th>SUBMISSION 1:</th>
</tr>
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<tbody>
<tr>
<td><strong>Comment:</strong> Advising of their disappointment that the applicant resents the fact that they were forced to submit a development application due only to the author’s complaint.</td>
</tr>
<tr>
<td>In the author’s view Council should make it quite clear to the applicant that they have legal obligations to lodge a development application with Council prior to the commencement of any structural works. Such actions are necessary to allow Council to maintain harmony within the community.</td>
</tr>
<tr>
<td><strong>Assessment Comment:</strong> Council notes the unauthorised placement of the aviaries and has received a development application for the use of the aviaries.</td>
</tr>
<tr>
<td><strong>Comment:</strong> The development application presented shows the proposed location of a series of cages but does not detail the intended cladding. The newly erected structure can best be described as resembling a shanty town. If the remaining cages are to be of a similar appearance they are unacceptable despite the fact the proponent claims they are temporary. If they are to be of a temporary nature Council must hold some financial assurance to ensure that such status must impose a time limit.</td>
</tr>
<tr>
<td><strong>Assessment Comment:</strong> The location of one of the aviaries proposed in the initial site plan closer to the objector’s property is now proposed to be relocated to an area further to the west adjacent to the shipping container. The applicant has constructed a corrugated iron walkway allowing a separate access to the aviary closest to the objector. This now gives an improved look.</td>
</tr>
<tr>
<td>In relation to the temporary status of the development, the applicant advises that approval is sought for a 12 month period.</td>
</tr>
<tr>
<td><strong>Comment:</strong> Advising that information on the breed of birds to be housed in the cages has not been provided and raising concerns that if the birds are exotic, that a study should be provided to illustrate their possible impact on existing indigenous fauna and birdlife, as well as the possible impact on the amenity of the neighbourhood.</td>
</tr>
</tbody>
</table>
Advising that Council already has on record the objector’s complaint of 19 November 2012 with respect to the screeching of the sulfur-crested cockatoo already caged at the property.

With the DA showing some 20 potential cages and the subsequent potential number of birds held capture, Council must now determine the maximum number of decibels permitted in the neighbourhood without impinging on the peaceful amenity to which one is entitled.

Council should also investigate the number of decibels emitted by sulfur-crested cockatoo and determine if it is permitted to be caged in a residential area.

**Assessment comment:** The applicant has provided a list of the birds to be kept at the property, which has been referred to earlier in the report.

Where Council determines to grant consent, a condition should be placed in relation to the noise from the birds not being more than 5 decibels above the background noise level when measured from the nearest residential boundary in accordance with the NSW EPA Noise Control Guidelines.

Council Policy on the Keeping of Animals permits one cockatoo per property and this should be enforced to limit any possible noise nuisance.

**Comment:** Raising concerns that with 20 cages shown on the development application the venture cannot be viewed as a hobby but a commercial venture.

Whilst it would appear the proposed activities are permitted with consent under the LEP, Council is advised to address the issues raised.

**Assessment comment:** The applicant has advised through additional information that the keeping of birds is a hobby, which the applicant was taught by her late father and which her boys also have a strong interest in. Conditions of consent could be imposed so that no commercial breeding be undertaken without gaining separate development consent for this type of commercial activity.

**S79c(1)(e) – Public Interest**

The proposal does not impact on the wider public, however may impact on the immediate neighbours where noise or odour emanates from the keeping of the birds.

Conditions of consent can be placed to limit the number and type of birds, as well as impose restrictions on noise levels.

**Conclusion**

The applicant has installed a series of aviaries without the prior consent of Council.
Council became aware of these aviaries following a complaint and requested the owner to lodge a development application for consideration.

Following lodgement of the application the owner has continued to install and upgrade aviaries at the site.

The objection from a surrounding neighbour generally relates to possible noise impacts and the unsightliness of the aviaries.

It is noted that the installation of an accessway along the southern side of the main aviary has improved the aesthetics when viewed from the neighbour’s property.

The applicant has indicated that due to personal circumstances she is required to relocate the aviaries from her current rural residence and that the placement of the aviaries at the site is on a temporary arrangement only, until a more suitable property can be found.

The closest aviary is measured at approximately 35m from the neighbouring property to the south and approximately 45m from the residents to the north. The nearest aviary would be approximately 200m to the nearest residence to the west.

### RECOMMENDATION

That Council grant consent for the installation and use of the aviaries and storage container at 128 Calarie Road Forbes subject to the following conditions:

1. **Stormwater from the aviaries being conveyed at least 3 metres clear form the structures through swale drains with stormwater being led to an evaporation area.** Stormwater is not to be directed to the neighbouring properties or cause a nuisance. This work is to be undertaken within 30 days of notification of development consent.

   **REASON:** To minimise impact on adjoining properties through stormwater.

2. **Aviaries to be kept in a clean condition with no odours being detected from the adjoining residential properties.**

   **REASON:** To minimise the impact on the surrounding development.

3. **The wall to the southern elevation of the walkway to the aviary closest to the southern boundary being clad with wall cladding to the satisfaction of Council.**

   **REASON:** To minimise the impact on the adjoining premises.

4. **All waste emanating from the aviaries to be collected and disposed of on a regular basis to minimise the impact of odour.**

   **REASON:** To minimise the impact on adjoining neighbours.

5. **Noises emanating from the aviaries to be no greater than 5 dBA above the background noise level at the adjoining residential property at any time.**
6. The maximum number of adult birds permitted to be kept on the property is 28 with a maximum of 1 cockatoo.

**REASON:** To minimise the impact on adjoining neighbours and to comply with Council's Policy on the Keeping of Animals.

7. No nuisance being caused to surrounding residents by the keeping of birds.

**REASON:** To minimise the impact on adjoining neighbours.

8. The approval for the installation of the aviaries and shipping container is a maximum of 12 months from the date of notification of development consent with the aviaries and shipping container being removed after this date. Any request for an extension beyond the 12 month period requires written consent to be obtained from Council and if granted may contain conditions for the upgrade of the aviary and shipping container and modifications to the number of birds kept on the site.

**REASON:** The application is for the temporary placement of aviaries and a shipping container.

9. The premises not being used for the commercial breeding of birds.

**REASON:** A separate development consent is required for commercial activities.

Paul Bennett
DIRECTOR
ENVIRONMENTAL SERVICES AND PLANNING
CLAUSE 1 – CULTURAL ACHIEVEMENTS

Purpose of the report

This report provides Council with a summary of recent cultural and community activities that have resulted in significant benefits to Forbes. It recommends letters of congratulations be sent to various community groups.

Clause 1.1 Visit of His Excellency the Governor of NSW

His Excellency the Honourable General David Hurley AC DSO (Ret’d) and Mrs Linda Hurley visited Forbes and Parkes between 17 and 19 November. After meeting the Mayor and Councillors at the Town Hall the Vice Regal party toured the Central West Livestock Exchange and met with local media. A civic luncheon was held on the shores of Lake Forbes near Bates Bridge where the Governor met a number of local community members and councillors. There were several other activities arranged by Government House and the Vice Regal Party stayed the night in Forbes. On the Wednesday the Governor hosted a Vice Regal reception at the Parkes Services Club for members of the Forbes and Parkes communities. By all accounts His Excellency thoroughly enjoyed his visit to the region and the community will benefit from the awareness raised about the contribution Forbes makes to the State and the issues seen first-hand by the State Governor.

Clause 1.2 Raising awareness of domestic violence

Council has worked closely with the organising committee for White Ribbon Day (25 November) which is the combined forces of Forbes Domestic Violence Committee, Forbes High School and Council. The event attracted hundreds of school pupils, a number of staff from various Forbes-based businesses, service providers and a range of community groups. Significant media coverage of the event has raised the profile of saying no to domestic violence.

Clause 1.3 Newell Highway Promotions Committee

Council will be aware that Forbes is a strong supporter of this committee which has a range of initiatives to promote travel on the Newell Highway and stopping at towns along the way. The Director Tourism Community and Cultural Development attended the meeting of the Committee held in Parkes on 26 November.

Forbes Council has been a financial contributor to their publications in the past and the committee has had excellent results targeting its promotions for the benefit of towns on the Newell. Over 100,000 Newell Highway brochures have been distributed in the last 12 months.

Clause 1.4 International Day of People with Disabilities

Council hosted an event at the Youth and Community Centre on 3 December to help raise awareness of this international day. Fifty people, representing a wide cross-section of Forbes community members who are disabled or are providing services to people with disabilities, joined in an afternoon tea and indoor games. Whilst the Tourism Community and Cultural Development Department has vacancies in the roles of Community Relations Officer and Youth Development Assistant, members of the team have been sharing the load of assisting with events like this one.

Clause 1.5 Find it in Forbes Christmas Carnival
On Saturday 5 December the Forbes Business Chamber held the annual Christmas shopping day in the CBD. It was a hot morning and the attendance appeared to be less than previous years. Despite this shop staff reported good trade and plenty of Vanfest visitors were spotted in the town.

Clause 1.6 Vanfest

Initial reports indicate over 8,000 people attended this event over Friday 4 and Saturday 5 December at the showground. A detailed report of visitor statistics will be provided to Council in due course. An amazing line up of musicians performed over the two day festival creating a huge amount of social media and local media attention to Forbes. Incidents of misbehaviour were very low and the organisers are very positive about the overall success of the event and the future of Vanfest. A number of Destination NSW milestones were met in terms of visitation to Forbes from outside the region and interstate.

An important fact to note is that approximately 10% of the annual visitors to Forbes poured-in to town on 4 and 5 December which makes this event stand-out as the biggest draw-card in the annual calendar. Council’s investment in advertising and sponsorship works out at a very reasonable $3.75 per visitor and 8,000 visitors add approximately $1.3 Million to the local economy.

Clause 1.7 Carols-By-Candlelight

Attendance at Forbes Carols-By-Candlelight was up on previous years with approximately 400 people attending. The event was run by a committee from the Forbes Town and District Band which allowed for wider input of ideas and better outreach to other community organisations. As a result the event was well attended and better supported by the community. Council’s support included the setting up of Victoria Park which was efficiently completed by Parks and Gardens staff on the day using the new portable staging and other equipment including the outdoor projection screen operated by the Youth Advisory Committee’s Spectacular Screenings volunteers.

Clause 1.8 Farmers Markets

Forbes Farmers Markets have moved into Victoria Park for the Summer months and this has proved to be a great success attracting more vendors and many more shoppers. The park provides a cool place for residents and visitors to enjoy browsing and socialising during the four hours of the markets. The next market is being held on 19 December.

Community Strategic Plan

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from the clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>C2.1 Cultivate a community that is welcoming, inclusive and connects with all sectors of the community</td>
<td>C2.1.3 Partner with other stakeholders to identify the efficient provision of community service</td>
<td>Achieves this strategy through Council’s partnership with community, government and business organisations</td>
</tr>
<tr>
<td></td>
<td>C2.1.8 Partner with stakeholders to present recreational and social initiatives for Indigenous people</td>
<td>Achieves this strategy through participation and involvement in the activities reported</td>
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<td></td>
<td>C2.1.9 Partner with stakeholders to present recreational and social initiatives for the elderly</td>
<td>Achieves this strategy through participation and involvement in the activities reported</td>
</tr>
<tr>
<td></td>
<td>C2.1.10 Partner with stakeholders to present recreational and social initiatives for the disabled</td>
<td>Achieves this strategy through participation and involvement in the activities reported</td>
</tr>
<tr>
<td>Strategy</td>
<td>Activity</td>
<td>Outcome from the clause</td>
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</tr>
<tr>
<td>E2.1 Market Forbes Shire as a destination of choice and support events with the tourism focus</td>
<td>E2.1.3 Support the delivery of a program of events and activities to enhance the unique historic and cultural features of the shire.</td>
<td>Achieves this strategy through Council’s support for a range of events reported</td>
</tr>
<tr>
<td>E2.2 Support a unified approach to tourism across the Forbes Shire</td>
<td>E2.2.1 Support a co-ordinated tourism marketing approach across local operators</td>
<td>Achieves this strategy through branding and messages delivered as a result of Council’s support for the activities reported</td>
</tr>
<tr>
<td>P5.1 Partner with other stakeholders to protect and maintain significant sites</td>
<td>P5.1.1 Develop strategy to identify the need for new entertainment or recreational facilities</td>
<td>Achieves this strategy through Council’s supported events</td>
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</table>

**RECOMMENDATION**

That the Mayor write letters of congratulations on behalf of the Council to the White Ribbon Day organising committee, Vanfest Pty Ltd, Forbes Town and District Band Inc and the Farmers Market organising committee for their very positive contribution to the community of Forbes.

**CLAUSE 2 – 2015 COMMUNITY BUILDING PARTNERSHIPS PROGRAM**

The NSW Community Building Partnership Program is an initiative of the NSW State Government to fund community infrastructure projects across NSW. $200,000 is allocated to every electorate in the State. Council’s Grants Officer assisted 11 Forbes community groups to prepare applications. Successful applicants for 2015 have just been announced. Eight Forbes community groups have been successful in obtaining a total of $62,739 in funding, over 30% of the total funding available to the Orange Electorate. Seven of these groups were assisted by the Councils Grants Officer. The eighth learnt of the Community Building Partnership Program via the Forbes Shire Council Fortnightly Grants Guide.

These Projects include:

1). **Wiradjuri Dreaming Centre – Total: $10,000**

1500 people a year are currently attending activities at the Wiradjuri Dreaming Centre. The Centre has been making do with a variety of borrowed or hired equipment to support these activities. Funding will be used to purchase and installation of one stainless steel bbq, two aluminum table & chair units and four aluminum benches.

2). **Forbes Basketball Association – Total: $3,949**

Upgrades to the Forbes Basketball Courts including rewiring, lighting and the repair of the Court surface.

3). **Forbes Pony Club – Total: $10,000**

The Forbes Pony Club is currently celebrating its fiftieth anniversary.
The Club will use the funding to erect a large steel panel multiuse arena on the Forbes Pony Club grounds that will create an enduring facility to establish, enhance and improve the riding abilities of the Clubs members. It will also provide a community space for local equine interest groups to utilise. This project specifically targets young riders (5 to 25 years of age) as it provides a safe learning space where parents can be confident of the safety of their children while participating in equestrian sports at a beginner level. It will also be used as a multi-purpose arena for hosting large scale events for competition riding.

4). Warroo Hall – Total: $4,378

Funding will be used to refit the outdated kitchen facilities at Warroo Hall. The kitchen at present is not utilised by the members of Warroo Hall as it is very outdated, does not meet health or WHS standards and is not functional. It is approximately 50 years old. The Hall is used by a range of people and groups across the Forbes and Lachlan Shires and beyond. The users of the Hall will benefit from having upgraded kitchen facilities for the purposes of community functions, exercise classes, meetings and will also be utilised by the Fire Brigade as the fire truck is located on the hall grounds.

5). Forbes Rugby League Club – Total: $10,000

Funding will be used to install additional lighting to assist with the Clubs training program.

6). Forbes Croquet Club – Total: $3,361

Funding will be used to repaint the Clubs Clubhouse at Halpin Flat.

7). Forbes Amateur Swimming Club – Total: $5,000

Funding will be used to purchase a new semi-automated timing system to assist with the Clubs training and competition program.

8). Forbes Dragon Boat Club Incorporated – Total: $10,000

Funding will be used to construct a new shed to lock the Clubs boats and equipment up in. The Clubs boats are currently stored under the deck of the Forbes Sports & Rec Club.

This outcome is a result of the excellent community engagement conducted by the Grants Officer and there is a clear community benefit gained from the effort made across the range of grant submissions. Members of community organisations are receiving support and coaching from the Grants Officer which is gradually improving community capacity to compile and complete quality applications.

RECOMMENDATION

That Council receive and note the information.

Richard Morgan
DIRECTOR TOURISM COMMUNITY AND CULTURAL DEVELOPMENT
COMMUNITY GARDEN COMMITTEE
REPORT TO COUNCIL
PART I
A meeting of the above Committee was held in the Community Garden’s Headquarters (HQ) on Thursday 3 December 2015 at 4:12pm.

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>APOLOGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs A Hodges</td>
<td>Cr P Miller</td>
</tr>
<tr>
<td>Cr G Falconer (Chair)</td>
<td>Cr G Miller</td>
</tr>
<tr>
<td>Mr L Ross (Secretary)</td>
<td>Mrs H Moore</td>
</tr>
<tr>
<td>Mr D Irvine</td>
<td></td>
</tr>
<tr>
<td>Mrs C Simmonds</td>
<td></td>
</tr>
<tr>
<td>Mr L Curran</td>
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</table>

The Chair acknowledged the Traditional Custodians of the land on which we met today and paid respect to the Elders both past and present.

CONFLICT OF INTEREST

The Chair asked if any members had a conflict of interest. No conflict of interest in any matter was declared.

MINUTES

The minutes of the meeting held 5 November 2015 were perused. It was agreed to be a fair and accurate representation of the meeting. (A Hodges/L Curren)

CLAUSE 1 – BUSINESS ARISING FROM PREVIOUS MEETING

Clause 2.1 Community Garden Improved Access

Ben Coles has installed the back door and set up the electronics for the roller door control system. There is no more work that needs to be done.

RECOMMENDATION

That Council note the completion of the work on the access doors to the Community Garden. (A Hodges/D Irvine)

Clause 2.2 Propagation of Flowers to Sell

The season has now ended for propagating flowers to sell for the Community Garden. However material is still available for propagation of other plants, and it is to be redirected towards this purpose.

RECOMMENDATION

That Council note that the materials, resources and facilities for propagation of flowers are to be redirected towards propagation of other plants for the Community Garden. (D Irvine/A Hodges)

Clause 2.3 Development of Late Crop of Seedlings for Sale

This is still in progress, and the materials from the propagation of flowers will be diverted towards this purpose.

RECOMMENDATION

That Council note that the materials from the propagation of flowers will be redirected towards the propagation of a late crop of seedlings for sale. (D Irvine/A Hodges).
RIVERSIDE COMMUNITY GARDEN COMMITTEE REPORT TO COUNCIL – PART I cont’d

Clause 2.4  Sprinkler System for Shade House

The control system and valves have been installed for the sprinkler system, just the sprinklers need to be installed.

**RECOMMENDATION**

That Council note that the control system and valves have been installed for the sprinkler system, and that the sprinklers in the shade house just need to be installed. (D Irvine/A Hodges).

**CLAUSE 3 – GENERAL BUSINESS**

Clause 3.1  Finance Update

The Finance Update has been noted.

**RECOMMENDATION**

That Council note the acceptance of the Finance Update. (A Hodges/C Simmonds).

Clause 3.2  Meeting Dates for 2016

The meeting dates for the Community Garden Committee in 2016 were approved.

**RECOMMENDATION**

That Council adopt 4 February, 3 March, 7 April, 5 May, 2 June, 7 July, 4 August, 1 September, 6 October, 3 November and 1 December as the meeting dates for the Forbes Riverside Community Garden Committee for 2016. (A Hodges/C Simmonds).

**CLAUSE 4 BUSINESS WITHOUT NOTICE**

Clause 4.1  Membership Drive

D Irvine’s son who works at 2LVR has offered to promote the Community Garden on the radio station. A Hodges was going to approach H Moore as the communications officer about her consideration on this before making a decision on approaching 2LVR. It was also agreed that members from the previous financial year are to be sent a letter to see if they would like to renew their membership.

**RECOMMENDATION**

That Council note the Community Garden's consideration of 2LVR’s offer of promotion of the Community Garden, and that the Committee will send a letter to the 2014-2015 non current financial members regarding renewal of their membership for the 2015-2016 financial year. (A Hodges/L Curran).
Clause 4.2  Letter of Appreciation for Topsoil from Moxeys

As the topsil from Moxeys has arrived, it was decided that the Community Garden show their appreciation by writing both a letter and certificate of appreciation to be presented to Moxeys. A Hodges was going to write the letter and the certificate and L Ross was going to send through a template to A Hodges of a certificate of appreciation.

RECOMMENDATION

That Council note the writing of a letter and certificate of appreciation to Moxeys from the Community Garden. (D Irvine/A Hodges).

Clause 4.3  Purchasing of a Shredder

D Irvine floated that it would be beneficial for the Community Garden if they had a shredder to turn their unusable woody material into mulch for the purpose of using it in the compost bins. D Irvine has researched some options for a shredder, and it was decided that a petrol powered shredder with a hopper would be best. The use of the shredder would only be on working bees, and would need to be approved by the committee.

RECOMMENDATION

That Council note the Community Garden's intention of purchasing a shredder for the purpose of converting woody material into mulch for use in the compost bins.

Paul Bennett
DIRECTOR ENVIRONMENTAL SERVICES
A meeting of the Environment Advisory Committee was held on Wednesday 2 December 2015 in the Council Chambers commencing at 5:35 pm.

| PRESENT | Cr G Falconer  
Nina Crawford  
Robyn Rolfe  
Glen Pavey  
Pip Perry  
Andrew Glasson  
Danial Speer  
Leon Ross  
Paul Bennett  
APOLOGY | Nina Hooper  
Kim Muffet  
Keith Mullette  
(N Crawford/R Rolfe)  

The Chair acknowledged the Traditional Custodians of the land on which we met today and paid respect to the Elders both past and present.

The Chair asked if any members had a conflict of interest. No conflict of interest in any matter was declared.

The minutes of the previous meeting were confirmed as correct and adopted by Council. (N Crawford/P Perry)

**CLAUSE 1 – BUSINESS ARISING**

**Clause 1.1 Dreaming Centre Toilets and Barbecue Facilities**

The committee was provided with a copy of a proposal for grant purposes for a toilet and barbecue facilities in the Dreaming Centre area.

The committee was advised that Council’s Grants Officer has been actively looking for suitable grants to apply for for these facilities.

The committee considered these plans and had a lengthy discussion on the location of the facilities, the design and the flood impacts.

**RECOMMENDATION**

That Council:

i). note the action to date seeking grant funding for the construction of a toilet block and barbecue facilities at the Dreaming Centre;  
(N Crawford/P Perry)

ii). refer the proposal for the toilet block structure to the Forbes Floodplain Management committee (A Glasson/N Crawford)

**Clause 1.2 Ideas Sharing with Youth Advisory Committee, Heritage Advisory Committee and Forbes Aboriginal and Community Working Party**

As an initiative from the Environment Advisory Committee Strategy 2015 – 2020, an Ideas Sharing Meeting between members of Environment Advisory Committee, Youth Advisory Committee, Heritage Advisory Committee and the Forbes Aboriginal and Community Working Party was held on 4 November 2015.
At the meeting of 4 November 2015 it was agreed that a facilitated meeting of the committees should be held in March 2016.

**RECOMMENDATION**

That Council hold a facilitated meeting of the Environment Advisory Committee, Youth Advisory Committee, Heritage Advisory Committee and Forbes Aboriginal and Community Working Party in March 2016.

(R Rolf/A Glasson)

**Clause 1.3  Stand at the Kalari-Lachlan River Arts Festival**

The committee was advised that in accordance with the Environment Advisory Committee Strategy 2015 – 2020 Council manned a stand at the Kalari-Lachlan River Arts Festival.

The stand promoted the 2016 Waste 2 Art competition, as well as other exhibits developed by Council.

**RECOMMENDATION**

That Council note the promotion of Council’s activities at the 2015 Kalari-Lachlan River Arts Festival (N Crawford/G Pavey)

**Clause 1.4  75 Tree Project and Centenary Avenue**

Nina Crawford provided an update of her study into the 75 Tree Project and Centenary Avenue.

Nina’s research shows that the species planted were Rivergum and White Iron Bark, however this still needs to be confirmed prior to obtaining additional trees for planting.

**RECOMMENDATION**

That Council note the ongoing process in the 75 Tree Project and Centenary Avenue (N Crawford/G Pavey)

**Clause 1.5  Biodiversity Walkway and Lake Forbes Management Plan**

A copy of the minutes of the initial workshop on 28 October 2015 were tabled for the committee’s information.

It was agreed that further workshops were needed to develop the plan.

**RECOMMENDATION**

That Council note the minutes of the initial workshop to develop a Biodiversity Walkway and Lake Forbes Management Plan and hold a second workshop on 10 February 2016 at 5:30pm (A Glasson/N Crawford)
Clause 1.6  Landfill Tour

The committee was advised that discussions had been held with Bathurst and Mudgee Councils who are happy to provide a tour of their landfills.

Members of the committee felt that a tour of the Mudgee landfill would be the most appropriate.

RECOMMENDATION

That Council arrange a tour of the Mudgee Landfill for Environment Advisory Committee members in March 2016 (N Crawford/P Perry)

Clause 1.7  Tesla

The committee was advised that correspondence had previously been made between Council’s Tourism, Communications and Cultural Development department and Tesla in relation to the opportunities of providing a refuelling station in Forbes.

Correspondence had been sent to the Tesla representative which needs to be followed up.

RECOMMENDATION

That Council:

i). note the initial approach to Tesla making enquiries as to the feasibility of providing a fuelling station in Forbes; and

ii). approach Goulburn City Council to discuss their experience (A Glasson/P Perry)

CLAUSE 2 – GENERAL BUSINESS

Clause 2.1  150 Trees Signage

The Environment Advisory Committee Strategy 2015 – 2020 identifies the 150 Trees site as being the first site to be provided with signage.

The committee is keen to develop wording for the sign.

A discussion was also held in relation to the recently adopted Council Standard Signage colours.

RECOMMENDATION

That Council:

i). request the Environment Advisory Committee to develop an appropriate sign for the 150 Tree Area; and

ii). provide as an agenda item, details on Council’s Standard Signage to the February 2016 Environment Advisory Committee Meeting. (N Crawford/A Glasson)
Clause 2.2  Nomination of Projects for Environmental Awards

The committee discussed the possibility of awarding Environment Awards to worthy projects.

General discussion was held in relation to how the awards system may operate.

The committee generally agreed it would be a good initiative to provide awards for environmental initiatives.

RECOMMENDATION

That Council note the committee is considering developing an Environmental Awards Program over the next 12 months (N Crawford/P Perry)

Clause 2.3  Promotion of Carp Pit

As part of the Environment Advisory Committee Strategy 2015 – 2020 the promotion of the Carp Pit has been identified as an activity.

It was felt that the promotion of the Carp Pit in accordance with the use of Cotton’s Weir for recreational fishing would be beneficial.

Nina, Pip and Leon will contact local media to obtain promotion.

RECOMMENDATION

That Council note the Environmental Advisory Committee’s promotion of the Carp Pit and Cotton’s Weir through local media (N Crawford/P Perry)

Clause 2.4  Profile of other Environment Advisory Committees

As part of the Environment Advisory Committee Strategy 2015 – 2020, the committee will undertake two interactions this year on profiles of other Environment Advisory Committees, with the first being Cowra.

The committee was also advised that Orange has an active Environment committee which has recently won awards through the Tidy Towns program.

RECOMMENDATION

That Council invite a representative from another Council’s Environment Advisory Committee to meet with the Forbes Environment Advisory Committee (A Glasson/N Crawford)

Clause 2.5  Carp Support Day

As part of the Environment Advisory Committee Strategy 2015 – 2020, the committee will liaise annually with the Central West Local Land Service in relation to a Carp Support Day.

Andrew Glasson volunteered to make contact with the Local Land Service to see if they are holding a Carpathon this year.
Nina Crawford will also speak to Russell Spencer to see if there is some interest in the community.

**RECOMMENDATION**

That Council note the actions in relation to the Carp Support Day.

(A Glasson/P Perry)

Clause 2.6 Meeting Dates for 2016

The following meeting dates were proposed for 2016:

- 3 February
- 6 April
- 8 June
- 3 August
- 5 October
- 7 December

**RECOMMENDATION**

That Council adopt 3 February, 6 April, 8 June, 3 August, 5 October and 7 December as the meeting dates of the Environment Advisory Committee for 2016. (N. Crawford/R Rolfe)

**CLAUSE 3 – BUSINESS WITHOUT NOTICE**

**Clause 3.1 Roadside Vegetation Management Plan**

The committee was advised that Applied Ecology met with members of the Environment Advisory Committee.

An update of the progress will be provided at the next meeting.

**RECOMMENDATION**

That Council provide an update on the Roadside Vegetation Management Plan for the February 2016 Environment Advisory Committee Meeting.

(N Crawford/G Pavey)

**Clause 3.2 Short-stay Rest Area**

The committee raised concerns that parts of the short-stay rest area are becoming dusty due to its use and that it would be advantageous to fence off sections so as they can regenerate before allowing vehicles back onto them.

**RECOMMENDATION**

That Council undertake regeneration of a quarter of the short-stay rest area on a rotating basis. (N Crawford/R Rolfe)
ENVIRONMENT ADVISORY COMMITTEE REPORT TO COUNCIL – PART I cont’d

CLAUSE 4 – DATE AND TIME OF NEXT MEETING

The next meeting of this Committee will be held in the Committee Room on Wednesday 3 February 2015, commencing at 5:30pm.

CLAUSE 5 – TIME OF MEETING CLOSURE

There being no further business the Chair thanked the members for their attendance and declared the meeting closed at 6:50pm.

Paul Bennett
DIRECTOR ENVIRONMENTAL SERVICES
Lake Forbes Management Plan

What should be objectives of this review of Lake Forbes Management Plan?

- Specify water levels in the lake and the ski dam.
  - Summer and winter levels.
  - Engage someone externally to assist in developing and deciding this, based upon water flows, groundwater interactions, biodiversity issues, amenity, operational constraints, operation of the ski dam, etc.

- Identify the lakes water impact upon soil salinity.

- Specify interactions with the aquatic centre.

- Management of hydraulic flows.

Who are the key stakeholders?

- Skiers and other aquatic centre users.
- EAC (and public via this route).
- Council
- Wiradjuri Dreaming Centre

What should be added to the existing Lake Forbes Management Plan?

- Incorporation of the aquatic centre into the management plan.

- Management practices to include summer and winter levels.

- Zoning of the different area, including sub zones

- Weed control

Should anything be deleted to the Lake Forbes Management Plan?

- Need to clarify the specified water level in the lake, with appropriate summer and winter water levels.

Anything else?

- Need to ensure security of weirs and gates from the lake to the ski dam and from the ski dam onwards

- Eradication of carp

- Action plan needs to be updated
Lake Forbes Landscaping Plan

What are the objectives of Lake Forbes Landscaping Plan?
- Ensure the natural amenity of the lake is maintained.
- Consistent design of structures, such as seating, facilities, footpaths, etc.
  - Curved footpaths and a review of surface type
  - Agreement on an improved arrangement of construction of footings and bases for benches and seating (bark, coloured concrete, etc.) and similar.
- Ensure that natives are used in plantings, and that the species of natives are periodically reviewed in their practicality and use.
- Ensure access points of cars to the grassed areas are consolidated and planned.
- Ensure access points for boats and similar water craft to the lake are consolidated and planned.

What could be improved?
- Ensuring that native species are planted around the lake.
- Having a theme to the landscaping plan of the lake
  - Forbes: Heart of the Country.
- Periodic review of native species used to plant out around the lake.
- Break down the organisation of the lake into zones of focus that will allow a simpler way to manage and organise the Landscaping Plan.
- Have a way to incorporate installation of statues or memorials on the lake in the Landscaping Plan that allows considered, safe and aesthetically pleasing incorporation of statues around the lake. This would also account for natural variations in water levels and flows seen in the lake.

Should anything be deleted?

Anything else?
- A lot of the actions in the plan have been done but there is still a lot to do and also maintenance required for what has already been done.
- Need to develop a list of priority areas to work on in the plan.

Biodiversity Walk

Where will the biodiversity walk be located?
- Around the Aquatic area:
  - Small area located North West of Bundaburrah Crossing
  - Main area will be from the west of the boat ramp around to the racecourse

What are objectives of the biodiversity walk?
- Support natural and native ecology and provide information and educational opportunities.
Who are the key stakeholders?

- LLS
- Wiradjuri Dreaming Centre

What should be the key features?

- Development of habitat around the aquatic centre, using the TSR.
- Not segregating or protecting habitat from general access to the walkway and TSR.
- Identification of particular fauna and flora habitat spots around the aquatic centre and capitalising on those spots.
- Being a twist to the idea of a botanical garden.
- Pockets or clusters or native groupings to create habitat

Anything Else?

**Overall Summary**

- The three plans need to be consolidated and tied together. This would be done to create a 3-4 part management plan.
- Also need to look at Nina’s plans and documents with information and documentation around the lake to incorporate into the management plans.
SERVICES/WORKS/COMMUNITY COMMITTEE REPORT TO COUNCIL
PART I
A meeting of this committee was held in the Council Chambers on Monday 7 December 2015 commencing at 5:00 pm.

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>APOLOGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr P Miller OAM (Chair)</td>
<td>Cr G Miller</td>
</tr>
<tr>
<td>Cr D Booth</td>
<td>Cr M Jelbart</td>
</tr>
<tr>
<td>Cr G Falconer</td>
<td>Cr G Clifton</td>
</tr>
<tr>
<td>Cr J Nicholson</td>
<td>Cr B Mattiske</td>
</tr>
<tr>
<td>Mr B Steffen (GM)</td>
<td>Cr C Roylance</td>
</tr>
<tr>
<td>Mr P Bennett (DES&amp;P)</td>
<td>Mrs A Howe (DCS)</td>
</tr>
<tr>
<td>Mr J Zannes (DETS)</td>
<td>(Cr J Nicholson/Cr G Falconer)</td>
</tr>
<tr>
<td>Mr R Morgan (DTCCD)</td>
<td></td>
</tr>
</tbody>
</table>

The Chair acknowledged the Traditional Custodians of the land on which we met today and paid respect to the Elders both past and present.

CONFLICT OF INTEREST
The Chair asked if any members had a conflict of interest. No conflict of interest in any matter was declared.

MINUTES
The minutes of the previous meeting were confirmed as correct and adopted by Council.

SERVICES REPORT

CLAUSE 1 – DEVELOPMENT AND BUILDING

Development Applications
Since my last report Council has received 16 Development Applications 2015/10 to 2015/119.

<table>
<thead>
<tr>
<th>Description</th>
<th>Location</th>
<th>DA Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alterations and Additions (1)</td>
<td>Residential Shed</td>
<td>2015/102</td>
</tr>
<tr>
<td>Bird Aviary (1)</td>
<td>128 Calarie Road, Forbes</td>
<td>2015/103</td>
</tr>
<tr>
<td>Change of Use (1)</td>
<td>Torrens Title Subdivision</td>
<td>2015/105</td>
</tr>
<tr>
<td>Carport (1)</td>
<td>Industrial Shed</td>
<td>2015/106</td>
</tr>
<tr>
<td>Event (3)</td>
<td>Residential Shed</td>
<td>2015/107</td>
</tr>
<tr>
<td></td>
<td>Forbes Parish</td>
<td>2015/108</td>
</tr>
</tbody>
</table>

Worth a total value of: $587,920.00
DA Number | Location | Description  
---|---|---  
2015/109 | 11 Renfree Street, Forbes | Residential Additions  
2015/110 | 319 Calarie Road, Forbes | Residential Shed  
2015/111 | Forbes Parish | Event  
2015/112 | Forbes Parish | 2016 Elvis on the Lake  
2015/113 | 171-178 Rankin Street, Forbes | Change of Use  
2015/114 | 93 York Street, Forbes | Pergola  
2015/115 | 365 Calarie Road, Forbes | Residential Shed  
2015/117 | Forbes Parish | Residential Shed  
2015/118 | 7 Renfree Street, Forbes | Residential Carport & Patio  
2015/119 | Mumbidgle Parish | Single Dwelling  
  
### Strategy  
L2.2 Comply with statutory obligations for development control, environmental health and animal control.  
  
### Activity  
Provide an effective development application, assessment and determination system, including a pre-lodgement service and effective customer service within legislative and regulatory requirements.  
  
### Outcome from this clause  
Works towards this strategy by providing an effective development application assessment and determination system.  
  
**RECOMMENDATION**  
That Council note the $587,920 of Development Applications lodged for the November reporting period. *(Cr G Falconer/Cr J Nicholson)*  
  
### CLAUSE 2 – REGULATORY CONTROL  
  
#### Clause 2.1 Ranger’s Report:  
Since the Ranger’s last report: 21/10/2015 to 26/11/2015.  
  
**Stock Impounded:**  
14 Dogs impounded; 2 released to owner, 12 released to re-homing organisation, 4 Destroyed , 0 Died, 0 Escaped, 0 Sold, 7 still in pound, 0 Stolen.  

4 Cats impounded; 0 Released to Owner, 0 Released to re-homing organisation, 3 Destroyed, 0 Died, 0 Escaped, 2 still in pound.  
  
**General Information:**  
  
**Companion Animals:**  
56 Animal Identifications, 12 Registrations, 17 Change of Owner/Details, 1 Penalty Infringements issued.  
  
**Parking:**  
4 Patrols, 1 warnings issued, 11 Penalty Infringements issued.
Customer Requests:
6 Dog Barking, 19 Dog & Cat Nuisance, 3 Dog Attack, 0 Pick up Dead Animals, 1 Pollution, 1 Pound Enquiry, 2 Livestock, 2 Animal Registration, 9 Overgrown Vegetation, 1 Litter, 5 Parking, 0 Abandoned Vehicle, 1 Untidy Premises, 0 Camping, 1 Tractor Slashing/Vegetation, 1 Vandalism.

Outstanding Customer Requests:
1 Overgrown Vegetation, 1 Dog and Cat Nuisance, 2 Barking Dog, 1 Untidy Premises, 1 Litter.

Patrols:
48 General Patrols, 7 Skate Park Patrols, 0 Rural Tip Inspections, 25 Wheogo Park Inspections.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from this clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>L2.2 Comply with statutory obligations for development control, environmental health and animal control.</td>
<td>Administer statutory requirements for Companion Animals Act in accordance with community needs.</td>
<td>Works towards this strategy by providing an effective Ranger service.</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
That Council receive and note the Ranger’s report for November 2015.
(Cr G Falconer/Cr D Booth)

CLAUSE 3 - MISCELLANEOUS

Clause 3.1 Joint Kerbside Waste Collection, Recycling and Organics Service

The following report provided an update on the new Joint Kerbside Waste Collection, Recycling and Organics collection contract.

A draft delivery and servicing timetable has been agreed upon for the new bins. The new bins, kitchen caddies and information packs will be delivered mid February, with a more specific timetable of delivery to be confirmed by the end of the year. The new service will commence on 4 April 2016, with collection of the old bins commencing 11 April 2016. It is expected that the collection of bins over the 6 Council areas will take up to 3 weeks.

The number of bins each property will receive as part of the new service has been forwarded to JR Richards along with delivery maps and property details for delivery. Council staff are currently talking to JR Richards in relation to quality control of the data relating to the delivery.

Mememe (dirtgirl) have withdrawn from the Food and Garden Waste education component for Forbes, Parkes & Bathurst Councils. Envirocom have been selected as the education providers for both education on the waste and recycling service (6 Councils) and also the new organics collection service (3 Councils). Council is currently in the process of working with Netwaste and Envirocom about the specific educational activities that form these two education plans. The waste and recycling waste education activities are funded through the waste contract, whilst the organics education activities are funded through Council’s EPA funded grant for the organics collection service. The education plan will be confirmed by the start of 2016.
The truck and bin livery have both been agreed on, with trucks to be painted in a dark green background showing contact details of the customer service hotline and Netwaste. Pictures on the lids of bins will show what wastes can and cannot be accepted in bins. The Netwaste logo will be shown on the front of bins.

The individual contracts between each Council and JR Richards for waste, recycling and organics collection as well as the recycling processing are nearing the final draft. The individual contracts with ANL for organics processing are at the first draft stage.

Council has developed a bin provision policy to ensure that the appropriate level of service standards are followed in the supply of bins and services relating to the kerbside collection service.

Council is doing a review and auditing process of its data management, records and mapping of the current kerbside bin contract to help with introduction and management of the new kerbside bin collection system. Included in this review is contacting CBD business owners to confirm their days and level of service. This will be conducted in the coming months before the new service commences.

Council’s Engineering department have been auditing the street and park litter bins with the view of providing a staged introduction.

**RECOMMENDATION**

That Council note the progress of the new Joint Waste Services contract.
*(Cr G Falconer/Cr J Nicholson)*

Paul Bennett
DIRECTOR ENVIRONMENTAL SERVICES
### CLAUSE 1 - TECHNICAL SERVICES REPORT

#### Survey and Design

<table>
<thead>
<tr>
<th>Project/Location</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Northern Heavy Vehicle Bypass</strong></td>
<td>Dawes Road and Calarie Road intersection drainage design is under review; the Option Analysis is completed and under review by the Manager Technical Services and Senior Engineer. Survey and Design of this area is ongoing. GNSS machine controlled construction is progressing at Lima Road end of project and a culvert has been placed at the of The Bogan Way intersection.</td>
</tr>
<tr>
<td><strong>Road centrelines</strong></td>
<td>GPS data capture is 95% complete on rural road centrelines for mapping and asset management purposes.</td>
</tr>
<tr>
<td><strong>Driftway Road (Lachlan Valley Way to Warroo Road)</strong></td>
<td>Detail survey completed and preliminary design almost complete.</td>
</tr>
<tr>
<td><strong>Wirrinya Road Rehabilitation (3.2km)</strong></td>
<td>Survey completed and design is in progress.</td>
</tr>
<tr>
<td><strong>Lachlan Vintage Village to Lake Forbes drainage</strong></td>
<td>Design of the stormwater upgrade to convey stormwater collected from the Camp Hill catchment to Lake Forbes is in progress; this will improve the drainage from Bathurst Street. Pricing for various construction techniques (thrust boring compared to direct excavation) are being sort to determine the most cost effective method before doing detailed design.</td>
</tr>
<tr>
<td><strong>Morton Street area</strong></td>
<td>Detail survey completed adjacent to Edward street. Staging of development has been reviewed with the development starting from the Edward Street section. Selecting a consultant to undertake the power design for the development is underway. A review of the stormwater requirements of the total development is being undertaken.</td>
</tr>
<tr>
<td><strong>HW17S &quot;Bundaburrah Rehab&quot; (Speck’s Gap)</strong></td>
<td>Design drawings forwarded to RMS for comment/approval for approx. 1.4km rehabilitation.</td>
</tr>
<tr>
<td><strong>Elgin Street/Hill Street</strong></td>
<td>Car parking design in progress for Nurse Stokes Park area where the concept plan has been completed and the detail design to be completed in December 2015.</td>
</tr>
<tr>
<td><strong>Lower Bathurst Street area</strong></td>
<td>Assessment of potential land development options and associated infrastructure requirements.</td>
</tr>
<tr>
<td><strong>Dalton Street</strong></td>
<td>Design of re-alignment of road centreline and parallel parking on northern side of school crossing.</td>
</tr>
<tr>
<td><strong>Durham Street</strong></td>
<td>Investigation of drainage options for the northern side of the road between two right angle bends.</td>
</tr>
<tr>
<td><strong>Daroobalgie Industrial Area Stormwater Design</strong></td>
<td>Sizing for the remaining stormwater drains completed and detention basin in progress. Detail survey undertaken around termination of existing roads and drainage to allow detailed design and estimates of quantities for construction of drainage channels, detention basin and road extensions.</td>
</tr>
<tr>
<td><strong>Collett Lane</strong></td>
<td>Detail design is under review with final design to be approved early December 2015 and construction to follow.</td>
</tr>
<tr>
<td><strong>Meagher Lane</strong></td>
<td>Detail survey completed to investigate drainage options.</td>
</tr>
<tr>
<td><strong>HW17S/Wirrinya Road</strong></td>
<td>Work as Executed survey and plans completed and forwarded to RMS.</td>
</tr>
</tbody>
</table>
SERVICES/WORKS/COMMUNITY COMMITTEE REPORT TO COUNCIL – PART I cont’d:

<table>
<thead>
<tr>
<th>Project/Location</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>HW17S overtaking lane (FSC)</td>
<td>Work as Executed survey and plans completed and forwarded to RMS.</td>
</tr>
<tr>
<td>HW17S overtaking lane (Weddin)</td>
<td>Work as Executed survey and plans completed and forwarded to RMS.</td>
</tr>
<tr>
<td>Rankin Street kerb extensions</td>
<td>Plans prepared providing 2 options – kerb extensions &amp; kerb blisters. Submitted to Forbes Traffic Advisory Committee for approval and RMS for request for funding.</td>
</tr>
<tr>
<td>Hill Street/Lake Forbes</td>
<td>Detail survey of low lying section of shared path approaching the pedestrian bridge at the northern end of Lake Forbes has been completed and design is in progress to assess possible re-location of approximately 50m of path to higher ground.</td>
</tr>
<tr>
<td>Bedgerabong Public School</td>
<td>Detail survey of Golding Avenue to formalise a turning area for school buses.</td>
</tr>
<tr>
<td>South Circle/Grinstead Oval</td>
<td>Set out basketball courts for line marking and goals.</td>
</tr>
<tr>
<td>Bogies Island Road</td>
<td>Set out for rehabilitation of 500m of road including right angle curve - initialised GNSS base station and uploaded grader with data for 3D machine control.</td>
</tr>
</tbody>
</table>

Development Works

The following Development Assessments referred to the Engineering and Technical Services Department for assessment and conditions and have been completed.

<table>
<thead>
<tr>
<th>DA No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/086</td>
<td>Lachlan Street Forbes</td>
</tr>
<tr>
<td>2015/087</td>
<td>Back Yamma Road, Daroobalgie</td>
</tr>
<tr>
<td>2015/091</td>
<td>McDonnell Street</td>
</tr>
<tr>
<td>2015/095</td>
<td>Alcheringa Drive Forbes</td>
</tr>
<tr>
<td>2015/099</td>
<td>Quarry Road Forbes</td>
</tr>
<tr>
<td>2015/100</td>
<td>Hereford Street</td>
</tr>
<tr>
<td>2015/101</td>
<td>New Grenfell Road Forbes</td>
</tr>
</tbody>
</table>

Road Permits

Council processed Ten (10) oversized permits to date in October/November 2015.

Council processed Ten (10) oversized permits to date in September 2015. Council received several enquiries about travelling on the Shire Roads during the Harvest season and the issues are being worked out to allow all people to utilise the roads safely through this season.
WATER, SEWER & STORMWATER

Third Bore Project

The Third Bore Project kick off meeting was held with the successful tenderer on 17 November 2015. The contract documents were signed and duly endorsed. The meeting reviewed the documentation, the responsibilities of both parties and the delegated authority of both Council and the Contractor’s representatives. The construction commencement will start in early December 2015 and is expected to be completed at the end of April 2015.

Water Filtration Plant

A review of the safe systems of work at the Water Filtration Plant has commenced. The review includes: safe operation procedures (SOPS), safe work method statements (SWMS), and risk assessments.

Forbes Water Supply Drought Planning

Wyangala Dam storage level has decreased slightly to 56.7% (1 December 2015). Current outflows have increased to 1900 ML/day.

There has been no change to previously announced water allocations.

Forbes Water Supply Pumped

---

<table>
<thead>
<tr>
<th>Permit No.</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1191015</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1221015</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1261015</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1181015</td>
<td>Road Train Permit</td>
</tr>
<tr>
<td>1271015</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1161015</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1251115</td>
<td>Road Train Permit</td>
</tr>
<tr>
<td>1241115</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1261115</td>
<td>Oversize Permit</td>
</tr>
<tr>
<td>1271115</td>
<td>Oversize Permit</td>
</tr>
</tbody>
</table>
### Sewer

During the review period:

- The step screen at the Sewage Treatment Plant was unable to be operated in automatic mode. This has now been rectified.

- The waste activated sewer pump began blowing the protection relay. This has been removed and sent for repair. The spare pump was installed and is operational.

- The galvanised safety chains on the submersible pumps at the Plant have been replaced with stainless steel chains.

#### Monthly Water Usage Summary

<table>
<thead>
<tr>
<th>Year</th>
<th>Month (Oct) ML</th>
<th>Cumulative Total for year ML</th>
<th>Min (ML)</th>
<th>Max (ML)</th>
<th>Average (ML)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/2016</td>
<td>246.8</td>
<td>622</td>
<td>5.9</td>
<td>10.8</td>
<td>8</td>
</tr>
<tr>
<td>2014/2015</td>
<td>235.5</td>
<td>644</td>
<td>4.4</td>
<td>11</td>
<td>7.6</td>
</tr>
<tr>
<td>2013/2014</td>
<td>219.8</td>
<td>585</td>
<td>4</td>
<td>9.4</td>
<td>7.1</td>
</tr>
<tr>
<td>5 Yr. Monthly Av</td>
<td>179.6</td>
<td>542</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Long Term Monthly Av</td>
<td>213.1</td>
<td>648</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Cumulative Monthly Water Usage

<table>
<thead>
<tr>
<th>Month</th>
<th>Cumulative ML Water Pumped</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>0</td>
</tr>
<tr>
<td>Aug</td>
<td>0</td>
</tr>
<tr>
<td>Sep</td>
<td>0</td>
</tr>
<tr>
<td>Oct</td>
<td>622.4 ML</td>
</tr>
<tr>
<td>Nov</td>
<td>0</td>
</tr>
<tr>
<td>Dec</td>
<td>0</td>
</tr>
<tr>
<td>Jan</td>
<td>0</td>
</tr>
<tr>
<td>Feb</td>
<td>0</td>
</tr>
<tr>
<td>Mar</td>
<td>0</td>
</tr>
<tr>
<td>Apr</td>
<td>0</td>
</tr>
<tr>
<td>May</td>
<td>0</td>
</tr>
<tr>
<td>Jun</td>
<td>0</td>
</tr>
</tbody>
</table>
SERVICES/WORKS/COMMUNITY COMMITTEE REPORT TO COUNCIL – PART I cont’d:

Forbes Sewage Throughput

<table>
<thead>
<tr>
<th>Year</th>
<th>Month (Oct) ML</th>
<th>Cumulative Total for year ML</th>
<th>Min (ML)</th>
<th>Max (ML)</th>
<th>Average (ML)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015/2016</td>
<td>56.8</td>
<td>246.4</td>
<td>1.7</td>
<td>2.0</td>
<td>1.8</td>
</tr>
<tr>
<td>2014/2015</td>
<td>52.4</td>
<td>217.4</td>
<td>1.6</td>
<td>2.1</td>
<td>1.7</td>
</tr>
<tr>
<td>2013/2014</td>
<td>55.7</td>
<td>233.8</td>
<td>1.7</td>
<td>2.2</td>
<td>1.8</td>
</tr>
<tr>
<td>5 Yr. Monthly Av</td>
<td>58.7</td>
<td>238.6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Long Term Monthly Av</td>
<td>66.8</td>
<td>270.5</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ASSET MANAGEMENT PLANNING

Continuing collection of road centreline data to enable mobile devices to be set up to record road asset and condition data in the field along with maintenance works.

Financial Modelling of the Transport Asset Class has commended. Levels of service and activity unit rates are being reviewed.

RECOMMENDATION

That Council receive and note the Technical Services report.
(Cr J Nicholson/Cr G Falconer)

CLAUSE 2 - ENGINEERING SERVICES REPORT

ROAD CONSTRUCTION AND MAINTENANCE ACTIVITIES
Roads & Maritime Services (RMS) Road Maintenance Council Contract (RMCC)

• Fitzgerald’s Bridge Guardrail Maintenance

Following remedial works undertaken on the approaches to Fitzgeralds Bridge, including the pavement being raised, it was identified that the guardrail did not meet current safety standards as it was too low to the ground.

Council has completed rectification works by raising the existing rails as well as installing new ends.

Urban Construction and Maintenance

• Central Business District (CBD) Asphalt Footpaths

Works have been completed on the eastern side of Harold Street.

The existing Jacaranda tree in front of the TAFE is scheduled for removal in the coming weeks and the shoulders will be prepared for sealing prior to the end of the calendar year.

• Stephan Field Facilities

The construction of the netball storage building adjacent to the canteen is nearing completion and should be available for use in the coming weeks.

Council has taken delivery of the fabricated toilet facility. Due to the imminence of the Christmas period it has been decided to defer the demolishing of the existing facility until the New Year.

Rural Construction and Maintenance

• Northern Heavy Vehicle Bypass

The earthworks have been completed on the Greenfield’s section behind the Waste Depot at Daroobalgie.

Works have commenced on the Main Road 350 (The Bogan Way) intersection.

• Bogies Island Road

Works to upgrade and realign a curve identified as dangerous on Bogies Island Road are in progress and are scheduled to be completed by the end of the calendar year.

• Main Road 238 Shoulder Widening

Council is currently in the process of widening shoulders on scheduled reseal sections along the Parkes to Eugowra Road. Approximately 3kms will be widened and resealed in the coming weeks.

RECOMMENDATION

That Council receive and note the Engineering Services report.

(Cr G Falconer/Cr D Booth)
CLAUSE 3 – NOXIOUS WEEDS REPORT

Urban Area

General vegetation control around the Central Business District has been completed.

Work in continuing on spraying laneways.

The sporting grounds have been sprayed for broadleaf, including the Netball Court surfaces.

Rural Roads

Vegetation control on rural roads shoulders completed.

Main Roads

The shoulders have been sprayed on HW17S.

Noxious Weeds

Spraying program for St Johns Wort and Silverleaf Nightshade is ongoing.

Private Works

No private works have been carried out due to Council workload.

RECOMMENDATION

That Council receive and note the Noxious Weeds report.
(Cr D Booth/Cr G Falconer)

CLAUSE 4 – NORTH FORBES PUBLIC SCHOOL FOOTPATHS

Background

Council previously resolved to investigate the condition of the footpaths around the perimeter of the North Forbes Public School and report on potential options for remedial work.

The school is bounded by York Street, Patterson Street, Facey Street and Thomson Street.

Discussion

York Street

The length of the York Street boundary is 250m of which a 1.2m wide concrete footpath extends from the Thomson Street end for 75m.

• The condition of this section of footpath is very poor.
• Due to the narrowness of the footpath the grassed edges have worn creating a hazardous drop off.
• The footpath does not extend to the Thomson Street roadway and there is no pram ramp.
• This section of footpath is not suitable for repair and should be replaced.
• To replace the footpath with a 1.8m wide concrete footpath is estimated to cost $22,500 which will include new pram ramps at the corner.
Patterson Street

There is no defined footpath along this boundary and there is no evidence to suggest that it is required.

Facey Street

There is an existing 1.2m wide footpath that extends the entire length of the 250m long boundary.

- There are numerous failed sections and trips points which need rectification.
- There are some areas on sides that are worn and need to be levelled.
- This footpath is still serviceable with isolated repairs being required which is estimated to cost $4,000.
- It is lacking pram ramps at either end but this could be remedied at an estimated cost of $4,500.

Thomson Street

The Thomson Street boundary is 200m long. This boundary is the front of the school and provides the main entry points to the school and the bus stop. There is an existing footpath in front of the main entry point to the school and office. This section is approximately 25m long and in a fair condition.

- There were a number of minor hazards identified.
- There is a small section of concrete footpath located in front of the bus shelter.
- This is the most trafficked section of footpath and does not provide a connecting concrete footpath to the York Street and Facey Street footpaths.
- There is evidence of high pedestrian use as the natural ground is well worn.
- To replace the existing footpath with a 1.8m wide concrete footpath that extends the entire length of Thomson Street is estimated to cost $60,000.
- The kerb and gutter in front of the bus stop has lifted and the pavement is failing. The kerb will need to be renewed and the pavement heavy patched at an estimated cost of $5,000.

Conclusion

There is currently no budget allocation for the capital upgrades to the footpaths in York Street and Thomson Street.

The footpath repairs required in Facey Street and the kerb and gutter renewal in Thomson Street can be funded by existing maintenance budgets.

RECOMMENDATION

That Council:

i). repair the Facey Street footpath on the boundary of Forbes North Public School utilising the 2015/2016 Paved Footpath Maintenance Budget at an estimated cost of $4,000;

ii). repair the kerb and gutter and road pavement in Thomson Street opposite the Forbes North Public School bus stop utilising the 2015/2016 Kerb and Gutter Maintenance Budget at an estimated cost of $5,000;
iii). consider funding the capital upgrade of the footpaths in York Street, Thomson Street and Facey Street adjacent to the Forbes North Public School in the 2016/2017 budget at an estimated cost of $87,000.

(Cr D Booth/Cr J Nicholson)

CLAUSE 5 - CHEMICAL DOSING TRIAL

Background

Forbes Shire Council has a “Drinking Water Quality Improvement Plan”. Although the Town’s drinking water complies with the Australian Drinking Water Guidelines this plan is for Council to try and improve the quality of the drinking water supplied to the community. To achieve this aim the Engineering staff and the Plant Operators have discussed several options including changing the coagulant to improve the removal of sediment from the raw water and the time for this process to occur. Assessment of the possible alternatives was undertaken in a number of laboratory trials (surface water) at Council’s Water Filtration Plant.

Discussion

Hardman Chemicals, Council’s supplier of the coagulant supplied an alternative coagulant the laboratory trials. The present coagulant used is Alchlor Gold, the alternate coagulant was Alchlor Gold CR, and both coagulants were used in the laboratory trials. The evaluation of these two chemicals showed no improvement in water quality. Additional laboratory trials were done using coagulant enhancers. The evaluation of the coagulant enhancers showed that Hardmans “Multifloc SE287”, silica based coagulant enhancer gave an improved floc formation and settling characteristics. Using a low dosage rate of between 3 to 10mg/l, the multifloc SE287 has shown an ability to improve the following parameters:

- Rate of coagulation and floc formation
- Floc size
- Settling rate
- Settled turbidity
- Filtered turbidity
- Robustness of floc under shear conditions
- Lower coagulant rate

This enhancer is already used in several NSW potable water filtration plants, including Orange, Parkes and Condobolin. It is a single organic component Sodium Silicate and is internationally recognised for its corrosion prevention and iron deposition control in potable water supplies.

Conclusion

The use of this enhancer would improve the potable water quality. The removal of sediment at a higher level (improved turbidity test results) means less chances of bacterial and pathogen contamination including cryptosporidium and giardia. The improved settled water quality will enhance the chlorination disinfection, therefore increasing the chlorine decay time in the water reticulation system. This would result in a decrease in the amount of chlorine added to the drinking water supply. Any improvement in the settled water quality will allow the filters an increase in run time between backwashes reducing labour, electricity and water costs. The higher quality will also increase the output potential of the Water Filtration Plant, all of this relates to Council’s Drinking Water Quality Improvement Plan.
RECOMMENDATION

That Council:

i). apply to the NSW Public Works and Services, NSW Department of Primary Industries (Water) and NSW Health to undertake a case trial period on both surface water and ground water using the Coagulant Enhancer SE287;

ii). undertaken the trial in autumn when water demand would be lower than summer;

iii). in partnership with NSW Public Works and Services, NSW Department of Primary Industries (Water) and NSW Health monitor this trial to assess the value of a long term use of this product.

(Cr G Falconer/Cr J Nicholson)

CLAUSE 6 - REQUEST TO SEAL BATTYE LANE

Background

Council has received correspondence to seal Battye Lane (appendix 1); the lane is currently unsealed and residents have signed a letter requesting that this be upgraded to a sealed pavement.

Council previously funded a program to seal urban lanes but this program was ceased at the end of the 2008/2009 financial year. Since then Council routinely receives requests to bitumen seal the unsealed lanes within the Forbes urban area.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Lane Name</th>
<th>From</th>
<th>To</th>
<th>Between</th>
<th>Length (m)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Underwood</td>
<td>Little Underwood</td>
<td>Black</td>
<td>Underwood</td>
<td>Union</td>
</tr>
<tr>
<td>2</td>
<td>Wambat</td>
<td>Berkley</td>
<td>Regent</td>
<td>Wambat</td>
<td>Young</td>
</tr>
<tr>
<td>3</td>
<td>Forster</td>
<td>Patterson</td>
<td>Dawson</td>
<td>Forster</td>
<td>Elliot</td>
</tr>
<tr>
<td>4</td>
<td>Ferry</td>
<td>Bandon</td>
<td>Oxford</td>
<td>Ferry</td>
<td>Flint</td>
</tr>
<tr>
<td>5</td>
<td>Parkes</td>
<td>Farnell</td>
<td>Johnson</td>
<td>Parkes</td>
<td>Bodell</td>
</tr>
<tr>
<td>6</td>
<td>Wambat</td>
<td>Bathurst</td>
<td>Berkley</td>
<td>Wambat</td>
<td>Young</td>
</tr>
<tr>
<td>7</td>
<td>Flint</td>
<td>Bridge</td>
<td>Barwin</td>
<td>Flint</td>
<td>Hill</td>
</tr>
<tr>
<td>8</td>
<td>Ferry</td>
<td>Oxford</td>
<td>Regent</td>
<td>Ferry</td>
<td>Flint</td>
</tr>
<tr>
<td>9</td>
<td>Ferry</td>
<td>Barwin</td>
<td>Bridge</td>
<td>Ferry</td>
<td>Flint</td>
</tr>
<tr>
<td>10</td>
<td>Flint</td>
<td>Elgin</td>
<td>Regent Ln</td>
<td>Flint</td>
<td>Hill</td>
</tr>
</tbody>
</table>

Discussion

The lane is typical of many unsealed lanes. There are some potholes present, loose surface and evidence of dust. There is some vegetation growing down the sides but this can be present in sealed lanes.

There are 9 properties that share a boundary with the lane.
Conclusion

It is estimated to cost $7,000 to seal Battye Lane.

Several years ago, Council resolved to redirect the budget allocation currently used to seal unsealed lanes and streets to fund the rehabilitation the Central Business District (CBD) lane ways. These works are currently in progress with designs being finalised to upgrade the drainage in Collett Lane and Meaghers Lane. The full budget amount allocated in 2015/2016 will be required to continue the upgrade works on the CBD Lanes. These works are scheduled to be completed by the end of the 2016/2017 financial year.

RECOMMENDATION:

That Council:

i). not seal Battye Lane due to no budget allocation for 2015/2016;

ii). consider the unsealed urban lanes program after the CBD Lanes Program has been completed in 2016/2017 financial year;

iii). add Battye Lane to the Unsealed Urban Lanes Program;

iv). advise the resident of Council’s decision.

(Cr G Falconer/Cr J Nicholson)

John Zannes
DIRECTOR ENGINEERING AND TECHNICAL SERVICES
Walkers AGnVET Services
AGnVET Management Services Pty Limited  ABN: 91 987 675 465
Newell Hwy (PO Box 156) FORBES – NSW 2871
Ph: 02 6852 1333  Fax: 02 6851 6982  Email: forbes@agnvet.com.au  Web: www.agnvet.com.au

23 November 2015

The General Manager
Forbes Shire Council
PO BOX 333
FORBES NSW 2871

Dear Sir

CONCERNED CITIZENS RE: Battye Lane

On behalf of the residents living in the vicinity of Battye Lane we would like to bring to the Council’s notice the request for the sealing of the above mentioned Battye Lane. We are sure the council is well aware of the condition of the lane, can the Council please give the residents an update or commitment to the sealing of the lane.

Thanking You

Michael & Denise Walker
4 Queen Street
FORBES NSW 2871
PH: 0427 232 877

Signatures

[Signatures]

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COMMUNITY REPORT

CLAUSE 1 – COMMUNITY ACTIVITIES

Community Activity

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Groups</th>
<th>Promotion</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 November</td>
<td>Vice Regal Visit Luncheon.</td>
<td>Forbes Shire Council, Councillors, Invited Community members.</td>
<td>Invitations</td>
<td>18 people attended the luncheon and enjoyed an informal opportunity to speak with His Excellency Governor of New South Wales, Mr David Hurley and his wife Linda. It was an opportunity to showcase one of our greatest assets – the lake as well as the strength and resilience of the Forbes community. C2.1</td>
</tr>
<tr>
<td></td>
<td>Interagency Meeting</td>
<td>Forbes Shire Council, Various Service Providers and Community Groups.</td>
<td>Email notification/reminders.</td>
<td>15 people associated with the community’s service provision attended the meeting and reported on services and support available in the area as well as any special events in their forward programs. The meeting included a special guest speaker, Wendy Dawson from the Department of Human Resources, Multicultural Division based in Bathurst. C2.1.3</td>
</tr>
</tbody>
</table>

Communications

- Participation in Forbes Neighbourhood Watch meeting & activities
- Participation in Forbes Aboriginal Working Party meeting & activities
- Participation in Forbes Aboriginal Education Consultative Group meeting & activities
- Participation in Wiradjuri Dreaming Centre meeting & activities
- Participation in Waste 2 Art meetings & activities
- Schools, Community Organisations and Service Providers provided with information as required.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from the clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>C2.1 Cultivate a community that is welcoming, inclusive and connects with all sectors of the community.</td>
<td>C2.1.3 Partner with other stakeholders to identify the efficient provision of community service.</td>
<td>Achieves this strategy through inter-agency meetings and interactions.</td>
</tr>
<tr>
<td></td>
<td>C2.1.8 Partner with stakeholders to present recreational and social initiatives for Indigenous people.</td>
<td>Achieves this strategy through participation and involvement in the activities reported in the period.</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That Council receive and note the Community activities report.
(Cr J Nicholson/Cr G Falconer)
CLAUSE 2 – COUNCIL BUSINESS UNITS ACTIVITY

Apex Riverside Tourist Park

The following diagram provides occupancy information for Apex Riverside Tourist Park for the preceding 12 months as well as a comparison with the same period last year.

October Commentary

Top three areas booked this month were riverfront cabins at 72% occupancy, drive-thru sites at 60% and motel suites at 55%.

The average occupancy did not change from 35% compared to October 2014 occupancy increased by 1%.

Jemalong Regional Education Centre

The following diagram provides occupancy information for JREC for the preceding 12 months as well as a comparison with the same period last year.

October Commentary

For the month of October 2015 there was 51% occupancy for JREC with 65% occupancy for the units, 58% occupancy for the superior rooms and 41% occupancy for the students rooms. Compared to October 2014, occupancy decreased by 1%. The video conferencing room was used three times during the month of October by the University of Wollongong and the multi-purpose room was used twice.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from the clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cultivate a vibrant and robust economy supporting the creation of jobs and business opportunities (E1).</td>
<td>E1.3 Ensure profitability of Councils enterprises.</td>
<td>Works towards this strategy through occupancy.</td>
</tr>
</tbody>
</table>
RECOMMENDATION

That Council receive and note the Business Unit Activity report.
(Cr J Nicholson/Cr D Booth)

CLAUSE 3 – COUNCIL COMMUNITY COMMUNICATIONS ACTIVITY

Website Activity

Monthly comparison (current and preceding 3 months):

<table>
<thead>
<tr>
<th>Month</th>
<th>Visitors</th>
<th>Page Views</th>
<th>Pages per visit</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 2015</td>
<td>5,589</td>
<td>12,447</td>
<td>2.23</td>
</tr>
<tr>
<td>September 2015</td>
<td>6,498</td>
<td>13,332</td>
<td>2.05</td>
</tr>
<tr>
<td>August 2015</td>
<td>5,725</td>
<td>42,163</td>
<td>7.36</td>
</tr>
<tr>
<td>July 2015</td>
<td>6,248</td>
<td>12,131</td>
<td>1.94</td>
</tr>
</tbody>
</table>

The following table shows Council’s most popular pages and views for the month of October:

<table>
<thead>
<tr>
<th>Page</th>
<th>Page Views</th>
<th>Unique Visitors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home</td>
<td>2,781</td>
<td>2,330</td>
</tr>
<tr>
<td>News</td>
<td>1,181</td>
<td>1,110</td>
</tr>
<tr>
<td>Positions Vacant</td>
<td>756</td>
<td>637</td>
</tr>
<tr>
<td>Tenders, Expressions of Interest and Exhibitions</td>
<td>642</td>
<td>225</td>
</tr>
<tr>
<td>Contact</td>
<td>324</td>
<td>280</td>
</tr>
<tr>
<td>Fit For the Future Proposals Report Released</td>
<td>209</td>
<td>201</td>
</tr>
<tr>
<td>Residents</td>
<td>181</td>
<td>132</td>
</tr>
<tr>
<td>Events</td>
<td>180</td>
<td>150</td>
</tr>
<tr>
<td>Waste and Recycling</td>
<td>173</td>
<td>146</td>
</tr>
<tr>
<td>Council</td>
<td>164</td>
<td>135</td>
</tr>
<tr>
<td>Mayor Awarded for 20 Years of Service</td>
<td>156</td>
<td>149</td>
</tr>
<tr>
<td>Council Departments</td>
<td>147</td>
<td>137</td>
</tr>
<tr>
<td>Things to Do</td>
<td>139</td>
<td>124</td>
</tr>
<tr>
<td>Visitors</td>
<td>122</td>
<td>113</td>
</tr>
</tbody>
</table>

Facebook Topics

Facebook Topics October

| Council Ad x 4 |
| Motor Show    |
| Hospital Open Day x 3 |
| Bedgerabong Country Music Campout x 2 |
| Forbes Heritage Workshop x 3 |
| Nelson Park closed for shade sail installation x 2 |
| Kalari Lachlan River Arts Festival x 7 |
| Spring Races x 3 |
| Forbes Running Festival x 2 |
| National BBQ Championships x 4 |
| Water Park ready for use |
| Forbes Elvis Festival Event |
| ABC Central West story shared |
| Ladies Night Out for Pamper the Parents x 2 |
| Garage Sale Trail x 4 |
| Vanfest Public Meeting |
| Farmers Markets x 3 |
| Mayor Phyllis Miller awarded for 20 years service |
Youth Volunteer award winners
Relay for Life x 3
Extend trading for Vanfest
National Water Week
Children’s Week x 4
Art exhibition x 2
What’s On in Forbes post x 2
Parkes Elvis Festival Photography Competition x 2
Rural Arts Symposium x 2
Public Meeting on Fit For the Future
Fit For the Future Telephone Survey
Cooee March x 2
Jemalong Retirement Village poster
Forbes Fashion Markets

REACH
16,731
LIKERS
1780 as at 31 October 2015. For the month there were 27 new likers to the page.

Media

There were 12 Media Releases issued during October:

- 2 October Workshop to discuss Forbes Heritage
- 8 October Water Park ready to use
- 12 October Mayor awarded for 20 years of service
- 16 October Liam awarded Central West Youth Volunteer of the Year
- 19 October Open for Business during Vanfest
- 20 October Fit For the Future Proposals Report Released
- 23 October Celebrate Children’s Week
- 26 October Mayor re-elected to Board of Local Government NSW
- 28 October Public Meeting to discuss Fit For the Future Report
- 29 October Council seeks community feedback

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from the clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>Our community is consulted about Council decisions and informed about Council activities. (L7).</td>
<td>L7.1 Provide opportunities for the community to contribute to Council’s decision making. L7.2 Council is committed to keeping the community informed of its decision making.</td>
<td>Achieves this strategy with extensive media coverage across all channels.</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That Council receive and note the Communications Activity report. *(Cr J Nicholson/Cr D Booth)*

**CLAUSE 4 – GRANTS ACTIVITY**

Community group grants

During October three projects were invited to apply for funding through the Federal Governments Stronger Communities program.
These included the Warroo Hall, Kitchen Refitting, $5000, the Forbes Men’s Shed, New Shed, $15,000 and the Forbes Basketball Association, Court Upgrades, $6500. The Grants Officer assisted all three groups to prepare their applications through the Federal Governments online GMS Portal.

Work finished in October on an application to NSW ClubGrants to redevelop the Netball Courts. The application was prepared in close consultation with the Forbes Netball Association and has since been submitted.

The Acquittal for the Forbes Library Development was also finalised during October. Work also commenced on an application to improve access to the Lachlan River for recreational fishing for the elderly and disabled at the Apex Riverside Caravan Park.

Assessors from the Central West Local Land Services have also been out to assess the revegetation project at the Central West Livestock Exchange and the six revegetation projects submitted by the Ootha Landcare Group.

During October the Shire Council was advised that the following grant applications have been successful:

- St Laurence’s P&F, new shade sail, $3500, Cowal Gold Operations Community Partnering Program.
- Forbes Aboriginal & Community Working Party, cultural program, $6000, Cowal Gold Operations Community Partnering Program.
- Forbes Museum, Ivel Tractor Restoration, $8300, FRRR CATCH Program
- Forbes Preschool, Sound reinforcement and sound system, $6000


During October the Shire was advised that the following application had been unsuccessful:

- Forbes Soccer Club, Toilet Upgrade at the Botanical Gardens Sport fields, $100,000, Holden Home ground Advantage.
- Forbes Magpies, Lighting Upgrade, Huey Wilson Oval, $10,000, Holden Home ground Advantage.
- Forbes Amateur Swimming Club, New timing system for the Forbes Pool, $12,000, Holden Home ground Advantage.
- RBCC, Riverbank Rehabilitation, $1750, Teachers Environment fund.
- RBCC, Exercise Station, $35,819, ClubGrants.

Below are the applications for funding submissions that have been submitted and are awaiting a response.
# FORBES SHIRE COUNCIL

## ORDINARY BUSINESS PAPER – 17 DECEMBER 2015

### SERVICES/WORKS/COMMUNITY COMMITTEE REPORT TO COUNCIL – PART I cont’d:

<table>
<thead>
<tr>
<th>Grant Program</th>
<th>Strategy</th>
<th>Purpose and $</th>
<th>Who</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. FRRR Small Grants</td>
<td>C2.1</td>
<td>Repainting and additional lighting, $5,000</td>
<td>Corinella It Takes a Village Multipurpose Community Centre</td>
</tr>
<tr>
<td>2. AMP Tomorrow Fund</td>
<td>C2.1</td>
<td>Extend Sculpture Trial, $60,000</td>
<td>Forbes Art Society</td>
</tr>
<tr>
<td>3. National Stronger Regions Fund</td>
<td>C2.1</td>
<td>Expand Central West Livestock Exchange, $925,000</td>
<td>Council</td>
</tr>
<tr>
<td>4. FRRR Small Grants</td>
<td>C2.1.9</td>
<td>Repainting of the Croquet Clubhouse $2,361.50</td>
<td>Forbes Croquet Club</td>
</tr>
<tr>
<td>5. Country Arts Support Program</td>
<td>C2.1.8</td>
<td>Dance Workshops, $3,000</td>
<td>Dreaming Centre</td>
</tr>
<tr>
<td>6. Central West LLS Incentive Fund</td>
<td>C2.1</td>
<td>Revegetation work and the establishment of fodder trees &amp; shrubs, six applications worth $300,000</td>
<td>Ootha Landcare Group</td>
</tr>
<tr>
<td>7. FRRR CARA Program</td>
<td>C2.1.9</td>
<td>Hand tools, $10,000</td>
<td>Forbes Men’s Shed</td>
</tr>
<tr>
<td>8. Department of Veteran Affairs</td>
<td>C2.1</td>
<td>New War Memorial, Bedgerabong, $4,378</td>
<td>Bedgerabong War Memorial Union Church</td>
</tr>
<tr>
<td>9. Community Building Partnerships</td>
<td>C2.1</td>
<td>Renovate kitchen at Warroo Hall, $4,378</td>
<td>Warroo Hall Committee</td>
</tr>
<tr>
<td>10. Community Building Partnerships</td>
<td>C2.1</td>
<td>Pour slab in the machinery display at the Forbes Museum, $20,000</td>
<td>Forbes Historical Society</td>
</tr>
<tr>
<td>11. Community Building Partnerships</td>
<td>C2.1</td>
<td>Additional lighting for training, $20,000</td>
<td>Forbes Magpies Rugby League Club</td>
</tr>
<tr>
<td>12. Community Building Partnerships</td>
<td>C2.1</td>
<td>Repaint Club House, $3,361</td>
<td>Forbes Croquet Club</td>
</tr>
<tr>
<td>13. Community Building Partnerships</td>
<td>C2.1.8</td>
<td>Install a stainless steel, electric BBQ and aluminium seating, $14,236</td>
<td>Wiradjuri Dreaming Centre</td>
</tr>
<tr>
<td>14. Community Building Partnerships</td>
<td>C2.1.8</td>
<td>Revamp the Grinsted Oval Basketball Courts, $20,406</td>
<td>Forbes Basketball Association</td>
</tr>
<tr>
<td>15. Community Building Partnerships</td>
<td>C2.1.8</td>
<td>New multipurpose pavilion, $30,000</td>
<td>Bedgerabong Showground &amp; Racecourse Trust.</td>
</tr>
<tr>
<td>16. Community Building Partnerships</td>
<td>C2.1.8</td>
<td>Steel panels and sand, $15,590</td>
<td>Forbes Pony Club</td>
</tr>
<tr>
<td>17. Community Building Partnerships</td>
<td>C2.1.8</td>
<td>New flooring, $25,000</td>
<td>Forbes Preschool</td>
</tr>
<tr>
<td>18. Central West LLS Incentive Fund</td>
<td>C2.1</td>
<td>Revegetation work, $27,750</td>
<td>Shire Council</td>
</tr>
<tr>
<td>19. Transport NSW</td>
<td>C2.1.3</td>
<td>$2,269, Transport to NSW Youth Conference</td>
<td>Council Youth Advisory Committee</td>
</tr>
<tr>
<td>20. NSW State Government Youth Opportunity’s Grant</td>
<td>C2.1.3</td>
<td>Training, work experience, arts and cultural programs, $37,500</td>
<td>Forbes Youth Advisory Committee</td>
</tr>
</tbody>
</table>
Below are successful applications since the start of the 2015 financial year:

<table>
<thead>
<tr>
<th>Grant Program</th>
<th>Strategy</th>
<th>Purpose and $</th>
<th>Who</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. NRMA Community Grant</td>
<td>C2.1</td>
<td>Red Bend Catholic College</td>
<td>Riverbank Rehabilitation, $3,260</td>
</tr>
<tr>
<td>2. Transport NSW</td>
<td>C2.1</td>
<td>Red Bend Catholic College</td>
<td>Driver Training, $5,000</td>
</tr>
<tr>
<td>3. Rural &amp; Regional Teaching Grant</td>
<td>C2.1.3</td>
<td>Forbes Medical Centre</td>
<td>$125,000</td>
</tr>
<tr>
<td>4. Mary Mackillop Foundation</td>
<td>C2.1</td>
<td>Red Bend Catholic College</td>
<td>$4,000</td>
</tr>
<tr>
<td>5. Flagship Funding</td>
<td>C2.1</td>
<td>Vanfest</td>
<td>$20,000 a year for three years. Marketing.</td>
</tr>
<tr>
<td>6. NSW State Government</td>
<td>C2.1.3</td>
<td>Forbes Preschool</td>
<td>Improving access to the Preschool, $7,000</td>
</tr>
<tr>
<td>7. AAMI Lucky Club Grants</td>
<td>C2.1.3</td>
<td>Forbes Magpies</td>
<td>$1,250, new PA System</td>
</tr>
<tr>
<td>8. Cowal Gold Operations Community PP</td>
<td>C2.1.3</td>
<td>St Laurence’s P&amp;F</td>
<td>New shad sail, $3,500</td>
</tr>
<tr>
<td>9. Cowal Gold Operations Community PP</td>
<td>C2.1.8</td>
<td>Forbes Aboriginal &amp; Community Working Party</td>
<td>Cultural Programs, $6,000</td>
</tr>
<tr>
<td>10. Cowal Gold Operations Community PP</td>
<td>C2.1</td>
<td>Forbes Museum</td>
<td>Ivel tractor restoration, $3,000</td>
</tr>
<tr>
<td>11. FRRR CATCH Program</td>
<td>C2.1</td>
<td>Forbes Museum</td>
<td>Ivel tractor restoration, $8,300</td>
</tr>
<tr>
<td>12. Cowal Gold Operations Community PP</td>
<td>C2.1</td>
<td>Forbes Preschool</td>
<td>$6,000</td>
</tr>
<tr>
<td>13. Commonwealth Bank Cricket Grants</td>
<td>C2.1</td>
<td>Garema Hall</td>
<td>Cricket Equipment, $4,000</td>
</tr>
<tr>
<td>15. ClubGrants</td>
<td>C2.1.3</td>
<td>Forbes Basketball Association</td>
<td>Equipment, $1,000</td>
</tr>
</tbody>
</table>

Total: $237,670
Total value of successful grant applications by financial year:

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome of this clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>C3.1 – Develop capacity of community groups to achieve their goals.</td>
<td>C3.1.1 Provide services of Grants Officer to advise and assist with community group grant funding submissions.</td>
<td>Achieves this strategy through the activities of the Grants Officer. Achievements reflected in the report.</td>
</tr>
<tr>
<td></td>
<td>C3.1.2 Provide education and training to community groups to identify and apply for funding opportunities.</td>
<td>Works towards this strategy through interaction and communications with community groups.</td>
</tr>
<tr>
<td></td>
<td>C3.1.3 Provide direct financial grants and/or logistical support to community groups across a range of activities.</td>
<td>Works towards this strategy through interaction and communications with community groups.</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That Council receive and note the Grant Activities report.

*(Cr G Falconer/Cr J Nicholson)*

**CLAUSE 5 – FORBES ABORIGINAL AND COMMUNITY WORKING PARTY**

**Purpose of this report**

This report provides information about recent initiatives of the Forbes Aboriginal and Community Working Party (FACWP) for Council to receive and note.

**Background**

FACWP was formed in November 2014 by a group of volunteers working to establish a local identity and gain a place in local decision making affecting education, housing, transport and cultural issues in the Forbes Aboriginal Community. In the last 12 months the Director of Tourism Community and Cultural Development and the Community Liaison Officer have attended most of the FACWP meetings or met with the convenor and committee members. They are unincorporated at the moment but have begun two tangible projects.
Burial of Wiradjuri remains

FACWP is co-ordinating the burial of a Wiradjuri man whose remains have been in the collection of the Museum of Victoria since 1902. The museum records state the man lived in Forbes and died at the age of 70+. The museum has a program of repatriating all of its Aboriginal human remains. These remains are to be repatriated to Forbes in the near future with the help of the NSW Government Office of Environment and Heritage.

The burial is to take place on private property near the Forbes Aerodrome on a date to be fixed and there will be a traditional Wiradjuri ceremony involving local men. The Director of Environmental Services and Manager of Development and Compliance have given due consideration to this burial and arrangements will be made to record the burial site in Council's usual burial records.

Smoking Ceremony Training

Council is supporting another project through the auspicing of a grant from Evolution Mining, Cowal for the formal training of eight Wiradjuri men in the culturally important Wiradjuri smoking ceremony. This project is called Ngumbaay-dyil (all together in one place) and the training is being conducted by Aboriginal Elder Yalmambirra from Charles Sturt University at the Wiradjuri Study Centre in Condobolin on 23 and 24 November.

After 12 months of conducting ceremonies the trainees, two each from Forbes, Parkes, Wyalong and Condobolin will then be able to train others, thus providing a sustainable outcome that promotes and develops Wiradjuri culture on the land of the Wiradjuri people.

Community Strategic Plan

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Activity</th>
<th>Outcome from the clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>C2.1 Cultivate a community that is welcoming, inclusive and connects with all sectors of the community.</td>
<td>C2.1.8 Partner with stakeholders to present recreational and social initiatives for Indigenous people.</td>
<td>Achieves this strategy through Council’s engagement with FACWP.</td>
</tr>
<tr>
<td>C3.1 Develop capacity of community groups to achieve their goals.</td>
<td>C3.1.1 Provide services of Grants Officer to advise and assist with community group grant funding submissions.</td>
<td>Achieves this strategy through the activities of the Grants Officer</td>
</tr>
<tr>
<td></td>
<td>C3.1.2 Provide education and training to community groups to identify and apply for funding opportunities.</td>
<td>Works towards this strategy through interaction and communications with community groups.</td>
</tr>
</tbody>
</table>

Budget

A new budget line item has been established to auspice the Evolution Mining grant on behalf of FACWP.

**RECOMMENDATION**

That Council write to the convener of the Forbes Aboriginal and Community Working Party to congratulate them on their Ngumbayy-dyil initiatives.

*(Cr G Falconer/Cr D Booth)*

Richard Morgan

DIRECTOR TOURISM COMMUNITY AND CULTURAL DEVELOPMENT
CLAUSE 1 – FORBES PRESCHOOL

Council has received a request from the Forbes Preschool for further financial assistance to complete kerb and gutter in front of the new preschool and the footpath and associated signage. Total cost of these works by Council would be $40,000. Forbes Preschool has requested Council’s assistance to enable completion of these works. This will require an increase of the approved loan from $451,987 to $491,987 and total assistance to $642,606.68.

RECOMMENDATION

For Council’s consideration. (Cr G Falconer/Cr D Booth)

CLAUSE 2 – CLEMATIS STREET PARK COMMUNITY CONSULTATION MEETING

The Director Corporate Services provided a report to Council’s November meeting regarding the reclassification of surplus park land.

At this meeting Council resolved to set a date to conduct a consultation meeting with residents regarding the Clematis Street Park.

Accordingly, it would be appreciated if Councillors could confirm a suitable date for this meeting.

RECOMMENDATION

That Council schedule an onsite consultation meeting for Clematis Street Park after the February 2016 Services/Works/Community meeting. (Cr G Falconer/Cr J Nicholson)

CLAUSE 2 – ANY OTHER BUSINESS: As declared urgent by the Chairman

1). Forbes Homemakers Centre

RECOMMENDATION

That Council receive and note the information. (Cr D Booth/Cr J Nicholson)

CLAUSE 3 – DATE OF NEXT MEETING

The next meeting of the Services/Works/Community Committee will be held in the Council Chambers on Monday 1 February 2016 commencing at 5:00 pm.

CLAUSE 4 – CLOSE OF MEETING

The meeting closed at 5:25 pm.

Brian Steffen
GENERAL MANAGER

Motion to move into Part II. (Cr G Falconer/Cr D Booth)
TOURISM AND PROMOTION COMMITTEE REPORT TO COUNCIL PART I
A meeting of this committee was held on Thursday 12 November 2015 in the Council Chambers commencing at 5:00 pm.

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>APOLOGY</th>
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</thead>
<tbody>
<tr>
<td>Cr G Clifton (Chair)</td>
<td>Cr P Miller OAM</td>
</tr>
<tr>
<td>Kim Fetherston</td>
<td>Cr C Roylance</td>
</tr>
<tr>
<td>Yvonne Shaw</td>
<td>Lesley Teale</td>
</tr>
<tr>
<td>Susan Stewart</td>
<td>(S Stewart/E Lewis)</td>
</tr>
<tr>
<td>Eleanor Lewis</td>
<td></td>
</tr>
<tr>
<td>Ali Plummer</td>
<td></td>
</tr>
<tr>
<td>Elva Fuge</td>
<td></td>
</tr>
<tr>
<td>Jill Kay</td>
<td></td>
</tr>
<tr>
<td>Merle Churchill (Observer)</td>
<td></td>
</tr>
<tr>
<td>Warren Plummer (Observer)</td>
<td></td>
</tr>
<tr>
<td>Richard Morgan (Observer)</td>
<td></td>
</tr>
<tr>
<td>Penelope McGufficke (Observer)</td>
<td></td>
</tr>
<tr>
<td>Jade McGovern (Observer)</td>
<td></td>
</tr>
</tbody>
</table>

The Chair acknowledged the Traditional Custodians of the land on which we met today and paid respect to the Elders both past and present.

**CONFLICT OF INTEREST**
The Chair asked if any members had a conflict of interest. No conflict of interest in any matter was declared.

**MINUTES**
The minutes of the previous meeting were confirmed as correct and adopted by Council. (Y Shaw/S Stewart)

**WELCOME**
Cr Grant Clifton conducted the welcome.

**CLAUSE 1 – BUSINESS ARISING FROM PREVIOUS MINUTES**

**Clause 1.1 Vanfest Public Meeting:**

The Director of Tourism, Community and Cultural Development provided a report which concluded that the event was well organized yet poorly attended. A media release was sent from Forbes Shire Council to all local businesses and media providers to encourage businesses stay open over the weekend to take advantage of the significant increase in visitors in Forbes.

**RECOMMENDATION**

That Council receive and note the information. (S Stewart/K Fetherston)

**Clause 1.2 The Department of Tourism, Community and Cultural Development Staff Appointments:**

The Director of the Department provided an update on the appointments of existing and new staff into the Department of Tourism, Community and Cultural Development.

Director- Richard Morgan ph) 02 6850 2358  
Program Manager – Wayne O’Neill ph) 02 6850 2318  
Tourism Development Officer – Penelope McGufficke ph) 02 6850 2362  
Economic Development Officer – Sally Duff ph) 02 6850 2359  
Communications Officer – Amy Millerd ph) 02 6850 2328  
Grants Officer – Andrew Rawsthorne ph) 02 6850 2327
TOURISM AND PROMOTION COMMITTEE REPORT TO COUNCIL – PART I cont’d

Visitor Services Officer – Jade McGovern ph) 02 6852 1578

The appointment of the roles Community Relations Officer and Youth Development Assistant have yet to be filled.

**RECOMMENDATION**

That Council receive and note the information. *(A Plummer/E Lewis)*

**CLAUSE 2 – NEW BUSINESS**

Clause 2.1  Forbes Tourism 2021:

The Committee will provide feedback to Council staff about the Forbes Tourism 2021 which was tabled in September’s meeting.

Committee members raised the NSW Governments plan for Fit For Future and it’s commentary as being in conflict with the statistics and outcomes Forbes is currently achieving.

Council received feedback about the selection of images used in the plan.

**RECOMMENDATION**

That Council receive and note the information. *(E Lewis/A Plumber)*

Clause 2.2  Visitor Information Report:

Visitor Information Centre Report for August and September 2015

August review

<table>
<thead>
<tr>
<th>Most popular day for visits</th>
<th>Thursday; Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitors for the month FVIC</td>
<td>838</td>
</tr>
<tr>
<td>Visitor for the month at McFeeters VIC</td>
<td>612</td>
</tr>
<tr>
<td>Visitors to Information Centre combined</td>
<td>1,450</td>
</tr>
<tr>
<td>Visitors to the FVIC 12 months</td>
<td>12,320</td>
</tr>
<tr>
<td>Visitor at McFeeters VIC 12 months</td>
<td>10,539</td>
</tr>
<tr>
<td>Visitors to Forbes VICs from Aug 14/Aug15</td>
<td>22,859</td>
</tr>
</tbody>
</table>

September review

<table>
<thead>
<tr>
<th>Most popular day for visits</th>
<th>Sunday; Monday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitors for the month FVIC</td>
<td>932</td>
</tr>
<tr>
<td>Visitor for the month at McFeeters VIC</td>
<td>763</td>
</tr>
<tr>
<td>Visitors to Information Centre combined</td>
<td>1,695</td>
</tr>
<tr>
<td>Visitors to the FVIC 12 months</td>
<td>13,252</td>
</tr>
<tr>
<td>Visitor at McFeeters VIC 12 months</td>
<td>11,302</td>
</tr>
<tr>
<td>Visitors to Forbes VICs from Sept 14/Sept 15</td>
<td>24,554</td>
</tr>
</tbody>
</table>
Visitors to FVIC by month August 2015

Visitors to FVIC by region August 2015

Visitors to McFeeters by month August 2015

Visitors to McFeeters by region August 2015
TOURISM AND PROMOTION COMMITTEE REPORT TO COUNCIL – PART I cont’d

Visitors to Forbes VIC combined for the month August 2015

Visitors to FVIC by month September 2015

Visitors to McFeeters by month September 2015

Visitors to McFeeters by region September 2015

Visitors to Forbes VIC combined for the month September 2015
Forbes in the Heart of the Country web site

August
- Visits and Page views – 1649 new visitors and 2139 returning visitors

SEPTEMBER
- Visits and Page views – 1965 visits and 2509 page views
Tourism and Promotion Committee Report to Council – Part I cont’d

Last 12 Months
Visits and Page views – 17,049 visits and 24,574 page views

Graph - Visits and Page Views

Top Sources

<table>
<thead>
<tr>
<th>Source</th>
<th>Visits</th>
<th>Page Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Search Engine Spider</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Referral</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Top 5 Search Phrases

- How to cook yabbies
- Yabby fishing techniques
- Yellow belly fish recipes
- Best way to cook yellow b. catfish recipe

Graph - Top Sources

<table>
<thead>
<tr>
<th>Source</th>
<th>Visits</th>
<th>Page Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct</td>
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<tr>
<td>Search Engine Spider</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Referral</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Points for consideration from www.finditinforbes.com.au

- Catch & Cook experiences remain the most sought after information from the website
- Yabby web pages remain the most popular search phrases that direct traffic to the website
- Most traffic to the website is direct, which refers to advertising links.

Recent targeted advertising and promotional activity has resulted in a significant increase in website traffic and visitation since August 2015.

a) Rex Airlines onflight magazine – Outthere
Aug/Sept 2015 Issue

Tourism and Promotion Committee Report to Council – Part I cont’d

RECOMMENDATION
That Council receive and note the Visitor Information Report.
(K Fetherston/Y Shaw)

Oct/Nov 2015 Issue

<table>
<thead>
<tr>
<th></th>
<th>Rex Airlines</th>
<th>Outthere (incl. Air North)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Passengers</td>
<td>1.9 million</td>
<td>4.34 million</td>
</tr>
<tr>
<td>Number of Ports</td>
<td>58</td>
<td>212</td>
</tr>
</tbody>
</table>

- Passengers fly more than 15 times per year
- 72% of passengers are managers or professionals
- Targets passengers already over the ‘sandstone curtain’

RECOMMENDATION
That Council receive and note the Visitor Information Report.
(K Fetherston/Y Shaw)

Clause 2.3 Events Update:
The Tourism Development Officer provided an overview of the 2016 Find it in Forbes annual events calendar. Council are now collating event information and encourages the committee members to provide event information to Council’s Visitor Services Officer.

RECOMMENDATION
That Council receive and note the information Report. (J Kay/E Lewis)
TOURISM AND PROMOTION COMMITTEE REPORT TO COUNCIL – PART I cont’d

CLAUSE 3 – BUSINESS WITHOUT NOTICE

Clause 3.1 Kalari Lachlan River Arts Festival

The committee congratulated the organising committee that ran the 2015 Kalari-Lachlan River Arts Festival.

RECOMMENDATION

That Council send a letter to the River Arts Committee on behalf of the Tourism & Promotion Committee conveying congratulations and encouragement for 2017. (K Fetherston/Y Shaw)

Clause 3.2 Destination NSW Regional Visitor Economy Fund (RVET) Grant Application

The Tourism Development Officer provided information about an upcoming grant application specifically relating to the objective set by the NSW Government of doubling overnight visitation to NSW by 2020. Council is endeavouring to collect and collate all visitor data from tourism and visitor providers.

RECOMMENDATION

That Council update the committee on the outcome of the grant application. (S Stewart/Y Shaw)

Clause 3.3 Invitation to Forbes Taxi Combined

The committee discussed creating an inclusive environment for all business operators, including both bus tour business and taxi services.

RECOMMENDATION

That Council invite a representative of Forbes Taxis Combined to the next Tourism and Promotion Committee in February. (E Lewis/A Plummer)

Clause 3.4 Standard of Accommodation in Forbes

The committee raised the issue of accommodation providers in Forbes offering high quality and clean accommodation for visitors.

RECOMMENDATION

That Council investigate legislation advice about room inspections. (Y Shaw/E Lewis)

CLAUSE 4 – DATE AND TIME OF NEXT MEETING

The second Thursday of every second month. The next meeting of this Committee will be held on Thursday 11 February 2016.
TOURISM AND PROMOTION COMMITTEE REPORT TO COUNCIL – PART I cont’d

CLAUSE 5 – TIME OF MEETING CLOSURE

The meeting concluded at 6.05pm.

Richard Morgan
DIRECTOR TOURISM COMMUNITY AND CULTURAL DEVELOPMENT
FORBES TRAFFIC ADVISORY COMMITTEE REPORT TO COUNCIL PART I
A meeting of the Forbes Traffic Advisory Committee was held in the Committee Room on 26 November 2015 commencing at 4:08pm

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>APOLOGY</th>
<th>OBSERVER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr B Mattiske (Chair)</td>
<td></td>
<td>Cr P Miller OAM</td>
</tr>
<tr>
<td>Mr D Vant (Roads &amp; Maritime Services)</td>
<td></td>
<td>Ms M Suitor (RS&amp;IPO)</td>
</tr>
<tr>
<td>Mr G Gunn (State Member's Representative)</td>
<td></td>
<td>Sgt W Bush (NSW Police)</td>
</tr>
<tr>
<td>Mr D Tinlin (Manager Technical Services)</td>
<td></td>
<td>Cr C Roylance (D Vant/G Gunn)</td>
</tr>
</tbody>
</table>

The Chair acknowledged the Traditional Custodians of the land on which we met today and paid respect to the Elders both past and present.

MINUTES

Members had advised their concurrence to the minutes of the meeting held 27 August 2015 prior to them being reported to Council meeting of 17 September 2015.

CONFLICT OF INTEREST

The Chair asked if any members had a conflict of interest. No conflict of interest in any matter was declared.

CLAUSE 1 - BUSINESS ARISING

Clause 1.1 Rankin Street Pedestrian Crossing – Installation of Kerb Extensions

Council submitted two proposals for grant funding for the installation of kerb extensions for the Rankin Street pedestrian crossing. Roads and Maritime Service (RMS) initially advised that it would fund the dearer option which involved installing pits and pipework to capture drainage upstream of the kerb extension.

Following further enquiries RMS requested plans for both options so it could have its design section consider both options. When undertaking the more detailed design, it was found that Rankin Street at that location had one way cross fall to the north side and by relaying a short section of kerb the extensions could be installed by having continuous kerb extensions without the gutter bridges found in the other blister islands around the CBD.

A copy of the proposed works was provided to RMS for its approval and was presented at the meeting for the Committee’s consideration.

It was noted that at the recent Access Committee meeting the issue of parking for disabled people being dropped off at the new Forbes Dentist at the corner of Rankin Street and Templar Street was raised. The request was for a drop off point for elderly or disabled people close to the building. With the Rankin Street pedestrian crossing upgrade the existing No Stopping zone could be reduced by 10m. Some of this area could be used for a No Parking zone which could provide a place for this group of people to be dropped off at the dentist.

RECOMMENDATION

That Council note the Committee’s preference was for Option 1 – kerb extensions rather than kerb blisters. (D Vant/G Gunn)
Clause 1.2  Alcheringa Bus Stop

The meeting noted that the Alcheringa Bus Stop is now operational and has been very well received. An article in the local paper initiated by a local resident highlighted how good the new facility was.

RECOMMENDATION
That Council receive and note that the Alcheringa Bus Stop is now operating.  
(D Vant/G Gunn)

CLAUSE 2 – BUSINESS PENDING

Nil.

CLAUSE 3 – CORRESPONDENCE

Clause 3.1  Forbes Bridge Club – Additional Disabled Parking at Services Club

Council received a letter from the Forbes Bridge Club requesting additional Disabled Parking spaces outside the Forbes Services Memorial Club in Templar Street. Council has installed two (2) places outside the Club and as a result of a recent inspection by the Access Committee is looking to widen the bays to provide greater clearance from the existing street tree located between the two (2) disabled parks. Another on-road disabled carpark has been installed along the Highway adjacent the south west corner of the Club.

At present there are no disabled parks provided by the Forbes Services Memorial Club in either of its 70 space carparks to the north of the Club or opposite the club in Templar Street. It is suggested that the Forbes Bridge Club approach the Services Club to consider installing some disabled car parking spaces within its own carpark on the northern part of its block.

RECOMMENDATION
That Council advise the Forbes Bridge Club to approach the Services Club and request that it install some disabled parking places within its carpark north of the club. (G Gunn/D Vant)

Clause 3.2  Request for Horse Crossing Signage on Ada Street

Council has received a request from a resident for Horse Crossing signage along Ada Street. The applicant lives on the corner of Ada Street and Show Street and takes young horses to the showground for training. He is concerned about speeding south bound drivers cutting the inside of the curve and collecting or spooking horses. With the trees on the footpath around the curve preventing it being used by horses and the road narrowing at the curve it would be difficult to travel around the curve or cross the street in that area especially if the traffic is travelling over the speed limit.

The applicant appears to be the only horse user that would be crossing in that area however it was noted that there is horse signage W5-243 along Show Street between Forrester Street and Racecourse Road.
Therefore many vehicles travelling south would have passed the horse warning signage near the intersection with Racecourse Road.

A traffic counter was placed across Show Street to assess the traffic speeds. It indicated 95% speeds around the 70km/hr between 1am to 7am and reducing to around 65km/hr during most of the remaining hours except for 8:00pm and 9:00pm where it increased to 72km/hr.

The main problem appears to be the actual site conditions (lack of sight distance around the corner and narrowed roadway) combined with the speed of the drivers. It is unlikely that additional horse warning signage would make much of a difference. The most effective solution would be to reduce vehicle speeds by policing the speed limits in that area and undertaking some speed education such as utilising speed trailer in that vicinity.

**RECOMMENDATION**

That Council:

i). request the NSW Police Force to undertake some speed enforcement in the area of Show Street;

ii). request the Road Safety and Injury Prevention Officer includes Show Street in the next speed awareness campaign;

iii). make no change to the existing horse crossing signage.  

*(D Vant/G Gunn)*

**Clause 3.3 Forbes Public School Request to Install a LED Digital Sign in School Grounds**

Council has received a request from the Principal of Forbes Primary School to install a 2.61m x 0.85m LED digital sign to inform the community members of upcoming events. The school has suggested three alternate locations:

1. On the existing school sign facing Lachlan Street/Browne Street roundabout. Although there is a tree on the footpath that may obstruct vision this location has the potential to distract drivers driving around the roundabout. (Refer Figure 1)

2. Adjacent to the supervised crossing area in Lachlan Street.

3. Near the main gate entry to the school from Lachlan Street.

The latter two sites would be preferred as it is likely to cause the least distraction to drivers. The site on the existing sign near the main entry gates probably makes more sense as it is more likely for children and parents to see the sign when they come to visit the school and pick up children.

As the proposed signs are to be set back inside the school grounds they are unlikely to cause negative impacts to drivers within the slow speed urban environment.

The meeting noted that this type of request is not a matter for the Forbes Traffic Advisory Committee and should be dealt with through the Development Application process.
RECOMMENDATION
That Council receive and note the information that the matter will be addressed through the Development Application process. (D Vant/G Gunn)

Clause 3.4 Motor Neurone Disease Walk Event

Council received a Special Event Resource request to hold a fundraising walk to support and raise awareness of Motor Neurone Disease on 17 April 2016. The organisers expect about 200 participants to walk around the Lake, gathering in Lions Park and travelling around the walking track crossing Wambat Street, Camp Street and Lachlan Street twice. The organisers have advised that they intend to use the same TCP as provided for the 2015 event. This event will be similar to the earlier Forbes Running Festival which has operated over many years without incident.

RECOMMENDATION
That Council approve the short term road closure of Wambat Street, Camp Street and Lachlan Street for the Motor Neurone Disease Walk event on 17 April 2016 subject to the following conditions:

i). that organisers provide evidence of Public Liability insurance for $20M that is valid for the event and includes Forbes Shire Council as a declared interested party for the event and is to the General Manager’s satisfaction;

ii). that an updated Traffic Management Plan is provided prior to the event for approval and implementation in full on the day;

iii). notification of all road closures to emergency services;

iv). compliance with any directive or conditions as imposed by NSW Police Force;

v). compliance with any directive or conditions as imposed by Forbes Shire Council officers. (G Gunn/D Vant)

Clause 3.5 VanFest – Traffic Management Plan

Council received a Draft Traffic Management Plan on 5 October 2015 for the VanFest music festival proposed for the Forbes Showground on Friday 4 December and Saturday 5 December 2015. A meeting with the organisers was held on 7 October 2015 to discuss the details of the traffic management and provision of individual Traffic Control Plans for the various road closures and traffic arrangements. At the time of doing the agenda the updated Traffic Management Plan was submitted along with the associated TCPs. These were forwarded to the Committee members for comment with an expectation that a resolution would be made prior to the Forbes Traffic Advisory Committee meeting.

The Traffic Management Plan was discussed and the Committee noted that the organisers were proposing to escort the B-Doubles through the Show Street road closure rather than bypass them via Junction Street onto the Highway which was the Committee’s preferred option.
There was a concern with the TCP 1 & TCP 3 in that there was no ability to get the B-Doubles to pull over at the Heavy Vehicle Holding Bay and that they would end up at the road closure blocking the intersection. It was also suggested that a debrief meeting be held to discuss issues arising out of the event and other issues such as the pickup and drop-off area which there was not sufficient time to change at this point in time.

**RECOMMENDATION**

That Council advise the organisers of VanFest

i). that the Forbes Traffic Advisory Committee preferred the Junction Street option for B-Doubles bypassing the Show Street closure;

ii). should the organisers decide to proceed with the current plant to escort B-Doubles through the road closure that TCP1 and TCP3 should be modified to have a Traffic Controller at the heavy vehicle holding area;

iii). there should be a Traffic Control Plan developed for the closure of Racecourse Road between Farnell Street and the Showground entrance/exit to detour existing traffic west to the Bedgerabong Road;

iv). that they are required to attend a debrief session to discuss the effectiveness of the traffic management and any changes that may be recommended for future events. (D Vant/G Gunn)

**Clause 3.6  Forbes Christmas Carnival & Christmas Promotional Draw**

Council received a Special Event Resource Application from the Forbes Business Chamber for the conduct of the Forbes Christmas Carnival and Promotional Draws in CBD area.

The Forbes Christmas Carnival on Saturday 5 December 2015 between 7:00am and 2:30pm and will incorporate entertainment, demonstrations, promotional draw, markets, novelty stalls and rides promoting community spirit for the festive season and shopping in Forbes. Templar Street, between Lachlan Street and Rankin Street, and Rankin Street between Hughes Plaza and Battye Lane will be closed to traffic for the festival. A second promotional draw is proposed for Friday 24 December 2015 between 2:00pm and 3:30pm where a small section of Battye Street, between Rankin Street and Lawler Street will be closed. Copies of the Traffic Control Plans have been provided with the application.

**RECOMMENDATION**

That Council approve the closure of Templar Street from Lachlan Street to Rankin Street and Rankin Street from Hughes Plaza to Battye Street on 5 December 2015 between 7:00am and 2:30pm and Battye Street from Rankin Street to Lawler Street on 24 December 2015 between 2:00pm and 3:30pm for the Forbes Christmas Carnival and activities subject to the following conditions:
Clause 3.7 Request to Change 2 Hour Parking Zone in Rankin Street in front of Forbes Inn and Commercial Hotel

Council received a request from the owners of Forbes Inn and Commercial Hotel to have the 2 hour restricted parking adjacent their premises removed claiming it is having a detrimental impact on their business. They noted that other businesses such as the Services Club, Sport and Recreation Club and Vandenberg Hotel did not have restrictions on street parking and it was unreasonable that parking restrictions were imposed on their businesses.

The matter was referred to the October 2015 Council meeting where it was noted that the Forbes Business Chamber had requested Council to enforce the parking restrictions and that was currently being done. It was also noted that the businesses without the parking restrictions were located on the periphery of the CBD boundaries and not in close proximity to retail outlets and therefore there was less of a demand for the parking spaces in the vicinity of those businesses.

Council resolved to consult with the Forbes Business Chamber in regard to the removal of the 2 hour parking restriction outside the Forbes Inn and Commercial Hotel and on receipt of a reply from the Chamber refer the matter to the Forbes Traffic Advisory Committee.

The response from the Forbes Business Chamber was provided to the Committee to assist in assessing the request. In considering the Business Chamber’s comments the Forbes Traffic Advisory Committee decided that the status quo remains.

RECOMMENDATION

That Council maintain the existing 2 hour parking zone along Rankin Street adjacent to the Forbes Inn and Commercial Hotel. (D Vant/G Gunn)

Clause 3.8 Australia Day Celebrations

A Special Events Resources Application was received by Council relating to conducting a civic Australia Day celebration around Lake Forbes and Buck Bentick Way, similar to the recently held Kalari River Arts Festival.
There will be fireworks and other events along western end of Lachlan Street (from Riley Street to Junction Street) requiring the temporary closure of the road between 12:00pm until 9:00pm on 26 January 2015.

**RECOMMENDATION**

That Council approve the closure of Lachlan Street from Riley Street to Junction Street on 26 January 2016 for the Australian Day celebrations subject to the following conditions:

i). that organisers provide evidence of Public Liability insurance for $20M that is valid for the event and includes Forbes Shire Council as a declared interested party for the event and is to the General Manager’s satisfaction;

ii). the Traffic Management Plan provided is implemented in full on the day;

iii). notification of all road closures to the emergency services;

iv). compliance with Council officers’ reasonable directives;

v). compliance with any directive or condition as imposed by NSW Police Force;

vi). a representative of the organising committee is present on site at all times. *(D Vant/G Gunn)*

**Clause 3.9 Extension of Flashing School Zone Lights Program**

Correspondence was received from the Roads and Maritime Services (RMS) advising that Government has allocated a further $5M to install an additional set of flashing lights in school zones for schools where they have entrances on more than one road. The RMS will contact schools to find out which roads they want to be considered for the second set of lights. The RMS will then undertake an assessment of the site to determine the priority ranking. The funding should enable approximately 400 additional sites to be upgraded. RMS will advise councils on the list of successful schools later in the year once the assessment is complete.

**RECOMMENDATION**

That Council receive and note information on the extension of the Flashing School Zone Lights program. *(D Vant/G Gunn)*

**Clause 3.10 Forbes Triathlon 21 February 2016**

A Special Event Resources application has been lodged for the 2016 Forbes Triathlon to be held at the Forbes Aquatic Area similar to the event earlier this year. The event comprises a swim leg within the aquatic area, a run leg along the pedestrian/cycleway adjacent to the aquatic area and a bike leg heading approximately 5km west along Bedgerabong Road. The organisers have submitted Traffic Control Plans similar to last year’s event.
The NSW Guidelines for Bicycle Road Races recommends TCP 050 for turns across a major road and for turnaround areas. The TCP provided by the organisers is similar to TCP 050, except it did not include “Cyclist Race in Progress” signage. It is recommended that the TCP provided be modified to include this advanced warning signage.

RECOMMENDATION

That Council provide approval for the event subject to the following conditions:

i). Organisers provide evidence of Public Liability insurance for $20M that is valid for the event and includes Forbes Shire Council as a declared interested party for the event and is to the General Manager’s satisfaction;

ii). Organisers obtain NSW Police Force approval via a Bicycle Race Event Permit;

iii). Organisers update the TCP to include “Cyclist Race in Progress” advanced warning signage and that the TCP be used at the Aquatic Area entrance/exit and at the turn around location and implement the updated TCP in full on the day of the event;

iv). Bicycle race events having participant registration forms, NSW Police Forbes and Forbes Shire Council should be included in a statement of waiver or release of damages for signature by bicycle race participants or guardians;

v). Riders shall follow the road rules unless special traffic control is provided. (D Vant/G Gunn)

Clause 3.11 Elvis on Lake Event

Council has received a Special Event Resources form for the 2016 Elvis on the Lake event to be held in the South Circle Oval Carpark on 9 January 2016 between 12pm (midday) and 12am (midnight). The event will involve live entertainment, food and drinks in the carpark area, with the section of Gordon Duff Drive between the entrances to the carpark closed to traffic for 12 hours (12pm (midday) to 12am (midnight)).

RECOMMENDATION

That Council provide approval for the closure of the section of Gordon Duff Drive on 9 January 2016 between 12pm (midday) to 12am (midnight) subject to the following conditions:

i). Organisers provide evidence of Public Liability insurance for $20M that is valid for the event and includes Forbes Shire Council as a declared interested party for the event and is to the General Manager’s satisfaction;

ii). The Traffic Management Plan provided is implemented in full on the day.
iii). Notification of all road closures to the emergency services;

iv). Compliance with Council officers’ reasonable directives;

v). Compliance with any directive or condition as imposed by NSW Police Force;

vi). A representative of the organising committee is present on site at all times.

Clause 3.12 Speeding along Farnell Street

Council has received a letter of complaint from a resident of Farnell Street about a number of issues including the danger from speeding drivers along Farnell Street south of Johnson Street. The matter had been raised previously with Council and the Road Safety and Injury Prevention Officer has spoken with the resident and undertaken some speed awareness measures.

Traffic counts from May 2014 and August 2014, indicated similar results with 99% of drivers below 70km/hr, 89% of drivers below 60km/hr and 44% of drivers below the 50km/hr speed limit.

Speed is an ongoing issue and difficult to combat. The use of structural measures such as chicanes and speed humps raise other potential safety issues, noise issues and have not been well supported by the community when they have been tried previously. Education and enforcement are the two main means to ensure compliance.

It may be time for another major local speed awareness campaign to be run by Council as there have been a number of speeding issues raised.

RECOMMENDATION

That Council:

i). request the NSW Police Force to task Farnell Street for speed enforcement;

ii). request the Road Safety and Injury Prevention Officer includes Farnell Street in the next speed awareness campaign. (G Gunn/D Vant)

Clause 3.13 Annual Forbes Running Club – Lake Forbes Charity Fun Run

Council received the application for this year’s annual Forbes Running Clubs – Lake Forbes Charity Fun Run in early September after the August Traffic Advisory Committee. The event was held on Sunday 11 October between 7:00am and 11:00am.

Details of the event were provided to members of the Committee with the following recommendation:

That Council approve the road closures for the Forbes Running and Triathlon Club Charity Fun Run/Walk subject to the following conditions:
i) Organisers provide a copy of their Public Liability insurance policy for $20M that is valid for the event and includes Forbes Shire Council as a declared interested party, and is to the General Manager’s satisfaction

ii) That a Traffic Management Plan is provided and approved by Council implemented on the day in full;

iii) Notification of all road closures to emergency services

iv) Compliance with any directive or conditions as imposed by NSW Police;

v) Compliance with any directive or conditions as imposed by Forbes Shire Council officers.

Following concurrence from Forbes Traffic Advisory Committee members of the suggested recommendation, the approval conditions were notified to the organisers of the event. The event went ahead with no issues arising.

RECOMMENDATION

That Council:

i). note and endorse the approval and conditions for the 2015 Forbes Running and Triathlon Club Charity Fun Run/Walk;

ii). send a letter to the applicant advising of the need to lodge Special Event Applications at least three (3) months prior to the staging of the event. (D Vant/G Gunn)

Clause 3.14 Boomerang March

Council resolved earlier in the year to provide in principle support for the Boomerang March subject to the organisers providing satisfactory details for the traffic management for the event. Council received the Traffic Management Plan for the event and later the organisers provided the Traffic Control Plans and evidence of public liability insurance for the event. The organisers requested the closure of a section of Harold Street but the other section of the march was undertaken in accordance with specially developed Traffic Control Plans which involved escort vehicles and police escorts. The Forbes Traffic Advisory Committee members were advised of the Traffic Management Plans for the event and the road closure details for Harold Street and had no objections to the event proceeding in accordance with the Traffic Management Plan and Traffic Control Plans submitted. The event took place on 31 October 2015 with no incidents.

RECOMMENDATION

That Council note and endorse the approval and conditions for Boomerang March held on 30 October 2015. (D Vant/G Gunn)

CLAUSE 4 – REPORTS:

Clause 4.1 Road Safety & Injury Prevention Officer’s Quarterly Report for July - September 2015

The report from the Local Government Road Safety and Injury Prevention Officer detailing activities that were conducted during the report period was considered by the Committee.
RECOMMENDATION

That Council receive and note information provided in the Road Safety and Injury Prevention Officer’s Quarterly report for July to September 2015.

(D Vant/G Gunn)

CLAUSE 5 – GENERAL BUSINESS:

Clause 5.1 Request for Upgrade of School Bus Turnaround and Bus Stops

Council has received two letters requesting an upgrade of the bus turning area at the end of Golding Avenue at the entrance to the Bedgerabong Public School. The request has arisen due to the change in bus pickup area from within the school grounds to the entrance of the school and the increase in the size of bus from a 14 Toyota Hiace to a 41 seat Higer Bus.

An on-site meeting and inspection was conducted on Thursday 10 September 2015 where it was explained that the larger bus could not make a complete turn at the entrance to the school due to the position of some gum trees and lack of hardstand area. The eastern side of the road dropped away a significant amount and would be awkward for a bus to manoeuvre especially during wet weather.

It was agreed to obtain details of the bus and undertake a design to construct a turning area at the entrance to the school. It should also include bus zone signage to prevent parents parking in the turnaround area. Once the design is completed Council intends to approach the Roads and Maritime Services for assistance with funding for the upgrade works.

In addition to the pick-up and drop-off at the school the bus operator has raised concerns regarding a number of other pickup locations along the route which are now causing problems due to the length of the bus. An inspection is to be arranged to consider what is required for these locations.

RECOMMENDATION

That Council receive and note the information provided in relation to the Bedgerabong School Bus Stop and other bus stops along the existing bus route. (G Gunn/D Vant)

CLAUSE 6 - ANY OTHER BUSINESS: (as declared urgent by Chairperson)

Clause 6.1 Collett Lane – Extension of Loading Zone

Council received a verbal request on 25 November 2015 from the manager of the Sunshine Club (Royal Far West Charity Shop) at 11-13 Templar Street to have the loading zone extended several metres to incorporate its access. The reason given for the request was that the volunteers were elderly and they normally parked adjacent to the roller access door to load and unload furniture and boxes of donated material. The manager claimed it was difficult for them to move the furniture any distance and they wanted to minimise that distance to the shortest possible.
The manager advised that the loading zone was mainly used on a Thursday.

The existing loading zone is a 15 minute timed zone. The impact of the change would not be significant however it would pass across their roller door access and thus would allow other people to park across their access, albeit for only 15 minutes. This potential short coming did not appear to worry the manager who advised that they normally have the door open. It is assumed from that comment the Sunshine Club intended to ask them not to park there if they were expecting a delivery or pickup.

In relation to the operation of the laneway there would be no measurable difference by the small extension of the no parking zone apart from the potential parking across the roller door access.

**RECOMMENDATION**

That Council approve the extension of the loading zone by approximately 4 metres to the western side of the roller door access. *(D Vant/G Gunn)*

**Clause 6.2 VanFest Drop-off Area**

Council received a complaint from the owner of a property in the vicinity of the Showground regarding the drop-off and pickup area being located outside of his property. The resident stated that last year he had crowds of people up to 2am loitering/lying in and around his property, throwing rubbish on his land, some vomiting, some using bad language and some fighting. He has advised Council that he would prefer the pickup and drop-off zone be relocated to the other side of Marcia Street near ACE Machining or along Junction Street adjacent to Cowan’s Welding, both commercial premises.
The Committee considered that along Junction Street on the southern side of the road could be a suitable pickup and drop-off zone which would not impact on residents, however after discussion of the potential options it was considered that there was insufficient time to make any changes to the staging of the 2015 event and that this matter should be reviewed at the debriefing session after the event.

**RECOMMENDATION**

That Council receive and note the information on the VanFest drop-off area.

(G Gunn/D Vant)

**Clause 6.3 50km/hr Speed Zone along The Escort Way at Edge of Forbes**

A 50km/hr ahead sign has recently been installed in front of 11539 The Escort Way just east of Toogood Lane. The request was that the 50km/hr zone be extended to Sandhills Road. Council advised the applicant The Escort Way was a Roads and Maritime Services and that speed zones are determined by this Authority in line with prescribed guidelines. It is thought the speed zone could not be extended to Sandhills Road it could meet the guidelines for a minor extension possibly to Rifle Range Road and therefore the matter was referred to the Forbes Traffic Advisory Committee for consideration.

The meeting noted that there had been in the past one or two similar requests to extend the 50km zone past Rifle Range Road and that a speed zone assessment of the area may have been undertaken in recent years which may determine the result.

**RECOMMENDATION**

That Council write to the Roads and Maritime Services to request a speed zone review of the 5KPH zone along The Escort Way at the entrance to Forbes.

(D Vant/G Gunn)

**CLAUSE 7 - DATE & TIME OF FUTURE MEETINGS:**

The proposed meetings dates for 2016 are Thursday 25 February, 26 May, 25 August and 24 November. All meetings will be held in the Committee Room of Council Chambers commencing at 8:30am expect for the November meeting which will commence at 4pm. If there are no objections calendar invites will be sent to members for these dates.

**CLAUSE 8 - TIME OF MEETING CLOSURE:**

There being no further business the meeting was declared closed at 5:41pm.

David Tinlin
MANAGER
TECHNICAL SERVICES
INWARD CORRESPONDENCE
OPEN COUNCIL
PART I
DONATIONS & SPONSORSHIPS

Council’s current policy allows the annual donations allocation to be split by equal amounts over the four quarters, ($10,000/quarter), as well as a $10,000 discretionary amount to enable worthy one-off funding requests (ie. total donations budget equals $50,000). Essentially the policy requires that donations pertaining to funding applications for rates assistance on behalf of non profit organisations will be assessed on a yearly basis upon the submission to Council of a Community Funding Application; and

Accordingly, the current amount expended to date, being:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Details</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>July</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forbes Fashion Markets</td>
<td>Town Hall hire fees</td>
<td>$ 460.00</td>
</tr>
<tr>
<td>Sydney Hang Gliding Club</td>
<td>Cash contribution plus in-kind support</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>Katari-Lachlan River Arts Festival</td>
<td>Development Application fee</td>
<td>$ 285.00</td>
</tr>
<tr>
<td>Forbes Sport &amp; Recreation Club</td>
<td>Sponsorship 2015 Mixed Pairs Tournament</td>
<td>$ 800.00</td>
</tr>
<tr>
<td>Forbes Horticultural Society &amp; Garden Club</td>
<td>Town Hall hire fees</td>
<td>$ 444.50</td>
</tr>
<tr>
<td>Breastscreening NSW</td>
<td>Section 68 Certificate fee</td>
<td>$ 137.50</td>
</tr>
<tr>
<td><strong>August</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walking Wounded</td>
<td>Donation to operating costs</td>
<td>$ 150.00</td>
</tr>
<tr>
<td>June and Lex Weaver</td>
<td>9 Books on Sir Henry Parkes @ $45 each</td>
<td>$ 405.00</td>
</tr>
<tr>
<td>Forbes Motor Show</td>
<td>DA fees and Council’s costs (labour and toilet cleaning)</td>
<td>$ 2,555.00</td>
</tr>
<tr>
<td>Forbes PA &amp; H Association 2015 Show Ball</td>
<td>Town Hall hire fees</td>
<td>$ 350.00</td>
</tr>
<tr>
<td>Rotary Club of Forbes Ipomoea</td>
<td>Town Hall hire fees</td>
<td>$ 1,061.00</td>
</tr>
<tr>
<td>White Crane Tai Chi</td>
<td>Town Hall hire fees</td>
<td>$ 532.50</td>
</tr>
<tr>
<td><strong>September</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forbes Neighbourhood Watch</td>
<td>Home Security Product Information Expo</td>
<td>$ 600.00</td>
</tr>
<tr>
<td>Forbes Running &amp; Triathlon Committee</td>
<td>Running Festival expenses ($300 Cash/$250 Council’s costs)</td>
<td>$ 550.00</td>
</tr>
<tr>
<td>USU Picnic Day Organising Committee</td>
<td>Contribution to Picnic Day event expenses</td>
<td>$ 350.00</td>
</tr>
<tr>
<td>Forbes/Parkes Aquatic Club</td>
<td>Annual land lease fee</td>
<td>$ 510.40</td>
</tr>
<tr>
<td>Forbes Sporting Shooters</td>
<td>Portion of 2015/16 rates</td>
<td>$ 1,072.88</td>
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<tr>
<td>Country Womens Association - Forbes Branch</td>
<td>2015/2016 general rates</td>
<td>$ 3,557.68</td>
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<tr>
<td>Forbes Farmers Association</td>
<td>DA fees for Forbes Farmers Markets @ Victoria Park</td>
<td>$ 285.00</td>
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<tr>
<td>Forbes PA &amp; H Association</td>
<td>2015/2016 general rates</td>
<td>$ 1,810.00</td>
</tr>
<tr>
<td>Forbes Rugby Union Club Inc</td>
<td>DA fees for 2016 President’s Charity Lunch</td>
<td>$ 285.00</td>
</tr>
<tr>
<td>Forbes &amp; District Historical Society</td>
<td>Restoration of Ivel tractor (parts)</td>
<td>$ 5,000.00</td>
</tr>
</tbody>
</table>
For Councillor’s information, the following is a list of community funding provided in 2015/16 outside of the Donations & Sponsorship budget.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Details</th>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forbes Eisteddfod Incorporated</td>
<td>Town Hall hire and operation costs</td>
<td>line item 2015/16</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Forbes Town Band</td>
<td>Bandmaster fee</td>
<td>line item 2015/16</td>
<td>$9,500.00</td>
</tr>
<tr>
<td>Forbes Town Band</td>
<td>Carols By Candlelight (Council’s costs)</td>
<td>line item 2015/16</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Forbes Town Band</td>
<td>50% rates deduction on Band Hall</td>
<td>line item 2015/16</td>
<td>$500.00</td>
</tr>
<tr>
<td>Flatlands Hang Gliding Championship</td>
<td>Sponsorship</td>
<td>line item 2015/16</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Forbes Arts Society</td>
<td>Rent and Town Hall hire</td>
<td>line item 2015/16</td>
<td>$16,000.00</td>
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<tr>
<td>Forbes Arts Society</td>
<td>Sculpture Trail</td>
<td>line item 2015/16</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Parkes &amp; District Landcare</td>
<td>National Tree Day</td>
<td>line item 2015/16</td>
<td>$1,000.00</td>
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<tr>
<td>Kalari-Lachlan River Arts Festival</td>
<td>Donation to operation costs</td>
<td>line item 2015/16</td>
<td>$15,000.00</td>
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<tr>
<td>Havannah House Ministries</td>
<td>Annual Support (Hall Hire &amp; Cash Donation)</td>
<td>line item 2015/16</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Forbes Business Chamber</td>
<td>Boutique Forbes; Renew Forbes; Admin assistance</td>
<td>line item 2015/16</td>
<td>$12,500.00</td>
</tr>
<tr>
<td>National BBQ Championships</td>
<td>2015 National BBQ Event</td>
<td>line item 2015/16</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Old Time/New Vogue Dance Group</td>
<td>Town Hall hire fees</td>
<td>line item 2015/16</td>
<td>$3,104.00</td>
</tr>
<tr>
<td><strong>Total other sources</strong></td>
<td></td>
<td></td>
<td><strong>$100,104.00</strong></td>
</tr>
</tbody>
</table>

**CLAUSE 1 – DONATIONS BUDGET**

As Council would have noted in the donations table, excluding any donations approved at the December Council meeting, there is a balance of $4,945.54 left for the remaining seven months of 2015/16. A review of historical expenditure has identified that approximately $9,000 of recurrent donation requests are anticipated to be received. Any new requests would be over and above this.

In light of this, Council needs to consider options for the remainder of the year. Two options would be:
i). Once the Donations and Sponsorship budget is depleted, advise applicants there will be no further donations funded by Council in the 2015/16 financial year;

ii). Identify savings or opportunities to reallocate funds from other budget areas during the December quarterly budget review.

**RECOMMENDATION**

For Council’s consideration.

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**CLAUSE 2 – DONATIONS**

**Clause 2.1 Funding Request: Forbes Rodeo Inc**

Council has received a funding request for Forbes Rodeo Inc seeking sponsorship for its 2016 event, to be held Saturday 9 April. The sponsorship proposal includes a range of packages including:

<table>
<thead>
<tr>
<th>Package</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Naming Rights Sponsor</td>
<td>$5000</td>
</tr>
<tr>
<td>Chute Sponsor</td>
<td>$1500</td>
</tr>
<tr>
<td>Open Event Sponsor</td>
<td>$1000</td>
</tr>
<tr>
<td>Novice and Junior Event Sponsor</td>
<td>$500</td>
</tr>
<tr>
<td>Gold Supporter</td>
<td>$200</td>
</tr>
<tr>
<td>Silver Supporter</td>
<td>$100</td>
</tr>
<tr>
<td>Bronze Supporter</td>
<td>&lt; $100</td>
</tr>
</tbody>
</table>

Forbes Rodeo Inc note that proceeds from the previous event have assisted Forbes Can-Assist, Forbes Rotary Club and Calarie Hall.

**DCS Comment:** The sponsorship proposal notes the deadline for inclusion on their poster is 1 December; Council received the proposal on 30 November.

**RECOMMENDATION**

For Council’s consideration.

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**Clause 2.2 Funding Request: Soil C Quest**

Council considered the following report at its June meeting:

*Councillors will recall the presentation from the Executive Officer, Guy Webb and Treasurer, Mick Wettenhall of Soil C Quest at the May Council meeting.*

*Soil C Quest is a Not-For-Profit research and development organisation with a dedicated agenda to fast track the research, development and deployment of a new giga-tonne capacity soil carbon sequestration biotechnology.*

*Soil C Quest plans to further research, develop and finally deploy a bio-technology capable of large scale soil carbon sequestration and the plan includes;*

- employing the latest scientific breakthroughs in soil science and soil and plant microbiology;
- supporting a rigorous scientific development and optimization process;
- applying this technology in a practical, readily deployable manner;
• Working with a newly discovered biotechnology that, once optimised and developed, has the capacity to reliably, predictably, economically and significantly increase soil carbon in agricultural soils. The technology is based on a simple ingenious carbon sequestration mechanism performed by a natural phenomenon of nature.

Soil C Quest has an agriculturally based management team coupled with a technically balanced Scientific Advisory Committee which allows the practical and technical scope to fast track the development of this technology.

Soil C Quest has advised that their work relies on support, sponsorship and donations from people who would like to see this technology come to fruition and be deployed throughout the world.

400 RESOLVED

That Council provide a letter of support to Soil C Quest.
(Cr G Falconer/Cr M Jelbart)

Council sent a letter of support as resolved at the June meeting

The new request seeks a donation of $2000 to produce a video to support their crowd funding campaign. Copy of correspondence is attached (refer Appendix 1).

RECOMMENDATION

For Council's consideration.

CLAUSE 4 – REGIONAL WEED COMMITTEE: CALL FOR NOMINATIONS

The NSW Natural Resources Commission's review of weed management in NSW made recommendations regarding the formation of eleven Regional Weed Committees (RWC) based on NSW Local Land Services (LLS) regions. These RWCs are to replace the fourteen existing regional Weed Advisory Committees. Central West LLS is establishing the RWC based on the Regional Weed Committee Model Terms of Reference. As Forbes Shire Council is a key stakeholder in weed management in the Central West Region, Central West LLS is seeking nominations from Council for both a principal and alternate representative.

The Central West RWC will:

i). support implementation of the weeds components and underlining principles of the NSW Biosecurity Strategy, NSW Biosecurity Act and the NSW Invasive Species Plan 2015-2022;

ii). deliver weed functions for the Local Land Services consistent with the Central West LLS Local Strategic Plan;

iii). develop innovative and effective regional weed management strategic plans that consider risks, include all land tenure, and major stakeholders in the landscape; and

iv). provide a forum for the community and stakeholders in decision-making, and develop communication education and awareness programs based on local and/or regional priority weeds and issues.
The initial task of the Central West RWC is to develop a new regional weed management strategy for the region. Unlike existing strategies and plans, this new strategy is to be tenure neutral. It will set out enforceable weed management obligations to be met by both public and private land managers.

Due to the level of decision-making required on the RWC, Central West LLS seeks nomination of representatives with experience in weed management policy, resource allocation implications, and on-ground program implementation.

Central West LLS is seeking to have the RWC established for an inaugural meeting on Thursday 11 February 2016. The RWC Draft Model Terms of Reference are available from Council’s Senior Administration Officer.

RECOMMENDATION
For Council's consideration.

CLAUSE 4 – LETTERS OF APPRECIATION

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received were from:

- Forbes Town & District Band thanking Council for its annual donation to both the Bandmaster fee and rates for the Band Hall; the Band writes that it would not be able to operate without this financial support;
- Red Bend Catholic College thanking Council for its donation towards their Trivia Night to raise funds for their Modern History Excursion to Vietnam and Cambodia and the Marist Brothers' School outside Phnom Penh;
- Murray Darling Association thanking Council for being a valued member of its organisation; and
- Judy Donnelly thanking Council’s staff member Carolyn Cornell for administrative assistance related to burial plots at the cemetery.

RECOMMENDATION
That Council receive and note the information.

Amity Howe
DIRECTOR CORPORATE SERVICES
10-12-15

Soil C Quest 2031 –Seeking Council Support & Sponsorship

Dear Forbes Shire Council, Narramine Shire Council and Weddin Shire Council

Soil C Quest 2031 is a dedicated scientific task force with a specific agenda to fast track the research and development of a Soil Carbon Inoculum Package (SCIP) designed to rapidly and securely increase soil carbon in agricultural soils, whilst also increasing plant water use efficiency. Our work is based on breakthrough research conducted by Professor Peter McGee and Dr Tendo Mukasa Mugerwa, and is now joined and continued with other esteemed academics and industry leading professionals.

We believe the SCIP technology we wish to develop will significantly help farmers to grow better crops under average as well as more adverse environmental conditions, increasing overall profitability to farming enterprises, with the financial flow-on bolstering local rural communities. We believe the project itself will bring jobs to the district by way of multiple and multi-year research projects throughout the districts as well as local manufacturing of the actual bio-technology.

The federally appointed National Soil Health Advocate Major General the Honourable Michael Jeffery, AC, AO(Mil), CVO MC (Retd) has kindly offered to be the official Patron for Soil C Quest 2031. Michael has offered to present the project to the Prime Minister, the Ministers for Agriculture and the Minister for the Environment in the New Year. There is significant potential to attract significant federal research grants to the Forbes district through this project, particularly in light of the Governments new $1.1 billion research innovations initiative announced recently, of which we will be exploring.

Our organisation is also endorsed by several local Landcare groups, Federal Member for Parkes Mark Coulton, as well as others ranging from academics to local farmers. Crowe Horwath Accounts of Forbes are our first official Sponsors, donating free services to the Soil C Quest 2031 project.

Both the Forbes Council and the Narramine Council (through Mayor Bill McNally) have offered endorsements for the Soil C Quest 2031 project.

The Soil C Quest 2031 project was recently presented in London to the Virgin Earth Challenge, who is currently reviewing the information amongst their scientific advisory, which includes Australia’s Professor Tim Flannery.
The Soil C Quest 2031 management team wishes to conduct a crowd funding campaign to help financially support the continuation of the research project. To this end we have engaged Manning PR Company in Orange to help us produce a video clip as a basis for the crowd funding. The video will be shot at Mick Wettenhall’s property ‘Weemabah’ near Trangie sometime next week. We are aiming to have the campaign launched by the 21st of Dec 2015, just in time for Xmas.

We would like to invite the Forbes Council, the Narromine Shire Council and the Weddin Shire Council to financially support the Soil C Quest 2031 project, in particular the upcoming Crowd Funding campaign.

The total cost of the proposed crowd funding campaign, including the video production, will be approximately $6000. Ideally, we would be hoping for $2000 from each council to help cover these expenses; however we would be greatly appreciative of any financial support your councils could see your way clear to offering.

We believe the Soil C Quest 2031 project offers significant and important benefits to our agricultural regions, supporting and improving both our rural economy as well as our environment.

Please visit our website for more information, including a short video explaining the proposed technology and its capacity to aid agriculture. Go to www.scq.net.au

Join With Us!

Kind and Sincere Regards

Guy R Webb (B.Sc. REM), Mick Wettenhall & Mark Shortis

Soil C Quest 2031 Management Team

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PUBLIC ACCESS TO COUNCIL MEETINGS

In accordance with the provisions of the Local Government Act 1993 and Local Government (General) Regulations 2005, in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

In accordance with Section 10A of the Local Government Act 1993 -

Which parts of a meeting can be closed to the public?

S10A Which parts of a meeting can be closed to the public?

(1). A Council, or a committee of the Council of which all the members are councillors, may close to the public so much of its meeting as comprises:

(a). the discussion of any of the matters listed in subclause (2), or
(b). the receipt or discussion of any of the information so listed;

(2). The matters and information are the following:

(a). personnel matters concerning particular individuals (other than Councillors);
(b). the personal hardship of any resident or ratepayer,
(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
(d). commercial information or a confidential nature that would, if disclosed:-
   i). prejudice the commercial position of the person who supplied it, or;
   ii). confer a commercial advantage on a competitor of the Council, or;
   iii). reveal a trade secret.

(e). information that would, if disclosed, prejudice the maintenance of law;

(f). matters affecting the security of the Council, Councillors, Council staff or Council property;

(g). advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;

(h). information concerning the nature and location of a place or an item of Aboriginal significance on community land.

(i). alleged contraventions of any code of conduct requirements applicable under section 440.

(3). A Council, or a committee of the Council of which all the members are Councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

(4). A Council, or a committee of a Council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.
CONTENTS OF CONFIDENTIAL BUSINESS PAPER

For the information of the public Council now advises that the following business, in part or in whole, is contained in the Confidential Business Paper which will be dealt with at today's meeting.

The reason the particular matter is included in the Confidential Business Paper is stated following the description of the item of business.

MAYOR

Clause 1 – Homemakers Centre

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

COMMUNITY REPORT

Clause 1 – Industrial Estates Council Land Sales

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

MANAGER COMMUNICATION & DEVELOPMENT

Clause 1 – Medical Centre

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

DIRECTOR ENGINEERING AND TECHNICAL SERVICES

Clause 1-2 Tender 2015/9 & Tender 2015/11

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or propose to conduct) business;

Clause 3 – Street Bins

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
Clause 4 – Contract No: 2015/13

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

DIRECTOR ENVIRONMENTAL SERVICES & PLANNING

Clause 1 Tender Review

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

Clause 2 Daroobalgie Waste Facility

(2). The matters and information are the following:

(c). information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

ADOPTION OF ALL MATTERS IN THE MAIN BUSINESS PAPER WITH THE EXCEPTION OF THOSE ITEMS WHICH HAVE BEEN WITHDRAWN AND WHICH ARE DULY REFERRED TO IN ORDER IN THE BALANCE OF THESE MINUTES

0. RESOLVED: that all matters in the main business paper, with the exception of those items which have been withdrawn and which are duly referred to in order in the balance of these minutes, be adopted.

RECOMMENDATION

That the meeting be closed for consideration of the listed items as they involve: information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; personnel matters concerning particular individuals (other than Councillors); and commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.