



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 27 August 2019
Time: 1.00pm
Location: Narrabri Shire Council Chambers
46-48 Maitland Street
Narrabri

AGENDA

**Ordinary Council Meeting
27 August 2019**

**Stewart Todd
GENERAL MANAGER**

PUBLIC FORUM (held outside formal Council Meeting)

The Council may hold a public forum prior to each Ordinary Meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting (listed on the Agenda).

Public forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council.

Public forums are to be chaired by the mayor or their nominee.

Request to Speak in the Public Forum

To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by 5pm on the working day before the date on which the public forum is to be held and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council, and to identify any equipment needs at 5pm on the working day before the Public Forum.

The General Manager or their delegate may refuse to allow such material to be presented.

A person may apply to speak on no more than 2 items of business on the agenda of the Council Meeting.

Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

The General Manager or their delegate may refuse an application to speak at a public forum.

No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting.

If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

Each speaker will be allowed three (3) minutes to address the Council. This time is to be strictly enforced by the Chairperson.

The Chairperson of the meeting can grant one extension of up to a maximum of two (2) minutes, should further information, be considered to be important to the Council. This is solely at the discretion of the Chair.

Speakers at public forums must not digress from their nominated item on the agenda. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument. Debate will not be permitted by the speaker, Councillors or staff.

Speakers are under no obligation to answer a question. Answers by the speaker, to each question are to be limited to three (3) minutes.

Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.

The general manager or their nominee may, with the concurrence of the chairperson, address the council for up to 5 minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.

Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

The “*Request to Speak in Public Forum*”, at an Ordinary Council Meeting, can be obtained, from Council’s Administration Office, or by downloading it from Council’s website at:

<http://www.narrabri.nsw.gov.au/speaking-at-public-forum-1232.html>



USE OF MOBILE PHONES AND UNAUTHORISED RECORDING OF MEETINGS

Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

(Clause 15.20 Code of Meeting Practice)

A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the Council.

(Clause 15.21 Code of Meeting Practice)



Mayor
Cr Cathy Redding



Deputy Mayor
Cr Robert Kneale



Cr Maxine Booby



Cr Ron Campbell



Cr Ron Campey



Cr Lloyd Finlay



Cr Ann Loder



Cr Annie McMahon



Cr Cameron Staines



General Manager
Mr Stewart Todd



Director
Infrastructure Delivery
Mr Darren Raeck



Director
Corporate Services
Mr Lindsay Mason



Director
Development &
Economic Growth
Mr Daniel Boyce

Our Values



Integrity

Ensuring transparency and honesty in all our activities.



Leadership

Providing guidance and direction to our community and our people.



Customer Focus

Delivering prompt, courteous and helpful services and being responsive to the community's changing needs.



Accountability

Accepting our responsibility for the provision of quality services and information.



Respect

Treating everyone with courtesy, dignity and fairness.



Excellence

Being recognised for providing services, programs and information which consistently meet and exceeds standards.

Our Vision

A strong and vibrant regional growth centre providing a quality living environment for the entire Shire community.

Our Strategic Direction



Theme 1: Our Society

Strategic Direction 1: Safe, Inclusive and Connected Community

A safe, supportive community where everyone feels welcomed, valued and connected.



Theme 2: Our Environment

Strategic Direction 2: Environmentally Sustainable and Productive Shire

Maintaining a healthy balance between our natural and built environments.



Theme 3: Our Economy

Strategic Direction 3: Progressive and Diverse Economy

A strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.



Theme 4: Our Civic Leadership

Strategic Direction 4: Collaborative and Proactive Leadership

Working pro-actively together to achieve our shared vision with strong strategic direction.

AGENDA

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1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL

Members and officers are asked to be upstanding for the opening prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today, the Kamilaroi people, and pay my respects to Elders past and present.

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

5 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

Extract from Council's Code of Meeting Practice:

14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

- (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 of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (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 the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2 The council or a committee of the council 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.

Note: Clause 14.2 reflects section 10A(3) of the Act.

The following matters will be considered in the Closed (Public Excluded) Meeting:

- 12.1 Corporate Air - Fees and Charges
- 12.2 Mayoral Minute - General Manager Annual Performance Review - period ending June 2019

6 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Narrabri Shire Council held on 23 July 2019 comprising Minute Nos 140/2019 to 170/2019 as circularised be confirmed and signed as a correct record by the Mayor.

**MINUTES OF NARRABRI SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 23 JULY 2019 AT 1.08PM**

PRESENT: Cr Catherine Redding (Mayor), Cr Robert Kneale (Deputy Mayor), Cr Maxine Booby, Cr Ron Campey, Cr Lloyd Finlay, Cr Ann Loder, Cr Annie McMahon, Cr Cameron Staines

IN ATTENDANCE: Stewart Todd (General Manager), Daniel Boyce (Director Development and Economic Growth), Lindsay Mason (Director Corporate Services), Darren Raeck (Director Infrastructure Delivery) Delece Hartnett (Administration)

Proceedings of the meeting commenced at 1.08pm, after the conclusion of the Public Forum which commenced at 1.00pm.

1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL

Members and officers were upstanding for the opening prayer by Major Kelvin & Brenda Stace of the Salvation Army Narrabri, in association with the Narrabri Ministers Fraternal.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Owners of the land on which the Council met, the Kamilaroi people, and paid her respects to Elders past and present.

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

MINUTE 140/2019

Moved: Cr Lloyd Finlay Seconded: Cr Ron Campey

That the apology received from Cr Campbell be accepted and leave of absence granted.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Nil.

5 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

MINUTE 141/2019

Moved: Cr Robert Kneale Seconded: Cr Annie McMahon

The following matters will be considered in the Closed (Public Excluded) Meeting:

12.1 Narrabri Industrial and Logistics Hub

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

6 CONFIRMATION OF MINUTES

MINUTE 142/2019

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 25 June 2019 comprising Minute Nos 111/2019 to 139/2019 as circularised be confirmed and signed as a correct record by the Mayor.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

7 MAYORAL MINUTE

7.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR JUNE/JULY 2019**MINUTE 143/2019**

Moved: Cr Catherine Redding

That Council note the Mayoral Appointments for the period June/July 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

8 OUR SOCIETY

8.1 REPORT ON THE NSWPLA NORTH EAST ZONE ANNUAL GENERAL AND ORDINARY MEETINGS HELD IN ARMIDALE MAY 2019.**MINUTE 144/2019**

Moved: Cr Catherine Redding Seconded: Cr Ann Loder

That Council notes the report on the NSWPLA North East Zone Annual General and Ordinary meetings held in Armidale in May 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

8.2 SUBSIDISED WATER METER RESIZING ASSOICATED WITH INDEXING**MINUTE 145/2019**

Moved: Cr Ron Campey Seconded: Cr Maxine Booby

- 1. That Council provide a \$20,000 budget for 2019/2020 to allow the downsizing of 32, 40 and 50mm meters affected; this amendment to be incorporated in the September 2019 Quarterly Budget Review Statement.**
- 2. That a review of the supply requirements of each request for downsizing be conducted by the Water Services Manager or Director Infrastructure Delivery in consultation with the Property Owner.**
- 3. Any subsequent request to increase the meter size at a property will be at the cost of the Property Owner.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

8.3 GRANT ACTIVITY REPORT - JANUARY TO JUNE 2018 AND 2018-2019 FINANCIAL YEAR**MINUTE 146/2019**

Moved: Cr Cameron Staines Seconded: Cr Ron Campey

That Council note the grant activity report for 2018/2019 financial year.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9 OUR ENVIRONMENT

9.1 DELEGATES REPORT - NAMOI REGION AIR QUALITY ADVISORY COMMITTEE

MINUTE 147/2019

Moved: Cr Ann Loder Seconded: Cr Lloyd Finlay

That Council note the Delegates Report from Council staff representative - Marcela Lopez, for the Namoi Regional Air Quality Advisory Committee Meeting held in Gunnedah on Tuesday 28 May 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9.2 PROPOSED AMENDMENT OF CONTRIBUTIONS PLAN (PREVIOUSLY SECTION 94 PLAN)

MINUTE 148/2019

Moved: Cr Ann Loder Seconded: Cr Maxine Booby

- 1. That Council endorse the amended Narrabri Shire Contributions Plan, as attached, for the purpose of public exhibition.**
- 2. That Council place on exhibition the amended Narrabri Shire Contributions Plan for a minimum period of 28 days.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9.3 PROPOSED AMENDMENT OF FIXED DEVELOPMENT CONSENT LEVIES CONTRIBUTIONS PLAN (PREVIOUS SECTION 94A PLAN)**MINUTE 149/2019**

Moved: Cr Robert Kneale Seconded: Cr Annie McMahon

- 1. That Council endorse the amended Narrabri Shire Fixed Development Consent Levies Contributions Plan, as attached, for the purpose of public exhibition.**
- 2. That Council place on exhibition the amended Narrabri Shire Fixed Development Consent Levies Contributions Plan for a minimum period of 28 days.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

10 OUR ECONOMY**10.1 WEE WAA LEVEE ANNUAL INSPECTION 2019****MINUTE 150/2019**

Moved: Cr Maxine Booby Seconded: Cr Robert Kneale

That Council note the Wee Waa Levee Annual Inspection Report 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

10.2 DEVELOPMENT APPLICATION 85/2019 - PROPOSED WHOLESALE TREE NURSERY AT 21 WEE WAA ROAD, NARRABRI**MINUTE 151/2019**

Moved: Cr Ron Campey Seconded: Cr Lloyd Finlay

That Council determine the Development Application 85/2019 for a plant nursery and associated works on Lot 37 Section 15 DP 978, 21 Wee Waa Road, Narrabri by granting consent to the application subject to conditions in Attachment 2.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

10.3 COMMUNITY STRATEGIC PLAN AMENDMENT**MINUTE 152/2019**

Moved: Cr Cameron Staines Seconded: Cr Maxine Booby

- 1. That Council adopt the following amended strategies as part of the Community Strategic Plan 2017-2021:**

Strategic Direction 3: Progressive and Diverse Economy

To achieve our community outcomes, we will work together to achieve the following strategic objectives:

Objective 3.2

We will become a manufacturing and logistics hub for the northern inland region.

Strategies:

- 3.2.1 Promote Narrabri Shire as a national and state significant Manufacturing and Logistics Hub.**
- 3.2.2 Develop at least one flood free manufacturing and intermodal logistics site that has access to quality infrastructure and the proposed inland rail network.**
- 3.2.3 Explore opportunities for increasing efficiency of freight movements.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

10.4 DEVELOPMENT APPLICATION 98/2019 - PROPOSED CARPORT AT 20 GIBBONS STREET, NARRABRI**MINUTE 153/2019**

Moved: Cr Robert Kneale Seconded: Cr Cameron Staines

That Council determine the Development Application 98/2019 for an attached carport on Lot 1 DP199763, 20 Gibbons Street, Narrabri by granting consent to the application subject to conditions in Attachment 2.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11 OUR CIVIC LEADERSHIP

11.1 REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR CAMPEY**MINUTE 154/2019**

Moved: Cr Ron Campey Seconded: Cr Cameron Staines

That Council grant leave of absence for Councillor Campey for the period 20 August 2019 to 30 September 2019 inclusive, the period includes two (2) Ordinary Meetings of Council.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.2 DELEGATES REPORT - NEW ENGLAND JOINT ORGANISATION MEETING - JUNE 2019**MINUTE 155/2019**

Moved: Cr Catherine Redding Seconded: Cr Robert Kneale

That Council note Mayor Redding's Delegates Report on the New England Joint Organisation (NEJO) Meeting held on Monday 27 May 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.3 DELEGATES REPORT - NARRABRI GAS PROJECT COMMUNITY CONSULTATIVE COMMITTEE - 14 MAY 2019**MINUTE 156/2019**

Moved: Cr Ann Loder Seconded: Cr Maxine Booby

That Council note Cr Campbell's Delegates Report from the Narrabri Gas Project Community Consultative Committee Meeting held on Tuesday 14 May 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.4 DELEGATES REPORT - NARROMINE TO NARRABRI (N2N) INLAND RAIL COMMUNITY CONSULTATIVE COMMITTEE - 22 MAY 2019**MINUTE 157/2019**

Moved: Cr Cameron Staines Seconded: Cr Ron Campey

That Council note Cr Campbell's Delegate Report from the Narromine to Narrabri (N2N) Inland Rail Community Consultative Committee held on 22 May 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.5 INVESTMENT REPORT - JUNE 2019**MINUTE 158/2019**

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That Council note the Investment Report for June 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.6 ACCEPTANCE OF TENDERS UNDER DELEGATION – JUNE 2019**MINUTE 159/2019**

Moved: Cr Annie McMahon Seconded: Cr Robert Kneale

That Council note the determination of tenders under delegation for the period to June 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.7 CHANGES TO REQUIREMENT FOR TENDERING UNDER SECTION 55 LOCAL GOVERNMENT ACT 1993**MINUTE 160/2019**

Moved: Cr Maxine Booby Seconded: Cr Robert Kneale

That Council approve the necessary changes to its Procurement Policy and Framework in ensure alignment with the amendment to Section 55 of the Local Government Act 1993.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.8 GIBBONS STREET, NARRABRI - PARKING ISSUES**MINUTE 161/2019**

Moved: Cr Robert Kneale Seconded: Cr Maxine Booby

1. That Council note the results of the investigation into parking issues along Gibbons Street and; recommend the request for line marking and sign posting be refused, and take no further action.
2. That Council note the unanimous recommendation from the Local Traffic Facilities Committee: *"That the Local Traffic Facilities Committee note the results of the investigation into parking issues along Gibbons Street, and recommend to Council that the request for line marking and sign posting be refused, and take no further action."*

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.9 COUNCIL'S SURPLUS LAND DISPOSAL PROGRAM**MINUTE 162/2019**

Moved: Cr Maxine Booby Seconded: Cr Lloyd Finlay

1. That Council approve the disposal of:
 - a. 52-64 Belar Street, Bellata by public tender in the first instance, and then by public auction should the sale by tender be unsuccessful.
 - b. 35-37 Dalton Street, Boggabri by public auction.
 - c. 103 Caloola Road, Boggabri by public auction.

- d. 39 Williams Drive, Narrabri West by public auction
- e. 11-13 Dangar Street, Pilliga by public auction
- f. 31-33 Vivian Street, Pilliga by public auction.
- g. 77 Vera Leap Road, Wee Waa by public auction.

2. That the General Manager, following receipt of input/advice from a qualified property valuer, be authorised to approve the selling prices and/or set the reserve prices for the selling of the properties listed in Item 1 above.
3. That the Council's Common Seal be affixed to all relevant documents to effect the sale of the properties listed in Item 1 above.
4. That Council properties at 108 and 110 Chelmsford Street, Boggabri be included in the next review of Council's Local Environmental Plan for rezoning to enable appropriate land uses prior to being included in Council's Property Disposal Program. These properties will not be sold as part of this round of property disposal.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.10 2019/2020 COMMUNITY GRANTS FUND

MINUTE 163/2019

Moved: Cr Maxine Booby Seconded: Cr Robert Kneale

1. That Council allocate the following funding from the 2019/2020 Community Grants Fund:
 - a. \$1,500.00 to Narrabri Public School P&C for the Narrabri Public School Fete.
 - b. \$1,500.00 to Narrabri Polocrosse for the 2020 Australia versus New Zealand Junior Challenge.
 - c. \$1,500.00 to Cotton Capital Music Muster for the 2019 Cotton Capital Music Muster event.
 - d. \$1,695.00 to Maules Creek Recreation Reserve Trust for War Memorial signage.
 - e. \$1,500.00 to Boggabri Public School P&C for their Trivia Night.
 - f. \$3,600.00 to Narrabri Clay Target Club for Accessibility and Safety upgrade works.
 - g. \$2,949.00 Tracks Youth Group in partnership with Wee Waa Sports Incorporated for fire safety bars on exit doors at the Wee Waa Sporting Complex.
 - h. \$5,000.00 to Narrabri High School Canteen committee for canteen refurbishments.
 - i. \$2,100.00 to Wee Waa High School P&C for drink container recycling bins.

- j. **\$3,000.00 to Namoi Aero Club for new clubhouse flooring.**
- k. **\$5,000.00 to Wee Waa Community Band Inc. for instruments, chairs and sound system equipment, subject to confirmation of other grant funding in the amount of \$15,478.00.**
- l. **\$5,000.00 to Kogil Street Pre-School for an outdoor bathroom for children, subject to confirmation of other grant funding in the amount of \$24,874.70.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.11 GAS COMMUNITY BENEFITS FUND - POSITION PAPER

MINUTE 164/2019

Moved: Cr Cameron Staines Seconded: Cr Maxine Booby

- 1. That Council adopt the Position Paper – Gas Community Benefits Fund, as attached.**
- 2. That the Position Paper include additional relevant references from ‘NSW Gas Plan’ 2014.**
- 3. That Council believes that with the presence of mining and extractive industries, the Narrabri Shire Community should accumulate benefits over and above other Communities that do not have a mining and extractive industry presence.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11.12 VICKERY COAL MINE - VOLUNTARY PLANNING AGREEMENT

MINUTE 165/2019

Moved: Cr Ann Loder Seconded: Cr Robert Kneale

- 1. That Council engage with the Boggabri Community in order to gain their input into the drafting of a Voluntary Planning Agreement for the Vickery Coal Mine, Vickery Extension Project that Council considers to be in the public interest.**
- 2. That Council consider road maintenance costs associated with the Vickery Coal Mine, Vickery Extension Project as separate to any Voluntary Planning Agreement and requiring a Road Maintenance Agreement between Council and Whitehaven Coal.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12 CONFIDENTIAL (CLOSED COUNCIL) MEETING

MINUTE 166/2019

Moved: Cr Ann Loder Seconded: Cr Robert Kneale

That at 2.48pm Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

12.1 Narrabri Industrial and Logistics Hub

This matter is considered to be confidential under Section 10A(2) - (d)(ii) and (d)(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

MINUTE 167/2019

Moved: Cr Ann Loder Seconded: Cr Maxine Booby

That Council move into Committee of the Whole at 2.49pm.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

At 2:53 pm, Cr Cameron Staines left the meeting.

At 2:58 pm, Cr Cameron Staines returned to the meeting.

MINUTE 168/2019

Moved: Cr Lloyd Finlay Seconded: Cr Ann Loder

That Council move out of Committee of the Whole at 3.11pm

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.1 NARRABRI INDUSTRIAL AND LOGISTICS HUB

MINUTE 169/2019

Moved: Cr Catherine Redding Seconded: Cr Cameron Staines

COUNCIL HAS TEMPORARILY WITHHELD THIS RESOLUTION under Section 10A(2) of the Local Government Act 1993, for the following reasons:

- (d) (ii) information that would, if disclosed, confer a commercial advantage on a competitor of the council**
- (d) (iii) information that would, if disclosed, reveal a trade secret**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campey, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

MINUTE 170/2019

Moved: Cr Lloyd Finlay Seconded: Cr Ann Loder

That at 3.15pm Council move out of Closed (Public Excluded) Meeting.

CARRIED

13 MEETING CLOSED

The Meeting closed at 3.16pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting held on 27 August 2019.

.....
CHAIRPERSON

7 MAYORAL MINUTE

7.1 MAYORAL MINUTE - NARRABRI GAS PROJECT**Responsible Officer:** Catherine Redding, Mayor**Author:** Catherine Redding, Mayor**Attachments:** Nil**RECOMMENDATION**

1. That the General Manager provide an update report to Council on the Narrabri Gas Project, Council's Submission(s) to the Narrabri Gas Project and the Proponent's Response to Submissions.

MAYORAL MINUTE

As Mayor, I believe it is important for Council to receive regular updates on the status of the [Narrabri Gas Project](#) ("NGP") as it progresses through the NSW Planning System.

Council has made a number of submissions on the NGP, which have been very well received by the Narrabri Shire community, namely a:

- Submission in response to the NGP Environmental Impact Statement in May 2017;
- Response to the Santos response to submissions ("RTS") in May 2018;
- Response to the Santos supplementary RTS in May 2019.

At this point in time it is appropriate that Council receive an update report.

7.2 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR JULY/AUGUST 2019

Responsible Officer: Catherine Redding, Mayor

Author: Delece Hartnett, Personal Assistant to GM & Mayor

Attachments: Nil

RECOMMENDATION

That Council note the Mayoral Appointments for the period July/August 2019.

MAYORAL MINUTE

For the information of Councillors, I provide details of my Mayoral appointments and attendances between the dates (onwards from last Council Meeting) as follows:

Friday 12 July 2019

- Attended the Baan Baa Park & Playground opening with Councillors and staff also in attendance.

Thursday 18 July 2019

- Hosted a meeting with two representatives – Garth Taylor and Phillip Smith, from the Department of Infrastructure, Transport, Cities and Regional Development, regarding the Inland Rail Project and the Logistics & Industrial Hub, and Council's progress through both projects.

Tuesday 23 July 2019

- Attended July 2019 Council Meeting with Councillors and senior staff.

Wednesday 24 July 2019

- Hosted LGNSW Regional NSW Small Business Summit at The Crossing Theatre, with LGNSW President – Cr Linda Scott in attendance, as well as the Minister for Finance & Small Business – the Hon Damien Tudehope, and the NSW Small Business Commissioner – Mrs Robyn Hobbs OAM, also in attendance for the duration of the Summit. Also assisted them during their visit to Wee Waa businesses and Auscott as well as Federation Farm during the afternoon.
- Hosted early evening community 'Meet and Greet' for Small Business owners in the Shire, at The Crossing Theatre, with Councillors and senior staff in attendance (and the LGNSW President, Minister for Finance and NSW Small Business Commissioner also in attendance).

Thursday 25 July 2019

- Attended ROSCCO Meeting as host town Mayor, with Council delegate (Director Infrastructure Delivery), as a subcommittee to Namoi-Peel Customer Advisory Group.
- Attended discussions with Santos representatives regarding the Community Benefits Fund establishment.

- Attended Narrabri TAFE for the graduation ceremony for the Diploma of Aboriginal Studies (Professional & Community Practice).

Monday 29 July 2019

- Attended 'day 1' of Local Government Week planned activities – on-site at Narrabri Library.

Tuesday 30 July 2019

- Attended 'day 2' of Local Government Week planned activities – on-site at Boggabri Library.

Wednesday 31 July 2019

- Attended 'day 3' of Local Government Week planned activities – on-site at Wee Waa Library.

Friday 2 August 2019

- Meeting with Santos representatives and Perdaman representatives to discuss investment opportunity within the Narrabri Shire, including a site tour of the proposed Logistics & Industrial Hub.

Monday 5 August 2019

- Meeting with New England Joint Organisation Executive Officer as an overview for strategic planning for the JO, and how Council can assist with these ideas.

Tuesday 6 August 2019

- Attended August Councillor Briefing/Workshop day with Councillors and senior staff.

Wednesday 7 August 2019

- Attended the General Manager's Performance Review panel meeting.

Thursday 8 August 2019

- Attended breakfast with the Black Dog Institute 'Bike Riders' that were being hosted at the Narrabri Motel & Caravan Park overnight in Narrabri.
- Attended day session of the Inland Rail Economic Benefits Consultation Session hosted by the ARTC at The Crossing Theatre, and also evening meet and greet session in the Riverside Room.

Friday 9 August 2019

- Breakfast meeting with Northern NSW Executive & CEO Regional NSW of Arts North West to discuss promotions and funding opportunities within the Narrabri Shire, with Tourism Manager, Venue Manager and Community Relations Manager also in attendance.
- Attended meeting with Mr Garry White – NSW Chief Planner with Department of Planning & Environment, with Councillors and senior staff to discuss the current projects in the Narrabri Shire.

Monday 12 August 2019

- Attended meeting with Council staff to discuss projects going forward with Arts North West, and commit them to communicate with Community Groups in the coming twelve months.

Tuesday 13 August 2019

- Invited to and attended the NSW Volunteer of the year Awards Ceremony (New England/Northern Inland) at the Tamworth Golf Club, presented awards to recipients with the Tamworth and Gunnedah Mayors.

Thursday 15 August 2019

- Attended meeting with Inland Rail Executives, Councillors and senior staff to 'touch base' on the project to date, and progress of the project with the Narrabri Shire, and continued with dinner with the executives in the early evening.

Sunday 18 August 2019

- Attended the Victory in the Pacific/Veterans Day Ceremony at the Narrabri RSL Club.

Tuesday 20 August 2019

- Attended meeting with 'Infrastructure Collaborative' as consultants to John Holland Rail for a bid they are currently drafting with senior staff also in attendance.
- Travel to Toowoomba to attend the Inland Rail Conference being held in Toowoomba 21/22 August 2019.

Wednesday 21 – Thursday 22 August 2019

- Attended the Inland Rail Conference being held in Toowoomba, where the General Manager participated in a panel session "An Economic Enabler: What Inland Rail means for Communities", with the Councillors and senior Council staff also in attendance.

8 OUR SOCIETY



THEME 1: OUR SOCIETY

STRATEGIC DIRECTION 1: SAFE, INCLUSIVE AND CONNECTED COMMUNITY

By 2027, we will provide a safe, supportive community where everyone feels welcomes, valued and connected.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several social priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Community development
- Community health and safety
- Community arts, events and entertainment
- Community care services and transport
- Parks, open spaces and sporting facilities
- Children, youth and aged care services
- Disability access services
- Library services

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following social strategic outcomes:





- Increased community arts, events and entertainment
- Reduction in anti-social behaviour and public offences
- Improved community accessibility and inclusiveness
- Improved sport and recreational services and facilities
- Improved educational services and learning pathways
- Improved community health and support services

8.1 REPORT OF THE NARRABRI SHIRE CRIME PREVENTION ADVISORY COMMITTEE AND THE DRAFT NARRABRI SHIRE CRIME PREVENTION PLAN 2019-2023

Responsible Officer: Penny Jobling, Tourism Manager

Author: Roz Solomon, Community Development Officer

Attachments:

1. Narrabri Shire Crime Prevention Advisory Committee minutes 25 June 2019  
2. Community Safety and Crime Prevention Strategy & Action Plan 2019-2023  

DELIVERY PROGRAM ALIGNMENT**1. Society**

Objective 1.1 Community health, safety and support services will adequately meet changing community needs

Strategy 1.1.2 Maximise community safety through the implementation of crime prevention and risk management actions

EXECUTIVE SUMMARY

A meeting of the Narrabri Shire Crime Prevention Advisory Committee (the Committee) was held on Tuesday, 25 June 2019. In this meeting, the Committee endorsed the Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 for public exhibition.

The minutes of the Committee meeting and the draft Narrabri Shire Community Safety and Crime Prevention Plan 2019- 2023 are attachments to this report.

RECOMMENDATION

1. That Council adopt the minutes of the Narrabri Shire Crime Prevention Advisory Committee meeting held on Tuesday, 25 June 2019.
2. That Council endorse the change of name from the Narrabri Shire Crime Prevention Plan 2019 – 2023 to the Narrabri Shire Community Safety and Crime Prevention Plan 2019 - 2023.
3. That Council endorse the draft Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 for public exhibition for a minimum of 28 days.
4. That Council place on exhibition the draft document for a period of at least 28 days, during the exhibition period call for and accept submissions from the public on the draft document.

BACKGROUND

Action 1.1.2.16 in the Narrabri Shire Council 2018/2019 Operational Plan is “Develop a new Crime Prevention Strategy for the Narrabri Shire”. The draft Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 was created in consultation with representatives from the Oxley Police District, the Narrabri Shire Crime Prevention Advisory Committee, various service providers and agencies, and the Narrabri Shire community.

CURRENT SITUATION

The draft Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 sets out a clear path for the methods that Council, in partnership with NSW Police, Federal and State Governments, local service providers, and community organisations will use to address concerns about crime within Narrabri Shire Local Government Area.

FINANCIAL IMPLICATIONS

This draft plan outlines projects and programs to be completed within the 2019/20, 2020/21, 2021/22, and 2022/23 financial years.

Once the draft Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 has been adopted by Council and subsequently approved as a Safer Community Compact under Part 4 of the *Children (Protection and Parent Responsibility) Act 1997*, projects and programs identified within the plan will be eligible for funding through the NSW Crime Prevention Grants program.

STATUTORY AND POLICY IMPLICATIONS

Nil.

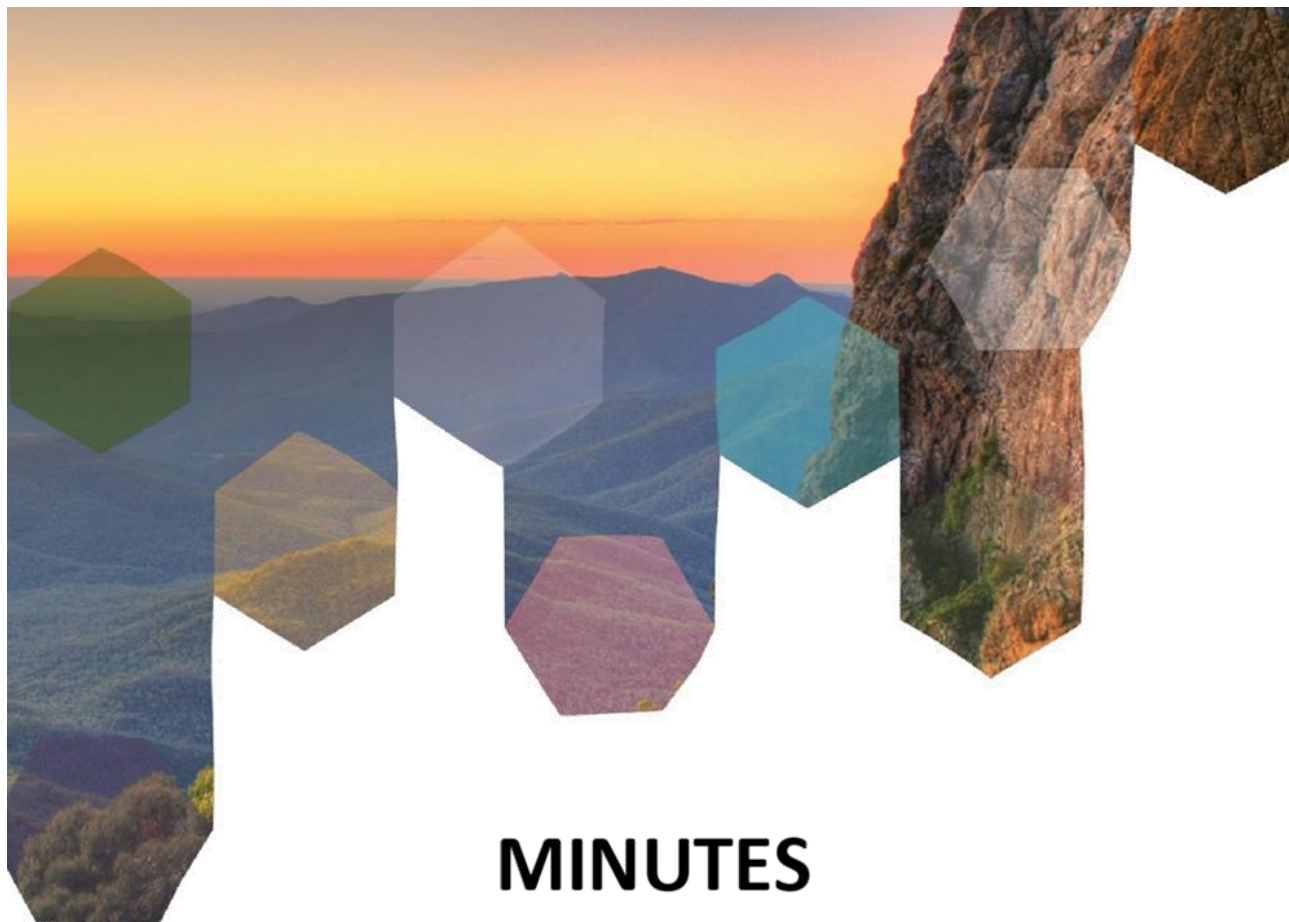
CONSULTATION**External Consultation**

External consultation is recommended to commence with the draft document being placed on public exhibition for a minimum period of 28 days. Council will call for and accept submissions from the public on the draft document for further consideration at a future Ordinary Council Meeting. Other external organisations consulted on the draft document include:

- Narrabri Shire Crime Prevention Advisory Committee.
- NSW Police (Oxley Police District).
- Narrabri Shire Interagency Group.
- Narrabri & District Community Aid Service Inc.

Internal Consultation

- Economic Development Manager.
- Community Relations Manager.
- Community Facilities Manager.
- Information Services Manager.
- Design Services Manager.
- Library Manager.



**Crime Prevention Advisory
Committee Meeting**

25 June 2019



CRIME PREVENTION ADVISORY COMMITTEE MEETING MINUTES25 JUNE 2019

**MINUTES OF NARRABRI SHIRE COUNCIL
CRIME PREVENTION ADVISORY COMMITTEE MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 25 JUNE 2019 AT 5:30PM**

PRESENT: Councillor Ann Loder (Chairperson), Councillor Robert Kneale (Deputy Mayor), Mr Steven Bradshaw (Community Representative), Inspector Robert Dunn (Oxley Police District), Bill Birch (Economic Development Manager), Marion Tame (Department of Education), Tony Longworth (Narrabri & District Chamber of Commerce), Terry Hynch (Aboriginal Community Representative), Roz Solomon (Community Development Officer).

IN ATTENDANCE: Stewart Todd (General Manager)

1 OPENING AND WELCOME

- Councillor Ann Loder opened the meeting at 5.36pm and welcomed attendees to the Narrabri Shire Council Crime Prevention Advisory Committee meeting.

2 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

- Councillor Cathy Redding (Mayor)
- Councillor Ron Campbell
- Joe Hungerford (Narrabri Liquor Accord)
- David Pierce (Community Representative)

3 CONFIRMATION OF MINUTES

COMMITTEE RECOMMENDATION

Moved: Tony Longworth

Seconded: Inspector Robert Dunn

That the minutes of Narrabri Shire Council Crime Prevention Advisory Committee Meeting held on 12 March 2019 as circularised be confirmed and signed as a correct record by the Mayor.

CRIME PREVENTION ADVISORY COMMITTEE MEETING MINUTES

25 JUNE 2019

4 REPORTS

4.1 2018/2019 ACTION TABLE UPDATE

Action 1.1.2.4:

- The CCTV cameras were installed at the Narrabri Police Station last week.
- Council is waiting for the road and roundabout infrastructure to be completed before the cameras are installed in the Narrabri CBD.

Action 1.1.2.6:

- This action is recommended for deferral until 2019/2020.

Action 1.1.2.11:

- The sign designs have been finalised and orders have been placed.

Action 1.1.2.16:

- This action will be discussed as part of Report 4.2 – Presentation of the draft Crime Prevention Plan 2019-2023.

Action 1.1.2.17:

- Marion Tame advised that Narrabri Public School provide programs.

4.2 PRESENTATION OF DRAFT NARRABRI SHIRE CRIME PREVENTION PLAN 2019-2023.**COMMITTEE RECOMMENDATION**

Moved: Steve Bradshaw

Seconded: Tony Longworth

That the Committee endorse the Narrabri Shire Crime Prevention Plan 2019-2023 for the purpose of public exhibition; with the following amendment:

- 1. A new action to be created with the wording: Support NSW Police to improve the community's perception of the level of crime within Narrabri Shire.**

5 NEXT MEETING

- The next meeting is tentatively set for Tuesday, 17 September 2019 at 5.30pm.

6 MEETING CLOSED

The Meeting closed at 6.54pm.

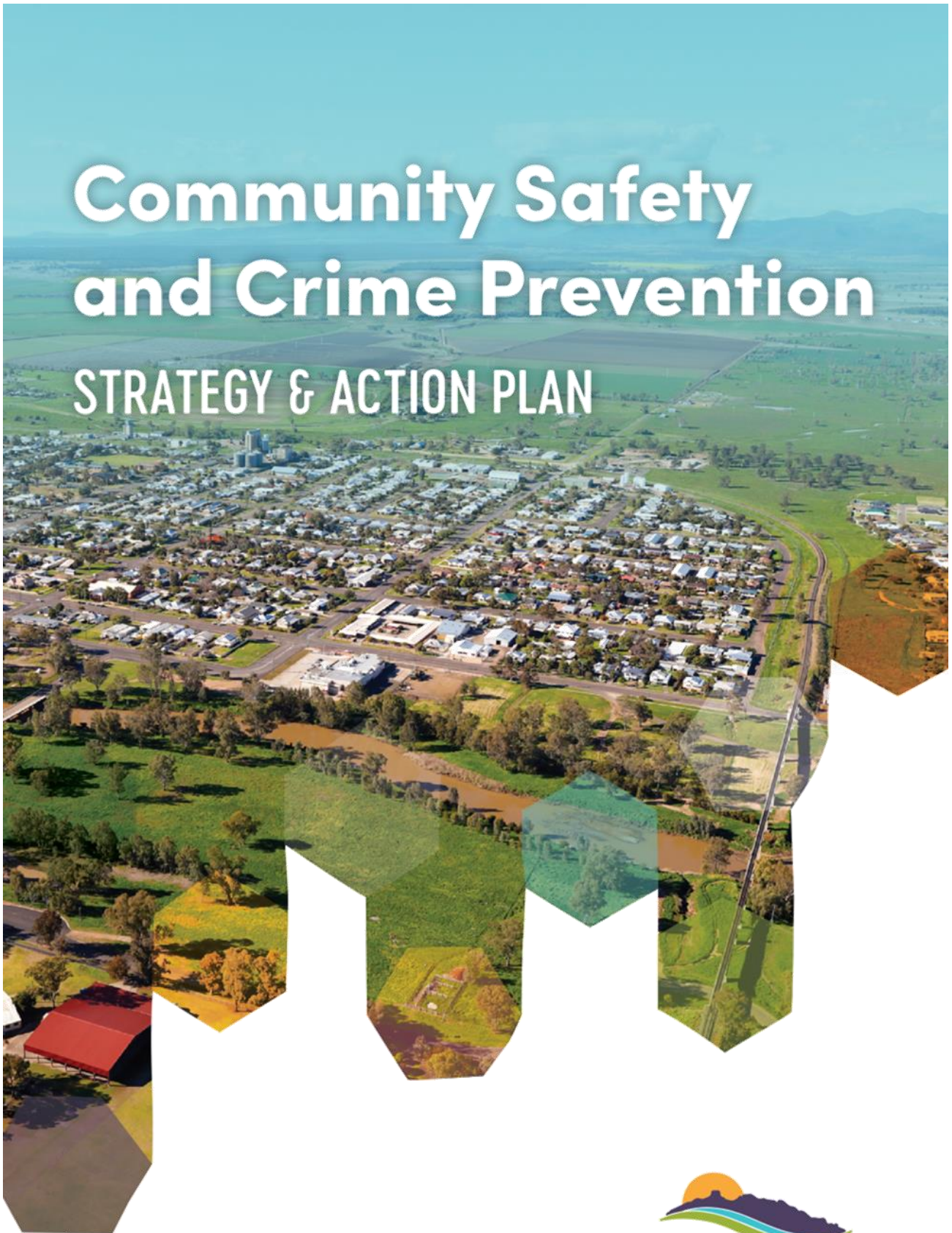
CRIME PREVENTION ADVISORY COMMITTEE MEETING MINUTES

25 JUNE 2019

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CHAIRPERSON

Community Safety and Crime Prevention STRATEGY & ACTION PLAN



Our Plan for **2019 - 2023**



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Introduction

ACKNOWLEDGMENT OF COUNTRY

"Narrabri Shire Council acknowledges and pays respect to the Kamilaroi people and their Elders, both past and present, as Traditional custodians of the land which Narrabri Shire Council operations are conducted.

The Narrabri Shire has a rich history of culture and Council is stepping toward endeavours to unite the Community in preserving the unique heritage and celebrating our community diversities. Council recognises the valuable contribution to the Narrabri Shire made by Aboriginal and Torres Strait Islander peoples and looks forward to a future of mutual respect and harmony."

Adopted by Narrabri Shire Council in July 2016.

MESSAGE FROM OUR GENERAL MANAGER

As General Manager of Narrabri Shire Council, it gives me great pleasure to present to the community the Narrabri Shire Crime Prevention Plan 2019 – 2023. This plan has been developed using the NSW Government Department of Justice document, Guidelines for developing a crime prevention strategy.

The Narrabri Shire Crime Prevention Plan 2019 – 2023 was created in consultation with representatives from the Oxley Police District, the Narrabri Shire Crime Prevention Advisory Committee, various service providers and agencies, and the Narrabri Shire community.

The Plan sets out a clear path for the methods that Council, in partnership with NSW Police, Federal and State Governments, local service providers, and community organisations will use to address concerns about crime within Narrabri Shire Local Government Area.

Council is committed to working collaboratively to achieve the actions identified within this plan.

Stewart Todd
General Manager

Introduction

BACKGROUND

The *Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023* was created in consultation with representatives from the Oxley Police District, the Narrabri Shire Crime Prevention Advisory Committee, various service providers and agencies, and the Narrabri Shire community.

The Narrabri Shire Crime Prevention Advisory Committee is an Advisory Committee to Council that meets on a quarterly basis and is required to make recommendations to Council. The responsibility of the Crime Prevention Committee is to:

- Provide input into the drafting of the Crime Prevention Strategy for the Narrabri Shire
- Monitor implementation of the Crime Prevention Strategy for the Narrabri Shire
- Provide assistance in seeking funding for and carrying out actions and projects identified in the *Crime Prevention Strategy 2014 – 2018*

The Crime Prevention Committee is made up of the following members:

- **Two (2)** Councillors as appointed
- **Two (2)** Council Officers being the Director of Development and Economic Growth (or delegate) and the Economic Development Manager (or delegate)
- **One (1)** individual from the field of Law Enforcement
- **One (1)** individual from the Narrabri Shire Interagency Group
- **One (1)** individual from the Department of Education within Narrabri Shire
- **One (1)** individual from Narrabri Liquor Accord.
- **One (1)** individual representing Narrabri & District Chamber of Commerce, Wee Waa Chamber of Commerce, and Boggabri Business & Community Progress Association
- **One (1)** individual representing the Aboriginal and Torres Strait Islander community
- **Two (2)** community representatives

Narrabri Shire Council's previously adopted plans include:

- *Crime Prevention Plan 2007 – 2010*; and
- *Narrabri Shire Crime Prevention Strategy 2014 – 2018*.

The *Crime Prevention Plan 2007 – 2010* was adopted by Council in February 2007 with the ambitious target of fourteen (14) strategies outlined. A report was presented to Council in May 2010 that summarised the strategies and associated outcomes. The report detailed that the Crime Prevention Plan 2007 – 2010 was ineffective as the number of strategies were unachievable without already secured funding to carry out the objectives.

The *Narrabri Shire Crime Prevention Strategy 2014 – 2018* was adopted by Council in February 2015 and included the following four (4) projects:

- **PROJECT 1** Increase CCTV and Lighting in hotspot areas as well as the three (3) main CBD streets in the Shire being Boggabri, Narrabri and Wee Waa, consistent with Council's Street Lighting on Public Roads Policy.
- **PROJECT 2** Community Education – Home and Vehicle Security
- **PROJECT 3** Development of a Narrabri Shire Youth Strategy
- **PROJECT 4** Drug Education Programs

On 3 November 2016, the strategy was approved as a Safer Community Compact under Part 4 of the *Children (Protection and Parent Responsibility) Act 1997*, this remained in force for a period of three (3) years.



Strategic Alignment

OUR VISION:

"A strong and vibrant regional growth centre providing a quality living environment for the entire Shire community."



THEME 1 - OUR SOCIETY

Strategic Direction 1:

Safe, Inclusive and Connected Community

A safe, supportive community where everyone feels welcomed, valued and connected.



THEME 3 - OUR ECONOMY

Strategic Direction 3:

Progressive and Diverse Economy

A strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.



THEME 2 - OUR ENVIRONMENT

Strategic Direction 2:

Environmentally Sustainable and Productive Shire

Maintaining a healthy balance between our natural and built environments.



THEME 4 - OUR CIVIC LEADERSHIP

Strategic Direction 4:

Collaborative and Proactive Leadership

Working proactively together to achieve our shared vision with strong strategic direction.

NARRABRI SHIRE COUNCIL

Strategic Alignment

HOW DOES OUR COMMUNITY SAFETY AND CRIME PREVENTION PLAN FIT?

STRATEGY / POLICY / LEGISLATION / PLAN	RELEVANT STRATEGIES / ACTIONS / INFORMATION
INTERNATIONAL	
United Nations (UN) Guidelines for the Prevention of Crime	<p>The 2002 UN Guidelines for the Prevention of Crime outline eight principles on which prevention should be based:</p> <ol style="list-style-type: none"> 1. Government leadership: at all levels to create and maintain an institutional framework for effective crime prevention. 2. Socio-economic development and inclusion: integration of crime prevention into relevant social and economic policies, focus on integration of at risk communities, children, families and youth. 3. Cooperation and partnerships: between government organisations, civil society, business sector. 4. Sustainability and accountability: adequate funding to establish and sustain programs and evaluation, and clear accountability for funding. 5. Use of a knowledge base: using evidence of proven practices as the basis for policies and programs. 6. Human rights/rule of law/culture of lawfulness: respect for human rights and promotion of a culture of lawfulness. 7. Interdependency: take account of links between local crime problems and international organised crime. 8. Differentiation: respecting different needs of men and women and vulnerable members of society.
FEDERAL	
National Crime Prevention Framework	<p>The Australian Institute of Criminology (AIC) is Australia's national research and knowledge centre on crime and justice, compiling trend data and disseminating research and policy advice. The National Crime Prevention Framework has been developed by the AIC as a resource which outlines the most effective approaches to the prevention of crime.</p>

Strategic Alignment

STRATEGY / POLICY / LEGISLATION / PLAN	RELEVANT STRATEGIES / ACTIONS / INFORMATION
STATE	
NSW 2021	<ul style="list-style-type: none"> • Prevent and reduce the level of crime • Prevent and reduce the level of re-offending • Improve community confidence in the justice system <p>In the plan NSW 2021, the NSW Government makes a commitment to maintain a strong focus on frontline policing, and target crime hotspots and repeat offenders to reduce the level of crime in NSW. It was also a focus to provide communities with more ways to be involved in local crime prevention activities to improve safety and security in the neighbourhoods.</p>
NSW Police Force Crime Prevention Strategy 2015 – 2017	<p>The strategy states the following:</p> <p>Crime prevention requires understanding and responding to both cause and the crime. Crime prevention is achieved when:</p> <ul style="list-style-type: none"> • Police respond to a crime issue before it becomes a significant crime problem and reduce the need to repeatedly respond to similar incidents. • Police and communities work together with other partners to understand the problem and implement local solutions. • Intervention occurs which prevents or reduces crime that may have occurred if that intervention did not take place.
The Children (Protection and Parental Responsibility) Act 1997 (the Act)	<p>Part 4 of the Act provides the Attorney General opportunities to support Local Government in the development of local crime prevention plans in conjunction with the community.</p>

Strategic Alignment

STRATEGY / POLICY / LEGISLATION / PLAN	RELEVANT STRATEGIES / ACTIONS / INFORMATION
REGIONAL AND LOCAL	
New England North West Regional Plan 2036	<p>Direction 19</p> <p>Support healthy, safe, socially engaged and well-connected communities.</p> <p>Crime prevention through environmental design principles can reduce the potential for crime through design and place management, helping people to feel safe and more comfortable. Safe, active and lively community space are often supported by events and promotion. This fosters healthy living through physical activity, social interaction and community pride.</p>
Narrabri Shire Council Community Strategic Plan 2017-2027	<p>Strategy 1.1.2</p> <p>Maximise community safety through the implementation of crime prevention and risk management actions.</p>



Developing the Plan

LEGISLATION

The Children (Protection and Parental Responsibility) Act 1997 provides for the Attorney General to support Councils leading crime prevention activity in NSW. Under Part 4 of the Act, Local Government is identified as the lead agency for identifying and implementing local crime prevention strategies in NSW. The objectives defined in this part are:

- (a) to work towards a safer environment by fostering community involvement in the development of local crime prevention plans prepared on the initiative of local government councils (with the assistance, at the request of the councils, of the Attorney General) for measures to be taken within their areas to reduce crime, and
- (b) to assist in the funding of the development of safer community compacts and of certain initiatives under safer community compacts through grants made by the Attorney General.

The Local Government Act 1993 Section 8A provides guiding principles for Council to the exercise of functions by Councils. Relevant principles include:

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.

EXISTING CRIME PREVENTION FRAMEWORK

The Narrabri Shire Crime Prevention Plan 2019-2023 incorporates best practice approaches and methods as identified in the National Crime Prevention Framework.

Strategies include those that modify the physical environment to reduce the opportunities for crime to occur (environmental approaches), and those that address the underlying social and economic causes of crime and limit the supply of motivated offenders (social and structural approaches). National Crime Prevention Framework, Pg3.

There are four (4) main types of crime prevention strategies identified in the National Crime Prevention Framework:

- Situational crime prevention
- Developmental crime prevention
- Social crime prevention
- Proactive criminal justice procedures

Developing the Plan

COMMUNITY ENGAGEMENT AND CONSULTATION

This Plan has been developed in consultation with a wide range of community members, organisations, and key stakeholders. This consultation assisted us in determining the views of the community in relation to crime prevention and community safety.

Narrabri Shire Crime Prevention Advisory Committee (the Committee)

The Committee meets on a quarterly basis and one of their responsibilities is to provide input into the drafting of the Crime Prevention Plan for Narrabri Shire. The Committee reviewed the Crime Prevention Survey prior to publication, advised on distribution methods, and endorsed the release for a 30-day period. The Committee also provided input into the determination of the priority offences for inclusion in the Crime Prevention Plan 2019-2023.

NSW Police (Oxley Police District)

Council met with representatives from the Oxley Police District, Narrabri Sector to discuss the priority offences to be addressed in the Narrabri Shire Crime Prevention Plan 2019 – 2023.

Community Satisfaction Survey

The Community Satisfaction Survey was conducted by Micromex Research in 2017 and sought to examine community attitudes and perceptions towards current and future services and facilities provided by Council. A sample size of 400 respondents provided feedback on a range of Council responsibilities including community safety and crime prevention. This topic was identified as the 4th highest priority for Narrabri Shire residents and provided a low satisfaction level, indicating a requirement for improvement.

Crime Prevention Survey

A Crime Prevention survey was conducted via Survey Monkey for the period between 13 March 2019 to 12 April 2019. A total of 336 surveys were completed independently from advertising on Council's website,

Facebook page and within local newspapers. The survey was also available in hard copy upon request. Council Officers attended Youth Week events in Boggabri and Wee Waa to gather survey responses from Shire students. An email was sent to all Council employees (approximately 168 recipients) encouraging them to contribute and complete an online survey via the Survey Monkey link.

Presentation to Narrabri Shire Interagency Meeting

The Narrabri Shire Interagency Group is made up of representatives from various organisations and service providers across Narrabri Shire. The purpose of the group is to encourage all services to come together to develop and lead projects, campaigns and events that encourage community involvement and awareness. Council attended an Interagency meeting to present a draft crime profile, to gather information on the proposed priority offences for inclusion in the Crime Prevention Plan, and to workshop potential projects and programs to address identified priority offences.

Other Community Consultation Activities include:

- One on one meetings with relevant Council staff;
- Workshop with Council Managers in relation to actions identified within the Action Plan;
- Individual consultation with Narrabri and District Community Aid Service Inc. representatives;
- Internal desktop audit of Federal, State, Regional, and Local strategic planning documents for content relative to the development of a Crime Prevention Plan;
- Analysis of Bureau of Crime Statistics and Research (BOCSAR) data;
- Review and analysis of 2016 Australian Bureau of Statistics (ABS) census data specific to Narrabri Shire Local Government Area.



COMMUNITY SAFETY AND CRIME PREVENTION ACTION PLAN 2019 - 2023

13

Community Profile

NARRABRI SHIRE COUNCIL LOCAL GOVERNMENT AREA - WHO ARE WE?

Narrabri Shire is a Local Government Area that covers in excess of 13,000 square kilometres in North West New South Wales and is home to over 13,000 residents. Located halfway between Sydney and Brisbane, Narrabri Shire is an exciting and diverse region of NSW and is known as "Australia's Sportiest Shire".

Narrabri Shire Local Government Area (LGA) sits within the State Government seat of Barwon where Mr Roy Butler is the current sitting member, and the Federal Government seat of Parkes where Mr Mark Coulton MP is the current sitting member.



**Narrabri
Shire Council**

Community Profile

This profile of the Narrabri Shire community is based on 2016 Australian Bureau of Statistics (ABS) Census data.



POPULATION AND MEDIAN AGE

The Narrabri Shire has a population of 13,387. This population data was sourced from ABS for persons residing in Narrabri Shire in 2017.

The area has a relatively young community, with a median age of 40 years. This is almost identical to NSW and Australia's median age of 38 years.



HOUSEHOLD INCOME

The median weekly household income is \$1,242. This amount is \$196 lower than the Australian figure of \$1438.

The median weekly rent payment is \$200. This amount is more than 40% lower than the NSW median amount of \$380.



EMPLOYMENT

60.6% of the Narrabri Shire community works full-time. This percentage is higher than NSW by 1.4% and Australia by 2.9%.

6.0% of the community is unemployed. This percentage is lower than NSW by 0.3% and Australia by 0.9%.



MOTOR VEHICLES

The average amount of motor vehicles per dwelling is 2.

12.2%

ABORIGINAL AND TORRES STRAIT ISLANDER

In the Narrabri Shire, 12.2% of the population identify as Aboriginal or Torres Strait Islander. This percentage is four times higher than the NSW average.

Community Profile



MORTGAGE REPAYMENTS

The Narrabri Shire community has a median monthly mortgage repayment of \$1395. This repayment amount is 42.36% lower than NSW's median monthly mortgage repayment amount of \$1986.



DISABILITY

4.4% of the Narrabri Shire community required help in their day-to-day lives due to disability.

10.8% of the Narrabri Shire community with a disability were provided unpaid assistance.



TERTIARY OR TECHNICAL EDUCATION

8.2% of the Narrabri Shire community is attending a tertiary or technical institution. This percentage is lower than the NSW's percentage of 22.4% and Australia's percentage of 22%.



VOLUNTARY WORK

24.6% of the Narrabri Shire community did voluntary work through an organisation or group.

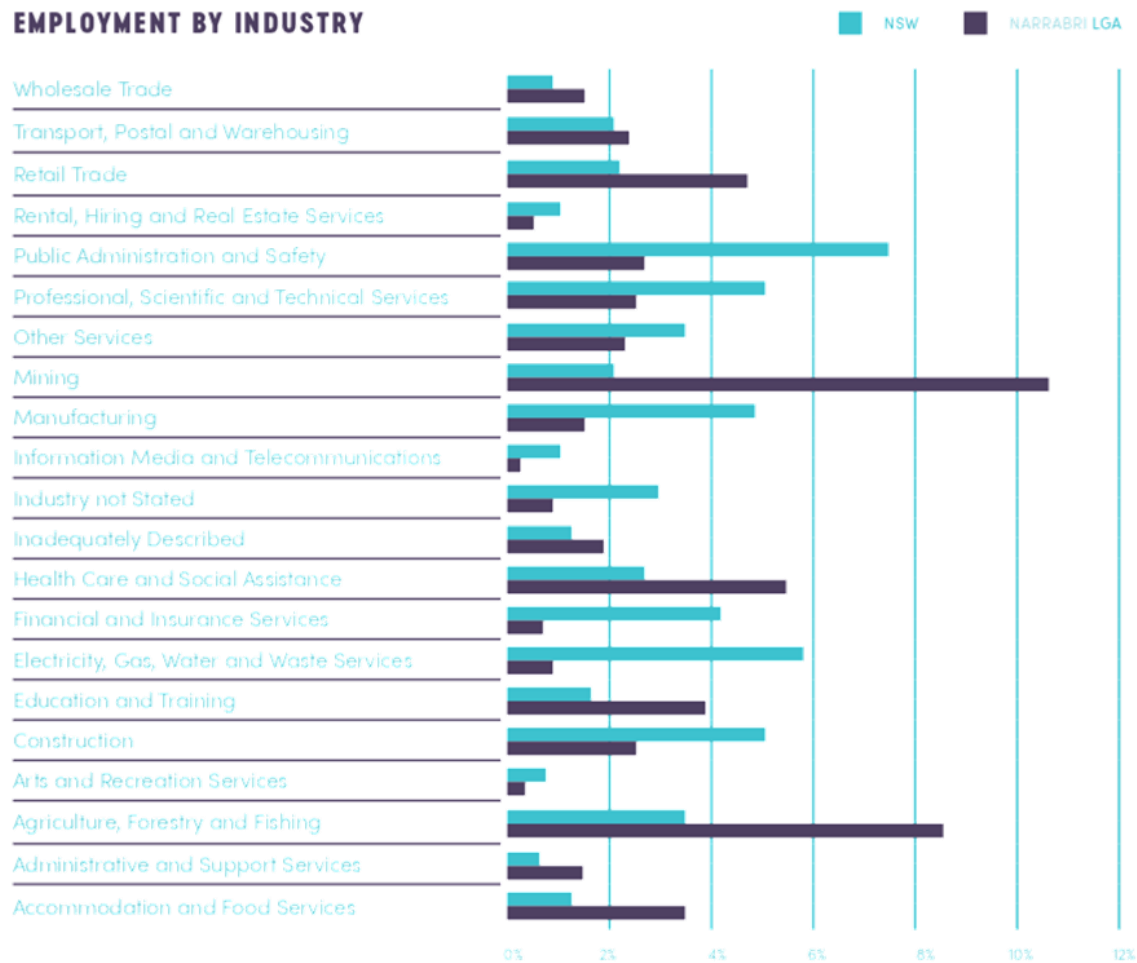


RATES

The Narrabri Shire has 566 business rates assessments and 4626 residential assessments.

Community Profile

EMPLOYMENT BY INDUSTRY



OCCUPATION OF NARRABRI LGA RESIDENTS



Crime Profile

Narrabri Statistical information included in the *Narrabri Shire Crime Prevention Plan 2019 – 2023* has been provided by the Narrabri Sector of the Oxley Police District, the NSW Government Bureau of Crime Statistics and Research, Narrabri Shire Council, and local non-government organisations.

It is important to note that whilst the number of incidents against some offences has increased, this may indicate an increase in the number of people who have reported crimes rather than the increase in the level of crime.

THERE ARE MANY REASONS WHY CRIMES ARE NOT REPORTED, SOME OF THESE ARE OUTLINED BELOW:

- The possible implications for victims (including “payback” and re-victimisation)
- The perception that police will not be available to respond
- Perceived lack of confidence in apprehension and punishment outcomes
- Fear that the crime is not “serious” enough to warrant a police response

IN NSW THERE ARE FOUR WAYS TO REPORT A CRIME:

- In a life-threatening or time-critical emergency, call **Triple Zero (000)**.
- For non-urgent crime, phone the Police Assistance Line on **131 444** who will take a police report and if necessary, arrange for police to attend.
- To remain anonymous, call **Crime Stoppers** on **1800 333 000** or report via the Crimestoppers website www.crimestoppers.com.au
- Visit **your local Police Station** to report a crime.

Crime Profile

Table 1 following outlines the number of recorded offences against specific crime categories for the period from January 2015 to December 2018 (calendar year).

TABLE 1: RECORDED OFFENCES AGAINST SELECTED CRIME TYPES – NARRABRI LGA – JANUARY 2015 TO DECEMBER 2018

OFFENCE	JAN 2015 - DEC 2015	JAN 2016 - DEC 2016	JAN 2017 - DEC 2017	JAN 2018 - DEC 2018	48 - MONTH TREND	2015 LGA RANK**	2018 LGA RANK**
Arson	15	22	21	20	Not Calculated*	36	31
Assault – Domestic Violence Related	91	98	76	83	Stable	20	22
Assault –Non–Domestic Violence Related	93	87	88	78	Stable	12	26
Breach Apprehended Violence Order	46	45	56	53	Stable	29	25
Breach Bail Conditions	103	134	41	85	Down	18	33
Break and Enter – Dwelling	115	107	69	85	Down	17	19
Break and Enter – Non-Dwelling	66	43	23	34	Down	9	34
Drug Offences	124	93	41	60	Not Calculated*	-	-
Fraud	57	42	77	43	Stable	52	93
Indecent Assault – Act of Indecency and Other Sexual Offences	11	12	11	10	Not Calculated*	-	-
Intimidation, Stalking and Harassment	87	93	84	87	Stable	31	29
Liquor Offences	36	22	17	7	Not Calculated*	21	99
Malicious Damage to Property	203	225	169	135	Down	18	39
Motor Vehicle Theft	26	34	35	32	Not Calculated*	49	23
Steal from Dwelling	59	71	62	50	Stable	30	33
Steal from Motor Vehicle	92	79	75	89	Stable	25	21
Steal from Person	1	4	2	0	Not Calculated*	98	Equal Last
Steal from Retail Store	37	38	22	15	Stable	42	88
Stock Theft	4	4	3	4	Not Calculated*	-	-

*Trend is not calculated if at least one 12-month period in the selected timeframe had less than 20 incidents. **Ranks are only calculated for Local Government Areas (LGAs) with populations greater than 3000 people.

Crime Profile

STATISTICS

Assault – Domestic Violence Related

Graph 1 shows the number of recorded incidents for the offence "Assault – domestic violence related" for the four-year period between January 2015 to December 2018.

Although the average annual percentage change for this period was -1.85%, there was an increase of 7 incidents between 2017 and 2018, resulting in an increase of 9.21% of recorded incidents.

The offences of "Breach Apprehended Violence Order" and "Intimidation, stalking and harassment" are quite high in the 2018 NSW LGA rankings, being 25th and 29th respectively. These offences are closely associated with the ranking of the offence of "Assault – domestic violence related" remaining stable at 22nd.

The NSW Recorded Crime Statistics 2018 show that 83% of offenders were male, with 29% of the total number of male offenders between 20 and 29 years of age, and a further 40% aged between 30 and 39 years of age. Narrabri LGA had 83 incidents of "Assault – domestic violence related" with 86% (71 occurrences) of these incidents occurring in residential dwellings, and a further 10% (8 occurrences) taking place in an outdoor or public place.

The most common times for the incidents to take place were 6.00am to 12.00pm on a Monday, followed by 6.00am to 12.00pm and 6.00pm to 12.00am on a Saturday. The proportion of offences flagged as alcohol related was 28% (23 occurrences), in comparison to 72% (60 occurrences) not being related to alcohol.

Graph 1: Assault – Domestic Violence Related, Narrabri LGA, January 2015 to December 2018



Crime Profile

Property Crime – includes Break and Enter Dwelling, Steal from Dwelling, Steal from Motor Vehicle and Motor Vehicle Theft

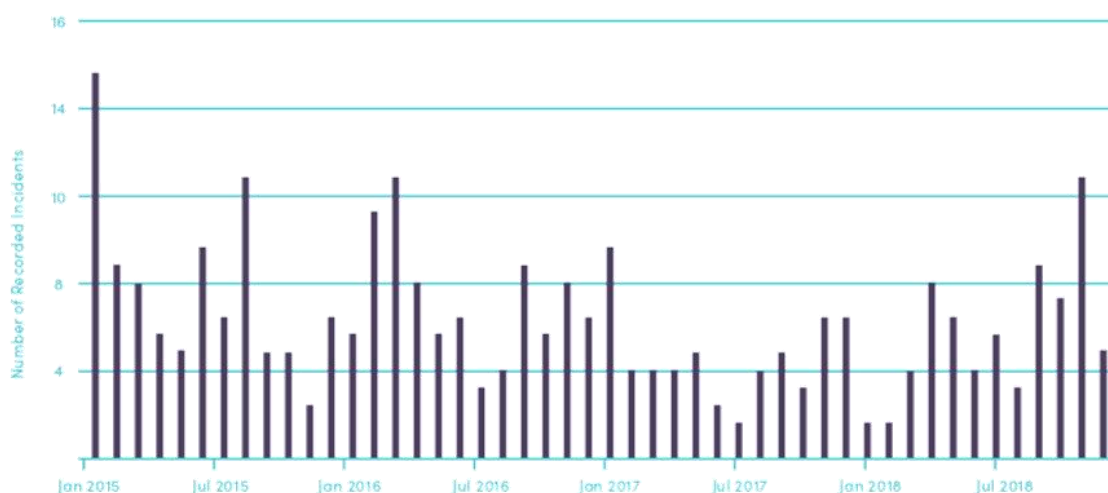
The graph shown below (Graph 2) indicates the number of recorded incidents against the offence of "Break and enter dwelling" in Narrabri LGA for the period January 2015 to December 2018.

The average percentage over the four-year period was -9.60%, this indicates a downward trend in the number of recorded incidents over the period.

One of the questions in the Crime Prevention Survey asked respondents on the most common crimes in their area, 86.40% of people who took part in the survey identified break and enter dwelling as the most common crime in their area, and 72.75% described the crime as "very severe".

Based on the crime trends analysed in the NSW Recorded Crime Statistics 2018 for Narrabri LGA, the majority of property crime occurs during the week, at night. For those crimes proceeded against by NSW Police in the category of "break and enter dwelling" in Narrabri LGA, 77% of the offenders were male, 40% of those were aged between 20 and 29 years old, and 20% were aged between 10 and 17 years.

Graph 2: Break and enter – dwelling, Narrabri LGA, January 2015 to December 2018



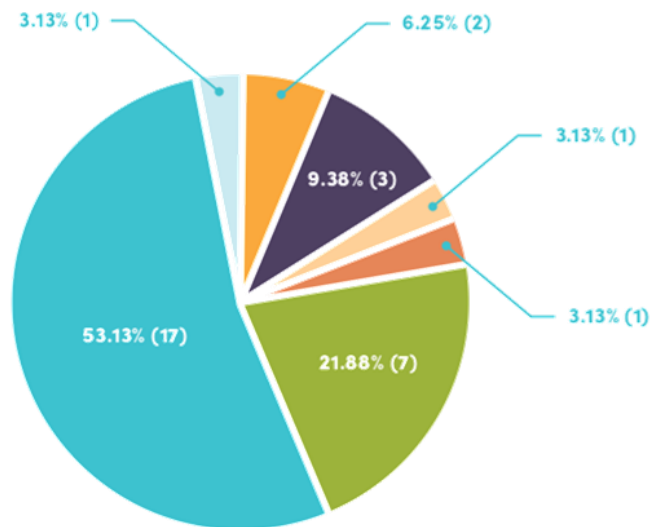
Graphs 3 and 4 outline the types of premises where the incidents of "motor vehicle theft" and "steal from motor vehicle" occurred in Narrabri LGA during the period January 2018 to December 2018.

In both types of incidents, residential premises recorded the highest number of occurrences, with 53.13% (17 incidents), and 64.04% (57 incidents) respectively. The incident of "steal from motor vehicle" occurs most frequently in Narrabri LGA between 6.00pm and 12.00am on a Saturday.

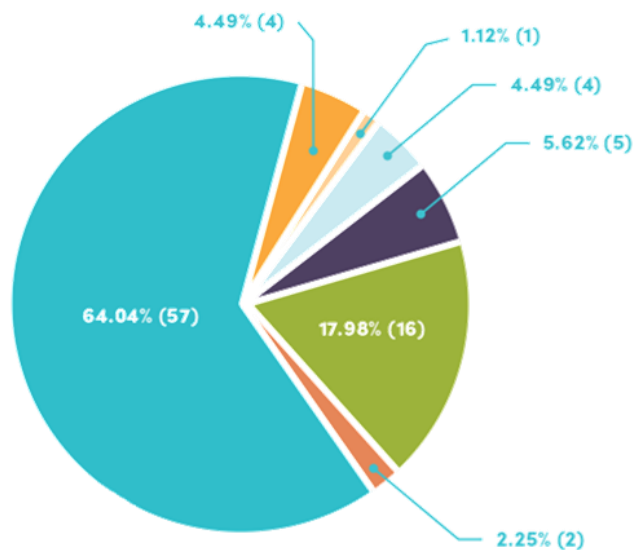
The results of the Crime Prevention Survey showed that 51.51% of respondents rated the crimes of "motor vehicle theft" and "steal from motor vehicle" as "very severe", and only 7.83% thought it was "not at all" a problem.

Crime Profile

Graph 3: Incidents of motor vehicle theft, Narrabri LGA, January 2018 to Decemeber 2018



Graph 4: Incidents of steal from motor vehicle, Narrabri LGA, January 2018 to Decemeber 2018



NARRABRI SHIRE COUNCIL

Crime Profile

Drug Offences

Drug offences are defined as possessing, selling, dealing, trafficking, importing, manufacturing or cultivating illicit drugs and misuse of licit prescription drugs.

In the recent Crime Prevention Survey undertaken by Council, 70.09% of respondents indicated that in their opinion, possession and/or use of drugs was the most common crime in their area. When asked to rate the severity of the crime, 68.58% rated the possession and/or use of drugs as very severe.

There were 60 recorded incidents of drug offences in Narrabri LGA for the period January to December 2018. October recorded the highest number of incidents with 13, followed by May (9 incidents) and April (8 incidents). The most common time for an incident was on a Friday from 6.00pm to 12.00am (6 incidents), and on a Thursday between 6.00am and 12.00pm (6 incidents).

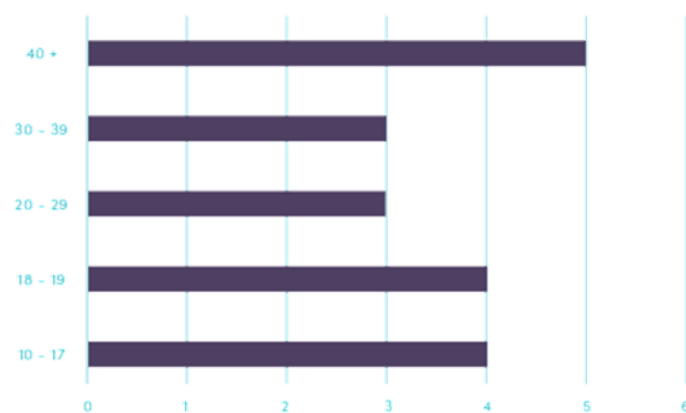
Table 2: Summary of drug offences, Narrabri LGA, January 2015 to December 2018

TYPE OF DRUG OFFENCE	NUMBER OF RECORDED INCIDENTS JAN 2015 - DEC 2015	NUMBER OF RECORDED INCIDENTS JAN 2016 - DEC 2016	NUMBER OF RECORDED INCIDENTS JAN 2017 - DEC 2017	NUMBER OF RECORDED INCIDENTS JAN 2018 - DEC 2018
Possession and/or use of cocaine	0	0	0	0
Possession and/or use of narcotics	0	0	0	2
Possession and/or use of cannabis	47	38	20	29
Possession and/or use of amphetamines	16	16	8	9
Possession and/or use of ecstasy	0	1	0	0
Possession and/or use of other drugs	13	7	5	1
Dealing, trafficking in cocaine	0	0	0	0
Dealing, trafficking in narcotics	0	0	0	0
Dealing, trafficking in cannabis	4	1	0	3
Dealing, trafficking in amphetamines	16	3	0	1
Dealing, trafficking in ecstasy	2	0	0	0
Dealing, trafficking in other drugs	1	0	0	2
Cultivating cannabis	4	6	2	5
Manufacturing drug	0	0	0	0
Importing drugs	0	0	0	0
Other drug related offences	21	21	5	8
TOTAL	124	93	40	60

Crime Profile

According to the NSW Recorded Crime Statistics for 2018, 26 offenders were prosecuted in Narrabri LGA for drug offences. The ages and gender of those offenders is summarised in Graphs 5 and 6 below:

Graph 5: Numbers of male offenders prosecuted for drug offences, Narrabri LGA, January to December 2018



Graph 6: Numbers of female offenders prosecuted for drug offences, Narrabri LGA, January to December 2018



Crime Profile

Liquor Offences

Liquor offences refer to production, sale, purchase and/or consumption of alcohol in breach of licensing conditions/ regulations/laws (ANZSOC, 2011).

It includes the police incident categories of consume alcohol in public by a minor, consume alcohol in an alcohol-free zone, Licensing Legislation Offences (eg: offence by licensee/employee/secretary/minor/customer (not minor), supply liquor to juvenile, offence against registered clubs.

Table 3 below shows the recorded criminal incidents of liquor offences occurring in Narrabri LGA by premises for the 10-year period between 2008 and 2018. As demonstrated in the table below, outdoor/public place and licensed premises are the most common types of premises where liquor offences occur. Both types of premises show a significant downward trend in the number of incidents over the 10-year period, with the average percentage for outdoor/public place being -220.28% and licensed premises -12.80%.

Table 3: Recorded criminal incidents of liquor offences by premises, Narrabri LGA, 2008 to 2018

PREMISES TYPE	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Retail / Wholesale	0	1	0	0	0	0	0	0	0	0	0
Personal Services	0	0	0	0	0	0	1	0	0	0	0
Outdoor / Public Place	35	31	46	47	24	33	22	9	4	0	1
Recreational Facilities	1	1	1	3	0	0	2	0	0	1	0
Residential Dwelling	1	1	0	0	0	0	0	0	0	0	0
Carpark	0	0	0	0	1	0	0	0	0	0	0
Education	0	0	1	0	0	0	0	0	0	0	0
Licensed Premises	25	33	36	53	39	28	28	27	17	16	6
Place of Worship	0	0	0	0	0	0	0	0	1	0	0
TOTAL	62	67	84	103	64	61	53	36	22	17	7

Crime Profile

Alcohol Related Offences

Alcohol related offences shows offences which the NSW Police Force choose to flag as 'alcohol related'.

'Non-alcohol related' offences are the remainder of offences which are not flagged. 'Alcohol related' results are available for selected offence where police could be expected to have information about whether alcohol is involved.

The offences that alcohol flag apply to are assault, sexual offences, robbery, murder, attempted murder, manslaughter, harassment/threatening behaviour, abduction/kidnapping, offensive conduct and offensive language.

Table 4:

Below outlines the number and proportion of selected offences flagged as alcohol related by NSW Police for 2018.

OFFENCE TYPE	ALCOHOL RELATED	NOT ALCOHOL RELATED	TOTAL NUMBER OF OFFENCES
Domestic violence related assault	27.7% (23)	72.3% (60)	83
Non-domestic violence related assault	35.9% (28)	64.1% (50)	78
Assault police	50% (3)	50% (3)	6
Sexual offences	12.5% (4)	87.5% (28)	32
Intimidation, stalking and harassment	17.2% (15)	82.8% (72)	87
Offensive conduct	36.4% (4)	63.6% (7)	11
Offensive language	33.3% (4)	66.7% (8)	12

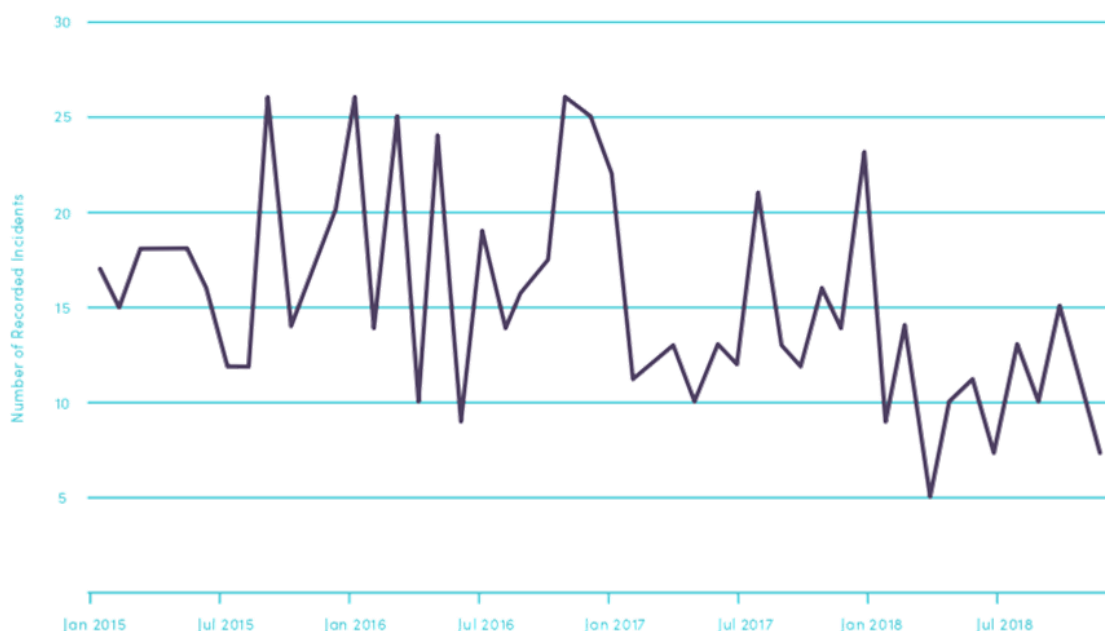
Crime Profile

Vandalism and Malicious Damage

Research undertaken by the Australian Institute of Criminology (AIC) into vandalism and graffiti has provided several strategies and programs tried in a number of countries. General principles proven to be effective include:

- Planning and design – designing spaces which are attractive and foster a sense of ownership can minimise the opportunities for vandalism and graffiti.
- Building standards – inappropriate material selection can result in defects, materials used need to be strong enough to withstand wear and tear and occasional misuse.
- Maintenance and repairs – damage attracts more damage, repairs should be completed as soon as possible.
- Materials – vandalproof materials should be used wherever possible, these can include paint resistant surfaces, unbreakable glass and plastics, and durable fixtures.
- Education programs – campaigns in schools to help children understand the consequences of graffiti and vandalism can discourage participation in these activities.
- Community responsibility – promoting a sense of ownership and responsibility for those whole-of-community facilities can help to reduce damage.
- Alternative activities – the provision of sporting and leisure activities for children and teenagers can reduce boredom and divert attention away from anti-social behaviour.
- Target hardening – opportunistic damage can be reduced by providing stronger locks and frames on doors, windows, storerooms, and cupboards.
- Information sharing – keeping statistics and information on the type, location, and scope of the damage can help to provide methods of prevention for the future.

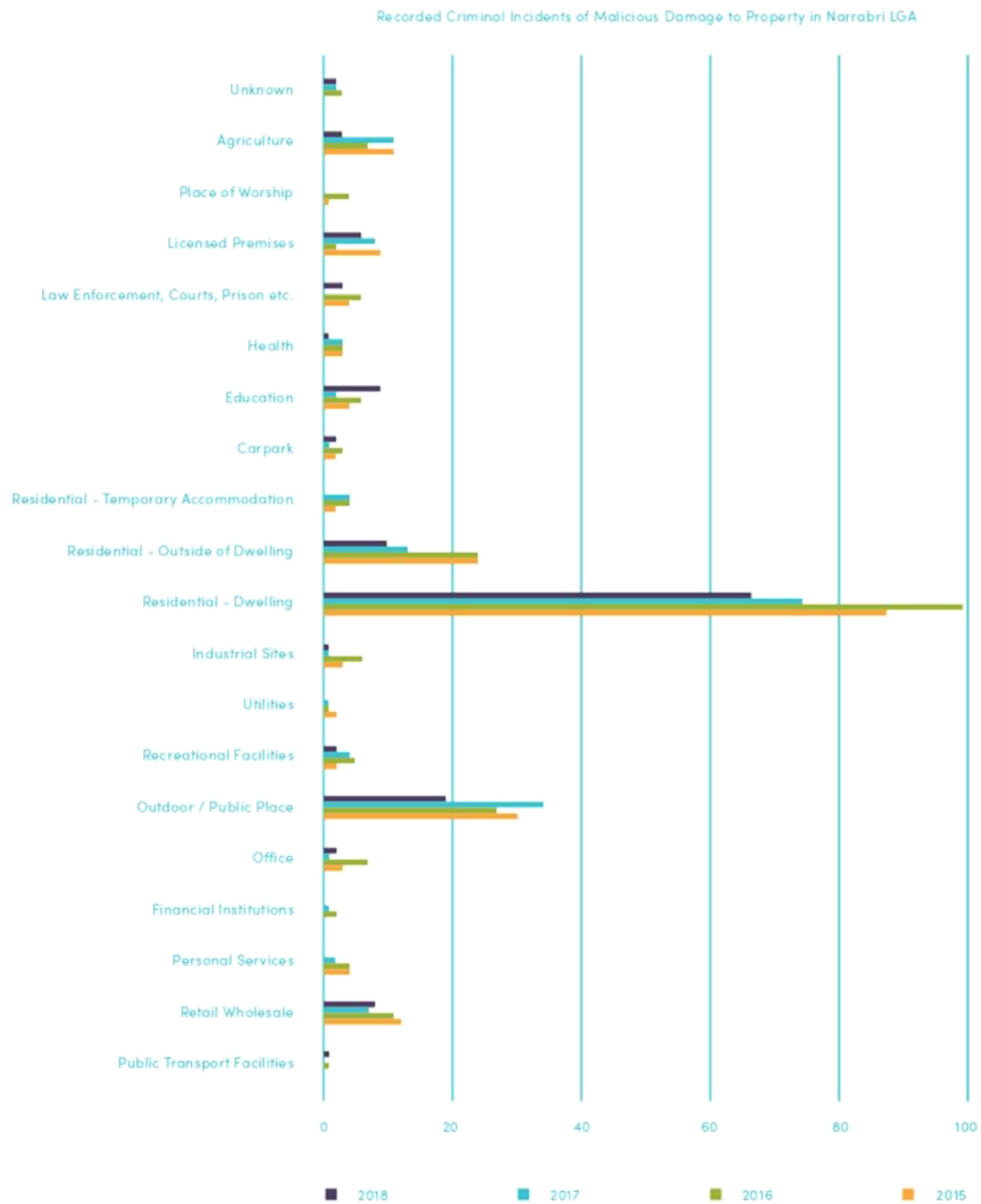
Graph 7: Malicious damage to property, Narrabri LGA, January 2015 to December 2018



Crime Profile

Graph 8:

Recorded criminal incidents of malicious damage to property, Narrabri LGA, January 2015 to December 2018



Crime Profile

Rural Crime

In the recent Crime Prevention Survey undertaken by Council, only 28.1% (93 respondents) had the opinion that rural crime was the most common crime in their area. According to research by the Australian Institute of Criminology (AIC) in relation to rural crime, there is little knowledge available about attitudes towards crime prevention and the strategies employed by those on the land. There is also a very low rate of reporting of farm crime, mainly attributable to the belief that the police are unable to do anything about the crime.

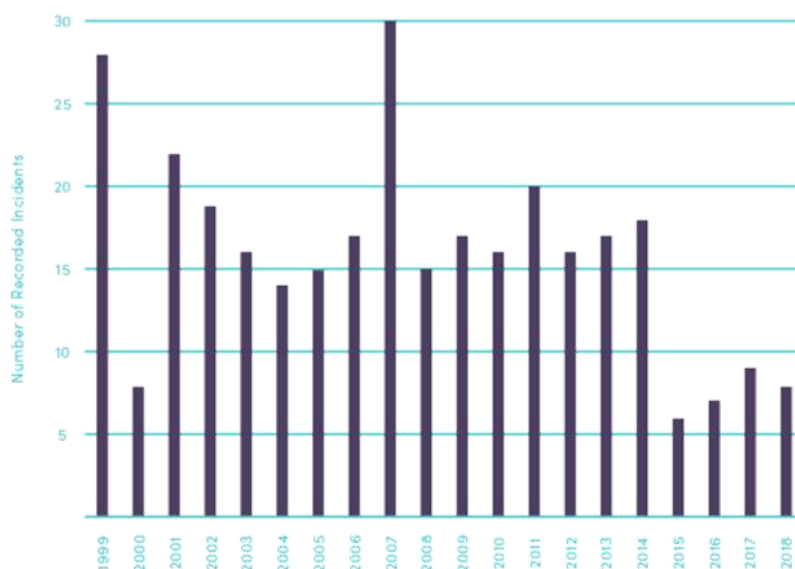
In research undertaken by Barclay et al. (2001) on farms across New South Wales it was found that more than two thirds (69%) had experienced some form of property crime over the 1999-2001 period. Importantly, 51% of farmers reported being a victim of two or more events of property crime, indicating a high rate of repeat victimisation.

It has also been identified that there are specific factors relevant to farms that can contribute to the opportunities for crimes to occur:

- Remoteness and distance between properties;
- Improved transport networks have resulted in ease of access to properties;
- Drought conditions have increased the value of livestock and other farm equipment, making them more appealing to thieves; and
- Relaxed attitude towards security on properties.

Graph 9 shows the number of recorded incidents of trespass on agricultural premises in Narrabri LGA for 20-year period between 1999 and 2018.

Graph 9: Recorded criminal incidents of trespass on agricultural premises, Narrabri LGA, 1999 to 2018





Action Plan

STRATEGY 1.1.2

MAXIMISE COMMUNITY SAFETY THROUGH THE IMPLEMENTATION OF CRIME PREVENTION AND RISK MANAGEMENT ACTIONS

PRIORITY AREA: COMMUNITY AWARENESS

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Delivery Program Action 1.1.2.7: Monitor, review and evaluate progress of the Narrabri Shire Crime Prevention Strategy through the facilitation of quarterly Crime Prevention Committee meetings.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District Narrabri Shire Crime Prevention Advisory Committee 	<ul style="list-style-type: none"> Reduction in overall crime incidents reported Positive increase in resident perception of safety identified in community surveys Number of Narrabri Shire Crime Prevention Advisory Committee meetings held per year
Delivery Program Action 1.1.2.16: Develop and adopt a new Crime Prevention Strategy for Narrabri Shire, and embed into relevant Council's strategies and plans.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020		
Support NSW Police to improve the community's perception of the level of crime within Narrabri Shire.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2019/2020 2020/2021 2021/2022 2022/2023		

Action Plan

PRIORITY AREA: ASSAULT – DOMESTIC VIOLENCE RELATED

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Raise awareness through the facilitation and promotion of Domestic Violence campaigns and programs.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2020/2021 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District State Government Agencies (eg: Family & Community Services) 	<ul style="list-style-type: none"> Reduction in overall crime incidents reported Positive increase in resident perception of safety identified in community surveys
Support and promote educational programs targeted at assisting young people in developing healthy, respectful relationships.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Crime Prevention Advisory Committee Narrabri Shire Interagency Group Narrabri & District Community Aid Service Inc. 	<ul style="list-style-type: none"> Number of projects, campaigns, and programs supported each year Number of local organisations, service clubs, and sporting clubs involved in promoting Narrabri Shire as a "zero tolerance" community
Continue to support activities that raise awareness through participation in and promotion of community events (White Ribbon Day etc).	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri High School, Wee Waa High School Local Service Providers Local Sporting Clubs Local Community Organisations Local Service Clubs Local Support Groups 	
Establish and maintain strong relationships with relevant government and local agencies, and service providers to commit resources which support the safety of families, children, and young people in Narrabri Shire.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023		
Promote Narrabri Shire as a "zero tolerance" community in relation to domestic and family violence.	<ul style="list-style-type: none"> Economic Development Manager 	2020/2021 2021/2022 2022/2023		

Action Plan

PRIORITY AREA: PROPERTY CRIME

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Deliver an educational campaign in identified locations to reduce the risk of property and vehicle theft.	<ul style="list-style-type: none"> Design Services Manager 	2019/2020	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District Community members Narrabri Shire Crime Prevention Advisory Committee Narrabri Shire Interagency Group Narrabri & District Community Aid Service Inc. Narrabri & District Chamber of Commerce Inc. Local Sporting Clubs Local Community Organisations Local Service Clubs Local Support Groups 	<ul style="list-style-type: none"> Reduction in overall crime incidents recorded Positive increase in resident perception of safety identified in community surveys Successful funding application for engravers Number of community members borrowing available resources Number of events supported during the year
Investigate the possibility of establishing Neighbourhood Watch groups within hotspot areas.	<ul style="list-style-type: none"> Economic Development Manager 	2020/2021		
Identify and pursue funding opportunities to provide resources to community members to mark valuables (eg: use of engravers on a loan basis)	<ul style="list-style-type: none"> Economic Development Manager Library Manager 	2019/2020 2020/2021 2021/2022 2022/2023		
Provide regular and up-to-date information to the community regarding personal safety measures and strategies.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023		

Action Plan

PRIORITY AREA: DRUG AND ALCOHOL OFFENCES

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Delivery Program Action 1.1.2.3: Support and liaise with community groups and local residents to undertake a review of traffic and alcohol-free zoning requirements.	<ul style="list-style-type: none"> Design Services Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District Community members 	<ul style="list-style-type: none"> Reduction in overall crime incidents recorded
Work collaboratively with government and local agencies to promote and support programs related to harm minimisation and the reduction of alcohol related violence.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Crime Prevention Advisory Committee Narrabri Shire Interagency Group 	<ul style="list-style-type: none"> Positive increase in resident perception of safety identified in community surveys
Support and encourage the provision of drug education programs in collaboration with other services to inform community members about drug use and associated health issues.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri High School, Wee Waa High School Narrabri & District Community Aid Service Inc. 	<ul style="list-style-type: none"> Number of alcohol and drug-free events held during the year
Council to provide sharps disposal bins at appropriately identified locations within Narrabri Shire.	<ul style="list-style-type: none"> Manager Environmental Services Community Facilities Manager 	2019/2020	<ul style="list-style-type: none"> Narrabri & District Chamber of Commerce Inc. 	<ul style="list-style-type: none"> Number of drug education programs supported during the year
Raise awareness and provide support for programs and campaigns aimed at reducing drug use (eg: Dob in a Dealer).	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Local Service Providers Local Sporting Clubs 	
Provide encouragement and support to the delivery of alcohol and drug-free community events within Narrabri Shire.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager Community Facilities Manager Design Services Manager Venue Manager Tourism Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Local Community Organisations Local Service Clubs Local Support Groups 	

Action Plan

PRIORITY AREA: VANDALISM AND MALICIOUS DAMAGE

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Delivery Program Action 1.1.2.1: Apply Crime Prevention Through Environmental Design (CPTED) principles to the design and maintenance of parks, open spaces and amenities to enhance public safety.	<ul style="list-style-type: none"> Community Facilities Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District NSW Police Youth Command 	<ul style="list-style-type: none"> Reduction in overall crime incidents recorded
Delivery Program Action 1.1.2.6: Promotion campaign advising the community that Council seeks to provide a safe CBD environment and aims to protect people and property with the installation of a CCTV network.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2019/2020	<ul style="list-style-type: none"> Community members Narrabri Shire Crime Prevention Advisory Committee 	<ul style="list-style-type: none"> Positive increase in resident perception of safety identified in community surveys
Delivery Program Action 1.1.2.18: Install / upgrade CCTV in areas to include CBD, Visitor Information Centre Precinct, Airport, the Narrabri Aquatic Centre, the Administration Building, the Depot.	<ul style="list-style-type: none"> Information Services Manager 	2019/2020	<ul style="list-style-type: none"> Narrabri Shire Interagency Group Narrabri High School, Wee Waa High School 	<ul style="list-style-type: none"> Identification of available methods for the capture of information
Investigate methods to capture information and statistics on the type, location, and scope of vandalism and malicious damage to Council resources and facilities.	<ul style="list-style-type: none"> Information Services Manager Community Facilities Manager 	2020/2021	<ul style="list-style-type: none"> Local Service Providers Local Sporting Clubs 	<ul style="list-style-type: none"> The number of programs and activities supported during the year
Support educational and community-based programs that encourage participation and celebrate the achievements of young people within the Shire.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Local Community Organisations Local Service Clubs 	
Continue to support activities that raise awareness through participation in and promotion of community events (Graffiti Removal Day etc).	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Local Support Groups 	

Action Plan

PRIORITY AREA: VANDALISM AND MALICIOUS DAMAGE *CONTINUED*

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Raise internal awareness of vandalism and malicious damage that is occurring within Narrabri Shire.	<ul style="list-style-type: none"> Community Facilities Manager Community Relations Manager 	2019/2020 2020/2021 2021/2022 2022/2023		
Partner with local community groups and organisations to provide recreational activities for young people as a diversion from anti-social behaviour.	<ul style="list-style-type: none"> Economic Development Manager Community Facilities Manager Venue Manager 	2019/2020 2020/2021 2021/2022 2022/2023		

Action Plan

PRIORITY AREA: RURAL CRIME

ACTION	RESPONSIBLE COUNCIL MANAGER	TIMEFRAME	STAKEHOLDERS AND POTENTIAL PROJECT PARTNERS	MEASURES OF SUCCESS
Support NSW Police to promote the provision of workshops in regional NSW aimed at tackling rural crime.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Council Oxley Police District Community members 	<ul style="list-style-type: none"> Reduction in overall crime incidents recorded Positive increase in resident perception of safety identified in community surveys Number of NSW Police talks held during the year. Number of workshops held during the year
Raise awareness through the facilitation of NSW Police talks about community safety and rural crime prevention methods at community meetings and activities.	<ul style="list-style-type: none"> Economic Development Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Narrabri Shire Crime Prevention Advisory Committee Narrabri Shire Interagency Group 	
In conjunction with NSW Police, design and deliver an awareness campaign on the importance of reporting rural crime to Police.	<ul style="list-style-type: none"> Economic Development Manager 	2020/2021 2021/2022	<ul style="list-style-type: none"> Local Service Providers Local Sporting Clubs 	
Provide regular and up-to-date information to the rural community regarding crime prevention strategies and measures.	<ul style="list-style-type: none"> Economic Development Manager Community Relations Manager 	2019/2020 2020/2021 2021/2022 2022/2023	<ul style="list-style-type: none"> Local Community Organisations Local Service Clubs Local Support Groups 	

Appendices

Crime Prevention Survey Results

SurveyMonkey collated survey results found on **pages 39 - 48**

References and Resources

NSW Local Government Act 1993
NSW Government Department of Justice – Guidelines for developing a crime prevention strategy
The Children (Protection and Parental Responsibility) Act 1997
New England North West Regional Plan 2036
NSW Police Force Crime Prevention Strategy 2015-2017
NSW 2021
Narrabri Shire Council Community Strategic Plan 2017-2027
National Crime Prevention Framework
Australian Institute of Criminology (AIC) 2012

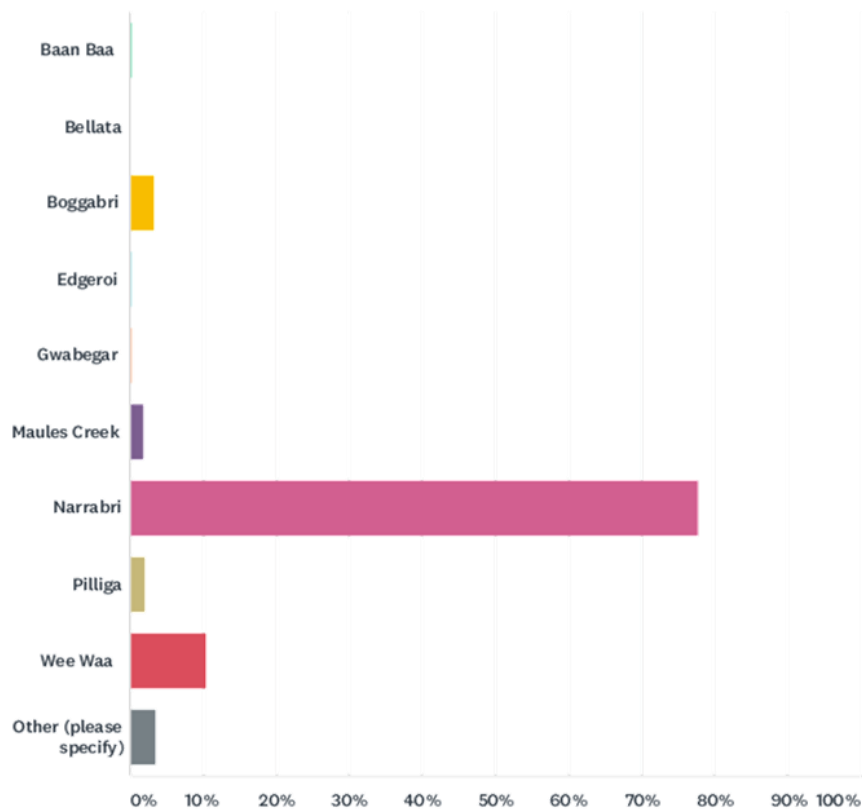
Websites

Australian Institute of Criminology website, accessed March 2019, www.aic.gov.au
Australian Crime Prevention Council website, accessed March 2019, www.acpc.org.au
Australian Bureau of Statistics website, accessed March 2019, www.quickstats.censusdata.abs.gov.au
NSW Government Department of Justice, accessed April 2019, www.crimeprevention.nsw.gov.au

Crime Prevention Survey

Q1 Where in Narrabri Shire do you live?

Answered: 335 Skipped: 1



ANSWER CHOICES	RESPONSES	
Baan Baa	0.30%	1
Bellata	0.00%	0
Boggabri	3.28%	11
Edgeroi	0.30%	1
Gwabegar	0.30%	1
Maules Creek	1.79%	6
Narrabri	77.91%	261
Pilliga	2.09%	7
Wee Waa	10.45%	35
Other (please specify)	3.58%	12
TOTAL		335

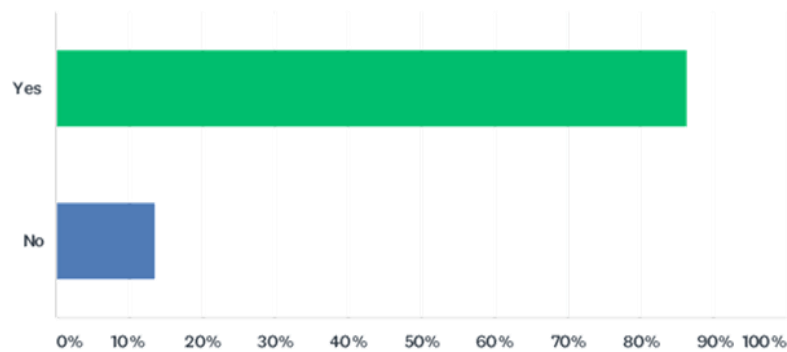
Crime Prevention Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Yarrie Lake	4/15/2019 11:29 AM
2	Not Narrabri. I live in Moree	4/9/2019 8:22 PM
3	Jacks Creek	3/24/2019 3:08 PM
4	Nowley	3/20/2019 8:15 PM
5	Eulah Creek	3/16/2019 12:46 PM
6	Eulah creek	3/16/2019 9:42 AM
7	Turrawan	3/14/2019 8:37 PM
8	Killarney Gap Road	3/14/2019 3:18 PM
9	Jack's Creek	3/14/2019 10:59 AM
10	Eulah Creek	3/14/2019 6:49 AM
11	Kamilaroi hwy (wee waa rd)	3/13/2019 8:58 PM
12	Courrada	3/13/2019 7:50 PM

Crime Prevention Survey

Q2 Do you think there is a crime problem where you live?

Answered: 336 Skipped: 0

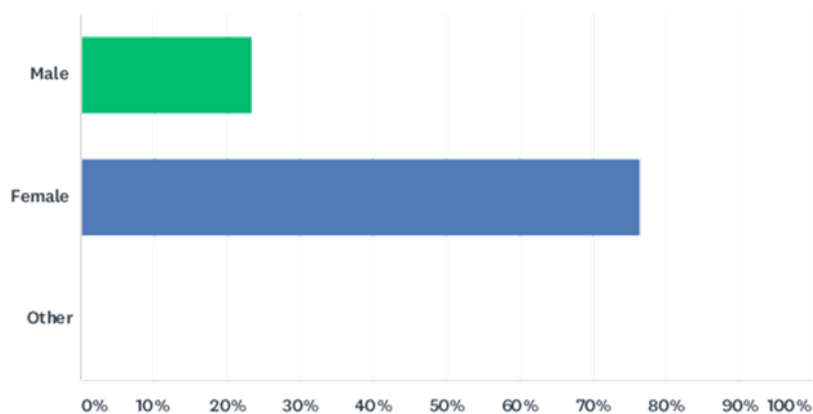


ANSWER CHOICES	RESPONSES	
Yes	86.31%	290
No	13.69%	46
TOTAL		336

Crime Prevention Survey

Q3 What gender are you?

Answered: 336 Skipped: 0

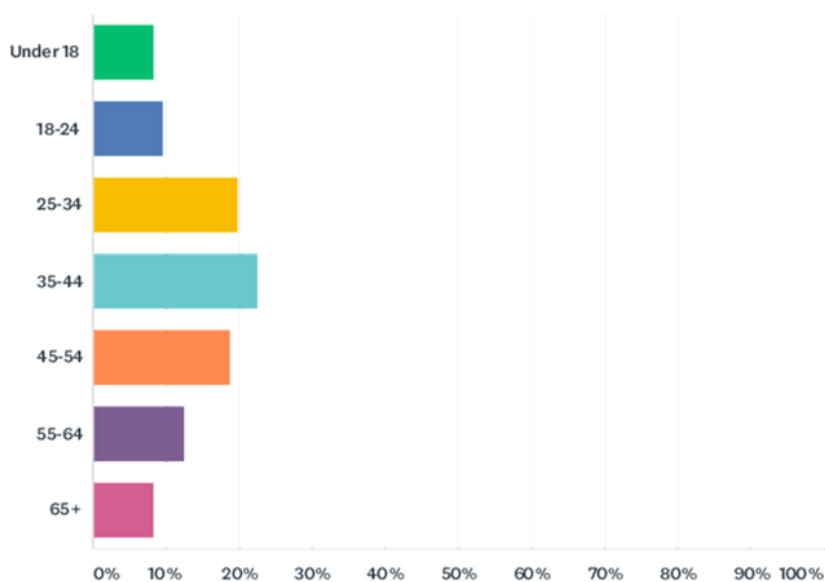


ANSWER CHOICES	RESPONSES	
Male	23.51%	79
Female	76.49%	257
Other	0.00%	0
TOTAL		336

Crime Prevention Survey

Q4 What age group do you fit into?

Answered: 336 Skipped: 0

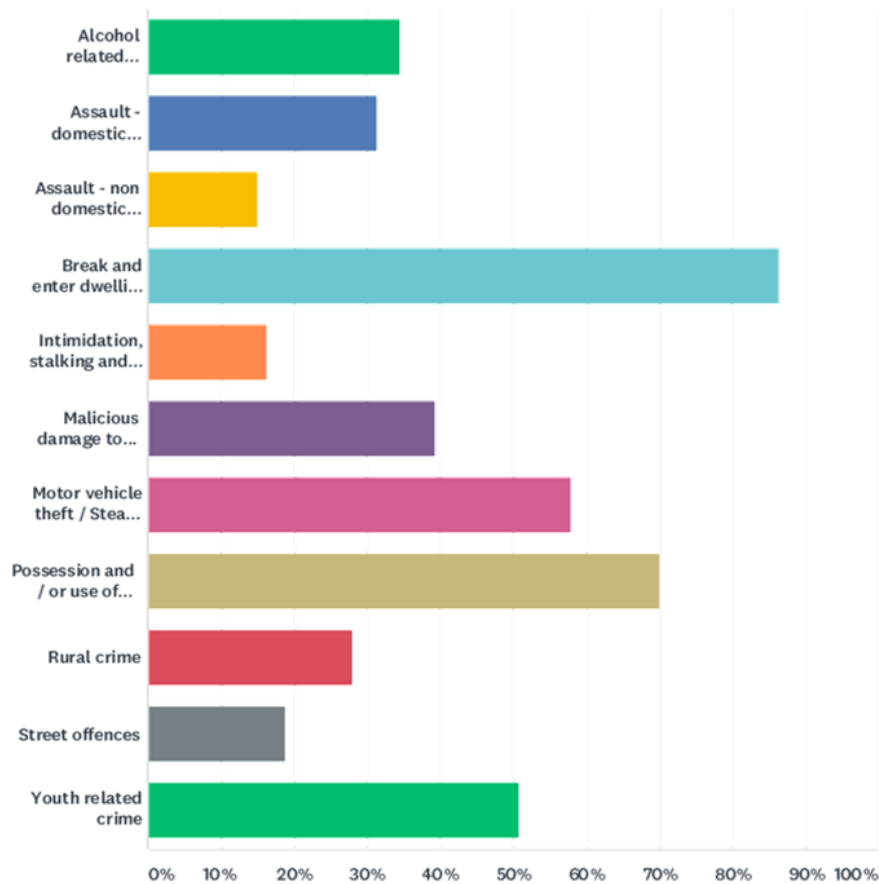


ANSWER CHOICES	RESPONSES	
Under 18	8.33%	28
18-24	9.52%	32
25-34	19.94%	67
35-44	22.62%	76
45-54	18.75%	63
55-64	12.50%	42
65+	8.33%	28
TOTAL		336

Crime Prevention Survey

Q5 What in your opinion are the most common crimes in your area? (select all that apply).

Answered: 331 Skipped: 5



ANSWER CHOICES	RESPONSES	
Alcohol related offences	34.44%	114
Assault - domestic violence related	31.42%	104
Assault - non domestic violence related	15.11%	50
Break and enter dwelling / Steal from dwelling	86.40%	286
Intimidation, stalking and harassment	16.31%	54
Malicious damage to property / Vandalism	39.27%	130
Motor vehicle theft / Steal from motor vehicle	58.01%	192
Possession and / or use of drugs	70.09%	232
Rural crime	28.10%	93

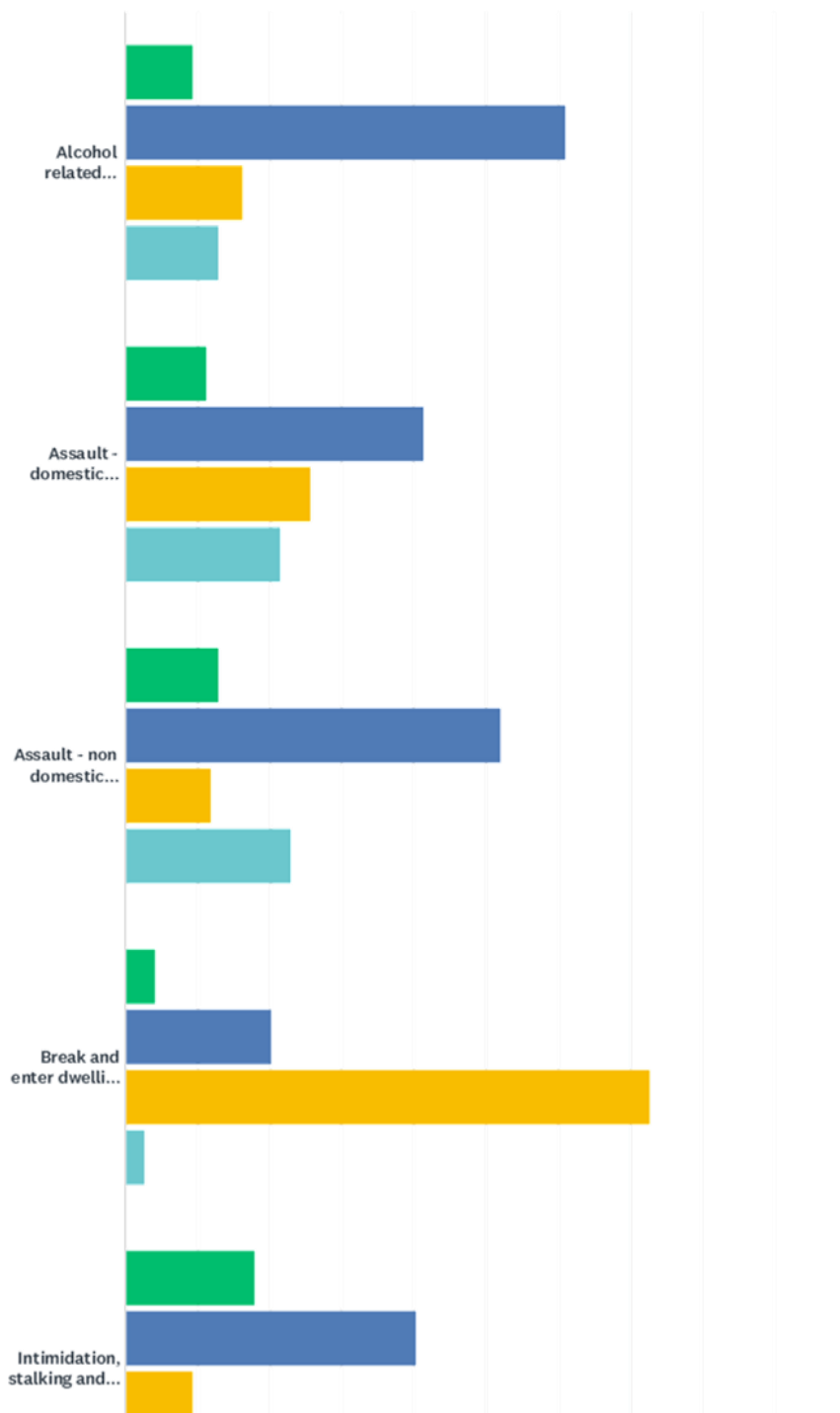
Crime Prevention Survey

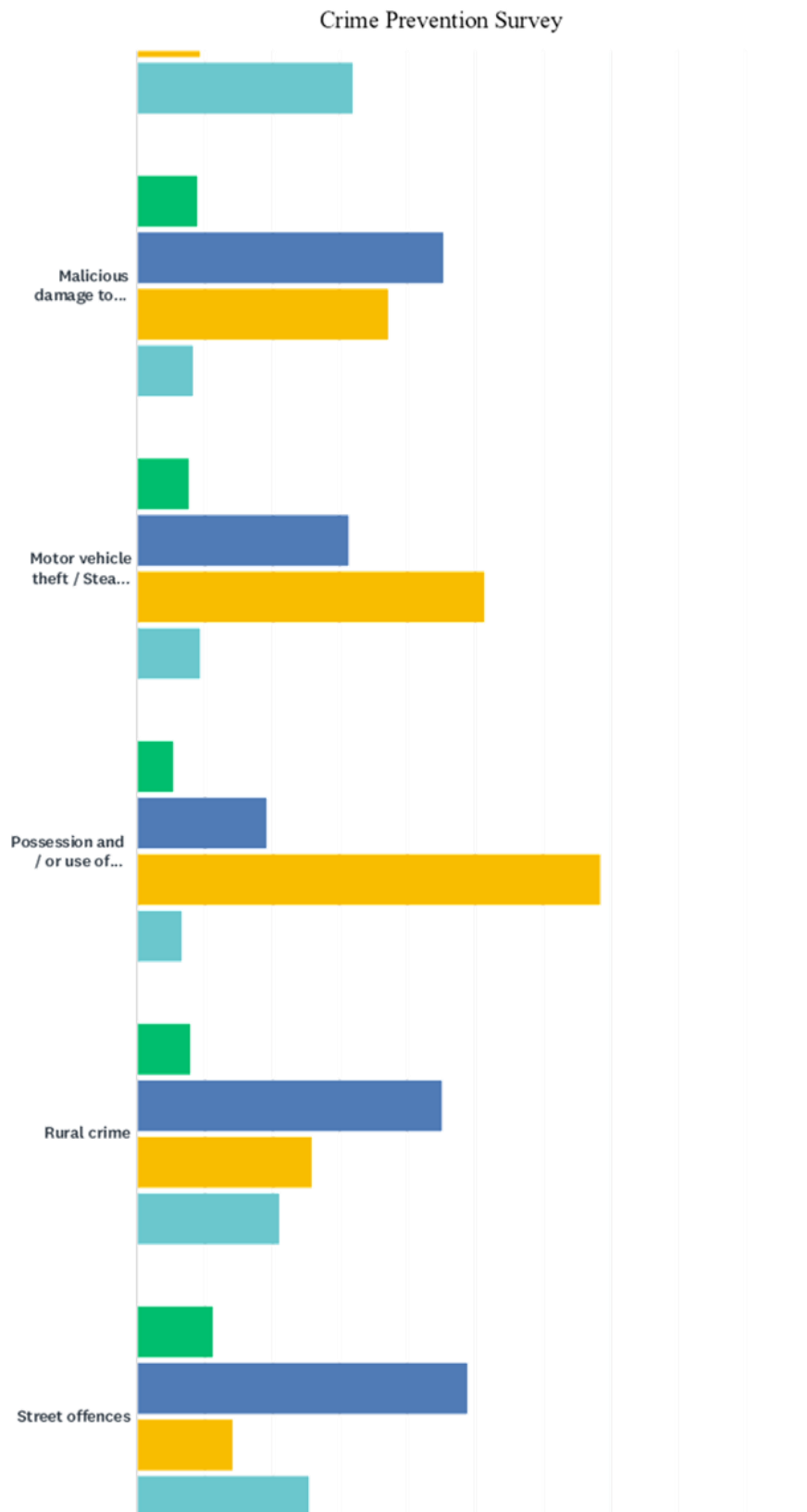
Street offences	18.73%	62
Youth related crime	50.76%	168
Total Respondents: 331		

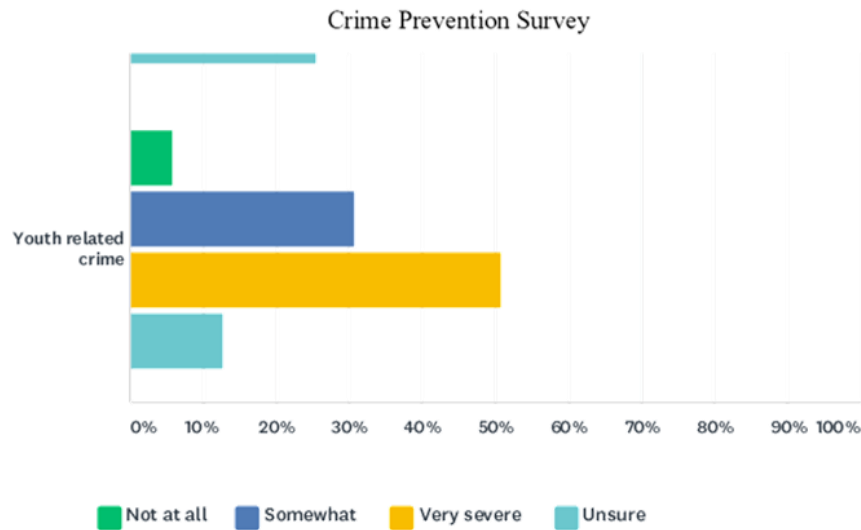
Crime Prevention Survey

Q6 In your opinion how severe are the following crimes in your area?

Answered: 336 Skipped: 0







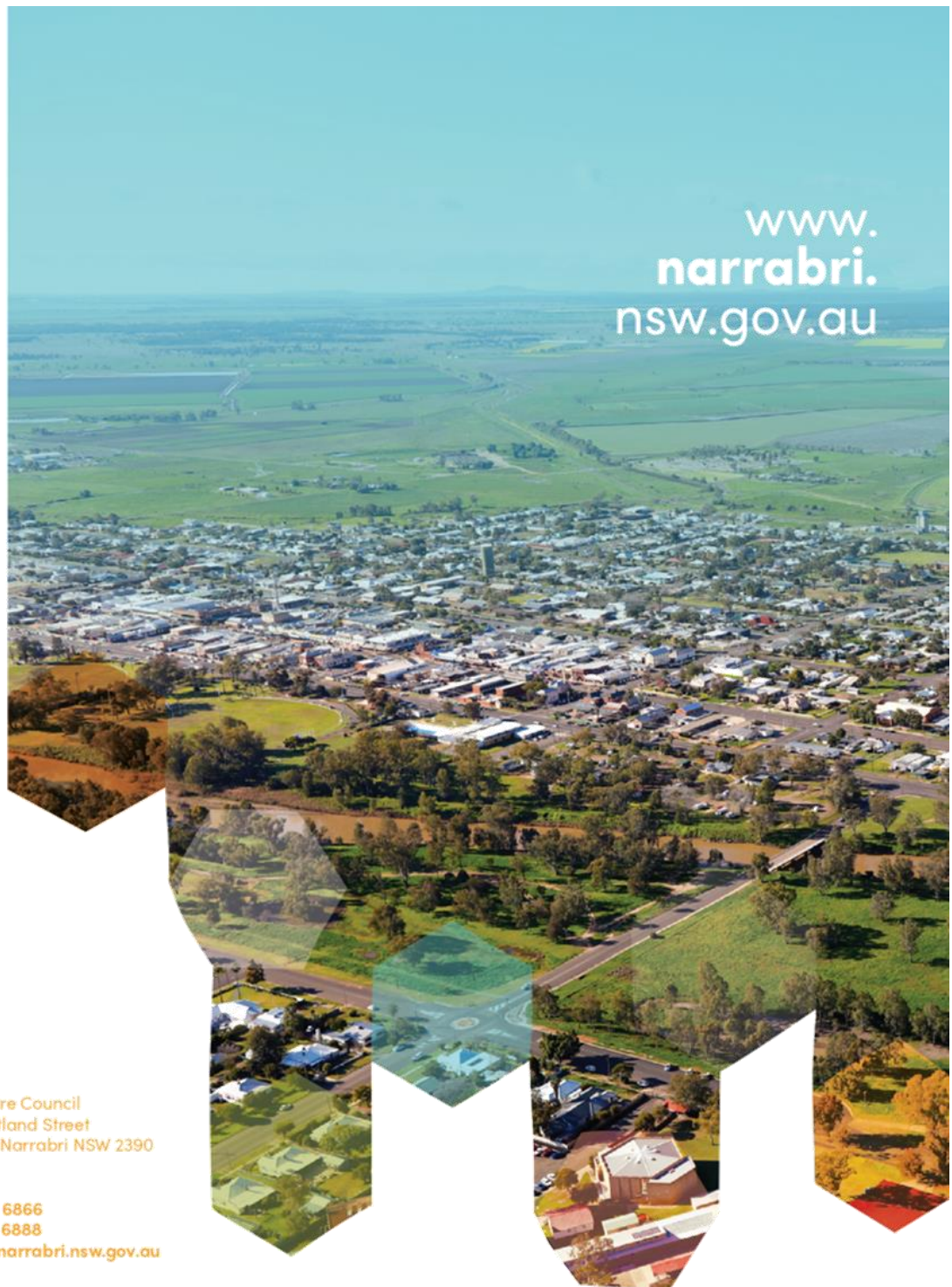
	NOT AT ALL	SOMEWHAT	VERY SEVERE	UNSURE	TOTAL
Alcohol related offences	9.42% 31	61.09% 201	16.41% 54	13.07% 43	329
Assault - domestic violence related	11.35% 37	41.41% 135	25.77% 84	21.47% 70	326
Assault - non domestic violence related	12.88% 42	52.15% 170	11.96% 39	23.01% 75	326
Break and enter dwelling / Steal from dwelling	4.19% 14	20.36% 68	72.75% 243	2.69% 9	334
Intimidation, stalking and harassment	18.04% 59	40.37% 132	9.48% 31	32.11% 105	327
Malicious damage to property / Vandalism	9.06% 30	45.32% 150	37.16% 123	8.46% 28	331
Motor vehicle theft / Steal from motor vehicle	7.83% 26	31.33% 104	51.51% 171	9.34% 31	332
Possession and / or use of drugs	5.44% 18	19.34% 64	68.58% 227	6.65% 22	331
Rural crime	7.93% 26	45.12% 148	25.91% 85	21.04% 69	328
Street offences	11.21% 36	48.91% 157	14.33% 46	25.55% 82	321
Youth related crime	5.78% 19	30.70% 101	50.76% 167	12.77% 42	329

Glossary

ABS	Australian Bureau of Statistics
AIC	Australian Institute of Criminology
Alcohol related	Shows offences which the NSW Police Force choose to flag as 'alcohol related'. 'Non-alcohol related' offences are the remainder of offences which are not flagged. 'Alcohol related' results are available for selected offences where police could be expected to have information about whether alcohol is involved.
ANZSOC	Australia and New Zealand Society of Criminology
Australia and New Zealand Society of Criminology	Bureau of Crime Statistics and Research
Breach Apprehended Violence Order (AVO)	Act or omission breaching the conditions of an apprehended violence order (ANZSOC, 2011). Includes the police incident categories of breach apprehended violence order – domestic, and breach apprehended violence order – personal.
Break and enter	Unlawful entry of a structure with the intent to commit an offence where the entry is either forced or unforced. Break and enter can occur in dwellings or non-dwellings. Dwellings include residential premises such as houses, home units or villas. Non-dwellings include premises where people do not usually reside such as retail premises, wholesale premises, educational premises, industrial premises, recreational premises etc (ANZSOC, 2011).
CCTV	Closed Circuit Television
CPP	Crime Prevention Plan
CPTED	Crime Prevention Through Environmental Design
Day/Night	'Day' is from 6.00am to 6.00pm. 'Night' is from 6.00pm to 6.00am.
Domestic violence related	Shows offences which the NSW Police Force choose to flag as 'domestic violence related'. 'Non-domestic violence related' offences are the remainder of offences which were not flagged.
Drug offences	Possessing, selling, dealing, trafficking, importing, manufacturing or cultivating illicit drugs and misuse of licit prescription drugs.
Intimidation, stalking and harassment	Actions that harass or are intended to harass, threaten or invade the privacy of an individual, not amounting to an assault, sexual assault, blackmail or intimidation. Can be face to face, written, or made through a carriage service (eg. phone, computer, etc.) (ANZSOC, 2011).

Glossary

LGA	Local Government Area
Malicious damage to property	Wilful and unlawful destruction, damage or defacement of public or private property or the pollution of property or a definable entity held in common by the community (ANZSOC, 2011).
n.c.	Not calculated
Offenders	Persons of interest who have a legal action commenced against them by the NSW Police Force. Legal actions can include: referral to court, caution, youth justice conference, criminal infringement notice, other infringement notice and/or cannabis or other drug caution.
Other drug offences	Includes the police incident categories of forge/utter prescription, possess drug utensil, other drug detection/seizure offence.
Steal from dwelling	Incidents of steal from dwelling where entry was lawfully gained (eg stealing from a house to which the offender has been invited) or where the offender did not need to force entry.
Steal from motor vehicle	Unlawful taking of parts or contents from another person's motor vehicle illegally and without permission (ANZSOC, 2011).
Theft and stealing	Unlawful taking or obtaining of money or goods not involving the use of force, threat of force or violence, coercion or deception, with the intent to permanently or temporarily deprive the owner or possessor of the use of the money or goods, or the receiving or handling of money or goods obtained unlawfully.
Drug offences	Possessing, selling, dealing, trafficking, importing, manufacturing or cultivating illicit drugs and misuse of licit prescription drugs.
Weekend/Weekday	'Weekend' is from 6pm Friday until 6am Monday. 'Weekday' is from 6am Monday until 6pm Friday.



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8.2 PUBLIC SAFETY CLOSED-CIRCUIT TELEVISION (CCTV) CAMERA POLICY

Responsible Officer: Lindsay Mason, Director Corporate Services

Author: Sudintha Perera, Information Services Manager

Attachments: 1. Draft Public Safety Closed-Circuit Television Camera Policy [!\[\]\(d66ff64371a51729ac8c1cdaa685ba6f_img.jpg\)](#) [!\[\]\(0f31ebba7abcd47777e178db26f29705_img.jpg\)](#)

DELIVERY PROGRAM ALIGNMENT**1. Society**

Objective 1.1 Community health, safety and support services will adequately meet changing community needs

Strategy 1.1.2 Maximise community safety through the implementation of crime prevention and risk management actions

EXECUTIVE SUMMARY

Policy required to established and implement Closed-Circuit Television (CCTV) surveillance in public areas.

RECOMMENDATION

- 1. That Council endorse the draft Public Safety Closed-Circuit Television (CCTV) Camera Policy for public exhibition for a minimum of 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.**

BACKGROUND

To provide Narrabri Shire community with effective and safe CCTV public security cameras, to assist in the elimination and prevention the crime, anti-social behaviour and vandalism occurring in the community. The Policy is prepared in conjunction with the relevant legislation and guidelines.

This Policy relates to CCTV cameras on public roads, parks, ovals, Council owned buildings, reserves or any public place a passer-by can see CCTV cameras, excluding land or private property not owned by council.

CURRENT SITUATION

After consulting the Crime Prevention Committee and NSW Police, Council has implemented the framework to install CCTV cameras in Narrabri CBD according to their recommendations.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Street Safety Cameras will be managed in accordance with relevant external legislation, guidelines and other Council policies. This includes:

- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places.
- Privacy and Personal Information Protection Act 1998 (NSW).
- Workplace and Surveillance Act 2005 (NSW).
- Local Government Act 1993 (NSW).

CONSULTATION**External Consultation**

- Crime Prevention Committee
- NSW Police

Internal Consultation

- Community Relations Manager.



PUBLIC SAFETY CLOSED-CIRCUIT TELEVISION CAMERA POLICY

Responsible Department: Corporate Services
Responsible Section: Information Services
Responsible Officer: Information Services Manager

Purpose:

The purpose of this Policy is to establish a framework for how the closed-circuit television (CCTV) cameras managed by Council will be operated.

Objective:

The objective of the Public Safety CCTV Program is to reduce personal and property crime, in association with a range of other crime prevention strategies. The Code of Practice contains standards to guide the operation of Council's Public Safety CCTV Program and is supplemented by Council's Public Safety CCTV operational procedures which provide instructions on the operation of the system.

All CCTV activities conducted apply with the NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places:

- Cameras used for CCTV will be clearly visible
- Signage for the cameras will be located at each location of the cameras where the recording is conducted
- To provide a safer environment for the residents who live, work and visit Narrabri Shire
- To reduce crime levels and the fear of crime
- To help assist police in detection of offenders

Policy:

This policy has been developed in consultation with NSW Police and the Crime Prevention Committee. There is no current legislative requirement for Councils to adopt or enforce a particular policy regarding the use of CCTV in public places, the NSW Office of Local Government considers the *NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places* to be good practice and Council has adopted these guidelines in developing this policy.

To be effective in acting as a deterrent to crime, the CCTV cameras need to be running 24 hours a day. Video recordings captured by Council operated CCTV will only be used in addressing crime, unusual behaviour and damage done to property that is not owned by you.

Public Safety cameras will be maintained and operated in accordance to the following guidelines and legislative requirements:

- Privacy and Personal Information Protection Act 1998 (NSW)
- NSW Local Government Act 1993
- Workplace and Surveillance Act 2005 (NSW)
- NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places



CCTV footage will be primarily used by authorised NSW Police Officers for the purposes of identifying, offenders and the recorded footage being provided to the LAC to help in their investigations as stated in; **NSW Government Policy Statement and Guidelines for the Establishment and Implementation of Closed Circuit Television (CCTV) in Public Places**. Access to view any CCTV footage relating to the incident will be provided by the authorised system administrator Information Technology operator, on demand from the NSW Police.

Access to view footage of incidents will NOT be given to staff members or members of the public, to view footage of CCTV.

Any complaints regarding council's CCTV system will be handled in accordance with councils Complaints Management Policy and Procedure.

Definitions:

Close Circuit Television (CCTV): Is defined as a television system that transmits images on a 'closed loop' basis, where images are only available to those directly connected to the transmission system. The transmission of closed circuit television images may involve the use of coaxial cable, fibre-optic cable, telephone lines, infra-red and radio transmission systems. A hand held, or fixed video cassette recorder is not included in this definition unless it is connected to a transmission system **as stated in NSW Government Policy Statement and Guidelines for the Establishment and Implementation of closed circuit television (CCTV) in public places.**

Camera: A device that is capable of recording and monitoring motion, visual images in photographs and/or films.

Public place: A place both indoor and outdoor which includes; public highways, roads, streets, bridges, footways, Council owned buildings, footpaths, court alley passages, any parks/garden reserves or other place of public recreation or resort, public bathing reserves, public baths or swimming pools.

Public Safety CCTV cameras: Referring to CCTV that is utilised in public places as stated above. This does not include CCTV owned and operating in private places.

Unusual behavior: Is behavior that someone of the public finds offending and/or inappropriate, your behavior is unusual if it makes others feel threatened or uncomfortable.

Damage to property: Damage caused by a person on public or private property that is not owned by the person who has done the damage.

History:

Minute Number	Meeting Date	Description of Change
Draft Policy	August 27, 2019	For Adoption

8.3 DELEGATES REPORT - WEE WAA LOCAL HEALTH SERVICE ADVISORY COMMITTEE MEETING - 22 JULY 2019

Responsible Officer: Maxine Booby, Councillor

Author: Delece Hartnett, Personal Assistant to GM & Mayor

Attachments: 1. Wee Waa Local Area Health Service Meeting Minutes - 22 July 2019

**DELIVERY PROGRAM ALIGNMENT****1. Society**

Objective 1.1 Community health, safety and support services will adequately meet changing community needs

Strategy 1.1.1 Support and encourage health and wellbeing programs and services to improve resident lifestyles

RECOMMENDATION

That Council note the Delegates Report from Cr Booby from the Wee Waa Local Area Health Service Advisory Committee Meeting held on Monday 22 July 2019.

DELEGATES REPORT

The Wee Waa Local Area Health Service Advisory Committee Meeting was held on Monday 22 July 2019.

The Minutes from the meeting are attached.



Health
Hunter New England
Local Health District

Minutes of Health Advisory Committee

DATE: 22/07/2019

VENUE: Wee Waa Community Hospital Conference Room

PRESENT: Ron Lowder, Maxine Booby, Liz Berger, Anne Weekes




APOLOGIES: Jocelyn Palmer, Mareka Deacon

TIME COMMENCED: 17:45

TIME COMPLETED: 19:30

MINUTES: S. Smith (Acting HSM)

ITEM NO.	TOPIC	DISCUSSION	ACTION / TIMELINE	RESPONSIBILITY
1.	<u>Acknowledgment of Country</u>	"I would like to acknowledge the Traditional Custodians of the land on which we live and work and recognise their continuing connection to the land, water and community. I pay my respects to Elders both past, present and emerging"		
2.	<u>Present and Apologies</u>	Jocelyn Palmer		
3.	<u>Confirmation of Previous Minutes</u>	Unable to determine previous meeting minutes, have used action list from February		
4.	<u>Outstanding Actions/Items</u> 4.1 Review of Action List	Unknown for first three. No response from HNE regarding letter from Maxine re: 'Save Wee Waa Facebook'. Maxine & Anne reinforced importance of reminder agenda to be sent 1 week prior to meeting and minutes to be sent post so that Maxine and present	Agenda to be sent a week before the next meeting and reminder text	HSM

		to council meeting. Also discussed text message reminder when agenda sent out the week before. Late commencement of this meeting as members unaware of it being held.		
5.	General Business {Items for Discussion} 6.1	<p>5.1 NAIDOC celebrations held on 10th July.</p>  <p>NAIDOC week invitation 2019.ppt</p> <p>5.2 Caitlyn Galagher won the School Based Apprenticeship /Trainee of the Year</p> 		
6.	Standing Items	<p>6.1 Smarta data</p>  <p>ELT Performance Report V1.pdf</p> <p>6.2 Update of New ED area utilisation</p> <ul style="list-style-type: none"> - Camera - New monitor in new emergency room – has doubled our capacity for cardiac 		

		<p>monitored emergency beds. Meaning we are not having to decide between which patients to keep in observation ward and who to move out based on cardiac monitoring alone.</p> <ul style="list-style-type: none"> - Triaging – discussed how the new triage area process flows, how it improves safety for both staff and patients by ensuring emergency department patients do not have access to the ward. <p>6.3 BCP/STAH</p> <ul style="list-style-type: none"> - Use of Scopia cameras – Dr Deane, Dr Fisher and Dr Ojah familiar with the use of same. Encouraging staff to use, there is a learning curve and trying to get staff on board as improving outcomes and decisions. - Topic of specialised camera with use of otoscope etc. Explained that we would like to see better uptake of the use of Scopia prior to purchase of such expensive equipment (approximately \$16,000) to ensure not a waste of funds. <p>6.4 VMO Services</p> <p>Locums</p> <ul style="list-style-type: none"> - Great feedback from a lot of the locum doctors coming on weekends – happy to return and have reported that Wee Waa community members are welcoming and the staff are great to work with. - Jocelyn will be looking to discuss at the next meeting (or possibly earlier) to 	<p>Information to be provided as available regarding arranging meeting to discuss this issue.</p>	<p>HSM</p>
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		<p>arrange a meeting of the minds (council/HAC/medical centre board) to discuss ongoing concern and direction forward for VMO recruitment.</p> <p>6.5 Nursing Staff</p> <ul style="list-style-type: none"> - Agency Advised members of the significant loss of more than 6 senior nursing staff members in the last 18 – 24 months resulting in significant use of agency staff to ensure ongoing appropriately skilled service provided by Wee Waa Hospital to its community members. So the community is likely to see unfamiliar faces as their treating nurses for some time to come while recruitment continues to fill senior positions vacant. <p>6.6 Student Nurses</p> <ul style="list-style-type: none"> - Accommodation – reduction in students' ability to come to Wee Waa Hospital for placement due to nurse home rooms and the cheap accommodation associated being utilised for agency nursing staff. - We want to continue to support students to have placements in our rural community. - Discussed options of accommodation with members. Anne advised she is still available to be contacted should there be students who can't use the nurse home accommodation. Also discussion 	<p>Review the accommodation standards at the motel and bring back to the meeting to discuss moving forward.</p>	<p>Anne Weekes</p>
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		of the new motel (next to Caltex) being under management and whether we could discuss with management a reduced weekly rate with the 'draw carrot' of discussing with the local newspaper to run supportive story about their support in helping students come to Wee Waa for placements.		
7.	Other Business <i>{items not listed on the agenda}</i>	<p>Anne raised concern about hearing of the death of Wee Waa Hospital Patient so close to having had a fall at Wee Waa Hospital and that was there an investigation?</p> <ul style="list-style-type: none"> - S. Smith (Acting HSM) explained any incidence involving serious injury (fracture, head injury or death) becomes a 'SAC 2' investigation with a large protocol and multiple levels of management involved. Though we can't report on individual cases as they occur until investigation is complete we can likely present outcomes from investigations that occur by de-identifying the patient and presenting the changes to practice we are implementing to ensure the ongoing improved safety of our patients. - The recent outcome of a SAC 2 fall was the greater utilisation of beds that go right to the floor instead of use of bed rails as these have been shown to provide patients the ability to climb out of bed. As well as review of the use of invisabeam's a laser beam device at the side of the bed that when the laser is interrupted an alarm sounds at the nurses' desk. The distance the invisabeam covers when set up is required to be checked by staff to confirm appropriate coverage for the side of the bed. 	Anne has asked that future SAC 2 outcomes be entered into the agenda for presentation to HAC members at future meetings please.	HSM

8.	<p><u>Next Meeting</u></p> <p>10.1 The next meeting is scheduled for <i>[Insert date, date, time and venue, including videoconference/teleconference sites]</i></p>	21 st October 2019		

Confirmed this day of {insert month and year}

Signed by
Chairperson



Health
Hunter New England
Local Health District

Health Advisory Committee

Action List as at 22/07/2019

Issue and Action	Responsible Officer	Meeting Date	By When	Outcome/Action Completed
<i>[Summarise the action required here.]</i>	<i>[Name the officer/committee member responsible for the action here.]</i>	<i>[Record the meeting date at which the action was agreed here.]</i>	<i>[Record the deadline for the action here.]</i>	<i>{Record whether the action is completed, or if necessary, any interim action pending its completion}</i>
Quote for lockable, wall mounted display	HSM	29/10/2018	22/11/18	Interim 22/07/2019 - discussed at this meeting, members couldn't recall this issue.
Maxine to write as the committee chair to HNE regarding response to the 'Save Wee Waa Hospital' Facebook page	Maxine Booby	29/10/2018	22/11/18	Completed – no response received as per Maxine Booby.
Agenda to be sent a week before the next meeting and reminder text	HSM	22/07/2019	14/10/2019	
Minutes to be sent to HAC members	Acting HSM	22/07/2019	02/08/2019	
Visit 'Cottonfields' Motel to assess suitability for students	Anne Weekes	22/07/2019	21/10/2019	

9 OUR ENVIRONMENT



THEME 2: OUR ENVIRONMENT

STRATEGIC DIRECTION 2: ENVIRONMENTALLY SUSTAINABLE AND PRODUCTIVE SHIRE

By 2027, we will maintain a healthy balance between our natural and built environments.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several environmental priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Waste management and recycling
- Environmental planning
- Planning and development
- Parks and open spaces
- Noxious weeds control
- Floodplain management
- Water and sewer management
- Stormwater management

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following environmental strategic outcomes:

- Improved air, water and soil quality
- Reduction in domestic and industry waste
- Management of potential impacts from extractive industries
- Improved emergency service provision and resources
- Maintenance of heritage sites for future generation

9.1 LEARDS FOREST PRECINCT ENVIRONMENTAL TRUST FUNDING APPLICATIONS - NOVEMBER 2018**Responsible Officer:** Penny Jobling, Tourism Manager**Author:** Jane Linehan, Community Development Officer**Attachments:** 1. May 2019 Leards Forest Precinct Environmental Trust Inc  **DELIVERY PROGRAM ALIGNMENT****2. Environment****Objective** 2.4 The impacts of extractive industries on the environment will be minimised**Strategy** 2.4.4 Potential environmental and community impacts are minimised through thorough assessment and independent monitoring**EXECUTIVE SUMMARY**

The Leards Forest Precinct Environmental Trust Inc. met on 16 May 2019 to discuss applications to the Environmental Grant Program. The Trust has recommended the allocation of \$26,720.63 to two different organisations. \$22,500.63 has been allocated to Fairfax Public School to assist with the installation of an irrigation system and \$4,220 allocated to Boggabri and Districts Historical Society / Men's Shed to assist with the application of a painted solar roof insulation (Keeping it Cool).

RECOMMENDATION

That Council, pursuant to the provisions of Section 356 of the Local Government Act 1993, grant financial assistance from the Environmental Grant Program to Fairfax Public School for the amount of \$22,500.63 and to Boggabri and Districts Historical Society / Men's Shed the amount of \$4,220.

BACKGROUND

The Environmental Grant Program is funded from contributions made by Boggabri Coal, Maules Creek Coal, and Tarrawonga Coal Mines under Voluntary Planning Agreements.

The Leards Forest Precinct Trust Inc. administers the Environmental Grant Program. The Trust consists of representatives from the abovementioned mines, community members, and Gunnedah and Narrabri Shire Council's.

The aim of the Environmental Grant Program is to facilitate projects that enhance the environment, protect the environment, or provide a sustainable environmental solution. The projects are to be based within a 25-kilometre radius of the Leards Forest Precinct.

Due to some previous rounds of funding receiving no applications, the Environmental Grant Program is now to remain open to applications all year round. The Leards Forest Precinct Environmental Trust Inc. meets in May and November of each year to review applications and provide funding recommendations to Council.

CURRENT SITUATION

The Leards Forest Precinct Environmental Trust Inc. met on 16 May 2019 to discuss applications to the Environmental Grant Program. Applications were received from the following organisations:

- Fairfax Public School.
- Boggabri and District Historical Society / Boggabri Men's Shed.

The Leards Forest Precinct Environmental Trust Inc. has recommended the allocation of \$22,500.63 to Fairfax Public School to assist with the installation of an irrigation system and the amount of \$4,220 to Boggabri and District Historical Society / Men's Shed to assist with the application of a painted solar roof insulation (Keeping it Cool).

FINANCIAL IMPLICATIONS

A number of mining Voluntary Planning Agreements made with Council provide the funding for the Environmental Grant Program.

The allocation of \$26,720.63 to cover the payments to Fairfax Public School and the Boggabri and District Historical Society / Men's Shed will be deducted from the balance of the restricted asset held by Council for this purpose.

STATUTORY AND POLICY IMPLICATIONS

- [Section 356](#) of the *Local Government Act 1993*.
- Funds to be held in trust for Environmental Projects to be administered by Council with expenditure recommended by the Community Consultative Committee in consultation with similar funds set up by mines within the Leard Forest Mining Industry Cluster.

CONSULTATION**External Consultation**

- Leards Forest Precinct Environmental Trust Inc.

Internal Consultation

- Director Corporate Services.
- Economic Development Manager.

Leards Forest Precinct | 2019
Environmental Trust Inc

Rosalyn Solomon

Acting Community Development Officer

Narrabri Shire Council

Via Email: rosalyns@narrabri.nsw.gov.au

12th July, 2019

Dear Ros,

Re: Recent Round of Funding Applications to the Leards Forest Precinct Environmental Trust Inc.

Recently, the Trust held a meeting to determine whether a number of applications that had been submitted should receive funding.

The determination of the Trust was:

1. Fairfax Public School:

The school was seeking \$22,500.63 to assist with the installation of an irrigation system for the school. This looked like a fantastic project and was agreed to, unanimously, by the Trust in principle; however, as only one quote was provided for this, the Trust, asked for a second quote to be obtained. Now that this has been received, the Trust wholeheartedly endorses it.

2. Boggabri & Districts Historical Society / Men's Shed

The Society has sought financial assistance with the application of a painted solar roof insulation (*Keeping it Cool*). This application came to us, firstly, in November 2018. Initially, the Trust was not comfortable that it had received appropriate detail to determine if funding should be granted nor satisfied that the quote obtained had been reasonable.

However, after further information was provided for our meeting in May, this year, the Trust agreed that the insulation should be funded for \$4,220.

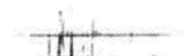
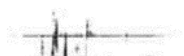
Consequently, I would ask that the funding now be endorsed by NSC Councillors and funds released accordingly.

Thank you for your assistance.

Yours sincerely,

David Ross

Chair, Leards Forest Precinct Environmental Trust Inc.



10 OUR ECONOMY



THEME 3: OUR ECONOMY

STRATEGIC DIRECTION 3: PROGRESSIVE AND DIVERSE ECONOMY

By 2027, we will have developed a strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several economic priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Economic development
- Planning and development
- Entertainment and conferences
- Local and regional tourism and events
- Saleyards
- Airport

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following economic strategic outcomes:

- Increased community events, conferences and entertainment
- Increased employment through industry innovation, investment and value adding
- Established freight hub for the Norther Inland Region
- Increased housing availability and affordability
- Broadened economic base

10.1 FEDERATION FARM SHARE FARMING AGREEMENT

Responsible Officer: Darren Raeck, Director Infrastructure Delivery

Author: Bilal Akhtar, Water Services Manager

Attachments: 1. Draft Federation Farm Share Farming Agreement  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.2 Decision making will ensure Council remains financially sustainable

Strategy 4.2.1 Maintain and improve Council's financial sustainability with a focus on core business

EXECUTIVE SUMMARY

The purpose of this report is to endorse the formal renewal of the Federation Farm Share Farming Agreement.

RECOMMENDATION

1. That Council authorise the Mayor and General Manager to sign, under the common seal of Council, all necessary documentation pertaining to the Federation Farm Share Farming Agreement for the period from 1 January 2020 until 31 December 2024.

BACKGROUND

Council has been a signatory to a Share Farming Agreement with the Narrabri Community Education Fund Ltd for the property commonly known as Federation Farm. The Agreement is due to expire on 31 December 2019.

The Agreement can generally be described as a standard share farming agreement whereby Council, as owners of the land, allow Narrabri Community Education Trust to farm the land and receives 18% of the gross crop proceeds in return. The Narrabri Community Education Trust is made up of representatives from schools within Narrabri and proceeds from this venture are distributed to those schools.

The Agreement allows the Federation Farm to receive treated wastewater from the Narrabri Sewage Treatment Plant. The recycling of treated wastewater is not only a positive outcome from an environmental sustainability perspective, but it also reduces demand for our fresh water resources. The farm has been highly acclaimed, receiving a Commendation Award in the National Awards for Innovation in Local Government, and contributed towards the Council winning the Waste Minimisation Award from the NSW Tidy Towns Committee in the past.

CURRENT SITUATION

To continue the ongoing successful arrangements between Narrabri Shire Council and the Narrabri Community Education Fund Ltd a revised agreement has been prepared to allow extension of the existing agreement. The term of the agreement will be for a period of five (5) years commencing from 1 January 2020.

FINANCIAL IMPLICATIONS

Council to receive a proportion of the gross proceeds of all crops as stipulated within the agreement.

STATUTORY AND POLICY IMPLICATIONS

The agreement is subject to Environment Protection Licence (EPL 200) issued by the NSW Environment Protection Authority.

CONSULTATION**External Consultation**

Consultations have been undertaken with the Narrabri Community Education Fund who have expressed an interest in renewal of the agreement.

Internal Consultation

Nil.

THIS AGREEMENT made the

BETWEEN the **COUNCIL** of the one part **AND** the **SHAREFARMER** of the other part.

WHERE AS:

- A. The Council is the occupier of those parcels of land so described in the Schedule hereto.
- B. The Council has made arrangements for the carriage by pipeline of treated effluent from the town of Narrabri to the land described in the schedule and has levelled, prepared and otherwise developed the said land including the construction of reservoirs for the holding of such effluent so as to enable the irrigation of crops on the said land there with.
- C. The Council has agreed to give possession of the land to the Sharefarmer for the purpose of share farming the land and the Sharefarmer has agreed to so share farm the land, to further prepare the land and plant crops of the type so described in the schedule here to on the land which has been inspected and identified by the parties hereto for the term so described in schedule hereto and to so water, manage and harvest the said crops as planted by the Sharefarmer upon the terms and conditions hereinafter appearing.

NOW THIS AGREEMENT WITNESSES:

Definitions

- 1. In this Agreement unless the context shall otherwise require; “the Council” means Narrabri Shire Council as described in the schedule hereto; “the Sharefarmer” means the persons so described in the schedule hereto; “the land” means the land so described in the schedule hereto; “the crop” means the type of crop so described in the schedule hereto; “the term”: means the term or period of this agreement so described in the schedule hereto; “the proportions” means the proportions so described in the schedule hereto.

The masculine gender includes the feminine and vice versa.

The singular includes the plural and vice versa.

Reference to an individual includes reference to a corporation.

Any covenant, undertaking or agreement by two or more persons shall be deemed to have been given or entered into by them jointly and by each of them severally so as to bind them jointly and each of them severally and they and each of their legal personal representatives, successors and assigns. Reference to the document titled “Narrabri Shire Council Farm Operations Manual” (the Farm Operations Manual or FOM hereafter) shall be considered as reference to this document and/or its supporting documents, the Operational Environmental Management Plan (OEMP) (together with the changes of the monitoring requirements reflecting the comments of Hassall and Associates Pty Limited and the Department of Environment and Conservation with reference to the documents titled “Review of Environmental Operation of Federation Farm”), Landscape and Revegetation Plan (LRP), or the Bio solids Management Plan (BMP). The FOM, OEMP, LRP and BMP shall be considered as “living” documents and their content may change over the term of this Agreement.

Possession and Warranties

2. The parties hereto hereby agree for possession of the land to be given to the

Sharefarmer for the purpose of the Sharefarmer farming the land pursuant to the terms and conditions of the Agreement and no other. The Council in the performance of this Agreement warrants as follows:-

- 2.1 that it is the sole owner and occupier of the land;
- 2.2 the Agreement is subject to the Environmental Protection Licence (EPL 200 issued by the NSW Environment Protection Authority).
- 2.3 that the land is not subject to any existing lease, sharefarming agreement, licence or right of occupancy in favour of any other person either existing as at the date hereof or to come into operation at any time during the terms of this Agreement;
- 2.4 that it is not precluded or prohibited by any mortgage, charge or any other encumbrance, person or corporation having an interest in the land by any statutory enactment from entering into this Agreement.

Sharefarmer's Obligations and Responsibilities

- 3. Under the terms of this Agreement the Sharefarmer shall be responsible for the following:-
 - 3.1 the farming of the land and all operations incidental thereto including the supply and where applicable, the application of all seed, fertilizer, chemicals, machinery, fuel, equipment, agronomy services, labour and expertise required to prepare the land, plant, water, manage and harvest gin and market the crop;
 - 3.2 the carrying out of all operations in accordance with the requirements of and purpose expressed in the document entitled the Farm Operation Manual annexed hereto. The provisions thereof shall be construed as integral to this Agreement and form an essential part thereof. In addition thereto the Sharefarmer shall:-
 - 3.2.1 maintain the property free of feral animals;

- 3.2.2 maintain all roads, channels, de-silting of channels and drains;
- 3.2.3 keep all channels and drains free of weeds;
- 3.2.4 keep all other areas free of weeds and burrs;
- 3.2.5 maintain and service all, pumps, motors, irrigation and structures, shed, and amenities block (but shall not be required to bear the cost of major repairs or replacement to infrastructure including pumps, motors, Irrigation and structures, shed, and amenities block);
- 3.2.6 maintain all fences in stock proof condition equivalent of least to their condition at the commencement of the Agreement.
- 3.3 in the event that the parties agree that “in field” maintenance works are required then the Council shall contribute 18% of the cost of those “in field” works and in the event that the parties agree that land form works are required to be carried out and the Council shall bear 100% of the costs. The cost to be met by the Council shall be taken out of its share of the gross proceeds referred to in Clause 5.1.
- 3.4 strict compliance with all requirements of the Farm Operation Manual, Council and the Environment Protection Authority as to storage water quality;
- 3.5 To comply with any reasonable directions of the Council and any other statutory body in the management of stormwater;
- 3.6 To ensure that all chemicals are applied in all respects strictly to label directions and instructions are at all relevant times given to applicators and contractors in the application of chemicals to the land to prevent drift of

chemicals onto adjoining lands and that proper steps are taken as to the disposal of all chemical drums and containers;

- 3.7 to effect all insurances necessary in respect of workmen employed by the Sharefarmer, to effect any public risk insurance that may be required and to pay all premiums in respect thereto and at the request of the Council to produce copies of such policies of insurance and certificates of currency thereto;
- 3.8 to ensure that at all times the Sharefarmer, his workmen, agents, servants and contractors in carrying out the Sharefarmer's obligations under this Agreement take all necessary precautions to prevent loss, injury or damage to any other person or persons or their property, especially in the application of herbicides, pesticides, insecticides and other chemicals utilised by the Sharefarmer;
- 3.9 the marketing, insurance (minimum cost coverage for the entire crop, including insurance of the cotton crop against hail damage) and cartage of the whole of the crop and the costs of ginning of the Sharefarmer's share of any cotton crop. Nothing shall prevent the Council from providing additional insurance in respect of its share of the crop if it considers that the Sharefarmer has taken out insufficient insurance over the whole of the crop, the cost of which additional insurance shall be borne by the Council.

Council's Obligations and Responsibilities

- 4. Under the terms of this Agreement the Council shall be responsible for the following:-
 - 4.1 the initial development of the land for irrigation farming by the Sharefarmer in accordance with the guidelines set out in clause 3.0 of the Farm Operation Manual;

- 4.2 to thereafter supply to the land such treated effluent without warranty as to quality or quantity as may from time to time be available from the town of Narrabri and to deliver same by pipeline free of charge to the Sharefarmer to the reservoir on the land;
- 4.3 to give to the Sharefarmer full, free and unfettered access to the land and to allow the Sharefarmer to occupy the land pursuant to this Agreement free of hindrance or interruption for the purpose of carrying out the activity required of the Sharefarmer pursuant to this Agreement;
- 4.4 the cost of the pipeline and any associated easements required to supply water to the land;
- 4.5 the cost of major repairs to/or the replacement of irrigations pumps and motors provided that such cost or replacement was not occasioned by the negligent use or misuse of such equipment by the Sharefarmer;
- 4.6 the cost of any Environmental Impact Statement or similar survey such as may be required by the department or any other relevant authority in relation to the development of the land or the carrying out of irrigation farming thereon;
- 4.7 the cost of ginning of the Council's share of any crop;
- 4.8 to forthwith appoint on behalf of the Council and to nominate as its Attorney for the purpose of carrying out the provisions of this Agreement a person who shall be responsible on behalf of the Council for the day to day management of the provisions of the Agreement and to be responsible for all dealings generally between the Sharefarmer and the Council. This person shall be Council's General Manager or his nominated delegate.

Proceeds of Crops

5.1 The gross proceeds of all crops grown by the Sharefarmer under this Agreement shall be shared between the Council and the Sharefarmer in the proportions referred to in the schedule. In the case of a cotton crop such gross proceeds shall be calculated after deducting only the ginning costs also to be shared by the parties in the said proportions. The net proceeds of any cotton seed or trash to which the parties hereto in the said proportions.

5.2 The Sharefarmer shall provide annually to the owner a copy of its annual financial audit along with the annual dividend payment together with a Statement setting out the calculation of the Council's share of the gross proceeds of the crop.

Referred to in Clause **5.1**.

5.3 In the event of any dispute between the parties the Sharefarmer shall not be entitled in any circumstances to demand or make any deduction from the Council's share or proceeds to which the Council is entitled under this Agreement. Any proceedings instituted against the Council by the Sharefarmer whether by way of arbitration under this Agreement or otherwise shall not affect the entitlement of the Council to payment of the Council's share of the proceeds under this Agreement. Any remedies to which the Sharefarmer may thereafter be entitled shall be limited to such other remedies as are available to the Sharefarmer under the general law.

Structures

6. The Sharefarmer shall not be entitled to erect any residence or other permanent and substantial structure on the land without first obtaining permission in writing from the Council.

Manner of Farming

7. All work done by the Sharefarmer shall be performed by the Sharefarmer in a proper manner and according to the approved methods employed in the industry in the Namoi Valley. The Sharefarmer shall, however, have total control over the field preparation, application or fertiliser and chemicals, the planting, watering, management and harvesting of the crop and the Council hereby agrees to accept the expertise of the Sharefarmer in respect of such matters only shall be accepted by the Council as final. The provisions of this Agreement otherwise applying as to arbitration shall not apply to any such matters only.

Sharefarmer not to Assign

8. The Sharefarmer shall not without the consent in writing of the Council, such consent shall not be reasonably withheld, assign or sublet this Agreement or its interest herein or in the crop or delegate to any other person the execution of any of the work provided to be carried out by this Agreement. This clause shall not be construed so as to relieve the Sharefarmer from making proper provision for the expeditious and

efficient carrying out of the work required to be performed under this Agreement nor shall it prevent the Sharefarmer from employing or engaging such persons or contractors as are normally engaged in connection with the growing or a particular type of crop under this Agreement.

Harvest or Picking of Crops

9. As soon as the crop is ready for harvesting or picking the Sharefarmer shall commence as soon as possible thereafter and continue without interruption except while reasonably prevented by inclement weather to harvest or pick the same. The Sharefarmer shall decide when the crop is ready for harvesting or picking.

Notice to Council

- 10.1 Prior to the planting of each crop the Sharefarmer will notify the owner of the type of crop to be planted, the hectares to be planted and the anticipated payment that Council is to receive referred to in clause 5.1.
- 10.2 Before picking or harvesting any crop the Sharefarmer shall notify the Council of its intention to do so in order to give the Council the opportunity of protecting and dealing with its interest in respect thereof.
- 10.3 The Sharefarmer acknowledges that if the Council takes out additional insurance covering its interest of 18%, this cover will be based on the information provided to Council by the Sharefarmer under clauses 10.1 and 10.2

Failure of Sharefarmer to Perform Obligations

11. If the Sharefarmer shall fail with all due expedition to perform his obligations under this Agreement the Council may perform or complete any such obligations as it thinks fit and the share of the Sharefarmer in such crop shall then stand charged with payment to the Council of the expenses of the performing of carrying out of that obligation of the Sharefarmer in such crop or so much thereof as in the opinion of the Council shall be sufficient to recoup the expenses of performing and completing such obligation as aforesaid with full power to sell and dispose of the same at such time and in such manner as the Council shall think fit and out of the proceeds of sale thereof to pay the expenses of an incidental to such sale and to retain therefrom the expenses of performing and completing the said obligation as aforesaid with the balance remaining and completing the said obligation as aforesaid with the balance remaining then to be paid to the Sharefarmer.

Workers Compensation Insurance

12. All labour employed by the Sharefarmer in carrying out his obligations under this agreement shall be insured by the Sharefarmer under the provisions of the Workers Compensation Act of the State of New South Wales. At the request of the Council the Sharefarmer shall produce copies of such policies of insurance and certificates of currency.

No Partnership Created

13. Nothing in this Agreement shall be construed to create a partnership between the parties hereto.

No Warranty as to Supply of Effluent

14. The Sharefarmer in entering into this Agreement acknowledges that he has been informed by the Council that supply of treated effluent to the land will be at the rate of approximately 1.795 mega litres per day exclusive of excess as a result in rainfall but the Council in entering into this Agreement gives no warranty whatsoever as to the quantity, quality or reliability of such treated effluent of the land.

Crop Liens

15. The Sharefarmer shall not without the consent in writing of the Council (which shall not be unreasonably withheld) give any crop lien to any person or corporation over the whole or part of any of the crops grown pursuant to this Agreement.

Indemnity

16. The Sharefarmer and the Council hereby indemnify each other and shall keep each other indemnified against all actions, claims, suits and demands which may be made by one upon the other in respect of any injury to property, death or bodily injury to any person caused by reason of any act, omission or default by either of the Council of the Sharefarmer occurring while that party is carrying out its obligations and requirements under the terms of this Agreement.

Determination of Agreement

17. The Council may for any of the following causes determine this Agreement forthwith by giving notice in writing to the Sharefarmer if the Sharefarmer:-
- 17.1 was not at the date of the notice cultivating the land according to the rules of good husbandry and strictly in accordance with the operational provisions of the Farm Operation Manual.
 - 17.2 had as at the date of the notice failed to comply within a reasonable time with notice in writing previously given by the Council and served on the Sharefarmer requiring the Sharefarmer to remedy any breach being a breach which is capable of being remedied; or
 - 17.3 had at the date of the notice materially prejudiced the interests of the Council by committing a breach which was not capable of being remedied including any matter adversely affecting the liability of the Council under the Environmental Planning and Assessment Act 1979 or of any term or condition of this Agreement not consistent with good husbandry; or
 - 17.4 had at the date of the notice committed an act of bankruptcy or compounded with his creditors or being a corporation had been liquidated, taken into receivership or entered into any scheme of arrangement with creditors.
 - 17.5 In entering into this Agreement the Sharefarmer acknowledges that he is specifically aware of the responsibilities of the Council under the Environmental Planning And Assessment Act 1979 and Regulations thereunder in relation to the delivery of water to the land and of the effect to the Council of any failure by the Sharefarmer to properly utilise or store the

water on a daily basis or to farm the land strictly in accordance with the provisions of the Farm Operation Manual and to the highest standards of farming and husbandry generally and that any remedies or rights of termination available to the Council hereunder may be exercised by the Council forthwith upon the happening of any event so entitling the Council to so act.

Arbitration

18. If during the continuance of the Agreement or at any time thereafter any dispute or difference or question shall arise between the parties hereto or either of their representatives hereunder or otherwise in relation to the carrying out of this Agreement or the interpretation of the conditions thereof other than any interpretation or the provisions of the Farm Operation Manual which shall be interpreted strictly and without resort to arbitration or other remedies then ever such dispute of difference or question shall be referred to two arbitrators one to be appointed by each party or their umpire pursuant to the Arbitration Act 1902 till 1957 or any statutory modification or re-enactment thereof for the time being enforced. This clause shall not apply to any of the matters referred to in clause 7 hereof.

Service

19. Service of any notice under this Agreement may be affected in the manner provided by Section 170 of the Conveyancing Act 1919 (as needed).

Costs

20. Each party hereto shall pay its own costs of and incidental to this Agreement.

THE SCHEDULE

THE OWNER: THE COUNCIL OF THE SHIRE OF NARRABRI SHIRE

46-48 Maitland Street

NARRABRI NSW 2390

THE SHAREFARMER: NARRABRI COMMUNITY EDUCATION FUND LTD

As Trustee for NARRABRI COMMUNITY EDUCATION
TRUST

THE LAND: Lot 21 DP850010 Parish Galathera County of Nandewar

THE CROP: Cotton and such other rotational crops as may be agreed
between the parties having regard to the provisions of the Farm
Operational Manual.

THE TERM: Five (5) years commencing 1 January 2020 and ending
31 December 2024.

THE PROPORTIONS: Council 18% Sharefarmer 82%

IN WITNESS whereof the parties hereto have hereunto set their hands and seals at Narrabri
on the date first hereinbefore mentioned.

THE COMMONSEAL of THE COUNCIL

OF THE SHIRE OF NARRABRI was hereunto

Affixed pursuant to a resolution of the Council **MAYOR**

In the presence of:

GENERAL MANAGER

SIGNED SEALED AND DELIVERED

by the **SHAREFARMER** in the presence

of:

DIRECTOR

.....

DIRECTOR

11 OUR CIVIC LEADERSHIP



THEME 4: OUR CIVIC LEADERSHIP

STRATEGIC DIRECTION 4: COLLABORATIVE AND PROACTIVE LEADERSHIP

By 2027, we will proactively together to achieve our shared vision with strong strategic direction.

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several civic leadership priority areas to be actioned over the 2017 - 2018 financial year.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Integrated strategic planning and reporting
- Community engagement and consultation
- Representation and governance
- Human resource management
- Customer services
- Information services
- Financial services
- Risk management
- Compliance and regulation

COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following civic leadership strategic outcomes:

- Improved community engagement and decision-making processes
- Well established community, industry, government and non-government partnerships
- Well maintained core infrastructure and service provision that delivers public value
- Transparent and accountable planning and reporting
- Financial efficiency and sustainability

11.1 REVIEW OF COMMUNITY GRANT POLICY

Responsible Officer: Stewart Todd, General Manager

Author: Amanda Wales, Grants Officer

Attachments: 1. Draft Community Grants Fund Policy  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.4 Grow volunteer capacity to achieve community outcomes

EXECUTIVE SUMMARY

The purpose of this report is to review a draft of Council's Community Grants fund Policy. Updates have been made to the Policy with the view of bringing Council's Community Grants Fund in line with current community expectations whilst also ensuring responsible fiscal processes.

RECOMMENDATION

- 1. That Council endorse the draft/revised Community Grants Policy for public exhibition for a minimum of 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.**

BACKGROUND

Council administers a yearly Community Grants fund which operates under Section 356 (1) of the Local Government Act, 1993 and states that "A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions".

Council encourages applications from community groups, sporting clubs, and not-for-profit organisations who can seek funding for events, programs or projects that take place within the Narrabri Shire Local Government Area.

The Community Grants Fund is administered by Council's Grants Officer who oversees the application, acceptance and acquittal process.

CURRENT SITUATION

The current policy was adopted on 5 April 2016 and reviewed on 15 August 2017. As community needs change, so do grant requests. As such, the Community Grants fund policy needs to be updated in order to keep in line with community need and to ensure transparent management of Council funds.

FINANCIAL IMPLICATIONS

The funding allocated is subject to Council discretion. The financial implications may vary from year to year depending on the budget allocated.

STATUTORY AND POLICY IMPLICATIONS

- Section 356 of the Local Government Act 1993.
- Community Grants Fund Policy.

CONSULTATION**External Consultation**

Review of Community Grants Fund Policies from other councils along with review of section 356 of the Local Government Act and policies for other grant funding opportunities.

Internal Consultation

Consultation with Council Managers and Directorates has taken place. MANEX have viewed the draft policy however some small changes have been made since this review.

COMMUNITY GRANTS FUND POLICY



NARRABRI SHIRE
DISCOVER THE POTENTIAL

Responsible Department: Development &
Economic Growth
Responsible Section: Economic Development
Responsible Officer: Economic Development Manager

Policy and Grant Objectives

- To provide guidelines, conditions and information on Council's provision of financial assistance under section 356 of the *Local Government Act 1993*;
- To provide clear and transparent guidance on eligibility, criteria and accountability by which Community Grants applications will be assessed and determined, provided and acquitted;
- To address strategic objectives identified within the Narrabri Shire Strategic Plans;
- To provide funding to encourage and enable broad community participation in cultural, sporting, educational, environmental and community service activities;
- Assist with building community and/or organisational capacity and resilience.

Introduction

Section 356 (1) of the *Local Government Act, 1993* states that "A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions".

The Council Community Grants Fund will provide an amount annually, as determined by Council for community focussed projects, events and programs that directly benefit the Narrabri Shire community and address the key themes identified within Council's Strategic Plans.

Assessment of Applications

An assessment panel will be formed to review and determine funding allocations based on the assessment criteria. The assessment panel will be made up of Council staff members. Following their assessment of the eligibility of the applicants and weighting of the projects, recommended allocations will be made to MANEX for review prior to determination by Council. Council determination will be undertaken at the July Council meeting unless exceptional circumstances prevent assessment and determination. In this case, Council will determine an alternate assessment and determination date. Applicants may not receive the full amount of funding requested and may be offered an alternate amount.

Policy

Eligibility Requirements

- Applicants must be classed as one of the following:
 - Not-for-profit organisations;
 - Incorporated community group;
 - Registered sporting club;
 - School P and C Committee;
 - Not-For Profit Childcare Facility;
 - Registered Charity.
- Applications must be lodged in full by the publicised cut-off date. No late applications will be accepted;
- Applicants may be from outside the Shire however all grant funding must be used for events/programs/projects within Narrabri Shire Local Government Area;
- Only one (1) application may be lodged per organisation, per grant round;
- Grant expenditure must occur within the applied for financial year period unless otherwise determined by Council;
- Applications must be completed in full using the forms provided by Council;
- Applications for infrastructure works or the purchase of equipment must be supported with written quotations;
- A budget must be included with all applications received;
- Proposed projects must provide a direct benefit to Narrabri Shire residents;
- Proposed projects must address at least one of the key themes identified within Narrabri Shire Council's Strategic Plans;
- All Projects must occur within the Narrabri Shire Local Government Area;
- Applicants must match the requested grant funding on a dollar for dollar (50/50) basis. Applicants must contribute in cash or in-kind;
- Applicants must provide a valid Certificate of Currency for Public Liability Insurance with the application and must maintain this insurance cover for the entirety of the project;
- Council can, at their discretion, approve use of Council Plant outside the grant application timeframe, utilising funds remaining in the Community Grants Fund after the initial application related funding allocation.

Projects and Events not eligible for funding

- Applications from individuals, profit making entities, Government departments and agencies are not eligible for funding, with the exception of school P and C committee's and not-for-profit childcare facilities;
- Projects and events that are retrospective;
- Projects and events that have been funded in the previous financial year;
- Where the organisation has previously received funding and not provided acquittal documentation within the required timeframes – See Acquittal Process Obligations within this policy;

- Where applicants are able to self-fund the project, unless an explanation is provided at the time of application, with the final decision made at Council discretion;
- Applications requesting funding for general running costs.

Criteria for Assessment

Organisation Type

- Applicants must provide proof of organisation type. Acceptable documentation includes any one of the following:
 - Certificate of Incorporation;
 - AGM minutes signed by the current president;
 - Documentation from a governing organisation detailing the sub-organisations details;
 - An annual report.

Budget

- Budgets must be **INCLUDING GST**.
- Budgets must be completed in full and take in to account the requested grant contribution;
- Quotes must be dated within 30 days of the application submission to be considered current;
- Quotes must detail if GST has been included or excluded.

Applicants must demonstrate the following

- That the project/event/program will address at least one of the themes in the Narrabri Shire Council's Strategic Plans. These themes are outlined in the Community Grants Fund application form, with further information available in Council's Community Strategic Plan;
- That the project/event/program benefits a significant number of Narrabri Shire residents.

Higher priority will be given to projects that demonstrate the following

- Projects/events/programs that demonstrate a partnership between community groups and/or organisations;
- Projects/events/programs that have a high level of community support;
- Projects/events/programs that show a benefit to a broad cross section of the Narrabri Shire community;
- Projects and programs that prove to be sustainable after the period of funding has ended.

Obligations of successful applicants

- Provide written evidence of project partner contributions (in-kind or cash) on letterhead or witnessed by a Justice of Peace;
- Obtain a letter of authority from the land owner if your project is on land not owned or managed by the applicant;
- Participate in a meeting with Council's Grants Officer to review and sign a grant agreement that sets out the terms and conditions associated with the grant;

- Provide documentation as required by Council upon request, for example a bank statement to confirm an organisations bank details;
- Update Council immediately with change of contact details;
- Acknowledge Council's contribution in any advertising for the project/event/program. Infrastructure projects will be required, at Council discretion, to have a sign on display for a minimum of 12 months from the date of approved project acquittal. The sign will be supplied by Narrabri Shire Council;
- Invite a representative of Narrabri Shire Council to attend any opening and/or presentation relating to the project/program/event;
- Comply with all conditions outlined within the grant agreement;
- Provide evidence of appropriate Public Liability Insurance coverage if the Certificate of Currency provided with the application is now out of date;
- Provide acquittal documentation as outlined in the grant agreement;
- Seek approval prior to 30 April of the respective financial year, to alter proposed project, objectives, timeframes, or budgets;
- Complete all documentation and meet all timeframes required by Council;
- Council reserves the right to withdraw funding from applicants or representatives of applicants who can be deemed to have acted in a manner which may be considered illegal, unethical or may bring Council in to disrepute;

Acquittal Process Obligations

- Successful applicants must lodge a project acquittal on approved Council acquittal documentation and including all supporting documentation, prior to 30 June in the relevant financial year, as outlined in the grant agreement. Failure to lodge an acquittal within the time frame, except in cases where an extension has been granted by Council in writing, will result in the following actions:
 - Allocated grant funding will be forfeited and any monies already paid will become a debt owed to Council by the applicant;
 - Future applications will be deemed ineligible until an acquittal is lodged. No monies will be paid upon late lodgement however the applicant will be eligible to apply for funding in the next grant round with the understanding that Council will take in to account the failure to follow guidelines when assessing any new applications. This may result in an unfavourable decision for the applicant in respect to future applications;
 - Failure to lodge an acquittal, including a late acquittal will result in the applicant being ineligible to apply for new funding for five (3) financial years from 30 June of the year the acquittal was originally due.
- Funding is paid after the project is complete and a successful acquittal has been lodged. Exceptional circumstances may apply which allows applicants to access funding prior to project completion however requests must be lodged in writing, with Council discretion dictating the result.

Related Documentation

- Narrabri Shire Council Community Strategic Plan;
- Narrabri Shire Council Community Grant Fund Application, Agreement and Acquittal documents.

References

Community Grants Fund Policy - Page 4 of 3

- *Local Government Act (NSW) 1993.*

History

MINUTE NUMBER	MEETING DATE	DESCRIPTION OF CHANGE
114/2016	5 April 2016	Adopted
164/2017	15 August 2017	Reviewed
	27 August 2019	Reviewed

DRAFT

11.2 RE-NAMING OF LAGOON BRIDGE, WEE WAA

Responsible Officer: Lindsay Mason, Director Corporate Services

Author: Tan Vo, Manager Property Services

Attachments: 1. Public Submission  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

EXECUTIVE SUMMARY

In recognising the deceased Councillor Richard Norman Sweetman's association and ongoing contribution to Wee Waa area, Council proposed to rename the 'Lagoon Bridge' to 'Sweetman Bridge' Wee Waa. The re-naming proposal was advertised. One formal submission was received together with numerous comments on Council Facebook. After considering the merit of the submission and comments, this report recommends the current naming of the bridge, the Lagoon Bridge Wee Waa, stays unchanged.

RECOMMENDATION

- 1. That Council having regard to public submission and comments, Council rescind its renaming proposal and leave the name of the Lagoon Bridge Wee Waa unchanged.**

BACKGROUND

Council at its meeting of 28 May 2019 considered a report on this matter and resolved (Minute 100/2019) *that Council*

- a) advertise the proposal to rename 'Lagoon Bridge' to 'Sweetman Bridge' Wee Waa; as per Council Policy and allow a period of 28 days for public submission.*
- b) make arrangements for obtaining RMS's approval should there be no objections against this renaming proposal.*

CURRENT SITUATION

The proposal to rename "Lagoon Bridge" to 'Sweetman Bridge' Wee Waa was advertised in The Courier on 25 June 2019 allowing 28 days for public submission. The proposal also appeared in Council Website and Facebook for the period between 25 June and 23 July 2019.

Council has received one formal submission (Attachment 1) objecting against the renaming proposal on the ground that it could be an insult to the person that was killed during the building of the wooden bridge.

Council has also received numerous comments on its Facebook objecting against the renaming proposal. To support their objections, some of the reasons have been stated as follows:

- Many other members of the community who voluntarily contributed to the Wee Waa Community and have now deceased, why not name the bridge after one of them;
- A name change would make no difference as people would still call it Lagoon Bridge;
- Why not name the new open space in the Main Street as Sweetman's Park, not the Lagoon Bridge; and
- There are more important issues that have higher priority than renaming this bridge.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Council is only obliged to consider the only one formal submission. However, Council also has some moral obligations to consider comments on its Facebook page, as it is a means of communication.

There appears little merit and minimum support from the community for the proposed name change of the bridge.

CONSULTATION**External Consultation**

Council placed the proposal on public notice.

Internal Consultation

Nil.

Dear Sir & Madam,

Lee W, ac.

N. S. W.

I wish to object against the renaming of the Lagoon bridge, it has been called the lagoon bridge since I was a child & I feel that it is an insult to the young person that was killed during the building of the wooden bridge.

Hope you take my objection into consideration

yours sincerely,

RECEIVED BY
NARRABRI SHIRE COUNCIL

15 JUL 2013

DOCUMENT ID.....

11.3 REPORT OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE

Responsible Officer: Nicholas Ross, Executive Manager Human Resources

Author: Maree Bales, Business Process Officer

Attachments: 1. Audit, Risk and Improvement Committee Minutes - 17 July 2019  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

A meeting of the audit, risk and improvement committee was held on Wednesday 17 July 2019.

RECOMMENDATION

That Council note the Minutes of the Audit, Risk and Improvement Committee meeting held on 17 July 2019.

BACKGROUND

The objective of the Narrabri Shire audit, risk and improvement committee ("**Committee**") is to provide independent assurance and assistance the Council on risk management, control, governance and external accountability responsibilities.

CURRENT SITUATION

The minutes of the Committee meeting held on Wednesday, 17 July 2019 are an attachment to this report.

The minutes contain no recommendations requiring Council consideration. The minutes are provided for information.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

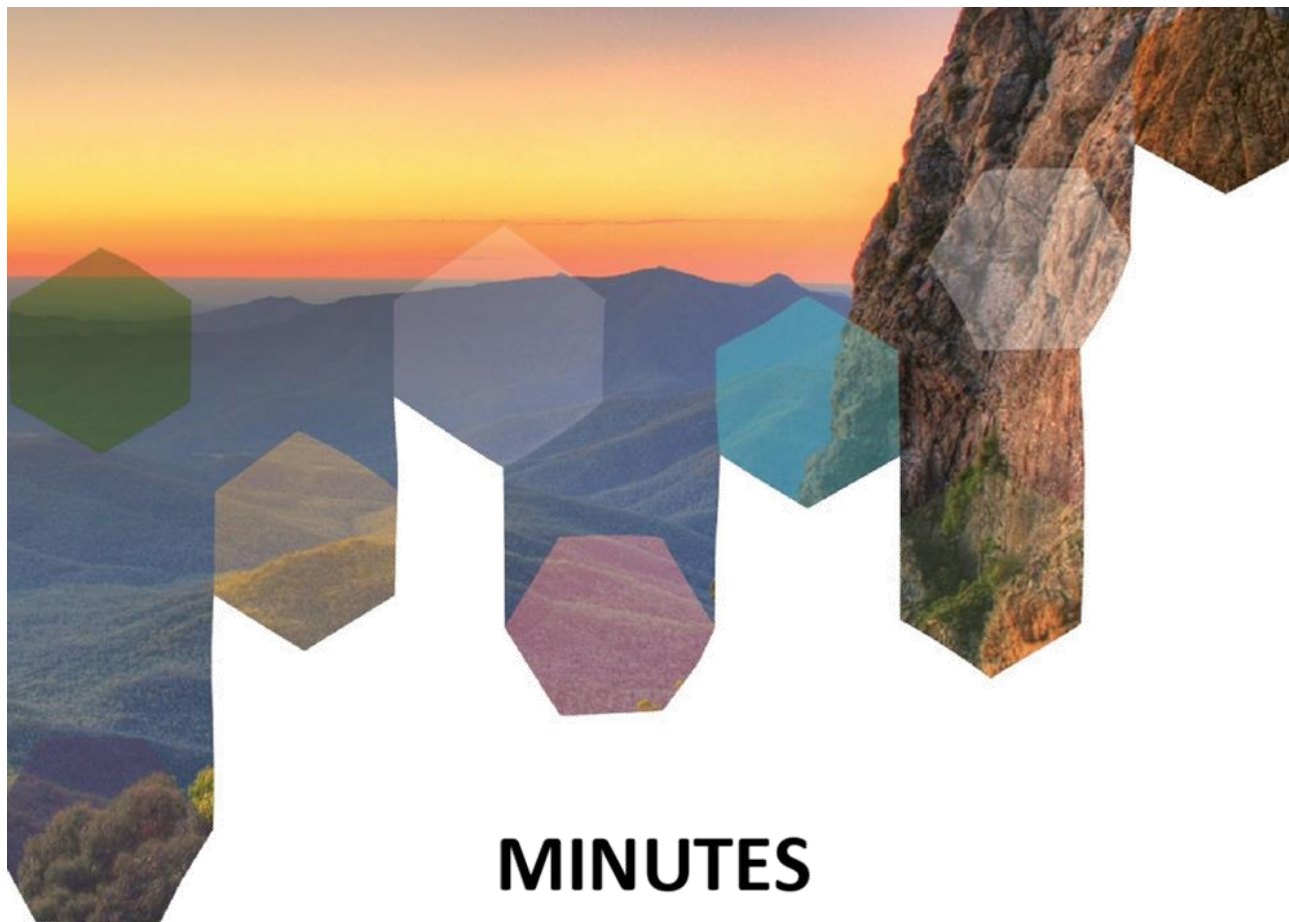
Nil.

CONSULTATION**External Consultation**

- Audit, Risk and Improvement Committee.

Internal Consultation

Nil.



**Internal Audit and Risk Committee
Meeting**

17 July 2019



INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES17 JULY 2019

**MINUTES OF NARRABRI SHIRE COUNCIL
INTERNAL AUDIT AND RISK COMMITTEE MEETING
HELD AT THE NARRABRI SHIRE COUNCIL, 46-48 MAITLAND STREET, NARRABRI
ON WEDNESDAY, 17 JULY 2019 AT 1.58 PM**

PRESENT: Mr Grahame Marchant - Chairman, Mr Conrad Bolton, Ms Louise Gett, Cr Cameron Staines.

IN ATTENDANCE: General Manager - Stewart Todd, Director Corporate Services - Lindsay Mason, Executive Manager Human Resources - Nicholas Ross, Finance Manager - Tim McClellan, Forsyths Representative (Observer) - Cath Watson, Director Development & Economic Growth - Daniel Boyce, Manager Environmental Services – Marcela Lopez.

APOLOGIES: Business Process Co-ordinator – Maree Bales.

1 OPENING AND WELCOME

Chairman – Grahame Marchant welcomed all attendees to the meeting.

2 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

- Maree Bales – Business Process Co-ordinator

3 CONFIRMATION OF MINUTES

MINUTE IARC-013/2019

Moved: Ms Louise Gett Seconded: Mr Grahame Marchant

That the minutes of Internal Audit and Risk Committee Meeting of the Narrabri Shire Council held on 20 March 2019 comprising Minute Nos 001/2019 to 012/2019 as circularised be confirmed.

CARRIED

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES

17 JULY 2019

4 REPORTS

4.6 STRATEGIC INTERNAL AUDIT PLAN 2018-2021 - PROGRESS UPDATE JULY 2019**MINUTE IARC-014/2019**

Moved: Mr Conrad Bolton Seconded: Mr Grahame Marchant

1. That the Committee endorse the Waste Management Facility & Environmental Compliance Audit Final Report.
2. That the Committee endorse the ICT Recovery and Cyber Security Final Report.
3. That the Committee note the progress of the Strategic Internal Audit Plan; as at July 2019.
4. That the Strategic Internal Audit Plan be amended to include an update review of Waste Management & Environmental Compliance in Financial Year 2020/2021, as a follow up to the recently completed review, and focussing on the implementation and effectiveness of the recommendations contained in this review, and also to include an annual penetration testing review for IT Systems.

CARRIED**MINUTE IARC-015/2019**

Moved: Mr Conrad Bolton Seconded: Mr Grahame Marchant

That the Committee receive ongoing/update reports back to future ARIC Meetings for Recommendation No. 37, regarding: *'Preparing a revised monitoring and assessment groundwater program which includes a review of the adequacy of bore locations'*.

CARRIED**4.1 CORPORATE RISK REGISTER QUARTERLY REPORT JUNE 2019****MINUTE IARC-016/2019**

Moved: Mr Conrad Bolton Seconded: Mr Grahame Marchant

1. That the Committee note the Corporate Risk Register Quarterly Report for June 2019.
2. MANEX are asked to review the current format of the report set-up, in preparation for being more 'user-friendly', going forward.

CARRIED

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES**17 JULY 2019****4.2 NCIS UPDATE - JUNE 2019****MINUTE IARC-017/2019**

Moved: Ms Louise Gett Seconded: Mr Conrad Bolton

That the information regarding the Narrabri Corporate Information System be noted.**CARRIED****4.3 BASIS OF PREPARATION NOTES FOR 2018/2019 FINANCIAL STATEMENTS****MINUTE IARC-018/2019**

Moved: Mr Conrad Bolton Seconded: Cr Cameron Staines

That the Basis of Preparation notes for the 2018/2019 Financial Statements be endorsed.**CARRIED****4.4 OPERATIONAL AND SERVICE PLAN QUARTERLY REPORT - MARCH 2019****MINUTE IARC-019/2019**

Moved: Mr Conrad Bolton Seconded: Ms Louise Gett

That the Committee note the Quarterly Operational and Service Plan Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures for the March 2019 quarter.**CARRIED****4.5 SERVICE REVIEW PROGRAM****MINUTE IARC-020/2019**

Moved: Mr Conrad Bolton Seconded: Cr Cameron Staines

That the Committee note the report on the Service Review program.**CARRIED**

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES**17 JULY 2019****4.7 STATUS OF OUTSTANDING AUDIT RECOMMENDATIONS****MINUTE IARC-021/2019**

Moved: Ms Louise Gett Seconded: Mr Conrad Bolton

That the current status of outstanding audit report recommendations be noted.**CARRIED****4.8 REVIEW OF TERMS OF REFERENCE****MINUTE IARC-022/2019**

Moved: Mr Conrad Bolton Seconded: Ms Louise Gett

That:

- 1. the Committee defer this matter until the Office of Local Government revisions of the current internal audit reviews have been received and reviewed in conjunction with this Council Committee.**
- 2. the Committee endorse the change of committee nomenclature from 'Internal Audit & Risk Committee' to 'Audit, Risk & Improvement Committee'.**

CARRIED**4.9 RESPONSIBILITY PLAN & WORKPLAN****MINUTE IARC-023/2019**

Moved: Ms Louise Gett Seconded: Mr Conrad Bolton

- 1. That this matter be deferred until the Office of Local Government have issued the revised Guidelines for the operation of Audit, Risk & Improvement Committees.**
- 2. That a Responsibility Plan and Workplan based on the revised Guidelines be developed for consideration by the Committee.**

CARRIED

INTERNAL AUDIT AND RISK COMMITTEE MEETING MINUTES17 JULY 2019

4.10 INTERNAL AUDIT & RISK COMMITTEE ANNUAL REPORT**MINUTE IARC-024/2019**

Moved: Ms Louise Gett Seconded: Mr Conrad Bolton

That a template 'ANNUAL REPORT' be drafted by Management for review and finalisation by the Chairman and for subsequent presentation to Council.

CARRIED

5 ACTIONS

6 NEXT MEETING

Wednesday 16 October 2019

7 MEETING CLOSED

The Meeting closed at 4.58pm.

The minutes of this meeting are to be confirmed at the Internal Audit and Risk Committee Meeting held on 16 October 2019.

.....
CHAIRPERSON

11.4 ANNUAL SERVICE PLAN REPORT - JUNE 2019**Responsible Officer:** Stewart Todd, General Manager**Author:** Maree Bales, Business Process Officer**Attachments:** 1. Service Plan Annual Report - June 2019 (under separate cover) **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council's annual service plan report provides the community with Council's progress in meeting its agreed actions, capital works program and key performance measures from July 2018 to June 2019 consistent with Council's previously adopted 2018/19 operational plan.

RECOMMENDATION

That Council adopt the annual service plan report, as attached, detailing Council's progress in meeting its actions, capital works program and key performance measures for the 2018/19 financial year.

BACKGROUND

In 2009, the NSW Government introduced the [Integrated Planning and Reporting \(IP&R\) Framework](#). This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

The new suite of IP&R strategic documents representing the new Council term were adopted in June 2017. In August 2017, Council adopted its reviewed service plans to complement Council's operational plan and service-based budget. The service plans provide an in-depth strategic focus for all services of Council, defining exactly what each service is, what it provides, at what cost and where works are occurring.

The community can analyse any of the individual Service Plans and ascertain what is being provided to the local community. These Service Plans provide the community with key performance measures and a capital works program for each service area, that are measured in this report in terms of progress.

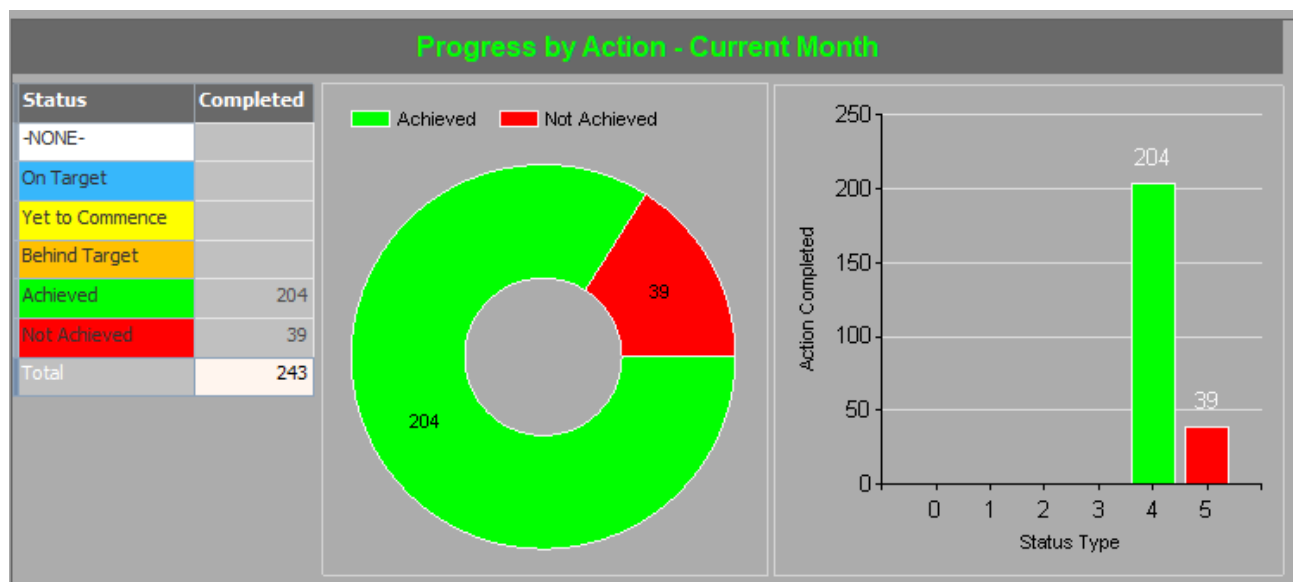
Figure 1 – Summary of Planning and Reporting under Council's IP&R Framework

Four key strategic themes**CURRENT SITUATION**

The attached annual service plan report provides the community with Council's progress in meeting its agreed actions, capital works program and key performance measures from July 2018 to June 2019 consistent with Council's previously adopted 2018 – 2019 operational plan.

As at the end of the 2018/2019 financial year, Council successfully achieved over **84%** of its agreed actions, as outlined in Figure 2.

Figure 2 - Council's End of Year Result by Theme and Action

**FINANCIAL IMPLICATIONS**

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.

11.5 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - JUNE 2019

Responsible Officer: Nicholas Ross, Executive Manager Human Resources

Author: Maree Bales, Business Process Officer

Attachments: 1. **Delivery Program Progress Report - June 2019 (under separate cover)**

**DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council's Delivery Program 6 Monthly Progress Report provides Councillors and the community with an update on the organisation's progress in achieving its objectives and strategies identified in the Community Strategic Plan. This is the fourth time such a report has been provided to Council and the Community. There are 106 Measures in total that demonstrate how Council is progressing.

The Community Satisfaction Survey, undertaken in September 2017, has provided a basis for measurement of community satisfaction and participation in key activities. It should be noted that where the data source is the Community Survey, the reported results will not change until the next scheduled Community Satisfaction Survey.

The attached report shows most measures are well underway towards reaching the estimated target or have achieved the target already, and the desired result is to maintain Council's position.

RECOMMENDATION

1. **That Council adopt the Delivery Program 6 Monthly Progress Report, as attached, detailing Council's progress in meeting its objectives, strategies and measures up to the June 2019 period.**

BACKGROUND

In 2009, the NSW Government introduced the new [Integrated Planning and Reporting \(IP&R\) Framework](#). The IP&R framework recognises that most communities share similar aspirations: a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for education and employment, and reliable infrastructure. This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

CURRENT SITUATION

This report is the Council's fourth progress report against its four-year 2017-2021 Delivery Program, covering progress from 1 July 2016 – 30 June 2019. Progress will be reported on a six-monthly basis, eight times over the duration of the Delivery Program up to 30 June 2021.

In the attached report, progress has been graphed for each measure, showing movement from the first July – December 2017 time period, the second January – June 2018 time period, the third July – December 2018 time period and the fourth January 2019 – June 2019 time period. This trend data is mapped against the estimated target, to show progress towards reaching the target progressively.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

This report satisfies the requirements of [section 404](#) of the *Local Government Act 1993* (“the LG Act”).

[Section 404\(5\)](#) of the LG Act outlines that the general manager must ensure that regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.

As outlined within the report this is the fourth 6 monthly update report on the progress of the Council’s 2017-2021 Delivery Program.

CONSULTATION

External Consultation

Data utilised in measuring progress on achieving strategies is sourced from numerous external agencies including but not limited to:

- The Australian Bureau of Statistics (“**ABS**”).
- The Office of Local Government.
- Roads and Maritime Services.
- The Environmental Protection Agency.
- National Parks and Wildlife Service.
- Australian Early Development Census.
- Tourism Research Australia.

Internal Consultation

- Executive Management.
- Senior Management.

11.6 SWIMMING POOL BARRIER INSPECTION PROGRAM

Responsible Officer: Daniel Boyce, Director Development and Economic Growth

Author: Daniel Boyce, Director Development and Economic Growth

Attachments: 1. Draft Swimming Pool Barrier Inspection Program  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

EXECUTIVE SUMMARY

Council adopted a Swimming Pool Barrier Inspection Program in February 2014 in accordance with the *Swimming Pools Act 1992*. The program was refined to align with the resources available and a Draft Swimming Pool Barrier Inspection Program ("**Draft Program**") (Attachment 1) was adopted for public exhibition at the Ordinary Council Meeting in February 2019 (MINUTE 026/2019).

The Draft Program was publicly exhibited for a period of twenty-eight (28) days concluding 6 May 2019. During this time, no submissions were received.

Council may now adopt the Draft Program in the form in which it was publicly exhibited as its new Swimming Pool Barrier Inspection Program.

RECOMMENDATION

1. That Council adopt the Swimming Pool Barrier Inspection Program.

BACKGROUND

Under the *Swimming Pools Act 1992* ("**the Act**") councils are required to develop an affordable and effective pool barrier program in consultation with the community.

Council adopted a Swimming Pool Barrier Inspection Program in February 2014 in accordance with the Act. The Draft Swimming Pool Barrier Inspection Program ("**Draft Program**") (Attachment 1) refined the original Program to better align with the resources available. At the Ordinary Council Meeting in February 2019 Council adopted, for the purposes of public exhibition, the Draft Program (MINUTE 026/2019).

The Draft Program applies to all swimming pools regulated under the Act with a significant portion of the Draft Program based around the inspection of premises with pools to ensure the pool barrier complies with relevant standard.

The Draft Program was publicly exhibited for a period of twenty-eight (28) days concluding 6 May 2019. During this time, no submissions were received.

CURRENT SITUATION

Council may now adopt the Draft Program in the form in which it was publicly exhibited as its new Swimming Pool Barrier Inspection Program.

FINANCIAL IMPLICATIONS

The Draft Program can be delivered with current staff resources.

STATUTORY AND POLICY IMPLICATIONS

Under the *Swimming Pools Act 1992* councils are required to develop an affordable and effective pool barrier program in consultation with the community.

CONSULTATION

The Draft Swimming Pool Barrier Inspection Program was publicly exhibited for a period of twenty-eight (28) days concluding 6 May 2019.

External Consultation

No public submissions were received.

Internal Consultation

Nil

Narrabri Shire Council Swimming Pool Barrier Inspection Program

1.0 Introduction

The New South Wales (NSW) Division of Local Government has recognised swimming pool safety as an important issue and in doing so has made significant amendments to the Swimming Pools Act 1992 (the Act). These amendments include Inspection fees and penalties, pool registration and certification and a requirement for local councils to develop an Inspection program. The aim of these changes is to reduce drowning and near drowning instances of children under the age of five.

In response to the amendments to the Act, a draft Swimming Pool Barrier Inspection Program (Program) has been developed and is proposed to be placed on public exhibition. The Program that has been developed will be implemented in three phases based on legislative requirements, resourcing and perceived risk to the community. The purpose of the Narrabri Shire Council Swimming Pool Barrier Inspection Program (Program) is to develop, in consultation with the community, an affordable and effective pool barrier safety program in response to recent amendments to the Swimming Pool Act 1992 (Act). The Program will also have an emphasis on providing relevant, up to date information to residents to assist in improving the safety of all swimming pools within the Local Government Area.

A significant portion of the Program is based around the inspection of premises with pools and to ensure the pool barrier complies with the relevant standard. Once a barrier complies with the standard a Certificate of Compliance-Swimming Pool (Certificate) will be issued to the property owner. This Certificate is valid for three years.

To assist financing the Program and insuring required safety standards are achieved an array of fees and Penalty Notices have been included in the recent amendment to the Act.

1.1 Certificate of Compliance-Swimming Pool

A Certificate is issued by an Authorised Officer of Council (or a Private Certifier) in accordance with the Act. This Certificate is valid for 3 years and certifies that the swimming pool barrier complies with the requirements of the Act, Regulations and Standard at the time of inspection.

A Certificate ceases to be valid if a subsequent Direction is issued under the Act because the pool barrier is later found to be defective and requires rectification works.

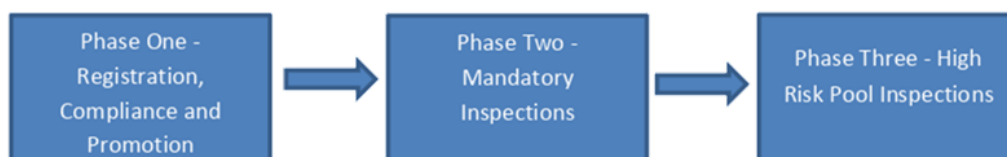
2.0 Legislative requirements for pool owners

The changes to the Act require swimming pool owners to.

1. Register their swimming pool before 29 October 2013 on the NSW Department of Local Government Swimming Pool Register;
2. Ensure other development does not impact the effectiveness of their pool barrier;
3. Maintain an effective and compliant pool barrier;
4. After 29 April 2014 owners will need to have a valid Certificate for all premises on which there is tourist and visitor accommodation or more than 2 dwellings; and
5. After 29 April 2014 owners will need to have a valid Certificate to sell or lease their property.

3.0 Program Implementation

The Program will be implemented in three phases, based on legislative requirements, resourcing and perceived risk to the community. This staged process will ensure priority tasks are completed while also identifying future resource requirements.



3.1 Phase One - Registration, Compliance and Promotion

Phase One of the Program will be carried out following adoption for a period of six (6) months. In this phase Program activities will focus on:

- Registration of pools on behalf of residents
- Certificates requested by residents
- Investigate complaints reported to Council of alleged defective pool barriers
- Continue to promote community awareness and education in relation to pool safety

3.2 Phase Two - Mandatory Inspections

Phase Two of the Program will run in parallel to Phase One, and will include mandatory inspections of pool barriers at premises on which there is tourist and visitor accommodation or more than 2

dwelling and properties that are to be sold or leased. These inspections are required to be carried out within ten (10) days of the customer's application and the payment of fees.

It is estimated that this phase will dominate the Program's resourcing due to the prescribed ten (10) day time frame for these inspections and the high number of applications expected to be received.

All premises on which there is tourist and visitor accommodation or more than 2 dwellings will require an inspection and renewal of their Certificate every three (3) years.

3.3 Phase Three - High Risk Pool Inspections

Phase Three of the Program will include proactive inspections of high risk private pools across the LGA. This phase will only be operational when mandatory requirements of Phase One and Two are being met. This phase will focus on pool barriers in high risk areas which include:

- Premises identified as having an unauthorised pool.
- Pools that have not been registered.

3.4 Ongoing Investigation of Complaints

As well as implementing Phases 1, 2 and 3, Council Officers will continue to respond to and investigate complaints received regarding swimming pools/swimming pool barriers.

3.5 Non-compliant barriers

When an inspection has been undertaken and a swimming pool barrier is found to not comply with relevant legislative requirements the owner will be notified through the issuing of a Notice of Proposed Direction (Notice).

After a period of fifteen (15) days from the date of the Notice, a Direction to Comply (Direction) will be served. The Direction will require the owner to undertake measures to ensure that the swimming pool or premises comply with the requirements of the Act. Reasonable timeframes will be set out in the Direction.

In the event that Council deems a swimming pool to be of high risk and considers the safety of the community may be at risk if measures are not carried out as soon as possible. Council may issue a Direction in the first instance,

After the time period for compliance with the Direction has expired, a reinspection of the swimming pool will be carried out by Council to determine if compliance has been achieved, given the potential safety issues, any significant failures to comply may result in Council issuing a Penalty Notice or seeking legal enforcement of the Direction through an application to the Land and Environment Court.

4.0 Fees

The Act enables Council to charge inspection fees in relation to the Program. These fees are designed to offset the substantial costs associated with the Program.

4.1 Registration of Pools on Behalf of Residents (\$10 Fee)

If swimming pool owners are unable to register their pools on the NSW Division of Local Government's online swimming pool register Council can do it on their behalf. This requires the swimming pool owner to attend the Customer Service Counter at Council's Administration Building, complete the required information form and pay a \$10 fee that has been prescribed in the Act.

4.2 Program Inspection Fees

The fees to be approved under the program are prescribed by the Act.

The fees outlined in Table 1 below relate to Certificates that have been requested by the swimming pool owners as part of Phase 1 of the Program. These fees are payable before any inspections are carried out. In addition, the Certificate will not be released until all required rectification works have been carried out.

Table 1	
Phase One – Registration, Compliance and Promotion	
Type of service	Fee amount
Certification and First Inspection	\$150
Subsequent Inspections	\$100

The fees outlined in Table 2 below relate to Phase Two and Phase 3 inspection of properties. These properties include:

- Premises on which there is tourist and visitor accommodation or more than 2 dwellings (Phase Two)
- Properties with swimming pools that are to be sold or leased (Phase Two)
- Proactive inspection of high risk pool barriers (Phase Three)

Inspection fees will be paid by the swimming pool owner before any inspections are carried out.

Phase Three inspection fees will be charged to the swimming pool owner once the final inspection has been carried out. Certificates will not be released until all inspection fees have been paid and all rectification works have been carried out.

Table 2	
Phase Two - Mandatory Inspections and Phase Three - High Risk Pool Inspections	
Type of service	Fee amount
Certification and First Inspection	\$150
Subsequent Inspections	\$100

5.0 Penalty Notices

There are a range of Penalty Notices that can be issued by Council for non-compliances with the requirements of the Act. Any income collected through this process will be directed towards the funding of the Program.

5.1 Failure to Register Swimming Pool

Failing to register a swimming pool is predicted to be a common breach of the Act within our community. After 29 October 2013, Council will be able to issue a \$220 Penalty Notice to property owners who fail to register their swimming pool.

If Council becomes aware of a property owner who has failed to register their swimming pool or spa, the owner will be given 7 days written notice to register. Property owners who fail to register their swimming pool after the 7 days may be issued with a \$220 Penalty Notice. Council will then register the swimming pool or spa on their behalf.

5.2 Other

Table 3 outlines the range of Penalty Notices that can be issued by Council for non-compliances with the requirements of the Act. Such penalties will not be issued as an initial response to minor offences and are only considered appropriate to issue for significant non-compliances and to ensure required safety upgrades are carried out in a timely manner.

Table 3 Penalty Notices		
Offence	Penalty	Maximum Court Penalty
Section 7 (1): Failure to comply with general requirements for outdoor pools associated with dwelling	\$550	50 penalty units = \$5,500
Section 12: Failure to comply with general requirements for outdoor pools associated with movable dwelling and tourist and visitor accommodation	\$550	50 penalty units = \$5,500
Section 14: Failure to comply with general requirements for indoor pools	\$550	50 penalty units = \$5,500
Section 15 (1): Failure to maintain child resistant barrier	\$550	50 penalty units = \$5,500
Section 16: Failure of Occupier to keep access to pool securely closed	\$550	50 penalty units = \$5,500
Section 17 (1): Failure to display or maintain prescribed warning notice near pool	\$110	5 penalty units = \$550

Document History/Review

Version	Name of and date of review	Quality check complete	Comments
Version 1	B O'Mullane 28 Oct 2013	N/A	First version
Version 2	D Boyce January 2019	N/A	Adapted for Narrabri Shire in discussion with B O'Mullane of Gunnedah Shire.

11.7 AUSTRALIA DAY CITIZEN AWARDS

Responsible Officer: Bill Birch, Economic Development Manager

Author: Amanda Wales, Grants Officer

Attachments: 1. Draft Australia Day Awards Guidelines and Criteria  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.1 Provide customer service excellence that is responsive to community needs

EXECUTIVE SUMMARY

This report details recommendations to change the age classifications relating to Councils Australia Day Awards, being Young Citizen of the Year and Citizen of the Year, in order to offer a more inclusive awards system.

Recommended changes are:

Young Citizen of the Year

Current – 16 years or younger on 26 January of the relevant year

Recommended – 25 Years or Younger on 26 January of the relevant year

Citizen of the Year

Current – 16 years or older on 26 January of the relevant year

Recommended – 26 years or over on 26 January of the relevant year

RECOMMENDATION

That Council adopt the proposed amendments to the current application guidelines for the Young Citizen of the Year being 25 years or younger on 26 January of the relevant year and Citizen of the Year being 26 years or over on 26 January of the relevant year.

BACKGROUND

Narrabri Shire Council facilitates yearly Australia Day celebrations across the Shire.

In the lead up to Australia Day, Council provides opportunity for community members to be nominated as Young Citizen of the Year or Citizen of the Year.

Current award guidelines and criteria place the age bracket for Young Citizen of the Year at 16 years of age or younger as at 26 January of the relevant year, with the Citizen of the Year being classified as 16 years of age or older on 26 January of the relevant year.

Council also presents a Community Event of the Year Award however no changes are recommended for this award.

CURRENT SITUATION

Action 4.1.1.3 of Councils 2019-2020 Operational Plan is - Successfully organise and run Australia Day Event. A review of the Australia Day Awards in January 2019 highlights the need for changes to award guidelines and criteria in order to present a more inclusive award system.

Current guidelines and criteria present a small age bracket for the Young Citizen of the Year (16 years of age or younger) and a large age bracket for the Citizen of the Year (16 years of age or older).

Review of guidelines and criteria from a selection of Councils, as well as information provided by the Australia Day Council of NSW supports the proposed changes.

In order to present inclusive and modern awards which are more in line with the Australia Day Council of NSW, the following changes are recommended:

Young Citizen of the Year

Current – 16 years or younger on 26 January of the relevant year

Recommended – 25 Years or Younger on 26 January of the relevant year

Citizen of the Year

Current – 16 years or older on 26 January of the relevant year

Recommended – 26 years or over on 26 January of the relevant year

It is important to note that the recommended changes will bring Council more in to line with the Young Australian of the Year Award which is a National Award recognising young Australians up to the age of 30.

In addition, information from the Australia Day Council of NSW suggests that Council could choose to present multiple awards in either category, or utilise the more generic “Australia Day Award”, should future award nominations be considered “a tie” and a clear winner cannot be chosen.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

- Australia Day Award Guidelines and Criteria.

CONSULTATION**External Consultation**

Review of award nominations and guidelines from surrounding councils as well as information provided by the Australia Day Council of NSW.

Internal Consultation

- Economic Development Manager.
- Community Development Officer.



AUSTRALIA DAY AWARDS PROGRAM GUIDELINES & CRITERIA

Each year the people of Narrabri Shire are invited to nominate fellow citizens for the Australia Day Awards. The awards aim to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years.

AWARD CATEGORIES

Citizen of the Year

To be eligible, the person must be 26 years of age or older on 26 January of the relevant award year.

Young Citizen Award

To be eligible, the person must be 25 years of age or younger on 26 January of the relevant award year.

Community Event of the Year Award

Presented to the person/group who has staged the most outstanding community event during the past year.

WHO IS ELIGIBLE?

- Nominees must be Australian citizens and residing in Narrabri Shire at the time of nomination;
- Unsuccessful nominees may be re-nominated in subsequent years;
- Self-nominations will not be accepted;
- Awards will not be granted posthumously;
- Sitting State and Federal politicians and current vice-regal officers are not eligible. Consideration of retired politicians and officers would be for contributions in addition to official duties;
- A person cannot receive a second award in the same category;
- The minimum age for the Citizen of the Year Awards is 26 years on 26 January of the relevant award year;
- Nominations will remain active for two years i.e. the year they are nominated and the following year with the understanding that nominees may move from Young Citizen of the Year, to Citizen of the Year, depending on their age at the time of the next award.

Australia Day Awards



HOW TO NOMINATE

To nominate, please complete the Australia Day Awards Nomination Form. The nomination should detail the nature, duration and impact of the nominee's contribution to Narrabri Shire.

In assessing a nomination, the judging panel may consider:

- the number of hours of work over and above normal employment duties;
- the benefit to the community from the nominee's service or contribution;
- other outstanding achievements by the nominee;
- other recognition of the nominee's contribution or work, including publicity;
- whether the nominee worked as part of a team and their role within the team.

For further information, contact:

Council's Community Development Officer

Phone: (02) 6799 6866

Email: council@narrabri.nsw.gov.au

PRESENTATION

The Awards will be presented on Australia Day at the Australia Day Celebration in Narrabri. The selection of recipients will reflect the nominations received and information available to the Judging Panel at the time.

Narrabri Shire Council reserves the right to withdraw an Award if further information or the recipient's conduct draws Australia Day Awards into disrepute.

Australia Day Awards

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11.8 INVESTMENT REPORT - JULY 2019**File Number:** 446808**Responsible Officer:** Lindsay Mason, Director Corporate Services**Author:** Samantha Ratley, Senior Finance Officer**Attachments:** Nil**DELIVERY PROGRAM ALIGNMENT****4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2005*.

During the month:

- Two (2) investments matured, totalling \$3 million.
- Two (2) new investments were placed, totalling \$3 million.

Council's Responsible Accounting Officer has certified that Council's investments are in accordance with requirements.

RECOMMENDATION

1. That Council note the Investment Report for July 2019.

BACKGROUND

Council is required to consider a report on its investments in accordance with [clause 212](#) of the *Local Government (General) Regulation 2005*.

CURRENT SITUATION

The following is a summary of investment movements for July 2019:

Investments maturing during the month:

- | | | | |
|--------------|-------------|-------------|------------------|
| • 03/07/2019 | Beyond Bank | \$2,000,000 | 121 days @ 2.65% |
| • 24/07/2019 | Me Bank | \$1,000,000 | 153 days @ 2.73% |

New investments secured during the month:

- | | | | |
|--------------|-----|-------------|------------------|
| • 24/07/2019 | NAB | \$2,000,000 | 238 days @ 1.88% |
| • 25/07/2019 | BOQ | \$1,000,000 | 182 days @ 1.93% |

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	50,000,000.00				91.86%
ME Bank	2,000,000.00	63	2.03%	07/08/19	3.67%
AMP	3,000,000.00	182	2.80%	21/08/19	5.51%
ME Bank	3,000,000.00	364	2.73%	28/08/19	5.51%
ME Bank	2,000,000.00	364	2.73%	04/09/19	3.67%
Defence Bank	2,000,000.00	279	2.80%	11/09/19	3.67%
Auswide Bank	1,000,000.00	91	2.18%	18/09/19	1.84%
Judo Bank	1,000,000.00	93	2.40%	25/09/19	1.84%
AMP	2,000,000.00	210	2.80%	02/10/19	3.67%
NAB	3,000,000.00	369	2.75%	16/10/19	5.51%
BOQ	1,000,000.00	209	2.68%	16/10/19	1.84%
MyState Bank	3,000,000.00	363	2.80%	06/11/19	5.51%
Defence Bank	3,000,000.00	364	2.85%	13/11/19	5.51%
AMP	2,000,000.00	273	2.80%	20/11/19	3.67%
NAB	4,000,000.00	369	2.80%	04/12/19	7.35%
AMP	3,000,000.00	273	2.80%	18/12/19	5.51%
Auswide Bank	2,000,000.00	273	2.58%	08/01/20	3.67%
Auswide Bank	3,000,000.00	210	2.23%	15/01/20	5.51%
BOQ	1,000,000.00	182	1.93%	23/01/20	1.84%
Beyond Bank	2,000,000.00	245	2.40%	05/02/20	3.67%
ME Bank	1,000,000.00	364	2.73%	12/02/20	1.84%
Judo Bank	1,000,000.00	273	2.67%	19/02/20	1.84%
Auswide Bank	1,000,000.00	273	2.33%	26/02/20	1.84%
Defence Bank	2,000,000.00	364	2.80%	04/03/20	3.67%
NAB	2,000,000.00	238	1.88%	18/03/20	3.67%
Cash Deposits	4,429,708.01				8.14%
NAB At Call A/c	1,000,000.00	At Call	1.40%	n/a	1.84%
NAB Working A/c	3,429,708.01	At Call	1.00%	n/a	6.30%

Total Cash & Investments	54,429,708.01				100.00%
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Movements within Bank account for the reporting period (\$)

Cash Book balance at 30 June 2019	346,508.22
Plus Receipts	9,086,893.11
Less Payments	-5,922,494.43
Cash Book balance at 31 July 2019	3,510,906.90
Less Outstanding Deposits	-468,552.24
Plus Unpresented Payments	387,353.35
Reconciliation Balance as at 31 July 2019	3,429,708.01

Investment Rate Summary for July 2019

Average Interest Rate on Investments:	2.53%
Weighted Average Interest Rate on Investments	2.59%

Council's Benchmarks

Bank Bill Swap Rate (BBSW) 90 day index (31/07/2019) ¹	1.00%
Average 11am Cash Rate	1.00%

FINANCIAL IMPLICATIONS

The interest income for the month:

General Fund	\$54,611
Externally Restricted Funds	\$25,000
Water Fund	\$22,335
Sewer Fund	\$10,199
Total Interest Income	\$112,145

STATUTORY AND POLICY IMPLICATIONS

[Clause 212](#) of the *Local Government (General) Regulation 2005* requires Council's Responsible Accounting Officer to provide a monthly report setting out the details of all money that the Council has invested under [section 625](#) of the *Local Government Act 1993*.

It is certified that Council's investments have been made in accordance with:

- *Local Government Act 1993*.
- *Local Government (General) Regulation 2005*.
- Ministerial Investment Order dated 12 January 2011.
- Council's Investment Policy dated 15 August 2017.

CONSULTATION**External Consultation**

Nil.

Internal Consultation

- Responsible Accounting Officer.

¹ Source: www.asx.com.au

11.9 DELEGATES REPORT - COUNTRY MAYORS ASSOCIATION MEETING - 2 AUGUST 2019

Responsible Officer: Catherine Redding, Mayor

Author: Delece Hartnett, Personal Assistant to GM & Mayor

Attachments: 1. Minutes - Country Mayors Association Meeting - 2 August 2019  

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

RECOMMENDATION

That Council note Mayor Reddings' Delegate Report from the Country Mayors Association Ordinary Meeting held in Sydney on Friday 2 August 2019.

DELEGATES REPORT

The Minutes from the Country Mayors Association Ordinary Meeting held in Sydney on Friday 2 August 2019, are attached.



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
PO Box 420 Moree NSW 2400
02 6757 3222
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 2 AUGUST 2019 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 8.50 a.m.

1. ATTENDANCE:

Armidale Regional Council, Cr Bradley Widders
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bellingen Shire Council, Cr Dominic King, Mayor
Bland Shire Council, Cr Brian Monaghan, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr James Roncon, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Byrnes, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Dubbo Regional Council, Cr Ben Shields, Mayor
Dungog Shire Council, Cr Tracy Norman, Mayor
Dungog Shire Council, Ms Coralie Nichols, General Manager
Federation Council, Cr Patrick Bourke, Mayor
Federation Council, Mr Adrian Butler, General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Gilgandra Shire Council, Cr Doug Batten, Mayor
Gilgandra Shire Council, Mr David Neeves, General Manager
Glen Innes Shire Council, Cr Carol Sparkes, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Gunnedah Shire Council, Mr Eric Growth, General Manager

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Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Hilltops Council, Cr Brian Ingram, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Kiama Municipal Council, Cr Mark Honey, Mayor
Kyogle Council, Cr Danielle Mulholland, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Andrew Muir, Acting General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rogers, General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Narrandera Shire Council, Mr George Cowan, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Orange City Council, Cr Reg Kidd, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Paul Keech, Director Assets and Works
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr John Stafford, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Mr David Aber, Acting General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warren Shire Council, Cr Milton Quigley, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Mr Chris Berry, Acting General Manager
LGNSW Cr Linda Scott, President
LDNSW Ms Tara McCarthy, Chief Executive

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Mark Coulton MP, Minister for Regional services, Decentralisation and Local Government, Assistant Trade and Investment Minister

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Hon Adam Marshall MP, Minister for Agriculture and western New South Wales
Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region,
New South Wales Police Force
Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 31 May 2019 be accepted as a true and accurate record (Parkes Shire Council /Tenterfield Shire Council).

3. Matters Arising from the Minutes

Cr Peter Petty Tenterfield Shire advised that the Waste Levy Group was to meet with the Minister for Energy and Environment, to discuss the dot points outlined in the Associations resolution of 31 May

4. CORRESPONDENCE

Outward

- (a) Mr Gordon Hinds, Managing Director, Better Energy Technology, thanking him for his presentation on 31 May 2019
- (b) The Hon Matt Kean MP, Minister for Energy and Environment, regarding the need for increased fire management issues
- (c) The Hon Adam Marshall MP, Minister for Agriculture and Western NSW, regarding the need for increased fire management issues
- (d) The Hon Matt Kean MP, Minister for Energy and Environment, requesting support for the prioritisation of electricity grid connections at substations
- (e) The Hon Angus Taylor MP, Minister for Energy and Emissions Reductions, requesting support for the prioritisation of electricity grid connections at substations
- (f) The Hon Dominic Perrottet MP, Treasurer, calling on the NSW Government to implement a "Royalties for Regions" program based upon a set percentage of royalties being returned to Local Government
- (g) Cr Bruce Miller, Chair of Board, Local Government Super, thanking him for his presentation on 31 May 2019
- (h) The Hon Shelley Hancock MP, Minister for Local Government, thanking her for her presentation on 31 May 2019
- (i) The Hon Brad Hazzard MP, Minister for Health and Medical Research, thanking him for his presentation on 31 May 2019
- (j) Mr Andrew Roberts, Chief Executive Officer, Field Solutions Group, thanking him for his presentation on 31 May 2019
- (k) The Hon Shelley Hancock MP, Minister for Local Government, expressing the Associations concern about the proposed increase in RFS contributions
- (l) The Hon Gladys Berejiklian MP, Premier, expressing the Associations concern about the proposed increase in RFS contributions
- (m) Mr Shane Fitzsimmons, Commissioner NSW RFS, asking for a stay on implementation of the requirements under the Rural Fire Act 1997, that covers grasslands and non-curing crops to allow further assessments to take place, and inviting him to attend the November meeting

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NOTED

5. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Moree Plains Shire Council / Tenterfield Shire Council)

6. Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister

We live in a country underpinned by trade and the government has opened up more trade deals. India is the hardest to get a trade deal with which is important due to its growing middle class and insatiable appetite for energy. Getting into Mexico and other Latin American countries is important. Australia is negotiating with the European Union and waiting to see what happens with Brexit. Any China United States agreement could be bad for Australia. Maldistribution of health professionals is a major problem and \$550 million over 10 years is being put into a strategy including funding a generalist pathway. Telstra has raised issues about telecommunications and mobile black spots. There is a digital connectivity package to beef up data into country towns to produce greater speed and capability. There is no use moving people to country areas unless you can provide education, health and digital technology. The inland railway will foster country area development. Raising FAG's to 1% is not going to be of great assistance to country areas as most of it will go to metropolitan areas. There needs to be reform of the existing formula. The Minister is prepared to have the fight and do the work.

7. Benefit Cost Ratios

RESOLVED That the Association write to the Premier requesting the removal of Benefit Cost Ratios for funding programs (Shoalhaven City Council/Kyogle Council)

8. Hon Adam Marshall MP, Minister for Agriculture and Western New South Wales

Drought is affecting 96% of the State either severely or affected. All Country areas have been affected and people have been laid off work not only farmers and farm workers but also town support and service workers. Legal action for outstanding environmental cases are to be assessed under new laws rather than under laws that have not been in force for two years. Farm trespass laws are now being put in place and are to be enforced. An Agriculture Commissioner is to be appointed to protect rights to a farmer to farm. There is a need to look at how we manage the land to protect viable agricultural land from inappropriate development.

9. Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force

The Stock Squad in 1947 dropped off but it has been reinstated in the last 5 or 6 years in response to rural crime. Its mission is look after "Incidents of Crime that Impact on the Functions of Pastoral, Agricultural and Aquaculture Industries" Members of the squad are detectives. It has three Zone Coordinators under the State Rural Crime Coordinator. Current direction is Education of Front Line Police, Increased Social Media, Advanced Community Engagement, Focused Operations and Investigations, and Developing Strategic Stakeholder Engagement. Local Government are high stakeholders in policing. In 2018 losses to primary producers were 1,454 head of cattle worth \$1.376 million and 1,769 head of sheep worth \$1.885 million. Future direction is centered on Enhanced Communication, Multi Force Operations, Increased Investigative Capacity, Targeting Hardening Research, Sale Yard Security, Stock Identification and Recruitment.

10. Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

The Rural Doctors Network is now 30 years old. There are four goals in the Strategic Plan 2019-2022, Build and Sustain Shovel Ready Workforce, Response to Community Need, Evidence Based Rural Health Policy and RDN Excellence. Customers are health workers, communities, organisations, the sector that represents the workforce and communities and RDN. Targeted priorities include Regional Workforce Coordination and Collaboration, Workforce Organizational and Community Capability, Adaption to New Workforce Models, Targeted Recruitment Campaigns and Trust. Key initiatives are Rural NSW Annual Health, Workforce Needs Assessment, Regional Workforce Coordination Projects, Community/town Based Workforce Projects, Aboriginal Health and Service Model Co-funded Role Trials. Rural Health Pro is a personalised digital experience to network, nurture, support, recognize and reward rural health professionals

11. RFS Contribution Increase

RESOLVED That Country Mayors write to the Premier and to Minister Elliott requesting urgent response to our letter dated 3 June 2019 and copies be forwarded to LGNSW and the Minister for Local Government (Moree Plains Shire Council/Tenterfield Shire Council)

12. Model Code of Conduct

RESOLVED That Country Mayors write to the Minister for Local Government requesting that the Model Code of Conduct be reviewed to set the same limitation on Councillors that applies to Members of Parliament in respect to attending community functions (Shellharbour City Council/Tenterfield Shire Council)

13 FAG Grants

RESOLVED That Country Mayors write to LGNSW supporting the ALGA resolution to remove the minimum per capita requirement and the Local Government Grants Commission be advised of the decision (Kyogle Council/Bega Valley Shire Council)

14. IPART Review of Local Government Election Costs

RESOLVED That in relation to IPART's review of local government election costs the Country Mayors' Association does not support the funding hierarchy recommended by IPART and its allocation of costs between the NSW Government and councils for the provision of election services of the NSW Electoral Commission (Moree Plains Shire Council/Tenterfield Shire Council)

15. Essential Energy Proposed Job Cuts

RESOLVED That Country Mayors write to Essential Energy objecting to the proposed job cuts (Moree Plains Shire Council/Tenterfield Shire Council)

16. IPART Rating Review

Cr Sajowitz, Oberon Council reported that of particular significance to Oberon and other Councils who form part of the Unratable Land Working Party are the recommendations that

- General exemptions should be based on land use not land ownership, and land used for commercial or residential purposes should not be exempt regardless of who owns it. This would help to ensure that land used mainly to deliver private benefits pays its fair share of rates
- Some explicit exemptions should be retained or amended as they are consistent with the general exemptions. For example, these include those for land used by a religious body for that purpose, land vested in the NSW Aboriginal Land Council, and land owned by a hospital and used for that purpose.
- Some explicit exemptions should be removed on the basis that the land is used for a commercial or residential purpose. For example, these include those for land owned or vested in a water authority, land below the high water mark used for the cultivation of oysters, and land used for commercial fishing

Submissions to the rating recommendations are due mid-September

RESOLVED That Country Mayors gives authority to the Unratable Land Working Party to prepare a submission on behalf of the Country Mayors Association to the IPART Rating Review (Oberon Council/Moree Plains Shire Council)

There being no further business the meeting closed at 12.55pm.

Cr Katrina Humphries
Chair – Country Mayor's Association of NSW

11.10 LG PROFESSIONALS NSW - COL MILLS MEMORIAL AWARD

Responsible Officer: Stewart Todd, General Manager

Author: Stewart Todd, General Manager

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT**4. Leadership**

Objective 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

Strategy 4.1.3 Develop and build strong, productive partnerships with State and Federal Governments

EXECUTIVE SUMMARY

Miss Samantha Ratley was nominated and awarded the prestigious 2019 Col Mills Memorial Award. As the recipient of this Award, Miss Ratley was a finalist in the National Emerging Leader of The Year Award.

RECOMMENDATION

- 1. That Council congratulate Miss Samantha Ratley in being:**
 - a. Awarded the LG Professionals NSW 2019 Col Mills Memorial Award; and**
 - b. Awarded the LG Professionals Australia 2019 Raymond West Scholarship.**
 - c. A Finalist in the LG Professionals Australia's National Emerging Leader of the Year Award.**

BACKGROUND

Local Government Professionals Australia, NSW formerly known as Local Government Managers Australia NSW (LGMA NSW) is the leading association representing the professionals in NSW local government. The Association is committed to maintaining high professional and ethical standards throughout the sector and ensuring that their members are at the forefront of change and innovation.

Council's General Manager is the current President of LG Professionals Australia, NSW.

The Col Mills Award and associated Scholarship was formed in 1999, in memory of active LG Professionals NSW member Col Mills, a strong advocate of creating opportunities for members to advance their professional careers.

The Col Mills Award is made available specifically to young LG Professionals, NSW members in an effort to support them as they develop and grow in their career in local government.

CURRENT SITUATION

At the recent LG Awards Dinner hosted by LG Professionals, NSW, Council was proud to receive notice that the 2019 Col Mills Memorial Award recipient was Council's own Samantha Ratley.

As the recipient of the Award Miss Ratley received:

- The Col Mills Memorial Award; presented at LG Awards.
- Registration to attend LGC20 and the LG Awards dinner.

Also, as a recipient Miss Ratley was entered into the National Award for The Emerging Leader of The Year Award; which is judged as part of the National Awards announced at the LG Professionals, Australia National Congress and Business Expo.

Miss Ratley was also fortunate enough to receive the Raymond West Scholarship, through LG Professionals Australia, which provided with Miss Ratley with registration to the National Congress and Business Expo.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

- LG Professionals Australia, NSW.
- LG Professionals Australia.

Internal Consultation

- Director Corporate Services.
- Senior Finance Officer.

12 CONFIDENTIAL (CLOSED COUNCIL) MEETING

RECOMMENDATION

That Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

12.1 Corporate Air - Fees and Charges

This matter is considered to be confidential under Section 10A(2) - (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.2 Mayoral Minute - General Manager Annual Performance Review - period ending June 2019

This matter is considered to be confidential under Section 10A(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

RECOMMENDATION

That Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out aloud.

13 MEETING CLOSED
