



MOREE PLAINS SHIRE COUNCIL

10 OCTOBER 2019

**STRATEGIC ASSET AND WORKS
COMMITTEE MEETING**

**ADOPTED PUBLIC BUSINESS PAPER
AND MINUTES**

- TO:
- Councillors
 - General Manager
 - Director – Corporate Services
 - Director – Planning and Community Development
 - Director – Engineering Services
 - Manager – Water Services
 - Manager – Executive Projects

Notice is hereby given that the **Strategic Asset and Works Committee Meeting** will be held in the Council Chamber, the Max Centre, 30 Heber Street, Moree on **Thursday, 10 October 2019** commencing at **2pm**.

Please note that all Committee meetings are recorded.

Yours sincerely



Ian Dinham
DIRECTOR OF ENGINEERING SERVICES

Agenda

1. Open Meeting
2. Apologies
3. Confirmation of Minutes – Meeting Thursday, 12 September 2019
4. Declarations of Interest
5. Reports
6. Standing agenda item: Questions on Notice
7. Standing agenda item: Strategic Planning Proposals and Current Project Updates
8. Standing agenda item: Overseas Trade and Investment
9. Next meeting – Thursday, 14 November 2019
10. Close meeting

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Strategic Asset and Works Committee Meeting Public Business Paper and Minutes

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MINUTES OF THE STRATEGIC ASSET AND WORKS COMMITTEE MEETING OF THE MOREE PLAINS SHIRE COUNCIL HELD IN THE COUNCIL CHAMBER, HEBER STREET, MOREE ON THURSDAY, 10 OCTOBER 2019, COMMENCING AT 2:03 PM

READ ALOUD:

- Audio Recording Declaration.
- Emergency Response and General Housekeeping Declaration.

PRESENT:

Councillors K Humphries (Mayor), G Smith (Deputy Mayor), K Cassells, S Price OAM, G Chiu, J Crawford, S Ritchie and M Montgomery AM

IN ATTENDANCE:

Mr L Rodgers (General Manager), Mr A Witherby (Director Planning and Community Development), Mr R Heatley (Water Services Manager), Mr B Turner (Acting Director Engineering Services), Ms Laura Colley (Grants/Economic Development Officer), Ms S de Kantzow (Executive Assistant – Engineering Services) and Mrs R Peacey (Support Officer – Engineering Services).

APOLOGIES:

19/10/01 (MOVED: HUMPHRIES / SECONDED: PRICE)

Councillor Tramby OAM

LEAVE OF ABSENCE:

Nil.

MINUTES:

Minutes from the Strategic Asset and Works Committee Meeting held 12 September 2019.

19/10/02 (MOVED: CASSELLS / SECONDED: MONTGOMERY)

That the minutes from the Strategic Asset and Works Committee Meeting held on 12 September 2019 be adopted.

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DECLARATIONS OF INTEREST:

- Cr Cassells declared a non-pecuniary interest in Report 1 Applications for Financial Assistance – Public Donations – Second Financial Quarter 2019/20 Year due to 1 immediate family member being member/regular participant involved with GTK Crossfit.
- Mr Rodgers declared a non-pecuniary interest in Report 1 Applications for Financial Assistance – Public Donations – Second Financial Quarter 2019/20 Year due to 3 immediate family members being members/regular participants involved with GTK Crossfit.

19/10/03 (MOVED: MONTGOMERY / SECONDED: CHIU)

That Report 2 Road Safety Program Update be considered at this juncture of the meeting.

Report Title	2. Road Safety Program Update
Report by	Engineering Services
Contact	Roland Heatley, Water Services Manager
Attachments	No attachment
File	FILE13/592, FILE13/149

19/10/04 COMMITTEE RECOMMENDATION (MOVED: HUMPHRIES / SECONDED: MONTGOMERY)

That the Strategic Asset and Works Committee receive the Road Safety Program Update for information.

REPORT

ALIGNMENT WITH MOREE PLAINS 2027 – YOUR SHIRE. THE PLAN. OUR FUTURE

- An Inclusive, Caring Community**
C1.1 Public safety is maximised through support for initiatives that reduce the incidence of crime and promote safety
- Sustainable Spaces and Places**
Not applicable
- A Vibrant Regional Economy**
E1.3 Provide a local road network that meets the Shire’s transport and freight needs
- A Leading Organisation**
Not applicable

BACKGROUND AND KEY ISSUES

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The road safety program report has been identified by the Council as the preferred process of reporting the activities of the road safety program.

ISSUES AND COMMENT:

2019/2020 Road Safety Campaigns

Title: Free Cuppa Program
Funding: \$21,840 (\$1,000 from Moree Plains Shire Council, \$20,840 from RMS Road Safety Program (MPSC will be administering the program for all participating Western Region Councils)
Description: This project will be implemented across 10 local government areas in the western region of NSW. The program will be implemented in conjunction with local businesses to encourage travellers to stop and take regular breaks from driving. The program will include; a 'free cuppa for the driver' scheme, a prize draw for drivers who take part in the scheme, erecting roadside banners, media coverage, promotion in caravan parks/motels and tourist information centres.
Timing: 01 July 2019 to 30 June 2020
Status: Planning

Participating Councils are currently collating their individual invite lists for businesses across each LGA. Invite letters are to be forwarded by mid-September 2019.

Title: Unsealed Road Safety
Funding: \$8,000 (\$5,000 from RMS, \$3,000 from Moree Plains Shire Council)
Description: This is the third phase of an education campaign which focuses on motorist's behaviour, as well as their awareness of conditions on unsealed local roads. The primary campaign message "You don't have to be speeding – to be driving too fast on unsealed roads" addresses appropriate speed selection on local unsealed roads, urging motorists to slow down and drive to conditions. The campaign will use radio advertising and social media to educate motorists about conditions and hazards on unsealed roads.

As well as educating motorists about conditions and how to stay safe on unsealed roads the campaign will include enforcement and road safety engineering elements such as improved signage.
Timing: 01 July 2019 to 31 December 2019
Status: In progress

Educational advertising commenced at the beginning of August. The Unsealed Road Safety Survey is currently open with a closing date of 30 August 2019. This data will then be analysed and the information will be used to help identify areas of concerns in the unsealed road network.

Title: Plan B & Drug Driving
Funding: \$6,000 (\$3,000 from RMS Road Safety Program, \$3,000 from Moree Plains Shire Council)
Description: Safe driving required good judgement and sharp concentration. You also need to react quickly to changing situation on the road. Driving while under the influence of alcohol or

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drugs puts everyone on the road at risk. This campaign will highlight the effects of alcohol and drugs on driving abilities, promote the "Plan B" message with the continuation of the successful "Win a Swag" competition that was undertaken over the 2018 holiday season; and the consequences of driving under the influence of alcohol and/or drugs. The campaign will again cover the holiday season and also the Australia Day period.

Timing: 01 October 2019 to 28 February 2020
Status: Not yet commenced

Title: North West Heavy Vehicle and Harvest Education
Funding: \$4,000 (\$1,000 from RMS Road Safety Program, \$3,000 from Moree Plains Shire Council)
Description: The North West Heavy Vehicle Breakfast forum is a free community information forum for truck drivers and the heavy vehicle industry to discuss industry related issues including heavy vehicle speed and other road safety issues. Representatives from State and federal government, RMS, NHVR and other government and industry related organisation are invited to present at the forum each year. As part of the forum the Moving Harvest Machinery Pack is updated each year. These are distributed at the forum and at local machinery and heavy vehicle businesses during both the winter and summer harvest periods.
Timing: 1 October 2019 to 30 June 2020
Status: Not yet commenced

Title: Bike Week
Funding: \$ 5,000 (\$3,000 from RMS Bike Week Funding; \$2,000 from Moree Plains Shire Council)
Description: The "Bike Day Out" event is being organised to promote bicycle safety in Moree Plains Shire and the use of the cycling facilities in the Shire. The idea behind "Bike Day Out" is to encourage people to use the local road system safely while cycling while increasing the cycle safety knowledge and skills of the cyclists of Moree.
Timing: 01 August 2019 to 31 October 2019
Status: Planning

Initial planning has commenced; a meeting has been organised with the Moree Services Cycling and Triathlon Club to discuss the possibility of working with them to deliver a bike week event.

Title: Helping learner drivers become safer drivers
Funding: \$ 1,200 (\$1,000 from RMS Road Safety Program; \$200 from Moree Plains Shire Council)
Description: In order to provide practical advice about the role of supervising learner drivers and the value of on-road driving experiences the RMS & local councils provide the Helping learner drivers become safer drivers workshop. The workshop is designed to support parents & friends in the supervision of a learner driver. They reinforce the role of the supervising driver & the importance of the stepped approach. It also highlights the importance of teaching low risk driving techniques to learner drivers.
Timing: 01 September 2019 to 30 June 2020
Status: Not yet commenced

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Title: Road Safety Month
Funding: \$10,000 from Moree Plains Shire Council
Description: Road Safety Month is a unique program to Moree Plains Shire that consists of educational promotion covering the fatal five - drink and drug driving, driver fatigue, speed, seat belts, and driver distraction. The program will include educational advertising, school based competitions and other strategies such as observational surveys, and workshops for young drivers. It is envisioned that the program will be supported by local community organisations such as schools, NSW Police Force, NSW Ambulance Service and other community service groups.
Timing: 01 February 2020 to 30 June 2020
Status: Not yet commenced

Title: Community Engagement
Funding: \$3,000 from Moree Plains Shire Council
Description: This project budget allows for the RSO to participate in a number of community events to promote road safety across the shire. This will include participation at events such as the local ag shows, and other community forums. This small budget will cover the cost of preparing the necessary documents, and supplying road safety related promotional material.
Timing: 01 July 2019 to 30 June 2020
Status: Commenced

The RSO has already attended participated in the Moree Careers Expo. Further Community Events will be assessed for participation as information of each event arises.

Other Activities

- The Road Safety Officer continued the coordination of the Child Restraint Hiring Program. Currently the Road Safety Program has a total of 14 child restraints in the hiring program. The quarterly hiring rates (YTD) for the program are:
 - June 2018 Quarter – 14%
 - September 2018 Quarter – 19%
 - December 2018 Quarter – 18%
 - March 2019 Quarter – 20%
 - June 2019 Quarter – 15%
 - September 2019 Quarter (QTD) – 7%

FINANCIAL IMPACT TO COUNCIL

Council has a specific allocation for the Road Safety Program. All abovementioned campaigns fall within the already allocated budgets.

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STATUTORY AND POLICY IMPLICATIONS

No statutory or policy implications have been identified.

RISK IMPLICATIONS

No risk implications have been identified.

ASSET MANAGEMENT IMPLICATIONS

No asset management implications have been identified.

Councillor Cassells and General Manager Lester Rodgers left the meeting due to their declared non-pecuniary interests, the time being 2.09pm.

Report Title	1. Applications for Financial Assistance – Public Donations – Second Financial Quarter 2019/20 Year
Report by	Executive
Contact	Lester Rodgers, General Manager
Attachments	No attachment
File	FILE 19/363

19/10/05 COMMITTEE RECOMMENDATION (MOVED: PRICE / SECONDED: SMITH)

That, subject to the terms and conditions set out in the Council's Public Donations Policy and any additional noted terms and conditions, the Council consider providing financial assistance from the Unallocated Community Funding Budget to the following applicants in respect of the amount listed in the below points:

1. Isolated Children's Parents' Association of NSW – Moree Branch for an amount of \$3,000 to host the NSW ICPA 2020 Conference.
2. GTK CrossFit for an amount of \$2,000 to assist in purchasing equipment to host the Third Annual Teams Throwdown Competition, providing that the money is not spent on uniforms.
3. Moree Cultural Art Foundation Limited for an amount of \$1,000 to facilitate the Moree Portrait Prize.

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REPORT

ALIGNMENT WITH COMMUNITY STRATEGIC PLAN

- ☒ **An Inclusive, Caring Community**
C3.4 Provide access to a variety of leisure, sports and recreational activities and promote arts and cultural opportunities to increase participation and support a balanced lifestyle
- ☒ **Sustainable Spaces and Places**
S4.3 Enhance the character of our local area
- ☒ **A Vibrant Regional Economy**
E2.1 Market the Moree Plains as a tourism destination
- ☒ **A Leading Organisation**
L1.7 Be accountable and transparent in our affairs, operate with integrity, improve our responsiveness and pursue innovative solutions for organisational improvement

BACKGROUND AND KEY ISSUES

The purpose of this report is to allow Moree Plains Shire Council (**Council**) to consider the various applications for financial assistance received in relation to the second financial quarter of the 2019/20 year being October 2019 to December 2019, having regard to the requirements for such applications under its Public Donations Policy (**Policy**).

Due to limited funding available within the Council's budget, this Policy seeks to provide funding to only those individuals or organisations that provide the most benefit to the community and the funding is utilised for purposes which support, and are consistent with, the Council's new Community Strategic Plan Moree Plains 2027 – Your Shire. The Plan. Our Future (**10 Year Community Plan**).

The Policy includes the Sponsorship Calculator which sets out criteria to assess each application for financial assistance. Under the Policy, the Council can consider each application received, regardless of the score attained on the Sponsorship Calculator. However, if financial assistance is provided in relation to an application which has not attained a score of at least 100 points on the Sponsorship Calculator, the Council must provide reasoning for its decision.

For the second quarter of the 2019/20 year, Council has received applications for financial assistance from three (3) applicants. Details in relation to each application are set out in the table below, including each applicant's score on the Sponsorship Calculator.

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Table of applicants

APPLICANT	EVENT/PROJECT	AMOUNT REQUESTED \$\$\$	CSP OUTCOMES	POINTS SCORED ON SPONSORSHIP CALCULATOR
ICPA – Moree Branch	NSW ICPA 2020 Conference	\$3,000	C2., C3., E1., E2.	165
GTK CrossFit	Third Annual Teams Throwdown Competition	\$2,000	C2., C3., E2., E3.	130
Moree Cultural Art Foundation	The Moree Portrait Prize	\$1,000	C3., S4., E2.	130

1. Isolated Children’s Parents’ Association of NSW

The Moree Branch of the Isolated Children’s Parent’s Association of NSW (**NSW ICPA**) will be hosting the NSW ICPA 2020 Conference (**the Conference**) from Monday, 16 March 2020 to Friday, 20 March 2020. A full week of activities has been planned for the Conference with official proceedings and the Annual General Meeting being held across two days.

Formed in 1971, the ICPA has a goal to assist families struggling in drought, decreasing the ongoing impact this has on education and implementing initiatives that alleviate ongoing concerns for rural families. The NSW ICPA Moree Branch have advocated for a range of initiatives including boarding school assistance for isolated students, assisting local schools with web connectivity and travel subsidies for rural students.

The ICPA Conference is held on an annual basis and the Moree Branch has been successful in their bid to host the Conference in Moree. With up to 200 visitors expected to attend the Conference, a week of activities is planned incorporating local businesses to engage our visitors to explore what the Moree Plains Shire has to offer. Despite the ongoing drought, the Moree Branch of the NSW ICPA want to show that Moree “is open for business” and encourage greater expenditure and overnight stays within the Shire. Funding will incorporate the provision of gift bags for Conference attendees showcasing local produce from the Moree Plains.

The Conference is themed “Education, the Heart of Communities” and will incorporate a number of activities including guest speaker and author Nicole Alexander. In addition to recreational activities, mental health workshops have been scheduled as networking events providing vital social interaction and relief for our drought stricken community.

The Conference is estimated to cost \$110,000 and includes items such as bus hire, tours, health and wellbeing workshops (including beading, yoga, fitness and golfing), meetings with State Members,

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performances from local school choirs, shopping evenings, a preview of the BAMB Archibald prize in addition to range of evening meals catered for by local businesses and venues. Attendees will be encouraged to shop locally through use of shop local gift cards.

Travel to and from the Conference has been fully accounted for to ensure rural attendees, many of whom are farmers, are not impeded by costs. The Moree Branch of the NSW ICPA has requested an amount of \$3,000 in funding to assist in hosting the Conference.

2. GTK CrossFit

GTK CrossFit will be hosting the Third Annual Teams Throwdown Competition (**the Throwdown**) on Saturday, 16 November 2019 in Moree. The annual Throwdown invites athletes from across the state to compete in the CrossFit event.

Previous events saw 80 competitors from Scone, Inverell, Tamworth, Armidale, Gunnedah and Goondiwindi with many spending the weekend and contributing to the local economy. The Throwdown is not just a competition; it seeks to encourage sportsmanship, health and wellbeing in addition to providing entertainment for the travelling spectators and local community. The ability to provide a successful competition complimented by great facilities will ensure athletes and their families want to return to the annual Throwdown.

The provision of excellent equipment is essential to the success of the Throwdown. GTK CrossFit have actively pursued sponsorship for the event and are seeking financial assistance to purchase a new air bike, agility poles and 9kg wall balls. Some hire costs for facilities will be incurred in addition to prizes for winning teams (totalling \$2,847). Entry fees for the Throwdown event will be charged, which will be allocated to annual CrossFit Association fees to ensure the facility is able to be provided to the community. Should sufficient funding be available, the provision of team shirts (totalling an additional \$949) displaying Council logo will be purchased to acknowledge sponsors.

It should be noted that although 3.7.1 of the Public Donations Policy does not favour funding uniforms or sporting attire, this is an easily achieved avenue to acknowledge sponsorship. GTK CrossFit have requested an amount of \$2,000 to assist in hosting the Throwdown competition.

3. Moree Cultural Art Foundation Limited – Bank Art Museum Moree

The Moree Cultural Art Foundation is seeking funds to host the inaugural Moree Portrait Prize which is to be held 6 December 2019 – 31 January 2020 to support and encourage artists of all ages. The Moree Cultural Art Foundation is the governing body of the Bank Art Museum Moree (**BAMB**) of which Council is the owner.

In 2017 and 2018, the BAMB hosted the Moree Portrait Prize where there was an overwhelming response from local artists whereby cash prizes were offered to support artistic development in our community. Following the success of the BAMB Art Fair, a number of local artists have expressed a desire to be involved in the competition. Due to an increase in local artists, and in response to request from locals, the 2019 Moree Portrait Prize will see an increase in the number of categories and their associated cash prizes. The Moree Portrait Prize offers cash prizes in a range of categories including; Under 8's, Ages 9-12, Ages 13-15, Ages 16-18, Local Artists, People's Choice and the Grand Prize. Annually, the People's Choice Award is a unique way for local audiences to engage with and evaluate the art of artists within the local community.

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Should assistance be provided by Council, the funding will be dedicated to the Under 8's through to Age 16-18's prize pool which will include eight awards (with provision of a Highly Commended for each category). All activities associated with the Moree Portrait Prize will be conducted in line with BAMB's Disability Inclusion Action Plan.

Costs associated with the Moree Portrait Prize include promotion, prize money, judges' fees, exhibition opening and workshop facilitator fees. An amount of \$500 has been pledged by Rhodes Kildea and the Moree Cultural Art Foundation will contribute \$6,800 to the initiative. An amount of \$1,000 has been requested from Council.

FINANCIAL IMPACT TO COUNCIL

The amount available for distribution by the Council each quarter will be set out in the Council's annual Operational Plan and Budget and once this amount has been utilised in any quarter, the Council will not entertain any further applications for funding in that quarter.

The amount allocated for the second financial quarter for the 2019/20 year is \$12,000 (\$10,000 quarterly contribution in addition to \$2,000 carry-over funds). An amount of \$6,000 has been requested from all applicants.

STATUTORY AND POLICY IMPLICATIONS

Under section 356 of the *Local Government Act 1993 (NSW)*, the Council is able to, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

To formalise the process of providing financial assistance to the community, the Policy has been adopted by the Council to ensure transparency when assessing applications.

RISK MANAGEMENT IMPLICATIONS

The granting of financial assistance by Council to applicants has inherent risk for Council as it involves the provision of Council funds to community groups and individuals for use in a manner not controlled by Council.

However, the risk of misuse of such funds is greatly mitigated through the measures included in the Policy and the safeguards built into the application process itself. For example, Council has very little exposure as regards to a particular application for financial assistance as the maximum amount capable of being granted is \$3,000. The Policy also requires successful applicants to provide Council with a Finalisation Report, including receipts where appropriate.

Where the financial assistance sought relates to an event for which road closures are required or which is to take place on land for which Council has care, control and responsibility, usual Council approval processes (for example, traffic plans and event risk assessments) continue to apply.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications associated with any of the applications.

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PREVIOUS COUNCIL DECISIONS

Applications for financial assistance

Since adoption of the Policy in 2013, the following applicants have applied for financial assistance from Council:

- Moree Cultural Art Foundation – 12 July 2018 (\$500).

Please note that only one application from an organisation/individual is able to be considered by Council per financial year.

ATTACHMENTS

There are no attachments.

Councillor Cassells and General Manager Lester Rodgers returned to the meeting at the time being 2.13pm.

Questions on Notice:

A formal response to all Questions on Notice will be supplied in report format at a future Committee Meeting. (As per the Code of Practice).

Councillor Cassells

1. Why don't we have something in Moree to help with the drought, (like) a concert? It would be great if we could facilitate it, somewhere where everybody could come and take part?

A further response is required.

Councillor Price

1. Is there still drought funding available that could assist Council provide a drought relief event for the community?
2. Can we incorporate it with another event possibly around Christmas and offer it free of charge?

Councillor Cassells made the recommendation that a late report about investigating drought relief initiatives be considered at the Ordinary Council Meeting following.

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19/10/06 COMMITTEE RECOMMENDATION (MOVED: CASSELLS / SECONDED: PRICE)

1. That the Council consider all strategies to endorse drought relief initiatives.
2. That the recommendation be referred to the 10 October 2019 Ordinary Council meeting as a matter of urgency.

Councillor Ritchie

1. Wasn't the recommendation that the lakes at the Ski Park never run dry, but to have a minimum of 300mm of water?
2. There are reported concrete blocks in the street behind Don's Smash Repairs, (Des Young Drive) that are on the verge to stop people walking on the grass. Is this possibly a traffic hazard?

A further response is required.

Councillor Smith

1. Would Moree Plains Shire Council consider a rates relief program, possibly where government provide a credit facility that would enable Council to go interest only for possibly twelve months?

A priority report with various options is required to be presented and workshopped at the next Finance Committee Meeting. This priority report should include; what policy amendments might be available for the Council to consider under the existing hardship policy?

Councillor Montgomery

1. What are the issues surrounding why the requested priority report and media release regarding Burnt-out buildings have not been presented at the Community Development and Services Committee?

A further response is required; the priority report is to come back to Council on 24 October.

Councillor Smith

1. A family has reported that they have been 'terrorised' by a 'serial complainer' neighbour, who's complaints to Council must be costing Council a great deal in time. What can Council do to manage this issue and possibly consider their complaints to Council vexatious?

A further response is required.

Councillor Ritchie

1. What is the current status of the leasing agreement of the Bike Club at 26 Balo Street?

A further response is required.

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Strategic Planning Proposals and Current Project Updates:

Mr Brad Turner – Integrated Transport and Intermodal Program

Mr Turner updated Council on the main activities involved in the program. He stressed the importance of clear and consistent messaging, appropriately crafted to suit the concerns of each interested party. Information sessions will be presented in the following order;

1. A Councillor briefing has been identified as the first priority, to be held in approximately 2 weeks' time
2. Council staff will be briefed following this
3. The business community requires information about potential future economic growth arising from the project
4. Then there should be a conversation with the wider community about positive things that are being achieved. This information needs to be clear and meaningful


The possibility of a shopfront should be considered. This is for interested parties to be able to visit and be updated with the latest news about the project. A digital and physical presence is required for accessibility.

Overseas Trade and Investment:

Nil.

There being no further business, the meeting closed at the time being 3.31pm

SIGNED BY THE CHAIR OF THE STRATEGIC ASSET AND WORKS COMMITTEE, WHOSE SIGNATURE APPEARS BELOW



CHAIRPERSON

ADOPTED AT THE STRATEGIC ASSET AND WORKS COMMITTEE MEETING OF THE MOREE PLAINS SHIRE COUNCIL HELD ON

14-11-19

DATE



CHAIR

10 October 2019

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GENERAL MANAGER