
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 13 MARCH 2019
REPORTS OF COMMITTEES**

1. NARROMINE AUSTRALIA DAY COMMITTEE

The minutes of the adjourned Narromine Australia Day Committee meeting held at the Narromine Shire Council Chambers on Monday 18 February 2019, are attached (**See Attachment No. 1**).

RECOMMENDATION

1. That the report of the Narromine Australia Day Committee be adopted.
2. That the Australia Day Committee provide a donation of \$200 to Narromine Australia Day Ambassador's Charity Shoes for Planet Earth.

2. LOCAL EMERGENCY MANAGEMENT COMMITTEE

The minutes of the Local Emergency Management Committee meeting held at the Narromine Shire Emergency Services Complex on Thursday 14 February 2019, are attached (**See Attachment No. 2**).

RECOMMENDATION

That the report of the Local Emergency Management Committee and the recommendations from the minutes of 14 February 2019 be adopted.

3. TRANGIE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

The report to and minutes of the Trangie Showground and Racecourse Advisory Committee Meeting held at the Trangie Showground on Thursday 28 February 2019, are attached (**See Attachment No. 3**).

RECOMMENDATION

That the report of the Trangie Showground and Racecourse Advisory Committee and the recommendations from the minutes of 28 February 2019 be adopted.

4. NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

The report to and minutes of the Narromine Showground and Racecourse Advisory Committee Meeting held at the Council Chambers on Thursday 21 February 2019, are attached (**See Attachment No. 4**).

RECOMMENDATION

That the report of the Narromine Showground and Racecourse Advisory Committee and the recommendations from the minutes of 21 February 2019 be adopted.

**MINUTES OF THE ADJOURNED NARROMINE AUSTRALIA DAY COMMITTEE MEETING HELD
IN NARROMINE SHIRE COUNCIL CHAMBERS ON MONDAY 18 FEBRUARY 2019**

PRESENT: Cr Les Lambert (Chair), Cr Mark Munro, Ros Reid, Pr. David Taylor, Jock Webb, and Lesley-Ann Roberts (Minute Secretary).

The Chair welcomed those present and declared the meeting open at 4.30pm.

Due to a lack of a quorum the Chair adjourned the meeting at 4.45pm.

The Minutes (pages 1) were confirmed at a meeting held on the _____ day of 2019 and are a full and accurate record of the meeting held on the 18 February 2019.

CHAIR

A round table discussion ensued with the following points raised:

- Face painting did not occur at Narromine Australia Day celebrations, thus payment should not be issued to the supplier.
- Raffle to start up once more for 2020 Celebration.
- Alternate cake options to be explored.
- The Australia Day Committee provide a donation of \$200 to Narromine Australia Day Ambassador's Charity Shoes for Planet Earth.

It was noted, the next meeting of the Narromine Australia Day Committee will be held on the first Monday in August, as per the Committee Charter, commencing at 4.30pm. at the Council Chambers.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON THURSDAY,
14 FEBRUARY 2019 AT NARROMINE SHIRE EMERGENCY SERVICES COMPLEX**

PRESENT: Graham Millgate (Chair and LEMO), Sergeant Mick Smith (LEOCON, NSW Police Orana), Jacob Mill (Volunteer Rescue Association), Joseph Parker (NSW SES, Narromine), Peter Treseder (NSW Fire and Rescue, Narromine), Ken Bermingham (Tomingley Gold Operations), Stephen Knight (NSW Fire and Rescue), Lyndon Wieland (NSW Rural Fire Service), Jason Moffitt (NSW Ambulance Service), Cr Craig Davies (Mayor, NSC), Robyn Douglas (Timbrebongie House), Jason Gavenlock (Local Land Services from 9:39am) and Sarah Masonwells (Minute Secretary).

1. WELCOME

The Chair welcomed those present, and declared the meeting open at 9:36 am.

2. APOLOGIES

RECOMMENDED by consensus that the apologies of Jane Redden (General Manager, NSC), Andre Pretorius (Director, Infrastructure and Engineering Services, NSC), Kel Wise (REMO, NSW Police), Gary Barber (NSW Fire and Rescue), David Monk (NSW State Emergency Service) and Susan George (NSW Ambulance Service) be accepted.

3. CONFIRMATION OF MINUTES

RECOMMENDED by consensus that the Minutes of the meeting held on 15 November 2018 are a true and accurate record of the meeting.

4. BUSINESS ARISING

- Nil

5. CORRESPONDENCE

- February 2019 REMO Report circulated via email by Kel Wise.

6. CONTACT LIST

- The contact list was circulated and updated.

7. AGENCY REPORTS

a) NSW State Emergency Service (SES) Macquarie Region (Joseph Parker):

- 12 call outs since last meeting. Mostly storm related.
- Call outs to Nyngan, Collie and Wellington for storm related damage. Was good experience for the Narromine crew.
- Lyndon Wieland noted during storms etc. residents find it hard to get in contact with the SES. In the future, they will also be on the 000 system. Joseph suggested to contact them on their local number. Joseph also noted some local education will be rolled out in schools.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON THURSDAY,
14 FEBRUARY 2019 AT NARROMINE SHIRE EMERGENCY SERVICES COMPLEX**

7. AGENCY REPORTS Cont'd.

b) NSW Ambulance Service (Jason Moffitt)

- In Susan's absence, Jason will be in Narromine for the next 12 months

c) NSW Fire and Rescue (Peter Treseder, Stephen Knight):

- Introducing new breathing apparatus – a great step.
- Team members went down to assist Country Fire Authority Tasmania.
- 4 Truck rollovers in the zone.
- Attended house fires due to air conditioners.
- The Regional West Area Commander has been transferred, with the vacant position based in Dubbo to be filled shortly.
- 3 applicants interviewed for 2 positions in Narromine.
- Both Bob Davis and Donny Cross are retiring. This is a big loss with many years' experience. A farewell dinner will be held on 23 March.
- PPE has been tested with new gear to be rolled out.

d) Narromine Volunteer Rescue Association (Jacob Mill)

- Jacob reported 2 members attended callouts for storm damage.
- With the announcement of \$18.8 million funding from the NSW government over the next 4 years, new uniforms and vehicles will be seen in the future.

e) NSW Rural Fire Service (NSW RFS) (Lyndon Wieland)

- Lyndon reported 8 units from the area are attending the Northern region assisting with fires. They will be replaced in 5 days.
- The Cat 6 tanker for Trangie should arrive anytime now.
- Aircraft are flying out of Dubbo for the Northern fires.
- With more hot weather and storms on the way, we cannot be complacent. Lightning strikes in timbered areas are a real threat.

f) NSW Police Orana – Narromine (Sergeant Mick Smith)

- Mick reported they have access to the CCTV system, and it is great quality. They are very happy with it. There are also portable cameras.
- Traffic operation of the Christmas break was good with not many instances. 2 drink driving and an unlicensed disqualified driver.
- Rural crime is an issue. More diesel thefts over the Christmas period. Working closely with the Rural Crime Squad.
- A recent breakthrough with the arrest of 2 men and a significant amount of stolen property recovered.
- A new recruit is commencing their 3 year tenure in early March.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON THURSDAY,
14 FEBRUARY 2019 AT NARROMINE SHIRE EMERGENCY SERVICES COMPLEX**

7. AGENCY REPORTS Cont'd.

g) Local Land Services LLS (Jason Gavenlock)

- Stock on roads permits still an issue. Continue to all work together.

h) Narromine Shire Council (Mayor Craig Davies)

- The Mayor reported he and the General Manager had met with Lyndon Wieland and Peter Fothergill regarding some concerns and will meet on a six monthly basis.
- The Mayor congratulated Sergeant Mick Smith on the recent arrests and the work in the community.
- The CCTV is a good thing for Narromine and will be a great tool.
- Liaising with Inland Rail continues with the alignment due to be a 60m corridor by July. Concerns over stock and rail crossings is an issue.

i) Timbregongie House (Robyn Douglas)

- Robyn reported no issues since last meeting.
- Timbregongie will make contact with Stephen Knight (NSW Fire and Rescue) in regards to an emergency fire plan.

j) Tomingley Gold Operations (Ken Bermingham)

- Ken provided all present with the Tomingley Gold Operations Quarterly Update – Issue 018/FEB 2019. (**Attachment No. 1**) reading through all items.
- Ken reported some issues since last meeting included a suspected broken ankle (later cleared with no fracture) and the theft of a bobcat, which was later recovered.
- Ken thanked Lyndon Wieland for his help and continued support.
- Rescue equipment including 8 breathing apparatus has been purchased.

RECOMMENDED by consensus that the agency reports as presented be received.

7. RESCUE SUB COMMITTEE

- Sergeant Mick Smith confirmed the meeting was held at 9am prior to the Local Emergency Management Committee Meeting.

8. REMO REPORT

- In Kel Wise's absence, the chair tabled his report (**Attachment No.2**) which had previously been circulated via email.

**MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON THURSDAY,
14 FEBRUARY 2019 AT NARROMINE SHIRE EMERGENCY SERVICES COMPLEX**

9. GENERAL BUSINESS

- The Chair presented the draft copy of the Narromine LGA Consequence Management Guide for discussion and to be adopted. All contact details to be completed. **(Attachment No. 3)**

RECOMMENDED by consensus that the Narromine LGA Consequence Management Guide be adopted.

10. NEXT MEETING

The next Local Emergency Management Committee Meeting will be held on **Thursday, 9 May 2019**, commencing at 9.30 am; to be preceded by a Rescue Sub Committee Meeting commencing at 9.00 am, at the Narromine Shire Council Emergency Services Complex, Manildra Street, Narromine.

There being no further business, the meeting closed at 10:22am.

The minutes (pages 1 – 4) were confirmed at a meeting held on 2019
and are a full and accurate of the meeting held on 14 February 2019.

Chair



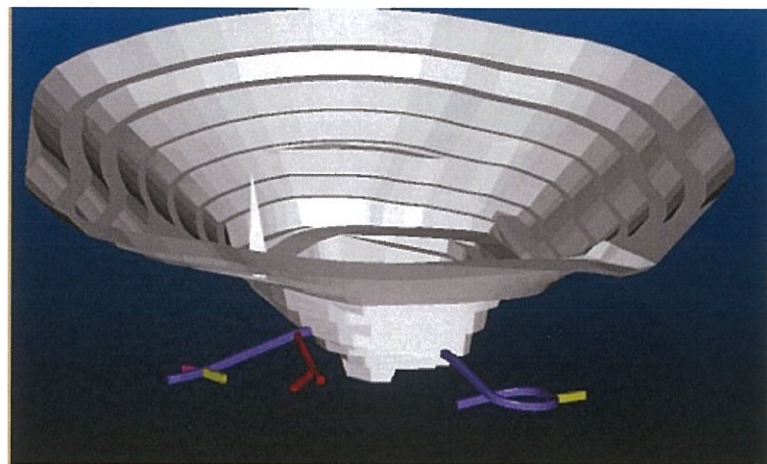
Tomingley Gold Operations Quarterly Update

ISSUE 018 / FEB 2019

Underground Operations Have Commenced!

Towards the end of last year, Alkane decided to proceed with underground mining beneath the Wyoming One open cut. We purchased second-hand underground mining equipment and refurbished it to suit the operation's needs. Then, on 2 January this year, a specialist underground mining workforce came onboard at TGO.

The first blast took place on 7 January, leading to the development of two portals off the northern ramp in the Wyoming One open cut. From there, two declines (5m wide, 5.5m high, gradient of 1:7) will spiral down below the surface to provide access for the mining equipment. At publication, the underground development has progressed over 100m.



Projected development illustration for underground operation

Farewell to Open Cut Mining

Meanwhile, open cut mining is in its final stages. The Wyoming Three pit has been partially backfilled and a goodbye cut added in the Wyoming One and Caloma Two pits.


We have almost completed final shaping of the residual landforms – the two large waste rock emplacements (WREs) have been shaped and topsoiled. Final shaping of these WREs will be completed by mid-year followed by hydroseeding of the batters to progress rehabilitation. (Underground operations will not markedly change the final landforms.)



Underground Portal

Ground Floor, 89 Burswood Rd, Burswood WA 6100
PO Box 4384, Victoria Park WA 6979

Phone: +61 8 9227 5677 | Email: mail@alkane.com.au

www.alkane.com.au  [@alkaneresources](https://twitter.com/alkaneresources)



Shaped waste rock emplacements at TGO

Exploration Nearby

Alkane's exploration team has been busy exploring gold prospects in the region between Tomingley village and Peak Hill (Roswell, El Paso and San Antonio Prospects). This program aims to find economically viable targets that could contribute ore to the TGO processing plant. The results have been encouraging so far.

We've also commenced a ten-hole diamond drilling program at Peak Hill to test the sulphide ore below the Proprietary Pit – a site of earlier mining. To minimise noise from the drill rig, which is operating 24/7, we've built a sound wall of hay bales. This drill program is filling in data gaps in the ore resources. The previous drilling was completed in 1998.

Reverse Circulation drilling at Roswell prospect
24 January 2019

Diamond drilling near Peak Hill in January

Dusty December

As you know, TGO continuously monitors air quality to ensure our activities don't negatively impact the community. Unfortunately, we can't do much about the natural environment! During December, worsening drought conditions and dust storms blown in from western NSW caused our readings to spike.

Our monitors record particulate matter <10 micron, averaged over a 24-hour period. Anything over 50 micrograms per cubic metre in 24 hours exceeds the EPA's short-term criterion. In December, we recorded 10 instances of this (known as exceedances). On 31 December, a reading of 211.4 micrograms per cubic metre over 24 hours was recorded at our 'Woodlands' monitor in Tomingley. The picture below may indicate why!

Community Fund

The Tomingley Gold Project Community fund continues to sponsor projects and organisations within the community. The recipients of the October round of funding were the Li'l Tackers Playgroup in Tomingley village and the Narromine Show Society.

Li'l Tackers Playgroup Tomingley

Currently located in the old Tomingley School building, the Li'l Tackers Playgroup services farms and villages in the vicinity of Tomingley. Funding of \$3590 was granted to support the creation of a 'Baby Safe Zone'. This provides a separate safe space for the littlest kids to play, out of range of the older children.



Dust storm approaching TGO from the west near sunset on NYE 2018.
Photo by Jason Walters from the top of the processing plant.

Narromine Show Society

The Narromine show society received \$2500 to support the running of the Narromine Agricultural Show. The 2018 show was the 113th of this popular community event, in itself a significant accomplishment. The funds helped provide entertainment and contributed to the prize money for Art & Craft, Photography, Farm & Garden Produce, Preserves, Pickles & Jams and Flower competitions in the show pavilion.

Changes to the TGO Community Team

Ken Bermingham, who has long been WHS Manager at TGO, is now also the primary point of contact for environment and community matters. Mark Williams, formerly Environment and Community Manager, departed TGO in December, while Cameron Hope will also be pursuing other opportunities in March 2019. TGO is currently recruiting to fill Cameron's role.

We wish both Mark and Cameron all the best in their future careers. Ken Birmingham can be contacted on (02) 6867 9780 and 0417 167 532.



Ken Bermingham, TGO WHS & Environment Manager



Native grasses such as Barbed Wire Grass (*Cymbopogon refractus*) are regenerating well along the biodiversity offset at Gundong Creek.

Contacting Us

You can find out more information about Alkane Resources and the Tomingley Gold Project on our website:

www.alkane.com.au

Or you can contact our 24 Hour Community Information Line:

02 6882 1661

**REMO Report to Central West LEMCs – February 2019****1) Operational Information****State Heatwave Plan**

The State Heatwave Plan has now been de-activated. Arrangements were active from 15 Jan 2019 to 29 Jan 2019. No significant emergency management activity was been logged or required within the CWEMR.

Storm Activity

Recent storm activity has seen significant damage, in concentrated areas, across a number of locations throughout the region. Whilst all of this work has been dealt with effectively by the local SES Units, Local Government and associated units, there has been a disconnect with some information sharing.

Whilst we appreciate the combat agency responsibilities, recovery management enquiries and Disaster Relief Funding Arrangements (DRFA) (previously NDRRA) enquiries are generally handled by Local Government, in respect of roads and essential public assets, LEOCONs, who have carriage of the impact assessment process, REMOs and the REOCON. Many of these enquiries are generated by local MPs through parliament or directly to Government department heads.

It is requested that all agencies at a local level update the LEOCON and/or REMO where operations are likely to generate DRFA processes or there are significant property / infrastructure losses. If it is Serious, Unusual or Newsworthy, we would like to know. A simple email will suffice in most instances.

Naturally, where there is significant loss of life or large-scale evacuations a phone call is better.

2) Plans, Planning and Information**CMG: Transport Accidents involving Animals**

A reminder that these need to be progressed. Any questions should be directed to your REMO.

3) Training and Capability**Central West EM Training**

All training courses scheduled by the Central West EMR have now been completed for the financial year. Courses for the next financial year will be determined in July 2019.

New OEM Online Training

OEM have just released a new online course “Foundation in Lessons Management”

It is targeted at foundation level, relevant nationally across agencies and jurisdictions and is suitable for all levels of an organisation including; operational, supervisors, managers and leaders, learning and development, knowledge and lessons practitioners.

The course is self-paced, consisting of 3 modules (20 min each) and covers key principles and topics on knowledge management, lessons management concepts and processes.

To learn more and register to complete the course please go to

<https://www.emergency.nsw.gov.au/Pages/emergency-management/lessons-management/lessons-management-elearning.aspx>

State Wide Training

Nominations are still open for:

Managing Emergencies	Newcastle	19-21 March 2019
Design & Manage Exercises	Goulburn	21-23 May 2019



4) **Exercises**

A number of LEMCs have scheduled desktop exercises in the future. Consideration should be given to aligning this with CMG reviews.

5) **Upcoming Activities / Meetings**

The next REMC / RRC meetings will be held on 7 March 2019 at the RFS Canobolas FCC in Orange commencing at 10:30 for Rescue and 13:00 for REMC.

6) **Rescue Committee**

- State Rescue Policy Version 4 has now been released
-

Kel Wise
Regional Emergency Management Officer
Central West Emergency Management Region (North)
Mobile : 0419 412 228
Email: wise1kel@police.nsw.gov.au

Craig Bowra
Regional Emergency Management Officer
Central West Emergency Management Region (South)
Mobile: 0417 43 88 45
Email: bowr1cra@police.nsw.gov.au

NARROMINE LGA CONSEQUENCE MANAGEMENT GUIDE**Transport accidents involving animals**

1. GENERAL DESCRIPTION		6. ACTIONS		
This hazard/activity addressed by this guide has a risk rating of Moderate		Item	Responsibility	Actions/Details
Narromine LGA has multiple roads upon which animals are transported. Transport accidents involving animals within Narromine LGA require coordinated response to manage health and safety of rescuers and public, and maintain animal welfare. Narromine LGA has experienced 4 transport accidents involving animals that require management in the last year.		Scene assessment and stabilisation	NSW Police Force, General Land Rescue, VRA	Secure / stabilise accident scene and determine need for AASFA assistance to manage health and safety of rescuers and public, and maintain animal welfare.
2. CONTROL		Public safety and rescue	NSW Police Force, General Land Rescue, VRA	Narromine LGA Establish command post and exclusion zones. All personal to wear identifiable tabards
<ul style="list-style-type: none"> The Combat Agency for this hazard is the NSW Police Force 		Fire suppression	RFS and Fire and Rescue NSW	Narromine LGA accredited services to provide fire suppression and protection with duties as directed
3. COMMAND / CO-ORDINATION		Establish and maintain contact "persons in charge" of animals	NSW Police Force	'Person in charge of the animals' is to be notified and give consent to treat or destroy animals, and transport fit animals to another location. When the 'person in charge of the animals' cannot be notified, inspectors, veterinarians, competent persons and authorised officer ensure animal welfare.
<ul style="list-style-type: none"> Agencies command their own resources under the co-ordination of the NSW Police Force Officer in charge. Agencies representing Agriculture and Animal Services Functional Area (AASFA) provide support. Narromine Shire Council to provide support with traffic control and removal of dead animals. VRA, RFS and SES to provide support with traffic control and removal of dead animals. 		Traffic Management	NSW Police Force Roads & Maritime Services(RMS) Narromine Shire Council	Narromine LGA Narromine Shire Council and RMS have responsibility of traffic management under the guidance of NSW Police Force.
4. TRIGGERS		Animal assessment	AASFA	Source veterinarian or authorised inspector to assess animal condition and determine need for destruction / ability to transport. For accidents involving animals that are not livestock, alternate veterinarian (other than LLS) should be sourced, i.e. horses.
These occurrences will trigger the activation of an EOC:		Contain animals	AASFA Narromine Shire Council	Straying animals must be mustered to prevent injury, loss and traffic accidents. Animals can be temporarily held on roadsides, private land with permission of the owner (as there maybe biosecurity issues), and travelling stock routes with the permission of Local Land Services.
<ul style="list-style-type: none"> Confirmation of a transport accident involving animals that requires coordination to manage health and safety of responders and public, and maintain animal welfare. 		Treat animals	AASFA	Source veterinarian or competent persons to assess animal condition and determine need for treatment on scene or transportation to alternate location for assistance in accordance with animal welfare.
5. STRATEGIES		Large Animal Rescue	SES, VRA, RSPCA	Narromine LGA to utilise services of VRA, SES, RSPCA or a vet.
Strategy	Details	Destruction	AASFA NSW Police Force	Destruction of animals can be conducted without consent of 'person in charge of the animals' by competent persons (from NSW Police, RSPCA NSW, Animal Welfare League) and veterinarians where it is cruel to keep the animal alive in accordance with POCTA. Destruction of animals on animal welfare grounds can be conducted by an inspector, veterinarian and competent person when consent is available from the 'person in charge of the animals'.
Maintain public safety	Ensure human safety including public egress and movement , traffic management and fire suppression etc.	Carcass collection	AASFA Narromine Shire Council	Carcass collection and removal procedures, personnel and resources required will be affected by size, number and jurisdiction. Local council can provide advice, resources and access to disposal sites. Private contractors can be used as resources to collect and transport animal carcasses.
Establish animal ownership	Establish and maintain contact with the 'person in charge of the animals". If unable, make contact with authorised officer under the prevention of cruelty to Animals Act 1979 (POCTA) to address animal welfare. All NSW Police are under POCTA Act.	Disposal	AASFA ESFAC (NSW EPA) Narromine Shire Council	Animal owners and managers have a legal responsibility to ensure that disposal of carcasses does not adversely affect the environment. NSW EPA has guidelines to minimise environmental contamination and should also be consulted for advice when considering options for disposal. Local council can also provide advice on how environmental impacts can be managed when considering options for carcass disposal. Narromine Shire Council has facilities for this.
Maintain animal welfare	Contain straying and assess impacted animals. Rescue animals where safe to do so. Identify injured animals and if necessary undertake humane destruction. Determine disposal options and safely dispose of animals.	Transport	Animal Owner NSW Police Force	Transport and management of remaining animals is responsibility of animal owner. Stock must be assessed as fit to transport. When in doubt, a veterinarian must be consulted and then only transport under veterinary advice.
Transport and management of remaining animals	Transport remaining animals if assessed as fit to transport.			

NARROMINE LGA CONSEQUENCE MANAGEMENT GUIDE

Transport accidents involving animals

7. RECOVERY				8. SUPPORTING DOCUMENTS		10. DISPOSAL FACILITIES RESOURCES																																													
<p>LivestockASSIST</p> <p>LivestockASSIST is a 24hr national hotline dedicated to coordinating emergency responses for incidents involving heavy vehicles carrying livestock including vehicle recovery, medical assistance, driver repatriation, trauma counselling and message referral services. The national number is: 1800 4 ALRTA (or 1800 4 25782).</p> <p>NSW Police Force will ensure the welfare of all members involved.</p>		<ul style="list-style-type: none"> Narromine EMPLAN Department of Industry policy Management of transport accidents involving animals <i>Prevention of Cruelty to Animals Act 1979 (POCTA)</i> Animal Carcass Disposal Prime Fact Local Land Services policy Livestock Transport Incidents LLS Livestock transport incidents: Procedure. LLS Cost Recovery Policy. Animal Companion Act. 		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th>Name</th> <th>Type</th> <th>Address</th> </tr> </thead> <tbody> <tr><td>Narromine Shire Council</td><td></td><td></td></tr> <tr><td>Environmental Department</td><td></td><td></td></tr> <tr><td>Traveling Stock Route</td><td></td><td></td></tr> <tr><td>Crown Land</td><td></td><td></td></tr> <tr><td>Narromine Waste Facility</td><td></td><td></td></tr> <tr><td>Portable Yards</td><td></td><td></td></tr> <tr><td>Duty Officer</td><td></td><td></td></tr> <tr><td>Stock & Station Agent</td><td></td><td></td></tr> <tr><td>Narromine Shire Council On Call Manager</td><td></td><td></td></tr> <tr><td>Vets</td><td></td><td></td></tr> <tr><td>Stock Carriers</td><td></td><td></td></tr> <tr><td>AASFA Coordinator</td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </tbody> </table>			Name	Type	Address	Narromine Shire Council			Environmental Department			Traveling Stock Route			Crown Land			Narromine Waste Facility			Portable Yards			Duty Officer			Stock & Station Agent			Narromine Shire Council On Call Manager			Vets			Stock Carriers			AASFA Coordinator								
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AASFA Coordinator																																																			
9. STOCK HOLDING AREAS																																																			
Name & Address		Contact Name & Number		Capacity																																															
Narromine saleyards		On call manager Narromine Shire Council 6889 9999																																																	
Trangie Showground		On call manager Narromine Shire Council 6889 9999																																																	
Don Crosby Vet Narromine - Equine		Narromine Surgery 6889 4888 Dubbo Surgery 6885 5544																																																	
Ross Pedrana Vet Dubbo - Equine		Dubbo Surgery 6884 9777																																																	
Bruce Frager - Bees																																																			
Narromine High School – Ag Plot		Office during hours 6889 1499																																																	
Stock Routes		Alicia Whiley (LLS) 0447 025 940																																																	
Crown Land		On call manager Narromine Shire Council 6889 9999																																																	
11. NOTES																																																			
Endorsed	LEMC Chair			LEOCON/Combat Agency																																															
Date																																																			

**REPORT TO TRANGIE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO
BE HELD AT TRANGIE SHOWGROUND ON THURSDAY, 28 FEBRUARY 2019**

1. FOLLOW UP ITEMS

Council's Acting Director Infrastructure and Engineering Services to install the lights as prioritised, following receipt of quotes

ACTION: works scheduled December 2018; Follow up by Manager Community Facilities.

RECOMMENDATION

That the information be noted.

2. WORK HEALTH AND SAFETY ISSUES

Have any Work Health and Safety Issues arisen for further consideration?

RECOMMENDATION

For consideration.

3. BOOKINGS

Since the last meeting in November, there have been five (5) functions at the Showground, including the Macquarie Picnic Races. There are seven (7) forward bookings up to October 2020. Details of these and future bookings are provided under separate cover for privacy reasons.

TRANGIE SHOWGROUND BOOKINGS 2018, 2019 AND 2020	
NAME	EVENT DATE
Booking	29 December 2018
2019	
Booking	15 January 2019
Booking	12 February 2019
Booking	16 February 2019
Booking	22 February 2019
Booking	23 March 2019
Booking	17 April 2019
Booking	16 -17 August 2019
Booking	28 December 2019
2020	
Booking	28 March 2020
Booking	11 April 2020
Booking	3 October 2020

RECOMMENDATION

That the information be noted.

**REPORT TO TRANGIE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE MEETING TO
BE HELD AT TRANGIE SHOWGROUND ON THURSDAY, 28 FEBRUARY 2019**

4. FINANCIAL REPORT

The Trangie Showground and Racecourse Advisory Committee Financial Report is reflected in **Attachment No. 1.**

RECOMMENDATION

That the Financial Report as presented be adopted.

5. DIRECTOR REPORT

Welcome to the first committee meeting for 2019 and a busy start to the year where the Showground has already seen significant events.

There has been some discussion about the cleaning in between bookings which is now a priority for Narromine Shire Council to improve on. Some efforts were made in the past week to improve on this to good effect.

I would ask this committee to once again develop a list of works that should be undertaken to improve the facility and these items be prioritized. We can then either schedule these, budget for them or seek grant funding to enable us to undertake some of the more significant items.

Congratulations should go to all users and the committees that put significant community effort into the overall maintenance.

Committee members should also note that the legislation that outlines the governance for the Showground Reserve has changed and updated plans of management will be required. Council staff have begun to update these plans and consultation with this committee will be undertaken over the coming months.

RECOMMENDATION

That the Director's Report as presented be adopted.

Phil Johnston

Director, Community and Economic Development

**TRANGIE SHOWGROUND RACECOURSE ADVISORY
COMMITTEE
Bank Reconciliation
As at 20/2/2019**

Balance of Bank Account as at 1/7/2018	\$ 17,626.05
Add Receipts	\$ 12,537.86
Less Payments	<u>\$ 4,083.78</u>

Balance of Working Funds 20/2/2019 **\$ 26,080.13**

Bonds Held \$ 2,491.50

Sub Total \$ 28,571.63

Reconciled Balance \$ 28,571.63

Check: \$ -

Balance Sheet Check:

Reconciled Bank Balance 1 July 2018	\$ 17,626.05
Profit Year to Date	\$ 8,454.08
Security Bonds Held	<u>\$ 2,491.50</u>

Reconciled Bank Balance 20/2/2019 **\$ 28,571.63**

Reconciled Balance \$ 28,571.63

Check: \$ -

TRANGIE SHOWGROUND RACECOURSE ADVISORY COMMITTEE

Statement of Income & Expenditure Period Ending 16/11/2018

INCOME

Contributions		
Narromine Shire	9,240.00	
Macquarie Picnic Race Club	-	
Trangie Jockey Club	776.36	
Sundry	-	
		10,016.36
Fees		
Private functions	-	
Other Facilities	1,674.55	
Stables	846.95	
		2,521.50
	-	
Interest	-	-
TOTAL INCOME		12,537.86

EXPENDITURE

Bank Fees		-
Cleaning		-
Electricity		1,622.66
Insurance		-
Repairs & Maintenance		
Buildings	361.16	
Grounds	951.26	
Plant	-	
Turf	-	
Racetrack	276.36	
Toilets	-	
		1,588.78
Rates & Water		872.34
Interest Loan Dept of Lands - Amenities Block		-
Wages & Security		-
Sundry		-
		-
TOTAL EXPENDITURE		4,083.78
PROFIT/(LOSS) YEAR TO DATE		8,454.08

**MINUTES OF THE TRANGIE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE MEETING
HELD AT THE TRANGIE SHOWGROUND ON THURSDAY 28 FEBRUARY 2019**

PRESENT: Cr Dawn Collins (Chair), Mayor Cr Craig Davies, Phil Johnston (Director, Community and Economic Development, Narromine Shire Council), Andy McKinnon (Trangie Jockey Club), Kim Ferrari (Trangie Jockey Club), Jo Milgate (Trangie Pony Club) and Lesley-Ann Roberts (Minute Taker).

1. WELCOME

The Chair welcomed those present and declared the meeting open at 3.07 pm.

2. APOLOGIES

RECOMMENDED Andy McKinnon/Cr Davies that the apologies of Wayne Foster (Trangie Pony Club), Lottie Rae (Macquarie Picnic Race Club), Terrie Milgate (Trangie Action Group) and Paul Mitchell (Trainer) be accepted.

3. DECLARATION/CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Cr Davies/Andy McKinnon that the minutes of the previous meeting held on 29 November 2018 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

Item 7 General Business 7) Keys

- Director, Community and Economic Development advised that he is still to follow up regarding keys to the Showground and accessibility.

Item 7 General Business, 1) Painting of Racecourse Railing

- It was advised the Macquarie Picnic Race Club have been advised that they can proceed with painting the railing.

Item 7 General Business, 3) Pruning of Peppercorn Trees

- It was noted, the pruning of the trees is to be completed after the Macquarie Picnic Races and booking on 22 February 2019 thus a CRM will now be logged for works to be actioned accordingly.

ACTION: Council to action accordingly.

6. REPORT TO TSRAC

1) Follow Up Items

Appreciation was given for the additional lighting that was installed at the Showground as it provided greater visibility during the night at Macquarie Picnic Races in particular.

RECOMMENDED Kim Ferrari/Andy McKinnon that the information be noted.

**MINUTES OF THE TRANGIE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE MEETING
HELD AT THE TRANGIE SHOWGROUND ON THURSDAY 28 FEBRUARY 2019**

6. REPORT TO TSRAC

2) Work Health and Safety

It was noted there may be a leak in the down pipe off the pavilion roof.

ACTION: CRM to be logged and investigation undertaken

It was noted, the Judges Tower may now be a WHS issue given the ladder dimensions are straight up and down rather than on a safety angle.

ACTION: Jockey Club to review this

RECOMMENDED Andy McKinnon/Kim Ferrari that the information be noted.

3) Bookings

a) Macquarie Picnic Races

Andy McKinnon advised a revised date for Macquarie Picnic Races that is, Sunday, 29 December 2019.

b) Pony Club

Jo Milgate advised the following bookings for the Pony Club:

- 27-28 April 2019
- 3-4 August 2019

RECOMMENDED Cr Davies/Andy McKinnon that the information be noted.

4) Financial Report

Funds have now been allocated for Trangie Showground and Racecourse Advisory Committee.

The Chair advised to be aware of the next electricity bill, to see if there are any excessive costs.

RECOMMENDED Andy McKinnon/Kim Ferrari that the Financial Report as presented be adopted.

5) Director's Report

Director, Community Economic Development spoke to his report and noted the following points:

Council will make improvements with regards to Showground Cleaning as Council will be procuring a facility cleaner across a number of areas.

If Club members could provide alternate delegates to the Committee contact list, this will improve meeting practice in future and thus where a Committee member is unavailable, a quorum is still possible.

RECOMMENDED Cr Davies/Andy McKinnon that the Directors Report as presented be adopted.

**MINUTES OF THE TRANGIE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE MEETING
HELD AT THE TRANGIE SHOWGROUND ON THURSDAY 28 FEBRUARY 2019**

7. GENERAL BUSINESS

1) Lighting

RECOMMENDED Andy McKinnon/Jo Millgate that Council progress to the next stage of purchasing additional lighting for Trangie Showground as prioritised by the Committee.

8. NEXT MEETING

The next meeting of the Trangie Showground & Racecourse Advisory Committee will be held on Thursday, 30 May 2019 at 3.00 pm.

There being no further business, the meeting closed at 3.29 pm.

The minutes (pages 1-3) were confirmed on _____ 2019 and are a true and accurate record of proceedings of the meeting held on 28 February 2019.

CHAIR

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
MEETING TO BE HELD AT NARROMINE SHIRE COUNCIL ON THURSDAY, 21 FEBRUARY
2019**

1. FOLLOW UP ITEMS

It should be noted, that each of these items are being followed up at present with the Show Society soon to remove the White Cattle Yards:

- a) The Show Society has put out a tender for the removal of a section of white cattle yards and would be the beneficiaries of the funds received as a result of the removal of these yards.

ACTION: The Show Society

- b) The Turf Club are awaiting the White Cattle Yards to be removed and once this has occurred, they will then relocate the safety gate to the back of the barrier shed to improve safety.

ACTION: Narromine Turf Club

- c) The need for additional training areas was discussed and it was suggested that Narromine Turf Club investigate the working capacity of the grass track and report back to the Committee prior to any further discussion.

ACTION: Narromine Turf Club

RECOMMENDATION

That the information be noted.

2. WORK HEALTH AND SAFETY ISSUES

Have any Work Health and Safety Issues arisen for further consideration?

RECOMMENDATION

For consideration.

3. BOOKINGS

Since the last meeting in November 2018, there have been three (3) functions at the Showground. There are nine (9) forward bookings for the next nine (9) months up to November 2019. The information in regards to the upcoming dates can be seen below.

SHOWGROUND BOOKINGS AS AT 14.02.2019	
NAME	EVENT DATE
Booking	29 November 2018
Booking	1 December 2018
Booking	13 December 2018
2019	
Booking	28 March 2019
Booking	13 April 2019
Booking	20 April 2019
Booking	29 April 2019
Booking	27 - 31 May 2019
Booking	11 August 2019
Booking	30-31 August 2019
Booking	5 October 2019
Booking	19 October 2019
Booking	28 November 2019

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
MEETING TO BE HELD AT NARROMINE SHIRE COUNCIL ON THURSDAY, 21 FEBRUARY
2019**

RECOMMENDATION

That the information be noted.

4. INSTALLATION OF PERMANENT ROUND YARD

Narromine Shire Council has received a request from the Turf Club to erect a permanent round yard at the approximate location outlined below. The yard is approximately 12m across and would be maintained and operated by the Turf Club. At this stage we have no objection to the erection of the yard and seek the feedback of the advisory committee.

RECOMMENDATION

That the Committee approve the erection of the permanent round yard, by the Narromine Turf Club in the position as outlined in **Attachment No. 1**.

5. FINANCIAL REPORT

The Narromine Showground and Racecourse Advisory Committee Financial Report is reflected in **Attachment No. 2**.

RECOMMENDATION

That the Financial Report as presented be adopted.

6. DIRECTOR REPORT

I trust that everyone enjoyed the break over Christmas as we get into the New Year. There are a number of bookings already for the Showgrounds and thanks to the Turf Club for highlighting the upcoming Race schedule.

Members of the committee will note our success at applying for a grant for the installation of a defibrillator in the kitchen area which is now installed. Staff at Narromine Shire have also applied for funding to improve the lighting around the showground pavilion which will be undertaken over the coming months.

Work to fix the leak in the Turf Club secretary's office has also been undertaken. It seems that the caulking in the movement joints has perished and that was causing the leak. We will continue to monitor this.

Members of the Committee should also note that the Governance in regards to the ownership of the Showground has changed somewhat. These changes will mean that the land Categorization will need to be confirmed and that a plan of management will need to be undertaken. We are planning to undertake the consultation for this planning later in 2019. At this time we do not expect that the use of the facility will be affected by the changes to the legislation.

**REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE
MEETING TO BE HELD AT NARROMINE SHIRE COUNCIL ON THURSDAY, 21 FEBRUARY
2019**

RECOMMENDATION

That the Director's Report as presented be adopted.

Phil Johnston

Director Community and Economic Development

Attachment No.1

Proposed Permanent Round Yard



**Narromine Showground and Racecourse
Advisory Committee
Statement of Working Funds
As at 12/2/2019**

Balance Brought Forward as at 01/07/18	104,991.49
Add Receipts	25,865.84
Less Payments	<u>(9,087.25)</u>
Balance of Working Funds 8/11/2018	<u>121,770.08</u>
Security Bonds Held	<u>0.00</u>
Reconciled Balance	<u>121,770.08</u>
Check:	-

Balance Sheet Check:

Reconciled Bank Balance 1 July 2018	104,991.49
Profit Year to Date	<u>16,778.59</u>
Reconciled Working Funds Balance 8/11/2018	<u>121,770.08</u>
Plus Security Bonds Held	-
Reconciled Balance (from GL)	121,770.08
Check:	-

Narromine Showground and Racecourse Advisory Committee

Statement of Income & Expenditure Period Ending 12/2/2019

INCOME

Contributions		
Narromine Turf Club	2,332.72	
Narromine Show Society	1,166.36	
Narromine Shire	9,240.00	
Sundry	-	
	-	12,739.08
Fees		
Cottage Rent	4,270.97	
Other Facilities	4,225.11	
Stables	4,630.68	
	4,630.68	13,126.76
Other Income		
Grant - Amenities Building	-	
Loan - Amenities Building	-	
Interest		
	-	-
	-	-
TOTAL INCOME		25,865.84

EXPENDITURE

Vandalism Repairs		-
Cleaning		25.97
Electricity		1,221.94
Insurance - Excess		-
Insurance		0.00
Repairs & Maintenance		
Buildings / Fixtures	2,645.87	
Grounds	821.33	
Plant	2,788.00	
Turf	-	
House Repairs	-	
Toilets	-	6,255.20
Rates & Water		1,271.15
Wages & Security		-
Sundry		312.99
	312.99	312.99
TOTAL EXPENDITURE		9,087.25

PROFIT/(LOSS) YEAR TO DATE **16,778.59**

ADJUSTED PROFIT/(LOSS) YEAR TO DATE **16,778.59**

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 21 FEBRUARY 2019**

PRESENT: Cr Dawn Collins (Chair), Cr Les Lambert, Phil Johnston (Director, Community and Economic Development), Libby Dennis (Narromine Turf Club), Nick Powell (Narromine Show Society), Sally Packham (Narromine Pony Club), Claire Gill (Narromine Pony Club), and Lesley-Ann Roberts (Minute Taker).

1. WELCOME

The Chair welcomed those present and declared the meeting open at 3.01 pm.

2. APOLOGIES

RECOMMENDED Cr Lambert/Libby Dennis that the apologies of Bill Gibbs (Narromine Show Society) and Robert Kirkby (Narromine Turf Club) be accepted.

3. DECLARATION/CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDED Cr Lambert/Libby Dennis that the minutes of the previous meeting held on 15 November 2018 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES

Item 8 General Business, 4) Development Application

- It was noted, the DA for the tractor shed is on hold until further details from the Committee is received to confirm shed location.
- The Turf Club is currently without a secretary but is hoping to appoint one prior to the next meeting.

6. REPORT TO NARROMINE SHOWGROUND AND RACECOURSE ADVISORY COMMITTEE

1) Follow up Items

It was advised that following the Show Society's removal of the White Cattle Yards, the follow up items outlined in the Report, can be attended to.

RECOMMENDED Nick Powell/Claire Gill that the information be noted.

2) Work Health and Safety

RECOMMENDED Cr Lambert/Sally Packham that the information be noted.

3) Bookings

It was suggested that the Turf Club remove the alcohol that is housed in the Showground Pavilion, prior to external events.

RECOMMENDED Cr Lambert/Nick Powell that the information be noted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 21 FEBRUARY 2019**

4) Installation of Permanent Round Yard

It was noted, the current temporary location of the round yard is the proposed location of the permanent round yard.

It was advised that all trainers are able to access this yard.

Discussion ensued regarding the placement of the yards and the suitability of the proposed location.

It was suggested that Narromine Turf Club and Narromine Pony Club hold further discussions regarding the proposed permanent round yard.

RECOMMENDED Cr Lambert/Nick Powell that the installation of a permanent round yard be deferred until Club have made contact to further discuss the proposed location of the permanent round yard.

5) Financial Report

Discussion was had regarding the wages charge in the expenditure report.

Director, Community and Economic development advised of the various leaks and repair work that has been undertaken at the Showground, thus reflecting these wages charges.

It was noted, leak in jockeys rooms have been fixed but will continue to be monitored.

It was noted, the Elgas gas bottle expense item will eventually be dismissed.

It was noted, a defibrillator is now available in the Showground dining room.

Additional grants are available for additional defibrillators.

The Pony Club suggested they may apply for a defibrillator for the Pony Club clubhouse.

RECOMMENDED Libby Dennis/Nick Powell that the Financial Report as presented be adopted.

6) Directors Report

Director, Community Economic Development spoke to his report and it is anticipated that the land categorization for the Showground, should not pose too many changes to the Showground.

RECOMMENDED Nick Powell/Sally Packham that the Director's Report as presented be adopted.

**MINUTES OF THE NARROMINE SHOWGROUND & RACECOURSE ADVISORY COMMITTEE
MEETING HELD IN COUNCIL'S CHAMBERS ON THURSDAY 21 FEBRUARY 2019**

7. GENERAL BUSINESS

1) Round Yard

It was suggested that clubs need to further discuss the future of the round yard.

ACTION: Clubs to further discuss

2) White Cattle Yards

It was noted that there have been no applications received regarding the tender for the removal of the white cattle yards.

If no applications are received, members of The Show Society will remove the yards and sell the materials thereafter.

It was advised that Council can assist by way of gravel and dirt for compaction of the area.

ACTION: Show Society to follow up.

3) Poultry Pavilion

It was noted, padlocks are missing at the Poultry Pavilion; a replacement padlock has been placed there in the meantime. Nick Powell will provide Council with a key to access this facility.

ACTION: Show Society to provide Council a key to access padlock on Poultry Pavilion.

4) Water Restrictions

Director, Community and Economic Development outlined to the Committee to be cautious regarding water use given the current restrictions in particular the Narromine Turf Club.

It was noted, Council do not have formal measures in place with regards to facilities other than residences and thus it would be prudent for Clubs to be cautious regarding water use.

Libby Dennis advised that there is regular liaison between Council water staff and Narromine Turf Club however, would reinforce this to their curator.

7. NEXT MEETING

The next meeting of the Narromine Showground and Racecourse Advisory Committee will be held on 16 May 2019, commencing at 3.00 pm at the Council Chambers.

There being no further business, the meeting closed at 3.50 pm.

The minutes (pages 1-3) were confirmed on _____ 2019 and are a true and accurate record of proceedings of the meeting held on 21 February 2019.

CHAIR