



ANNEXURES

Ordinary Council Meeting

Thursday, 15 May 2025

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Presented to Coonamble Shire Council Meeting,
Thursday 15th May, 2025

Castlereagh Macquarie County Council Meeting
28th April, 2025 commencing at 11.05 am.

Attended by Cr Fisher & Cr Garnsey

Member Induction Session – Monday 28th April 2025 – 10:00am – 11:00am

- *Model Code of Conduct*
- *Code of Meeting Practice*
- *Business Activity Strategic Plan 2025/26 to 2034/35*
- *Delivery Programme 2025/26 to 2028/29*
- *Operational Plan 2025/2026*
- *Long Term Financial Plan 2025/26 to 2034/35*
- *Asset Management Plan 2025/26 to 2034/35*
- *Workforce Strategy 2025/26 to 2028/29*

Council Meeting – Monday 28th April 2025 – 11:00am to 12:30pm

OPENING OF MEETING

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

LEAVE OF ABSENCE

DECLARATION OF INTERESTS

PUBLIC PRESENTATION - Nil

CONFIRMATION OF MINUTES/MATTERS ARISING

MINUTES OF ORDINARY COUNCIL MEETING HELD 24th FEBRUARY 2025

REPORTS OF COMMITTEES

MACQUARIE & LACHLAN VALLEYS WEEDS COMMITTEE

NORTHWEST REGIONAL WEEDS OFFICERS MEETING

SITUATION REPORT – PARTHENIUM WEED – NEWELL HIGHWAY SOUTH OF NARRABRI NSW

SITUATION REPORT 2 – PARTHENIUM WEED – NEAR WALGETT NSW

ITEM 7.5 MINUTES – WESTERN REGIONAL WEED COMMITTEE

REPORT OF THE GENERAL MANAGER

COUNCIL'S DECISION ACTION REPORT – APRIL 2025

CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

CASH ON HAND AND INVESTMENT REPORT AS AT 28th FEBRUARY 2025 & 31st MARCH 2025

ADOPTION OF ORGANISATION STRUCTURE

PECUNIARY INTEREST RETURN – NEW MEMBERS

DELEGATION OF AUTHORITY BY COUNCIL TO GENERAL MANAGER

ADOPTION OF MODEL CODE OF CONDUCT

ADOPTION OF MODEL CODE OF MEETING PRACTICE

THIRD QUARTER OPERATIONAL PLAN FOR 2024/2025

QUARTERLY BUDGET REVIEW STATEMENT – MARCH 2025

INew POLICIES

IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

DRAFT 2025/26 OPERATIONAL PLAN, LONG TERM FINANCIAL PLAN 25/26 to 34/35, BUSINESS ACTIVITY

STRATEGIC PLAN 25/26 TO 34/35, ASSET MANAGEMENT PLAN 22/26 TO 34/35 AND WORKFORCE

STRATEGY 25/26 TO 28/29

BIOSECURITY REPORT

QUARTERLY BIOSECURITY REPORT

QUESTIONS FOR NEXT MEETING

CONFIRMATION DATE OF NEXT MEETING

CLOSE OF MEETING

Key Data on Community, Planning, Development and Environment Grant-Funded Projects in Progress
(at 1 April 2025)

Identifier		Value (ex GST)			Milestone Dates			
Name	Code	Grant	Co-contribution	Total	Due Date	M1	M2	M3
Youth Empowerment Program	RYIP-0270	\$989,680	-	\$989,680	30-Sep-25	24-Jan-24	31-Jul-24	24-Jan-25
Youth Accommodation (2 x 2BR and 1 x 3BR units)	RYIP-0270	\$1,584,000	-	\$1,584,000	30-Sep-25	24-Jan-24	31-Jul-24	24-Jan-25
Illegal Dumping Prevention (Baseline Data)	R16Stream1	\$19,080	-	\$19,080	15-Jul-25			
Elsa Dixon Aboriginal Employment Grant	EDAEG55	\$30,000	-	\$30,000	15-Mar-26	15-Jun-25	15-Sep-25	
Elsa Dixon Aboriginal Employment Grant	EDAEG61	\$30,000	-	\$30,000	15-Mar-26	15-Jun-25	15-Sep-25	
Coonamble Region Art Trail	SCCF5-0092	\$235,035	-	\$234,035	28-Feb-26			
Coonamble Artesian & Cultural Experience	RTAF-0068	\$5,500,000	\$1,250,000	\$6,750,000	27-Mar-26	21-Mar-24	20-Sep-24	27-Jun-25
Seniors Week	SF25015	\$5,000	-	\$5,000	30-May-25	16-Mar-25		
Youth Week	YW250045	\$3,412	\$2,588	\$6,000	30-May-25			



Coonamble Local Environmental Plan 2011

Current version for 10 November 2023 to date (accessed 30 April 2025 at 13:19)

[Part](#) > pt-cg1.Zone_R1

Zone R1 General Residential

1 Objectives of zone

- To provide for the housing needs of the community.
- To provide for a variety of housing types and densities.
- To enable other land uses that provide facilities or services to meet the day to day needs of residents.
- To avoid potential land use conflict and protect the amenity of residents.

2 Permitted without consent

Environmental protection works; Home occupations

3 Permitted with consent

Attached dwellings; Boarding houses; Building identification signs; Business identification signs; Business premises; Centre-based child care facilities; Community facilities; Dwelling houses; Group homes; Home industries; Hostels; Kiosks; Multi dwelling housing; Neighbourhood shops; Oyster aquaculture; Places of public worship; Pond-based aquaculture; Residential flat buildings; Respite day care centres; Roads; Semi-detached dwellings; Seniors housing; Shop top housing; Take away food and drink premises; Tank-based aquaculture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Boat building and repair facilities; Car parks; Cemeteries; Charter and tourism boating facilities; Commercial premises; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Entertainment facilities; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Function centres; Funeral homes; Heavy industrial storage establishments; Helipads; Highway service centres; Industrial retail outlets; Industrial training facilities; Industries; Local distribution premises; Marinas; Mooring pens; Mortuaries; Open cut mining; Port facilities; Public administration buildings; Recreation facilities (major); Registered clubs; Research stations; Restricted premises; Rural industries; Rural workers' dwellings; Service stations; Sewerage systems; Sex services premises; Signage; Storage premises; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Warehouse or distribution centres; Waste or resource management facilities; Water recreation structures; Wharf or boating facilities; Wholesale supplies

Coonamble Local Environmental Plan 2011

Current version for 10 November 2023 to date (accessed 30 April 2025 at 13:19)

[Part](#) > pt-cg1.Zone_E1

Zone E1 Local Centre

1 Objectives of zone

- To provide a range of retail, business and community uses that serve the needs of people who live in, work in or visit the area.
- To encourage investment in local commercial development that generates employment opportunities and economic growth.
- To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.
- To reinforce the role of Coonamble Township as the main commercial centre for Coonamble.

2 Permitted without consent

Environmental protection works; Home occupations

3 Permitted with consent

Amusement centres; Boarding houses; Centre-based child care facilities; Commercial premises; Community facilities; Entertainment facilities; Function centres; High technology industries; Home industries; Hotel or motel accommodation; Information and education facilities; Local distribution premises; Medical centres; Oyster aquaculture; Places of public worship; Public administration buildings; Recreation facilities (indoor); Respite day care centres; Service stations; Shop top housing; Tank-based aquaculture; Veterinary hospitals; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Cemeteries; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Heavy industrial storage establishments; Helipads; Home occupations (sex services); Home-based child care; Industrial retail outlets; Industrial training facilities; Industries; Mooring pens; Open cut mining; Port facilities; Recreation facilities (major); Residential accommodation; Rural industries; Sex services premises; Storage premises; Truck depots; Warehouse or distribution centres; Waste or resource management facilities; Water treatment facilities; Wharf or boating facilities



11 March 2025

General Manager
PO Box 249
Coonamble NSW 2829

Dear Coonamble Shire Council,

Subject: Rezoning Request for Proposed Service Station Development

We are writing on behalf of our client, Sashi Bushan Mogula to formally request the rezoning of their property located at 145 – 147 Castlereagh Street, Coonamble NSW 2829 from R1: General Residential to E1: Local Centre. This request is made in consideration of several factors we believe will benefit both the community and local economy.

The property in question is currently operating as a Motel Business providing comfort and support to travellers, locals and the general public. It is currently underutilised in its residential capacity and is situated in an area that is increasingly transitioning towards industrial use.

The proposed rezoning will facilitate the establishment of a brand new developed service station providing access to heavy vehicles, campervans and general light vehicles. The service station will also comprise of a fully equipped convenience store with access to fresh essentials which is anticipated to bring significant economic benefits. These include job creation and support for local businesses. Additionally, we are committed to ensuring that the development adheres to all environmental and safety regulations to minimise any potential impact on the surrounding community. Whilst the property is still going to remain as a motel, the property is large enough to accommodate both business operations, with no impact to the residents within the accommodation as the service station will be at the front of the premises.

My client has conducted preliminary consultations with neighbouring property owners and local residents within the surrounding area and has received positive feedback regarding the proposed change. Furthermore, a detailed site analysis and impact assessment report will be provided upon request to support this application.

We kindly request the council to consider this rezoning application at the earliest convenience. We are prepared to meet and discuss this proposal in more detail and to address any concerns that may arise. Please find attached the necessary documentation, including an existing draft site plan, current zoning map, and letters of support from local stakeholders.

Thank you for your time and consideration. We look forward to your favourable response and am hopeful that together, we can contribute to the growth and prosperity of our community.

Warm regards,

Krystal Moujaber
Director
M Safe Consulting Pty Ltd

Level 1, 5 George Street
North Strathfield NSW
M Safe Consulting Pty Ltd | 69 694 211 807

E: info@msafe.com.au

W: www.msafe.com.au

M: 0477 070 552

January 2025

Letter of Support

Dear Council,

We, the undersigned residents of Coonamble are writing to express our strong support for the proposed service station development and the associated rezoning of the area at 145 – 147 Castlereagh Street, Coonamble NSW 2829.

Our community has long recognised the need for enhanced local amenities and services, and the introduction of a new service station promises to address several of these needs.

We know it's important to plan this carefully, so the new station fits in with what our community cares about and respects the environment. We trust that the developers will work with the local council to sort out any issues and make sure they address any potential problems.

In conclusion, we wholeheartedly support the proposed service station development and rezoning. We believe it will bring significant benefits to our community and help meet the growing needs of our residents. We kindly urge the planning committee to approve this proposal.

Date	Full Name	Address	Signature
19/2/25	Lachlan Mylecharane	63 Railway St	[Signature]
19.2.25	DIANNE TAYLOR	31 Wilga	[Signature]
19.2.25	Harley Terry	3 Limerick St	[Signature]
19.2.25	Alex Mylecharane	9 Maule St	[Signature]
19.2.25	Graham Shields	10 Bertram St	[Signature]

Local
Trades

January 2025

Letter of Support

Dear Council,

We, the undersigned residents of Coonamble are writing to express our strong support for the proposed service station development and the associated rezoning of the area at 145 – 147 Castlereagh Street, Coonamble NSW 2829.

Our community has long recognised the need for enhanced local amenities and services, and the introduction of a new service station promises to address several of these needs.

We know it's important to plan this carefully, so the new station fits in with what our community cares about and respects the environment. We trust that the developers will work with the local council to sort out any issues and make sure they address any potential problems.

In conclusion, we wholeheartedly support the proposed service station development and rezoning. We believe it will bring significant benefits to our community and help meet the growing needs of our residents. We kindly urge the planning committee to approve this proposal.

Date	Full Name	Address	Signature
22/2/25	Harold Shields	18 Wingate St	[Signature]
22/2/25	[Signature]	41 Park St	[Signature]
22/2/25	Tom Shields	Castwell St	[Signature]
22/2/25	Jimmy Swansborough	Aberford St	[Signature]
22/2/25	Rick Swansborough	Aberford St	[Signature]

Images below are looking at 145-147 Castlereagh Street, Coonamble from the opposite side of the street (Source: Google Maps, 02/05/2025)



Subject Site: 145-147 Castlereagh Street, COONAMBLE



Source: Six Maps NSW, (02/05/2025)

Subject Site in relation to surrounding properties.



Source: Six Maps NSW, (02/05/2025)

Land Zone Map



Source: NSW Planning Portal Spatial Viewer, 02/05/2025

Youth Transitional Accommodation - Operations Plan

Overview

The Youth Transitional Accommodation Project in Coonamble and Gulargambone aims to provide medium-term housing for young people aged 18–24 who are experiencing or at risk of homelessness. This initiative offers a stable and supported environment to assist young people in regaining stability, accessing essential services, and transitioning into long-term housing. It is transitional, not crisis accommodation.

Key Partners

- Coonamble Shire Council – Property owner and headlease facilitator.
 - Community Housing Provider (CHP) – Headlease holder, property manager, and tenancy administrator.
 - Service Delivery Organisation– Responsible for tenancy referrals, case management, and ongoing support for young residents. This will be Mission Australia, as the departmental contracted provider
-

Council Responsibilities

- Appoint a Community Housing Provider to manage the three units.
 - Enter into a headlease agreement with the CHP.
 - Cover building insurance as the property owner.
 - Pay rates, water and sewerage charges, and maintain the building structure, lawns, and gardens.
 - Collaborate with the CHP to determine a sustainable rent structure, based on affordability and cost recovery.
-

Community Housing Provider Responsibilities

- Manage leases, rent collection, and overall financial administration.
- Charge a reasonable management fee for:

- Lease preparation and execution.
 - Ongoing property and tenancy coordination.
 - Maintain the following insurances:
 - Public liability
 - Professional indemnity
 - Contents insurance
 - Damage coverage
 - Enter into a Service Delivery Agreement with the service provider (Mission Australia), outlining shared responsibilities, coordination procedures, and dispute resolution pathways.
-

Service Provider Responsibilities

- Identify and refer eligible young people for accommodation.
- Submit tenancy applications to the CHP.
- Provide wraparound case management, including:
 - Support with education, training, and employment
 - Mental health and wellbeing referrals
 - Transition planning toward long-term housing
- Monitor tenancy duration and progress and assist with extension or exit planning as needed.

All units are to be allocated exclusively to clients of the designated service provider.

The Service Delivery Agreement is between the CHP and the Service Provider only.

Tenancy Terms

- Initial lease period: 3 or 6 months
- Extension option: Additional time, if appropriate long-term housing has not yet been secured

- Maximum tenancy duration: 6 months, unless otherwise agreed between the CHP and service provider
-

Rent Structure

When council is calculating rent, the following factors must be considered:

- Affordability: Rent to be capped at 25% of each young person's income.
 - CHP operational costs, including property management and insurances.
 - Other relevant administrative expenses necessary for sustainable tenancy management.
-

Next Steps

1. Unit construction is completed
 2. Coonamble Shire Council consults eligible CHPs and confirms selection of a Community Housing Provider.
 3. Headlease agreement to be drafted and executed between Council and CHP.
 4. Service Delivery Agreement to be negotiated between CHP and Mission Australia, the Service Provider.
 5. Finalise rent structure and operational logistics.
 6. Secure budget for building maintenance and utility bills
 7. Commence project mobilisation, including tenant intake planning and stakeholder coordination.
-



COONAMBLE SHIRE COUNCIL
CONCEPT PLAN 3 – Coonamble Artesian Bathing Experience

Regional Tourism Activation Fund Round 2
RTAF - Project Variation Request Form
Application No. RTAF2 - 0068 From Coonamble Shire Council
Organisation: Coonamble Shire Council
Form Submitted 17 Apr 2025, 9:52AM AEST

Project Variation Request

*** indicates a required field**

1. Instructions

Please fill out this form and submit if you require a variation (time extension or scope change) to your project.

You will receive an email notification once your request has been successfully submitted for review by the Department of Regional NSW.

Requests to vary your project in any way MUST be agreed and officially approved by the Department of Regional NSW before you undertake any changed works to your project.

If you have any questions, please contact the Grants Management Office at GMO@regional.nsw.gov.au or 1300 107 754.

Date of variation request *

17/04/2025

Must be a date.

What type of variation are you requesting? *

- ☐ Time Extension
- ☐ Change of Project Scope
- ☒ Change of Scope and Time Extension
- ☐ Moving Deliverables between Activities
- ☒ Change of Project Location
- ☐ Transfer of Project Savings to another RTAF Project
- ☐ Other

Select all that apply. For expansion of scope using project savings please select 'Change of Project Scope'.

List the reason(s) you are requesting a variation to your project *

The newly elected Council has decided to return the project to its original site at the golf course, where the initial business case was developed. The land at the previous River Road site was not zoned for the project, which posed significant risks to the timeline.

The project is now far less risky and more achievable, as the scope aligns with the available funding. The previous project was overly ambitious and lacked sufficient funding. Based on lessons learnt, it could have been more effectively managed as a major project. These lessons have been learnt and informing current project delivery.

Disciplined project management is now in place and good progress has already been made as follows:

- a detailed project plan that is guiding the project in practice
- a Project Control Group established and first meeting held
- greater certainty and timeliness of land access and management (through the CLM process)
- a more realistic scope and budget
- a de-risked amended bore licence application process through relationship building with the regulator
- zoning certainty

Regional Tourism Activation Fund Round 2

RTAF - Project Variation Request Form

Application No. RTAF2 - 0068 From Coonamble Shire Council

Organisation: Coonamble Shire Council

Form Submitted 17 Apr 2025, 9:52AM AEST

- a deliverable program, with construction starting in the first quarter of 2026
- an experienced consultant appointed at the start of the project (The Proterra group)
- wastewater treatment design at the start (the Achilles heel of some projects)
- a risk register and risk management plan
- a 12 month access licence obtained from the Board to conduct site investigations
- Council being in control and not unduly swayed by a PPP driven approach and Belgravia's ambitions
- an initial concept plan that is helping discussions to build in ownership (e.g. with the Board, Council)
- a project site large enough to facilitate longer term expansion and staging
- a simpler project that can be broken into attractive packages for construction procurement
- Land Advisory Services appointed to manage the land acquisition process
- greater community and stakeholder support

Key issues that became apparent as the previous project progressed have been addressed. For example, wastewater treatment was not properly accounted for in the original business case and project development, or in the budget.

A comprehensive project plan has been produced and is guiding the project. It is attached for reference. The Council reviewed and noted it during the April meeting.

The process of Council becoming Crown Land Managers is underway, with discussions held with Crown Lands in Dubbo and the current Crown Land Managers. On 16 April, the Coonamble Racecourse & Recreation Land Manager granted Council a 12 month short term licence to access the site for site investigations (see attached). This response was very quick and positive.

The process to acquire the land will occur in parallel with the CLM process and therefore not hold up project delivery. Land Advisory Services has been appointed for this work. The process to become Crown Land Manager and obtain works consent will be far quicker and is more certain.

Discussions have been very productive so far with the current CLM, as the current Board is supportive of the project and eager to assist. We do not anticipate any issues with landowner consent for works that might delay the project.

A lead consultant has been appointed to conduct and coordinate all the work, including the initial critical path tasks:

- Site investigations, geotechnical analysis, and the Review of Environmental factors (REF) – starting in the next 1-2 weeks
- Design of the bore, bore bath, and wastewater treatment system – starting April
- Master planning for the site layout, including accommodation, amenities, landscaping, traffic management, roads, parking, and camping – starting now

This consultant, the Proterra Group, has extensive experience with bore baths (e.g. Collarenebri), especially work with Walgett Council. They have stated that all the planning and design work can be done in two months. They will be a one stop shop, coordinating all the work in an integrated way.

The goal is to submit the additional information for the amended bore application by the end of May, as agreed with DPIE. This was discussed again with DPIE on 14 April. They advised that the previous Hydrological Study is sufficient.

The aim is to secure an approved Plan of Management and finalise the land subdivision by the end of September.

Regional Tourism Activation Fund Round 2

RTAF - Project Variation Request Form

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Following that, we plan to submit the landowner consent application for the works by the end of November 2025.

A parallel land acquisition application will also be prepared and submitted, with assistance from Land Advisory Services, who previously worked on the golf course site.

An initial concept plan for the new site is attached, which is being used to inform the amended bore licence application, project design, discussions with the current Crown Land Manager, and the Council.

Finally, an updated budget of \$6.6 million is attached, reflecting the \$5.5 million grant and the Council's remaining \$1.1 million from its \$1.25 million co-contribution.

Please include a detailed reason for your request i.e. cause of delays, reason for scope change, how project savings were achieved.

I confirm my co-contributions will align with any changes I have requested *

☒ Yes

☐ Not Applicable

Applies to stream 1 which requires 25% cash co-contribution of the total grant amount

Time Extension

Please list works completed to date

Business case
Site investigations
Hydrological study
Site clearing
Wastewater treatment planning
Land Acquisition

What Activity date(s) are changing? *

☒ Activity 1 (works you will complete with your first payment)

☒ Activity 2 (works you will complete with your second payment)

☒ Activity 3 (works you will complete with your third payment)

☒ Activity 4 (works you will complete with your fourth payment)

Select all that apply and list new date(s) below

New Activity Completion Dates

New Activity 1 Date New Activity 2 Date New Activity 3 Date New Activity 4 Date

02/06/2025

21/11/2025

09/02/2026

11/12/2026

Must be a date.

Must be a date.

Must be a date.

Must be a date.

Upload a revised project plan and any supporting documents for your time extension request *

Regional Tourism Activation Fund Round 2

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Form Submitted 17 Apr 2025, 9:52AM AEST

Filename: 20250415 Concept Plan 2 (002).docx

File size: 1.8 MB

Filename: BB Updated Budget 16 April 2025.xlsx

File size: 12.2 kB

Filename: Bore Bath Program.pptx

File size: 42.3 kB

Filename: Bore Bath Project Plan.pdf

File size: 561.1 kB

Filename: Copy of 20250414 RTAF Project Plan Template (002).xlsx

File size: 23.2 kB

Please click on the link for a template of the Project Plan - [RTAF Project Plan Template](#)

Change of Scope

Approved Deliverables

List deliverables as set out in the Funding Deed or previously approved Variation

Bore bath

Accommodation

RV parking

Amenities building

Revised Deliverables

List revised deliverables being requested through this variation.

Project mobilised and all work activities in place will be delivered

Design completed

Procurement started

Construction started

Construction completed

Will this request impact the agreed activity completion dates? *

- ☐ No - dates remain the same as previously agreed
☒ Yes - project activity dates WILL change - (please fill in Time Extension section of this form)

Budget impacts of requested scope change *

- ☒ The scope change doesn't impact the approved total project budget
☐ The approved total project budget will increase and the Organisation agrees to cover any overspends

Upload a revised project budget and any other supporting documents for your scope change request *

Filename: BB Updated Budget 16 April 2025.xlsx

File size: 12.2 kB

Filename: Bore Bath Program April 2025.pdf

File size: 81.4 kB

Regional Tourism Activation Fund Round 2

RTAF - Project Variation Request Form

Application No. RTAF2 - 0068 From Coonamble Shire Council

Organisation: Coonamble Shire Council
Form Submitted 17 Apr 2025, 9:52AM AEST

Filename: Bore Bath RTAF Project Plan Template.xlsx

File size: 22.7 kB

Files should be no larger than 5mb per file. You may attach new quotes, updated project budget, updated project plan etc.

Please click on the link for a template of the Project Budget - [RTAF Project Budget Template](#)

Change of Project Location

Original Project Location	River Rd Coonamble NSW 2829 Australia
New location	Coonamble Racecourse site, Caswell Street, Coonamble
What is the distance between the original and new locations?	4.2km km
Has Landowner changed since original application? *	<input checked="" type="radio"/> Yes <input type="radio"/> No

Project Location Information

Who owns the land where your project will be delivered? *

- ☐ Private Land
☐ Local Council
☒ NSW Government
☐ Commonwealth Government
☐ Other: Crown Land

Do you require property or landowner's consent to deliver your project at the new location? *

- ☒ Yes
☐ No

E.g. If you are building a physical structure or holding an event you will need written landowner's consent that agrees to the use of the location for the project (e.g. by email or letter).

Please attach your property or landowner's consent here

Filename: Bore bath site access licence.pdf

File size: 320.2 kB

A maximum of 1 file may be attached. Please name your file: e.g. Landowner consent - RTAFxxxxx

Applicant's Details

Name of Authorised Person applying for the Variation *

Barry Broe

Regional Tourism Activation Fund Round 2
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Organisation: Coonamble Shire Council
Form Submitted 17 Apr 2025, 9:52AM AEST

Position of Authorised Person applying for the Variation *
Director CPD&E

Email of Authorised Person applying for the Variation *
b.broe@coonambleshire.nsw.gov.au
Must be an email address.

Phone Number of Authorised Person applying for the Variation *
0418 513 674
Must be an Australian phone number.

Bore Bath Updated Budget 16 April 2025

Bore and bore bath

Bore	350000
Bath	220000

Wastewater treatment

Constructed wetlands	1120000
Pipe	270000
Pump	250000

Accommodation

1 Bedsit transportable cabin	240000
1 Bedroom transportable cabin	305000
2 Bedroom transportable cabin	367000

Site Preparation	80000
-------------------------	-------

Service connections

Water	50000
Sewer (Assuming a Pump Station not required)	90000
Electricity	250000

Amenities	450000
------------------	--------

Parking and roads (includes the highway treatment)	700000
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Kerb and Gutter	170000
------------------------	--------

Footpaths	150000
------------------	--------

Total	5062000
Risk and continency 30%	1518600

Total Budget	6580600
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Investment Report

01/04/2025 to 30/04/2025

Portfolio Valuation as at 30/04/2025

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	47,499.18	8,005.48
NAB	A-1+	TD	GENERAL	At Maturity	06/02/2025	15/05/2025	4.8900	1,000,000.00	1,000,000.00	11,253.70	4,019.18
BOQ	A-2	TD	GENERAL	At Maturity	03/02/2025	03/06/2025	4.7400	2,000,000.00	2,000,000.00	22,596.16	7,791.78
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	9,684.93	2,075.34
NAB	A-1+	TD	GENERAL	At Maturity	18/03/2025	18/06/2025	4.7500	2,000,000.00	2,000,000.00	11,452.05	7,808.22
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	19,902.47	4,175.34
NAB	A-1+	TD	GENERAL	At Maturity	14/03/2025	17/07/2025	4.7000	1,000,000.00	1,000,000.00	6,180.82	3,863.01
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	7,210.96	3,863.01
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	8,849.32	7,808.22
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	20,753.42	4,150.68
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	2,958.90	2,958.90
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	26,408.22	4,191.78
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	25,697.26	4,167.12
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	24,822.47	4,183.56
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	5,616.44	1,027.40
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.7600	1,000,000.00	1,000,000.00	10,954.52	3,912.33
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.7000	1,000,000.00	1,000,000.00	1,931.51	1,931.51
Commonwealth Bank	A-1+	CASH	GENERAL	Monthly	30/04/2025	30/04/2025	0.0000	1,000,000.00	1,000,000.00	-	-
TOTALS								20,750,000.00	20,750,000.00	263,772.33	75,932.88

Portfolio by Asset as at 30/04/2025

Asset Type: CASH

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	CASH	GENERAL	Monthly	30/04/2025	30/04/2025	0.0000	1,000,000.00	1,000,000.00	-	-
CASH SUBTOTALS								1,000,000.00	1,000,000.00	-	-

Asset Type: TD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	04/11/2024	05/05/2025	4.8700	2,000,000.00	2,000,000.00	47,499.18	8,005.48
NAB	A-1+	TD	GENERAL	At Maturity	06/02/2025	15/05/2025	4.8900	1,000,000.00	1,000,000.00	11,253.70	4,019.18
BOQ	A-2	TD	GENERAL	At Maturity	03/02/2025	03/06/2025	4.7400	2,000,000.00	2,000,000.00	22,596.16	7,791.78
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/12/2024	12/06/2025	5.0500	500,000.00	500,000.00	9,684.93	2,075.34
NAB	A-1+	TD	GENERAL	At Maturity	18/03/2025	18/06/2025	4.7500	2,000,000.00	2,000,000.00	11,452.05	7,808.22
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	09/12/2024	09/07/2025	5.0800	1,000,000.00	1,000,000.00	19,902.47	4,175.34
NAB	A-1+	TD	GENERAL	At Maturity	14/03/2025	17/07/2025	4.7000	1,000,000.00	1,000,000.00	6,180.82	3,863.01
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	7,210.96	3,863.01
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	8,849.32	7,808.22
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	20,753.42	4,150.68
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	2,958.90	2,958.90

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	26,408.22	4,191.78
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	25,697.26	4,167.12
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	24,822.47	4,183.56
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	5,616.44	1,027.40
TD SUBTOTALS								17,750,000.00	17,750,000.00	250,886.30	70,089.04

Asset Type: FRTD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.7600	1,000,000.00	1,000,000.00	10,954.52	3,912.33
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.7000	1,000,000.00	1,000,000.00	1,931.51	1,931.51
FRTD SUBTOTALS								2,000,000.00	2,000,000.00	12,886.03	5,843.84

Portfolio by Asset Totals as at 30/04/2025

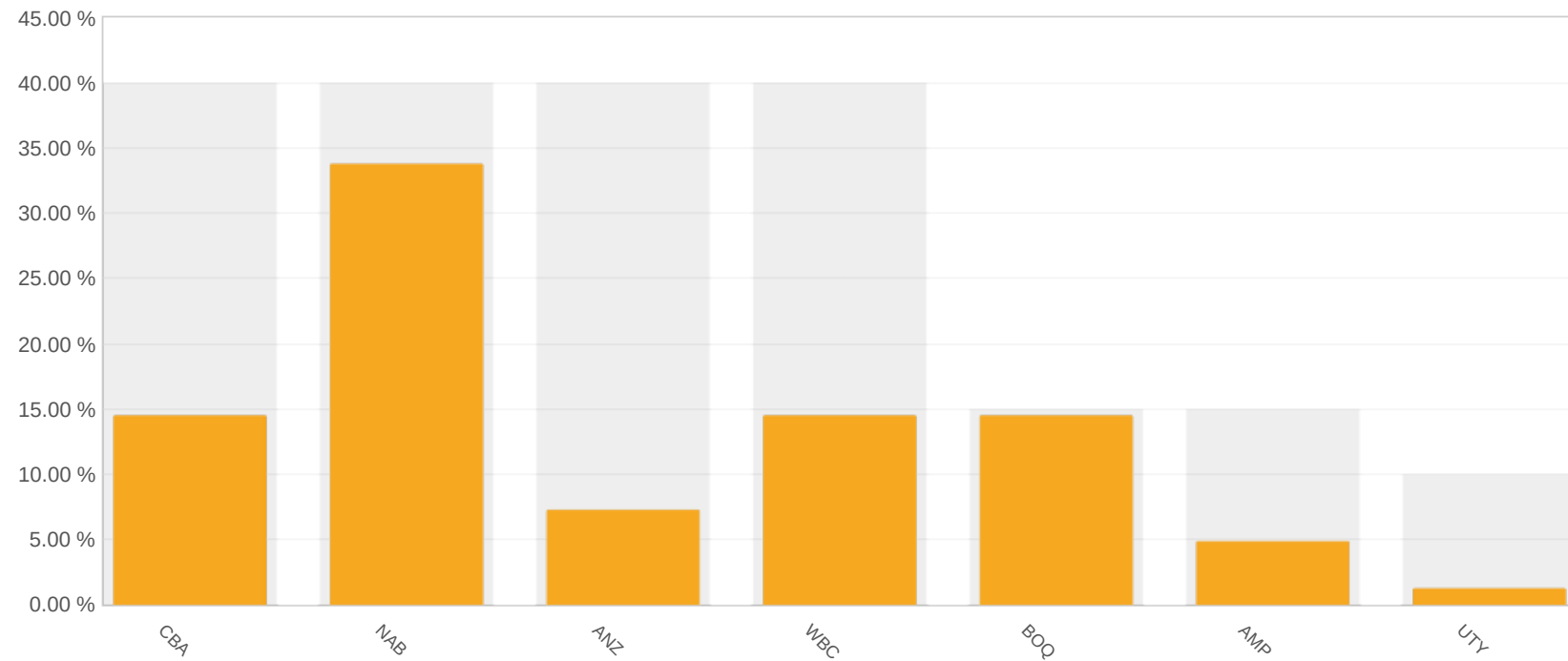
Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
CASH	1,000,000.00	1,000,000.00	-	-
TD	17,750,000.00	17,750,000.00	250,886.30	70,089.04
FRTD	2,000,000.00	2,000,000.00	12,886.03	5,843.84
TOTALS	20,750,000.00	20,750,000.00	263,772.33	75,932.88

Counterparty Compliance as at 30/04/2025

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	3,000,000.00	14.46	40.00	-	5,300,000.00
✓	NAB	Short	A-1+	7,000,000.00	33.73	40.00	-	1,300,000.00
✓	ANZ Bank	Short	A-1+	1,500,000.00	7.23	40.00	-	6,800,000.00
✓	Westpac	Short	A-1+	3,000,000.00	14.46	40.00	-	5,300,000.00
✓	BOQ	Short	A-2	3,000,000.00	14.46	15.00	-	112,500.00
✓	AMP Bank	Short	A-2	1,000,000.00	4.82	15.00	-	2,112,500.00
✓	Unity Bank	Short	Unrated	250,000.00	1.21	10.00	-	1,825,000.00
TOTALS				18,750,000.00	90.36			

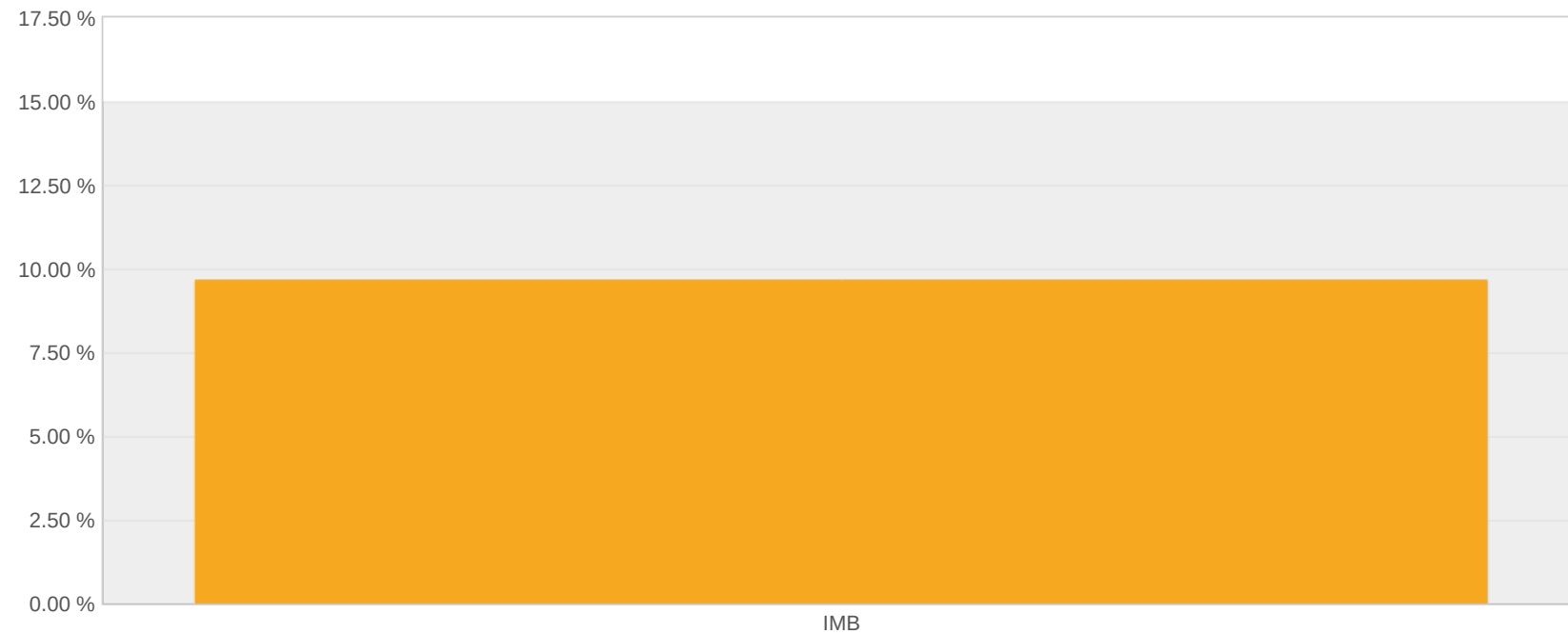
Counterparty Compliance - Short Term Investments



Long Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	IMB Bank	Long	BBB+	2,000,000.00	9.64	15.00	-	1,112,500.00
TOTALS				2,000,000.00	9.64			

Counterparty Compliance - Long Term Investments

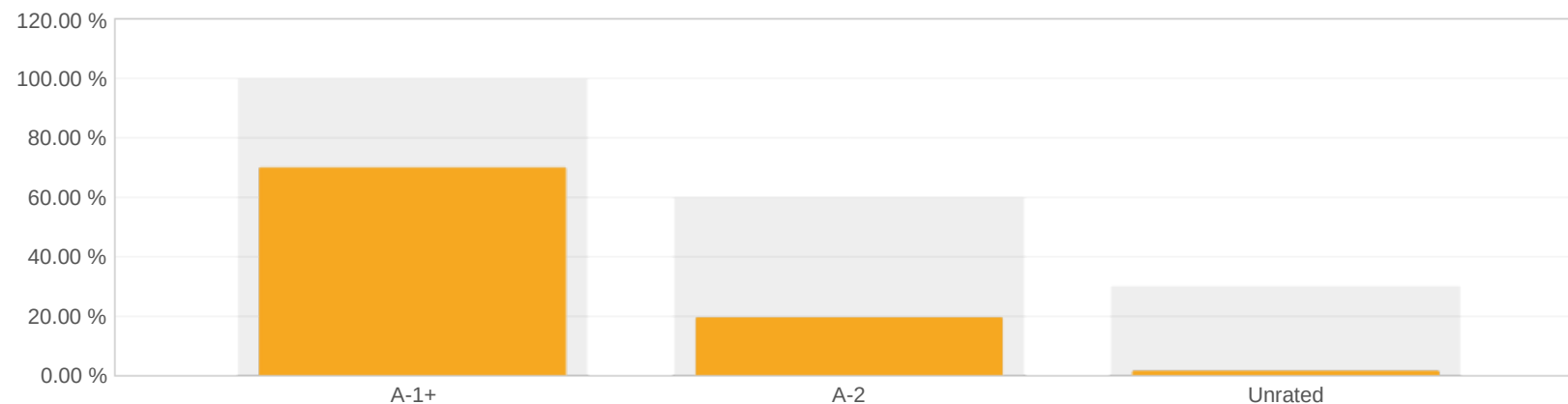


Credit Quality Compliance as at 30/04/2025

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	14,500,000.00	69.88	100.00	6,250,000.00
✓	A-2	4,000,000.00	19.28	60.00	8,450,000.00
✓	Unrated	250,000.00	1.21	30.00	5,975,000.00
TOTALS		18,750,000.00	90.36		

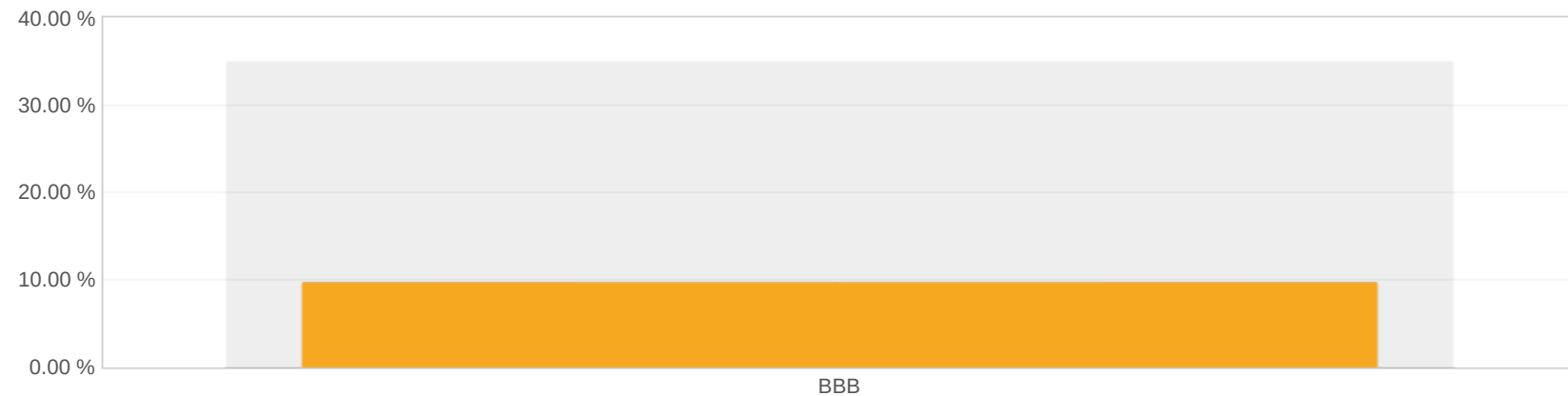
Credit Quality Compliance - Short Term Investments



Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	BBB	2,000,000.00	9.64	35.00	5,262,500.00
TOTALS		2,000,000.00	9.64		

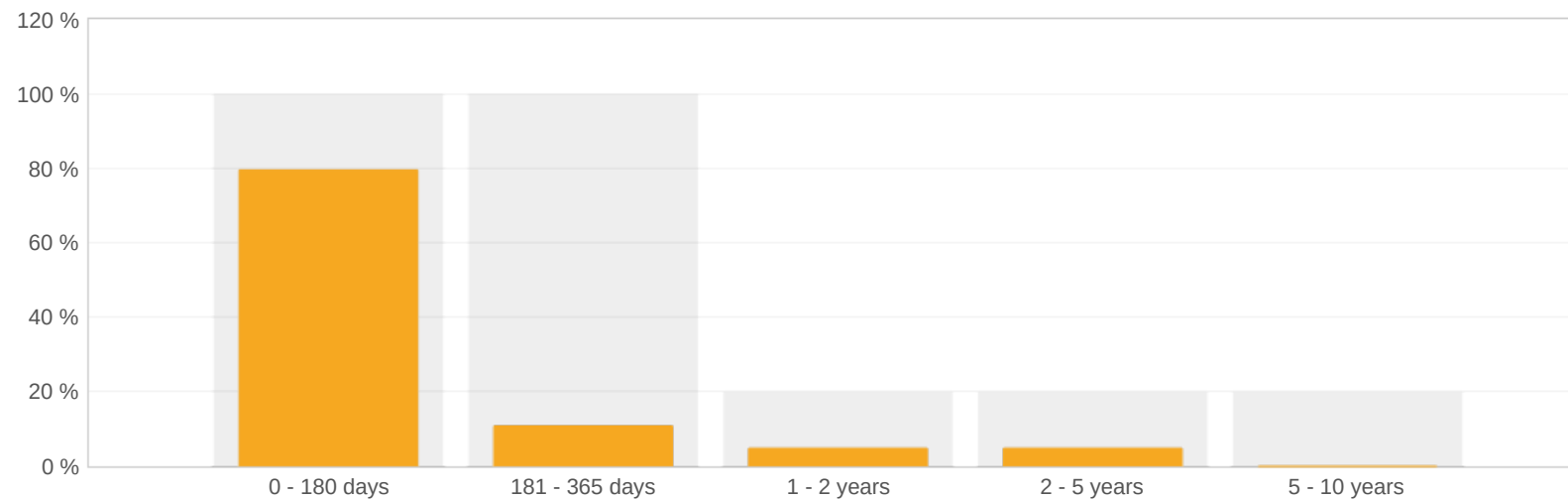
Credit Quality Compliance - Long Term Investments



Maturity Compliance as at 30/04/2025

Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	16,500,000.00	79.52	0.00	100.00	4,250,000.00
✓	181 - 365 days	2,250,000.00	10.84	0.00	100.00	18,500,000.00
✓	1 - 2 years	1,000,000.00	4.82	0.00	20.00	3,150,000.00
✓	2 - 5 years	1,000,000.00	4.82	0.00	20.00	3,150,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,150,000.00
TOTALS		20,750,000.00	100.00			

Maturity Compliance



Portfolio Comparison

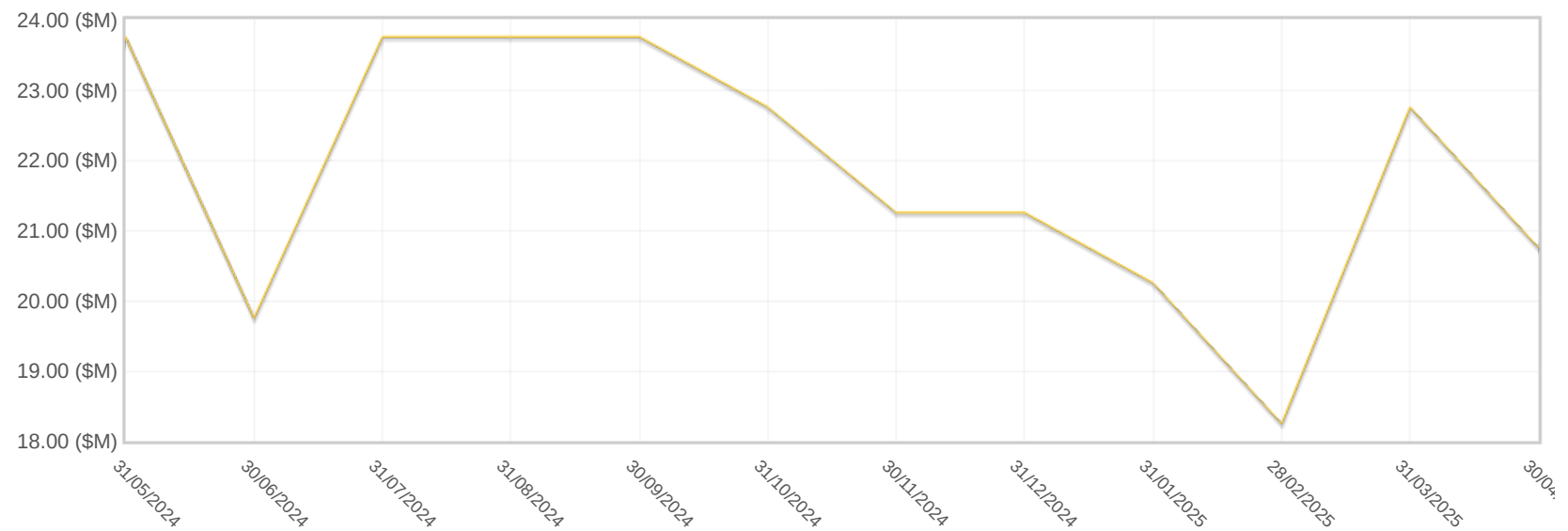
From: 31/03/2025 To: 30/04/2025

Issuer	Rating	Type	Rate (%)	Purchase Date	Maturity Date	Interest (%)	31/03/2025 (\$)	30/04/2025 (\$)	Difference (\$)
Westpac	A-1+	TD	5.0300	06/11/2024	07/04/2025	At Maturity	1,000,000.00	-	-1,000,000.00
NAB	A-1+	TD	5.0000	11/09/2024	11/04/2025	At Maturity	1,500,000.00	-	-1,500,000.00
Commonwealth Bank	A-1+	TD	4.8700	04/11/2024	05/05/2025	At Maturity	2,000,000.00	2,000,000.00	-
NAB	A-1+	TD	4.8900	06/02/2025	15/05/2025	At Maturity	1,000,000.00	1,000,000.00	-
BOQ	A-2	TD	4.7400	03/02/2025	03/06/2025	At Maturity	2,000,000.00	2,000,000.00	-
Suncorp Bank	A-1+	TD	5.0500	12/12/2024	12/06/2025	At Maturity	500,000.00	500,000.00	-
NAB	A-1+	TD	4.7500	18/03/2025	18/06/2025	At Maturity	2,000,000.00	2,000,000.00	-
Suncorp Bank	A-1+	TD	5.0800	09/12/2024	09/07/2025	At Maturity	1,000,000.00	1,000,000.00	-
NAB	A-1+	TD	4.7000	14/03/2025	17/07/2025	At Maturity	1,000,000.00	1,000,000.00	-
NAB	A-1+	TD	4.7000	06/03/2025	06/08/2025	At Maturity	1,000,000.00	1,000,000.00	-
NAB	A-1+	TD	4.7500	28/03/2025	28/08/2025	At Maturity	2,000,000.00	2,000,000.00	-
BOQ	A-2	TD	5.0500	02/12/2024	02/09/2025	At Maturity	1,000,000.00	1,000,000.00	-
AMP Bank	A-2	TD	4.5000	07/04/2025	07/10/2025	At Maturity	-	1,000,000.00	1,000,000.00
Westpac	A-1+	TD	5.1000	24/10/2024	24/10/2025	At Maturity	1,000,000.00	1,000,000.00	-
Westpac	A-1+	TD	5.0700	28/10/2024	28/10/2025	At Maturity	1,000,000.00	1,000,000.00	-
Westpac	A-1+	TD	5.0900	04/11/2024	04/11/2025	At Maturity	1,000,000.00	1,000,000.00	-
Unity Bank	Unrated	TD	5.0000	18/11/2024	18/11/2025	At Maturity	250,000.00	250,000.00	-

Issuer	Rating	Type	Rate (%)	Purchase Date	Maturity Date	Interest (%)	31/03/2025 (\$)	30/04/2025 (\$)	Difference (\$)
IMB Bank	BBB+	FRTD	4.7600	06/08/2024	06/08/2026	Quarterly	1,000,000.00	1,000,000.00	-
IMB Bank	BBB+	FRTD	5.0400	16/01/2025	17/01/2028	Quarterly	1,000,000.00	1,000,000.00	-
Commonwealth Bank	A-1+	CASH	0.0000	31/03/2025	31/03/2025	Monthly	1,500,000.00	1,000,000.00	-500,000.00
TOTALS							22,750,000.00	20,750,000.00	-2,000,000.00

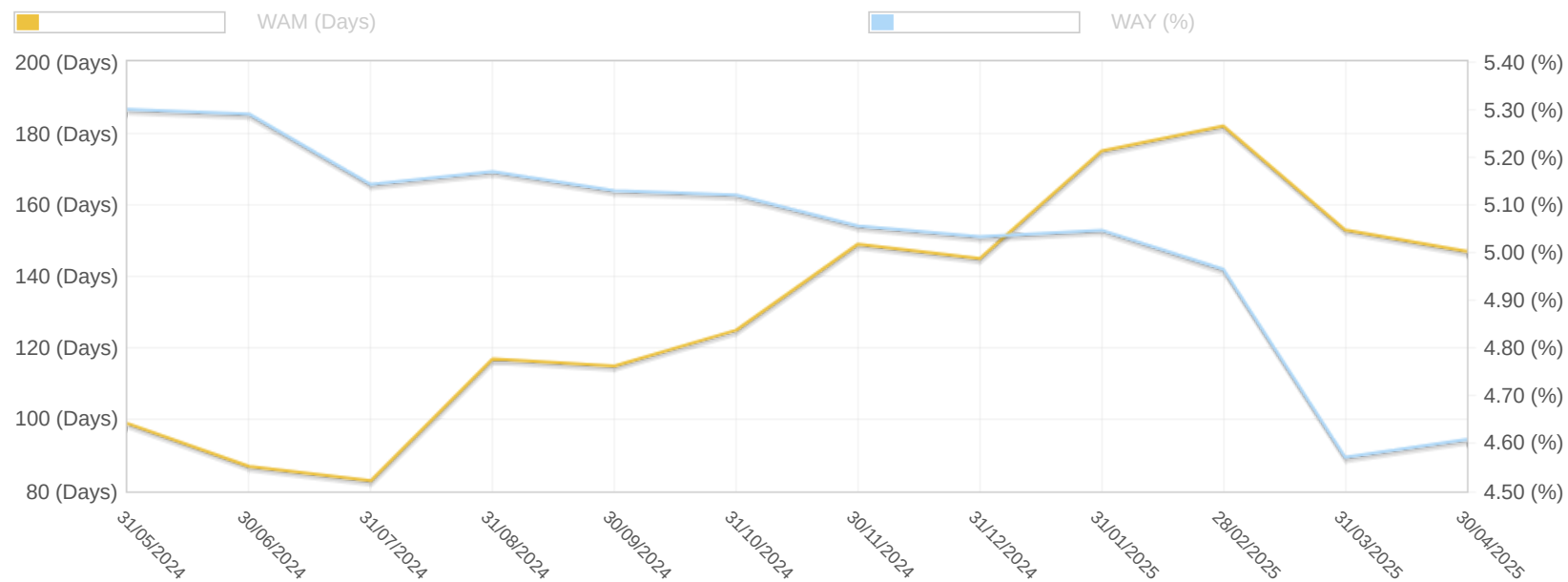
Historical Portfolio Balances as at 30/04/2025

31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025
23.75	19.75	23.75	23.75	23.75	22.75	21.25	21.25	20.25	18.25	22.75	20.75



Historical Ratios as at 30/04/2025

	31/05/2024	30/06/2024	31/07/2024	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025
WAM (Days)	99	87	83	117	115	125	149	145	175	182	153	147
WAY (%)	5.2994	5.2897	5.1424	5.1689	5.1293	5.1201	5.0553	5.0332	5.0467	4.9647	4.5716	4.6089



1. BACKGROUND

Council has a responsibility to maintain effective control over funds that are surplus to Council's immediate requirements and to ensure that Council's representatives exercise the care, diligence and skill that a prudent person would exercise in investing those funds.

2. PURPOSE

The purpose of this policy is to provide a framework for investment of Council's funds. The policy establishes a series of limits within which Council officers must operate in the planning, and process, of investing Council monies. In setting these limits Council is determining the general level of risk that is acceptable for monies managed on trust for the community of Coonamble.

3. POLICY OBJECTIVE

To provide a framework for the investing of Council's funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return of investment.

- Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- Managing Council's liquidity. Investments are to be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.
- Maximising returns within Council's risk appetite as outlined in this policy. Investments are expected to achieve a market average rate of return in line with Council's risk tolerance.

4. LEGISLATION

All investments are to comply with the following:

- *Local Government Act 1993.*
- Local Government (General) Regulation 2021.
- Ministerial Investment Order - in accordance with the most recently published Order.
- Office of Local Investment Policy Guidelines.
- Local Government Code of Accounting Practice and Financial Reporting.
- Australia Accounting Standards.
- Office of Local Government Circulars; and
- The Trustee Amendment (Discretionary Investments) Act 1997.

5. APPLICATION/SCOPE

DELEGATION OF AUTHORITY

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

The General Manager can delegate the day-to-day management of Council's investments to the Director of Corporate Services who will manage the function with the assistance from the relevant Finance Staff.

Officers with delegated authority to manage Council's investments shall be recorded and required to acknowledge they have received a copy of this policy and understand their obligations in this role.

6. POLICY

6.1 PRUDENT PERSON STANDARD

The investments will be managed with the care, diligence, and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's

investment portfolios to safeguard the portfolios in accordance with this Investment Policy, and not for speculative purposes.

6.2 ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with the property execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent Advisors are also required to declare that they have no actual or perceived conflicts of interest.

6.3 APPROVED INVESTMENTS

Officers' delegated authority to manage Council's investments is limited to investments allowed by the Ministerial investment Order and include:

- Commonwealth/State/Territory Government security e.g., bonds.
- Interest bearing deposits issued by an authorised deposit-taking institution.
- Bills of exchange, (<200 days duration). Guaranteed by an authorised deposit-taking institution.
- Debentures issued by NSW Local Government.
- NSW Treasury Corporation

6.4 PROHIBITED INVESTMENTS

This investment policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments.
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Standalone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment or investments that are themselves leveraged.

6.5 RISK MANAGEMENT GUIDELINES

The following key criteria must be considered prior to placing investments:

- **Preservation of Capital** – the requirement for preventing losses in an investment portfolio's capital value.
- **Diversification** – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market.
- **Credit Risk** – the risk that a product that Council has invested in fails to pay the interest and or repay the principal of an investment.
- **Market Risk** – the risk that the fair value or future cash flows (Market Value) of an investment will fluctuate due to changes in market prices, or benchmark returns will unexpectedly overtake the investments return.
- **Liquidity Risk** – the risk an investor is unable to redeem the investment at a fair price within a timely period.
- **Maturity Risk** – the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities.
- **Reinvestment Risk** – the risk that an investor will be unable to reinvest cashflows (e.g. coupon repayments) and maturity proceeds at a rate comparable to their current rate of return because interest rates are lower in the future, thereby resulting in a reduction of income over time.

6.6 COUNCIL'S ATTITUDE TO RISK

All Coonamble Shire Council's investments must be made subject to the following minimum constraints:

- All investments must be of "investment grade" credit rating which implies that there is a **better than** "adequate" or "satisfactory" capacity to meet obligations.
- All investments should be dealt through reputable institutions with a Long-Term Credit rating as listed as per Table 1.
- All Investments must be for a period no longer than the period over which the underlying liability could reasonably be expected to arise.
- Where there is no identified underlying liability the term to maturity of the investments must not exceed 10 years.
- The investment portfolio must be managed in such a way that Council is able to meet its cash flow obligations at all times.

- Real returns must be reasonably matched so as to be compatible with the rising cost of the infrastructure or assets the investment is to fund.
- Preservation of the capital component of all investments must be the highest priority.

6.6 INVESTMENT GUIDELINES/STRATEGY

1. Quotations on Investments

Not less than three (3) quotations shall be obtained from authorised institutions when an investment is proposed and will be authorised by two signatories.

2. Assessment of Cashflow

Investments should be placed for a term which best suits the cashflow requirements of Council but for no longer than the period forecasted in the Long-Term Financial Plan, currently 10 years.

3. Preservation of Capital

a. Credit Risk

There are two types of Credit Ratings: Short-term ratings and Long-term credit ratings, N.B. The credit rating is as determined by Standard and Poor's, Fitch and Moody's.

Short-term credit ratings are an indication of the institutions capacity to meet short term financial commitments, i.e., less than 12 months.

Long-term credit ratings are an indication of the institutions capacity to meet financial commitment over the long term, i.e. greater than 12 months and generally apply to the rating of the institution.

b. Diversification Risk

The following tables represent the maximum allowable investment with any one Financial Institution.

Table 1:

Long term Credit rating	Short term credit	Portfolio limit (≤ 12-month investment)	Institution Limit (≤ 12- month	Portfolio limit (> 12-month investment)	Institution Limit (>12-month investment)
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	rating		investment)		
AAA	A-1+	100%	60%	60%	50%
AA+ through AA-	A-1+	80%	60%	60%	40%
A+ through A-	A-1+	60%	40%	30%	35%
BBB+ to BBB	A2 to A	40%	20%	30%	15%
T CorpIM Funds		100%	100%	20%	100%

Where an institution is unrated (i.e. a Credit Union) but has a local presence (i.e. Coonamble Shire), after careful consideration of the financial capacity of the institution, investments will be placed within the limitation of the Rating of A + or -, and only for periods less than 12 months.

Investments in TCorpIM Funds are diversified in term of both counterparties and assets.

6.7 INVESTMENT ADVISOR

Council from time to time may seek independent advice from an approved and licenced investment Advisor as the office of Local Government Guidelines about the investment strategy and/or specific investments. This advice must be in writing.

The investment advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

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

The NSW Government has provided a waiver to allow Council to engage NSW Treasury Corporation 9TCorp) in the provision of investment advice. This waiver is necessary as TCorp is not licensed by ASIC.

6.8 BENCHMARKING

Performance benchmarks need to be established and should be based on sound and consistent methodology. Council's investments will be benchmarked against the following indicators.

INVESTMENT	PERFORMANCE BENCHMARK
Cash	11am cash rate
Direct Investments	AFMA BBSW Rate: Average mid – 90 days

AFMA – Australian Financial Markets Association

BBSW – Bank Bill Swap

6.9 REPORTING REQUIREMENTS

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register. The documentary evidence must provide Council legal title to the investment.

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

All investments are to appropriately record in Council's financial records and reconciled at least on a monthly basis

A monthly report will be provided to Council. The report will detail the investment portfolio in term of performance, percentage exposure of total portfolio, maturity date and changes in market value.

The Investment Policy will be reviewed as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of the policy. Any amendment to the Investment Policy must be by way of Council resolution

6.10 REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two (2) years from the effective date, however, may occur sooner if there is a change in legislation, Accounting Standards or other relevant guidelines. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

7. DEFINITION

Term	Definition
Act	<i>Local Government Act 1993</i>
ADI	Authorised Deposit-Taking Institutions (ADIs) are corporations that are authorised under the Banking Act 1959 (Commonwealth) to take deposits from customers.
AusBond BBI	The Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments.
Bill of Exchange	A Bill of Exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer. These can be underwritten by banks, to become “bank bills” on which the benchmark return is calculated.
BBSW	The Bank Bill Swap reference rate (BBSW) is the midpoint of the nationally observed best bid and offer for AFMA Prime Bank eligible securities. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90-day BBSW.
General Manager	Refers to the statutory executive of the Council as defined in section 335 of the Act, including where on an Interim or Acting basis, and under any alternative titles.
Council Funds	Monies that are invested by Council in accordance with section 625 of the Act.
Debenture	A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
FRN	A Floating Rate Note (FRN) is a medium to long term fixed interest investment where the coupon is a fixed margin (“coupon margin”) over a benchmark, also described as a “floating rate”. The benchmark is usually the BBSW and is reset at regular intervals – most commonly quarterly.
TCorp	New South Wales Treasury Corporation (NSW TCorp) including the TCorp Investment Management arm which manages the TCorpIM funds (formerly Hour-glass).

Title: Investment and Procurement Policy		
Department: Corporate Services		
Version	Date	Author
Three (3) Review	08/09/2021	B Quarmby
Four (4) Review	28/02/2025	B Quarmby
Review Date: February 2027		
Resolution: Resolution 2021/210		
Amendment History	Date	Detail
No changes	2017	
Amended	2021	Inclusion of risk appetite and definitions
Amended	2025	Expanded list of risk appetite and definitions Updated legislative provision
Annexure Attached: Nil		
Paul Gallagher General Manager		

Road and recreational area users are to proceed with caution at all work sites and observe signage to ensure safety.
Speed zones are enforceable with possible short delays.
For all enquiries, please contact Council's Infrastructure Services Department on 6827 1900.

ROADS - URBAN – COONAMBLE, GULARGAMBONE AND QUAMBONE

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Drainage works – Charles & McCullough Streets	RTR	185,000	-	185,000	-	185,000	-	5%	Contractor engaged to undertake work – will be complete this financial year
Drainage works – Auburn and King Streets	RTR	16,000	-	16,000	-	16,000	-	5%	Contractor engaged to undertake work – will be complete this financial year
Kerb and Gutter works – Ross Street (between Wingadee and Broad Streets)	RTR	40,000	-	40,000	-	40,000	-	5%	Work is complete
Kerb and Gutter works – Maule Street	RTR	120,000	-	120,000	-	120,000	-	5%	Work is complete

ROADS - RURAL – UNSEALED ROAD NETWORK

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
General Unsealed Road Maintenance	Council	739,952	-	739,952	503,260	74,644	577,905	78%	Billeroy Road, Tooraweenah Rd, Emby Rd, Wingadee Rd, Gilgoma Rd, Bullagreen Rd, Back Gular Rd, Sandy Camp Rd, Quabathoo Rd, Beanbah Rd, Gulargambone Rd, Killara Ln, Orwell South Rd, Nelgowrie Rd, Gibson Way, West Point Rd, Carinda Rd, Walla Walla Rd, Hollywood Ln, Warrabah, Thara Rd, Winnaba, Trafalgar, Toora and Blueys Ln.

ROADS - RURAL – SEALED ROAD NETWORK

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Warren Road Upgrade	ROSI/FCR/Council	3,161,943	-	3,161,943	3,069,536.02	108,155.75	3,177,691.77	100%	Work is now complete. Project Completion Report being finalised.
Tooraweenah Road Upgrade	ROSI	22,962,000	18,200,000	41,162,000	3,213,699	624,647.11	3,213,699	7%	Working on environmental approvals to allow for commencement of further clearing and grubbing. Once this is complete, construction of side-tracks can be commenced. Service locations commencing mid-May.
Pilliga Road Roadworks and Drainage upgrade	Council/LGRG/FC R/ Block	1,662,500		1,662,500	63,712	44,698	108,409	10%	Detailed Design Plans received (100%), Bill of Quantities received, ATL (extension of time) approved. Completion required 30 June 2026.

NATURAL DISASTER WORKS – FLOOD DAMAGE									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Natural Disaster restoration works - REPA AGRN 987	DRFA	7,995,835	6,279,747	6,279,747	4,312,941.94	290,692.90	4,423,634.84	70%	Billeroy Road, Bulgan Road, Calga, Tooraweenah Road, Goorianawa Road, Emby Road, Killara Lane, Wiliga Road, Bramble Road, Gilgooma Road, Quabathoo Road, Beanbah Road, Mungery Road, Wattle Creek Road, Gular Road, Yarranville Lane, Conimbria Road, Nelgowrie Road, Nortongong, Memsie Road, Ottendorf Road, Nedgera Road, Haydens Lane, Carinda Road, Walla Walla Road, Keewong Lane, Walla Walla Road, Toora Road, Tooloon Sth Road, Quandong Road, Pilliga Road, and Merri Merri Road.
Natural Disaster restoration works - REPA AGRN 1034	DRFA	4,603,659	-	4,603,659	451,699.44	286,795.18	738,494.62	16%	AGRN 1034 restoration work has commenced/completed on Nortongong Road, Loma Road, Williga Road, Gumin Gumin Road, Wattle Creek Road, Calga Road, Bulgan Road, Thurloo Road, Billeroy Road, Back Gular Road, Walla Walla Road, McGlynns Road, Goorianawa Road, Bramble Road, Gadsens Lane, Haydens Lane, Emby Road, Tooloon South Road, Sandy Camp Road, Kenilworth Road and Yarranville Road

WATER									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$) (2024-25)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Replacement	Council	200,000	-	200,000	48,803.06	-	48,803.06	20	Wingadee Street, project scope completed. Materials purchased, installation works to commence Sep 2025.
Gulargambone Mains Replacements	Council	100,000	-	100,000	-	-	-	10	Breelong Street, project scope completed.
Quambone Mains Replacement	Council	200,000	-	200,000	-	-	-	10	Gidgerah Street, project scope completed.
SSWP244-Integrated Water Cycle Management Strategy (IWCM)	Grant/Council	303,900	-	303,900	100,464.00	-	100,464.00	40	Draft Issues paper review completed by Council with external stakeholders. Consultation with external stakeholders ongoing. Flow monitoring being completed. Ground water assessment to commence June 2025.
Gulargambone – installation of constant water quality monitoring equipment and chlorine room upgrades	Council	75,000	-	75,000	-	-	-	10	Costed proposals currently being assessed.
Quambone – installation of constant water quality monitoring equipment and reservoir security upgrades	Council	40,000	-	40,000	31,226.19	-	31,226.19	100	Chemtrol water monitoring equipment installed and operational.
Coonamble, Gulargambone and Quambone – meter replacement program	Council	43,750	-	43,750	-	-	-	0	Replacement program to commence.
Advanced Operational Support Program	DCCEEW Grant	150,000	-	150,000	150,000	-	150,000	90	Funding Deed for \$150,000 has been signed and executed by DCCEEW. Invoice sent to DCCEEW for Milestone 1. Meeting with DCCEEW conducted onsite. Milestone 2 works program finalised with DCCEEW and Beca H2O. Works to be completed in June 2025. Swim local program to be implemented in June 2025.
Yarran Street Subdivision (corner Reid St) – Water Servicing	Council	250,000	-	250,000	50,703.66	-	50,703.66	35%	Water servicing works completed for all stage one (1) lots including installation of individual water meters on individual lots.
Bore 4 (Coonamble) – emergency refurbishment works	Council	150,000	-	150,000	-	150,000	150,000	25%	Fitting crews have been to site and removed bore motor, impellers, shafts etc and taken back to Newcastle to strip down and complete all required refurbishment works, bore commissioning expected first week in May 2025.

SEWER									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Relining	Council	200,000	-	200,000	-	-	-	10	Program finalised, works to be rolled over into 25/26.
Gulargambone Mains Relining	Council	210,000	-	210,000	-	-	-	10	Program finalised, works to be rolled over into 25/26.
Gulargambone Sewage Treatment Plant – Laboratory room installation	Council	72,000	-	72,000	35,425.41	-	35,425.41	25	Lab building installed, services and internal fit out works completed, lab equipment to be purchased.
Gulargambone Sewage Treatment Plant – pressure tank installation	Council	25,000	-	25,000	9,454.55	-	9,454.55	10	Onsite works commenced.
Coonamble STP Upgrade – Concept Design	Council	250,000	-	250,000	121,299.36	-	121,299.36	70	Options study draft report has been issued. Consultation meetings with EPA, DCCEEW and PWA have been conducted. Concept design being completed.
Core and Cluster (sewer servicing)	Council	33,000	-	33,000	-	-	-	5	Servicing requirements scoped and main extension works expected to be completed by June 2025.
Coonamble Sewage Treatment Plant – step screen installation at headworks	Council	170,000	-	170,000	-	161,928.00	161,928.00	10	RFQ accepted, external supplier engaged to complete installation and commissioning, works to commence in May 2025.
Yarran Street Subdivision Development – sewerage servicing including Sewage Pump Station, Rising/Gravity Main installations.	Council	750,000	-	750,000	498,599.69	-	498,599.69	50	Contractor completed Sewage Pump Station and Rising Main installation works. Council has completed all gravity main works required for stage one (1) lots including the pre laying of sewer junctions for all the lots.
Gulargambone – Sewage Treatment Plant tertiary ponds de-sludge	Council	250,000	-	250,000	-	-	-	10	Project scoped and options being considered.

URBAN SPACES									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Project Expenditure to date (\$)</i>	<i>Committed (\$)</i>	<i>Total (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Sportsgrounds Female Amenities/Changerooms 6078-2303-0000	SCCF4 + Council	450,000	130,000	580,000	613,343	0	613,343	100	Work has been completed and handover was done after a successful inspection on 28 March as per funding deadline.
Gulargambone Sportsground Amenities Upgrade 6055-2301-0001	SCCF5 + Council	520,000	100,000	620,000	389,703.37	264,776	654,479.37	40	Internal rough in complete. Doors and windows grates being installed. Gyprock commencing next week.

CEMETERIES									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Pioneer Cemetery Coonamble new fence and signage	Council	48,000	-	48,000	23,329	23,330	46,659	80	Signage is being drafted, fencing to commence next month due to weather.