



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 10 December 2025

Date: Wednesday, 10 December 2025

Time: 9.00am

**Location: Shire Chamber
Coonamble**

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Coonamble Shire and to faithfully and impartially carry out the functions, powers, authorities, and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement. It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

**Daniel Keady
Mayor**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 10 December 2025 at 9.00am.

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1 OPENING MEETING**2 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

3 COMMUNITY CONSULTATION**4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS****5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 12 November 2025 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 12 November 2025**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 12 NOVEMBER 2025 AT 9.00AM**

PRESENT: Mayor Daniel Keady, Deputy Mayor Steven Butler, Cr Karen Churchill, Cr Adam Cohen, Cr Paul Fisher, Cr Margaret Garnsey, Cr Phillipa Goldsmith, Cr Paul Wheelhouse

IN ATTENDANCE: Bruce Quarmby (Acting General Manager, Director Corporate Services), Kerrie Murphy (Director Infrastructure), Lesley Duncan (Acting Director Community Development, Planning & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer)

1 OPENING MEETING

The Mayor opened the meeting at 9.02 am, advising the attendees of the following:

- The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;
- Attendance at the meeting is to be taken as consent by a person to their image and /or voice being webcast (time will be allowed by the Chairperson for people to leave the meeting before it starts);
- All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent;
- Council accepts no liability for any damage that may result from defamatory comments made by persons attending the meetings – all liability will rest with the individual who made the comments;
- The recording will be available on Council's website for a minimum of 12 months and retained as a Council record;
- Individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting under the Council's Code of Meeting Practice;
- The meeting must not be recorded by others without the prior written consent of the Council in accordance with the Council's Code of Meeting Practice.

2 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

APOLOGY

RESOLUTION 2025/297

Moved: Cr Karen Churchill

Seconded: Cr Margaret Garnsey

That the apology from Cr Karanouh be noted and approved.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

5 CONFIRMATION OF MINUTES

RESOLUTION 2025/298

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 8 October 2025 be confirmed as a correct record of the proceedings of the meeting.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

RESOLUTION 2025/299

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

That the Extraordinary Council Meeting of the Coonamble Shire Council held on Friday, 17 October 2025 be confirmed as a correct record of the proceedings of the meeting.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

6 DISCLOSURES OF CONFLICTS OF INTEREST

Cr Phillipa Goldsmith declared a less than Significant Non-pecuniary declaration with:
Item 5.4 – Economic Development and Growth – as she has an interest in and will not participate the discussion or decision in the Country Heartline – Regional Drought Resilience Program grant consortium project.

Cr Phillipa Goldsmith declared a less than Significant Non-pecuniary declaration with:
Item 9.4 – Request for Adoption of Roads Hierachy – as she is related to land holders along the Merryoula Road and will not participate the discussion or decision.

Cr Adam Cohen declared a less then Significant Non-pecuniary declaration with:
Item 7.6 – Infrastructure Services Works in Progress report – as he is a part owner of the business operating the Coonamble Pool – as the report was for Council's information only he will stay in the room and will not participate the discussion or decision.

Cr Daniel Keady declared a less than Significant Non-pecuniary declaration with:
Item 9.3 Proposed Road Closure – as he is related to the proponent – he will leave the meeting and take no part in the discussion or voting on the item.

7 MAYORAL MINUTE

MAYORAL MINUTE

RESOLUTION 2025/300

Moved: Mayor Daniel Keady

That the Mayoral Minute for November 2025 be noted.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

2.1 NOTICE OF MOTION - INCENTIVE TO RATEPAYERS FOR MAINTAINING PUBLIC FOOTPATHS

RESOLUTION 2025/301

Moved: Cr Paul Wheelhouse

Seconded: Cr Margaret Garnsey

That Council notes the information contained within this report.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

SECTION B - MATTERS FOR INFORMATION ONLY

3.2 CORRESPONDENCE

RESOLUTION 2025/302

Moved: Deputy Mayor Steven Butler

Seconded: Cr Paul Fisher

That the Correspondence Report for November 2025 be received and noted.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

4.3 COUNCIL RESOLUTIONS/ACTIONS UPDATE

RESOLUTION 2025/303

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That Council note the Council resolutions report and status.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

5.4 COMMUNITY, PLANNING, DEVELOPMENT AND ENVIRONMENT DIRECTORATE REPORT

RESOLUTION 2025/304

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That Council note the report on the activities of the Community, Planning, Development and Environment Directorate.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

6.5 CORPORATE SERVICES - PROGRESS REPORT

RESOLUTION 2025/305

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

That Council note:

- 1. The information contained within the Corporate Services Progress Report.**
- 2. The investments from 1 October 2025 to 31 October 2025 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

7.6 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

RESOLUTION 2025/306

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

That Council note the report on the works in progress within Council's Infrastructure Directorate.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

8.7 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2025

RESOLUTION 2025/307

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

That Council note the report and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2025.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 9:57 am, Cr Paul Wheelhouse left the meeting.

At 9:59 am, Cr Paul Wheelhouse returned to the meeting.

8 COMMITTEE REPORTS

Nil

9 REPORTS TO COUNCIL

9.1 QUARTERLY BUDGET REVIEW - SEPTEMBER 2025

RESOLUTION 2025/308

Moved: Cr Paul Fisher

Seconded: Cr Phillipa Goldsmith

That Council

- 1. Adopt the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. Note that in the opinion of the Responsible Accounting Officer based on the information as presented in the September Budget review, that Council will be in a satisfactory financial position as at 30 June 2026.**
- 3. Note the classification and position of Council's estimated restricted (reserve) funds as at 30 September 2025.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 10:06 am, Cr Adam Cohen left the meeting.

9.2 DELEGATIONS OF AUTHORITY TO THE GENERAL MANAGER

RESOLUTION 2025/309

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That:

- 1. Council notes the contents of the report on Delegations of Authority to the General Manager.**
- 2. The Instrument of Delegation for the General Manager of Coonamble Shire be noted.**
- 3. The Instrument of Delegation be provided to Greg Hill effective from 1 December 2025 to 1 December 2030 unless revoked or amended.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 7/0

At 10:07 am, Mayor Daniel Keady left the meeting.

At 10:07 a.m., Mayor Daniel Keady vacated the chair, and the Deputy Mayor assumed the chair for the discussion and voting on item 9.3.

At 10:08 am, Cr Adam Cohen returned to the meeting.

9.3 PROPOSED PERMANENT ROAD CLOSURE OF PUBLIC ROADS

RESOLUTION 2025/310

Moved: Cr Paul Wheelhouse

Seconded: Cr Phillipa Goldsmith

That Council note that:

- 1. An application form has been forwarded to the applicant.**
- 2. The procedure required for the consideration of the permanent closure of McGlynns Road (Shire Road 89) and Fishers Road (Shire Road 90).**
- 3. That Council place the proposed permanent road closure permanent closure of McGlynns Road (Shire Road 89) and Fishers Road (Shire Road 90) on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 4. That a further report be presented to Council, with all submissions received, for Council's further consideration of the proposed road closures of McGlynns Road (Shire Road 89) and Fishers Road (Shire Road 90).**

In Favour: Crs Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 7/0

At 10:13 am, Mayor Daniel Keady returned to the meeting

Deputy Mayor Butler vacated the chair and Mayor Keady assumed the chair for the rest of the meeting.

9.4 REQUEST FOR ADOPTION OF ROAD ASSETS HIERARCHY REPORT

RESOLUTION 2025/311

Moved: Cr Paul Wheelhouse

Seconded: Cr Margaret Garnsey

That Council adopt the Roads Hierarchy without changing Merryoula Road (SR27) from its current hierarchical; level 6 (Service Track).

In Favour: Nil

Against: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

LOST 0/8

MOTION

RESOLUTION 2025/312

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Wheelhouse

- 1. That Council adopt the Roads Hierarchy, noting the amended change in classification for Merryoula Road (SR27) from a level 6 to a level 5 within the hierarchy.**
- 2. That Council notes that there is no funding allocated within its adopted operational budget for the upgrade or maintenance of Merryoula Road (SR27) as a level 5 road.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

The meeting breaks for morning tea 10.23am

The meeting resumed at 10.35am

10 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

Nil

11 CONFIDENTIAL MATTERS**RESOLUTION 2025/313**

Moved: Cr Margaret Garnsey

Seconded: Cr Karen Churchill

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

11.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 8 October 2025**11.2 TENDER RFT250820ML SUPPLY AND DELIVERY OF SERVICE TRUCKs**

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

11.3 TENDER RFT251015ML SUPPLY AND DELIVERY OF A MULTI TYRED ROLLER

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

11.4 TENDER T232526OROC SUPPLY AND DELIVERY OF HARDWARE

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

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

11.2 TENDER RFT250820ML SUPPLY AND DELIVERY OF SERVICE TRUCKS**RESOLUTION 2025/314**

Moved: Cr Paul Wheelhouse

Seconded: Cr Adam Cohen

That Council:

- 1. Award Tender RFT250820ML Supply and Delivery of Service trucks to Tracserv Pty Ltd Dubbo for their offer of Isuzu NQR88/80-155 Service Trucks for the purchase of two (2) service trucks at \$147,379.00 per unit, as budgeted in Council's Plant Replacement Program.**
- 2. Award the sale of Council's current vehicles to Pickles Auctions Dubbo after the delivery of the new trucks.**

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

11.3 TENDER RFT251015ML SUPPLY AND DELIVERY OF A MULTI TYRED ROLLER**RESOLUTION 2025/315**

Moved: Cr Paul Fisher

Seconded: Cr Margaret Garnsey

That Council award Tender RFT251015ML Supply and Delivery of a Multi Tyred Roller to WesTrac for their offer of CAT CW34NN Multi Tyred roller for the purchase of one (1) multi tyred roller at \$246,607.37 as budgeted for in Council's Plant Replacement Program.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

11.4 TENDER T232526OROC SUPPLY AND DELIVERY OF HARDWARE

RESOLUTION 2025/316

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

1. That Council award Tender T232526OROC Supply and Delivery of Hardware to the tenderer representing best value as a Panel Source Supplier for the period 1 January 2026 to 31 December 2028.
2. That provisions be allowed for two (2) 12-month extensions based on satisfactory supplier performance, which may take this contract through to 31 December 2030.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey, Phillipa Goldsmith and Paul Wheelhouse

Against: Nil

CARRIED 8/0

At 10:56 am, Cr Paul Wheelhouse left the meeting.

RESOLUTION 2025/317

Moved: Cr Karen Churchill

Seconded: Cr Margaret Garnsey

That Council moves out of Closed Council into Open Council.

In Favour: Crs Daniel Keady, Steven Butler, Karen Churchill, Adam Cohen, Paul Fisher, Margaret Garnsey and Phillipa Goldsmith

Against: Nil

CARRIED 7/0

12 CONCLUSION OF THE MEETING

The Meeting closed at 11.00am.

The minutes of this meeting were confirmed at the Council held on 10 December 2025.

.....
CHAIRPERSON

6 DISCLOSURES OF CONFLICTS OF INTEREST

7 MAYORAL MINUTE

MAYORAL MINUTE

File Number: M3
Author: Daniel Keady-Mayor
Authoriser: Daniel Keady, Mayor
Annexures: Nil

I am pleased to deliver the Mayoral Report for December 2025:

Welcome to new GM

On behalf of Council, I would like to extend a very warm welcome to our new General Manager, Greg Hill. We are excited to have Greg join our team and bring his experience and leadership to our organisation. His vision and commitment to strong governance and community outcomes will be invaluable as we continue to deliver quality services and projects for our residents.

I would also like to take this opportunity to sincerely thank Phillip Perram for his dedication and leadership during his time with Council. His contribution has been greatly appreciated, and we wish him all the best for the future.

We look forward to working closely with Greg and supporting him in this important role.

Country Mayors Association

Cr Cohen and I attended the Country Mayors meeting on Thursday, 13 November. Prior to the meeting, we joined representatives from Walgett, Brewarrina, and Bourke for a discussion with Premier Chris Minns. Following this, we were invited to a reception at Government House with Governor Margaret Beazley and Mr Dennis Wilson, along with other country shires.

During the Country Mayors meeting, we heard presentations from Premier Minns, Opposition Leader Mark Speakman, Shadow Opposition Minister Dr Anne Webster, and Linda Scott from the Grants Commission. Additionally, Gwydir Council shared insights on their school-based traineeship program, and Queanbeyan Council presented their Development Application (DA) action plan.

LG NSW Annual Conference

Cr Goldsmith and I attended the 2025 Local Government NSW Annual Conference in Sydney, this is more than just a forum for policy discussion—it's an excellent opportunity to connect with peers from across the state. Councillors and staff can share ideas, learn best practices, and see what innovative approaches other shires are implementing. These conversations often spark new initiatives and strengthen collaboration between councils, helping us deliver better outcomes for our communities.

Holiday Activity Program

NSW Premier Chris Minns has committed up to \$80,000 to Coonamble following a meeting on 13 November 2025 with representatives from Walgett, Brewarrina, Bourke, and Coonamble. Since then, Council staff have been working closely with local community service providers, NSW Police, and the Premier's Department to develop a diverse program of activities for the holiday period. This collaborative project aims to engage youth of all ages through a wide range of interests and opportunities. A final draft of the plan is expected to be completed in early December and submitted to the Premier's Department for approval by 12 December 2025.

School Presentations

Together with the General Manager we have been honoured with an invitation to attend the upcoming school presentation ceremonies. These events are a wonderful opportunity to celebrate the achievements of students and acknowledge the dedication of teachers and families within our community. We look forward to representing Council and sharing in these special occasions.

The first ceremony we will attend is at **St Brigid's Catholic Primary School** on **Friday, 13 December 2025**.

Christmas Closure

Please be advised that Council offices will close for the Christmas and New Year period from **12:00 pm on Friday, 19 December 2025**, and will reopen at **8:30 am on Tuesday, 5 January 2026**. During this time, essential services will continue as required, but general office operations will be unavailable. We encourage residents to plan ahead for any payments or enquiries before the closure period.

As we wrap up, I want to extend my warmest wishes to everyone. May you all have a very Merry Christmas filled with joy and laughter. Here's to a New Year that brings happiness, safety, and prosperity to each and every one. Enjoy the festive season with your loved ones, and may the coming year be your best one yet!

RECOMMENDATION

That the Mayoral Minute for December 2025 be noted.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

2.1 COMPULSORY ACQUISITION OF LAND FOR A BORE BATH FACILITY

File Number: 2025CF004

Author: Clint Fitzsummons-Manager Contracts & Special Projects

Authoriser: Lesley Duncan, Manager Regulatory, Planning & Compliance Services

Annexures: Nil

PURPOSE

The purpose of this report is to allow Council to formally progress the compulsory acquisition of a portion of Crown land at Casswell Street, Coonamble, for the purposes of the development of a bore bath facility, consistent with Council's Economic Development Strategy 2020 and 2032 Community Strategic Plan.

BACKGROUND

This report follows on from the report of 13 August 2025.

The proposed site of the Coonamble Artesian Bore Bath Facility is located on Crown land being Lot 1 DP 1290114 and part of R.520089, reserved for the purpose of public recreation and racecourse. R.520089 was first notified in the NSW Government Gazette on 4 December 1953.

Council staff are continuing to progress the compulsory acquisition of the proposed site.

Council had previously received advice from the Department of Planning, Housing and Infrastructure – Crown lands (DPHI-CL) it had no objection to receiving a proposed acquisition notice (PAN) from Council to acquire land in 2020. Council has also received a letter of support from the Coonamble Racecourse & Recreation Reserve Land Manager (CRLM), the statutory land manager.

On this basis, in 2023, Council applied to the Office of Local Government (OLG) to obtain the Governor's approval to acquire this land. While the OLG was investigating the application, Council found a superior parcel for the project at 36 River Road, Coonamble. The application to the OLG was discontinued. The River Road option did not proceed as the land zoning was inappropriate and could not be amended. Council is now required to revert to this land in order for the Artesian Bore Baths Facility project to proceed.

The land is within the native title claim area lodged by the Ngemba, Ngiyampaa, Wangaaypuwan and Wayilwan People in 2012 (NC2012/001). This application is yet to be determined by the Federal Court of Australia.

On 17 September 2025 the DPHI-CL advised that a search of the Crown land database indicated that the subject land did not appear as being affected by Aboriginal Land Claims pursuant to sections 36 or 37 of the Aboriginal Land Rights Act 1983.

(a) Relevance to Integrated Planning and Reporting Framework

The report is relevant to Delivery Program Action No DPP 6.3 to progress the Artesian Bore Bath facility.

Coonamble Shire's 2032 Community Strategic Plan identifies 'Our Economy' as one of five (5) key themes. A bore bath development has been identified by the Coonamble Shire Masterplan as a priority project, and artesian water has been identified by the Economic Development Strategy 2020 as a key tourism opportunity.

(b) Financial Considerations

The project has grant funding of \$5.5 million and has allocated \$1.25 million in the Operational Plan. The securing of the land is critical to the delivery of the project.

Each landowner affected by an acquisition is entitled to be compensated 'on just terms' in accordance with the *Land Acquisition (Just Terms Compensation Act) Act 1991* (the Act). The Act contains a statutory guarantee that the compensation will not be less than the market value of the land assessed in accordance with the Act. A qualified valuer will assist Council and Crown Lands reach agreement on the compensation payable.

If no agreement is reached and the acquisition occurs via the compulsory process, the compensation will be determined by the NSW Valuer-General, at Council's cost.

However, the Valuer Generals website indicates the land to be valued at around \$4,300 per hectare. On this basis Council may expect the land value to be around \$30,000 to \$40,000 plus any processing costs.

COMMENTARY

The NSW Office of Local Government requires that an application for compulsory acquisition is lodged, consistent with a resolution of Council resolved within the previous 12-month period. The prior resolution is outside that period.

(a) Governance/Policy Implications

The project responds to Delivery Program Action No DPP 6.3 to progress the Artesian Bore Bath facility.

(b) Legal Implications

Council will follow the compulsory acquisition process with respect to the *Land Acquisition (Just Terms Compensation) Act 1991* and the *Local Government Act 1993*.

Council has received legal opinion that native title is likely to have been extinguished with the grant of Portion 212 Parish of Coonamble County of Leichhardt to Daniel Dominic McMahon, William Monahan Keogh, George Charles Arthur Cobb, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon upon Trust as a Racecourse on 25 March 1904.

(c) Social Implications

The development of a bore bath facility will provide an additional recreational activity for residents and the community.

(d) Environmental Implications

There are no environmental implications associated with this report

(e) Economic/Asset Management Implications

There is an allocation of \$2.675 million of Council funds in the 2025 / 2026 budget.

The acquisition of this land will result in it becoming an asset of Council, and there will be ongoing asset management implications associated with such gain.

(f) Risk Implications

If the compulsory acquisition process cannot be executed successfully, there is a risk of not having access to an appropriate site for the proposed bore bath development.

If Council is to finalise the acquisition of the land and easement for the creation of the bore bath facility the following is required:

- The consent to the issuing of a Proposed Acquisition Notice (PAN) of the DPHI-CL will need to be updated, noting that the Office of Local Government NSW require the consent to be no older than 12 months.
- An application to the Office of Local Government for acquisition under the *Local Government Act 1993* is prepared, submitted and approved. The application must include a rationale why the previous application was withdrawn.
- The issue of the approved PAN to any identified stakeholders.
- The approval of the Governor and Minister to the compulsory acquisition is obtained.
- The placement of the Notice of Acquisition in the NSW Government Gazette
- The creation of title in the name of Council
- The payment of compensation to the DPHI-CL.

CONCLUSION

This information will be submitted to the Office of Local Government along with the completed form as prescribed by the Office of Local Government.

RECOMMENDATION

- 1. That Council proceed with the compulsory acquisition of the land described as Lot 1 DP 1290114 and easement labelled 'X' shown in DP 1290114, shown attached as AT-1, for the purpose of creating a bore bath facility in accordance with sections 186 and 187 of the *Local Government Act 1993* and in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.**

2. Council makes an application to the Minister and the Governor for approval to acquire the land described as Lot 1 DP 1290114 and easement labelled 'X' shown in DP 1290114, by compulsory process under section 186(1) and 187 of the *Local Government Act 1993* of creating of a bore bath facility in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.
3. Council does not acquire the mineral rights over the land and easements to be acquired.
4. The land is to be classified as operational land in accordance with section 31 (2) of the *Local Government Act 1993*.
5. For the purposes of section 30 of the *Land Acquisition (Just Terms Compensation) Act 1991*, the Council agrees to the land being acquired for compensation, set at the market value of the land, as agreed by the General Manager and the Department of Planning, Housing and Infrastructure – Crown Lands.
6. Council delegate to the General Manager or his delegate the power to do anything further as necessary to give effect to the compulsory acquisition including obtaining any necessary approvals and publishing any necessary notices in the Gazette.
7. Authority be granted to the General Manager to affix the Common Seal of the Council to any documentation required to give effect to this resolution.

3.2 APPOINTMENT OF AUDIT, RISK AND IMPROVEMENT COMMITTEE INDEPENDENT MEMBER

File Number: 75182

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Greg Hill, General Manager

Annexures: Nil

PURPOSE

To seek Council appointment of an independent member to the Audit, Risk and Improvement Committee.

EXECUTIVE SUMMARY

Coonamble Shire Council (Council) has established an Audit, Risk and Improvement Committee (ARIC) in compliance with section 428A of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, and the Office of Local Government's guidelines for risk management and internal audit. Pursuant to section 428B of the Act, Council entered into an arrangement with Gilgandra Shire Council to jointly appoint an ARIC.

The ARIC operates under Council's Terms of Reference and comprises an independent chairperson, two independent voting members, and one non-voting Councillor. Following the resignation of independent member Sam Helweh in August 2025, Council participated in a recruitment process with Gilgandra Shire Council to fill the vacancy. Each council must confirm appointments by resolution.

As a result of this process, Mr Ross Earl is recommended for appointment as an independent member. Mr Earl brings over 40 years of experience in local government, including senior leadership roles such as General Manager at Bourke and Coonamble Shire Councils and Director Corporate Services at Moree Plains Shire Council. He also served as Executive Officer of the Far North West Joint Organisation. His qualifications include a Diploma of Local Government Administration, an Associate Diploma in Town and Country Planning, and certifications in Work Health and Safety Assessment.

Mr Earl's extensive governance experience and prior service on multiple ARICs in regional areas position him as a highly qualified candidate to strengthen audit, risk management and improvement functions for both councils.

BACKGROUND

Coonamble Shire Council has established an ARIC in compliance with section 428A of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021* and the Office of Local Government's *Guidelines for risk management and internal audit for local government in NSW*.

Under Council's ARIC Terms of Reference, the committee consists of an independent chairperson and two independent members who have voting rights and one non-voting councillor.

Independent member, Sam Helweh, tendered his resignation from the committee shortly before the August 2025 meeting. The vacant position was duly opened to expressions of interest from suitably qualified people.

(a) Relevance to Integrated Planning and Reporting Framework

CSP L2.2 Proactively communicate decisions, and the processes to reach them, to relevant stakeholders.

(b) Financial Considerations

There are no new financial considerations arising from this report. The ARIC operates within approved budgets.

COMMENTARY

Pursuant to section 428B of the Local Government Act, Council has entered into an arrangement with Gilgandra Shire Council to jointly appoint a committee to exercise functions for both councils.

The two councils are to mutually agree to the independent members that will be appointed to the committee. Each council is required to confirm its appointment by resolution.

As a result of the recruitment process, Mr Ross Earl is the proposed independent member presented to Council for consideration.

Mr Earl has over 40 years of experience in local government, during which he held various senior roles including General Manager at Bourke Shire Council and Director Corporate Services at Moree Plains Shire Council. Further, Mr Earl has previously held the position of General Manager at Coonamble Shire Council and, more recently, of Executive Officer of the Far North West Joint Organisation. Mr Earl's experience demonstrates not only a deep understanding of local government operations and governance, but also of the unique challenges faced by regional and remote councils.

Mr Earl possesses extensive qualifications, including a Diploma of Local Government Administration and an Associate Diploma in Town and Country Planning, along with multiple certifications in Work Health and Safety Assessment.

Mr Earl has also served on multiple ARICs in regional areas, demonstrating a strong background in audit processes and the risk management challenges faced by rural councils.

(a) Governance/Policy Implications

Strengthens governance by ensuring compliance with statutory requirements and enhancing oversight through an experienced independent member.

(b) Legal Implications

Meets obligations under the *Local Government Act 1993* and associated regulations, reducing risk of non-compliance.

(c) Social Implications

There are no social implications arising from this report.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

Supports sound financial and assets management practices through audit and risk oversight.

(f) Risk Implications

Reduces operational and governance risks by appointing a highly qualified member with extensive local government experience.

CONCLUSION

The establishment and operation of the ARIC demonstrates Council's commitment to strong governance, compliance, and continuous improvement. The proposed appointment of Mr Ross Earl as an independent member will enhance the committees' capability through his extensive experience in local government and risk management. This appointment supports Council's statutory obligations, strengthens oversight, and ensures robust audit and risk practices for Council.

RECOMMENDATION

That Council appoints Mr Ross Earl as an independent member for the Audit, Risk and Improvement Committee.

4.3 FINALISATION OF PLANNING PROPOSAL PP001/2025 TO RECLASSIFY 40 CALGA STREET AND 34-46 HICKEY STREET, COONAMBLE FROM COMMUNITY LAND TO OPERATIONAL LAND

File Number: PP001/2025

Author: Lesley Duncan-Manager Regulatory, Planning & Compliance Services

Authoriser: Greg Hill, General Manager

Annexures: 1. Planning Proposal 0001/2025 (under separate cover) 
2. Public Hearing Report (under separate cover) 

PURPOSE

The purpose of this report is to advise Councillors on the outcomes of public exhibition and the public hearing in relation to a planning proposal to reclassify community land to operational land.

It also seeks Council's endorsement to finalise the planning proposal and for staff to request the Department of Planning, Housing and Infrastructure to make the Coonamble Local Environment Plan 2011.

EXECUTIVE SUMMARY

Council staff have prepared a planning proposal for submission to the Department of Planning, Housing and Infrastructure.

Planning Proposal PP001/2025 seeks to reclassify the land at 20-40 Calga Street, Coonamble from Community land to Operational land. The purpose of this proposal is to allow for future development and housing opportunities for the site.

The immediate need is to support the proposed Core and Cluster facility (Women's refuge) in Coonamble, which has a state funded grant to build it by Orana Support Service.

BACKGROUND

Public land is managed under the *Local Government Act 1993* based on its classification. All public land must be classified as either community land or operational land.

In accordance, with Section 31 (2) and (2A) of the LG Act, the Council may resolve to classify acquired land as community or operational either prior to or within three months after acquisition. Land that remains unclassified after this period is automatically deemed to be classified as 'community' under the LEP. Council in this instance did not resolve to classify the land in the required timeframe.

Community land must not be sold, exchanged or otherwise disposed of by a council. There are no special restrictions on council powers to manage, develop, dispose, or change the nature and use of operational land

When a council seeks to reclassify land from community land to operational land, a public hearing is required under section 57 of the *Environmental Planning and Assessment Act 1979* and section 29 of the *Local Government Act*. A public hearing gives the community an opportunity to expand on written submissions and to discuss issues with an independent person in a public forum.

The planning proposal has been prepared to reclassify the subject land from community land to operational land. The following summarises key dates:

- 12 March 2025 – Council resolved to submit a planning proposal to the Department of Planning, Housing and Infrastructure to reclassify 40 Calga Street and 34-46 Hickey Street, from community land to operational land.
- 14 May 2025 – A gateway determined was issued by the Department of Planning, Housing and Infrastructure.
- 23 June 2025 – 1/08/2025 – public exhibition of the planning proposal was undertaken.
- 6 November 2025 – a public hearing chaired by independent town planning consultant was held.

(a) Relevance to Integrated Planning and Reporting Framework

The reclassification aligns with the Delivery Program action P1.3.1 – Collaborate successfully to deliver programs, projects and initiatives which make our community safe and resilient.

(b) Financial Considerations

Financial implications include consultancy fees to facilitate the public hearing and staff costs to progress the planning proposal.

COMMENTARY

Public exhibition of the planning proposal was undertaken for a period of 39 calendar days from 23 June 2025 to 1 August 2025. The proposal was advertised in the Coonamble Time, on social media and on Council's website. Adjoining landowners were also notified in writing of the proposal. No submissions were received in relation to the proposal.

The public hearing held on 6 November 2025 did not identify any significant issues. A copy of the report prepared by Council's independent consultant is attached.

(a) Governance/Policy Implications

The planning proposal was prepared in accordance with the relevant provisions of the *Environmental Planning and Assessment Act 1979*, *Environmental Planning and Assessment Regulation 2021*, and the *Local Government Act 1993*.

(b) Legal Implications

Sections 3.31, 3.32, 3.33, 3.34, 3.35, 3.36 and 3.37 of the *Environmental Planning and Assessment Act 1979* are applicable to the planning proposals.

(c) Social Implications

The planning proposal has been public exhibited and a public hearing was held to provide opportunity for the community to provide feedback on the proposal.

(d) Environmental Implications

There are no environmental implications resulting from this report.

(e) Economic/Asset Management Implications

There are no economic or asset management implications for this report.

(f) Risk Implications

There is a risk that the reclassification may not proceed. Should this occur future sale of the land would not be possible.

CONCLUSION

The planning proposal was prepared in accordance with the NSW Department of Planning, Housing and Infrastructure Local Environmental Plan Making Guidelines. The planning proposal was publicly exhibited for a period of 28 days and a public hearing was held on 6 November 2025. No submissions were received as a result of the public exhibition and public hearing.

It is recommended that council finalise the planning proposal to amend the Coonamble Local Environmental Plan 2011.

RECOMMENDATION**That Council:**

- 1. Notes the public hearing report prepared by Ward Planning and Consulting relating to the reclassification of 40 Calga Street and 34-46 Hickey Street, Coonamble**
- 2. Endorse the final planning proposal and request the Department of Planning, Housing and Infrastructure make the Coonamble Local Environmental Plan 2011 to:**
 - (a) Reclassify 40 Calga Street, Coonamble (Lot 10 DP238281, Lot 11 DP238281, Lot 1 DP4230, Lot 2 DP4230, Lot 3 DP4230, Lot 4 DP4230, Lot 11 DP4230 from Community land to Operational Land.**
 - (b) Reclassify 34-46 Hickey Street, Coonamble (Lot 4 DP4918, Lot 5 DP4918, Lot 6 DP4918, Lot 7 DP4918, Lot 10 DP4918, Lot 11 DP4918, Lot 14 DP4918, Lot 15 DP4918, Lot 1 DP1118478 (closed road).**

5.4 COUNCILLOR PROFESSIONAL DEVELOPMENT PROGRAM 2026**File Number:** 81731**Author:** Jenni Maundrell-Executive Manager Corporate Governance**Authoriser:** Greg Hill, General Manager**Annexures:** 1. Brochure - Councillor Professional Development Package 2026 (under separate cover) **PURPOSE**

To recommend that Council engage Locale Learning's 2026 Professional Development Package for councillors, in line with legislative requirements and Council's commitment to effective governance and leadership.

EXECUTIVE SUMMARY

Under the *Local Government Act 1993* (NSW), councillors must undertake professional development throughout their elected term, and Council must report on this in its Annual Report. Locale Learning offers a cost-effective, tailored program designed for rural and regional councils, providing practical, high-impact online learning. The program aligns with Council's Integrated Planning and Reporting Framework and fits within the allocated annual training budget of \$15,000.

BACKGROUND

Councillor professional development is essential for effective governance, ethical leadership, and community outcomes. The attached program includes four online learning intensives across 2026, covering governance, conflict management, civic leadership, and decision-making.

(a) Relevance to Integrated Planning and Reporting Framework

CSP L2.1 Use expert, cultural, scientific and local knowledge to inform our decision-making and consultation.

The program supports the Community Strategic Plan objectives of strong leadership and effective decision-making, contributing to Council's operational and delivery programs.

(b) Financial Considerations

The annual investment for the program is \$4,650 (ex GST), well within the allocated councillor training budget of \$15,000. This allows flexibility for additional training if required.

COMMENTARY

Locale Learning's program is specifically designed for rural and regional councils, ensuring relevance to the challenges faced by councillors in these contexts. The four learning intensives—covering governance, conflict resolution, civic leadership, and chamber management—are practical and grounded in real-world scenarios. The online delivery model provides flexibility, reducing travel costs and time away from Council and other duties. Additional benefits include access to recordings, practical resources, and networking opportunities through the Brains Trust Circle and Political Wellbeing Summit.

Council resources, including meeting rooms and IT facilities at the administration building, would be made available to councillors to participate in these online learning sessions. This ensures accessibility and supports councillors in completing the program effectively.

This approach promotes sustainable leadership and collective impact, aligning with Council's strategic goals for effective governance and community engagement.

(a) Governance/Policy Implications

The program strengthens councillor capability in governance, compliance, and ethical leadership, supporting Council's Code of Conduct and governance policies.

(b) Legal Implications

Compliance with *Local Government Act 1993* (NSW) requirements for councillor professional development and reporting obligations in the Annual Report.

(c) Social Implications

Improved leadership and decision-making enhance community trust and engagement.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

No direct impact: however, improved governance may lead to better resource allocation and project outcomes.

(f) Risk Implications

Reduces risk of governance failures, unlawful resolutions, and reputational damage through enhanced councillor knowledge and skills.

CONCLUSION

Locale Learning's 2026 Professional Development Package offers a cost-effective, tailored solution that meets legislative requirements and supports Council's strategic objectives. It provides practical, flexible learning for councillors, ensuring compliance and strengthening governance.

RECOMMENDATION

That Council:

- 1. Endorse engagement of Locale Learning's 2026 Professional Development Package for councillors at a cost of \$4,650 (ex GST).**
- 2. Authorise the General Manager to finalise arrangements with Locale Learning.**

3. **Note that participation will be reported in Council's Annual Report in accordance with the *Local Government Act 1993* (NSW).**

SECTION B - MATTERS FOR INFORMATION ONLY**6.5 CORRESPONDENCE****File Number: C20****Author: Marina Colwell-Executive Support****Authoriser: Greg Hill, General Manager****Annexures: Nil****CORRESPONDENCE**

Each month a list of correspondence is sent out in the Business Paper to Councillors to ensure that they have not missed any information since the last Business Paper was produced.

Date	Information Sent	Author	In	Out	Sent
13/11/25	Draft Minutes	P Perram		✓	✓
17/11/25	Country Heartline Final Workshop / Launch	P Perram		✓	✓
18/11/25	Transport for NSW Notification Letter: Bridge maintenance at Gulargambone Creek on the Castlereagh Highway from Monday 24 November	P Perram		✓	✓
19/11/25	ARIC November site visits	P Perram		✓	✓
21/11/25	DNCO News - Save the date for our 2026 Visitor Experiences Summit	P Perram		✓	✓
24/11/25	Reminder email – Reports Due for December Meeting	M Colwell		✓	✓
24/11/25	Jamie Chaffey MP – Newsletter	M Colwell	✓	✓	✓
01/12/25	Submission of Monthly Reimbursement Forms	M Colwell		✓	✓

RECOMMENDATION

That the Correspondence Report for November 2025 be received and noted.

7.6 COUNCIL RESOLUTIONS/ACTIONS UPDATE**File Number:** C17; C20**Author:** Marina Colwell-Executive Support**Authoriser:** Greg Hill, General Manager**Annexures:** 1. December Actions/Resolutions Report 2025 (under separate cover) **PURPOSE**

The purpose of this report is to enable Council to keep track of important Council resolutions.

BACKGROUND

Important and significant Council resolutions will be added to the list of items below, and an update on the status will be provided by the responsible officer.

Updates will be based on the resolution across a monthly, quarterly, six monthly or annual range. By way of example, a Council resolution to construct a new Pound, with no funds approved, will be referred to the following year budget deliberations with a single comment. Similarly, a Council resolution seeking a quarterly financial report will be aligned with the mandatory quarterly financial reporting cycle and closed.

The agenda for Council Meetings close two weeks after the prior meeting resulting in some monthly updates not being provided due to priority being given to actioning the prior meeting resolutions.

(a) Relevance to Integrated Planning and Reporting Framework

Adopted Council resolutions should ideally link in with Council's suite of Integrated Planning and Reporting Framework documents.

(b) Financial Considerations

The financial considerations relating to each item mentioned below would have been considered by Council as part of the original report that dealt with the matter.

COMMENTARY

The outstanding Council resolutions' status and actions are detailed in the attachment.

RECOMMENDATION

That Council note the Council resolutions report and status.

8.7 OVERSIGHT OF THE PUBLIC INTEREST DISCLOSURES ACT 2022 ANNUAL REPORT

File Number: 75189

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Greg Hill, General Manager

Annexures: Nil

PURPOSE

To inform councillors of the key findings and implications of the NSW Ombudsman's *Oversight of the Public Interest Disclosures Act 2022 Annual Report 2024 / 25* and outline its relevance to Council governance, compliance, and risk management.

EXECUTIVE SUMMARY

The NSW Ombudsman tabled the 2024 / 25 Annual Report on the *Public Interest Disclosures Act 2022* (PID Act) in November 2025. The report provides oversight of agency compliance with the PID Act, which aims to protect public officials who report serious wrongdoing. Key findings include:

- 578 agencies submitted PID annual returns.
- 1,300 voluntary PIDs were received during the year.
- 146 matters involved substantiated serious wrongdoing, leading to 164 corrective actions.
- 85% of agencies undertook PID awareness activities; 74% provided training to disclosure officers and managers.

The report emphasises the importance of robust internal reporting systems and compliance with legislative obligations to maintain integrity and public trust.

BACKGROUND

The PID Act provides a framework for reporting serious wrongdoing in the NSW public sector, including local councils. It protects whistleblowers from detrimental action and imposes obligations on agencies to:

- Establish clear PID policies.
- Train staff and managers.
- Report annually to the Ombudsman.

The Ombudsman monitors compliance, provides guidance, and audits agencies.

(a) Relevance to Integrated Planning and Reporting Framework

Compliance with the PID Act aligns with the Governance and Risk Management components of the Integrated Planning and Reporting Framework. It supports:

- Ethical leadership and transparency.
- Community confidence in council operations.
- Legislative compliance as part of Council's governance strategy.

(b) Financial Considerations

There is no direct financial impact from the Ombudsman's report. However, councils must allocate resources for:

- Staff training.
- Policy development and review.
- Potential investigations and corrective actions.

COMMENTARY

The Ombudsman's report highlights several trends and areas for improvement:

- Positive compliance trend: Most agencies have implemented PID policies and training programs, indicating growing awareness of obligations.
- Areas of concern: Some agencies reported delays in investigations and gaps in staff awareness, suggesting the need for ongoing education and monitoring.
- Local government focus: Councils are identified as key entities for maintaining strong PID frameworks due to their direct engagement with communities and exposure to procurement and asset management risks.
- Future priorities: The Ombudsman recommends strengthening reporting systems, improving timeliness of investigations, and ensuring sector leadership actively promotes a speak up culture.

The full report may be accessed at [NSW Ombudsman | Oversight of the Public Interest Disclosures Act 2022...](#)

(a) Governance/Policy Implications

The report reinforces the need for councils to:

- Maintain an up-to-date PID policy.
- Ensure awareness programs and training for staff and managers.
- Monitor compliance and report annually to the Ombudsman.

(b) Legal Implications

Non-compliance with the PID Act may expose councils to:

- Breaches of statutory obligations.
- Increased risk of legal challenges or Ombudsman scrutiny.

(c) Social Implications

Effective PID frameworks promote:

- A culture of integrity and accountability.
- Public confidence in local government.

(d) Environmental Implications

There are no environmental implications arising from the report.

(e) Economic/Asset Management Implications

Indirect benefits through:

- Prevention of fraud, corruption, and waste.
- Protection of Council resources and assets.

(f) Risk Implications

Failure to comply increases:

- Governance and reputational risk.
- Potential for systemic wrongdoing to go unreported.

CONCLUSION

The Ombudsman's report highlights the critical role of councils in implementing and maintaining PID compliance measures. Strong governance practices reduce risk and uphold public trust.

RECOMMENDATION

That Council note the NSW Ombudsman's *Oversight of the Public Interest Disclosures Act 2022 Annual Report 2024/25*.

9.8 COMMUNITY, PLANNING, DEVELOPMENT AND ENVIRONMENT DIRECTORATE REPORT

File Number: 81991

Author: Lesley Duncan-Manager Regulatory, Planning & Compliance Services

Authoriser: Greg Hill, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is to provide Council with information on the Community, Planning, Development and Environment Directorate.

BACKGROUND

(a) Relevance to Integrated Planning and Reporting Framework

OC1.3 – Implement programs and plans that balance our waste disposal expectations with the resources and capacity available to us

C1.3 – Help build and maintain safe, supportive homes and spaces

OC1.1 – We balance land use interests and minimise risks by following planning framework and regulations

C1.1 – Initiate and/or participate in community programs that improve access, connection, wellbeing, unity, vibrancy, learning and skills

E..2 – Develop a visitor economy through the provision of related infrastructure, services and experiences

L2.3 – Proactively communicate decisions, and the processes to reach them, to relevant stakeholders.

(b) Financial Considerations

Provision is made within the 2025 / 2026 Operational Plan and Budget to fund the associated works and programs listed in this report.

COMMENTARY

Waste Management Services

The table below provides the income and revenue of all waste disposal facilities in the Coonamble Shire.

Waste Disposal

Income	October	Year to Date
Gate Fees – Domestic	4571.00	14,440.51
Gate Fees – Commercial	5876.00	60,574.84
Sales – New Bins	526.00	2236.00
Return & Earn Commission	3,539.00	12,814.54
Sales – Recyclables	31,242.00	31242.00

Private Works	3,597.00	10,973.77
Total Revenue	49,351.00	132,281.66
Expenditure	October	Year to Date
Insurance	-	2908.56
Electricity	1024.00	1816.06
Telephone & Communications	603.00	1391.25
Rates and Charges	-	522.50
General Expenses	154.00	884.56
Plant & Equipment Maintenance	-	1,067.01
Waste Depot Operations	123,327.00	182,650.91
Waste Depot Wages	41,344.00	154,283.93
Building Maintenance	100.00	1518.93
Private Works	1035.00	5575.66
Plant & Equipment	-	580.56
Total Expenditure	167,585.00	351,706.44

Return and Earn – 2025/2026

Site	October		Year to Date	
	Items	Amount	Items	Amount
Coonamble	64,194	\$6,419.40	281,389	\$28,138.90
Quambone	6,445	\$644.50	28,374	\$2,837.40
TOTAL			309,763	\$30,976.30

Planning Regulatory and Compliance Services**Regulatory Services**

The Regulatory Officer's Report is provided for November. The following is a summary of companion animal statistics as at 25 November 2025:

Seizure Activities:	Dogs	Cats
Seized	0	0
Returned to Owner	0	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	5	2
Incoming Animals	Dogs	Cats
Transferred from seizure activities	0	0
Abandoned or Stray	1	2
Surrendered	1	2
Total Animals in Pound	7	6

Outgoing Animals	Dogs	Cats
Released to Owner	1	0
Euthanised	1	3
Released to Rehoming Organisation	3	1
Sold	0	0
Died at Pound	0	0
Stolen from Pound	0	0
Escaped from Pound	0	0
Total Animals Leaving Pound	3	4
Animals in Pound at end of Month	2	2

Dog Attacks

There was one (1) dog attack reported to Council during November.

Development Applications

The following is a summary of applications determined under delegated authority.

November 2025			
Application Number	Description of Works	Address of Proposed Works	Approved Date
Development Applications			
DA028/2025	Shed and shipping container	Lot A DP399030 36-38 Wilga Street Coonamble	6/11/2025
Construction Certificates			
CC028/2025	Shed	Lot A DP399030 36-38 Wilga Street	6/11/2025

		Coonamble	
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Saleyards

During November 2025, the Coonamble Regional Livestock Market conducted one (2) cattle sale, with a total of

Saleyards

	November	Year to Date
Income	(40,025)	(106,137.59)
Expenditure	3,252	72,312.14
Total	11,618	33,825.45) Surplus

Truck Wash

Truck Wash

	November	Year to Date
Income	(45.00*)	(30,603.32)
Expenditure	311.00	33,756.98
Total	4981	9,560.51 deficit

* Please note that income for the Truck Wash is not reconciled until after the end of each month.

Community Development

Library Statistics – October 2025

Service	Coonamble	Gular
Loans	430	
New Memberships	7	
Wi-Fi (People)	94	
Internet (people)	90	
Internet (hours)	85.5	
Kids Comp (children)	88	
Junior Visits	226	
Adult Visits	487	

Manual Statistics

Coonamble	No of People
Library Visits	713

Reference Enquiries	16
Technology Enquiries	47
Local History	3

Activity Statistics

Coonamble	No of People
Senior Craft	13
Pre-School Visits/Storytime	45
Seniors Tech	0
Seniors Cinema	7
Other	182

Economic Development and Growth

Grants

Coonamble Main Street Enhancement

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- Weight/load capacity for awnings in Coonamble's main street determined ☒
- Integrity of awnings in Coonamble's main street determined ☒
- Building owners advised of outcomes of inspections ☒
- Immediate remedial actions taken ☒
- Paint scheme colour palette received for awning painting project ☒
- Lighting determined to highlight Art Deco streetscape ☐
- CBD Precinct Masterplan developed ☐

Commentary: Painting of three (3) buildings is due to commence in November. Interest has been shown by another building owner for repainting.

Industrial Land Provision

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- Rezoning determined for more industrial land and for improved alignment of zoning to current usage across Coonamble township ☒
- Planning Report drafted for rezoning of the old sheepyards site ☒
- Planning Report drafted for rezoning of the Artesian bore bath project site ☒
- Planning Report drafted for house-keeping rezoning for such areas as the Coonamble Showground ☐
- Some Planning Reports ratified by Council ☒
- Council-ratified Planning Report submitted to the Department of Planning ☒
- Public Exhibition ☐

- Rezoning approval ☐

Commentary: A gateway determination has been issued for the rezoning. There is some conditions of the determination that are required to be met prior to public exhibition.

Youth Accommodation – Coonamble and Gulargambone

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- Advertise RFT for design-and-construction of the youth accommodation units at Coonamble and Gulargambone ☒
- Assess tenders for Youth Accommodation ☒
- Seek further quotations and consider scope adjustments to match budget ☒
- Award contract ☒
- Construction start ☒
- Operations Plan finalised ☐
- Build Youth Accommodation in Coonamble and Gulargambone ☐

Commentary: Construction has commenced at the Gulargambone site.

Real Country Regional Tourism Collaboration

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- Real Country Destination Strategic Plan adopted ☒
- Real Country project, Warrena Creek Reserve development business case adopted in principle ☒
- Real Country infrastructure works incorporated into the Warrena Creek Reserve Plan of Management ☐
- Community consulted on the draft Plan of Management for Warrena Creek Reserve, incorporating proposed Real Country developments ☐

Commentary: A three-year *Real Country* Calendar of Events across the three Shires has been finalised to ensure complementarity of event timing in each area.

Country Heartline – Regional Drought Resilience Program Grant consortium project

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- Acknowledge program timeframes and urgency of delivery ☒
- Determine steering committee and project team membership ☒
- Determine governance and decision-making ☒
- Confirm branding, website, signage, farm hosts and legacy tools ☒
- Determine marketing 'name' ☒
- Develop marketing collateral ☒
- Build the experience ☒
- Rally those interested in agri-tourism ☒
- Launch a marketing campaign ☒

- Develop evaluation tools, resources and handbook ☒

Commentary: This is a collaborative project with Bogan and Warren Shires, led by Warren Shire staff. It has a similar aim as the Real Country Regional Tourism collaboration between Coonamble, Gilgandra and Warrumbungle Shires. Marketing material is currently being printed. Warren Shire Council hosted a launch at Callurbri Station attended by the Mayor, Cr Goldsmith and Council staff.

Coonamble Region Art Trail

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- Artist brief and project brief developed ☒
- Artist liaison confirmed ☒
- Public Art Advisory Panel appointed ☒
- Detailed submissions invited ☐
- Artworks produced and installed ☐

Commentary: At the time of writing, there was no new update available from the Project Manager.

Tourism and Visitation

Coonamble Information and Exhibition Centre

Between 25 September and 30 October, the Coonamble Information and Exhibition Centre welcomed 522 visitors.

(a) Governance/Policy Implications

This report provides Council with opportunities to understand governance and policy implications across the Community, Planning, Development and Environment Directorate. There may be risk implications depending on the nature of the activity.

(b) Legal Implications

There are no current legal implications arising from this report.

(c) Social Implications

Providing information that is open and transparent to the community will provide positive social implications for the community to understand the work that Council does.

(d) Environmental Implications

The progress report allows for environmental management to be an area of focus for Council and subsequently providing positive environmental benefits. This specifically relates to the area of public health, environmental sustainability, and waste management.

(e) Economic/Asset Management Implications

There may be asset management implications depending on the nature of the issue.

(f) Risk Implications

There may be risk implications depending on the nature of the issue.

CONCLUSION

This report provides updated information on the core activities of the Community, Planning, Development and Environment Directorate for Council's information.

RECOMMENDATION

That Council note the report on the activities of the Community, Planning, Development and Environment Directorate.

10.9 CORPORATE SERVICES - PROGRESS REPORT**File Number:** Corporate Services - 20411**Author:** Imogen Pawley-Finance Assistant
Kylie Fletcher-Revenue Officer**Authoriser:** Bruce Quarmby, Director Corporate Services**Annexures:** 1. Imperium report November (under separate cover) **PURPOSE**

The purpose of this report is to provide Council with information on operations and activities currently in progress within Council's Corporate Services Directorate for the past month.

BACKGROUND

The progress report focuses on the performance of Council's Investment portfolio and its efforts in the collection of outstanding rates and charges for the past month.

(a) Relevance to Integrated Planning and Reporting Framework

I.5.3 Develop and implement strategies and operations which deliver quality and well managed Council assets and infrastructure to the community.

L.1.3.2 Adopt the eight elements of good governance practices at the essence of operations and decision making.

L1.3.4 Achieve organisational decision making which is strategic and not ad hoc.

(b) Financial Considerations

Investments – Investment levels and interest rates are currently on par with the revised estimate calculations.

Rates & Charges – The annual rate charges are set out within Council's adopted Revenue Policy and 2025 / 26 Operational Plan.

COMMENTARY**Investment Status November 2025**

The attached Investment Report was calculated on 27 November 2025 after all maturing dates for investments had passed.

The total Capital Value of Investments is \$26,000,000. This is broken down with \$24,500,000 invested in term deposits as shown in the attached report, and \$1,500,000 in an at call savings account.

The main areas of expenditure are in the below table:

Transport – Includes various sealing works and hire of plant, Tooraweenah Road project.	\$219,891.00
Plant Purchase plant, fuel	\$337,068.00
Urban Services chemicals	\$31,836.00
Waste Hire of offices and clean up	\$71,895.00
Corporate services Renewal of licences, sale of land, water bills, new software, audit office	\$435,624.00

Of these areas totalling \$1,096,316 it is expected \$98,435 will be either funded through Grants or reimbursed to Council.

Interest Rate

The average interest rate for Council's investments currently sits at approximately 4.19% reflecting three base rate cuts by the Reserve Bank Australia (RBA) so far this calendar year. While this represents a notable decline compared to last year's rates, the introduction of Council's new investment policy has provided greater flexibility, allowing investments to be strategically placed to secure the most competitive returns available.

Available Working Funds

Restricted funds are reserves set aside by Council or external parties for specific purposes to meet identified future expenses. Unrestricted funds represent the portion of Council's cash holdings that are available to meet all other operational and financial obligations.

Based on the recently completed September Quarterly Budget Review for 2025 / 2026, the balance of unrestricted cash has been calculated at \$4,903,000. This increase is primarily attributable to the receipt of various government grants and other receivables. As noted in last month's report, Council has received approximately \$5.7 million in grant funding.

Rates and Charges Collections – November 2025

The below table summarises the Rates and Charges levied and paid which provides a total amount which remains outstanding at the end of the reporting period. This is compared to the same period last year.

	28 November 2025	29 November 2024
Rates and charges in arrears as at 30 June 2025	1,627,752.89	1,431,587.79
Rates/charges levied & adjustments for 2025/26	9,160,554.47	8,567,941.46
Pension Concession	- 100,535.05	- 99,409.07
Amounts collected as at 28 November 2025	- 4,768,317.62	-4,491,303.76
Total Rates and Charges to be Collected	5,919,454.69	5,408,816.42

The amount levied for rates and charges for 2025 / 26 includes the current year's annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 28 November 2025 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2025 / 26 levied amount is reduced by the pensioner concession of \$100,535.05; reducing the amount of income derived from these rates and charges. Of this concession, Council's contribution is 45%, which represents an amount of \$45,240.77.

The rates and charges as of 28 November 2025 represent 54.87% of the total annual rates and charges levied and outstanding (compared with 54.09% on 29 November 2024).

Water Consumption Charges

	28 November 2025	29 November 2024
Water Consumption Charges and arrears as at 30 June 2025	1,442,815.84	621,860.35
Water Consumption charges & adjustments 2025 / 26 year to date	210,493.94	-17,042.97
June 25 Adjustments	-298,580.44	
Amounts collected as at 28 November 2025	-941,513.75	-391,284.27
Total Water Consumption Charges to be Collected	413,215.59	213,533.11

The water consumption charges as of 28 November 2025 represents 30.50% of the total water consumption charges outstanding (compared to 35.31% on 29 November 2024). Council will note the main variation between the two financial years is directly associated with the delay in generation of the water consumption charges for the 2025 / 26 year.

Debt Recovery Agency

During November 2025 Council staff have continued to consult with Council's debt recovery agency with a view to continuing Council's process outlined within Council adopted Debt recovery policy. For Council's information during October and November,

- 36 cases were closed due to full payment
- 18 payment arrangements were entered
- 265 cases remain open

Sale of Land Update

Notice of the intended Sale of Land appeared in the Government Gazette of the State of New South Wales Number 495 - Local Government Friday, 28 November 2025. Notice will also be advertised in the Coonamble Times in December 2025. The land will be offered for sale by public auction at Coonamble Shire Council Chambers, 80 Castlereagh Street, Coonamble, NSW 2829, on Thursday, 5 March 2026 commencing at 10 am (unless an arrangement is agreed prior).

(a) Governance/Policy Implications

Council staff comply with the directions provided by Council's suite of policies that governs this function of Council.

(b) Legal Implications

Council staff have complied with all regulatory and legislative requirements required for this function of Council.

(c) Social Implications

Council funds are used to provide services and infrastructure to the community, and, as a result, well managed funds maximise the level of financial resources available to support the community.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

Sound economic management includes maximising Council's return on funds and the timely collections of monies owed to Council. These actions seek to ensure that Council maintains its ongoing ability to meet both its operational costs as well as any planned asset maintenance and renewal.

(f) Risk Implications

Council policies governing these areas are structured to guide staff in implementation of risk mitigation strategies.

CONCLUSION

This report provides updated information from the operations of the Corporate Services Department for Council's information.

RECOMMENDATION

That Council note:

- 1. The information contained within the Corporate Services Progress Report.**
- 2. The investments from 1 November 2025 to 30 November 2025 and that these investments comply with section 625(2) of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.**

11.10 UPDATED DONATIONS POLICY**File Number: Donations - D7****Author: Deborah Tatton, Manager Finance & Procurement****Authoriser: Bruce Quarmby, Director Corporate Services****Annexures: 1. Donation Policy December 2025 - Updated (under separate cover) ****PURPOSE**

The purpose of this report is to present the address minor operational changes to the adopted Donation Policy.

BACKGROUND

At the March 2025 Council meeting Council adopted the updated Donations Policy. Since its adoption minor efficiencies have been identified to improve the submission and review of the donation process to ensure a fair and transparent process. These changes have been updated in the Policy and are tabled before Council.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent

(b) Financial Considerations

An amount of \$76,100.00 has been included in the donations vote for the 2025-2026 financial year. Taking into consideration the financial assistance which has already been provided throughout the current financial year the current remaining budget for Council to fund any assistance from is as follows:

- Donations Unallocated - \$62,100.00
- Mayoral Donations - \$ 4,750.00

COMMENTARY

In regard to unallocated donations the Policy current states the following:

Council will place an advertisement in the Coonamble Times inviting local not-for-profit community groups to submit their requests to Council for consideration of a donation. The request for submissions will be made in:

- *January (for consideration at the February Meeting)*
- *April (for consideration at the June Meeting)*
- *August (for consideration at the October Meeting)*

Following closure of the time allocated for receipt of requests a Council committee comprising of the Mayor, two (2) other Councillors and the General Manager or his/her delegate will consider all requests and make an appropriate recommendation to Council.

To ensure fair and considerate timing for submissions around Christmas closures, allow advertising in the Coonamble Times in December and to permit the Donation Committee to meet in February a minor change to the Policy will see the below:

Council will place an advertisement in the Coonamble Times inviting local not-for-profit community groups to submit their requests to Council for consideration of a donation. The request for submissions will be made in:

- *December (Submissions can be made until 31 January for consideration at the **March** Meeting).*
- *April (Submissions can be made until 30 April for consideration at the June Meeting)*
- *August (Submissions can be made until 31 August for consideration at the October Meeting)*

Submissions which follow all guidelines and include all relevant financial data will be considered for the donation. An amendment to the submission of the Community Donation Report is now to be received within **six (6) months** of the donation being paid by Council, rather than within the same financial year. This allows for donations paid in June to have adequate time to complete the Community Donation Report.

(a) Governance/Policy Implications

Sections 356 and 377 of the *Local Government Act 1993*.

(b) Legal Implications

No legal implications are associated with this report.

(c) Social Implications

No social implications are associated with this report.

(d) Environmental Implications

No environmental implications are associated with this report.

(e) Economic/Asset Management Implications

No economic / asset management implications are associated with this report.

(f) Risk Implications

No risk implications are associated with this report.

CONCLUSION

The process of calling for the next round of donation applications from eligible bodies within the community, will commence in December 2025 with a view to having these submissions received, compiled and submitted to the committee for assessment by the close of business 31 January 2026. The committee's recommendation will then be tabled for Council's consideration at the March 2026 Council Meeting.

RECOMMENDATION

That Council notes the information in this report and adopts the minor changes in the Donation Policy as presented.

12.11 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**File Number: Folder 20419****Author: Mick Bell-Manager Parkes & Urban Services****Authoriser: Kerrie Murphy, Director Infrastructure Services****Annexures: Nil****PURPOSE**

The purpose of this report is to provide Council with information on operations and other works in progress within Council's Infrastructure Directorate.

BACKGROUND**(a) Relevance to Integrated Planning and Reporting Framework**

- I1.1 Employ a strategic approach to the management of our critical road network.
- I1.2 Strengthen our strategic approach to the management of our water infrastructure and services.
- I1.3 Improve our strategic approach to the management of our sewerage infrastructure and services.
- I1.4 Strengthen our strategic approach to the management of our urban drainage infrastructure and services.
- I1.5 Adopt successful strategies which maximises our community's access to quality infrastructure and assets.
- P3.1 Provide support to our sporting, recreation and community organisations which drives improved sporting and recreational opportunities for our community.
- P3.2 Improve the quality of our parks, open spaces, sporting, and recreational facilities, including the MacDonald Park Precinct.

(b) Financial Considerations

Provision is made within the 2025 / 2026 Operational Plan and Budget to fund the associated works and programs listed in this report.

COMMENTARY

This report aims to inform Council of the works in progress in the Infrastructure Directorate. Updates are provided for each Departmental area which includes Roads, Water and Sewer, Quarry and Urban Services.

Please note that the capital works attachment will now be submitted quarterly, with the next update at the February Ordinary meeting which lines up to report on expenditure per quarter.

UTILITIES

The Utilities team have undertaken the following work in the month of October:

- Number 3 bore pump pulled up with a replacement pump yet to be installed.
- Number 2 lagoon at Water Treatment Plant (WTP) is back on-line.
- New pump installed in Hermann Street pump station.
- New flow meters have been installed and calibrated at the Coonamble WTP.
- Several water main breaks and leaking services have been repaired in Quambone.
- Sewer Pump station blockages cleared in Coonamble, due to materials being flushed that don't break down.

Upcoming works:

- *Water mains replacement Aberford Street/Castlereagh Highway, Wingadee / Hickey Streets, Coonamble and Breelong St Gulargambone.*
- *Filter arms at the Sewer Treatment Plant (STP) to be installed.*
- *Installation of flow meter at head of sewer treatment plant works in Coonamble.*

The following works are required due to improvement notices issued by the EPA, these works will require an adjustment to working funds.

- *Installation of a new flow meter at the Gulargambone STP.*
- *Engage a consultant to carry out the Review of Environmental Factors (REF) for the removal of vegetation from the Gulargambone STP.*
- *Engage a contractor for the removal of vegetation, and desilting of the primary pond at the Gulargambone STP.*

URBAN SERVICES

Continuing of mowing including Ovals, Parks, Town approaches and urban streets, tree trimming, and removals as requested by the community and for safety reasons.

New trees have been planted at the Gulargambone Highway Park and the sportsground.

A replacement pole has been installed at the Gulargambone Highway Park and the shade sail; should follow this month.

The Septic tank at the Quambone Hall has been pumped out and the locks on the toilets replaced.

Coonamble Cemetery Columbarium area has been completed with new plants lawn and mulching, The Pioneer Cemetery fencing is virtually complete with the turnstiles being repaired by a contractor to be powder-coated and then installed.

Parks

Work on the Rotunda at MacDonald Park is completed, but the rotunda has been vandalized again with repairs ongoing.

Pools

Chemical controllers at all three (3) pools have been serviced and recalibrated and a new shed for the Chlorine tank has been installed at the Gulargambone Pool.

Aerodrome

Council has purchased the material (waiting on delivery) for the animal exclusion fence and has assessed quotations for the construction.

Council has recently had the Obstacle Limitation Surface (OLS) survey completed and a validation done on the Aerodrome manual.

MT MAGOMETON QUARRY

Mt Magometon Quarry re-opened for sales on 14 October 2025.

The Quarry Manager is working with the blasting contractor to co-ordinate future blasts to ensure the most efficient outcome, with a blast due to occur in December.

The crushing contractor has established onsite in the first week of November 2025 and is currently carrying out crushing operations with previously blasted material, material that has been crushed is 20mm aggregate and they are moving onto 40mm this month.

A suitably qualified consultant has been engaged to undertake the independent review of the Quarry.

ROADS***Natural Disaster Work***

Work is currently occurring on Beanbah and Goorianawa Roads. Work is being completed by Council roads crews and one contract crew. Back Avoca Road flood damage. Nortongong, Wingadee, and Kensington Roads.

Unsealed Roads Maintenance

Staff have been busy over the last month carrying out maintenance on Wingadee, Shanklin, Wilbur, Loma Roads and Vatua Lane. The focus has been on natural disaster restoration works during October and November. Works to commence on Merryoula road through to Baradine Road, and also Memsie road.

Heavy Patching

Heavy Patching on Quambone Road has been completed. Also, heavy patching Pilliga Road has been done.

RMCC

Maintenance is being completed in accordance with the Remote Memory Access Protocol (RMAP), (agreed schedule with TfNSW). This includes potholes patching, rest area cleaning, routine inspections, sign repairs and roadside slashing. Council has also commenced heavy patching work on the highway which is also included in the RMAP.

Tooraweenah Road

The tender for the Tooraweenah Road project closed on Friday 7 November 2025. The tender is currently being assessed by the Tender Evaluation Committee. It is anticipated that the recommendation will be ready for an extraordinary meeting in January 2026.

(a) Governance/Policy Implications

Maintenance of Council's infrastructure assets is carried out in accordance with Council's adopted management plans.

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

Maintenance works are programmed where practical, to minimise social impacts.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

Works are scheduled in accordance with Council's adopted 2025 / 2026 Operational Plan and Budget.

(f) Risk Implications

Maintenance works are programmed to minimise the risk to Council and the public.

CONCLUSION

This report provides updated information on the projects and planned works within the Infrastructure Department for Council's information.

RECOMMENDATION

That Council note the report on the works in progress within Council's Infrastructure Directorate.

That Council approve the reallocation of funds within the operational budget of the Gulargambone Sewer mains maintenance vote of up to \$14,000, and up to \$52,000 additional vote from the existing Capital works budget for Gulargambone Sewer main replacements, to allow for the required works to be done for the improvements at the Gulargambone STP as indicated by the EPA notices received.

8 COMMITTEE REPORTS

8.1 MINUTES OF AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETINGS - OCTOBER, NOVEMBER 2025

File Number: 75182

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Greg Hill, General Manager

Annexures:

1. ARIC Minutes 9 October 2025 (under separate cover) 
2. ARIC Minutes 27 November 2025 (under separate cover) 

PURPOSE

To present Council with minutes of the Audit, Risk and Improvement Committee (ARIC) meetings held on 9 October 2025 and 27 November 2025.

EXECUTIVE SUMMARY

The annual ARIC meeting to consider Council's draft financial statements was held on 9 October 2025.

The quarterly ARIC meeting was held on site at the Coonamble Shire Council administration building on Thursday 27 November 2025.

Minutes of both meetings are attached to this report.

BACKGROUND

The Audit, Risk and Improvement Committee was established by Council resolution 2023/58 (13 September 2023)

(a) Relevance to Integrated Planning and Reporting Framework

CSP L1.1 Use expert, cultural, scientific and local knowledge to inform our decision-making and consultation.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

Council is in an agreement with Gilgandra Shire Council to share a common ARIC.

The ARIC meeting of 9 October 2025 was held via Teams at the Council administration building.

Items discussed at the meeting were:

- The draft Financial Statements 2024/25.
- Appointment of Greg Hill as Council's General Manager.
- Proposed on-site meeting for 27 November 2025.

The quarterly meeting of 27 November 2025 was held on site at the Council administration building, to give the committee an opportunity to conduct a tour of their selected worksites and projects, as well as to meet with available councillors.

Items discussed at the ARIC meeting were:

- Internal audit.
- Risk management.
- Financial management.
- Corporate compliance calendar.
- Draft Local Preference Purchasing Policy.
- Annual review of Council's IT disaster recovery planning.
- Compliance with OLG Guidelines.

(a) Governance/Policy Implications

The ARIC is a key component of Council's corporate governance.

(b) Legal Implications

It is a statutory requirement to have an ARIC.

(c) Social Implications

Nil

(d) Environmental Implications

Nil

(e) Economic/Asset Management Implications

Nil

(f) Risk Implications

None attached to this report.

CONCLUSION

The next ARIC meeting is due to be held on 4 March 2026.

RECOMMENDATION

That Council note:

- 1. The minutes of the Audit, Risk and Improvement Committee meeting held on Thursday 9 October 2025.**
- 2. The minutes of the Audit, Risk and Improvement Committee meeting held on Thursday 27 November 2025.**

8.2 CASTLEREAGH MACQUARIE COUNTY COUNCIL (CMCC) - MINUTES/REPORT**File Number:** C6 and N7**Author:** Marina Colwell-Executive Support**Authoriser:** Greg Hill, General Manager**Annexures:** 1. **CMCC - Minutes 27 October 2025 (under separate cover)**2. **CMCC - Annual Report 2024-2025 (under separate cover)****PURPOSE**

To provide Council an update and a copy of the meeting and provide minutes from the Castlereagh Macquarie County Council (CMCC) held on 27 October 2025 meeting, along with the CMCC 2024/25 Annual Report.

BACKGROUND

CMCC is a local government authority for weed management control in the Walgett, Coonamble, Warren, Gilgandra and Warrumbungle Shire Council areas. The committee meets quarterly.

Council's role is to work with landowners and occupiers to help them meet their general biosecurity duty as part of the *Biosecurity Act 2015*.

(a) Relevance to Integrated Planning and Reporting Framework

CSP: Strategy 17. Support environmental initiatives which grow our contribution to broader environmental outcomes for future generations.

(b) Financial Considerations

None directly relating to this report.

COMMENTARY

The CMCC met on Monday 24th February 2025

The Committee Report and Minutes are attached for Council reference.

(a) Governance/Policy Implications

Nil

(b) Legal Implications

Biosecurity Act 2015

(c) Social Implications

Nil

(d) Environmental Implications

Nil

(e) Economic/Asset Management Implications

Nil

(f) Risk Implications

Nil

CONCLUSION

The CMCC discussed several matters at its meeting on 27 October 2025 and the attached minutes reflect the meeting outcomes along with the 2024/25 Annual Report.

RECOMMENDATION

That the Annual Report and Minutes of the Castlereagh Macquarie County Council held 27 October be received and noted.

9 REPORTS TO COUNCIL





9.1 PERMANENT ROAD CLOSURE POLICY/SHORT TERM ROAD LEASE POLICY

File Number: AM-POL-01

Author: Stuart Lloyd-Manager Assets

Authoriser: Bruce Quarmby, Director Corporate Services

Annexures:

1. PERMANENT ROAD CLOSURE OF COUNCIL PUBLIC ROAD POLICY (under separate cover) 
2. SHORT-TERM ROAD LEASE OF UNUSED PUBLIC ROADS POLICY (under separate cover) 
3. PERMANENT ROAD CLOSURE PROCEDURE 2025 (under separate cover) 
4. SHORT-TERM LEASE OF UNUSED COUNCIL PUBLIC ROAD PROCEDURE 2025 (under separate cover) 

PURPOSE

To introduce to Council two new policies and respective procedures. These include the:

- Permanent Road Closure of Council public roads Policy and Procedure (annexures 1 and 2), and
- Short-Term Lease of unused Council Public Roads Policy and Procedure (annexures 3 and 4).

BACKGROUND

Coonamble Shire Council (the Council) is the roads authority for the purpose of managing Council public roads within its local government area (the Shire) as per *The Roads Act 1993*.

A formal request to permanently close McGlynns Road and Fishers Road helped Council staff identify associated policy gaps. Council currently does not have any policies for the permanent closure, sale, or lease of roads adopted. This report however introduces two such related policies for consideration by the Council for adoption

(a) Relevance to Integrated Planning and Reporting Framework

Community Strategic Plan point L2.3 Proactively communicate decisions, and the processes to reach them, to relevant stakeholders.

There are no direct impacts on the Integrated Planning Framework by these policies.

(b) Financial Considerations

There are no direct financial impacts by these policies – Councils financial exposure is negligible.

COMMENTARY

Amendments to the *Roads Act 1993* on 1 July 2018, passed responsibility for the permanent closure of Council public roads to the Council. In Part 4 Division 3 of *The Roads Act 1993*, provisions exist for the permanent closure and disposal of Council public roads to adjoining land holders. In Part 10, Division 2 sections 153 - 157 of *The Roads Act 1993*, provisions exist for the short-term lease of unused public roads.

Moving forward once the draft policies are adopted by Council, all applications to Council for either the permanent closure or for the short-term lease of unused Council public roads will be assessed in accordance with these policies. Council will note that these policies have been drafted to ensure compliance with the *Roads Act 1993*.

Whilst the draft policies as tabled, provide staff with the required strategic guidance, management have developed the operational procedures required to underpin these policies. These operational procedures have been attached to this report for Council's information and noting.

(a) Governance/Policy Implications

Upon adoption, these policies will provide both the community and the organisation with transparency in dealing with the closure or short-term lease of Council public roads.

(b) Legal Implications

The requirements for the permanent closure of a Council Public Road are specified in *The Roads Act 1993* under sections 38A to 38F. The requirements for the short-term lease of an unused Council Public Road are specified in *The Roads Act 1993* under sections 153 to 157.

Both proposed Policies and Procedures align with *The Roads Act 1993* and provide clarity to any Applicant with regards to the processes and costs involved.

Successful Applicants of the permanent closure of a given road shifts ownership, legal accountability and responsibility upon them, the landowner.

Successful Applicants of short-term leases of unused council public roads are bound financially and legally by the contract agreed upon by both the Council and Applicant.

(c) Social Implications

Social implications must be identified during the assessment of any submissions received during the public exhibition of these policies.

(d) Environmental Implications

NIL

(e) Economic/Asset Management Implications

All permanent road closures or short-term leases of under-utilised Council public roads are assessed on an individual basis.

Roads considered for closure are observed to gain very little usage by the community, have little to no strategic future purpose, and are not required for the provision of emergency responses. Roads considered for short-term lease follow a similar approach.

Costs for permanent road closures or short-term leases are borne by the Proponent. The land market value for sales or lease are minimal.

Minor variations are required when dealing with asset registers, works programs, inspection regimes, and updating GIS datasets.

(f) Risk Implications

Applicants seeking either the permanent closure or short-term lease of Council public roads, are not guaranteed a successful outcome.

The critical components in the processes are the assessments and public exhibition of permanent road closure or short-term lease proposals. These steps are used as a method of mitigation against any wrong permanent closures or leases.

CONCLUSION

The Roads Act 1993 makes provisions and determinations of the requirements for the permanent closure of Council public roads, and for the short-term lease of unused Council public roads. The two policies and respective procedures provide clarity and transparency to Applicants, the organisation, and to the broader community regarding the processes and costs involved.

RECOMMENDATION

- 1. That Council notes the information in this report.**
- 2. That Council place the draft policies on public exhibition for a period of 28-days, with a report to the February Ordinary Council Meeting for consideration and adoption of the policies with or without change.**

9.2 REVIEW LOCAL PREFERENCE PURCHASING POLICY

File Number: Policies - P15

Author: Deborah Tatton, Manager Finance & Procurement

Authoriser: Bruce Quarmby, Director Corporate Services

Annexures:

1. **DRAFT - Local Preference Purchasing Policy 2025 (under separate cover)** 
2. **Local Preference Purchasing Policy October 2023 (under separate cover)** 

PURPOSE

The purpose of this report is to provide Council with a review of the Local Preference Purchasing Policy on public exhibition for 28 days to invite comments / submissions from the community.

BACKGROUND

Council is currently undertaking a review of the entire Procurement Framework that has been in operation within Council. The focus of the review has been to simplify processes and policies, reduce risk whilst seeking to ensure procurement practices of Council reflect a value for money and probity driven service. Council continues to review its practices to align with the Office of Local Government Guidelines.

Due to recent Independent Commission Against Corruption (ICAC) investigations there is additional emphasis on procurement practices. The next phase of the Procurement Framework review is to evaluate the effectiveness of the Local Purchasing Policy (2023).

(a) Relevance to Integrated Planning and Reporting Framework

E1.3 Increase entrepreneurial activity in agriculture, business and tourism

L2.1 Use expert, cultural, scientific and local knowledge to inform our decision-making and consultation.

L2.3 Proactively communicate decisions and the processes to reach them to relevant stakeholders

(b) Financial Considerations

Ensuring transparency and risk mitigation within procurement processes of Council.

COMMENTARY

REVIEW LOCAL PREFERENCE PURCHASING POLICY

The Coonamble Shire Community Strategic Plan outlines Council's commitment to the local economy with the following goal (G6):

"We support a resilient local economy by increasing its diversity and boosting opportunities for entrepreneurship and business"

The Local Preference Purchasing Policy identifies the importance of local suppliers within the Coonamble Shire Council Local Government Area (LGA) and the pivotal

part they play in growing our local economy. The Policy recognises that “overall value-for-money” is about broader economic benefits to the area and not just the lowest price.

A review has recently been undertaken of the Local Preference Purchasing Policy after it was identified that there was an imbalance for non-local suppliers who would be unable to compete against local suppliers for Request for Quotations (RFQ's) and Tenders. It is proposed that the below ratings are applied when evaluating tenders and quotes. The proposed policy is attached with the major sections identified below. For comparison purposes, a copy of the policy as it stands has also been attached.

Non-Price Assessment

A non-price assessment criteria will be included and will be based on the locality of the business and its impact on the local and surrounding economy. The assessment will be allocated up to 7% of the overall weighting for the non-price assessment criteria

Criteria	Score	Supporting Business
Business head office set up and run locally within the Coonamble Local Government Area (LGA), including Coonamble, Gulargambone and Quambone	7	With the commitment to local businesses and economy
Business branch operating within the LGA, with head office outside the LGA	5	With commitment to local economy
Business set up and run outside of the LGA but within a neighbouring Council: <ul style="list-style-type: none"> • Warren LGA • Gilgandra LGA • Warrumbungle LGA • Walgett LGA • Narrabri LGA 	3	Minor impact on local economy
Business set up and run outside of the LGA and but within 250km of Coonamble	1	Within Central West NSW
Business operating outside of the above	0	

Following determination of the correct rating as defined above, a minimum weighting of 7% for local preference is applied to the rating to calculate the final score.

Local Supplier Discount

For suppliers who respond to Council's Procurement Requests if at least 30% of the net cost of their response or tender includes or is attributable to local content, Council will reduce the total quoted cost by the allowance equivalent to the local content discount.

To be eligible for the discount, suppliers must specifically detail and explain in their response to Council's procurement request the particular facts upon which they rely to establish their eligibility for the discount and must provide any evidence of such eligibility as reasonably required by the Council.

The assessment will be scored based on the following assessment:

Criteria	Rating	Supporting Business
Business provides details and nominates local suppliers and/or subcontractors for goods and services for use in the project to a minimum value of 50% of the contract sum (ex GST)	100%	Demonstrated commitment to using local suppliers and sub-contractors
Business provides details and nominates local suppliers and/or sub-contractors for goods and services for use in the project to a minimum of 30% of the contract sum (ex GST)	50%	Partial commitment to using local suppliers and sub-contractors
Business does not commit to using local suppliers and/or sub-contractors	0	

Amount Quoted	Allowance	Maximum Allowance applied
Below \$50,000	10.0%	\$5,000
\$50,001 - \$100,000	7.5%	\$7,500
\$100,001 - \$150,000	5.0%	\$7,500
Above \$150,000	2.5%	\$10,000

For Tenders over \$1Million the local content percentage target will be outlined in the Tender Probity and Evaluation Plan.

Where no sub-contractors are nominated by any tenderer, the tenderer local content criteria will be removed, and the weighting reallocated to a pre-determined evaluation criteria nominated within the Tender Probity and Evaluation Plan. Where this has not been nominated within the Tender Probity and Evaluation Plan, the default evaluation criteria will be price.

Once a supplier is awarded works under this policy, they will be required to provide Council with sufficient documentation to substantiate the utilisation of local content as outlined in their quotation/submission. All subcontractors MUST supply a subcontractor statement upon completion of the works which is to be submitted to Council as part of the completion report. Failure to supply a completion report and subcontractor statements may result in ineligibility for the Local Content Discount for future submissions.

For Council's information and to avoid doubt, normal processes of assessment of non-price considerations still apply, and this policy does not require that the lowest cost tender is necessarily successful. ***The purpose of this policy is to give preference to local suppliers (compared to non-local suppliers) where all else is equal.***

Additional Commentary from external sources

The drafted policy has been reviewed by Council's Audit and Risk Improvement Committee (ARIC) and compared to other Council's Policies. ARIC have identified the 10% discount is 'very generous' when compared to other Council's, however, have endorsed the revised policy as it stands. A similar sentiment was received from the NSW Local Government Procurement specialist team regarding Council's current policy and made comment that there is an increasing amount of Council's moving away from Local Purchasing Discounts due to the risk it can pose to Council.

Due to the major changes to the drafted policy and impact on local suppliers, it will be placed on public exhibition for 45 days and invite comment from the community.

(a) Governance/Policy Implications

Once adopted by Council, the revised Local Preference Purchasing Policy will become policies of Council.

(b) Legal Implications

The procurement of goods and services by Council must comply with the provisions of the *Local Government Act 1993 (Section 55)* and the *Local Government (General) Regulation 2005 (Clauses 177 and 178)*.

(c) Social Implications

The revised Local Preference Purchasing Policy Council's takes into consideration social implications.

(d) Environmental Implications

Nil

(e) Economic/Asset Management Implications

The objective of the Local Preference Purchasing Policy is to achieve the best value for money in its procurement of goods and services, where possible giving preference to local suppliers, and non-local suppliers using local content, to support the Council's economic development.

(f) Risk Implications

Through the implementation of these additional control measures included in the Policy, Council is seeking to reduce / minimise its exposure to risks associated with its procurement processes.

CONCLUSION

The objective of the Local Preference Purchasing Policy is to achieve the best value for money in its procurement of goods and services, where all other factors are equal, giving preference to local suppliers, and non-local suppliers using local content, to support the Council's economic development. The amendments to the policy have been designed to address the shortcomings identified after the Policy was introduced.

There is a clear duty of care to spend public funds responsibly, and in a way that protects, nurtures, and grows the environment and the economy and supports local businesses (including SMEs and minority owned), jobs and guards against modern slavery or any other unethical practices. Council will embrace its responsibility to not

only ensure the environmental, social, and economic sustainability of our community at a local level, but to also contribute to the overall health of the planet.

RECOMMENDATION

- 1. That Council notes the information in this report.**
- 2. That Council places the revised Local Preference Purchasing Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions and allow 42 days after exhibition.**
- 3. That, in the event of any submissions being received, that the Manager of Finance and Procurement presents a further report, together with the contents of those submissions received, to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the revised Local Preference Purchasing Policy (with or without changes) at its March 2026 Ordinary Meeting.**

9.3 ANNUAL CODE OF CONDUCT COMPLAINTS STATISTICS

File Number: 75184

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Greg Hill, General Manager

Annexures: 1. Code of Conduct Complaints Statistics 2024-2025 (under separate cover) 

PURPOSE

To report to Council on code of conduct statistics in accordance with clauses 11.1 and 11.2 of the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*.

BACKGROUND

The Office of Local Government (OLG) requires Council's Complaints Coordinator to report to Council and the OLG on code of conduct statistics each year for the period 1 September to 31 August.

(a) Relevance to Integrated Planning and Reporting Framework

CSP L2.2: Proactively communicate decisions, and the processes to reach them, to relevant stakeholders.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

The OLG has provided a template for reporting of statistics. The report for the required period is provided as an attachment.

The report indicates there were three complaints about councillors or the General Manager received and/or finalised in the period 1 September 2024 to 31 August 2025.

(a) Governance/Policy Implications

The production of this report meets Council's obligations and ensures that governance complies with Council's policy requirements.

(b) Legal Implications

Council has obligations under the *Local Government Act 1993* in respect of code of conduct complaints and associated reporting requirements.

(c) Social Implications

While there are no social implications associated with this report, making the annual code of conduct complaints report demonstrates openness and transparency in its operations.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

There are no economic/asset management implications arising from this report.

(f) Risk Implications

This report is inherently low risk; however, if Council were to be non-compliant with the requirement to produce this report, that operation would be outside of Council's risk appetite.

CONCLUSION

The 1 September 2024 to 31 August 2025 reporting period included three (3) code of conduct complaints received relating to a councillor or the General Manager.

The code of conduct complaints statistics report has been submitted to the Office of Local Government.

RECOMMENDATION

That Council notes the annual Code of Conduct Complaints Statistics Report for the period 1 September 2024 to 31 August 2025.

9.4 ANNUAL REPORT

File Number: 75194

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Greg Hill, General Manager

Annexures: 1. Coonamble Shire Council Annual Report 2024/25 (under separate cover) 

PURPOSE

To present Council with the 2024 / 25 Annual Report.

BACKGROUND

The Annual Report has been prepared in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*.

(a) Relevance to Integrated Planning and Reporting Framework

The Annual Report is required as part of Council's Integrated Planning and Reporting (IP&R) Framework.

(b) Financial Considerations

The reports present information on Council's financial position; however, there are no direct financial considerations arising from this report.

COMMENTARY

The Annual Report details Council's achievements progress made in the financial year 2024 / 25 against the Coonamble Shire Community Strategic Plan 2025-2035 (the CSP).

The CSP was structured around five themes:

- Our community
- Our economy
- Our assets
- Our country
- Our leadership

The IP&R Framework requires annual reports to be published on the Council website and provided to the Minister by 30 November. Council complied with this deadline, with the report published and notification sent to the Minister by 28 November 2025.

(a) Governance/Policy Implications

Council is compliant with the minimum requirements in relation to the Annual Report. Publication by way of this business paper report represents an opportunity for Council to enhance engagement with the community.

(b) Legal Implications

Compliance with the IP&R Framework is a legislative requirement.

(c) Social Implications

The CSP outlines strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our Community'.

(d) Environmental Implications

The CSP outlines strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our Country'.

(e) Economic/Asset Management Implications

The CSP outlines strategies to achieve goals across the quadruple bottom line including social outcomes under theme areas including 'Our Economy' and 'Our Assets'.

(f) Risk Implications

This report is inherently low risk.

CONCLUSION

The Annual Report 2024 / 25 is tabled for Council's information. The Annual Report has been published on Council's website and reported to the Office of Local Government, as required under the Integrated Planning and Reporting Framework.

RECOMMENDATION

That Council note completion of the 2024/2025 Annual Report, including publication on Council's website and notification to the Minister for Local Government.

**10 NOTICES OF MOTIONS/QUESTIONS WITH
 NOTICE/RESCISSION MOTIONS**

Nil

11 CONFIDENTIAL MATTERS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

- 11.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire
 Council - 12 November 2025**

12 CONCLUSION OF THE MEETING