



## **BUSINESS PAPER**

# **Ordinary Council Meeting Wednesday, 8 April 2020**

**Date: Wednesday, 8 April 2020**

**Time: 10.00 am**

**Location: By Video Link  
Coonamble Local Government Area**

**Hein Basson  
General Manager**

**Notice is hereby given that an Ordinary Meeting of Council will be held by Video Link, Coonamble Local Government Area on Wednesday, 8 April 2020 at 10.00 am.**

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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 DEPUTATION/DELEGATIONS****6 CONFIRMATION OF MINUTES****RECOMMENDATION**

**That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 11 March 2020 be confirmed as a correct record of the proceedings of the meeting.**



# **MINUTES**

## **Ordinary Council Meeting Wednesday, 11 March 2020**

**MINUTES OF COONAMBLE SHIRE COUNCIL ORDINARY COUNCIL MEETING HELD AT THE MEMORIAL HALL , BOURBAH STREET, GULARGAMBONE ON WEDNESDAY, 11 MARCH 2020 AT 10:00 AM**

**PRESENT:** Cr Ahmad Karanouh (Mayor), Cr Paul Wheelhouse (Deputy Mayor), Cr Karen Churchill, Cr Pat Cullen, Cr Barbara Deans, Cr Bill Fisher, Cr Robert Thomas

**IN ATTENDANCE:** Hein Basson (General Manager), Bruce Quarmby (Director of Corporate and Urban Services), Robyn Ryan (Director of Community Services), Kookie Atkins (Director of Engineering Services), Pip Goldsmith (Economic Development Officer) and Jill Moorhouse (GM Secretary).

**1 OPENING MEETING**

The Mayor opened the meeting at 10.12 a.m.

**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**

Nil

**4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

Nil

**5 DEPUTATION/DELEGATIONS**

Nil

**6 CONFIRMATION OF MINUTES**

**RESOLUTION 2020/1**

Moved: Cr Paul Wheelhouse

Seconded: Cr Robert Thomas

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 12 February 2020 be confirmed as a correct record of the proceedings of the meeting, subject to the following two (2) amendments:

Page 13 – the dates of conference should read 18 to 20 March 2020 (not 18 to 29 March 2020).

Page 20 – the notation under Minute No 4690 is incorrect – Cr Wheelhouse requested that his name be recorded as voting against Minute No 4692.

**CARRIED**

## **7 DISCLOSURES OF CONFLICTS OF INTEREST**

Cr Karanouh declared a pecuniary conflict of interest in Item 12.5 "Council Owned Property". Cr Karanouh indicated that he would leave the room, not taking part in any discussion or voting on the item.

Cr Wheelhouse also declared a conflict of interest in Item 12.5 "Council Owned Property". Cr Wheelhouse indicated that he would leave the room, not taking part in any discussion or voting on the item.

## **8 RESOLUTION BOOK**

### **8.1 RESOLUTION BOOK UPDATE**

Cr Churchill requested an update on progress regarding acquisition of the land for the bore bath project. In response the General Manager said that Council has submitted an application in the prescribed format and has paid the relevant fee. Council is waiting on feedback from the Crown Lands Department. Mr Basson informed the meeting that the acquisition process is likely to take several months.

#### **RESOLUTION 2020/2**

Moved: Cr Paul Wheelhouse

Seconded: Cr Barbara Deans

That Council note the status of resolutions in progress and resolutions completed since the last meeting.

**CARRIED**

## **9 MAYORAL MINUTE**

### **9.1 MAYORAL MINUTE**

Cr Karanouh informed the meeting that he did not attend the Country Mayors' Association meeting in Sydney on 6 March 2020 due to time constraints and because he would be attending the Western Division of Councils Annual Conference in Broken Hill from 18 to 20 March.

The Mayor also said that he and the General Manager had a meeting with representatives of Central West Local Land Services (CWLLS) at which was discussed leasing reserves to adjacent landholders for roadside grazing and the need for Council to have input prior in case roadworks in that vicinity were planned. It was also an opportunity to discuss other issues that have arisen in the past and how they would be managed by the CWLLS in the future.

The Mayor mentioned the open area to the east of the old cemetery site in Coonamble as a possible option for Council to consider for the future establishment of soccer fields, noting that it would have to be an incremental approach to develop the area for this purpose.

Cr Cullen referred to an area at Coonamble sportsground at the corner of McCullough Street / Dubbo Street and asked whether there is sufficient room to establish a soccer field. Councillors noted that when the ground is being utilized, especially for big games such as finals, this area is

required for parking.

Cr Karanouh referred to the need for Council to co-ordinate a general clean-up day within the urban areas. The Director Corporate and Urban Services said there is a provision in the current financial year's budget for this purpose, and that he would prepare a report in this regard, including costings, for the April 2020 Council Meeting for Council's consideration.

**RESOLUTION 2020/3**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

That Council notes the information in this report.

**CARRIED**

**RESOLUTION 2020/4**

Moved: Cr Paul Wheelhouse

Seconded: Cr Pat Cullen

That Council investigates the possibility of constructing a weir within the Castlereagh River in order to ensure the Coonamble community's water security in the future – noting that such a project would require grant funding to pursue.

**CARRIED**

**10      PRECIS OF CORRESPONDENCE****SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL****10.1    INTEREST TO PARTICIPATE ON ROADS COMMITTEE****RESOLUTION 2020/5**

Moved: Cr Paul Wheelhouse

Seconded: Cr Pat Cullen

1. That Council notes the information in the report.
2. That Council endorses the submissions of interest received from Messrs Paul Underwood and Paul Fisher to participate on the Roads Committee up to September 2020, when the next Local Government elections will be conducted.
3. That Council also accepts and endorses the late submission of interest received from Ms Alanna McHugh, noting that her inclusion will make the composition of the Roads Committee more gender sensitive.

**CARRIED**

**SECTION B - MATTERS FOR INFORMATION ONLY****NIL****11 COMMITTEE REPORTS****11.1 MINUTES OF THE DONATIONS COMMITTEE MEETING HELD ON 26 FEBRUARY 2020****RESOLUTION 2020/6**

Moved: Cr Robert Thomas

Seconded: Cr Paul Wheelhouse

That the Minutes of the Donations Committee Meeting held on 26 February 2020 be received and the recommendations therein be adopted as follows:

- a. That Council agrees to provide \$2,500.00 to the Marthaguy Picnic Race Club on the understanding that Council's donation will be acknowledged on all promotional material.
- b. That Council agrees to provide \$1,500.00 to the Quambone Polocrosse Club on the understanding that Council's donation will be acknowledged on all promotional material.
- c. That Council agrees to provide \$550.00 to the Quambone Resources Committee to fund accommodation in Sydney for the purpose outlined in the application.
- d. That Council agrees to provide \$5,000 to the Coonamble Community Radio to assist towards cost of moving the transmitter and maintenance of the radio station on the understanding that Council's contribution will be acknowledged.
- e. That Council agrees to provide \$150.00 to the Coonamble Women's Shed to enable members to cater a morning and afternoon tea as a social event in the community.
- f. That Council provides \$2,000.00 to the Gulargambone Bowling Club on the understanding that Council's contribution will be acknowledged by the Club in its end-of-year report.
- g. That Council provides \$2,000.00 to the Gulargambone Bowling Club on the understanding that Council's contribution will be acknowledged by the Club in its end-of-year report.
- h. That Council provides \$5,000.00 to the Coonamble Show Society to provide entertainment at the 2020 annual show on the understanding that Council's contribution be acknowledged on all promotional material.
- i. That Council provides \$3,000.00 to the Let's Dance Carinda Tribute Committee, noting the Committee has agreed to acknowledge the contribution on all its promotional advertising.
- j. That Council pre-approves an amount of \$2,500.00 to the Rotary Club of Coonamble Inc from the Donations Vote for the 2020/21 financial year to partially fund a Family Fun Day in November 2020.
- k. That Council increases its sponsorship to \$3,500.00 for the Campbelltown Art Centre's annual Sculpture Award as a pre-approved contribution from the 2020/21 financial year's Donations Vote.

**CARRIED**

**AMENDMENT**

Moved: Cr Karen Churchill

That the amount of \$3,000 for the Let's Dance Carinda Tribute Committee be increased to \$4,000.

**LAPSED**

**12 REPORTS TO COUNCIL****12.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY****RESOLUTION 2020/7**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes Development Application No.002/2020 has been approved under delegated authority since Council's February 2020 Meeting.

**CARRIED**

**12.2 STATUS REPORT REGARDING COUNCILLOR ENQUIRIES**

Cr Thomas referred to Enquiry No 0093.2020 and asked whether Council was making any progress in having the block cleaned up. The General Manager said that it was a work in progress situation and that Council's Environmental Services Manager was pursuing the options available to Council.

**RESOLUTION 2020/8**

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

That Council notes the information in this report.

**CARRIED**

**12.3 LOCAL GOVERNMENT NSW WATER MANAGEMENT CONFERENCE****RESOLUTION 2020/9**

Moved: Cr Karen Churchill

Seconded: Cr Bill Fisher

1. That Council notes the information in this report.
2. That Council nominates Cr Deans and a staff member to attend the LGNSW Water Management Conference being held in Narrabri from 15 to 17 July 2020.

**CARRIED**

**12.4 LOCAL STRATEGIC PLANNING STATEMENT – DRAFT****RESOLUTION 2020/10**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes the progress report on the development of its Local Strategic Planning Statement.

**CARRIED**

**12.5 COUNCIL-OWNED PROPERTY**

Cr Ahmad Karanouh left the meeting, nominating Cr Fisher to take the Chair. Cr Karanouh did not partake in the discussion or voting on the item.

Cr Wheelhouse also left the meeting, not partaking in the discussion or voting on the item.

The General Manager distributed a letter to the Councillors received from Mr Brian Sommerville dated 10 March 2020 within which he indicated that he would not be in a position to pursue the development of a supermarket within the Main Street of Coonamble.

The General Manager also distributed a table with cost comparisons of the four (4) options discussed in the report, ranging from \$243,000 for the Skillman's Lane Car Park Option to \$483,000 for the empty shop at 69 Castlereagh Street.

During the discussion of the item, it was mentioned by the General Manager in response of a question, that the size of the vacant block at 79 Castlereagh Street, Coonamble was 164 square meters.

**MOTION**

Moved: Cr Karen Churchill

That Council erects the public amenities on the block formerly occupied by the Mac's Dry Cleaning business.

**LAPSED**

**RESOLUTION 2020/11**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That Council purchases the vacant block at 79 Castlereagh Street, Coonamble for an amount of \$50,000 for the purpose of public amenities to be erected on the site.

**CARRIED**

Cr Churchill requested that her name be recorded as voting against this resolution.

**RESOLUTION 2020/12**

Moved: Cr Barbara Deans

Seconded: Cr Patrick Cullen

That Council authorises the General Manager to sign and for the Council Seal to be affixed to all relevant and necessary documents pertaining to the purchase of 79 Castlereagh Street, Coonamble; further, that Council classifies the aforementioned site as being “operational land”.

**CARRIED**

Cr Churchill requested that her name be recorded as voting against this resolution.

At 11.02 am, Cr Ahmad Karanouh returned to the meeting.

At 11.02 am, Cr Paul Wheelhouse returned to the meeting.

**12.6 RATES AND CHARGES COLLECTIONS – FEBRUARY 2020****RESOLUTION 2020/13**

Moved: Cr Pat Cullen

Seconded: Cr Paul Wheelhouse

That Council notes the information provided in the report.

**CARRIED****12.7 STATUS OF INVESTMENTS - FEBRUARY 2020****RESOLUTION 2020/14**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes the list of investments as at 29 February 2020 and also that these investments comply with Section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council’s Investment Policy.

**CARRIED****12.8 REVIEW OF CORPORATE CREDIT CARD POLICY****RESOLUTION 2020/15**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That Council adopts the revised Corporate Credit Card Policy as attached to the report.

**CARRIED****12.9 REVIEW OF PROCUREMENT POLICY****RESOLUTION 2020/16**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That Council adopts the amended Procurement Policy as attached to the report.

**CARRIED****12.10 SALEYARDS REPORT****RESOLUTION 2020/17**

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

That Council notes the information in the report.

**CARRIED****12.11 GENERAL REVALUATION FOR COONAMBLE SHIRE COUNCIL****RESOLUTION 2020/18**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes the information contained in this report, together with its four (4) annexures attached to the report.

**CARRIED****12.12 URBAN SERVICES - WORKS IN PROGRESS****RESOLUTION 2020/19**

Moved: Cr Paul Wheelhouse

Seconded: Cr Barbara Deans

That Council notes the information in this report.

**CARRIED**

At this juncture, 11.15am, the meeting adjourned for morning tea and resumed at 11.37am.

Just before resumption of the meeting, Mr Col Ryan OAM addressed Council, thanking the Mayor for the Award received at the 2020 Australia Day Celebrations and congratulating the two other

recipients, Dr Jillian Kelly (Coonamble) and Mrs Margaret Garnsey (Quambone).

Mr Ryan also complimented the Council staff working at Gulargambone, saying they do a wonderful job.

### **12.13 PROPOSAL TO EXTEND TOWN WATER**

#### **RESOLUTION 2020/20**

Moved: Cr Karen Churchill

Seconded: Cr Barbara Deans

1. That Council places a moratorium on any water supply extensions in Coonamble until a new reservoir is constructed; after which further studies be conducted to ensure that adequate pressure would be available within the water reticulation system to satisfy users' needs as well as the necessary fire hydrant pressure requirements.
2. That Council investigates possible grant funding opportunities for addressing the identified deficiencies in its current water reticulation network.

**CARRIED**

The Director Engineering Services explained some of the points raised in the Public Works' "Water Reticulation Upgrade Options Study" submitted to the meeting, which in part, pointed out that the new reservoir will need to be bigger than one (1) Megalitres to cater for any proposed expansion.

### **12.14 ENGINEERING SERVICES - WORKS IN PROGRESS**

#### **RESOLUTION 2020/21**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That That Council notes the information in this report.

**CARRIED**

Cr Fisher drew attention to a blocked culvert in Vatua Lane where water is backing up and crossing the road. The Director Engineering Services said staff was aware of the problem and action will be taken.

Cr Cullen said that water continues to back up across the Carinda Road near the property "Fairy Bower". The Director said that she would investigate this problem.

Cr Thomas referred to the bad condition of the footpath in Gulargambone from the Multi-Purpose Centre to the RTC, saying that the section is used continually by wheelchair-bound people. He requested the engineering department staff to also inspect the footpath area near the pool, which is in urgent need of attention. The Director said that inspections would be carried out of these areas.

The General Manager reminded Councillors of the "Councillors Request for Maintenance" forms that are available for these above-mentioned types of maintenance requests; which provides for the requests to be recorded and the progress reported on as part of the monthly Business Paper.

Cr Deans referred to the Safe and Secure Water Program. The Director Engineering Services said that Council is having studies undertaken to provide detailed and comprehensive information to enable further applications to be made for funding. The studies will include the water treatment plant, securing town water for hospitals, and the quality of drinking water.

Cr Fisher referred to the Environmental Protection Agency's (EPA) remediation notice in Wingadee Street. The Director said a report has been forwarded to the EPA advising them of works being carried out by Council. She said that the works may not be deemed to be satisfactory and, if not, Council will have to include the whole 20ha area, which will entail significant expenditure.

### **12.15 COMMUNITY SERVICE PROGRESS REPORT**

#### **MOTION**

Moved: Cr Barbara Deans

That the previously identified priority projects at the Warrena Wier; numbers two (2), three (3) and four (4), be pursued with the unspent funds.

**LAPSED**

#### **RESOLUTION 2020/22**

Moved: Cr Bill Fisher

Seconded: Cr Paul Wheelhouse

1. That Council notes the information contained in this report.
2. That Council retains the unspent funds to the amount of \$27,026 for the funding or part-funding of future projects at the Warrena Weir.

**CARRIED**

### **12.16 RANGER'S REPORT - FEBRUARY 2020**

#### **RESOLUTION 2020/23**

Moved: Cr Karen Churchill

Seconded: Cr Robert Thomas

That Council notes the information in this report.

**CARRIED**

### **12.17 WORKPLACE INJURY MANAGEMENT REPORT - MARCH 2020**

#### **RESOLUTION 2020/24**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes the contents of the Work Health and Safety monthly report.

**CARRIED**

### **13 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**

#### **13.1 NOTICE OF RESCISSION MOTION - PLACEMENT OF SKATE BOWL - MACDONALD PARK**

##### **RESOLUTION 2020/25**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That the notice of rescission motion be received and dealt with.

**CARRIED**

##### **RESOLUTION 2020/26**

Moved: Cr Paul Wheelhouse

Seconded: Cr Bill Fisher

Third Signatory Cr Pat Cullen

That Council rescinds Resolution Number 4669 adopted at the Council Meeting held on 12 February 2020 :

1. "That the placement of the skate bowl within Macdonald Park be in the front (south-western) corner of the park as outlined in both options presented to Council.
2. That Council nominates Macdonald Park Masterplan Option 2 as its preferred concept option and that this concept option be included in the overarching Coonamble Shire Masterplan currently being developed."

**CARRIED**

#### **13.2 NOTICE OF MOTION - PLACEMENT OF SKATE BOWL - MACDONALD PARK**

##### **AMENDMENT**

Moved: Cr Karen Churchill

That the skate bowl be located in the same location in Macdonald Park but further back towards the north.

**LAPSED**

##### **RESOLUTION 2020/26**

Moved: Cr Paul Wheelhouse

Seconded: Cr Ahmed Karanouh

1. That the placement of the skate bowl within Macdonald Park be in the front of the park next to the current children's playground, approximately 24 metres from the south-western corner of the park and

that the draft schematic plan from GHD be modified to reflect this change.

2. That the nominated Macdonald Park Masterplan Option 2 adopted as Council's preferred concept option be amended to reflect the change in paragraph one (1) above and that this changed concept option be included in the overarching Coonamble Shire Masterplan currently being developed.

**CARRIED**

During the discussion of the item before the resolution being adopted, it was acknowledged that there needs to be a space between the children's playground and the to-be-erected skate bowl of between three (3) and five (5) metres to cater for landscaping of the area.

## **14 CONFIDENTIAL MATTERS**

### **RESOLUTION 2020/27**

Moved: Cr Pat Cullen

Seconded: Cr Karen Churchill

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

#### **14.1 Drought Stimulus Package**

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.

#### **14.2 Redetermination of Organisation Structure**

This matter is considered to be confidential under Section 10A(2) – a and g of the Local Government Act 1993, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors) and advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**CARRIED**

## **14.1 DROUGHT STIMULUS PACKAGE**

### **RESOLUTION 2020/28**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That Council authorises the General Manager to enter into a funding agreement with the NSW Government for a Drought Stimulus Package which allocates \$200,000 to the Coonamble Mineral Spa (Bore Baths) and \$400,000 to the Coonamble Visitor Information Centre projects.

**CARRIED**

## 14.2 REDETERMINATION OF ORGANISATION STRUCTURE

The General Manager handed out a document to all Councillors containing the following additional information: (1) An Organisation Structure Chart, (2) A comparison of the functions associated with each of the current departments and the proposed revised departments, (3) An updated recommendation. After the Councillors had been allowed some time to read through this information, the General Manager explained the contents of the three (3) documents to the Councillors, as well as his reasoning for arriving at his recommendations. He also explained the industrial relations advice he had been able to obtain earlier in the week from an experienced Industrial Relations Officer at Local Government NSW. An opportunity for questions was subsequently allowed for and extensive discussions were held before the following resolution was adopted by Council.

### RESOLUTION 2020/29

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

1. That Council notes the contents of the General Manager's report within which the provisions of Section 332(1B) of the *Local Government Act 1993* are addressed.
2. That Council determines, pursuant to the provisions of Section 332(1) of the *Local Government Act 1993*, that the only senior staff position within the organisation structure of Council is the position of the General Manager.
3. That Council notes that the General Manager has, after consultation with the Council and pursuant to the provisions of Section 332(1A) of the *Local Government Act 1993*, determined the positions (other than senior staff positions) within the organisation structure of Council as visually depicted on the Organisation Structure Chart handed out to Councillors at the Council Meeting and of which a copy is attached to the Council Minutes – which structure will be implemented at a date to be determined after the necessary consultation with staff has occurred.
4. That Council authorises the expense associated with the revised organisation structure to the amount of \$2.301 million for the office staff component – as discussed in detail in the General Manager's report – and that the necessary financial provisions be made in the 2020/21 Operational Plan and Budget.
5. That Council approves the principle to allow for the implementation of 10 days per year "Executive Leave" for executive management staff as an incentive to attract and retain suitably qualified and experienced staff to Coonamble Shire Council by assisting them to achieve a work-life balance, as a token of appreciation for the employees' commitment and the working of additional out-of-office hours whilst balancing this incentive with the availability of staff, productivity and continuity considerations – subject to the following conditions:
  - a. Employees entitled to Executive Leave shall not be entitled to participate in Council's Rostered Day Off arrangement.
  - b. No more than two (2) consecutive days' Executive Leave are to be taken at any one time.
  - c. Any Executive Leave not taken within the financial year in which it is granted will be forfeited and will not be carried forward into the next financial year.
  - d. Untaken Executive Leave in any financial year does not form part of a staff member's leave entitlement on resignation.

- e. Staff will only be able to apply for the pro-rata number of days of Executive Leave which have accumulated in any financial year.
- f. Staff must obtain written approval from the General Manager prior to taking any Executive Leave, following the approved procedures applicable at the time.
- g. The General Manager must obtain written approval from the Mayor prior to taking any Executive Leave, following the approved procedures applicable at the time.
- h. The Payroll Officer will be responsible for administrating Executive Leave in accordance with this arrangement.

**CARRIED**

Cl Paul Wheelhouse and Cr Karen Churchill requested their names to be recorded as being against the resolution.

**Annexures**

- 1 Organisation Structure Chart

**RESOLUTION 2020/30**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That Council moves out of Closed Council into Open Council.

**CARRIED**

**RESOLUTION 2020/31**

Moved: Cr Karen Churchill

Seconded: Cr Pat Cullen

That the resolutions adopted in Closed Council be adopted in Open Council.

**CARRIED**

**15 CONCLUSION OF THE MEETING**

**The Meeting closed at 1.22pm.**

**The minutes of this meeting were confirmed at the Council held on 8 April 2020.**

.....  
**CHAIRPERSON**

**7 DISCLOSURES OF INTEREST**

**8 RESOLUTION BOOK**

**9 MAYORAL MINUTE**

**10 PRECIS OF CORRESPONDENCE**

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**11 COMMITTEE REPORTS**

Nil

## 12 REPORTS TO COUNCIL

### 12.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

**File Number:** B11  
**Author:** Jill Moorhouse, Executive Assistant  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** Nil

#### PURPOSE

The purpose of this report is to provide information on development applications and complying development applications approved under delegated authority between monthly meetings of Council.

#### BACKGROUND

This information provides Councillors with details of Development Applications and Complying Certificates approved under delegated authority between monthly Council Meetings.

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

EN1.1.3 Ensure compliance with NSW Building Certification.

**(b) Financial Considerations**

There are no financial considerations attached to this report.

#### COMMENTARY

Only one (1) development application has been approved under delegated authority since Council's March 2020 meeting.

The list covering the relevant period is as follows:

DA No	Description of Works	Address of Proposed Works	Approval Date
004/2020	Garage for residential use	12 McMahon Street, Coonamble. +Lot 11 DP736717	11/03/2020

CC No	Description of Works	Address of Proposed Works	Approval Date
NIL			

**(a) Governance/Policy Implications**

It is Council's responsibility to implement environmental legislation requirements.

**(b) Legal Implications**

Nil

**(c) Social Implications**

There are no social implications associated with this report

**(d) Environmental Implications**

There are no environmental implications directly attached to this report.

**(e) Economic/Asset Management Implications**

There are no economic / asset management implications attached to this report.

**(f) Risk Implications**

Nil risk implications attached to this report.

**RECOMMENDATION**

**That Council notes that Development Application No 004/2020 has been approved under delegated authority since Council's March 2020 meeting.**

**12.2 STATUS REPORT REGARDING COUNCILLOR ENQUIRIES**

**File Number:** R6  
**Author:** Jill Moorhouse, Executive Assistant  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to provide an update on the status of Councillor enquiries.

**BACKGROUND**

Following the adoption of the *Councillor Access to Staff and Premises Policy* in August 2019, Councillors are required to lodge their enquiries with the General Manager on the *Councillors’ Enquiry Form*.

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

I4.1 Ensure long term management and protection of our community assets.

EC1.1.1 Continue to plan and implement Coonamble main street beautification and revitalisation projects.

L1.4.5 Review Council policies.

**(b) Financial Considerations**

Financial considerations for each enquiry will be taken into consideration during the assessment/investigation process.

**COMMENTARY**

Shown below is a list of outstanding Councillors’ enquiries received since implementation of this procedure up to the end of March 2020:

Date Received	Councillor	Enquiry	Enquiry No Referred to	Comments/Status
23/08/19	Thomas, R	Clean up block – corner Castlereagh/Aberford Streets	0093.2020 Environmental Services	Draft Order prepared. Awaiting Barrister’s brief. <b>ONGOING.</b>
23/08/19	Karanouh, A	Monitor nuisance caused by roosters – town area	0094.2020 Ranger	Continuing to monitor. No recent incidents reported. <b>ONGOING</b>

**Note: Once matters have been reported to Council as being completed, they will be removed from the list.**

**(a) Governance/Policy Implications**

In line with the *Councillor Access to Staff and Premises Policy*, Councillors are required to lodge enquiries on the *Councillors’ Enquiry Form* or the *Councillors’ Request for Maintenance Form*.

General Manager's Comment: It is noted that Councillors are prone to revert back to what they were used to before the above-mentioned policy had been adopted; using either the Pre-Council Meeting Session or the Council Meeting to get attention drawn to particular service delivery or maintenance concerns or issues. This practice is not allowing for these matters to be properly captured administratively and followed up upon, and is not consistent with Council's policy.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

There may be social implications, depending on the nature of individual enquiries.

**(d) Environmental Implications**

There may be environmental implications, depending on the nature of individual enquiries.

**(e) Economic/Asset Management Implications**

There may be economic and/or asset management implications, depending on the nature of individual enquiries.

**(f) Risk Implications**

There may be risk implications, depending on the nature of individual enquiries.

**CONCLUSION**

The current status of the Councillors' enquiries is documented above.

**RECOMMENDATION**

**That Council notes the information in this report.**

**12.3 COONAMBLE WOMEN'S SHED - REQUEST FOR FINANCIAL ASSISTANCE**

**File Number:** C8-15-23+D7  
**Author:** Jill Moorhouse, Executive Assistant  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to advise Council that the Coonamble Women's Shed (CWS) has submitted a request for funding in the amount of \$10,000 to continue its operations.

**BACKGROUND**

The CWS is a not-for-profit organisation which provides much needed services and support to the local community. Its mission is to enable the community to be the best it can be for itself and others. In July 2018 Council provided a financial contribution of \$8,240 (\$120pw rental plus \$2,000 towards operational costs) to establish the CWS as a 12 month pilot project. In 2019, following a request from the CWS, Council provided further financial support of \$10,000 to keep the organisation operational for a further 12 months period.

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

P2.1 Encourage an inclusive, active community where people look out for each other.

P2.2 Develop and grow the community's sense of shared responsibility.

P3.1.1 Advocate support and raise awareness of programs that promote the physical and mental health and well-being of community members.

**(b) Financial Considerations**

The Committee is requesting financial assistance in the amount of \$10,000 (\$8,000 rent and electricity/water \$2,000). Council has, in 2018 and 2019, provided financial support to help offset costs for the organisation to remain operational. Any money raised from sales at the Coonamble Women's Shed is earmarked for supplies, equipment, refreshments for clients.

**COMMENTARY**

The Coonamble Women's Shed has been operational in Coonamble since 2018 when Council funded a 12 month pilot project for its establishment. It provides a safe and secure place for community members to access and involve in creative arts/crafts and workshops. It provides referral application and a relaxed atmosphere to interact on a social level. The organisation is operated by volunteers who donate their time to ensure the community can access services.

**(a) Governance/Policy Implications**

Council provides financial assistance to volunteer / charitable / not-for-profit organisations within the community.

**(b) Legal Implications**

There are no legal implications associated with this report.

**(c) Social Implications**

The social implications associated with this report include assistance the Coonamble Women's Shed provides to people with mental health issues, drug and alcohol dependence, incidents of domestic violence, people otherwise isolated from the community, those in poverty and the unemployed.

The Women's Shed supports other local organisations, assisting with the school holiday programs run by Council; the Justice Correctional Service in providing a venue for women to serve Court appointed hours and the Coonamble Aboriginal Health Service assisting with community events and providing assistance with referrals if required.

**(d) Environmental Implications**

There are no environmental implications associated with this report.

**(e) Economic/Asset Management Implications**

There are no economic / asset management implications associated with this report.

**(f) Risk Implications**

The risk implications would include the wellbeing of people who struggle with mental health, domestic violence, drug and alcohol issues on a daily basis. Also those who struggle on a day-to-day basis with isolation, poverty and unemployment not being able to access a safe, secure and caring environment would undoubtedly create concerns.

**CONCLUSION**

The Coonamble Women's Shed is requesting a financial contribution of \$10,000 to continue its operations for a further 12 months. Council's donations policy does not provide assistance to this amount, however, the request could be considered in conjunction with the 2020/2021 Operational Plan and Budget.

**RECOMMENDATION**

**That Council resolves to consider the request from the Coonamble Women's Shed Inc for financial assistance in the amount of \$10,000 in conjunction with consideration of the Operational Plan and Budget for 2020/2021, noting that the organisation will not be able to continue its operations without Council support.**

**12.4 CANCELLATION OF 2020 COONAMBLE SHOW**

**File Number:** H5  
**Author:** Jill Moorhouse, Executive Assistant  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to inform Council that the Coonamble Show Society Inc has cancelled the 2020 Coonamble Show which was scheduled for Tuesday and Wednesday 26 and 27 May.

**BACKGROUND.**

Following community consultation and Council's decision (Minute No 4545 of 9 October 2019) application was made for gazettal of a public holiday for the second day of the Coonamble Show in 2020 and 2021.

On 19 December 2019 Council was advised by the NSW Department of Premier and Cabinet that the Minister had declared local public holidays for Wednesday 27 May 2020 and Wednesday 19 May 2021 for the Shire of Coonamble, being the second day of the annual show.

The Notice was published in the Government Gazette of 17 December 2019

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

P1.3.1 Support activities / projects that increase community participation and connection.

P4.1 Increase opportunities for our community to socialise together.

**(b) Financial Considerations**

There are no financial considerations associated with this report.

**COMMENTARY**

Council has recently been made aware that due to the uncertainty surrounding the Coronavirus, the 2020 Coonamble Show has been cancelled.

Enquiry was made with the relevant Department of Premier and Cabinet on Wednesday 18 March 2020 regarding the status of the public holiday. Council was informed that the holiday would stand unless application was made to cancel it. The Department advised the application to cancel would have to be made by the authority making the initial application for the holiday and it would have to be submitted in time to enable seven (7) clear days' notice to be given of the cancellation.

**(a) Governance/Policy Implications**

Local businesses are impacted when public holidays are gazetted. The Department of Premier and Cabinet reminds Council to be mindful of these associated costs which impact on local business owners.

**(b) Legal Implications**

There are no legal implications connected with this report.

**(c) Social Implications**

There are social implications attached to this report, in that if the holiday remains it will provide the opportunity for families to spend time together. However, with the uncertainty of the Coronavirus, it is impossible to predict what other activities, if any, will be accessible.

**(d) Environmental Implications**

There are no environmental implications attached to this report.

**(e) Economic/Asset Management Implications**

There are economic implications attached to this report for businesses. One business manager said that if he requires his staff to work it will cost \$4,917.15 for one day's trade, based on the penalty hourly rate of \$66.90/hour, which he says is not viable. The writer was one of a minority who disagreed with a public holiday being granted during initial community consultation.

Another business proprietor said his objection is based on current tough times for business, internet buying, lack of government and local government support and continual support for public holidays.

**(f) Risk Implications**

There are no risk implications directly associated with this report.

**CONCLUSION**

In summary, the public holiday for the Shire of Coonamble for Wednesday, 27 May 2020 has been formally gazetted. Even though the 2020 show has been cancelled the holiday still stands. Council has the option to write to the Department of Premier and Cabinet requesting the public holiday gazetted for Wednesday, 27 May 2020 be cancelled for reason that the show has been cancelled due to the Coronavirus situation.

**RECOMMENDATION**

**That Council requests the Department of Premier and Cabinet to cancel the public holiday gazetted for Wednesday, 27 May 2020 because the Coonamble Show has been cancelled due to the Covid-19 pandemic.**

**12.5 DRAFT MASTERPLAN FOR EXHIBITION**

**File Number:** T-4-4  
**Author:** Pip Goldsmith, Economic Development Officer  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** 1. Draft Masterplan (under separate cover)

**PURPOSE**

The purpose of this report is to present Council with the Draft Masterplan and associated documents which are to be placed on public exhibition for community feedback.

**BACKGROUND**

Stage 1 of the Masterplan Programme including an initial site meeting, community forums/workshops and budget and regulatory considerations has been completed and was reported to Council at the ordinary meeting on 12 February 2020. Also on this day, Council participated in a workshop with consultants to provide direction for the draft Masterplan.

Stage 2 of the Masterplan Programme includes presentation of the draft Masterplan, community feedback, and amendments and commissioning of the final plan.

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

- P1. Our community is connected across geographic, interest, cultural and social groups
- I2. Our community benefits from access to appropriate facilities
- I3.4 Maintain all public facilities to ensure safety and promote use
- I4. Our community is looking to the future to improve and protect our access to resources
- EC1.1 Re-establish and maintain robust, well patronised Coonamble and Gulargambone main street shopping precincts

**(b) Financial Considerations**

There will be modest costs incurred in the display and exhibition of the Masterplan during the period of public exhibition.

**COMMENTARY**

Engaged consultants sala4D have undertaken a consultation and investigation process to allow the development and delivery of a draft Masterplan and brand guidelines for the Coonamble Local Government Area (LGA). This Masterplan and brand guidelines comprise of several components (provided as annexures following this report) that will be placed on public exhibition to allow the community additional opportunity to provide feedback and contribute. These components include:

- Photo-realistic views: these provide an artist impression of what parts of the LGA will look like following the implementation of key Masterplan projects, including town entrances, a roundabout at the southern end of the Coonamble main street (intersection of the Castlereagh Highway and Aberford Street), a pedestrian-only laneway feature at Skillman's Lane, and the proposed Coonamble mineral spa facility. These artist

impressions are compared with photography of the current sites in order to demonstrate the proposed beautification.

- Town Masterplans: four mapped plans identifying the sites and details of proposed upgrades and developments in Quambone, Gulargambone, Coonamble North and Coonamble South.
- Detail project masterplans: increased level of detail for the proposed upgrades and developments in the Coonamble main street, mineral spa and Visitor Information Centre precincts.
- Report on survey findings from the consultation period: this document highlights some key finding from a community survey which was instrumental in providing a description of the values and identifying features of the community, which were then used to build the Coonamble LGA 'brand story'. This brand story is a valuable tool in our marketing kit of resources which will help guide communication and marketing activities and initiatives.
- Report on Tourism Opportunities: the current tourism products have been identified and industry insights analysed to recognise areas of potential for the local tourism industry.
- Logo concepts: the corporate Council logo, and complementary tourism logo have been updated following feedback and direction provided at the workshop with Councillors in February. Council are now presented with three options from which to choose a corporate Council logo. The tourism branding is confirmed as per workshop discussions and has been provided in the form of one logo representing the region and an additional three logos which can be used to represent the individual identity of each town or village.

Following the initial community consultation which provided direction for the development of the Masterplan, it is important that the community again be given the opportunity to review and comment on plans.

Plans and supporting documents will be available for viewing by the public on Council's website and printed copies will be available for viewing at the Coonamble Shire Library, Gulargambone Rural Transaction Centre and Quambone Store. The exhibition period will be promoted widely through the following channels:

- Local newspaper and radio advertising and editorial
- Council's social media channels
- A project update notification by email to key government agencies/organisations and local community groups and organisations
- Posters displaying photo-realistic views and instructions about how to make comment in the townships of Coonamble, Gulargambone and Quambone
- Letters to local State and Federal MPs

A four (4) week exhibition period is proposed, from Tuesday 14 April until Tuesday 12 May. This timeframe will allow for feedback to be considered and amendments made to the final plan before it being presented to Council for adoption at its ordinary meeting in June.

**(a) Governance/Policy Implications**

There are no governance/policy implications arising from this report.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

Due to the current restriction on public gatherings and social interaction as a result of the COVID-19 pandemic, consultation opportunities are limited slightly. This necessitates greater promotion of the exhibition period and encouragement for community feedback.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

The draft Masterplan describes a number of projects which will have implications of Council's Economic and Asset Management. Cost estimates and staging priorities have been included following consultation with Council staff and expert industry advice, in order to provide recommendations about how to prioritise significant projects over the long term.

General Manager's Comment: It is imperative for Council to progress the finalisation of its Coonamble Shire Masterplan, as it is envisaged that stimulus monies will be made available by the other spheres of Government for the purpose of stimulating the economy during and after the Covid-19 pandemic.

**(f) Risk Implications**

A strategic Master planning process will allow Council to plan appropriately for significant projects over the long term, allowing for funding to be sought and allocated. Without such a plan, there is a risk there would not be the same investment in identified priorities.

**CONCLUSION**

The draft Masterplan and branding have been presented for Council's review, before a period of public exhibition and opportunity for community feedback.

**RECOMMENDATION**

- 1. That Council notes the contents of this report.**
- 2. That Council selects either Option 1 or 2 or 3, as are visually depicted in the Draft Coonamble Shire Masterplan documentation provided under separate cover, as its preferred corporate logo; further, that it confirms the approval of the tourism logos as are visually depicted in the afore-mentioned Masterplan documentation.**
- 3. That Council approves of the Draft Coonamble Shire Masterplan documentation provided under separate cover with this report to be placed on public exhibition for a period of four (4) weeks, as from Tuesday 14 April.**

**12.6 ECONOMIC DEVELOPMENT PROGRESS REPORT****File Number:** D-5**Author:** Pip Goldsmith, Economic Development Officer**Authoriser:** Hein Basson, General Manager**Annexures:** 1. Coonamble Shire Council Adverse Event Plan**PURPOSE**

The purpose of this report is to provide Council with an update on recent economic development activities.

**BACKGROUND**

The Economic Development Officer's (EDO) role exists to provide advice and to facilitate the development of programs and activities that will stimulate economic development in the Coonamble Local Government Area (LGA). The objective of the role is to foster and facilitate development by assisting the growth and retention of business; reduce barriers and attract diverse, sustainable and responsible new industry development; and improve the profile of the LGA to attract investment, industry, new residents and tourism.

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

Coonamble Shire 2032 Community Strategic Plan for Coonamble Shire identifies 'Our Economy' as one of five key themes.

**(b) Financial Considerations**

There are no financial considerations attached to this report.

**COMMENTARY****COVID-19**

As impacts are felt by the community and local businesses, Council is monitoring and responding daily to identify and address current priorities. Local challenges and stakeholder solutions are changing daily, and the impact that this pandemic will have on Council's own projects is currently unknown, although is acknowledged as significant already.

Council is concentrating efforts on providing information to the community that is factual, current and relevant to the local community. Council is also ensuring continuity of essential services while making changes to operations and the availability of services in a way which will protect the community from the impact of COVID-19 as much as possible.

General Manager Commentary: It would be important for the Mayor to contact with the local Members of Parliament (both State and Federal) and lobby them for local government to be included with any economic stimulus packages that the other spheres of Government will be lodging during and after the Covid-19 pandemic.

**Coonamble Visitor Information Centre**

Council staff continue to work closely with contracted professionals on the detailed design of the Coonamble Visitor Information Centre (VIC), in preparation to go to tender for construction.

pw studio (the engaged architect) has confirmed the following design components in response to direction provided by Council in February:

- The pitch of the roof will be increased from 4 to 6 degrees, acknowledging that this change will raise the height of the parapet walls by approximately 500mm. This will increase total building height with commensurate cost in materiality and potentially structural implications for components such as lintels. Liaison with the hydraulic consultant will confirm further advice as to the most effective roof slope.
- Co-ordination with structural and hydraulic consultants will pursue the most effective and efficient drainage solution in line with Council's objective to increase the box gutter width to the maximum size to alleviate potential problems during periods of heavy rain.
- The design will incorporate mesh or similar over box gutters to ensure that leaves will not block the gutters, and this will be specified in the schedules.
- Klip-lok sheeting is guaranteed for pitches as shallow as 1 degree. Trimdek roof sheeting can be used as an alternative which is guaranteed to 2 degrees. Alternatively, corrugated profiles can be used between 3 to 5 degrees. Klip-lok will provide the greatest weather seal, however, Trimdek will provide the ability to remove individual sheets. The design will be amended to Trimdek with a suggestion for a discussion with the contractor for their preference to gain the best outcome.
- Ducting for air conditioning will run between webbing of trusses in the ceiling cavity with ceiling diffusers in each room as required. It will be a central heating system with condensers placed on the ground and out of sight. Coordination with a mechanical consultant will deliver the details of the exact arrangement and sizes.

The Development Application (DA) preparation is complete. The DA has been lodged along with supporting documents including a Landscape Plan with car parking and circulation arrangement, Statement of Environment Effects and design drawings. In considering the DA under delegated authority, staff will request a desktop peer review be undertaken by another local government organisation, ensuring probity of the process. The tender for construction will be advertised as soon as practicable following delivery of construction documentation and the tender package (due to be delivered the week ending 17 April).

**Inland Rail**

Ernst Young (EY) have been appointed as the Business Advisory Project Delivery Team for the Interface Improvement Program. Staff will be working with EY, Gilgandra Shire Council and other local stakeholders on the Gilgandra – Coonamble Interface Improvement Program Fast Track Project. This Project will investigate and assess the cost and benefits of upgrading the Gilgandra – Coonamble line. Council staff will also be involved in a second Interface Improvement Program Fast Track Project, which will investigate the costs and benefits of enhancing the connection to Baradine's grain silos.

**Local Government NSW Tourism Conference**

The EDO attended the Local Government NSW Tourism Conference in Jindabyne from 16 to 18 March. The theme of the Conference was 'Open for Business!' to reflect recent events and examine what might be next for communities and councils. The EDO participated in a Special Interest Group focussed on Visitor Information Centres which included a presentation on servicing the customer of the future. Other sessions attended which were especially relevant to the Coonamble LGA and current conditions included:

- Customer Journey Mapping: what will the customer personas of the future look like?
- Accredited Visitor Information Centre (AVIC) Industry Advisory Group Panel
- Indigenous Tourism: Working with Indigenous Communities
- Planning for the Future: Destination Management Plan health check and activation
- Case Study: Meeting Changing Demands, reinvention of tourism product and operator in response to customer demands

There was significant discussion about recent and current environmental challenges such as drought, fire, flood and COVID-19, which present an opportunity to repackage tourism offerings to meet a changing market. For our LGA, this means an opportunity to strategically identify untapped local potential and gaps in the market, which can be leveraged by supporting the development of appropriate local tourism product.

The learnings and experience from this conference will be complemented by the delivery of the tourism components of the Masterplan, including branding guidelines and the report of tourism opportunities including product review. Combined, this knowledge and resources will provide a strong foundation from which to build a tourism strategy for the Coonamble LGA, as a priority identified by the Economic Development Strategy.

**Drought Communities Programme – Extension**

The Guidelines for the Drought Communities Programme – Extension funding, for which Coonamble Shire Council is eligible for \$1 million, specifies the following:

*Eligible Councils must submit an Adverse Event Plan with their final project report. Eligible Councils without an Adverse Event Plan already in place can use part of their funding under the program to develop an Adverse Event Plan. Eligible Councils must develop an Adverse Event Plan which meets the needs of their community, and give consideration to the following:*

*Natural resource management (i.e. managing water supply, ground cover, trees, erosion, biodiversity)*

*Economic diversification and community resilience (i.e. infrastructure planning, tourism investment, diversifying local industries, capacity building for local leadership)*

*Communication and coordination (i.e. how to let people know what's available – now, and in the future; how do you communicate in hard times and for recovery).*

Part of the program funding has been allocated to the development of an Adverse Event Plan for Coonamble Shire Council which has been developed in a format that complements pre-existing plans, policies and documents. The Adverse Event Plan has been included in the Business Paper following this report, for Council's consideration.

**(a) Governance/Policy Implications**

Economic Development activities work towards achieving the strategic objectives and delivery actions as outlined in the Economic Development Strategy 2020, Community Strategic Plan 2032, Delivery Plan 2017-2020 and Operational Plan 2019/20.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

The undertaking of Economic Development initiatives increases social opportunities for the community.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

The undertaking of Economic Development initiatives will deliver value to the local economy by providing opportunities for growth and expansion.

**(f) Risk Implications**

Council's response to the local impact of COVID-19 is currently of greatest importance and will be prioritised over other projects, due to the local and national health and economical risks posed by the pandemic.

**CONCLUSION**

Economic Development activities and projects continue to progress according to the Economic Development Strategy 2020.

**RECOMMENDATION**

- 1. That Council notes the contents of this report.**
- 2. That Council formally adopts the Coonamble Shire Council Adverse Event Plan attached to the report as an Annexure.**
- 3. That Council requests the Mayor to formally contact both the local Federal and State Members of Parliament and lobby them for local government as an industry to be included with any economic stimulus packages that the other spheres of Government will be embarking upon during and after the Covid-19 pandemic.**

# COONAMBLE SHIRE COUNCIL ADVERSE EVENT PLAN 2020



**1. AIM**

The aim of the Coonamble Shire Council's Adverse Event Plan 2020 is to identify ways to build local leadership and community capacity to adapt and cope with chronic stresses and acute shocks. The plan will improve preparation, management and recovery from those events.

**2. OBJECTIVES**

The objectives of the plan are to;

- Identify priority areas for management.
- Identify risks associated with priority areas.
- Develop mitigation strategies for priority areas and their associated risks.

**3. PRIORITY AREAS**

This plan identifies three priority areas and ten sub-areas that contribute to effective adverse event management in the Coonamble Shire;

- Natural resource management
  - o Managing water supply
  - o Ground cover, trees, soil erosion
  - o Biodiversity impacts
- Economic diversification and community resilience
  - o Infrastructure planning
  - o Tourism investment
  - o Diversifying local industries
  - o Capacity building for local leadership
- Communication and coordination
  - o Communicating events
  - o Communicating emergencies
  - o Community recovery

**4. METHODOLOGY**

Where pre-existing plans, policies and documents exist these have been referenced within the mitigation strategy section of this plan. It is assumed that these documents have been validated and ratified through the relevant organisations’ own consultation processes, and as such further consultation through the Adverse Event Plan is redundant.

Where no pre-existing plans, policies and documents currently exist, mitigation strategies have been identified.

**5. MANAGING ADVERSE EVENTS: PRIORITY AREAS**

**5.1 NATURAL RESOUC E MANAGEMENT**

AREA OF CONCERN	RISKS	MITIGATION STRATEGY
WATER SUPPLY AND AVAILABILITY	Increase frequency and duration of dry times and drought increases pressure on water security (quantity and quality) for domestic, industrial, environmental, cultural and primary production purposes.	<ul style="list-style-type: none"> <li>• When considering current and future development, manage water security in accordance with the <i>Coonamble Local Environmental Plan 2011</i>. See plan extracts below;</li> </ul> <p>6.2 Water protection</p> <p>(1) The objective of this clause is to protect and maintain the following— (a) water quality within watercourses, (b) aquatic and riparian habitats, (c) the stability of the bed and banks of watercourses, (d) ecological processes within watercourses and riparian areas.</p> <p>(2) This clause applies to all land— (a) in any watercourse identified as “Watercourse” on the Natural Resource—Waterways Map, or (b) situated within 40 metres of the top of the bank of any such watercourse.</p> <p>(3) Before determining a development application for development on land to which this clause applies, the consent authority must consider whether or not the development— (a) will cause any adverse impact on the following— (i) the water quality and flows within a watercourse, (ii) the aquatic and riparian species, habitats and ecosystems, (iii) the stability of the bed, shore and banks of a watercourse, (iv) the free passage of fish and other aquatic organisms within or along the watercourse, (v) any future rehabilitation of the waterway and riparian areas, and (b) will increase water extraction from a watercourse.</p> <p>(4) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that— (a) the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or (b) if that impact cannot be avoided by adopting feasible alternatives—the development is designed, sited and will be managed to minimise that impact, or (c) if that impact cannot be minimised—the development will be managed to mitigate that impact.</p> <p>6.4 Groundwater vulnerability</p>

		<p>(1) The objective of this clause is to maintain the hydrological functions of key groundwater systems and to protect vulnerable groundwater resources from depletion and contamination as a result of inappropriate development. (2) This clause applies to land identified as “Macquarie” or “Castlereagh” on the Natural Resource—Groundwater Vulnerability Map. (3) Before determining a development application for development on land to which this clause applies, the consent authority must consider— (a) whether or not the development (including any on-site storage or disposal of solid or liquid waste and chemicals) will cause any groundwater contamination or any adverse effect on groundwater dependent ecosystems, and (b) the cumulative impact (including the impact on nearby groundwater extraction for potable water supply or stock water supply) of the development and any other existing development on groundwater. (4) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that— (a) the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or (b) if that impact cannot be avoided by adopting feasible alternatives—the development is designed, sited and will be managed to minimise that impact, or (c) if that impact cannot be minimised—the development will be managed to mitigate that impact.</p> <ul style="list-style-type: none"> <li>• Continue to manage and develop urban water security in accordance with the <i>Coonamble Shire Council Water and Sewerage Management Plan 2025</i>. See plan extracts below; Council resolved to adopt a Water and Sewer Management Plan in order to establish a rational, long term approach to the maintenance of the Shire’s water and sewer assets. In addition, Council sought to implement a “user pays” pricing regime, and improve the treatment of water within the Shire, particularly in relation to removal of iron and the addition of fluoride. This Coonamble Shire Water and Sewerage Management Plan 2025 objectives filter into the <i>Coonamble Shire Council Operational Plan</i>.</li> <li>• To ensure the ongoing delivery of safe drinking water, continue to implement the operational plan (1year) and delivery plan (4 year) as identified in the <i>Coonamble Shire Council Operational Plan 2019/2020</i>. See plan extracts below:</li> </ul> <p>I3 Good health: Our community has safe and reliable access to our primary utilities and public facilities.  I3.1 Deliver safe drinking water and sewerage services.  I3.1.1. Implement a mains replacement program based on Water Management Plan.  I3.1.2 Continue to progress mains replacement program.  I3.1.3. Ensure water assets are well maintained.  I3.1.6. Treatment Plants maintained to Legislative requirements.</p> <ul style="list-style-type: none"> <li>• Coonamble Shire Council continue to enforce staged water restrictions at appropriate times during dry and drought times.</li> <li>• Government, landholders, communities and businesses manage ground water in accordance with the <i>Water Sharing Plan for the NSW Great Artesian Basin Groundwater Sources 2020</i></li> </ul>
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		<p><i>(currently in draft form)</i> and the <i>Water Sharing Plan for the Macquarie Castlereagh Ground Water Sources 2019</i>. See plan extracts below;</p> <p>Vision statement: The vision for this Plan is to provide for the following: (a) the protection of the condition of the groundwater sources and their dependent ecosystems, (b) the continuing productive extraction of groundwater for economic benefit, (c) the social and cultural benefits to urban and rural communities that result from groundwater extraction, (d) the spiritual, social, customary and economic benefits to Aboriginal communities that result from groundwater extraction.</p> <ul style="list-style-type: none"> <li>• For residents with private groundwater and surface water infrastructure utilised for domestic consumption purposes encourage the promotion of NSW Health’s <i>NSW Private Water Supply Guidelines</i> including water testing services. See guideline extracts below;</li> </ul> <p>These Guidelines are designed to assist private water supply operators in providing water that is safe to use. The Guidelines provide detail on managing private water supplies using a risk management approach and by providing information on:</p> <ul style="list-style-type: none"> <li>- Responsibilities and Requirements</li> <li>- Water Quality</li> <li>- Understanding and Protecting Your Water</li> <li>- Water Treatment</li> <li>- Monitoring and Checking</li> <li>- Public Warnings</li> </ul> <ul style="list-style-type: none"> <li>• NSW DPI continue to provide information and facilities on water quality, supply and testing for livestock consumption. See factsheets;</li> <li>- <i>Water Requirements For Cattle And Sheep</i></li> <li>- <i>Stocktaking Water Supply For Stock</i></li> <li>- <i>Water For Livestock: Interpreting Water Quality Tests</i></li> </ul>
<p>GROUND COVER, TREES AND SOIL EROSION</p>	<p>Degradation of environment due to poor land management practices.</p> <p>Increase pressure on the environment including ground cover, trees and soil quality due to increase frequency and intensity of dry times and drought.</p> <p>Increase pressure on the environment including ground cover, trees and soil due to natural disasters such as flood,</p>	<p>Promote, encourage and reward sustainable land management and agricultural practices as per the <i>Local Land Services Management Plan</i> and the <i>Local Land Services Central West Local Strategic Plan</i>. See plan extracts below;</p> <ul style="list-style-type: none"> <li>-Communities have a demonstrated increase in capacity for collaborative and independent decision making.</li> <li>-Communities are implementing improved practices that increase their ability to deal with change.</li> <li>-Land managers have access to evidence that enables decision making to support triple bottom line outcomes (social, environmental and financial).</li> <li>-There is a collaborative approach to the management of invasive species, animal pests and diseases and plant pests and diseases to reduce the impacts on production and biodiversity.</li> </ul>

	<p>fire, storm and drought, and infestation from animals, insects and plants.</p>	<p>Encourage sustainable land use and development as outline in the <i>Coonamble Shire Operational Plan 2019-20</i>. See plan extracts below;                      -EN1.1 Promote ecologically and environmentally sustainable land use and development.                      -EN2.1 Share knowledge and facilitate knowledge sharing amongst those working on the land.</p> <p>Mitigate, manage, respond and recover from the impacts of natural disasters and infestations on the natural environment as per the <i>Central West Local Land Services Strategic Plan</i> (see extracts listed above), and in accordance with the <i>Coonamble Area Emergency Management Plan</i>. Refer to Coonamble Area Emergency Management Plan for list of referral agencies for individual natural disaster categories.</p>
<p>BIODIVERSITY IMPACTS</p>	<p>Impacts on biodiversity as a result of planning, land management practices, dry times, and natural disasters including drought and infestations.</p>	<ul style="list-style-type: none"> <li>• Development and planning adheres to the Coonamble Local Environmental Plan 2011. See plan extract for provision for;                             <ul style="list-style-type: none"> <li>- 6.1 Terrestrial biodiversity.</li> <li>- 6.3 Wetlands.</li> </ul> </li> <li>• Encourage sustainable land use and development as outline in the <i>Coonamble Shire Operational Plan 2019-20</i>. See plan extracts below;                              -EN1.1 Promote ecologically and environmentally sustainable land use and development.                              -EN2.1 Share knowledge and facilitate knowledge sharing amongst those working on the land.</li> <li>• Landowners and communities engage in practices which minimise impact on biodiversity as per the <i>Central West Local Land Services Strategic Plan</i>. See plan extracts below;                              -Communities have a demonstrated increase in capacity for collaborative and independent decision making.                              -Communities are implementing improved practices that increase their ability to deal with change.                              -Land managers have access to evidence that enables decision making to support triple bottom line outcomes (social, environmental and financial).                              -There is a collaborative approach to the management of invasive species, animal pests and diseases and plant pests and diseases to reduce the impacts on production and biodiversity.</li> <li>• Landowners and communities engage in practices which minimise impact on biodiversity as per the Coonamble Castlereagh Landcare programs, projects in line with in accordance with the <i>Landcare NSW Strategic Plan 2017-20</i>. See plan extracts below;                              -Mission: To support NSW Landcarers in caring for land, environment and communities.                              - Our Vision: NSW Landcarers will have the leadership, skills and resources to care for our land, environment and communities.</li> </ul>

5.2 ECONOMIC DIVERSIFICATION AND COMMUNITY RESILIENCE

AREA OF CONCERN	RISKS	MITIGATION STRATEGY
INFRASTRUCTURE PLANNING	<p>Adverse events including natural, disasters, droughts and dry times places existing infrastructure at risk and/or under increasing pressure deeming it inadequate, and deficiencies and gaps in infrastructure become evident.</p> <p>Policies and plans, current and future, stifle infrastructure development which is vital to sustaining a vibrant economy particularly during and post an adverse event.</p>	<p>Infrastructure planning which is adequate and appropriate to the communities’ evolving needs with consideration to changing climatic conditions and weather patterns, and which nurtures economic growth and prosperity.</p> <ul style="list-style-type: none"> <li>• Infrastructure management and development delivered in accordance with the <i>Coonamble Shire Council Economic Development Strategy 2020</i>. See strategy extract below;                     <ol style="list-style-type: none"> <li>1.1.3 Review Council’s policies, plans, processes and regulations to ensure that they facilitate and support development, including reviewing the Business Incentive Scheme Policy, Procurement, Development Approval, Facility and Asset Management Plans.</li> <li>3.1 Ensure suitable land and premises are available.</li> <li>3.2 Secure Coonamble’s water supply.</li> <li>3.3 Improve reliability of power supply.</li> <li>3.4 Lobby for improved telecommunications.</li> <li>3.5 Increase the capacity of the Shire’s road network.</li> <li>3.7 Improve rail infrastructure and access.</li> <li>3.8 Maintain and upgrade Coonamble Airport.</li> <li>3.9 Diversify and improve accommodation.</li> </ol> </li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>• <i>Coonamble Shire Council Community Strategic Plan 2032</i>. See plan extract below;                     <p>Goals;</p> <ul style="list-style-type: none"> <li>-Our community connections support and facilitate our access to each other and our local services.</li> <li>-Our community has safe and reliable access to our primary utilities and public facilities.</li> <li>-Our community benefits from access to appropriate facilities.</li> <li>-Our community is looking to the future to improve and protect our access to resources.</li> </ul> </li> <li>• Infrastructure development (government and non-government) delivered in accordance with the <i>Coonamble Shire Council Local Environment Plan 2011</i>. In particular see plan sections;                     <ol style="list-style-type: none"> <li>5.11 Bushfire hazard reduction.</li> <li>6.5 Essential services.</li> <li>6.6 Flood planning.</li> </ol> </li> </ul>
TOURISM INVESTMENT	<p>The onset of an adverse event impacts upon existing industries and local economies, and the local economy is not diversified enough to be sustainable</p>	<p>Develop and encourage investment in tourism services, products and infrastructure, ensuring a more diversified and sustainable local economy. Specific relevant deliverables identified in the following;</p> <ul style="list-style-type: none"> <li>• <i>Coonamble Shire Economic Development Strategy 2020</i>. See strategy extract below;                     <ol style="list-style-type: none"> <li>1.1.1 Employment of Economic Development and Tourism staff.</li> </ol> </li> </ul>

	<p>particularly during the times of adverse events.</p>	<p>4.4 Position Coonamble Shire as a destination of choice for visitors.                      5.4.4 Improve, diversify and expand the attraction, activity and experience base of the Shire.                      5.4.6 Improve and expand the accommodation base of the Shire and the performance of accommodation properties.                      5.4.7 Evaluate and progress RV friendly initiatives that have been introduced in the Shire.                      5.4.8 Grow the festivals and events sector to enhance lifestyle, drive visitation and raise the profile of the Shire.                      5.4.9 Support the development of Aboriginal cultural tourism initiatives by identifying key stakeholders, events, sites and offerings, to assist the local Aboriginal community share cultural heritage and connection to Country.</p> <p>And the;</p> <ul style="list-style-type: none"> <li>• <i>Coonamble Shire Council Operational Plan 19-20</i>. See plan extract below;</li> </ul> <p>Economy: We support our local economy without compromising on quality.                      Actions:                      EC1.1.4 Provide training and support to tourism related businesses in the Shire.                      EC1.1.5 Develop visitor markets in line with Regional Tourism Organisation (RTO).                      EC1.1.7 Display Coonamble Shire tourism information at regional and interstate visitor centres.                      EC1.2.3 Identify opportunities for new tourism product.                      EC1.2.5 Develop existing visitor markets.                      EC1.2.6 Develop new visitor markets in line with Inland RTO.                      EC1.2.7 Participate in Great Inland Way initiatives.</p>
<p>DIVERSIFYING LOCAL INDUSTRIES</p>	<p>The onset of an adverse event impacts upon existing industries and local economies.</p>	<p>Diversification of the local economy will mitigate contraction and impact upon local economy in the instance of an adverse event. Specific mitigation strategies are identified in the following documents;</p> <ul style="list-style-type: none"> <li>• <i>Coonamble Shire Council Economic Development Strategy 2020</i>. See strategy extracts below;</li> </ul> <p>3.3.2 Support the development of renewable / green energy producers within the Shire.                      5.4.12 Advocate for continued improvement in health, aged care and social assistance services, programs and facilities.                      6.1.1 Investigate possible business attraction incentives and update Council's Business Assistance Policy to clearly articulate the support Council can offer new businesses and investors and the assessment criteria.                      6.2.4 Develop and maintain an investment prospectus which promotes the Shire to external potential investors.</p> <ul style="list-style-type: none"> <li>• <i>Coonamble Operational Plan 19-20</i>. See plan extract below;</li> </ul> <p>EC2 Identify and attract industry programs that will draw new industry to the Shire.                      EC2.1.1. Promote the Shire as a location for business development and investment.                      EC2.1.2. Support business initiatives that develop economic growth.                      EC2.1.3. Encourage skills attraction and development activities.</p>

		<p>EC2.1.4. Support and assist proponents of new agricultural, horticultural and aquaculture enterprises.                  EC2.1.5. Support projects that enhance and promote local natural resources to encourage business and tourism.</p>
<p>CAPACITY BUILDING FOR LOCAL LEADERSHIP</p>	<p>A lack of capacity within local leadership impacts on community resilience and sustainability in times of adverse events.</p>	<p>Initiatives which encourage capacity building for local leadership will lead to a more sustainable and resilient local community.</p> <ul style="list-style-type: none"> <li>• Initiatives to build capacity for local leadership are identified in the <i>Coonamble Shire Council Economic Development Strategy 2020</i>. See strategy extracts below;</li> </ul> <p>1.1.1 Employment of Economic Development and Tourism staff.                  1.3.2 Encourage and facilitate opportunities for professional development, networking and innovation.                  5.1.4 Facilitate opportunities for professional development, networking and innovation and encourage the exchange of ideas through business clusters and networks.                  5.2.5 Encourage local businesses to participate in local, regional and State business awards to build awareness and recognition and potentially generate publicity for their business and Coonamble Shire.                  5.3.3 Facilitate professional development and education (eg: tender writing, government procurement processes, business capability statements, etc) to enable local businesses access to opportunities to act as a supplier for major projects and developments.</p> <p>And the;</p> <ul style="list-style-type: none"> <li>• Coonamble Shire Council <i>Community Strategic Plan 2032</i> and the <i>Coonamble Shire Council Operational Plan 19-20</i>. See plan extracts below;</li> </ul> <p>L1.1 Encourage broader involvement in community activities.                  L1.1.1. Continue to support Coonamble Shire Youth Council as a link between young people and their Council.                  L1.1.2. Promote genuine opportunities for people to participate in decisions that affect them.                  L1.1.3. Encourage local involvement in regional business awards.                  L1.2 Promote opportunities for leaders to learn the features of good leadership.                  L1.2.2. Encourage staff to develop leadership skills.                  L1.3 Support leadership succession planning.                  L1.3.1. Continue to work in partnership with key services in the Shire, assisting with governance and leadership development.</p>

5.3 COMMUNICATION AND COORDINATION

AREA OF CONCERN	RISKS	MITIGATION STRATEGY
COMMUNICATING EVENTS	Communication regarding adverse event(s) including prevention, preparedness, response and recovery is ineffective, compounding the challenges of overcoming the impacts of adverse events.	<p>Agencies and organisations, both Government and non-Government, deliver timely, targeted and quality communications as per their own agency’s communication strategies and procedures so that individuals and organisations remain well informed. When well informed, individuals and organisations have the opportunity to make better decisions related to prevention, preparedness, response and recovery from adverse events.</p> <ul style="list-style-type: none"> <li>• Relevant agencies delivering communications regarding adverse events could include but is not limited to:                             <ul style="list-style-type: none"> <li>- Coonamble Shire Council</li> <li>- Local Land Services</li> <li>- NSW Health</li> <li>- NSW Department of Primary Industries</li> <li>- Centrelink</li> <li>- State Emergency Services, Rural Fire Service, NSW Police, NSW Ambulance</li> <li>- Salvation Army and CWA</li> <li>- NSW Farmers and National Farmers’ Federation</li> <li>- Bureau of Meteorology</li> </ul> </li> <li>• Specifically related to drought, <a href="http://www.farmhub.org.au">www.farmhub.org.au</a> provides a centralised portal to let affected individuals and organisations know what is available.</li> </ul>
COMMUNICATING EMERGENCIES	Communication regarding emergencies including prevention, preparedness, response and recovery is ineffective, compounding the challenges of overcoming the impacts of emergency events.	<p>Ensure that communication is coordinated, of quality and is timely.</p> <ul style="list-style-type: none"> <li>• Direction for communication of emergency events is provided as per the <i>NSW State Emergency Management Plan</i>. See plan extract below;</li> </ul> <p>Community Warnings:</p> <p>141 Timely and accurate warning information for the public is vital during emergencies. These warnings should include advice about options and the likely impacts of an event.</p> <p>142 Combat Agencies have statutory responsibilities to issue warnings and public information regarding their particular hazards. All agencies should consider the provision of public information in their planning processes.</p> <p>143 Public information and warnings are disseminated pre, during and post-event using the full suite of traditional and social media. The necessity for different organisations to issue a warning pertinent to their agency role may be triggered by the same event, and efforts should be made to ensure that appropriate coordination occurs to ensure comprehensive information is issued.</p>

		<p>Risk Communication: 617 Risk communication is the purposeful exchange of information about risk or perceptions about risk; or any public communication that informs individuals about the existence, nature, form severity or acceptability of risk. Disaster preparation includes putting in place arrangements for communicating risk to affected communities, either for seasonal hazards during bush fire seasons or for emergent risk such as a floods campaign. Consideration of risk communication should address the various methods of providing information to the public, including public meetings and multi-media broadcasts.</p>
<p>COMMUNITY RECOVERY</p>	<p>Without quality and timely information during the recovery phase of an adverse event or an emergency, the impacts on individuals' and communities' resilience and recovery will be more profound.</p>	<ul style="list-style-type: none"> <li>• During the recovery from an event and specifically an emergency the Local Recovery Committee shall follow guidelines as per the <i>NSW Government's Local Recovery Toolkit</i>. See relevant sections of the toolkit listed below; Section 4: Communicating in recovery.</li> <li>• Additional direction is provided in the <i>NSW Government NSW Recovery Plan 2016</i>. See plan extract below;</li> </ul> <p>144. Public information strategies will be developed following an emergency, as part of the recovery planning process. These public information strategies will support the effective management, coordination and release of key messages that are timely and accurate.</p> <p>145. The NSW Public Information Services Functional Area Supporting Plan enables the effective management, coordination and release of information to the public assisting in longer-term recovery.</p> <p>146. All agencies responding to an emergency are entitled to release information without the express approval of the Public Information Services Functional Area Coordinator (PIFAC). However, it is the responsibility of all agencies to ensure that the information they intend to release is not in conflict with messages being generated by the PIFAC. This may require responding agencies to consult with PIFAC prior to releasing such messages.</p> <p>147. The Local Recovery Committee is to ensure that public communication provides accurate and credible information regarding the types of services available to the community and the means of accessing those services.</p>

**6.0 CONCLUSION**

When the above mitigation strategies are adopted and deployed by the relevant agencies and related sectors of the community, outcomes into the future for individuals, organisations and the community as a whole will be more positive, sustainable and resilient in nature. This plan should be considered a living document, and therefore updates and reviews conducted on an annual basis to ensure its content remains current.

**12.7 NSW OLG - COUNCILLOR SUPERANNUATION DISCUSSION PAPER****File Number:** C-13**Author:** Bruce Quarmby, Director of Corporate and Urban Services**Authoriser:** Hein Basson, General Manager**Annexures:** Nil**PURPOSE**

The purpose of this report is to bring to Council's attention the Councillor Superannuation Discussion Paper that has been circulated by the NSW Office of Local Government (OLG). Councils have been encouraged to provide a response and incorporate any feedback from the community.

**BACKGROUND**

The Office of Local Government has issued a discussion paper to seek the views of Councils and their local communities on whether Councillors should receive superannuation payments.

Under the *Commonwealth Superannuation Guarantee (Administration) Act 1993*, Councils across Australia are not required to make superannuation contributions in relation to the fees they pay to Mayors and Councillors. The reason for this situation is because Mayors and Councillors are elected to a civic office in a Council and are not deemed to be employees of the Council.

The discussion paper has been released in response to concerns that the ineligibility of Councillors to receive superannuation payments is inequitable and is a deterrent to more women and younger people making themselves available for election to local councils.

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

L1.4.4 Governance is open and transparent.

L1.4.5 Conduct all business in compliance with Local Government Act & Regulations.

**(b) Financial Considerations**

Currently the superannuation guarantee is set at 9.5% of the salary/wage amount. Based on the current adopted Councillor fees, introducing a superannuation payment to Councillors, would equate to an additional expenditure of \$9,022 being incurred by Council for the 2019/2020 financial year. It is also noted that superannuation guarantee is scheduled to rise incrementally from 9.5% to 12% of the salary/wage by July 2025.

**COMMENTARY**

The discussion paper cites the following reasons why mayors and councillors should receive superannuation payments in additions to their fees:

- It will ensure that mayors and councillors are adequately remunerated for the performance of their duties.

- It will address a historic anomaly that has seen mayors and councillors denied the benefit of superannuation guarantee payments enjoyed by the broader workforce.
- It is hoped it will encourage more women to stand as candidates for elections to councils.

Council should note that the cost of paying the superannuation guarantee for mayors and councillors will need to be met by each Council out of its own existing budget. In Coonamble Shire Council case, based on its current adopted councillor and mayoral fees, it would equate to \$9,022 per annum.

The total estimated annual cost of paying the 9.5% superannuation guarantee for mayors and councillors for the local government sector as a whole is approximately \$3 million (\$2,758,739). The table below outlines the average annual cost to councils of funding the 9.5% superannuation.

Category		Councils in Category	Average annual cost of paying 9.5% superannuation contribution for mayors and councillors
General Purpose Councils – <b>Metropolitan</b>	Principal CBD	1	55,792
	Major CBD	1	55,886
	Metropolitan Large	8	45,973
	Metropolitan Medium	9	35,911
	Metropolitan Small	11	21,541
General Purpose Councils – <b>Non-metropolitan</b>	Regional City	2	46,007
	Regional Strategic Area	2	45,973
	Regional Rural	37	21,543
	Rural	57	11,762
<b>County Councils</b>	Water	4	9,289
	Other	6	5,081

The discussion paper proposes four options for Councils consideration:

<b>Option 1</b>	Maintaining the status quo.	Under this option, councils will continue not to be obliged to make superannuation guarantee payments on behalf of the mayor and councillors. Mayors and councillors who wish to make concessional contributions to their superannuation funds can continue to enter into an arrangement with the council under which they agree to forego part of their fee in exchange for the council making contributions to a complying superannuation fund on their behalf on a pre-tax basis.
<b>Option 2</b>	Amending the NSW Local Government Act 1993 to require councils to pay a portion of the mayor’s and councillor’s fees equivalent to the superannuation guarantee amount into a complying superannuation fund nominated by the	Under this option, the Act would be amended to require councils to pay a proportion of the mayor’s and councillors’ fees equivalent to the superannuation

	mayors and councillors.	guarantee amount into a complying superannuation fund nominated by the mayor and councillors.
<b>Option 3</b>	Amending the NSW <i>Local Government Act 1993</i> to require councils to pay an amount equivalent to the superannuation guarantee into a complying superannuation fund nominated by the mayor and councillors in addition to the payment of the mayor's and councillors' fees.	Under this option, all councils will be required to pay an amount equivalent to the superannuation guarantee contribution payable with respect to the mayor's and councillors' fees, into a complying superannuation fund nominated by the mayor and councillors. The payment would be made in addition to the payment of the mayor's and councillors' fees.  A supporting amendment would be required to exempt the additional payment from section 242A of the Act.
<b>Option 4</b>	Amend the NSW <i>Local Government Act 1993</i> to give councils the option to pay an amount equivalent to the superannuation guarantee into a complying superannuation fund nominated by the mayor and councillors in addition to the mayor's and councillors' fees.	This option is based on the Queensland model. Under this option, the payment of an additional superannuation contribution in addition to the mayor's and councillors' fees would be optional for councils. Councils would also have the option to make a superannuation contribution on behalf of the mayor and councillors as a portion of the mayor's or councillors' fees.  As with option 3, a supporting amendment would be required to exempt the additional payment from section 242A of the Act.

**(a) Governance/Policy Implications**

For governance to remain transparent and open, Council is encouraged to inform the local community about the discussion paper and encourage members of the community to make submissions.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

Local communities will be provided the opportunity to make submission to the discussion paper.

**(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**

There are no Risk Implications arising from this report.

**CONCLUSION**

The release of the discussion paper was prompted by concerns raised by some mayors and councillors that the ineligibility of councillors to receive superannuation payments is inequitable and is a deterrent to more women and younger people standing as candidates at council elections. As such the OLG is seeking further feedback on the concerns raised.

Submissions on the discussion paper can be made up until the close of business on Friday, 8 May 2020

**RECOMMENDATION**

- 1. That Council evaluates the information contained within the Councillor Superannuation Discussion Paper distributed by the NSW Office of Local Government (OLG), and provides the General Manager with its preferred option as outlined in the discussion paper to be included with a submission to the OLG.**
- 2. That Council informs the local community about the discussion paper mentioned in paragraph one (1) above through its normal media outlets and encourages members of the community to make submissions to the OLG in this regard.**

**12.8 RATES AND CHARGES COLLECTIONS – MARCH 2020**

**File Number:** Rates – General - R4  
**Author:** Melissa Curtis, Revenue and Finance Officer  
**Authoriser:** Bruce Quarmby, Director of Corporate and Urban Services  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to advise Councillors of funds collected amounts for outstanding rates, water and sewer charges, along with water consumption charges for the year to date, as at 29 March 2020.

**BACKGROUND**

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

The annual rate charges are set out within Council’s Operational Plan.

**(b) Financial Considerations**

Amounts as at 29 March 2020 compared to 31 March 2019 are:

	29 March 2020	31 March 2019
Rates and Charges	\$2,256,961.99	\$2,112,782.55
Water Consumption	\$545,489.86	\$589,133.83
<b>Total</b>	<b>\$2,802,451.85</b>	<b>\$2,701,916.38</b>

**COMMENTARY**

**Rates and Charges**

	29 March 2020
Rates and charges in arrears as at 30 June 2019	\$694,494.20
Rates/charges levied & adjustments for 2019/2020	\$6,791,362.46
Pension Concession	(\$109,566.98)
Amounts collected as at 29 March 2020	(\$5,119,327.69)
<b>Total Rates and Charges to be Collected</b>	<b>\$2,256,961.99</b>

The amount levied for rates and charges for 2019/20 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 at 29 March 2020 includes receipts for both arrears and the current year’s amounts outstanding.

It should be noted that the rates and charges 2019/20 levied amount is reduced by the pensioner concession of \$109,566.98; reducing the amount of income derived from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$49,305.14.

The rates and charges as at 29 March 2020 represents 30.15% of the total annual rates and charges levied and outstanding (compared with 45.41% in 31 March 2019).

**Water Consumption Charges**

	<b>29 March 2020</b>
Water Consumption Charges and arrears as at 30 June 2019	\$435,238.91
Water Consumption charges & adjustments 2019/20 year to date	\$807,221.69
Amounts collected as at 29 March 2020	(\$696,970.74)
<b>Total Water Consumption Charges to be Collected</b>	<b>\$545,489.86</b>

The water consumption charges as at 29 March 2020 represents 79.79% of the total water consumption charges outstanding (compared to 24.86% in 31 March 2019).

**Debt Recovery Agency**

The Debt Recovery Agency that acts on behalf of Council is continuing with all debt recovery.

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

The collection of outstanding rates and water charges can result in potential legal costs associated with challenges in courts of appeal. However, as these charges are legislative the risk of this action is minor.

**(c) Social Implications**

The collection of rates and water charges does impact on the community. For this reason, Council is always willing to negotiate payment terms with outstanding debtors. Debtors are afforded several opportunities to contact Council regarding these matters.

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

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

**(f) Risk Implications**

There are no risk implications arising from this report.

**CONCLUSION**

The rates and charges as at 29 March 2020 represents 30.15% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 45.41% in 31 March 2019). The water consumption charges as at 29 March 2020 represents 79.79% of the total water consumption charges outstanding from previous years (compared to 24.86% in 31 March 2019).

**RECOMMENDATION**

**That Council notes the information provided in the report.**

**12.9 STATUS OF INVESTMENTS - MARCH 2020**

**File Number:** Investments General - I5

**Author:** Emma Kelly, Finance Manager

**Authoriser:** Bruce Quarmby, Director of Corporate and Urban Services

**Annexures:** Nil

**PURPOSE**

The purpose of the report is for Councillors to note the status of its investment portfolio.

**BACKGROUND**

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

L1.4.10 Maintain long term financial viability

**(b) Financial Considerations**

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

**COMMENTARY**

Financial Institution	Invest Rating S&Ps	Investment Type/Maturity Date	Current Rate	Term	Amount (\$)
Bank of Queensland	A2	Term Deposit - 10/08/2020	1.40%	150 Days	1,000,000
Bendigo Bank	A2	Term Deposit - 17/06/2020	1.20%	91 Days	1,000,000
Bendigo Bank	A2	Term Deposit - 24/04/2020	1.55%	122 Days	1,000,000
Bendigo Bank	A2	Term Deposit - 28/04/2020	1.55%	92 Days	1,000,000
Bendigo Bank	A2	Term Deposit - 28/04/2020	1.55%	184 Days	1,000,000
Commonwealth Bank	A1+	Term Deposit - 01/04/2020	1.30%	127 Days	2,000,000
Commonwealth Bank	A1+	Term Deposit - 27/05/2020	1.44%	120 Days	1,000,000
Commonwealth Bank	A1+	@ Call Account	1.50%		2,500,000
IMB	A2	Term Deposit - 16/04/2020	1.58%	90 Days	1,000,000
IMB	A2	Term Deposit - 27/04/2020	1.63%	90 Days	500,000
IMB	A2	Term Deposit - 15/04/2020	1.55%	120 Days	1,500,000
IMB	A2	Term Deposit - 28/05/2020	1.50%	90 Days	500,000
IMB	A2	Term Deposit - 25/07/2020	1.63%	274 Days	500,000
National Australia Bank	A1+	Term Deposit - 27/04/2020	1.60%	90 Days	2,000,000
National Australia Bank	A1+	Term Deposit - 13/05/2020	1.58%	90 Days	1,000,000
National Australia Bank	A1+	Term Deposit - 04/05/2020	1.57%	90 Days	2,000,000
Reliance C/U	Unrated	Term Deposit - 17/08/2020	1.50%	182 Days	500,000
St George	A1+	Term Deposit - 18/07/2020	1.54%	151 Days	500,000
St George	A1+	Term Deposit - 31/05/2020	1.54%	120 Days	500,000
St George	A1+	Term Deposit - 27/05/2020	1.55%	182 Days	2,000,000
<b>TOTAL</b>					<b>23,000,000</b>

Financial Institution	Invest Rating S&Ps	% of Investment	Max per Investment Policy	Amount (\$)
Commonwealth Bank	A1+	24%	50%	5,500,000
National Australia Bank	A1+	22%	50%	5,000,000
St George	A1+	13%	50%	3,000,000
Bendigo Bank	A2	17%	35%	4,000,000
IMB	A2	17%	35%	4,000,000
Bank of Queensland	A2	4%	35%	1,000,000
Reliance C/U	Unrated	2%	10%	500,000
				\$ 23,000,000

Rating	% of Investment	Policy	Amount
A1+	59%	100%	13,500,000
A1	0%	80%	-
A2	42%	60%	9,000,000
Unrated	2%	30%	500,000
			\$ 23,000,000

General Fund Investments	16,087,193.62
Sewerage Investment Fund	2,585,081.56
Water Investment Fund	4,327,724.82
\$ 23,000,000	

Interest earned on Investments for 2019-2020 as at 27th, March 2020 \$ 240,107

**(a) Governance/Policy Implications**

Monthly financial reporting ensures transparency of financial reporting to enable Councillors to make financially sustainable and accountable decisions.

**(b) Legal Implications**

All investments continue to be made in accordance with the requirements of the Local Government Act 1993 and Council’s Investment Policy.

**(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 investment, and this is achieved by closely monitoring Council’s investments in line with Council’s Investment Policy.

**(f) Risk Implications**

Council’s investment policy outlines how Council may invest its funds with a view to maximising return on investments to Council whilst minimising the risk to Council. All Councils investments are placed in accordance with Councils investment policy.

**CONCLUSION**

Funds have been restricted to ensure all areas of Council can continue to operate in accordance with both the annual Operational Plan and the Long-Term Financial Plan. Further, all investments continue to be made in accordance with the requirements of the *Local Government Act 1993* and Council’s Investment Policy.

**RECOMMENDATION**

**That Council notes the list of investments as at 27 March 2020 and also that these investments comply with Section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.**

**12.10 SALEYARDS REPORT**

**File Number:** Saleyards - General S1  
**Author:** Emma Kelly, Finance Manager  
**Authoriser:** Bruce Quarmby, Director of Corporate and Urban Services  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to keep Council informed of monthly income and expenditure associated with the saleyards.

**BACKGROUND**

The following information details income and expenditure associated with the Coonamble saleyards for the month of March 2020.

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

I4.1 Ensure long term management and protection of our community assets.

**(b) Financial Considerations**

The Saleyards/ Truck wash unit was originally set up as a business unit for Council. Whilst the truck wash continues to return a profit on its operations, the saleyard operations continue to run at a deficit – as has been the case for a number of previous financial years.

**COMMENTARY**

SALES							
CATTLE:							
Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle/ Sheep	Total Amount (\$)
	NO USE						

**SALEYARDS ACCOUNT 01/07/2019 - 27/03/2020**

<b>Saleyard Operations:</b>		Income	\$ 327.27
		Expenditure	\$47,266.34
		<b>Deficit</b>	<b>-\$46,939.07</b>
<b>Truck wash:</b>		Income	\$21,663.36
		Expenditure	\$ 6,944.27
		Surplus	\$14,719.09
<b>Summary:</b>		Income	\$21,990.63
		Expenditure	\$54,210.61
		<b>Deficit</b>	<b>-\$32,219.98</b>

**(a) Governance/Policy Implications**

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

**(b) Legal Implications**

There are no legal implications arising from this report.

**(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**

Works are scheduled in accordance with Council's adopted Operational Plan and Budget to ensure Council's assets are maintained to the appropriate standard.

**(f) Risk Implications**

Regular maintenance works are scheduled and carried out within budgetary constraints to reduce Council overall risk exposure.

**CONCLUSION**

The saleyard operations unfortunately continue to run at a deficit, which is not sustainable in the long term.

**RECOMMENDATION**

**That Council notes the information in the report.**

**12.11 URBAN SERVICES - WORKS IN PROGRESS****File Number:** Reports (R6)**Author:** Bruce Quarmby, Director of Corporate and Urban Services**Authoriser:** Hein Basson, General Manager**Annexures:** Nil**PURPOSE**

The purpose of this report is to provide information of the works in progress within Council's Urban Services Department for the month of March 2020.

**BACKGROUND**

Council Urban Services department goal is to maintain and enhance the Council's recreational and open space areas including parks, gardens, ovals, showground, cemeteries, public pools and streetscapes – as well as providing support for technically sound construction and maintenance of public infrastructure within the community.

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

12.1.2 – Support development of facilities within Council budget and priorities.

12.1.5 – Maintain/Improve parks to acceptable standards.

**(b) Financial Considerations**

Provision is made within the 2019/2020 Operational Plan and Budget to fund the associated works and programs as listed in this report.

**COMMENTARY****Urban Services:**

- The works program continues to focus on improving the presentation of Council's open spaces. Over the past month the works program concentrated on the backlog of mowing and slashing of open spaces under Council's control.
- Due to the current pandemic, all public playground equipment was closed on the 26 March 2020. The decision was also made to limit the number of public toilets open as a control measure.
- The replacement of footpaths, kerb and gutter by contractors has been completed. Photos in this regard have been included with this report below for Council's information. These works were carried out in co-ordination with the resealing program.

Cnr Aberford & Namoi Street



Driveway and Footpath replaced in Tooloon St



**Vandalism Update:**

- The cemetery toilet was damaged as the result of a vandal attack on the 20 March 2020 with damage to the door and items stolen from the facility.
- Vandalism costs incurred by Council for the 2019/2020 financial year to date amount to \$17,718.

**Pools:**

- Council closed its public pools on 25 March 2020 with staff completing close down maintenance over the following week.
- At the time of the writing of this report, Council staff are in the process of obtaining updated quotations for the renovations to the change rooms at the Coonamble Pool. These works have been funded by the Stronger Country Communities Fund.

**Buildings:**

- Ongoing minor maintenance continues as planned.

**(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 Operational Plan and Budget to ensure Council's assets are maintained to an appropriate standard.

**(f) Risk Implications**

Regular maintenance works are scheduled and carried out to reduce Council's overall risk exposure.

**CONCLUSION**

The report provides updated information on the projects and planned works for Council's Information.

**RECOMMENDATION**

**That Council notes the information in this report.**

**12.12 ENGINEERING SERVICES - WORKS IN PROGRESS**

**File Number:** R6  
**Author:** Kookie Atkins, Director of Engineering Services  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** Nil

**PURPOSE**

The purpose of this report is to provide information on the works in progress within Council's Engineering Services Department.

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

11.1 Maintain local road maintenance and construction

13.1 Deliver safe drinking water and sewerage services

4.1 Ensure long term management and protection of our community assets

**(b) Financial Considerations**

Provision is made within the 2019/2020 Operational Plan to fund the associated works and programs as listed in this report.

**COMMENTARY****(a) Plant / Fleet:**

- Routine inspections and servicing completed as planned.
- Procurement of padfoot roller, delivery expected July 2020 dependent upon the impact Covid-19 may have on manufacture and delivery.
- Procurement of low loader, delivery expected September 2020 dependent upon the impact Covid-19 may have on manufacture and delivery.

**(b) Airport:**

- Routine inspection and maintenance works continued as planned.

**(c) Depot Facilities:**

- The biannual preventative maintenance inspection of petroleum supply facilities has been completed and included the identification of some rectification works. Further investigation continues with respect to the current diesel storage tank and potential upgrade to ensure compliance with AS1940.

**(d) Water & Sewer:**

- General maintenance services have been completed on an as-needs basis.
- Council is continuing working on funding applications for the Safe and Secure Water Program, with projects such as new bores in Coonamble and Quambone, and a new reservoir in Coonamble, hopefully being funded through this program.

- Council awarded the Water Security Scoping Study and the Water Treatment Plant Sedimentation Lagoon Scoping Study to DP8 Engineering Pty Ltd. DP8 have now presented five (5) progress reports on their findings to Council and are continuing water treatment trials at the Water Treatment Plant.
- Engineering Consultancy Trazlbat Pty Ltd was awarded the work to supply a pump station to discharge effluent from the secondary treatment system at the Coonamble Sewerage Treatment Plant (STP) to the first tertiary lagoon. Installation is now complete and commissioning will take place within the next month. Trazlbat Pty Ltd was also awarded the installation of a new effluent flow meter at the Gulargambone STP. Installation is now complete and commissioning will also take place within the next month.
- Engineering Consultancy Trazlbat Pty Ltd has carried out the replacement of four (4) water mains, two (2) asbestos cement water mains under Aberford Street and two (2) unserviceable polyethylene mains in Yuma Street and Quomoona Street
- Alliance Automation has been awarded the work for the telemetry SCADA upgrade and for the Coonamble and Gulargambone STP instrumentation. This work is to commence shortly.
- Premise consultancy was awarded the Scoping Study to analyse the ongoing operating, maintenance and capital investment costs at the Coonamble STP and the opportunities and limitations associated with upgrading the existing plant, compared to the cost associated with the construction of a new STP on a whole-of-life basis. Premise consultancy has recently submitted a completed Preliminary Scoping Study to Council. Council is now assessing the options for Stage Two (2) of the Scoping Study which will look at implementing new technologies for waste water treatment.



**(e) Quarry:**

- Repairs and maintenance have been done on an as-need basis.
- A blast was completed.

**(f) Landfill sites:**

- Council has been issued with a clean-up notice by the EPA for the old landfill site at the end of Wingadee Street.
- Assessment has been carried out and is now with the EPA for review.
- The assessment will be presented to Council with a plan to address the issue.

**(g) Roads Report:****State Highway**

- The resealing program has been completed with line marking scheduled.
- Works have commenced on culvert repairs and replacements for the “Glenhaven – Stage 1” rehabilitation project with a value of \$670,728.
- Staff were successful in securing \$1.3 million for pavement rehabilitation of the “Glenhaven Stage 1” project.
- Staff were successful in securing additional funding of around \$2 million for “Glenhaven Stage 2” project.

**Routine Activities**

- Routine activities including pothole and edge break repairs, sign maintenance, rest area maintenance, litter collection, removal of detritus, vegetation control and routine inspections have been completed on the Castlereagh Highway in the Coonamble local government area.

**Urban, Local and Regional Roads:****Tooraweenah Road**

- Council is expected to go through a complete application process for the already-approved funding for this project. This will require two separate applications, the first will be a scoping and development phase proposal to provide project details including planning, environmental approvals, community consultation and to undertake preliminaries such as survey, geotechnical investigation and design. Once this is completed, a delivery phase application will be prepared to outline the construction details of the project.
- As the application requires a Benefit Cost Ratio (BCR) to be completed by a qualified Transport Economist, a consultant has been engaged to assist Council with this process.
- It is expected the scoping and development phase for this project will be completed in another two (2) weeks’ time and the application submitted to Transport for NSW (TfNSW). Once approval for funds is granted formally the project survey, geotechnical investigations and design will be undertaken.

**Other Roads**

- Council’s submission under the 2020/2021 REPAIR Program for rehabilitation works on the Baradine Road chainage 15.485km to 17.615km was unsuccessful.
- Staff continue to undertake the emergency repairs to make our roads safe after the recent rainfall event with works nearing completion.
- We are still waiting to hear an outcome of our request to be considered under the Natural Disaster Relief and Recovery Arrangements for flood damage.

Item	Task	Comments
1	Various shire roads emergency repairs after the recent storm events.	In progress
2	SR55 Gibson Way Resheet	Programmed
3	MR129 Baradine Road Rehabilitation – Stage 1	Complete
4	MR129 Baradine Road Rehabilitation – Stage 2	In progress
5	MR202 Merri Merri Road Reform	Rescheduled due to emergency repairs taking priority.
6	SR46 Quanda Road Maintenance grade	Rescheduled due to emergency repairs taking priority.
7	HW18 Castlereagh Highway Vegetation control	In progress and continues
8	Shire Roads Vegetation control	In progress and continues

**Routine Activities**

- Routine activities including pothole and edge break repairs on sealed roads, sign maintenance, litter collection and removal of detritus and routine inspections.

**Identification of Roads: Economic Stimulus Package from the Federal Government**

- The Australian Government is seeking assistance in the identification local road projects for which construction could qualify for their contribution and commence within the next three to six months. Council has prepared a list of potential projects for local roads that include rehabilitation and shoulder widening on sealed roads, reforming and resheeting on unsealed roads and guardrail and culvert repairs/upgrades.
- Potential projects may include the following: **Carinda Road – Rehabilitation; Box Ridge Road – Drainage; Back Gulargambone Road – Resheeting; Back Combara Road – Resheeting; Gulargambone Road Rehabilitation; Urban Roads – heavy patching and kerb and guttering.** The aforementioned proposed projects are not limited to these potential projects and additional projects could be considered for inclusion into the future.

**(a) Governance/Policy Implications**

Maintenance of Council’s infrastructure assets is carried out in accordance with Councils 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 Operational Budget and Plan so Council's assets are maintained to the appropriate standard.

**(f) Risk Implications**

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

**CONCLUSION**

The report provides updated information on the projects and planned works for Council's information.

**RECOMMENDATION**

**That Council notes the information in this report.**

**12.13 COMMUNITY SERVICES PROGRESS REPORT**

**File Number:** R6  
**Author:** Robyn Ryan, Director of Community Services  
**Authoriser:** Hein Basson, General Manager  
**Annexures:** 1. March 2020 Grant Opportunities List

**PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Services Department for the month of February 2020.

**BACKGROUND**

The Community Services Department is responsible for the following key functions:

- Library Services;
- Tourism and Visitor Services;
- Community Development;
- Children and Youth Services;
- Grants and Communications;
- Integrated Planning;
- Event Management.

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

The information contained in this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outline in Council's Community Strategic Plan 2032, Delivery Plan 2017-2020 and Operational Plan 2019/20.

**(b) Financial Considerations**

There are no financial considerations arising from this report.

**COMMENTARY**

In line with Council's 2019/2020 Operational Plan, this report presents a summary of community service progress and activities for the period March 2020.

**LIBRARY SERVICES**

- The Library hosted four (4) Tech Savvy for Seniors workshops during late February and mid-March. Three (3) smartphone and one (1) tablet sessions were delivered prior to the COVID-19 library closure. Each session was attended by eight (8) to 10 people with the final project participant totalling 37. Light refreshments were served, and a local consultant was engaged to lead the workshops in conjunction with the Librarian and Library Assistants.
- As reported to the March Council meeting, the Seniors Lei'd Back Hawaiian Luncheon was held on 20 February to celebrate Seniors Week. The event was attended by over 140 people. Feedback from the day included "great colourful decorations", "fantastic entertainment", "loved the music" and everyone was very grateful to Council for hosting the free event.

- The April School Holiday Program scheduled for Coonamble and Gulargambone has been cancelled due to COVID-19. The Community Service staff will provide school holiday activity packs for children and young people across the Shire. Packs can be reserved through the Library.
- The 2020 Waste 2 Art Local and Regional Exhibitions have also been cancelled. As the Regional Exhibition was to be hosted by Coonamble this year, Council is currently awaiting confirmation that the 2021 event will remain in Coonamble. A virtual exhibition is currently being curated by NetWaste to showcase a number of artworks.
- During the reporting period, the Librarian attended the Central West Zone AGM and meeting in Dubbo. These gatherings provide an opportunity to network and to learn about new technology, programmes and events and activity ideas that could be implemented across Council’s library services.
- The impacts of COVID-19 have seen the Harmony Day Movie and Meal activity and the Annual Easter Egg Hunt for Under 5s cancelled.
- As COVID-19 changes the way we live our lives, the Librarian has been implementing and promoting the eLibrary where members can access online content such as eBooks, e-audio and stream movies.
- A Call and Collect service is currently operating from the Library and the return chute is being cleared each weekday. A home delivery services in also offered.

**Library Statistics** (22 February – 23 March 2020)

Service	Loans	New M/ships	Wi-Fi	Internet	Children’s Computers	Junior Visits	Adult Visits
Coonamble	789	7	76	225.9hrs	79	224	457
Gulargambone	44	0					

**Manual Statistics - Coonamble** (numbers refer to people attending)

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
681	13	92	4	6

**Activity Statistics - Coonamble** (numbers refer to people attending)

Senior Craft	Pre-School Visits	Housebound	Meetings	Tech Savvy	Seniors Luncheon
17	30	8	32	37	145

**TOURISM AND EVENTS**

**Visitor Information Centre Statistics for Reporting Period (March 2020)**

\*Some visitors had more than one enquiry

Visitor Numbers	Visitor Type	Visitor Home State	Enquiry Type	Enquiry Details*
34	Retiree 16	NSW 13	Local 14	Directions 4
	Family 0	QLD 5	Regional 4	Attractions 5
	Worker 7	VIC 0	Interstate 3	Toilets 6
	Backpacker 0	Other 0	Combination 1	Accommodation 3
		Unknown 5		Sculpture 4
				Souvenirs 0

**Visit Coonamble Website – Statistics (1 – 29 March 2020)**

Number of Visitors	Number of Visits	Number of Page Views
492	551	2,194

Sessions by Device: (average)

Desktop Computer	Mobile Phone	Tablet/iPad
57.5%	32.7%	9.8%

**Top 4 Page Views:**

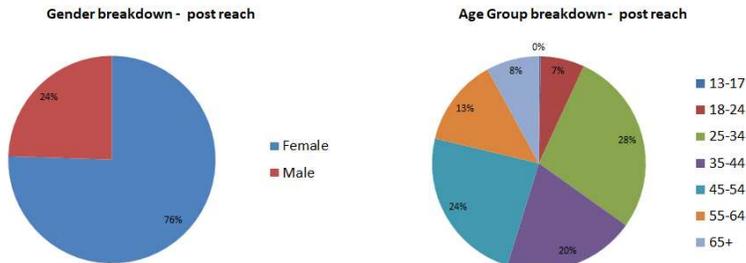
1. About Gulargambone
2. About Coonamble
3. Coonamble Riverside Caravan Park
4. Macquarie Marshes

**Coonamble Tourism Facebook – Statistics** (March 2020)

# ENGAGEMENT



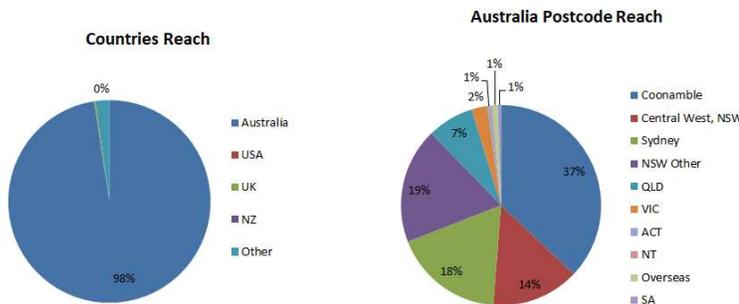
Our Facebook Posts reached **411** people in March 2020



# ENGAGEMENT



88% of our Facebook Posts were read by people in **NSW** in March 2020



## COONAMBLE MUSEUM UNDER THE BRIDGE UPDATE

- The Museum has been operating each Monday, Wednesday and Friday 10am -12noon during March, however, the facility is now closed until further notice due to COVID-19.

## GRANTS AND COMMUNICATIONS

- Coonamble Drought Buster Dollar initiative continues with \$182,710.45 being donated to date. Council has authorised \$130,050 worth of reimbursement cheques to 60 local businesses.
- The Coonamble Shire Council Grant Opportunity List was distributed on 12 March 2020. This list is disseminated to community groups and individuals each month. (Please see the annexure.)
- Funding secured under the NSW Government’s Stronger Country Communities Fund round two (2) has allowed Council to provide additional shade and shelter to several recreational

spaces. The Coonamble skate park (replacement sails), Gulargambone playground (new sails), Smith Park play and exercise area (new shade structure) and the Gulargambone splash pad (new shade structure) installations were completed during the reporting period.



*Smith Park playground and exercise space*



*Gulargambone Swimming Centre Splash Pad*

- The March issue of the Coonamble Community Connect newsletter was distributed to households across the Shire on 16 March 2020. Copies of current and previous newsletters can be viewed on Council’s website.

**COMMUNITY DEVELOPMENT**

- To support the community during the COVID-19 pandemic, the Community Development Officer created a page on Council’s website as a point of information for the community. The page also includes a message from the Mayor which can also be viewed on Council’s Facebook page. At the time of preparing this report the clip had received 1.7K views.  
<http://www.coonambleshire.nsw.gov.au/Community/covid-19-updates>
- Council’s Community Development Officer attended the Coonamble Interagency monthly meeting on Wednesday 4 March 2020. Council provides administrative support to Interagency through minute taking and assisting with event and program delivery.
- On Thursday 12 March 2020, the Community Development Officer attended the DV (Domestic Violence) Collective meeting which is coordinated by Mission Australia. Attendees included the Police, Council, Community Corrections and Mission Australia. The DV Collective will report to the Coonamble Together Partnership Group (TPG) on two reportable outcomes following each meeting.

**YOUTH SERVICES**

- Due to the COVID-19 restrictions, Council will not be hosting the April School Holiday Program as mentioned in the Library Services section of this report. Holiday packs will be distributed across the Shire to assist in keeping children and young people in the community entertained and amused.
- Youth Week 2020 celebrations have also been postponed until further notice. In late 2019, Council secured \$1,887 in government funding to support this event. Council has been advised that the program deadline has now been extended.
- Coonamble Chamber of Commerce held its *Women Wild About Business in the Bush* workshop in March, with Council's Youth Officer invited to participate. The event, hailed a huge success, saw the guest speaker present on running a business, goal setting and living authentically or in alignment with one's goals.  
The panel of three local women was another highlight; these women spoke about their entrepreneurial experiences, running a business as a mother, being employed full time while trying to run a business, how their businesses got started and many other useful topics. It was a motivating and inspirational workshop that was no doubt beneficial to all women who attended, particularly the Coonamble Girls Academy students.  
It is important that young women in the community be exposed to these types of discussions and to interact with women who are taking risks, achieving personal goals and success in their chosen fields.
- The School Reference Group (SRG) is a committee of teachers, school staff, community members and local Elders. It is designed to share decision making around the implementation of the Connected Community Strategy and hopes to improve the educational, social and economic well-being of Indigenous youths now and in the future. The Youth Officer attended the recent SRG meeting which was held at Coonamble High School (CHS). One matter discussed was student Stretch Targets which involves specific educational aims for CHS's Indigenous students using baseline data and state statistics. Input from the committee was sought to develop suitable targets for literacy, numeracy and attendance for the students of CHS, as well as school and community-based strategies to achieve these goals.
- At the recent Aboriginal Education Consultative Group (AECG) meeting feedback on the Connecting to Country event was tabled, with most attending teachers recording their appreciation for the opportunity to learn more about the local culture.  
The meeting discussed hosting an artist in residence program aimed at increasing cultural symbolism within school grounds. It also involves students to participate in the creation of the art as a type of art therapy strategy.
- The Coonamble Library hosted Movie Night in March and saw a group of upper primary and high school students attend. This fortnightly activity has been cancelled until further notice.

**(a) Governance/Policy Implications**

The delivery of community development, tourism, event, grant, communication and integrated planning functions and activities are carried out in accordance with Council's Operational Plan and government planning framework.

**(b) Legal Implications**

There are no legal implications arising from this report.

**(c) Social Implications**

Council's community services directorate delivers a broad range of support services, activities and opportunities to all age groups. These services assist in building social capital within the Shire

**(d) Environmental Implications**

There are no environmental implications arising from this report.

**(e) Economic/Asset Management Implications**

The economic implications of community services are positive, in that these services provide employment opportunities, delivering a service to the community and support the local business sector.

**(f) Risk Implications**

Council's Community Service unit undertakes the preparation of risk assessments for all events and programs to minimise Council's overall risk exposure and regularly reviews centre operating procedures to ensure compliance.

**CONCLUSION**

The updates provided in this report deliver information to Council on the key activities undertaken in Council's Community Services Directorate for the month of March 2020.

**RECOMMENDATION**

**That Council notes the information contained in this report.**



*This month's*  
Grant Opportunities



[Safer Communities Fund Round 5: Early Intervention grants](#)

Department of Home Affairs

Opening date: OPEN

Closing date: Thursday 19 March

Amount: \$200,000 - \$3,000,000

The objective of this grant is to reduce crime, violence, anti-social behaviour and/or other security risks driven by racial and/or religious intolerance by funding crime prevention initiatives.

Eligible activities can include the following:

- The delivery of youth engagement activities to build resilience, cultural connections and skills.
- Assistance with vocational skills development, including support to address language and literacy issues.
- Programs to improve foundation skills such as the ability to work in a team,

communication skills, motivation and reliability.

Click [here](#) for all the details.



[Festivals Australia](#)

Department of Infrastructure, Transport, Cities and Regional  
Development

Opening date: OPEN

Closing date: Sunday 22 March

Amount: No minimum or maximum

Festivals Australia provides funding to support individual art projects at festivals or significant one-off community events, such as a town's centenary celebration or opening of a major new community resource.

Click [here](#) for all the details.



[Regional Event Fund](#)

NSW Government + Destination NSW

Opening date: OPEN

Closing date: Wednesday 25 March

**Flagship Event Fund** – grants of \$20,000 to support event marketing activities to attract visitors from outside their immediate regions and drive tourism.

**Micro Event Fund** – one-off grants of \$10,000 to community-based events in bushfire or drought-affected areas with total operating budgets of \$75,000 or less that have the capacity to bring together local communities, attract visitation and stimulate local economies.

“The Destination NSW regional event funding programs will give organisers a chance to put forward sporting, arts, cultural and lifestyle events that bring an economic and social boost to their town.”

Click [here](#) for all the details.



[2020 NAIDOC Week Funding](#)

Australian Government National Indigenous Australians Agency

Opening date: OPEN

Closing date: Monday 30 March

NAIDOC Week grants support communities to celebrate the histories, cultures and achievements of Aboriginal and Torres Strait Islander peoples during NAIDOC week. Examples of activities include flag raising ceremonies, family days and art exhibitions.

Click [here](#) for all the details.



[NSW Heritage Grants Program](#)

Royal Australian Historical Society

Opening date: OPEN

Closing date: Wednesday 1 April

Amount: Up To \$5000

This program supports the work undertaken by local historical societies, community organisations and individuals that celebrate the history of New South Wales' people and places.

Click [here](#) for all the details.



### Documentary Development

Screen Australia

Opening date: OPEN

Closing date: Thursday 2 April

Amount: Up to \$30,000

The aim of this program is to assist documentary makers in achieving planned outcomes for the development of their projects.

The program primarily supports one-off and series documentaries, including online and VR.

This could include: further research; writing the next draft of a script or treatment; strategic shooting and/or editing to attract marketplace finance for the next stage of development or production; or compiling a sizzle reel.

Click [here](#) for further details.

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[Indigenous Languages and Arts program](#)

Department of Infrastructure, Transport, Cities and Regional  
Development

Opening date: OPEN

Closing date: Monday 6 April

Amount: Up to \$400,000

The Indigenous Languages and Arts (ILA) program supports Aboriginal and Torres Strait Islander peoples to express, preserve and maintain their cultures through languages and arts activities.

Funding is offered in two ways: an open grant round and direct offer grants.

Click [here](#) for all the details.



### Volunteer Grants

Department of Social Services

Opening date: OPEN

Closing date: Monday 6 April

Amount: \$1000 - \$5000

The intended outcome of the program is to strengthen community functioning by increasing participation in volunteering. The grants provide small amounts of money that organisations and community groups can use to help their volunteers.

The objectives of Volunteer Grants are to:

1. help community organisations to support the efforts of Australia's volunteers
2. help community organisations to support the inclusion of vulnerable people through volunteering
3. encourage, support and increase participation in volunteering.

Click [here](#) for all the details.



Infrastructure Grants

NSW Office of Responsible Gambling

Opening date: Monday 16 March

Closing date: Monday 6 April

Amount:

Arts & Culture: \$50,000 to \$200,000 available per project

Disaster Readiness & Community Infrastructure: \$10,000 to \$200,000  
available per project

Sport & Recreation: \$100,000 to \$300,000 available per project

The NSW Government offers grants to communities across NSW to support the building, renovation and fit-out of infrastructure. Funding is available for arts and cultural infrastructure, sport and recreation infrastructure and projects that assist communities with essential infrastructure and disaster readiness.

Infrastructure Grants are made possible through the NSW Government's

Clubgrants Category 3 Fund, which reinvests a contribution from the state's registered clubs gaming machine profits back into community projects.

Click [here](#) for all the details.



[Seniors Staying Social](#)

Department of Communities & Justice

Opening date: OPEN

Closing date: Sunday 19 April

Amount: \$3000 - \$100,000

Grants are available for organisations to create locally driven programs that foster social inclusion for older people. The program aims to support projects that help older people connect with each other and enable them to develop quality relationships.

For a program to be eligible, it must be aimed at older people aged 65 years and

over, or 55 years and over for Aboriginal people.

Click [here](#) for more information.



[Small grants for organisations](#)

The Snow Foundation

Opening date: OPEN

Closing date: Monday 27 April

Amount: Up to \$15,000

The Snow Foundation offers grants to community-focused organisations to assist with funding for innovation, programs, projects, research, and equipment.

All initiatives must fit within these key focus areas:

Health – Indigenous health, aging and carers, mental health and disabilities  
Social Welfare – homelessness and domestic violence  
Education and Employment – scholarships, education, job pathways, advocacy,  
and community awareness and education about social issues.

Click [here](#) for more information.



[Resilient Australia Awards](#)

Australian Institute for Disaster Resilience

Opening date: OPEN

Closing date: Monday 18 May

The Resilient Australia Awards celebrate initiatives that build whole of community resilience to disasters and emergencies around Australia, as well as images capturing resilience in action.

The program recognises a wide range of initiatives; with past projects centered on risk assessment and mitigation; education, training and research; and community engagement, as well as response and recovery.

There are various categories including Community, Business, Local Government, School.

For more information click [here](#).



[Budget Direct Sponsorship](#)

Budget Direct

Opening date: OPEN

Closing date: Sunday 31 May

Amount: \$1000, \$2500 and \$5000

Not only do we give in the places we work, we also want to help groups throughout Australia in their efforts to build happy and healthy neighbourhoods.

As our giving shows, we're strong believers in supporting local communities.  
 Striving to make a difference in your local community but need a financial leg-up?

Click [here](#) for all the details.



[Laptop Grant for Postgraduate Students](#)

Capstone Editing

Opening date: OPEN

Closing date: Wednesday 22 July

Amount: \$300

The Capstone Editing Laptop Grant for Postgraduate Coursework Students provides one student with A\$3,000 (tax free) to use to purchase a computer or laptop and software. They understand that owning a suitable computer (and all the necessary software) is crucial to academic success and this grant is aimed at students who do not currently own one.

The grant comes in the form of a gift voucher for Harvey Norman. The recipient can purchase any computer or laptop they choose and use any remaining funds to purchase software and computer accessories.

Click [here](#) for all the details.



[QANTAS Regional Grants](#)

QANTAS

Opening date: Sunday 14 June

Closing date: Sunday 30 August

Amount: Variations of cash, flights and marketing support.

QANTAS are on a mission to help brighten the futures of regional communities.

Their new Regional Grants Program will provide financial, flight and marketing support to community groups and organisations to help further their causes and set them up for success.

The Qantas Regional Grants program adds to their existing initiatives created to

strengthen regional communities, drive local economic activity, stimulate tourism and support jobs.

Click [here](#) for all the details.

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You've received this email because Council has had email contact with you in the past. We're keen to hear from you so we can understand what you and your business need and how Council can support that.

**Our mailing address is:**

Coonamble Shire Council  
80 Castlereagh Street  
Coonamble, NSW 2829  
Australia

[Add us to your address book](#)



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

Nil

**14 CONFIDENTIAL MATTERS**

Nil

**15 CONCLUSION OF THE MEETING**