

COONAMBLE

SHIRE COUNCIL

BUSINESS PAPER

Ordinary Council Meeting

Wednesday, 14 December 2022

Date: Wednesday, 14 December 2022

Time: 4.30 pm

**Location: Shire Chamber
Coonamble**

**Ross Earl
Acting General Manager**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 14 December 2022 at 4.30 pm.

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1 OPENING MEETING

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

5 DEPUTATION/DELEGATIONS

6 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 9 November 2022 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 9 November 2022**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 9 NOVEMBER 2022 AT 4.30 PM**

PRESENT: Mayor Tim Horan, Deputy Mayor Karen Churchill, Cr Adam Cohen, Cr Pat Cullen, Cr Barbara Deans, Cr Bill Fisher, Cr Ahmad Karanouh, Cr Terence Lees, Cr Brian Sommerville

IN ATTENDANCE: Ross Earl (Acting General Manager), Bruce Quarmby (Executive Leader Corporate & Sustainability), Daniel Noble (Executive Leader Infrastructure), David Levick (Acting Manager Economic Development & Growth), Marina Colwell (Executive Support Officer)

1 OPENING MEETING

The Mayor opened the meeting at 4.37 pm, advising the attendees of the following:

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;

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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.

Cr Pat Cullen arrived at 4.41 pm.

3 COMMUNITY CONSULTATION

Mr John Mclsaac – President of the Gulargambone Swim Club

Mr Mclsaac spoke on the Gulargambone Pool Operations and the concerns that club members are having to travel to a neighbouring shire to train due to the late opening of the Gulargambone Pool.

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Nil

5 DEPUTATION/DELEGATIONS

Nil

6 CONFIRMATION OF MINUTES

RESOLUTION 2022/263

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 12 October 2022 be confirmed as a correct record of the proceedings of the meeting.

CARRIED

7 DISCLOSURES OF CONFLICTS OF INTEREST

Cr Barbara Deans declared a conflict of interest with item 10.12 Tooraweenah Road Upgrade – Monthly Status Update, as her property and place of residence is on that road. She indicated that she would remain in the room and participate in the discussion on the item.

Cr Brian Sommerville declared a non-pecuniary conflict of interest with item 12.5 in closed session as his employee has a pecuniary interest in the Coonamble Waste Management Facility.

8 MAYORAL MINUTE**MAYORAL MINUTE****UPKEEP OF CEMETRIES****RESOLUTION 2022/264**

Moved: Mayor Tim Horan

Seconded: Cr Terence Lees

That a Plan of Management be developed for the ongoing maintenance and future improvement of cemeteries within Coonamble Shire.

CARRIED

TRAFFIC STOPS IN THE CBD**RESOLUTION 2022/265**

Moved: Mayor Tim Horan

Seconded: Cr Barbara Deans

- 1. That Council undertake community consultation and seek feedback in relation to the retention or removal or other options of the traffic stops in the Coonamble CBD to enable Council to make a decision as to their future.**
- 2. That Council allow a period of 28 days for the receipt of submissions.**

CARRIED

RESOLUTION 2022/266

Moved: Cr Pat Cullen

Seconded: Cr Terence Lees

- 1. That Council commence recruiting for the appointment of a General Manager, with Mr Peter Evans of Local Government Management Solutions (LGMS) will again facilitate the recruitment process which will begin on 11 November with applications closing 5 December 2022.**
- 2. That all Councillors be invited to participate in the shortlisting process and the interview and selection process for the new General Manager.**

CARRIED

HOUSING STRATEGY

RESOLUTION 2022/267

Moved: Mayor Tim Horan

Seconded: Cr Bill Fisher

That Council seeks expressions of interest from persons who have land or housing available for sale which would be suitable for residential, commercial, or industrial development.

CARRIED

SALEYARDS OPERATIVE

RESOLUTION 2022/268

Moved: Mayor Tim Horan

Seconded: Cr Pat Cullen

That Council:

- 1. Allocate the proceeds of the sale of land to GrainCorp to the Saleyards Reserve for expenditure on the immediate issues to be addressed.**
- 2. That a Charter be established for the operation of the Saleyards Advisory Committee including the composition of the committee and the roles and responsibilities of the Committee.**
- 3. That Council prepare a Plan of Management for the Coonamble Livestock Marketing Complex including options available for the maintenance and supervision of the facility.**

CARRIED

WARRENA WEIR DRAFT PLAN OF MANAGEMENT

RESOLUTION 2022/269

Moved: Cr Pat Cullen

Seconded: Cr Ahmad Karanouh

That the Warrena Weir Draft Plan of Management be put on Community consultation for a period of 28 days.

In Favour: Crs Tim Horan, Adam Cohen, Pat Cullen, Barbara Deans, Bill Fisher, Ahmad Karanouh, Terence Lees and Brian Sommerville

Against: Cr Karen Churchill

CARRIED 8/1

Mayors Encouragement Message to Councillors

Councillors

As we deliberate on the issues before us this afternoon, I wish to take a moment to remind each of us individually, and all of us collectively, of our duty to the community and the confidence residents have in electing us to this leadership role.

We can discharge this duty by being cautious and tentative in our decision-making, maintaining the status quo, and keeping everything as it is without rocking the boat,

Or

We can be considered and audacious, making decisions that move our community forward step-by-step, towards the goals identified in our Community Strategic Plan, and thus meet the expectations of our community and contribute to its future prosperity.

Some of the goals of the Community Strategic Plan are that “our community leaders enrich and empower us”, and “our community believes in the integrity of council’s decisions”. These are great words that meet the governments’ “feel good” needs, but we need to make them actions words!!!

Enrich, empower, community leaders.

Each of our meetings is an opportunity for us to demonstrate to our community that we have the best interests at heart, not ours personally, **but** what is best for the entire community rather than what is best for select groups of stakeholders.

We really need to start addressing some of the root causes of the issues that our community faces if we are to avoid seeing it stagnate. Some of these are the availability of quality housing, the availability of industrial land, our roads, the condition and ambience of Coonamble’s main street, and our reliance solely on agriculture to keep our local economy thriving.

Several of these items are addressed in the business paper this evening. It is necessary that we explore each of these issues with robust consultation, weighing up the pros and cons of ways to move forward with them.

I invite us all to recognise that what is best for the part is ultimately achieved by deciding what is best for the whole, and that we need to act with conviction and courage if we are to see Coonamble Shire develop as a leading centre within our region, rather than one that is left behind!

Councillors we are planned out, we have plans for everything, **but** Councillors do we really have a plan?

We can’t keep treading water, the waves are drowning us and soon the tsunami will hit, and it will be too late. We can’t wait for the grants that may come, we can’t wait for someone else to do it. Everyone is looking to us to do it!

I came into Council this term very sceptical, but you would see that I change my views on many things taking into account the facts. That’s all I ask of everyone.

In our deliberations this evening and going forward, let us confidently pursue the goals of our community and be bold in our decision making, while considering deeply

the long-term consequences of these decisions, weighing up whether they simply maintain the status quo or whether they stimulate the vitality needed for us to prosper.

Councillors, as leaders, we must take the lead not for our own needs but the needs of the entire Shire and its residents. How do we expect others to act if we do not!

We spoke about the ABC story on the Inland Rail last meeting and its negative view of the Shire. Councillors' bad news sells stories! Let's change this to good news stories of a council determined to make it right.

As we have heard, meeting after meeting, and at our training since being elected to our roles, there are never-ending rules about what we can't do, and it seems governments do not want local voices in making local decisions or even speaking out for their communities.

I want to genuinely be a part of the betterment of our Shire and our residents expect this from us!

I want to be heard, and if that means breaking the rules that block us, rather than help us, then so be it.

We come here as Councillors with good intentions and yes, a lot of what we hear comes from the community but that's no reason to put it aside.

If we were listened to months ago, I am sure we would not be talking about the issues being raised this afternoon.

I want to be a part of a better future for Coonamble not its failures and downfall. Everything is working against us so let's step up, forge on with strength and leadership and make the hard decisions while we can, 12 months has already passed.

There's a wise old saying; the best time to plant a tree was 20 years ago. The next best time is now.

Councillors,

As community leaders let us *enrich and empower our community*.

Let's action these words!!

Tim Horan

Mayor

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL**10.1 CORRESPONDENCE****RESOLUTION 2022/270**

Moved: Cr Pat Cullen

Seconded: Cr Bill Fisher

That the correspondence listed in the body of the report be noted.

CARRIED

RESOLUTION 2022/271

Moved: Mayor Tim Horan

Seconded: Cr Ahmad Karanouh

Moved: Mayor Tim Horan

Seconded: Cr Ahmad Karanouh

That a letter be sent to Minister Farraway thanking him for the \$50 million Pot Hole Fund, and we look forward to his ongoing support.

CARRIED

10.2 COUNCIL RESOLUTIONS UPDATE**RESOLUTION 2022/272**

Moved: Cr Ahmad Karanouh

Seconded: Cr Terence Lees

That Council note the contents of Annexure 1 attached to the report on the status of Council resolutions.

CARRIED

10.3 RATES AND CHARGES COLLECTIONS - SEPTEMBER 2022**RESOLUTION 2022/273**

Moved: Cr Ahmad Karanouh

Seconded: Cr Pat Cullen

That Council note the information provided in the report.

CARRIED

10.4 STATUS OF INVESTMENTS - 31 OCTOBER 2022**RESOLUTION 2022/274**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That Council note the list of investments as at 31 October 2022 and 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

10.5 SALEYARDS REPORT- 31 OCTOBER 2022**RESOLUTION 2022/275**

Moved: Cr Pat Cullen

Seconded: Cr Bill Fisher

That Council note the information provided in this report.

CARRIED

10.6 COUNCILLOR CODE OF CONDUCT TRAINING**RESOLUTION 2022/276**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

That council note the attendance of all Councillors at the Code of Conduct Training held on 31 October 2022.

CARRIED

10.7 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**RESOLUTION 2022/277**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

- 1. That Council note the contents of this report.**
- 2. That Council commit to promoting the 'Real Country' campaign in the *Regional Lifestyle Magazine* at a cost of \$6,000 + GST.**

CARRIED

10.8 COMMUNITY SERVICE PROGRESS REPORT**RESOLUTION 2022/278**

Moved: Cr Ahmad Karanouh

Seconded: Cr Pat Cullen

That Council note the information contained in the Community Services Progress Report.

CARRIED

10.9 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT**RESOLUTION 2022/279**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That Council note the information contained within the Environmental and Strategic Planning Progress Report.

CARRIED

10.10 QUARTERLY BUDGET REVIEW - SEPTEMBER 2022**RESOLUTION 2022/280**

Moved: Cr Bill Fisher

Seconded: Cr Adam Cohen

- 1. That Council approves the variations to votes as listed in the budget review documents as distributed.**
- 2. That Council notes, in the opinion of the Responsible Accounting Officer based on the information as presented in the September Budget review; that Council will be in a satisfactory financial position as at 30 June 2023.**
- 3. That Council notes the classification and position of Council's estimated restricted (reserve) funds as at 30 September 2022.**

CARRIED

10.11 WARRENA WEIR - DRAFT PLAN OF MANAGEMENT.**RESOLUTION 2022/281**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Brian Sommerville

- 1. That Council note the information contained within this report.**

CARRIED

10.12 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**RESOLUTION 2022/282**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

That the information be received and noted.**CARRIED****10.13 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS****RESOLUTION 2022/283**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That Council notes the information in this report.**CARRIED****11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**

Nil

At 6.15 pm the meeting was paused for tea break. Council resumes at 6.29 pm.

12 CONFIDENTIAL MATTERS**RESOLUTION 2022/284**

Moved: Cr Bill Fisher

Seconded: Cr Adam Cohen

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:**12.2 Expression of interest to purchase Council-owned land - Industrial**

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.

12.3 Expression of interest to Purchase Council-owned land

This matter is considered to be confidential under Section 10A(2) - c 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 information that would, if disclosed, confer a commercial advantage on a person with

whom the Council is conducting (or proposes to conduct) business.

12.4 Disaster Recovery Funding Arrangement (DRFA) Project Management

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.

12.5 SPT101617COO - Coonamble Waste Management Services - Proposed terms for continuation of contract

This matter is considered to be confidential under Section 10A(2) - c 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

12.6 Preliminary Investigation into the Redevelopment of the Sons of the Soil Hotel Site.

This matter is considered to be confidential under Section 10A(2) - c 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED

Council moves into Closed Session at 6.30 pm.

RESOLUTION 2022/287

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

That Council move out of Closed Session and revert back to Open Council.

CARRIED

At 7.49 pm Crs Cohen and Karanouh left the meeting.

The Mayor Cr Tim Horan asked the General Manager to detail the motions which were passed in Closed Council. Those motions were as follows:

POOL OPERATIONS

RESOLUTION 2022/286

Moved: Cr Adam Cohen

Seconded: Cr Ahmad Karanouh

1. That Council does not proceed with a tender process in relation to the operations of the Coonamble and Gulargambone Pools given the extenuating circumstances of the situation under the Local Government Act 1993, section 55 (i) and that Council accepts the proposal from Life Guards Australia (LSA).
2. That Council authorises the General Manager to negotiate and finalise the contract details with Life Guards Australia (LGA).

CARRIED

RESOLUTION 2022/285

Moved: Cr Terence Lees

Seconded: Cr Ahmad Karanouh

That council review the current operating hours of the Coonamble and Gulargambone pools and bring a report to the December meeting.

CARRIED

12.2 EXPRESSION OF INTEREST TO PURCHASE COUNCIL-OWNED LAND - INDUSTRIAL

RESOLUTION 2022/288

Moved: Cr Ahmad Karanouh

Seconded: Cr Pat Cullen

That Council:

1. Agree to the sale of Lot 1, DP262649 (2 Buckley Drive, Coonamble), and
2. Call for Expressions of Interest from the community to purchase the block,
3. Authorise the Acting General Manager to negotiate the sale of the block to the party making the highest offer, provided the offer meets or exceeds the reserve / minimum price,
4. Failing the acceptance of any offer, the matter be again brought to Council for further consideration.

CARRIED

12.3 EXPRESSION OF INTEREST TO PURCHASE COUNCIL-OWNED LAND**RESOLUTION 2022/289**

Moved: Cr Ahmad Karanouh

Seconded: Cr Pat Cullen

- 1. That Council notes the information in this report.**
- 2. That Council agrees to the terms and conditions of the following heads of agreement.**
 - a. Heads of Agreement - Access Licence for Part Lot 240 DP754199.**
 - b. Heads of Agreement - Offer to Lease with lessee option to purchase for Part Lot 2 DP1254635.**
- 3. That Council resolves to affix the common seal of the Coonamble Shire Council to the following documents.**
 - a. Heads of Agreement - Access Licence for Part Lot 240 DP754199.**
 - b. Heads of Agreement - Offer to Lease with lessee option to purchase for Part Lot 2 DP1254635.**

CARRIED

12.4 DISASTER RECOVERY FUNDING ARRANGEMENT (DRFA) PROJECT MANAGEMENT**RESOLUTION 2022/28590**

Moved: Cr Ahmad Karanouh

Seconded: Cr Bill Fisher

- 1. That Council does not proceed with a tender process in relation to the assessment and project management of the flood damage works given the emergency of the situation (*Local Government Act, Section 55 3(i)*), and the need to have the work completed as expeditiously as possible.**
- 2. That Council accepts the fee proposal of Built Environment Collective (BEC) for the project management of Council's Disaster Recovery Funding (DFRA).**

CARRIED

12.5 SPT101617COO – COONAMBLE WAST MANAGEMENT SERVICES – PROPOSED TERMS FOR CONTINUATION OF CONTRACT

RESOLUTION 2022/286

Moved: Cr Ahmad Karanouh
Seconded: Cr Barbara Deans

That item 12.5 in close session regarding the Coonamble waste management services – proposed continuation of contract, be deferred whilst additional information is obtained to enable Council to make an informed decision.

CARRIED

12.6 PRELIMINARY INVESTIGATION INTO THE REDEVELOPMENT OF THE SONS OF THE SOIL HOTEL SITE.

RESOLUTION 2022/291

Moved: Cr Ahmad Karanouh
Seconded: Cr Barbara Deans

- 1. That information be received and noted.**
- 2. That further investigations be carried out, with a view to identifying additional financially sustainable opportunities to further develop and enhance the Coonamble CBD precinct.**

CARRIED

13 CONCLUSION OF THE MEETING

The Meeting closed at 7.53 pm.

The minutes of this meeting were confirmed at the Council held on 14 December 2022.

.....
CHAIRPERSON

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

MAYORAL MINUTE

File Number: M3
Author: Tim Horan-Mayor
Authoriser: Tim Horan, Mayor
Annexures: Nil

MAYORAL MINUTE

Councillors

I submit below my Mayoral Report for the month of November 2022:

1. Flood Recovery Grants for Farmers

Primary producers in Coonamble district who need help with flood clean-up and repairs to infrastructure can now access a \$75,000 disaster grant from the NSW and Australian Governments. This is good news which will be of great benefit to individuals and will also dictate future declarations and funding for natural disasters within our area.

The announcement was made late last week and covers damage caused from flooding events that occurred on 4 August and/or 14 September. Coonamble Shire was previously excluded from grants in that period and had access to only low interest loans, while Warren, Gilgandra, Walgett and Warrumbungle LGAs were eligible.

I thank the editor of the Coonamble Times for her comprehensive coverage of this issue which appears in the edition of 23 November. However, it is such an important matter that I believe it should be raised and pushed Shire-wide. It's important that this opportunity is taken up by eligible primary producers – it will help to repair roads and fences in particular.

It's a well-known fact that many farmers are struggling with access problems – roads and fencing being by far the greatest need to have repaired. I encourage everyone who requires assistance to submit an application – a \$25,000 up-front payment may be available, with a further \$50,000 following the submission of valid invoices.

As I stated in my interview with the Editor, for everyone to win all eligible farmers must apply – if there is a big demand from our area it will support Council's effort to get more funding in future emergencies.

This has been widely advertised by Council via its various networks and hopefully those people eligible will respond by making application for this funding.

2. Western Slopes Pipeline (WSP)

Council has received a letter from APT Management Services Pty Ltd regarding its work with Santos to develop the Western Slopes Pipeline (WSP) project which was proposed to transport gas from Narrabri to the Australian gas market.

The letter informed Council that, with Santos recently purchasing the Hunter Gas Pipeline (HGP) an agreement has been made between APT and Santos to discontinue the development of the WSP.

The letter formally advised Council of the decision to withdraw the project for the Planning Assessment Process. Over the coming works APA intends to work with project stakeholders to do what is necessary to withdraw its various state and federal government approval applications and formally close the project. APA thanked Council for its support and input into the project.

3. Moratorium on Mining Operations – Coonamble LGA

In noting the above, it may be an opportune time to re-visit the issue of Council's prior opposition to mining operations within its Shire.

At its May 2016 meeting, Council passed the following resolution, in addition to its previous decision to place a moratorium on mining operations within its LGA:

Resolved that Council:

- (a) oppose coal seam gas exploration and mining in the Coonamble Local Government Area (LGA) because of the unacceptable risks to our water catchments, groundwater, agricultural industries, natural environment and human health*

- (b) write to the Premier of NSW; the Minister for Environment Climate Change and Water; Leader of the Opposition and Shadow Minister for the Environment, re-affirming Council's position in support of a moratorium on Coal Seam Gas (CSG) mining until an extensive and independent environmental impact statement has been concluded on the effects of CSG mining on the environment and, in particular, the effects of CSG mining on groundwater within the Coonamble Shire and north west region, objecting particularly to the practice*

- (c) write to the Local Members of Parliament (State and Federal) seeking support of Council's position*

- (d) support other councils in NSW in their opposition to Coal Seam Gas mining.*

It is several years ago that Council took this stance, and it may be prudent to re-visit the matter to renew its support for the moratorium.

Depending on Council's decision in relation to their current stance the opportunity may be taken to remove or update the signage in relation to the matter that is erected at the entrances to Coonamble.

4. Resignation of Council's Executive Leader – Infrastructure

Daniel Noble, Council's Executive Leader – Infrastructure, recently tendered his resignation from Council's service, having accepted a position at Coffs Harbour Council.

On behalf of my colleagues, management and staff, I thank Daniel for his service during his employment with Council and wish him and his family all the very best for the future.

Daniel will complete his service with Council prior to the end of this month.

5. Activities

Since the November meeting I have represented Council at various events and meetings, and I provide details below for Councillor's information.

i) Clontarf Annual Awards – 2022

On Thursday 10 November 2022 I attended the Clontarf Indigenous Boys' Academy Awards Presentation held at Coonamble Bowling Club. This great initiative commenced in Coonamble in 2012 and has provided wonderful opportunities to local young men to improve their lives and career prospects.

Big congratulations to Cr. Adam Cohen, who is Head of the Academy in Coonamble. Adam does great work with the boys and this sentiment was supported by the Executive Principal of Coonamble High School, Mr Stewart Vidler.

Adam spoke highly of all participants, saying they have all worked very hard this year and he was proud of their achievements. The 2022 graduates were Seth Webb, Jack Durham and Luke Primmer – congratulations and best wishes to them as they begin the next chapter of life.

I think it is also fitting to thank staff of the Bowling Club for their work in providing such a memorable evening for the boys to finish off 2022.

ii) Remembrance Day Service

At the 11th hour on the 11th day of the 11th month Coonamble residents and school students gathered at the Cenotaph to pay respect and honour our servicemen and women and remember the significance and importance of their efforts during war.

I placed a wreath on behalf of Council as those present reflected on all who have served in war and to honour those who paid the ultimate sacrifice for their country.

It is great to see the younger people from within the community also taking part in both ANZAC Day and Remembrance Day Services.

iii) Country Mayors' Association Meeting

The General Manager and I attended the Country Mayors' Association meeting in Sydney on Friday 18 November. Topics raised included ongoing issues with roads and the 2023 State Election Priorities which is undoubtedly an important issue.

A discussion paper from the Executive Committee was adopted in principle at the meeting and member councils now have the opportunity to provide feedback.

The information collated will be used to lobby political parties, particularly the major parties, to get their views on priority issues that are of importance to the Association. Council's comments/views were provided as requested. Regarding continued membership of the Country Mayors' Association, I am of the opinion that we should continue, at least in the short-term, as I feel there are considerable benefits emanating from our membership and certainly there is strength in numbers when it comes to advocacy.

Attendance at meetings also provides an opportunity to network with Government and representatives of other organisations that otherwise would not be so accessible.

iv) Roads Inspection – Self-Help Scheme:

On Tuesday 29 November 2022, in company with Cr Pat Cullen, Interim General Manager Ross Earl and Executive Leader – Infrastructure, Daniel Noble, we carried out inspections of some Shire roads in connection with the 'self-help' proposal put forward by some landowners eager to provide loam to assist with road repair in their vicinity.

The Staff are working hard to ensure that Council meets all its legislative requirements in relation to the proposal and have engaged a consultant to develop the required documentation.

Some of the initial concerns and issues have been addressed and I extend a huge thank you to our local member, Roy Butler, who has been of great assistance in trying to assist Council in the "self-help" proposal.

v) Western Alliance of Councils

On Friday 9 December 2022, the Interim General Manager and I will attend the meeting of the Western Alliance of Councils, which will be held in Narromine.

Guest speakers will include Holly Davies (Transport for NSW); Rebecca Fox (Secretary, Department of Regional NSW); Shagofta Ali (Director, Regional Water Strategies, Department of Planning and Environment); The Hon Dugald Saunders MP (Minister for Agriculture and Minister for Western NSW). We will also hear from Rod Crowfoot the CEO of Macquarie Home Stay.

I will report further at the meeting the outcome of any relevant issues.

Other Issues

As always there is plenty of activity behind the scenes especially with roads and the challenges faced in every aspect of maintenance and repair.

We have also faced criticism about both the Coonamble and Gulargambone pools not being fully operational so far into the current swimming season. I want to re-assure our residents that management and staff are working on these issues and hope to have them operational shortly.

Management of the waste facility and transfer stations has been addressed and this service should now be available to the public during normal operating hours.

6. Christmas Wishes

As this is our last meeting for 2022, I take the opportunity of thanking my fellow Councillors, management and staff – both indoor and outdoor – for their efforts during what has been another challenging year.

When we resume in 2023 it is hoped we will have appointed a new General Manager to the permanent role and the successful applicant will be on board very early in the New Year.

I want to personally thank our interim General Manager, Ross Earl, for the role he has played in taking charge over the past four months and the outcomes achieved during that time.

To our residents I wish you all a very happy and peaceful festive period and for those travelling over the holidays, please take care.

Council's first scheduled meeting in 2023 will be in February, when we will return with renewed enthusiasm and vigor, refreshed and ready for another year!

RECOMMENDATION

That the Mayoral Minute be received and noted.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL

10.1 CORRESPONDENCE

File Number: C20

Author: Marina Colwell-Executive Support Officer

Authoriser: Ross Earl, General Manager

Annexures: 1. NSW Rural Fire Service Assets - Response from Jamie Parker MP

CORRESPONDENCE

1. NSW Rural Fire Service Assets – Response from Jamie Parker MP

RECOMMENDATION

That the correspondence listed in the body of the report be noted.



JAMIE PARKER MP

MEMBER FOR BALMAIN

112a Glebe Point Road, Glebe NSW 2037
Tel: 02 9660 7586
jamie.parker@parliament.nsw.gov.au
www.jamieparker.org.au



Mayor Tim Horan
Coonamble Shire Council
80 Castlereagh Street
Coonamble NSW 2829

COONAMBLE SHIRE COUNCIL	
FILE NO ...	B13
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DOC NO.:	101429
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Sent to
T.H
J.M
M.C

copy on m3

Wednesday, 02 November 2022

Dear Mayor Horan,

I would like to advise that following representations made on your behalf, a response has now been received from the Minister for Local Government in relation to NSW Rural Fire Service Assets.

I understand from the response that you have received direct correspondence from the Minister on this matter.

I wanted to make sure you received a copy of the Minister's response to my representations, and to invite you to contact my office again should you require any further assistance on this matter.

Thank you for bringing this issue to my attention.

Yours sincerely,

Jamie Parker MP
Member for Balmain

Encl. Response from the Hon. Wendy Tuckerman, Minister for Local Government



The Hon. Wendy Tuckerman MP
Minister for Local Government

OFFICIAL

24 October 2022
Your ref:
Our ref: A830883

Mr Jamie Parker MP
Member for Balmain

Via email: balmain@parliament.nsw.gov.au

Dear Mr Parker

Thank you for your correspondence dated 29 July 2022 regarding the accounting treatment of Rural Fire Services (RFS) red fleet assets.

As you may be aware, Cr Darriea Turley AM, as President of Local Government NSW (LGNSW) wrote to me on this issue. In my response to Cr Turley and to assist councils with their treatment of these assets, I attached a summary, which was prepared by Treasury to assist councils in clarifying this matter. I subsequently wrote to all mayors and general managers with a copy of my response to LGNSW and the Treasury advice. I have attached a copy for your information.

Thank you for taking the time to bring this matter to the attention of the Government.

Yours sincerely

A handwritten signature in black ink, appearing to read "Wendy Tuckerman".

The Hon. Wendy Tuckerman MP
Minister for Local Government

Encl: Letter to Cr Turley and attachment of Treasury advice

OFFICIAL

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 5280 ■ W: nsw.gov.au/ministertuckerman

10.2 COUNCIL RESOLUTIONS UPDATE

File Number: C17; C20
Author: Marina Colwell-Executive Support Officer
Authoriser: Ross Earl, General Manager
Annexures: 1. Resolutions Update Table

PURPOSE

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

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

A table with information about outstanding Council resolutions is attached as Annexure 1 to the report, in the following format:

Item No.	Date	Resolution No.	Matter/Action Required/Update	Responsible Officer	Status

RECOMMENDATION

That Council notes the contents of Annexure 1 attached to the report on the status of Council resolutions.

Council Resolutions Update - Annexure 1

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
11.1.22	2022/11	Priority Items to be Pursued	Additional training for Mayor – within 6 months	GM	Not yet addressed
11.1.22	2022/11	Priority Items to be Pursued	Review & Adoption of Approvals & Order Policies – within 12 months	Manex (Executive Management Team)	Progressing
11.1.22	2022/11	Priority Items to be Pursued	Review of Delegations – within 12 months	GM	Works to commence in the immediate future.
9.2.22	2022/21	Youth Services in LGA	Determine current services, coordination and possible duplication and gaps analysis	ELESPC	Ongoing.
9.2.22	2022/26	Coonamble Weir's accessibility to the public	Stakeholder consultation about the future operations and possibilities of the operations and management	New MED&G or revised position (Vacant)	Draft plan to be provided to Council by the 14/10/2022. Pending receipt of the draft plan, it will be tabbed for Council's consideration at its November 2022 meeting.
9.2.22	2022/29	LEP Amendments	Availability of suitable residential land – including small rural blocks, larger rural subdivisions, restrictions on acreage size in RU1 zoning	ELESPC	LEP Amendment for housekeeping amendments tabled at 13 May 2022 meeting
9.2.22	2022/30	CDEP-like community employment and training program	Discussions with Federal MP and other stakeholders	Mayor/GM	Redi.e are administrating similar funding and they have indicated that they are interested in applying for this funding for Coonamble – with a letter of support from Council

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
9.2.22	2022/37	Membership of Country Mayors Assoc	Mayor to attend next two meetings, after which membership will be reconsidered	Mayor (Tim)	Planning to attend meeting 18 November 2022
9.2.22 14.8.22	2022/44 2022/225	Compulsory Acquisition of land – Bore Baths	Legal processes to be followed	Casual MED&G (David)	Acquisition is in progress
9.3.22	2022/53	report be prepared for Council’s consideration - available Council owned or controlled land as well as information on the Native Title status of the land adjoining the Coonamble Jockey Club.	Report be prepared for Council’s consideration, including the community feedback gathered, so that it can be used to inform the future direction and progress of the project	MEDG (David)	Ongoing
15.6.22	2022/116	Plan of Management – Sports Oval	Inclusion of ‘one off camping facility’ at the sports oval - plan	Bruce	Progressing – Draft plans to be provided to Council in time for tabling to the November 2022 Council meeting.
15.6.22	2022/121	Review of Social Media Policy	Review the policy, place on public exhibition for required time inviting submissions from the community before adoption	AMED (David)	Awaiting a suitable time for workshop with Councillors.
15.6.22	2022/129	Draft Masterplan for the Coonamble Pool & McDonald Park Precinct	That Council places the Masterplan on public exhibition for required time inviting submissions from the community before adoption	Exec Inf (Daniel)	Report to the December Ordinary Meeting. Pending results back from structural engineer.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
15.6.22	2022/136	Notice of Motion (Cr Churchill): 1. Collection of information regarding 'slow down signs' at Gulargambone	Collection of required data	MR (Dirk)	Traffic Counter will be placed In Gulargambone during harvest period between late September to December / Jan (Weather dependant) to collect data on heavy vehicles movements – ongoing. Traffic counters to be placed.
		2. Fence – Tully Park & Preschool	Meet with representatives to discuss the possibility of a new fence, prepare a report to be bought back to Council with estimated costs	Bruce	On Hold – meeting to be arranged between Council and Committee
		3. Coonamble Men's Shed	Prepare a report to be bought back to Council with the estimated costs & likelihood of facilitating the following: *Improved security *Installation of Solar Panels	Bruce	Project suggested for Funding under SCCF5
15.6.22	2022/139	Waste Management Facility - Robbo's Earthworks – Contract renewal	*AGM to enter contract negotiations *Asbestos control	GM/Dan/Bruce/Tony	Variation Deed currently being prepared to enable Robbos to continue with the kerbside collection and discussions being held with separate contractors to be appointed for waste facilities management.
13.7.22	2022/153	Industrial Land Review	Council to research the possibility of acquiring land for industrial use	AMED (David)	Report back to Council with findings.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
	2022/157	Administration Centre – Costs	AGM to prepare are report on the costings of purchasing/demolition (if needed) and construction of a new Administration Building	GM/Bruce	Market Valuation and Quantity surveyor reports have been received. Information will be compiled for Council's consideration.
	2022/173	EOI to Purchase Council Owned Land	GrainCorp – AGM to continue negotiations to establish a short-term lease of part Lot 2 DP 1254635	Bruce	Ongoing
10.8.22	2022/204	Substitute Area for local sporting clubs	Investigate alternative and appropriate area for substitute sports grounds	Daniel	Meetings being held with User Groups with preliminary findings indicating the issue is a scheduling challenge rather than a capacity issue. Unable to schedule meeting with Junior Rugby League as no committee. New committee has formed so a new meeting and time to be set.
14.8.22	2022/222	GM to write letter to NAB Manager & contact other Banking institute	GM to contact the Manager of the NAB branch to seek clarification of the opening hours. Also, he is to contact other prospective banking institutes with the possibility of opening in Coonamble	Ross	This is an issue across Councils in many regional areas and subject to motions at the LGNSW Conference.
	2022/233	Draft Street Tree Policy	Policy to be placed on Council's website for 28 days inviting submissions	Daniel	If required, submissions to be presented to December Ordinary Meeting. No submissions received. Final Policy to be presented to December Meeting.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
09.11.22	2022/264	Cemeteries Maintenance	Staff to develop a Plan of Management for the Cemeteries within the Shire	Daniel	Plan of Management in development.
	2022/265	Traffic Stoppers - CBD	Community Consultation to be undertaken on either removal or retention.	Daniel/David	Survey in motion.
	2022/267	Housing Strategy	Council to seek expressions of interest from persons with available land and or houses	Bruce?	ongoing
	2022/268	Coonamble Livestock Marketing Complex	<ul style="list-style-type: none"> • Establish an Advisory Committee • Establish a charter for the Advisory Committee • Develop a Plan of Management 	GM/Bruce	progressing
	2022/269	Warrena Weir Plan of Management (POM)	POM to be put on exhibition inviting community feedback	Bruce/David	ongoing
	2022/288	Sale of Lot 1 Buckley Drive	Call for Expressions of interest from the community to purchase the vacant block	David	ongoing
	2022/291	Coonamble CBD	Investigations to be carried out on the development of the CBD	Bruce	Ongoing

10.3 ADMINISTRATION OF COUNCIL ORDINARY ELECTIONS 2024

File Number: E 2

Author: Marina Colwell-Executive Support Officer

Authoriser: Ross Earl, General Manager

Annexures:

1. Circular 22-35 Administration of 2024 Council Elections
2. Circular 22-35 Attachment

PURPOSE

The purpose of this report is for Councillors to consider the contents of a circular from the Office of Local Government (OLG) with information regarding the administration of the 2024 Council Ordinary Elections.

BACKGROUND

Local government elections are held in NSW on the second Saturday in September every four years. At local government elections voters in each local government area elect councillors to their local council.

Each local council must decide whether to engage the NSW Electoral Commissioner or a private election services provider to conduct their elections.

(a) Relevance to Integrated Planning and Reporting Framework

L14.4.4 Governance is open and transparent.

(b) Financial Considerations

There are no financial considerations to this report.

COMMENTARY

Under section 296AA of the *Local Government Act 1993* (the Act), councils are required to make a decision on how their ordinary elections in September 2024 are to administer by **13 March 2023**.

Each council must resolve **either**:

- To enter into an election arrangement with the NSW Electoral Commissioner (NSWEC) to administer all the council's elections, polls and constitutional referenda **or**
- That the council's elections are to be administered by another electoral services provider engaged by the council.
- If a council does not resolve to engage the NSWEC to administer its elections by **13 March 2023**, it must engage another electoral services provider to do so.

If council proposes to engage the NSWEC to administer its elections, it should resolve to do so as soon as possible and notify the NSWEC. If council resolves to adopt an electoral services provider other than the NSWEC, the resolution must state whether the general manager has identified an electoral services provider to be engaged for the next ordinary election and, if so, the name of that provider.

A council that fails to make a decision on the administration of its elections by 13 March 2023 will also be required to publish a notice of that failure on the council's website.

(a) Governance/Policy Implications

Councillors and the executive management team are well advised to stay current o developments within the local government sector to adequately fulfill their roles and functions.

(b) Legal Implications

This report is compliant with s.296(2) and (3) of the *Local Government Act 1993*.

(c) Social Implications

There are no social implications attached to this report.

(d) Environmental Implications

There are no environmental implications attached to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no risk implications attached to this report.

CONCLUSION

This report provides Council with the information to make an informed decision when appointing the administrator for the 2024 Council Ordinary Elections.

RECOMMENDATION

1. That Council note the information contained in this report.

2. That Coonamble Shire Council resolves:

- I. pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW)(Act) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.**
- II. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.**
- III. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral**

Commissioner to administer all constitutional referenda of the Council.



Circular Details	Circular No 22-35/ Date 11 November 2022/ A839620
Previous Circular	18-43 – <i>Council decisions on the administration of the September 2020 elections</i>
Who should read this	Councillors / General Managers / Council governance staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Council to Implement

Councils’ decisions on the administration of their September 2024 ordinary elections

What’s new or changing

- Under section 296AA of the *Local Government Act 1993* (the Act), councils are required to make a decision on how their ordinary elections in September 2024 are to be administered by **13 March 2023**.
- Each council must resolve **either**:
 - to enter into an election arrangement with the NSW Electoral Commissioner (NSWEC) to administer all the council’s elections, polls and constitutional referenda **or**
 - that the council’s elections are to be administered by another electoral services provider engaged by the council.
- If a council does not resolve to engage the NSWEC to administer its elections by **13 March 2023**, it must engage another electoral services provider to do so.

What this will mean for your council

- Councils are required to make a decision under section 296AA by 13 March 2023 on the administration of their next ordinary election. Information to assist councils in making that decision is provided in the attached FAQ.
- If a council is proposing to engage the NSWEC to administer its elections, it should resolve to do so as soon as possible and notify the NSWEC.

Key points

- Where councils resolve to engage the NSWEC to administer their elections, polls and referenda, a model resolution is suggested in the attached FAQ.
- If a council resolves to adopt an electoral services provider other than the NSWEC, the resolution must state whether the general manager has identified an electoral services provider to be engaged for the next ordinary election and, if so, the name of that provider.

Office of Local Government
 5 O’Keefe Avenue NOWRA NSW 2541
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 E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

Where to go for further information

- Further information to assist councils' decisions on the administration of their September 2024 ordinary elections is contained in the FAQ attached to this circular.
- Contact the Office of Local Government's Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.
- Contact Steve Robb at the NSW Electoral Commission by telephone on 1300 135 736.

Melanie Hawyes

Deputy Secretary, Crown Lands and Local Government

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FREQUENTLY ASKED QUESTIONS

Part 1 Decision making on the administration of elections

What decisions must councils make on the administration of their elections?

Under section 296AA of the *Local Government Act 1993* (the Act), each council must resolve by **13 March 2023** either:

- to engage the NSW Electoral Commissioner (NSWEC) to administer the council's elections, polls and referenda, or
- that the council's elections are to be administered by another electoral services provider.

What happens if a council fails to make a decision on the administration of its elections by 13 March 2023?

If a council fails to make a decision on the administration of its elections, polls and referenda by 13 March 2023, it will not be able to engage the NSWEC to administer its ordinary election and it will be required to make its own arrangements with another electoral services provider for the administration of its elections.

A council that fails to make a decision on the administration of its elections by 13 March 2023 will also be required to publish a notice of that failure on the council's website.

Part 2 Election arrangements with the NSWEC

What election arrangements can councils enter into with the NSWEC?

The election arrangement is a standardised contract for all councils. The service schedule and costs schedule of the standardised contract will vary between councils and are made by the NSWEC in consultation with each council.

Where a council resolves to engage the NSWEC to administer its elections, polls and referenda, the election arrangement with the NSWEC will apply to the 2024 ordinary election and every election, poll and referendum including any by-election or countback election until the contract is automatically terminated 18 months before the following ordinary election of councillors.

Where a council resolves to engage the NSWEC to administer its elections, polls and referenda, it should use the model resolutions provided below.

If a council wishes to engage the NSWEC to administer its elections, polls and referenda what form should its resolution take?

Councils wishing to make a resolution that an election arrangement be entered into for the NSWEC to administer all elections, polls and referenda under section 296(3) of the Act should use the following model resolution:

The [insert full description of council] ("the Council") resolves:

1. *pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.*

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2. *pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.*
3. *pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.*

When must the election arrangements with the NSWEC be finalised?

Where councils have resolved to enter into an election arrangement with the NSWEC, the contract with the NSWEC must be finalised no later than 15 months before the next ordinary elections (ie **13 June 2023**).

Can election arrangements with the NSWEC be terminated?

Yes, but only after the council's ordinary election. An election arrangement for the NSWEC to administer all elections, polls and referenda of a council can be terminated by the council or the NSWEC at any time after the ordinary election by giving written notice of termination and in accordance with any notification requirements set out in the contract.

If the election arrangement is not terminated by either party, the arrangement is automatically terminated 18 months before the following ordinary election when the council will be required to determine who will conduct its next ordinary election.

If a council does not engage the NSWEC to administer its ordinary election, can it engage the NSWEC to administer a particular by-election, poll or referendum after the ordinary election?

Yes. Where a council does not enter into an election arrangement with the NSWEC to administer its ordinary election, the council may resolve to enter into an election arrangement with the NSWEC to administer a particular by-election, poll or referendum following the ordinary election.

If councils resolve to engage the NSWEC to administer a particular by-election, poll or referendum after the ordinary election, they should use the model resolutions provided below.

If a council wishes to engage the NSWEC to administer a particular by-election or countback election, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular by-election or countback election after the ordinary election should use the following model resolution:

The [insert full description of council] ("the Council") resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW) that:

1. *an election arrangement is to be entered into for the Electoral Commissioner to administer [insert description of the particular election but do not do so by date in case the election date is changed or postponed]; and*
2. *such election arrangement is to be entered into by contract between the Electoral Commissioner and the Council.*

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Note: Please refer below for additional information concerning limitations with respect to countback elections.

If a council wishes to engage the NSWEC to administer a particular poll, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular poll after the ordinary election should use the following model resolution:

The [insert full description of council] ("the Council") resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW), as applied and modified by s.18, that:

- 1. a council poll arrangement be entered into for the Electoral Commissioner to administer [insert description of the council poll but do not do so by date in case the poll date is changed or postponed]; and*
- 2. such council poll arrangement be entered into by contract between the Electoral Commissioner and the Council.*

If a council wishes to engage the NSWEC to administer a particular referendum, what form should its resolution take?

Councils wishing to engage the NSWEC to administer a particular referendum after the ordinary election should use the following model resolution:

The [insert full description of council] ("the Council") resolves pursuant to ss. 296(2) and (4) of the Local Government Act 1993 (NSW), as applied and modified by s.18, that:

- 1. a constitutional referendum arrangement be entered into for the Electoral Commissioner to administer [insert description of the constitutional referendum but do not do so by date in case the referendum date is changed or postponed]; and*
- 2. such constitutional referendum arrangement be entered into by contract between the Electoral Commissioner and the Council.*

If a council does not engage the NSWEC to administer its ordinary election, can it engage the NSWEC to administer a countback election following the ordinary election?

No. Under section 291A(b) of the Act, if the council's ordinary election was administered by an electoral services provider other than the NSWEC, a countback election to fill a casual vacancy must be conducted by a returning officer appointed by that electoral services provider.

Part 3 Election arrangements with other electoral services providers

What information must be included in a resolution to engage an electoral services provider other than the NSWEC?

Under section 296AA, where a council resolves that its elections are to be administered by an electoral services provider other than the NSWEC, the resolution must also state whether the general manager has identified an electoral services provider to be engaged for the next ordinary election and, if so, the name of that provider.

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As soon as practicable after the resolution is made, the general manager must publish a copy of the resolution on the council's website.

What should councils consider before making a decision to engage an electoral services provider other than the NSWEC?

In considering the use of other electoral services providers, it is important to clarify that they can deliver the elections for the council.

Councils need to be satisfied that if the provider claims to be able to obtain all the electoral material, or hire the necessary venues, or arrange the printing of the ballot papers, or conduct the count, that they can demonstrate their successful completion of these tasks in similar circumstances.

A key consideration will be whether the provider is able to administer the complex counts required under the weighted inclusive Gregory method of preference allocation prescribed under the *Local Government (General) Regulation 2021* (the Regulation) for council elections using the proportional system.

It is also a requirement that the method proposed to be used by the provider to conduct the count of the ballot papers (whether through the use of data entry or scanning equipment) can comply with the formality, scrutiny and record keeping provisions contained in the Act and Regulation.

If councils decide to use a commercial electoral services provider, is it necessary to go to tender?

Section 55 of the Act exempts councils from tendering when entering into a contract or arrangement for the NSWEC to administer the council's elections, referendums and polls. This exemption does not apply to contracts or arrangements with any other service provider.

As the amount involved in conducting council elections can be significant it is important to ensure that any commercial organisation is providing value for money. It is also important to ensure that as public funds are being expended, principles of openness, transparency and accountability are not compromised.

Unless the cost of administering the elections is under \$250,000 or any of the other exemptions provided for in section 55 apply, councils will be required to go to tender or to conduct a selective tender when engaging a commercial electoral services provider.

What should councils consider when entering into a contract with a commercial electoral services provider?

In negotiating arrangements for the administration of their elections with commercial electoral services providers, councils need to ensure that:

- there will be an appropriate number of pre-poll and polling places
- there will be adequate staffing levels
- the provider uses counting software that can undertake counts using the weighted inclusive Gregory method
- the potential need for the provider to administer countback elections in the 18 months following the ordinary election.

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What is the appropriate number of polling places?

The appropriate number of polling places for any one council will depend on its individual characteristics and factors such as the number of electors, the geographic area it covers, available transport options and suitable venues.

While the cost of hiring venues will be a consideration, councils should also consider the following when negotiating the number and type of venues to be used with the electoral service provider:

- How many voters are there in total in the area, and how many voters can each particular venue comfortably handle?
- What venues have been used in the past by either the Australian Electoral Commission for federal elections or the NSWEC for either state or local government elections? What was the previous attendance pattern at these venues?
- Is the venue conveniently located, particularly in light of transport options?
- Is it suitable for the purpose of conducting an election? For example, is there sufficient space for the various tables, voting screens, ballot boxes, throughput of voters? Is there appropriate furniture for electoral officials? For example, if small tables and chairs are used in a primary school these are not appropriate for adults involved in election-related activities.
- Is it easily accessible for all voters and in particular those with a disability, mobility issues, the elderly or frail, parents with prams?
- Are there venues located close to ward boundaries that can issue ballot papers for both the ward in which they are located as well as votes for adjoining ward/s? Or in the case of an undivided council, venues located close to the boundary of another council or councils?
- Is appropriate public liability insurance in place?

It is likely that the more electors a council has, the more polling places it will need.

What are the appropriate staffing levels for a council election?

Determining the appropriate number of staff required for any particular council area depends on the estimated number of votes likely to be cast and the volume for each particular voting option (pre-poll, declared institution, postal and election day) as this will have an impact on the categories of staff recruited. For example, if it is anticipated that there will be a high demand for pre-poll voting it may be necessary to have more office assistants available in the returning officer's office than in an area where it is likely that more votes will be taken on election day at polling places.

Under the legislation, all polling places must have a minimum of two staff, one of whom is the polling place manager.

The NSWEC's polling place staffing formula is based on 450 votes per issuing table (at one election official per table) and the overall projected number of votes for the polling place determines the number of issuing tables. The number of issuing tables determines whether a particular polling place requires a deputy polling place manager, a ballot box guard and/or an enquiry officer.

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Is it possible to conduct the count and distribution of preferences manually?

No. The weighted inclusive Gregory method used for allocating preferences at elections using the proportional system, uses a fractional transfer system. All ballot papers of the elected candidate are used to distribute the surplus (instead of a sample). The ballot papers are distributed at a reduced rate with each transfer of votes by applying a transfer value, making manual counts impossible.

Councils should ensure that any commercial electoral services provider they engage to conduct their elections is able to undertake a count utilising counting software that allocates preferences using the weighted inclusive Gregory method.

What arrangements should be made for countback elections?

Councils have the option of filling vacancies that occur in the 18 months following the September 2024 council elections using a countback of the votes cast at the ordinary election instead of a by-election. Countback elections are not available for elections using the optional preferential voting system (including elections for popularly elected mayors).

In order to fill vacancies using a countback election, councils must resolve at their first meeting following the ordinary election that any casual vacancy is to be filled by a countback election.

If councils are proposing to fill vacancies using a countback election, they should factor this into their contractual arrangements with commercial electoral services providers. Among other things, the contractual arrangements should ensure the following:

- the retention of all electoral material, information and data for the 18 month period following the ordinary election during which countback elections may be used
- the safe storage and security of electoral material, information and data (including from cyber-attack)
- the council has ongoing access to the electoral material, information and data from the ordinary election.

What other considerations should councils factor into their contractual arrangements with commercial electoral services providers?

Councils should ensure:

- that the commercial electoral services provider has a formal policy that ensures that scrutineers are given as much opportunity as possible to be involved in the counting process by allowing the examination and comparison of ballot papers, the data entry of votes recorded on ballot papers (whether by manual data entry or digital scanning) and electronic or data entry records
- that the commercial electoral services provider has an audit system in place for checking ballot papers against the information entered into the electronic counting system used by the provider and that scrutineers are permitted to observe the audit process and its results
- that the commercial electoral services provider will make full preference data available for publication

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- that the source code of counting software used by the commercial electoral services provider has been independently audited by an accredited source code auditor.

What services will the NSWEC provide to councils that engage an electoral services provider to administer their elections?

The NSWEC provides enrolment services to electoral services providers such as the provision of authorised rolls, candidates' rolls, an online look-up facility for non-residential electors, a list of general postal voters and enrolment declaration envelopes. These products and services will be provided at cost to the relevant councils.

What information are councils required to provide to the NSWEC where they engage another electoral services provider to administer their elections?

Councils that have engaged a provider other than the NSWEC to administer their elections are required to provide certain information to the NSWEC to support it in the exercise of its statutory functions in connection with the administration of candidate registration and other electoral funding and disclosure requirements and the enforcement of the failure to vote provisions of the Act and Regulation.

How should election costs be managed?

General managers should prepare a budget for all facets of council elections, and record and monitor expenditure to ensure a shortfall does not occur. Activity based costing will need to be applied to ensure that all costs and expenses are identified.

Areas to be covered include:

- wages of all electoral officials and any council staff engaged in election-related work
- recruitment and training
- advertising including the placement of statutory advertisements
- candidate and elector information
- hire of venues, furniture and equipment
- production of all election-related material, including forms, envelopes and cardboard material
- printing of ballot papers including in Braille, if requested
- transportation of election-related materials
- IT software and hardware
- administration expenses such as telephone, postage, courier services, photocopiers and printers
- insurance

A number of key variables will not be known until the close of nominations, namely whether an election will be uncontested, whether there will need to be a by-election due to insufficient nominations, whether candidates will form groups and request group voting squares, and whether as a result, ballot papers will need to be printed to allow 'above the line' and 'below the line' voting.

These factors will have an impact on costs. However given the lead time required to ensure voting can go ahead at the prescribed times, provision for all likely costs has to be made.

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What are the reporting requirements on election costs?

Within six months of the election, the general manager must prepare a report for the Minister for Local Government on the conduct of each election. Full and transparent costings for each election must be disclosed in this report.

The following list is not exhaustive but contains a number of items that should be reported on:

- time spent on the election by the general manager as a proportion of the general manager's remuneration,
- time spent on the election by council staff as a proportion of council staff remuneration,
- the remuneration of council staff employed specifically for the purpose of the election,
- the remuneration, recruitment and training costs of election officials,
- the cost of running any candidate information seminars,
- the cost of hiring venues and equipment for the election, including council venues and equipment and any associated costs,
- the cost of any technological support, including the development of any counting software,
- the cost of preparing the written report on the election required under the Regulation,
- any electoral services provided to electors,
- any electoral services provided to candidates,
- operational details of the election,
- an overall evaluation of the conduct of the election, including feedback from stakeholders,
- the number of electors entitled to vote at the election and the number of electors who voted, specifying the number of electors who voted personally or by post,
- the cost to the council of engaging the electoral services provider to administer the election.

What is meant by 'full and transparent costings'?

It needs to be acknowledged that although council staff may be used to undertake administrative tasks related to the conduct of elections, this comes at a cost. Notably any time spent on election-related work is time not spent on other council duties. Similarly use of council office space or office equipment or resources for election-related work is at the expense of other day to day council activities.

The identification of activity-based costs and expenses allows a comparison with the fees charged by the NSWEC, to see whether one option is better value than the other for ratepayers.

Even in the case of an uncontested election or where there are insufficient nominations to enable the election to proceed on election day, there will be costs associated with having reached that stage, which also need to be reported.

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10.4 ORGANISATIONAL RESTRUCTURE - DIRECTORATE TITLE NAME CHANGE

File Number: S6
Author: Marina Colwell-Executive Support Officer
Authoriser: Ross Earl, General Manager
Annexures: Nil

PURPOSE

The purpose of this report is to formally adopt the change of title of the Executive Leaders as a result of the recent Organisational Review.

BACKGROUND

The *Local Government Act 1993*, under section 333, requires councils to review their organisational structure within twelve (12) months of the quadrennial election. As a result of the review, it was recommended by Local Government Solutions to change the name from 'Executive Leader' (which is not known in Local Government) to 'Director'.

(a) Relevance to Integrated Planning and Reporting Framework

L1.3.3 Achieve organisational decision making which is strategic and not ad hoc.

(b) Financial Considerations

There are no financial considerations attached to this report.

COMMENTARY

The renaming of Executive Leadership positions to 'Director' will bring Coonamble Shire Council in line with industry practice and expectations, and is common, well known and understood.

(a) Governance/Policy Implications

The Organisation Structure is one of the fundamental requirements of the smooth operation of Council.

(b) Legal Implications

There is no legal implications attached to this report.

(c) Social Implications

There are no social implications attached to this report.

(d) Environmental Implications

There are no environment implications attached to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no risk implications attached to this report.

CONCLUSION

The three (3) directorate names will be changed to the following:

- Director Corporate Services
- Director Infrastructure Services
- Director Community, Planning & Development

RECOMMENDATION

That Council note the contents of this report.

10.5 COMMUNITY SERVICES REPORT

File Number: C8

Author: Raquel Pickering-Librarian

Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability

Annexures: Nil

PURPOSE

The purpose of this report is to provide information on the activities within Council's Community Services section for the month of November 2022.

BACKGROUND

The Community Services section focuses on our community and our people and the support that Council offers in the delivery of positive outcomes. The following topics will be included into the Council Report where there is relevant information to report on. For the purposes of the new Council, a short description is provided for your reference for the key areas in the Community Services section:

- **Community Services**

Reports on the number of services, programs, and strategies to support the community. This includes Council's involvement with the interagency meetings and committee meetings, cultural events, and activities and some events for our community (Tourism and Events will also cover other events not managed by the Community Services team.).

- **Library Services**

Coonamble Shire Council is a member of the NorthWestern Library Service (NWLS). The Service covers four local government areas and encompasses the libraries therein, i.e: Bogan (Nyngan), Coonamble, Gilgandra and Warren (where the Manager is based). The Coonamble Library has two satellite branches located in the villages of Gulargambone and Quambone within the Coonamble Shire Local Government Area. The Librarian purchases stock that is rotated to all libraries and participates in book exchanges with Gulargambone and Quambone seven times per year. The Gulargambone Library is run under an agreement with the Gulargambone Rural Transaction Centre Committee. The Quambone Library is run by an employee of Council.

- **Children and Youth Services**

Council provides services in after school activities in Gulargambone and Quambone. Council also delivers school holiday programs and the Youth Week Program. Council also operates a Youth Forum/Council.

- **Integrated Planning and Reporting (IP&R) Framework**

Following the adoption of the Community Strategic Plan at the 15 June 2022 meeting, updates on the IP&R Framework will now be reported back in the Community Services Report.

(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 recently adopted Community Strategic Plan 2032, Delivery Plan 2022-2026, and Operational Plan 2022 / 23.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

In line with Council's 2022 / 23 Operational Plan, this report presents a summary of community service progress and activities for the period of October 2022.

COMMUNITY SERVICES

NIL

LIBRARY SERVICES

- **Youth Services**

The Quambone After School Care continues with Council staff and Gulargambone After School Care continues with invaluable help from REDI.E in Gulargambone. Gulargambone recently held a Halloween afternoon and had between 25-30 children and 15-20 adults attend with lollies and prizes handed out.

- **Holiday Activity Bags**

The Librarian has consulted all schools in our LGA on the number of pupils in infant and primary sections and has ordered craft and other items to be included in the Holiday Activity Bags that Library staff will assemble.

- **Santa Letters**

The Librarian offered to supply Santa Letters to all childcare centres and preschools. Completed envelopes have been sent out for children to enjoy. They contain a letter from Santa, a colour in and a sticker. As the children are under four years old we are unable to include balloons or any other craft activities due to safety hazards.

- **International Women's Day**

The Librarian has joined Council staff to brainstorm, organise and implement event for International Women's Day 2023.

- **Library Statistics** (27 October – 30 November)

Service	Loans	New M/ships	Wi-Fi	Internet (hr)	Internet (ppl)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	643	8	69	153.25	104	93	131	384
Gulargambone	26	0						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
505	10	66	6	2

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

Senior Craft	Pre-School Visits	Housebound	Meetings	Seniors Cinema	Other
12	72	4	12	6	10

CHILDREN AND YOUTH SERVICES

Council’s Children and Youth Services have been impacted with staff shortages. We have been able to deliver the After School Care in Gulargambone and Quambone. Council’s Casual Youth Workers have been instructed to partner with other service partners to deliver services.

(a) Governance/Policy Implications

The delivery of community development and integrated planning functions and activities are carried out in accordance with Council’s Operational Plan and Integrated Planning and Reporting Framework.

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

Council’s community services section 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

There are no risk implications arising from this report.

CONCLUSION

The updates provided in this report deliver information to Council on the key activities undertaken in Council's Community Services section for the months of November 2022.

RECOMMENDATION

That Council note the information contained in the Community Services Progress Report.

10.6 RATES AND CHARGES COLLECTIONS - NOVEMBER 2022**File Number: Rates - General - R4****Author: Bruce Quarmby, Acting General Manager****Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability****Annexures: Nil****PURPOSE**

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of November 2022.

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

The annual rate charges are set out within Council's 2022 / 23 Operational Plan.

(b) Financial Considerations

The annual rate charges are set out within Council's 2022 / 23 Operational Plan.

	30 November 2022	30 November 2021
Rates and Charges	\$4,153,574.49	\$3,844,583.49
Water & Sewer Consumption Charges	\$374,476.61	\$281,569.72
Total	\$4,528,051.10	\$4,126,153.21

COMMENTARY**Rates and Charges**

	30 November 2022	30 November 2021
Rates and charges in arrears as at 30 June 2022	1,020,037.33	\$905,674.57
Rates/charges levied & adjustments for 2022/23	7,527,432.38	\$7,199,454.60
Pension Concession	-104,619.08	-\$106,801.11
Amounts collected as at 30 November 2022	-4,289,276.14	-\$4,153,744.57
Total Rates and Charges to be Collected	\$4,153,574.49	\$3,844,583.49

The amount levied for rates and charges for 2022 / 23 includes the current year's annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 30 November 2022 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2022 / 23 levied amount is reduced by the pensioner concession of \$104,619.08; reducing the amount of income derived from these rates and charges. Of this concession, Council's contribution is 45%, which represents an amount of \$47,078.59.

The rates and charges as of 30 November 2022 represent 48.59% of the total annual rates and charges levied and outstanding (compared with 47.43% on 30 November 2021).

Water Consumption Charges

	30 November 2022	30 November 2021
Water & Sewer Consumption Charges and arrears as at 30 June 2022	329,760.33	\$401,325.23
Water & Sewer Consumption charges & adjustments 2022/23 year to date	221,004.79	\$143,277.44
Amounts collected as at 30 November 2022	-176,288.51	-\$263,032.95
Total Water & Sewer Consumption Charges to be Collected	\$374,476.61	\$281,569.72

The consumption charges as at 30 November 2022 represents 67.99% of the total water consumption charges outstanding (compared to 51.70% on 30 November 2021).

Debt Recovery Agency

In accordance with its adopted Debt Recovery Policy, Council continues to work with its Debt Recovery Agency to recover monies owed to Council. All actions undertaken by Council, or its Agency are done so in accordance with the provisions within the *Local Government Act 1993* and Council adopted Debt recovery policy.

(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 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.

(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 direct environmental implications arising from this report. However, it needs to be acknowledged that Covid-19 along with the additional increase in the cost of living could have an impact on Council's ability to collect its rates and charges.

(e) Economic/Asset Management Implications

If Council's rates and charges collection fall behind, it will have an impact on Council's ongoing ability to meet its operational costs and making adequate funding available for necessary asset maintenance and renewal projects.

(f) Risk Implications

As was stated above, Covid-19 and the increase in living expenses, has impacted on Council's ability to collect its rates and charges as demonstrated by the increase in Council rates, annual charges, interest, and extra charges outstanding percentage. Strategies have been put in place to mitigate the risk of the further deterioration of this ratio. Council has been working closely with its Debt Collection agency to reduce the amount of debt outstanding from rates and water charges.

CONCLUSION

The rates and charges as at 30 November represent 48.59% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 47.43% on 30 November 2021). The water consumption charges as of 30 November 2022 represent 67.99% of the total water consumption charges outstanding from previous years (compared to 51.70% on 30 November 2022).

RECOMMENDATION

That Council notes the information provided in the report.

10.7 STATUS OF INVESTMENTS - 30 NOVEMBER 2022

File Number: Investments General - I5

Author: Saiful Islam, Finance Assistant

Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability

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 estimated calculations.

COMMENTARY

INVESTMENTS REPORT TO COUNCIL - 30 November 2022					
Financial Institution	Invest Rating S&Ps	Investment Type/Maturity Date	Current Rate	Term	Amount (\$)
Commonwealth Bank	A1+	Term Deposit -12/12/2022	2.30%	210 Days	3,000,000
Commonwealth Bank	A1+	Term Deposit - 20/02/2023	3.44%	182 Days	1,000,000
Commonwealth Bank	A1+	Term Deposit - 27/02/2023	3.71%	90 Days	1,000,000
Commonwealth Bank	A1+	Term Deposit - 01/03/2023	3.54%	182 Days	500,000
Commonwealth Bank	A1+	Term Deposit -25/01/2023	3.61%	90 Days	500,000
Commonwealth Bank	A1+	Term Deposit -05/04/2023	3.74%	210 Days	1,500,000
Commonwealth Bank	A1+	Term Deposit - 27/04/2023	4.11%	211 Days	1,000,000
IMB - VRD	BBB+	Term Deposit - 20/01/2023	3.50%	92 Days	1,000,000
IMB - VRD	BBB+	Term Deposit - 06/02/2023	3.56%	94 Days	1,000,000
IMB - VRD	BBB+	Term Deposit - 02/02/2023	3.39%	150 Days	1,000,000
Bank of Queensland	A2	Term Deposit - 29/05/2023	4.17%	182 Days	1,000,000
Bank of Queensland	A2	Term Deposit - 09/01/2023	3.10%	126 Days	1,000,000
Bank of Queensland	A2	Term Deposit - 20/02/2023	2.80%	276 Days	1,000,000
Bank of Queensland	A2	Term Deposit - 25/05/2023	4.24%	210 Days	1,500,000
National Australia Bank	A1+	Term Deposit - 24/04/2023	3.98%	151 Days	1,000,000
National Australia Bank	A1+	Term Deposit - 14/02/2023	3.75%	90 Days	2,000,000
National Australia Bank	A1+	Term Deposit - 01/06/2023	4.19%	240 Days	1,500,000
National Australia Bank	A1+	Term Deposit - 12/12/2022	3.15%	68 Days	1,000,000
National Australia Bank	A1+	Term Deposit - 08/05/2023	4.20%	182 Days	2,000,000
Westpac Banking Corporation	A1+	Term Deposit - 10/03/2023	1.08%	365 Days	1,500,000
Westpac Banking Corporation	A1+	Term Deposit - 21/03/2023	1.20%	365 Days	1,000,000
Westpac Banking Corporation	A1+	Term Deposit -03/05/2023	4.06%	211 Days	1,000,000
Westpac Banking Corporation	A1+	Term Deposit - 19/12/2022	2.16%	216 Days	2,000,000
AMP	A2	Term Deposit - 17/04/2023	4.15%	210 Days	1,000,000
AMP	A2	Term Deposit - 21/06/2023	4.35%	271 Days	2,000,000
Reliance C/U	Unrated	Term Deposit -18/11/2023	4.20%	365 Days	250,000
TOTAL					32,250,000

Financial Institution	Invest Rating S&Ps	% of Investment	Max per Investment Policy	Amount (\$)
Commonwealth Bank	A1+	26%	40%	8,500,000
National Australia Bank	A1+	23%	40%	7,500,000
Westpac Banking Corp	A1+	17%	40%	5,500,000
BOQ	A2	14%	15%	4,500,000
AMP	A2	9%	15%	3,000,000
IMB	BBB+	9%	15%	3,000,000
Reliance CU	Unrated	1%	10%	250,000
		100%		\$ 32,250,000

Rating	% of Investment	Policy	Amount
A1+	61%	100%	21,500,000
A1	0%	80%	-
A2	21%	60%	7,500,000
BBB+	17%	35%	6,000,000
Unrated	1%	30%	250,000
		100%	\$ 35,250,000
General Fund Investments			25,076,542.51
Water Investment Fund			2,843,357.01
Sewerage Investment Fund			4,330,100.48
			\$ 32,250,000

Interest earned on Investments for 2022-2023 as at 30 November 2022 \$ 213,513

AVAILABLE WORKING FUNDS

Restricted funds are set aside by Council and external parties for a particular purpose to meet future expenses. Unrestricted funds are available to be used to cover all other expenses of Council.

The available working funds balance (unrestricted funds) will be made available once the financial reports are finalised for the end of June 2023.

(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 investments in line with Council's Investment Policy.

(f) Risk Implications

Sound economic management includes maximising Council's return on investment, and this is achieved by closely monitoring all investments in line with Council's Investment Policy.

CONCLUSION

Funds have been appropriately 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 are continued 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 30 November 2022 and 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.

10.8 SALEYARDS REPORT- 30 NOVEMBER 2022**File Number: S1****Author: Saiful Islam, Finance Assistant****Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability****Annexures: 1. BIS Report- Saleyards November 22****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 November 2022

(a) Relevance to Integrated Planning and Reporting Framework

14.1 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.

Saleyards Activities

During the month of November two (2) sales were held at the Coonamble Saleyards, with the 1st sale held on the 9 November 2022 and the 2nd sale held on xx November 22.

The following planned maintenance will be completed at the saleyards, during the month of December 2022

- The replacement of fences for yards two (2) and three (3).
- The scheduled cleanout of yards and refill with available suitable materials.
- The planned deep clean of the saleyards kiosk which is scheduled to occur during late December early January.

SALES

CATTLE: From 01.11.2022 to 30.11.2022

Date	Type	Scale	Amount (\$)	VA	Amount (\$)	Total Cattle/ Sheep	Total Amount (\$)
9/11/2022	Invoice	1,003	2,097.18			1,032	8,054.64
23/11/2022	Invoice	969	2,026.09			1,732	10,199.32

SALEYARDS ACCOUNT 01/07/2022 - 30/11/2022

Saleyard Operations:

Income	58,943.94
Expenditure	51,932.67
Surplus	7,011.27

Truck wash:

Income	11,553.39
Expenditure	9,187.39
Surplus	2,366.00

Summary:

Income	70,497.33
Expenditure	61,120.06
Surplus	9,377.27

Truck Wash

The following planned maintenance will be completed at the Truck wash facility, during the month of December 2022.

- The scheduled resetting of the pumps.
- General maintenance as required.

(c) Governance/Policy Implications

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

(d) Legal Implications

There are no legal implications arising from this report.

(e) Social Implications

There are no social implications arising from this report.

(f) Environmental Implications

There are no environmental implications arising from this report.

(g) Economic/Asset Management Implications

Works are generally scheduled in accordance with Council’s adopted Operational Plan and Budget to ensure Council’s assets are maintained to an appropriate standard within budget limitations. This asset needs some major maintenance works but has been running at a financial deficit for

years. More favourable seasonal conditions means that this asset is currently being used on a more frequent basis, but there are risks for Council involved with knowingly using an asset that does not comply with all legislative and other industry standards. Although a difficult situation to address, Council will have to objectively consider all facts surrounding the saleyards, and the most appropriate way forward with responsibly managing this facility into the future.

Council adopted the following resolution at its Ordinary Meeting held on 15 September 2021:

RESOLUTION 2021/217

Moved: Cr Bill Fisher Seconded: Cr Karen Churchill

That Council pursues the development of an upgrade plan for the Saleyards facility to comply with the Environmental Protection Authority (EPA) and other Government Agencies' requirements and that the Executive Leader Environment, Strategic Planning obtains quotes in this regard for Council's consideration.

CARRIED

(h) Risk Implications

Maintenance works are scheduled and carried out within budgetary constraints to reduce Council's overall risk exposure.

CONCLUSION

The saleyard operations are being closely monitored to ensure a more effective and sustainable strategy for the long term.

RECOMMENDATION

That Council note the information provided in this report.

Ordinary Council Meeting Agenda

ScreenName: Saleyards - Council report

Data: General Ledger Data

Filter: All

Calendar: YTD for May 2022-23

Last Refreshed: Dec 02,

Hide Zero: Off

Account No	Annual Amended Budget	Jul MTH Actuals	Aug MTH Actuals	Sep MTH Actuals	Oct MTH Actuals	Nov MTH Actuals	YTD Actuals
5700-0002 - SALEYARDS							
05 - Revenue							
5700-1150 - Saleyards Fees & Charges - Casual	(3,000)	.00	0	0	0	0	.00
5700-1152 - Saleyards Fees & Charges - Sale	(78,500)	-9,804.37	-9,432	-10,408	-10,666	-18,634	(58,943.94)
5700-1496 - Grants - Saleyards Safety Upgrade	0	.00	0	0	0	0	.00
05 - Revenue Total	(81,500)	-9,804.37	-9,432	-10,408	-10,666	-18,634	(58,943.94)
06 - Expenditure							
5700-2245 - Saleyards Insurances	10,980	10,977.73	0	0	0	0	10,977.73
5700-2255 - Saleyards Electricity Charges	6,580	.00	465	432	1,397	531	2,825.33
5700-2260 - Saleyards Telephone Expenses	630	50.00	52	54	0	0	156.00
5700-2270 - Saleyards Rates & Charges	10,615	5,237.58	0	210	1,925	77	7,449.45
5700-2330 - Saleyards Operating Expenses	11,505	196.67	0	2,353	1,537	2,164	6,250.58
5700-2335 - Saleyards Operating Expenses No GST	7,500	.00	937	0	0	831	1,768.38
5700-2340 - Saleyards Maintenance Expenses	68,770	1,886.88	2,120	9,161	3,219	6,118	22,505.20
5700-2925 - Saleyards Buildings Depreciation	11,038	.00	0	0	0	0	.00
5700-2930 - Saleyards Facilities Depreciation	2,744	.00	0	0	0	0	.00
06 - Expenditure Total	130,362	18,348.86	3,574	12,210	8,078	9,721	51,932.67
5700-0002 - SALEYARDS Total	48,862	8,544.49	-5,858	1,802	-2,588	-8,913	(7,011.27)
5750-0002 - TRUCKWASH							
05 - Revenue							
5750-1150 - Truck Wash User Fees	(29,000)	-5,846.40	0	-2,341	0	-3,366	(11,553.39)
05 - Revenue Total	(29,000)	-5,846.40	0	-2,341	0	-3,366	(11,553.39)
06 - Expenditure							
5750-2245 - Truckwash Insurance	72	72.02	0	0	0	0	72.02
5750-2255 - Truck Wash Electricity Charges	2,790	.00	85	107	686	106	983.06
5750-2260 - Truck Wash Telephone Expenses	0	.00	0	0	0	0	.00
5750-2270 - Truckwash Rates & User Charges	13,565	.00	7	0	3,751	150	3,908.41
5750-2340 - Truck Wash Mntce & Repairs	16,020	.00	399	1,853	1,972	0	4,223.90
5750-2930 - Depn - Other Structures	10,400	.00	0	0	0	0	.00
06 - Expenditure Total	42,847	72.02	491	1,960	6,409	256	9,187.39
5750-0002 - TRUCKWASH Total	13,847	-5,774.38	491	-381	6,409	-3,110	(2,366.00)
Total	62,709	2,770.11	-5,367	1,421	3,821	-12,023	(9,377.27)

10.9 CODE OF CONDUCT COMPLAINTS - ANNUAL STATISTICS 2022

File Number: A-3-6

Author: Amanda Nixon, Manager - People, Risk and Improvement

Authoriser: Ross Earl, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is to inform Council of the Code of Conduct statistics for complaints made about Councillors or the General Manager for the reporting period 1 September 2021 to 31 August 2022, as required by the *Procedures for Administration of the Model Code of Conduct for Local Councils in NSW*.

BACKGROUND

Council adopted its current Code and Procedures, based on the *Model Code of Conduct* on the 12 October 2022 and the *Procedures for the Administration of the Model Code of Conduct* on 9 September 2020.

Part 11 of the Procedures states:

11.1 *The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:*

- a) *the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)*
- b) *the number of code of conduct complaints referred to a conduct reviewer during the reporting period*
- c) *the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints*
- d) *the number of code of conduct complaints investigated by a conduct reviewer during the reporting period*
- e) *without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period*
- f) *the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and*
- g) *the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.*

11.2 *The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.*

(a) Relevance to Integrated Planning and Reporting Framework

This item indirectly links to Council’s Community Strategic Plan through “Goal 15: Our Community believes in the integrity of Council’s decision”.

(b) Financial Considerations

During the reporting period, the cost of handling finalised Code of Conduct complaints during the reporting period was \$12,099, with most associated costs incurred in the prior reporting period.

COMMENTARY

Under Clause 12.1 of the Procedures, information about Code of Conduct complaints, including management and investigation of the complaint is to be treated as confidential and is not to be publicly disclosed, except as may be otherwise specifically required or permitted under the Procedures. The information provided in this report falls into this category.

It should be noted that only Code of Conduct complaints about Councillors or the General Manager are included in this reporting tool, which purposively excludes complaints under different legislative instruments or those involving general staff.

The Code of Conduct Complaints Statistics report below has been submitted to the Office of Local Government to fulfil Council’s reporting obligations. It should be noted that only the outcomes of Code of Conduct complaints are reported in the reporting year in which they are **finalised**, not received.

During the reporting period Council had zero (0) Code of Conduct complaints received that related to a Councillor or the General Manager between 1 September 2021 to 31 August 2022, and two (2) Code of Conduct complaints, which were received in the prior reporting period which were finalised by 31 August 2022.

Model Code of Conduct Complaints Statistics Coonamble Shire Council		
Number of Complaints		
1 a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	0
b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	2
Overview of Complaints and Cost		
2 a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
b	The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	0
c	The number of code of conduct complaints referred to a conduct reviewer	2
d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	1
e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints investigated by a conduct reviewer	1
g	The number of finalised complaints investigated where there was found to be no breach	1
h	The number of finalised complaints investigated where there was found to be a breach	0
i	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	0
j	The number of complaints being investigated that are not yet finalised	0
k	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	12,099

Preliminary Assessment Statistics	
3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:
a	To take no action (clause 6.13(a) of the 2020 Procedures) <input type="text" value="1"/>
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures) <input type="text" value="0"/>
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures) <input type="text" value="0"/>
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures) <input type="text" value="0"/>
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures) <input type="text" value="1"/>
Investigation Statistics	
4	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:
a	That the council revise its policies or procedures <input type="text" value="0"/>
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures) <input type="text" value="0"/>
5	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures) <input type="text" value="0"/>
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures) <input type="text" value="0"/>
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures) <input type="text" value="0"/>
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures) <input type="text" value="0"/>
6	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures) <input type="text" value="0"/>
Categories of misconduct	
7	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:
a	General conduct (Part 3) <input type="text" value="0"/>
b	Non-pecuniary conflict of interest (Part 5) <input type="text" value="0"/>
c	Personal benefit (Part 6) <input type="text" value="0"/>
d	Relationship between council officials (Part 7) <input type="text" value="0"/>
e	Access to information and resources (Part 8) <input type="text" value="0"/>
Outcome of determinations	
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation <input type="text" value="0"/>
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by OLG <input type="text" value="0"/>

(a) Governance/Policy Implications

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

(b) Legal Implications

Under the *Local Government Act 1993 (NSW)* Council has obligations in respect of Code of Conduct complaints and associated reporting requirements. Providing this report to the NSW Office of Local Government (OLG), as well as providing the information contained in this report to Councillors, means that Council has met with these key obligations.

(c) Social Implications

While there are so social implications associated with arising from this report in of itself, by providing the details of complaints, Council is continuing to be open and transparent in its operations.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

Risk	Risk Ranking	Proposed Control	Proposed Risk Ranking	Within Existing Resources?
Code of Conduct may be breached by non-reporting of complaint statistics.	Low	Complaints Coordinator completes Annual Reporting of Complaints to Council in a timely manner.	Low	Yes
Council may face reputational damage through public perception of the number of complaint statistics.	Low	Council to provide factual statistical information as required by the Procedures for the Administration of the Model Code of Conduct and OLG reporting requirements.	Low	Yes

CONCLUSION

Under Part 11 of the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*, Council is required to complete and submit a report to the OLG on code of conduct complaints made about Councillors or the General Manager for the 12-month period ending as at 31 August each year. The Complaints Co-ordinator is also required to supply the same information to Council.

The 1 September 2021 to 31 August 2022 reporting period included zero (0) Code of Conduct complaints received relating to a Councillor or the General Manager, with the outcomes of two (2) previously received Code of Conduct complaints finalised and included in this reporting period.

The Code of Conduct Complaints Statistics Report has been submitted to the Office of Local Government.

RECOMMENDATION

That Council note the annual statistics in relation to Code of Conduct Complaints received relating to a Councillor or the General Manager for the reporting period 1 September 2021 to 31 August 2022 contained in this report.

10.10 COONAMBLE RESOURCING STRATEGY - WORKFORCE MANAGEMENT STRATEGY 2022-2026**File Number: C8****Author: Amanda Nixon-Manager - People, Risk and Improvement****Authoriser: Ross Earl, General Manager****Annexures: 1. Draft Workforce Management Strategy 2022-2026****PURPOSE**

The purpose of this report is to re-table the Coonamble Shire Council's Workforce Management Strategy 2022-2026 which contains an Inclusion (Disabilities) Action Plan, for Council's consideration and to display for the appropriate twenty-eight (28) day period.

BACKGROUND

At its October 2022 Meeting, the draft suite of Resourcing Strategy Documents which included the Workforce Management Strategy 2022-2026, was adopted. However, during an earlier discussion in the same Council meeting after a presentation from St Vincent de Paul it was identified that Council's Disability Inclusion Plan required to be updated as well as including employment strategies for people with disabilities into the Workforce Management Strategy.

(a) Relevance to Integrated Planning and Reporting Framework

This plan forms part of Council's Resourcing Strategy demonstrating how actions in the Delivery Program and Operational Plan will be resourced.

(b) Financial Considerations

There are no direct financial considerations with the proposed public exhibition of documents.

COMMENTARY

The revised and now draft Workforce Management Strategy 2022-2026 is attached to this report which contains employment strategies that relate to current and potential staff with disabilities.

It should be noted that this is, and needs to be, separate from the Disability Inclusion Action Plan as it does not contain actions that encompass the wider community.

As the Workforce Management Strategy has changed, it effectively becomes a draft that will be placed on public exhibition for a minimum period of 28 days and closing on the 11 January 2022.

(a) Governance/Policy Implications

Council's Resourcing Strategy underpins the adopted Community Strategic Plan. The document has been developed and adopted in accordance with the *Local Government Act 1993* (the Act), and the Integrated Planning and Reporting Framework Guidelines (2021).

(b) Legal Implications

The Workforce Management Strategy 2022-2026 has to comply with any relevant employment and Anti-Discrimination legislation.

(c) Social Implications

There are no direct financial considerations with the proposed public exhibition of documents.

(d) Environmental Implications

There are no direct financial considerations with the proposed public exhibition of documents.

(e) Economic/Asset Management Implications

There are no direct financial considerations with the proposed public exhibition of documents.

(f) Risk Implications

There are no direct financial considerations with the proposed public exhibition of documents.

CONCLUSION

It is recommended that revised Council's draft Workforce Management Strategy 2022-2026 is placed on public exhibition for a minimum period of twenty-eight (28) days Resourcing Strategy be adopted.

RECOMMENDATION

- 1. That Council note the information contained in this report.**
- 2. That Council places the draft Workforce Management Strategy 2022-2026 on public exhibition for a minimum period of 28 days for the purpose of inviting submissions from the community.**
- 3. That a further report, together with all submissions received, provided to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the Workforce Management Strategy 2022-2026 (with or without changes) at its February 2023 Ordinary Meeting.**
- 4. That, in the event of no submissions being received within the prescribed number of days, Council formally adopts the document without any changes as a plan of Council.**

COONAMBLE SHIRE COUNCIL

WORKFORCE MANAGEMENT STRATEGY

2022 - 2026

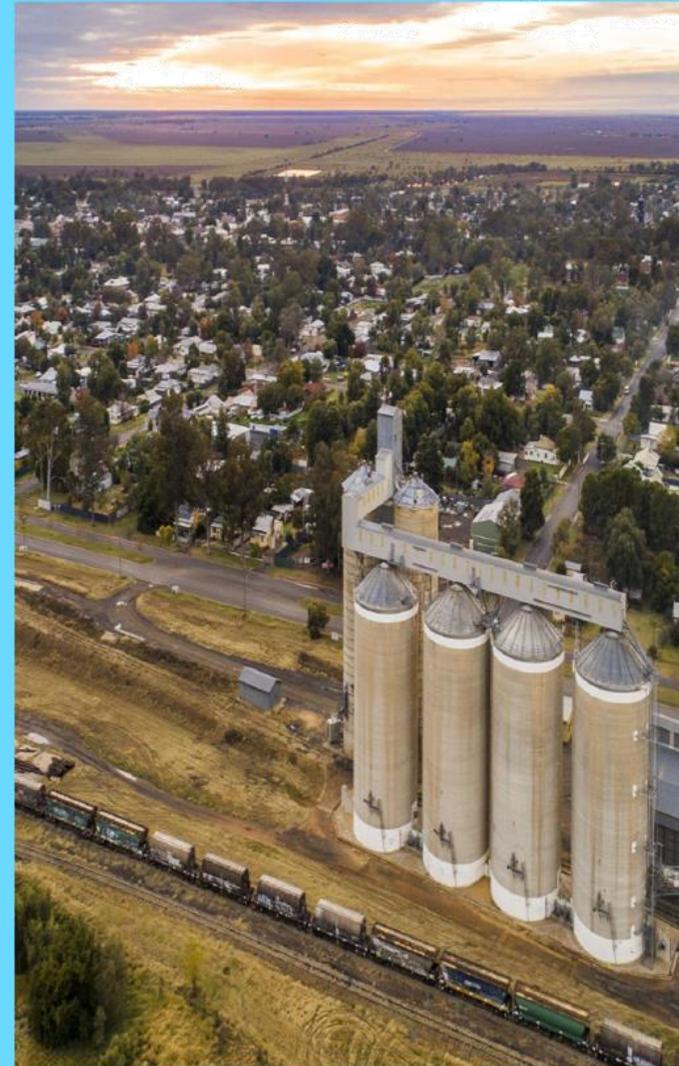


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ACKNOWLEDGEMENT OF COUNTRY

Coonamble Shire Council acknowledges the Kamilaroi and Wailwan people as the traditional custodians of the land on which it meets and operates, respecting Elders past, present and emerging.

We seek at all times to show respect to all people and cultures whose privilege we have to serve within and beyond the Local Government Area.





What is the Workforce Management Strategy?

The Workforce Management Strategy maximises the capacity of Council’s workforce resources to meet the objectives of the Community Strategic Plan 2032 and Delivery program 2022-2026.

The Workforce Management Strategy 2022 – 2026 is a four year document which builds on Council’s previous plans.

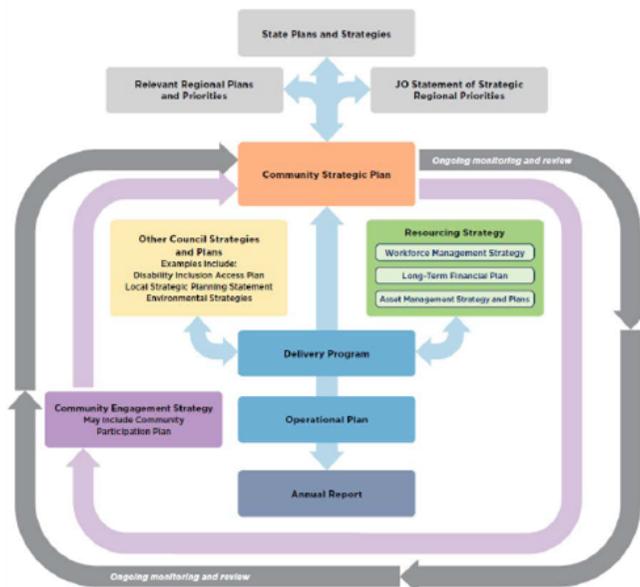
The Workforce Management Strategy focuses on current and future staffing needs to ensure Council has the right people, on the right roles, at the right time to deliver services to our community.

Council’s Workforce Management Strategy has been developed to outline strategies and initiatives to attract and retain a capable, efficient and effective workforce with the capacity to deliver on operational goals and Service Levels.

Our strategies for the next four years align with key People, Risk & Improvement functions including recruitment, organisational development, learning & development, work health & safety, and risk with a core focus on:

- Skills and capabilities of our workforce;
- Innovation and continuous improvement in our operations;
- Health and wellbeing of our workforce;
- Recruitment and retention initiatives; and
- Risk mitigation and good governance.

The Workforce Management Strategy will be monitored, evaluated and reported on an annual basis to ensure key outcomes are being met.



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OUR VISION:

By 2032, we are

We are a prosperous, safe and welcoming community where we connect with each other, with our culture and our sustainable environment.

OUR GOALS

OUR PEOPLE:

We are connected, cohesive and vibrant.

We are healthier.

We feel safe, secure and supported.

Our connection to our culture is stronger than ever.

We are the community of good sports.

OUR ECONOMY:

Our economy is sustainable, prosperous and diversified.

OUR GOALS

OUR INFRASTRUCTURE:

Our road network makes it possible for our economy, industries and community to prosper.

Our water infrastructure and services are fit for our community and our future.

Our sewerage and urban drainage infrastructure and services are fit for our community and our future.

Our essential assets and infrastructure enable our community and economy to prosper.

OUR ENVIRONMENT:

Our community has confidence in our strategic land use planning framework.

We are more sustainable and we contribute to the bigger environmental picture.

We are winning our war on waste.

OUR LEADERSHIP:

Our community leaders enrich and empower us.

Our community believes in the integrity of Council's decision.

OUR SHIRE

The Coonamble LGA has a population of 2,965 persons. Residents of rural properties account for approximately one-third of the LGA population. The majority of the district's agricultural resources are devoted to dry and broad- acre farming and grazing.

The population of the Shire has remained static over the past 20 years however the Shire is following the national trend of a decreasing and ageing population. The Coonamble Shire reported 36.4% of the population identifying as indigenous at the 2021 census.

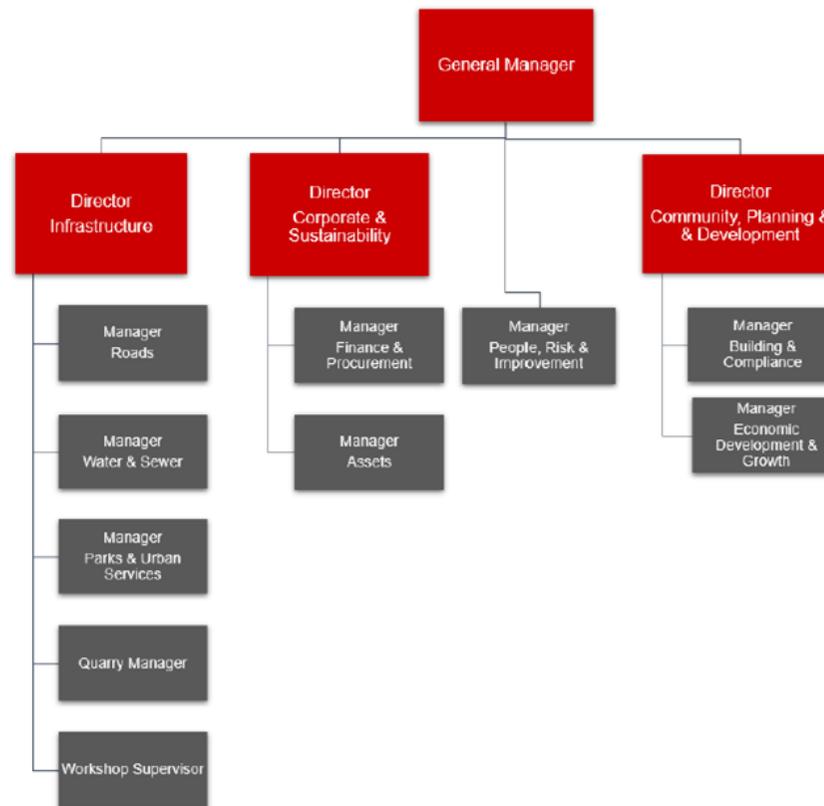
It is estimated that 1,153 people work in the Coonamble LGA Shire (only 2016 Australian Bureau of Statistics' data available).

The unemployment rate currently sits at 8.6% and is above the national average of 6.9%, however COVID 19 is more likely to have an impact on employment in the past 2 years (only 2016 Australian Bureau of Statistics' data available).

*Source: 2021 Australian Bureau of Statistics' (ABS)
2016 Australian Bureau of Statistics' (ABS)*

OUR COUNCIL

The Coonamble Shire Council employees over 100 staff, with wages over \$7 million dollars, making Council a significant contributor to the local economy, as well as an important source of community support through employment and career generation.



OUR COUNCIL

Coonamble Shire Council is one of the town's major employers, employing more than 100 people across five departments: Infrastructure, Corporate and Sustainability, Community, Planning and Development, and People Risk and Improvement.

There are a great many benefits of working for Council, including the following:

- Nine-day fortnight.
- Four weeks annual leave per year.
- Three weeks sick leave per year.
- Long Service leave after five years.
- Access to carers leave, maternity and parental leave for supporting partners.
- Domestic Violence Leave.
- Recognition of staff service.
- Employee Assistance Programme providing external and confidential counselling.
- Corporate Uniform Allowance as per current policy.
- Council provided hi-vis and safety work wear and Personal Protective Equipment (PPE).
- Ongoing training and development.
- Employee Social Club.
- Annual Union Picnic Day for relevant union members.
- ATSI employees are entitled to attend annual community NAIDOC Day events.

STAFF HEALTH & WELLBEING

To assist with providing a healthy work life balance we encourage to access our Employee Assistance Program through Lifeworks to provide an external and confidential counselling to staff and their families 24 hours a day 7 days a week.

Staff has the flexibility to access 2 days per calendar year of Health & Wellbeing Leave to monitor their own personal health.

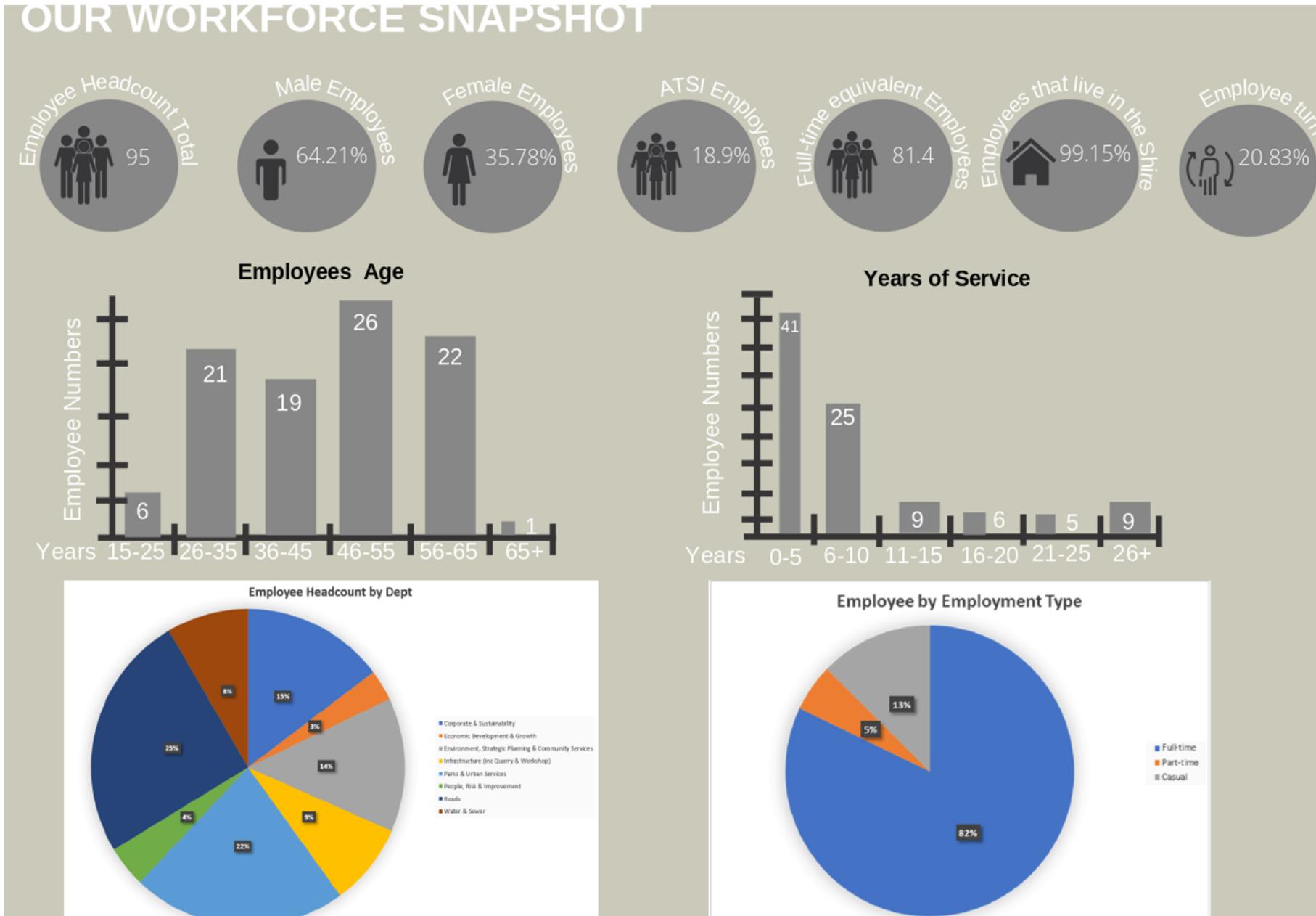
Council are launching a staff Health and Wellbeing Day program to help improve physical and mental health, reduce stress, while increasing resilience and happiness. This will assist in improving communication, retention and attracting new talent.

RECOGNITION OF LONG SERVING STAFF

Our long serving staff and volunteers are recognised through our Recognition of Long Serving Staff program for their continuous service and contribution to Council on an annual basis.

STAFF TRAINING & DEVELOPMENT

Council has a structured individual training plan for every employee. It is embedded in our normal operations that training is an essential part of having a knowledgeable, skilful and productive workforce. All training is fully paid for by Council, including wages and travel costs.



OPPORTUNITIES & CHALLENGES

OPPORTUNITIES

Utilising "experts" for specialist skills

Traineeships & Youth Programs to "grow our own"

Embrace diversity, as it fosters creativity and a range of perspectives

Better use of Technology

Strive to be an "Employer of Choice"

Develop organisational values and constructive behaviours and conduct standards.

Improvement in communication channels, and encourage feedback, ideas and participation

Workforce practices are adaptive, responsive and agile in the face of change

CHALLENGES

Limited tenure trends

Industry skills shortages

Workforce competencies and skills gaps

Shrinking shelf-life of knowledge and skills

Retaining the staff that we develop within the community

Work life balance

Population decline

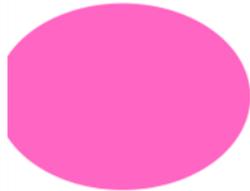
Negative perception of working for Council

Ageing Workforce

Attracting qualified staff with specialised skills to the region

Generation Gaps

Housing shortages



WORKFORCE STRATEGIES



These strategies are focused on key areas which support and engage a productive workforce, risk management and good governance as identified in Council's Delivery Program 2022-2026 and action items in the Operation Plan 2022-23



CSP GOAL 15: Our community believes in the integrity of Council's decision.

L1.3 - Deliver successful strategies and operations which increase the community's confidence in the integrity and capability of Coonamble Shire Council.

L1.4 - Succeed in placing customers and the community at the heart of service delivery, and succeed in achieving a culture of continuous improvement.

ACTION ITEM NO.	DELIVERY PROGRAM ACTIONS	FUNCTION AREA	PARTNERS	MEASURE	OP Action Item No.	2022-23 Action	Function Area	Measure
L1.3.1	Complete and adopt the Audit, Risk and Improvement Committee's (ARIC) Strategic Four Year Plan.	PRI	ARIC, OLG	ARIC's Strategic Plan complete.	L1.3.1.1	The Audit, Risk and Improvement Committee commence review and analysis of the organisation.	PRI	Review completed.
L1.3.2	Adopt the eight elements of good governance practices at the essence of operations and decision making.	PRI	Councillors, Council officers	Adoption of eight elements of good governance practices.	L1.3.2.1	Adopt the eight elements of good governance and receive adequate training to deliver.	All	Good Governance principles adopted. Training delivered and attended by all.
L1.3.4	Achieve organisational decision making which is strategic and not ad hoc.	PRI	Councillors, Council officers		L1.3.4.1	Continue to review, develop and adopt policies, strategies and plans which gives clear framework and leads to strategic decision making.	All	Number of policies reviewed and adopted.
L1.3.5	Achieve redundancy within our organisational structure, and provide effective pathways for our people by successfully becoming a learning organisation.	PRI	OLG	Reduction in safety incidents.	L1.3.5.1	Deliver innovative workplace solutions which increase our attraction and retention of talent.	PRI All	Number of solutions developed and uptake. Attraction and retention rate against state average.
				Implement WH&S systems and strategies.	L1.3.5.2	Resource the Annual Training Plan which facilitates the successful delivery of commitments made in the Delivery Plan and Operational Plan.	PRI	ATP resourced and delivered.
				Resource the Annual Training Plan.	L1.3.5.3	Implement WH&S systems and strategies which achieve operational efficiencies and improve safety culture.	PRI	WHS continuously updated and improved.
	Deliver innovative workplace solutions.							

WORKFORCE STRATEGIES



A Staff Attraction and Retention Review was undertaken in 2021, which consisted of consulting with a wide range of Council staff. As a result, a number of key issues were identified which have been included in the Workforce Management Strategy as areas to improve Council's performance.

Issue:	Action	2022/23	2023/24	2024/25	2025/26
Poor Workforce Change Implementation and Communication – including increasing communication with operational staff	Develop and implement a holistic Staff Communication and Change Management Strategy in consultation with staff	✓	✓		
Lack of positive organisational culture and values	Council to review its current values to assist with internal “re-branding” that reflects the change in organisational culture	✓	✓	✓	✓
	Consult with staff for appropriate activities to embed and reinforce values and a positive organisational culture				
Lack of Staff Recognition	Review the current Staff Recognition Policy and Program in consultation with staff		✓	✓	✓
	Consult staff in the implementation and evaluation of the above				
Excessive Recruitment lead times leading to high workloads and poor work / life balance	Council to review recruitment and retention strategies, ensuring they are responsive and innovative, inline with current labour market trends.	✓	✓	✓	✓
	As immediate demand and labour shortages dictate – explore flexible working arrangements, job sharing, utilising new technologies and exploring “out of the box” solutions. This may include sourcing expertise from outside the region.				
Lack of Career progression & Succession Planning	Develop career progression and succession planning strategies.	✓	✓	✓	✓
	Mentoring program for new or local talent by “experts” that have been recruited to fill current labour shortage gaps, taking advantage of professionals, and creating opportunities for Council staff that they normally would have to source outside the region.				
	Continue to promote and provide work experience and work readiness				

ABORIGINAL & TORRES STRAIT ISLANDER EMPLOYMENT

The 2016 Census of Population and Housing indicates that 1561 in the Coonamble Local Government Area (LGA) identifies as being of Aboriginal and Torres Strait Islander decent. This represents 30.2% of the overall population. This clearly demonstrates that Coonamble has a high population of Aboriginal and Torres Strait Islander people, and that the development of an Aboriginal & Torres Strait Islander (ATSI) Employment Strategy for the Council is relevant, embraces diversity and values our community.

What is an Aboriginal & Torres Strait Islander (ATSI) Employment Strategy?

Council actively supports equal employment opportunities for all applicants applying for positions, including Aboriginal and Torres Strait Islander people.

Our strategies to attract Aboriginal and Torres Strait Islander people will focus on the following four areas:

- Engagement
- Recruitment
- Cultural Awareness
- Retention



OBJECTIVE 1 ENGAGEMENT

What will we do?

Why?

Review Recruitment Material

Recruitment strategies and material are inclusive of Aboriginal & Torres Strait Islanders with adequate representation.

Volunteer Engagement

Encourage Aboriginal & Torres Strait Islander people to volunteer at Council.

Consult Aboriginal & Torres Strait Islander people

Consult Aboriginal & Torres Strait Islander people to assist with the development of Council strategies.

Contractors and Third Parties

Encourage contractors and third parties to engage ATSI people in order to increase local employment and education opportunities.

COONAMBLE
SHIRE COUNCIL

**OBJECTIVE 2
RECRUITMENT**

What will we do?	Why?
Recruitment	Utilise funding opportunities for Aboriginal & Torres Strait Islander people to increase trainee participation.
Advertising Positions Vacant	Council will continue to recruit through Job Service Agencies and Local Lands Councils to attract Aboriginal & Torres Strait Islander people to vacant positions.
Careers Expo	Promote a job opportunities for Aboriginal & Torres Strait Islander people through a Careers Expo - every 2 years.



**OBJECTIVE 3
CULTURAL AWARENESS**

What will we do?	Why?
Cultural Training.	All staff and Councillors will attend ASTI Cultural awareness training.
NAIDOC Day	Aboriginal & Torres Strait Islander staff are given the opportunity to participate in NAIDOC day yearly events.
Acknowledgement of Country	All Council functions or events will recognise the original custodians of the land.

**OBJECTIVE 4
RETENTION**

What will we do?	Why?
Training needs/ skills	Provide equal opportunity to address training needs and skills gaps for Aboriginal & Torres Strait Islander staff.
Representation of ASTI Staff	Ensure representation and cultural sensitivity in Council's operations and activities.
Mentoring & Support	Provide mentoring and support for Aboriginal & Torres Strait Islander staff as required.

INCLUSION (DISABILITY) ACTION PLAN

People with disability and carers have valuable contributions to make to the community and workforce. Employee differences should be valued and seen as a positive point, and focused on capabilities when recruiting and leading a diverse workforce. Council is committed to providing everyone equitable opportunities for employment and career progression, and to proactively addressing barriers to meaningful employment. In order provide meaningful employment and address barriers for people with disabilities, Council will:

Desired Outcome	Action	Indicator
Attract and recruit people with disability into meaningful roles	Identify and implement strategies to promote people with disability about how they can be employed at Council. Increase employment and development opportunities for people with disability. Identify barriers to those with disabilities and modifications that may be required Work placement opportunities / work experience program offered for people with disability.	% of staff with disability meaningfully employed
Build organisational capability for disability inclusion.	Build the capacity of managers and employees to foster an inclusive workplace through training and induction programs. Consideration of inclusivity included in design of new physical workplaces and systems. Partner with disability providers and organisations to identify strategies to build organisational capacity.	% of staff in management roles that have undertaken disability inclusion training % of employees with disability surveyed that reported positive/negative experiences with senior leadership.
Build an inclusive workplace culture where employees with disability are valued and respected.	Create opportunities to engage employees with disability and allies of people with disability as advocates and champions of change. Identify current staff with disabilities and consult on providing supportive practices. Annual review of current staff to monitor on-going opportunities and support mechanisms.	% of employees that report that they felt the workplace supported and encouraged inclusion and diversity.

10.11 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2022

File Number: Financial Statements F2-1

Author: Bruce Quarmby, Executive Leader - Corporate and Sustainability

Authoriser: Ross Earl, General Manager

Annexures: 1. 2021-2022 Annual Financial Statements (under separate cover)

PURPOSE

The purpose of this report is to present to Council the audited Financial Statements for the year ended 30 June 2022, in accordance with the provisions of Section 418 of the *Local Government Act 1993* (the Act).

BACKGROUND

The Audit Office of NSW has completed their audit of Council's financial records for the year ended 30 June 2022 and provided their report to Council on 28 November 2022. The Act contains specific requirements to be followed in relation to the presentation of Council's statutory Financial Statements. In summary the procedures are listed below:

1. As soon as practical after receiving the Auditor's Report, Council must forward a copy of the audited Financial Statements to the **Office of Local Government (OLG)**. These documents were forwarded on 28 November 2022.
2. A public notice must be provided of Council's intention to present its audited Financial Statements. A public notice was prepared in the prescribed format, which was published on Council's website on 30 November 2022, with a public notice published in the Coonamble Times on the 7 December 2022.
3. Anyone can make written submissions to Council regarding its audited Financial Statements or Auditor's Reports for a period of seven (7) days after the reports have been presented to Council.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

The Financial Statements will also form part of Council's Annual Report, which a requirement of the Integrated Planning and Reporting Framework.

(b) Financial Considerations

Council's net operating result for the 2021/2022 financial year was a surplus of \$5.051 million; with this number including the effects of depreciation and amortisation expense of \$6.641 million.

Council will also note that the net operating result before grants and contributions provided for capital purposes, was also a surplus of \$3.408 million. It is this result which the Office of Local Government (OLG) uses when determining the key performance indicator of the "Operating Performance Ratio".

The improvement in the 2020 / 21 net operating result when compared to the previous year is mainly attributable to the two following reasons:

- A 33.8% increase in revenue received from User charges & fees.
- A 4.4% increase in overall operational expenses with reductions in depreciation and Employee costs offset by increases in materials and service.

COMMENTARY

According to the Auditor's Report, Council's accounting records have been kept in accordance with relevant legislation and accounting policies.

As mentioned above the 2021/22 operational result was \$5,051 million – with the individual fund results represented by the fund income statement below.

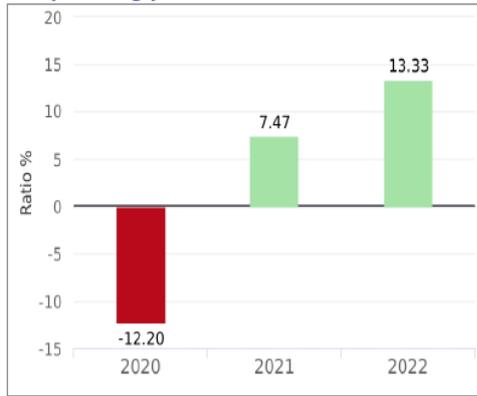
D1-1 Income Statement by fund

	General 2022 \$ '000	Water 2022 \$ '000	Sewer 2022 \$ '000
Income from continuing operations			
Rates and annual charges	5,186	834	798
User charges and fees	5,428	724	134
Interest and investment revenue	145	31	30
Other revenues	773	6	8
Grants and contributions provided for operating purposes	11,217	120	–
Grants and contributions provided for capital purposes	1,643	–	–
Net gains from disposal of assets	2	–	–
Other income	80	–	–
Total income from continuing operations	24,474	1,715	970
Expenses from continuing operations			
Employee benefits and on-costs	7,973	46	59
Materials and services	5,091	1,002	468
Borrowing costs	9	–	–
Depreciation, amortisation and impairment of non-financial assets	5,904	412	325
Other expenses	808	11	–
Net losses from the disposal of assets	(12)	–	12
Total expenses from continuing operations	19,773	1,471	864
Operating result from continuing operations	4,701	244	106
Net operating result for the year	4,701	244	106
Net operating result attributable to each council fund	4,701	244	106
Net operating result for the year before grants and contributions provided for capital purposes	3,058	244	106

In measuring Council's financial performance against the key performance indicators, it performed well, with five (5) of the six (6) ratios for the 2021/2022 financial year exceeding the benchmarks as set by the OLG. The one (1) ratio to which Council did not meet the OLG key performance indicators "Own Source Operating Ratio".

Council's "Own Source Operating Revenue Ratio" was the only criterion that it did not meet the set benchmark. Council did not satisfy this ratio predominately due to fact that Council received significant additional income in the form of Government grants and contributions. These ratios are presented in the following graphs below.

1. Operating performance ratio



Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

Commentary on 2021/22 result

2021/22 ratio 13.33%

Council's operating performance ratio exceeds the industry benchmark. It should be noted that Council was successful in obtaining additional unbudgeted Operational Grants which have improved Council's overall operating result.

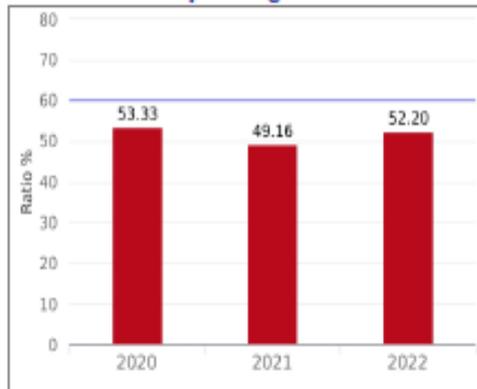
Benchmark: — > 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

2. Own source operating revenue ratio



Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

Commentary on 2021/22 result

2021/22 ratio 52.20%

During the 2021/22 financial year, Council received significant additional income in the form of Government grants and contributions. It is through the receipt of these additional funds that Council's 2021/22 result does not meet the industry benchmark of 60%.

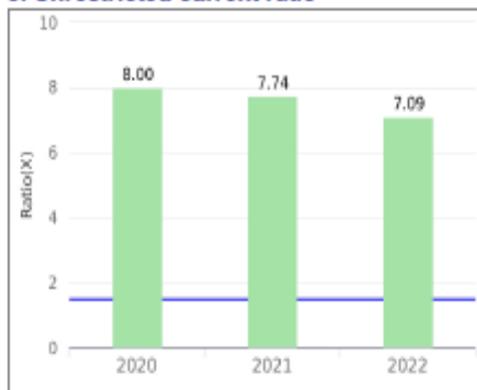
Benchmark: — > 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

3. Unrestricted current ratio



Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

Commentary on 2021/22 result

2021/22 ratio 7.09x

Council's unrestricted current ratio exceeds the industry benchmark of 1.5 which indicates that Council is capable to satisfy its debts as and when they fall due.

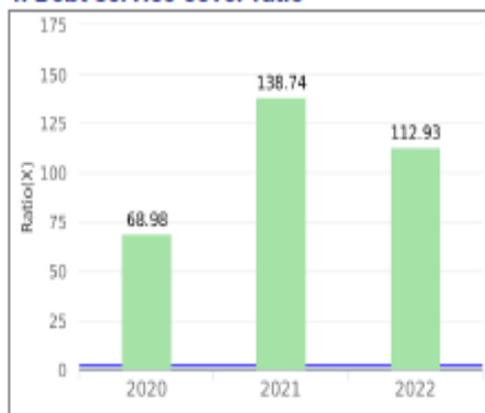
Benchmark: — > 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

4. Debt service cover ratio



Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2021/22 result

2021/22 ratio 112.93x

The Debt service ratio indicates that Council has sufficient operating cash to service its debts.

Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

5. Rates and annual charges outstanding percentage



Purpose of rates and annual charges outstanding percentage

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2021/22 result

2021/22 ratio 9.97%

Whilst Council's 2021/22 ratio is below the industry benchmark it should be noted that Council's performance in this ratio has continued to deteriorate when compared to previous years. This deterioration is a flow on effect of the 2020/21 financial year where limitations were placed on Council's ability to commence new recovery action for outstanding rates and annual charges.

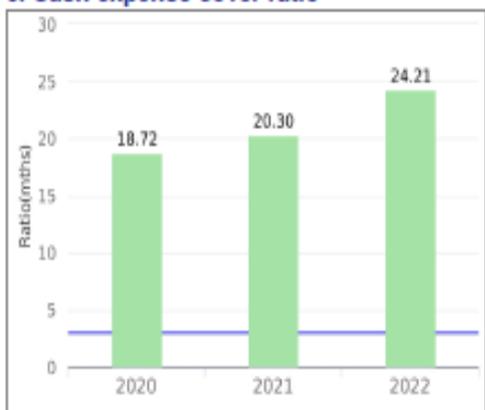
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

6. Cash expense cover ratio



Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2021/22 result

2021/22 ratio 24.21 months

The ratio is well above the industry standard of 3 months which indicates that Council has sufficient liquidity to mitigate any unforeseen future events. It is noted that 2021/22 ratio has improved from the previous result.

Benchmark: — > 3.00months

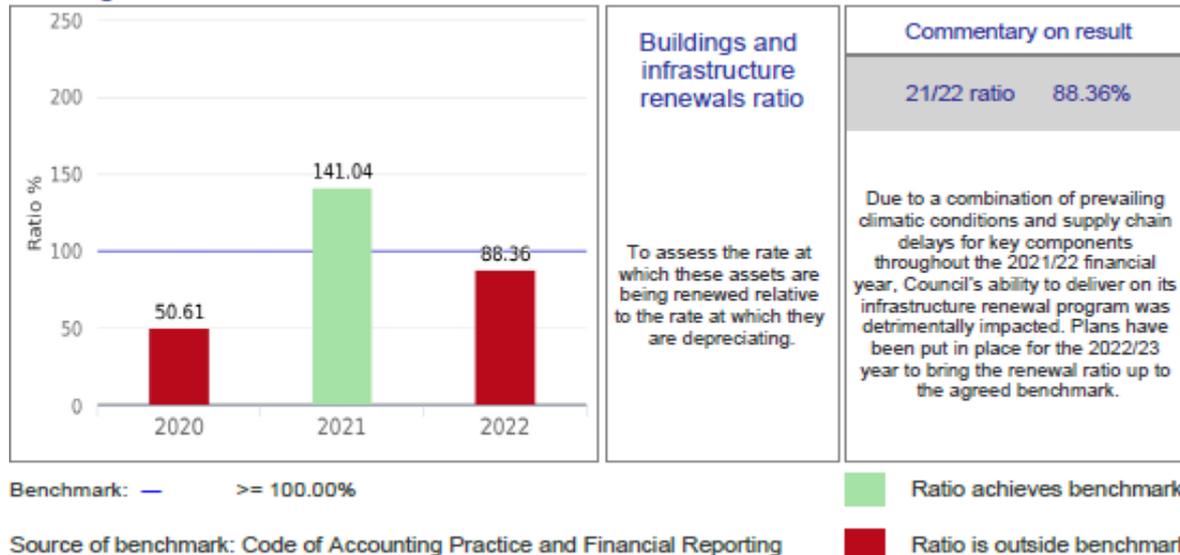
Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio achieves benchmark

Ratio is outside benchmark

In reviewing Council’s performance against the key performance ratios for infrastructure assets (referring to Special Schedule Seven (7), an unaudited part of the Financial Statements), Council performance is represented by the graphs below.

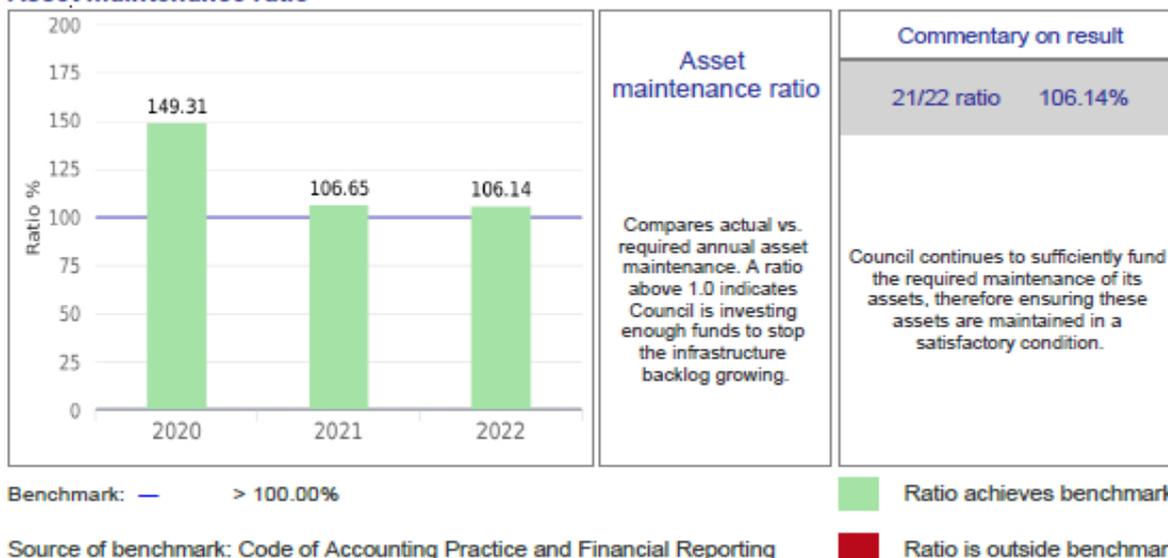
Buildings and infrastructure renewals ratio



Council will note that the result in this ratio for 2022 which was below the benchmark as set by the OLG. The deterioration in the result is due to a combination of prevailing climatic conditions and supply chain delay issues experienced throughout the 2021/2022 which adversely impacted on the delivery of Council’s infrastructure renewal program.

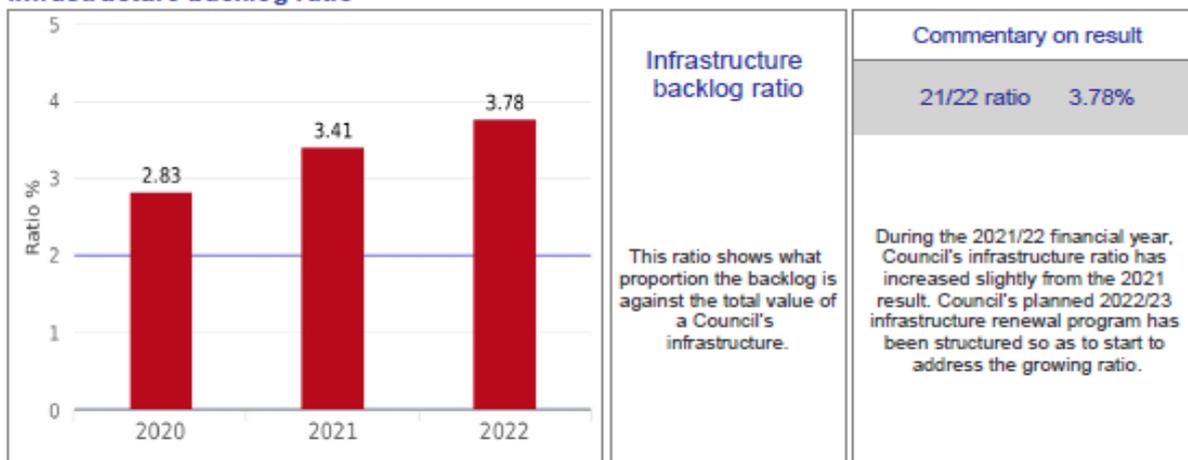
Council should note however, that for the 2021/2022 financial year that it exceeded the Asset maintenance ratio as shown in the graph below.

Asset maintenance ratio



In regard to Council’s “Infrastructure Backlog Ratio”, this ratio increased slightly from the previous year’s result of 3.41% to 3.78%. This increase can be in part attributed to the prevailing weather conditions experienced through the 2021/2022 and its impact on Council’s planned capital works program. In working towards bringing this ratio under the agreed benchmark, Council will undertake a review of its infrastructure renewal program for current and future financial years.

Infrastructure backlog ratio



Infrastructure backlog ratio

This ratio shows what proportion the backlog is against the total value of a Council’s infrastructure.

Commentary on result

21/22 ratio 3.78%

During the 2021/22 financial year, Council’s infrastructure ratio has increased slightly from the 2021 result. Council’s planned 2022/23 infrastructure renewal program has been structured so as to start to address the growing ratio.

Benchmark: — < 2.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting

Ratio is outside benchmark

Cost to bring assets to agreed service level



Cost to bring assets to agreed service level

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council’s care and stewardship.

Commentary on result

21/22 ratio 5.50%

Due to the community’s expectation of higher levels from Council assets this ratio is indeed higher than Council’s infrastructure backlog ratio.

(a) Governance/Policy Implications

There are no governance or policy implications arising directly from this report.

(b) Legal Implications

Section 418 of the Act (**Public notice to be given of presentation of financial reports**) requires all Councils in NSW to give public notice of the presentation of Annual Financial Reports.

Section 419 of the Act (**Presentation of council's financial reports**) requires the following:

- 1. A council must present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed for the meeting.*
- 2. The council's auditor may attend the meeting at which the financial reports are presented. A council's auditor who carries out the functions of the auditor under an appointment by the Auditor-General must attend the meeting at which the financial reports are presented if the council gives not less than seven (7) days' notice in writing that it requires the auditor to do so.*

Section 420 of the *Local Government Act 1993* (**Submission of financial reports and auditor's reports**) requires the following:

- 1. Any person may make submissions to the council with respect to the council's audited financial reports or with respect to the auditor's reports.*
- 2. A submission must be in writing and must be lodged with the council within seven (7) days after the date on which those reports are presented to the public.*
- 3. The council must ensure that copies of all submissions received by it are referred to the auditor.*
- 4. The council may take such action as it considers appropriate with respect to any such submission, including the giving of notice to the Departmental Chief Executive of any matter that appears to require amendment of the council's financial reports.*

(c) Social Implications

There are no social implications arising directly from this report.

(d) Environmental Implications

There are no environmental implications arising directly from this report.

(e) Economic/Asset Management Implications

Whilst Council continues to sufficiently fund the maintenance of its infrastructure assets, the report highlights concern with Council's delivery of its infrastructure renewal program and its infrastructure backlog.

In order to address these concerns, a review of Council's current and future infrastructure renewal program will need to be undertaken ensuring that the assets with low condition ratings are prioritised for renewal.

(f) Risk Implications

The key element of risk associated with this report is Council's performance in the 2021 / 2022 financial year against several key performance indicators as set by the OLG. Council only failed to achieve the following benchmarks for the following criteria: "Own Source Funding Ratio" and the "Infrastructure Backlog Ratio".

Council will need to review the delivery of works in key operational plans to ensure that Council's limited funds are targeted most effectively and efficiently.

CONCLUSION

Council's Financial Statements and the associated key financial performance indicators for the year ended 30 June 2022 reveal that overall, it remains in a strong financial position. Council's 2021 / 2022 net operating result for the year, before grants and contributions provided for capital purposes, was a surplus of \$3.408 million.

Moving forward, it is imperative that Council reviews both its current and long-term plans to ensure that it meets or is working towards satisfying all the key financial performance indicators as set by the Office of Local Government. However, the key performance indicator "Infrastructure Backlog Ratio" may take a few years to bring back under the set benchmark.

RECOMMENDATION

That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2022.

10.12 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**File Number:** D5**Author:** David Levick-Acting Manager Economic Development and Growth**Authoriser:** Bruce Quarmby, Executive Leader Corporate and Sustainability**Annexures:** 1. Coonamble Saleyards Maintenance Register**PURPOSE**

The purpose of this report is to provide Council with an update on recent activities and the progress of projects which contribute to the economic development and growth of the Local Government Area (LGA).

BACKGROUND

The Economic Development and Growth function is tasked with providing effective and efficient delivery of a broader economic base for the LGA, enhancing business prospects, growth, and development. The function facilitates the development of programs and activities that will stimulate economic development by assisting growth and retention of businesses, as well as aiming to reduce barriers and attract diverse, sustainable, and responsible new industry development and improve the profile of the Coonamble LGA to attract investment, industry, new residents, and tourism.

(a) Relevance to Integrated Planning and Reporting Framework

ED1.2 Develop our economy, including the visitor economy.

I1.5 Adopt successful strategies which maximise our community's access to quality infrastructure and assets (I1.5.2 – Coonamble Livestock Regional Market).

(b) Financial Considerations

Activities undertaken as described by this report are within approved operational budget allocations for tourism and economic development activities and capital projects or are funded through grant monies.

COMMENTARY**Coonamble Livestock Regional Market**

The Saleyards Advisory Committee has proposed a number of ideas to improve the saleyards to match its increased usage. A charter for the committee is suggested to formalise its operations and membership.

Committee members, some Councillors and staff met in November at the Saleyards to inspect the facilities and prioritise a maintenance program (attached) to make the yards and their operation safer for agents, buyers, sellers and livestock handlers. Refurbishment of the canteen facilities and the potential for livestreaming of data from the saleyards to the canteen are being explored.

Housing as a bottleneck for economic development in Coonamble

Council has identified previously that the availability of housing, both for ownership and rental, is a bottleneck for the area's economic development.

Even if this bottleneck is opened up and more housing is made available in Coonamble, articles in *The Daily Telegraph* of 23 November 2022 and *The Coonamble Times* of 30 November 2022 highlight the likely inability of Coonamble homeowners to secure home insurance in the future.

This is due to Coonamble being identified in the 'Top Ten High Risk Suburbs by 2050' in a report entitled 'Australian National Climate Insights', prepared by risk analysis consultants, Climate Valuation.

About 75% of the properties in Coonamble have been identified as high-risk and likely to be uninsurable in the future.

Forbes, Lismore and Eugowra did not make the Top Ten High Risk Suburbs list.

This assessment and Statewide publicity of Coonamble as a high-risk area for flooding will have a negative effect on investment in housing, business and industry here. Council should lend its voice in all forums for a more sensible and comprehensive assessment of the climate and flooding risk to Coonamble.

Coonamble Riverside Holiday Park

Susan and Phil Sealby have taken over as managers of the Coonamble Riverside Holiday Park, leased by Council to BelgraviaPro.

PBR coming to Coonamble in March 2023

PBR representatives visited Coonamble in early December to plan the layout for their Bulls, Bands and Bikes After Dark weekend on 3 and 4 March, 2023, with their events starting about 3pm each day.

Council will be organising other events for the Friday and Saturday morning to boost social and economic activity within Coonamble during the event.

Council staff are in the process of organising more toilets and portable showers for camping at the showground to cater for the expected number of visitors.

The PBR representatives were positively impressed with the facilities at the Coonamble Showground and look forward to attracting a significant crowd.

Coonamble-Gilgandra (CRN) Rail Line Upgrade

Consultants, Ernst & Young, are ready to submit this month the Gate 4 proposal for the upgrade of the Coonamble-Gilgandra Rail Line on behalf of Coonamble and Gilgandra Shire Councils.

The Gate 4 proposal presented costings for the project and the additional scope to have improved connectivity with Inland Rail.

Once Inland Rail is constructed, the existing Coonamble-Gilgandra line will cross Inland Rail at Curban, with a connection allowing movement from the West to the North and from the East to the South.

The purpose of the upgrade is to increase the load-bearing capacity of the line to take trains of heavier weights that better match the standard of the proposed Inland Rail, otherwise trains at capacity on the Inland Rail line would have to be unloaded before moving onto the Coonamble-Gilgandra line.

Development of the Gate 4 Report has been marked by strong cooperation between Transport for NSW, the consultants Ernst & Young, and the proponents – Coonamble and Gilgandra Shire Councils.

The upgrade, if approved, would be funded by the Federal Government.

Coonamble Artesian Bathing Experience Land Acquisition Update

A detailed survey of the proposed site and access easement for the Coonamble Artesian Bathing Experience has been submitted to the Land Registry Service.

Approval from the Land Registry Service and the registration of the new Deposited Plan (DP) of the portion is required before lodging the application with the Office of Local Government.

Five steps of a 10-step process have been completed.

Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
●	○	○	○	○	○
Survey to LRS	Application to OLG	Proposed acquisition notices	Approval	Acquisition	Title Creation

Assuming the application for acquisition goes to the Office of Local Government in February 2023, and the notice period of three months takes place between March and perhaps as late as July 2023, the final steps might take a further three months, to about October 2023 before the Title is issued to Coonamble Shire Council.

Participation in the Central West, Orana and Far West Regional Recovery Committee

Economic Development and Growth staff are participating in the Business, Industry and Tourism Sub-Committee of the Central West, Orana and Far West Regional Recovery Committee meetings.

This is an extensive forum with significant representation from across the region. Challenges shared by Coonamble Shire Council and other Local Government Areas include:

- Damage to roads from prolonged rainfall, flooding and truck use.
- Inability of primary producers to get harvesters, grain-moving trucks and other heavy equipment onto and off their properties, particularly for harvest.
- Inability of harvest crews and equipment to move along flooded and damaged major roads through the region.
- Inability of workers to reach areas where harvest work is taking place because of poor road conditions.
- The virtual drying-up of tourist traffic to the region.
- A focus of communication on road closures but not on road openings.

The benefit of participating in this committee is to be part of a unified and powerful voice to State Government to present grassroots priorities for recovery and suggested strategies to achieve this recovery.

As significant as are the challenges faced within Coonamble Shire, they pale before the crises felt in such places as Eugowra and Forbes.

Grants

Overview:

Status	This Month	Last Month	Year to Date
Grant-funded projects completed	0	0	20
Grants to be acquitted	3	3	
Grants in progress	19	16	
Grant submissions awaiting decision	7	8	
Successful grant applications	4	2	21

Detailed Status:

Grants completed & awaiting acquittal	Responsibility	Comment
Coonamble Community Recycling Centre	CPD	
Toooloon Street Pedestrian Crossing	INF	
Town Entrance Public Art (DSP)	CPD	

Grants in progress	Responsibility	Comment
Coonamble Sports Ground Upgrades	CS	Extension granted.
Quambone Park Toilet (LRCI Phase 2)	CS	Seeking contractor(s).
Gulargambone Youth Centre external upgrades	CPD	Final stages underway.
Restore Trooper Stables at Museum	CPD	Awaiting DA submission.
Riverside Caravan Park Development	CPD	Ongoing
Koori Knockout Participation	CPD	Taking expressions of interest from teams.
Volunteer Bus Driver Training	CPD	Taking expressions of interest.
Coonamble Transport Initiative	CPD	Allocated as required.
Coonamble Kids Transport Initiative	CPD	Allocated as required.
Youth Council re-establishment	CPD	Variation being drafted.
Women's Change Rooms at Sportsground	CPD	Detailed design stage.
Walking Loop around Sportsground	CPD	Preparing RFQ.
Coonamble Family and Youth Fest	CPD	Deed signed
Pedestrian and Mobility Plan revision	INF	Seeking consultants
Walkway and Cycleway Plan	INF	Seeking consultants
NSW Seniors Festival 2023	CPD	Budget prepared
Regional Youth Holiday Break Program	CPD	Program in planning
Australia Day 2023	CPD	Program in planning
Limerick Street Footpath	INF	Preparing tender

Recent successful grants:

1. NSW Seniors Festival 2023, for \$1,000 for the Seniors Festival in February.
2. Regional Youth Holiday Break Program, for \$15,000, to fund the January School Holiday Fun Program.
3. National Australia Day Council's Australia Day 2023, for \$20,000, to fund Australia Day events in Coonamble Local Government Area in January 2023.

4. Get NSW Active Program grant of \$457,370 to construct a wide footpath along the entire length of Limerick Street, Coonamble, from the back of Macdonald Park to Edward Street, with solar lighting and seating.

Communications

The most frequently visited web pages of the past month have been Road Conditions (3,310 visits, up 250%, due to flooding and wet weather), Employment (721 visits), Contact Council (620 visits), Council meetings (340 visits), and Tenders and Requests for Quotations (178 visits).

Council continues to maintain its communication with the community through:

- 1 x weekly half-page advertisement, *Weekly Connect* in *The Coonamble Times*, with unique content – advertising Requests for Quotations, Tenders and Expressions of Interest, policies and other reports currently on public exhibition and upcoming events for the community.
- Paid classified advertising for current tenders, requests for quotations, expressions of interest and positions vacant.
- Posts in the News column on the homepage of Council’s website, on various topics as required.
- Posts in the Events Calendar hosted on Council’s website.
- Posts on Council’s Facebook page, on various topics as required.
- Council’s website – sharing all policies, plans and procedures, fees and charges, and documents for public exhibition, in the spirit of open and transparent governance.
- Media releases as required – on road conditions, water supply interruptions, etc.

The Facebook posts that achieved the greatest reach during November related SES Flood Warnings (with a reach to 6,100 people) and the warning of drovers moving cattle along the Castlereagh Highway (reaching 6,000people) with another 21 posts (more than half made in the month) reaching 1000+ people.

Although an informal medium of communication from Council to the Community, the significance of Facebook as a means by which to share information quickly and widely with the community cannot be overestimated.

Social Media (Facebook) Summary

Measure	This Month	Last Month	Year to Date
Number of posts	40	28	463
Increase in number of followers	+198	+159	+952
Total number of followers	2,727	2,529	
Reach	17,535	32,556	

Tourism Promotion

@visitcoonamble social media pages continue to increase reach. Posts on the Visit Coonamble Facebook page reached over 2,700 people during the past month. Page likes and followers increased by 14 people.

The most popular post on Facebook was an image of a child at markets advertising the Coonamble Christmas Street Party. This post reached 3,642 people and had 158 engagements, which means 158 people either liked, shared, commented, clicked to read the entire caption, or stayed on the post for longer than 10 seconds.

The audience on the Visit Coonamble Instagram page increased by 33 followers this month, with 249 content interactions (likes, comments, shares, and saves). A total number of 3,893 accounts were reached, with less than a quarter of that amount being followers – meaning that a much broader audience see our posts regardless of the number of direct followers we have. The number of people following the Visit Coonamble Instagram is 1054 people.

The most popular post on Instagram was a was an image of the Jacaranda Trees as you are driving into Coonamble. This post reached 478 people.

During November, @visitcoonamble social channels continued publishing stories which have experienced a steady increase in the number of engagements. An average of 210 people was reached per post over the last month (including content engagement such as polls). Along with stories there were several Reels posted on Instagram, which had a reach of over 2,350 people per post.

Three Regions – Real Country Campaign

The Tourism and Events Officer has been working closely with the Gilgandra Shire and Warrumbungle Shire on a collaborative marketing project – ‘Real Country’.

After the successful social media campaign last month, the Real Country campaign will be hitting the TV screens in December/January with two versions of the ad being played, one targeting families, and the other targeting men during the cricket season. These ads will be on Channel 7 across multiple regions.

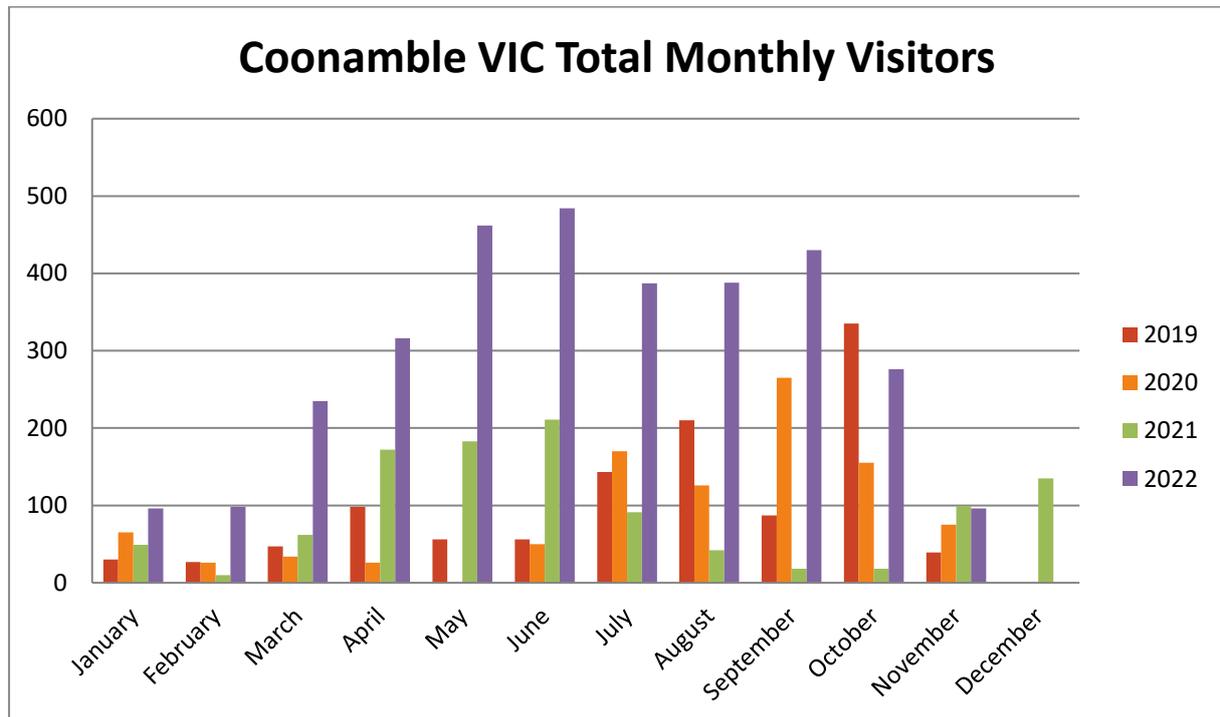
Regional Lifestyle Magazine has offered Council the opportunity to showcase Coonamble over 30 pages in the prestige, coffee-table magazine. This was taken up with Warrumbungle and Gilgandra Shire Councils who have also agreed to be part of the same issue of the magazine, as another medium through which to brand and promote our region as ‘Real Country’. Taking up this offer represents 50% of the Tourism Promotion budget.

Tourism Statistics

During November 2022, visitor numbers to the Information and Exhibition Centre were significantly fewer due to the rain and flooding within the region. With many roads closed due to flooding it was difficult for visitors to travel. However, 96 people did visit the centre during the month.

The District Store continues to sell products by local artists, with visitors being directed to the individual suppliers for a wider range of goods to purchase as souvenirs. Several local suppliers have approached the Information and Exhibition Centre over the past few months to inquire about showcasing their products at this location.

The ‘School Bus’ sculpture, by Brian Campbell, continues to prove a significant attraction, with many visitors coming into the centre and commenting on the craftsmanship involved.



Events

- **CHRISTMAS STREET PARTY**
 - The Tourism & Events Officer is in the initial stages of organising the Coonamble Christmas Street Party which will be held on Saturday 10 December, 9:00am – 12:00pm
- **AUSTRALIA DAY**
 - The Tourism & Events Officer has started planning the Australia Day Celebrations next year on 26 January. Nominations for awards have opened. We encourage all community members to get involved and vote for their local legend!
- **PBR**
 - The Tourism & Events Officer is in the initial stages of planning the PBR BAD tour which will be in Coonamble next year, 3-4 March.

(a) Governance/Policy Implications

Policies relevant to activities reported here include the Community Consultation Policy.

(b) Legal Implications

There are no legal implications directly associated to this report.

(c) Social Implications

Projects and initiatives described in this report are undertaken with the objective of delivering social benefits to the Coonamble LGA.

(d) Environmental Implications

There are no environmental implications directly associated to this report.

(e) Economic/Asset Management Implications

Development of the projects proposed for funding through available grants are initiatives to meet objectives of the Community Strategic Plan 2022-32, Delivery Program 2022-2026, Coonamble Shire Masterplan 2020, the Economic Development Strategy 2021 and the Coonamble Destination Management Plan 2020.

(f) Risk Implications

Regular reporting to Council provides an opportunity to communicate and manage any ongoing or unexpected related risks that may emerge.

CONCLUSION

Economic Development and Growth activities and projects continue to progress according to the Economic Development Strategy 2021. Tourism activities and projects continue to progress according to the Economic Development Strategy 2021, and work towards achieving the goals of the Coonamble Destination Management Plan 2020.

RECOMMENDATIONS

- 1. That Council note the information in the report.**
- 2. In relation to the Coonamble Regional Livestock Market (the 'Saleyards', that Council:**
 - (a) convert some pens at the Saleyards to hold healthy sheep in emergency situations.**
 - (b) sell off batches of 10 pens at the no-longer-used sheepyards on Back Gular Road, through expression of interest, with unsold pens sold as scrap metal, with all revenue raised being allocated to the upkeep of the Coonamble Regional Livestock Market (the Saleyards).**
- 3. That Council make representations to the Insurance Council of Australia, and any other relevant forum, to seek to have the risk modelling currently being utilised by insurance companies when determining insurance premiums reviewed.**

Coonamble Saleyards - Maintenance Register

Priority Rating: 1 = Urgent/represents a health hazard. 2 = Required to maintain/improve operational performance. 3 = Non-critical issue.

Date logged:	Issue:	Assigned to:	Priority	Due date:	Status:	
02-Nov-22	Loading Race and weighing and separating area needs to be built up, gravelled/concreted	Chris Parsons	1		●	
02-Nov-22	Install slam-shut locks on 12 gates in the draft compound (bird's nest) area (testing one in first instance)	Robert Tosh	1		●	
02-Nov-22	Install a rounded baulk gate in drafting area, to connect with slam-shut locks on adjacent gates	David Levick	1		●	Needs grant funding
02-Nov-22	Purchase and install a new head bail for Crush No.2	Robert Tosh	1		●	Sourcing
14-Sep-22	Request for shade cover over the snake pit and the round yard, leading up to the scales (quoted \$30K)		2		●	Needs grant funding
14-Sep-22	Gate 32 does not swing properly		2		●	
02-Nov-22	At Ramp 5, construct a safety walk-through for people but not cattle	Robert Tosh	2		●	Needs grant funding
02-Nov-22	Post signage requesting Buyers complete paperwork at Canteen building	Robert Tosh	2		●	
02-Nov-22	Update signage at front of saleyard regarding operations	David Levick	3		●	Needs grant funding
02-Nov-22	Develop design drawings for Bushy's single-file drafting concept	David Levick	3		●	
14-Sep-22	No float in Yard 4	Chris Parsons	1		●	Awaiting parts
02-Nov-22	Weld or secure base of fence between Yards 1 and 2 (shakey and has rusted through)	Robert Tosh	1		●	Scheduled
22-Jun-22	Numbers on pens need repainting	Robert Tosh	2		●	Underway
14-Sep-22	Undercover pens always leak water	Robert Tosh	2		●	Awaiting quote
14-Sep-22	Alarm in scale room alerting the need for service (service agent contacted)		2		●	Awaiting contractor
01-Dec-22	Add three new troughs in Yards 1, 3 and 12	Robert Tosh	2		●	Underway
01-Dec-22	Rebuild Yard 3	Robert Tosh	2		●	Underway
22-Jun-22	Air conditioner needs servicing	Robert Tosh			●	Completed
22-Jun-22	Centre crush needs repairing	Chris Parsons			●	Completed
22-Jun-22	Steps down to agents' platform non-compliant with WHS requirements	Chris Parsons			●	Completed
22-Jun-22	Shade cloth needs to be re-attached	Robert Tosh			●	Completed
22-Jun-22	Bad leak in scale room needs repair	Robert Tosh			●	Completed
22-Jun-22	Chains on back laneways need to be checked	Robert Tosh			●	Completed
22-Jun-22	Curfew Gate down back ramp needs a new chain closer	Robert Tosh			●	Completed
14-Sep-22	Yard 1 gates need chains and latches fixed	Robert Tosh			●	Completed
14-Sep-22	Gates leading out of Ramp 5 (back ramp) need new springs and sign to 'Shut the gate'	Robert Tosh			●	Completed
14-Sep-22	Latches on Yards G, H, and 29 need fixing	Robert Tosh			●	Completed
14-Sep-22	Bottom rail on Gate of Yard 22 broken	Robert Tosh			●	Completed
14-Sep-22	Rail gate at back of Ramp 6 does not latch	Robert Tosh			●	Completed
14-Sep-22	Unstable fence in between Yards A and W2	Robert Tosh			●	Completed
02-Nov-22	Repair gate 46A	Robert Tosh			●	Completed
02-Nov-22	Repair gate 135: fix fixture and weld back into place	Robert Tosh			●	Completed
01-Dec-22	Replace gate in Yard 12	Robert Tosh			●	Completed
01-Dec-22	Replace two laneway gates	Robert Tosh			●	Completed

10.13 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT

File Number: E5
Author: Bruce Quarmby, Acting General Manager
Authoriser: Ross Earl, General Manager
Annexures: Nil

PURPOSE

The purpose of this report is to provide information on the activities within Council's Environmental Services section and Strategic Planning information for the month. This progress report considers town planning and strategic land use planning, compliance and regulation, environmental management, public health, and waste management matters as they arise.

BACKGROUND

The Environment Services section focuses on all town and environmental planning requirements including regulation and compliance, public health requirements, waste management, and environmental management considerations. Strategic Land Use Planning refers to updates to Council's planning instruments and are also included. This report provides a summary of October 2022.

The following topics will be included into the Council Report where there is relevant information to report on. For the purposes of the new Council, a short description is provided for reference:

- Compliance and Regulation

The *Local Government Act 1993*, *Environmental Planning and Assessment Act 1979* ('EP&A Act') and *Protection of the Environment Operations Act 1997* are the main legislations providing provisions around environmental management. Compliance and regulation enforce individuals, organisations and businesses to comply with the relevant act or regulation. Environmental management can include, but is not limited to, atmosphere, built environment, heritage, land, and water.

- Development Application Information

Information on development applications lodged in the Coonamble local government area, however, the consent authority relates to another authority and not Council or its delegated staff/contractors. This can include the:

- Independent Planning Commission for state significant development,
- Regional planning panel for regionally significant development, or
- Public authority (other than council) depending on the type of development declared with an environmental planning instrument.

These types of development applications are rare.

- Strategic Land Use Planning

Matters relating to the potential amendments to Council's planning instruments such as the Coonamble Local Environmental Plan or Council's Development Control Plans. Council staff also attend forums, committees and workshops

around strategic land use planning, and this will be provided to Council for information.

- **Sustainability and Environmental Management**

Opportunities exist for Council to promote ecologically and environmentally sustainable land use and development, initiatives, and programs. Information under this topic will be reported when opportunities present itself and can come from government agencies, community groups and environmental champions.

- **Ranger's Monthly Report**

This report provides a summary of companion animals (cats and dogs) impounded and other animals. This includes information of how many animals were rehomed and euthanised. Information on dog attacks is also provided

(a) Relevance to Integrated Planning and Reporting Framework

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

EN.1.1.4 Provide quality over counter, telephone, and email advice to customers.

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

(b) Financial Considerations

There are no direct financial considerations with this report.

COMMENTARY

Compliance and Regulation

Overgrown blocks

Inspections continue for overgrown properties in Coonamble, Gulargambone and Quambone since the commencement of a fulltime Regulatory Officer in November 2021. Since the last reporting period no new properties has been added to the register.

The total number of properties active on our Overgrown Block Register is 29

The split of the overgrown properties across the Shire is:

- Coonamble: 11
- Gulargambone: 10

- Quambone: 8

31 properties have complied with Council instructions and cleaned up their property, and Council has been in communication with the remaining property owners. Wet weather has hampered efforts to clean up blocks. Correspondence explains why owners must reduce excess vegetation because it causes concerns to surrounding residents and may become harbourage for vermin and other undesirable species and pose a fire risk. Depending on the block, pigeons may also cause a health hazard issue. The correspondence explains the process of how Council as the Local Authority has responsibility to ensure that all land or premises are in a safe or healthy condition and explains this regulatory process.

Blocks with unsafe levels of waste:

Council has a register for properties found to have levels of rubbish or waste causing or likely to cause threat to Public Health or the health of an individual. Since the last reporting period no additional properties have been added to this register. For the three properties on the register Council staff have contacted the owner(s) regarding the condition of their block at the time of our inspection.

Correspondence explains why owners must reduce excess waste and rubbish because it causes concerns to surrounding residents and may become harbourage for vermin and other undesirable species and pose a fire risk. The correspondence explains the process of how Council as the Local Authority has responsibility to ensure that all land or premises are in a safe or healthy condition and explains this regulatory process.

The split of the properties with unsafe levels of waste across the Shire is:

- Gulargambone: 1
- Quambone: 2

Development Control Orders, Public Health Orders and Infringements

Since the last reporting period no new Orders have been issued.

Development Application Under Delegated Authority

Information provided in this section of the report, provides Council information on what has been determined for the month and not subject to the Council's endorsement or approval.

Individual development applications that require the elected Council's approval will be under its own separate Council Business Paper Report with the recommendation to determine the application as approved or refused.

Under the *Government Information (Public Access) Act 2009* (GIPA Act), information in the form of Development Applications and its associated information is prescribed as 'open access information' by Clause 3 of Schedule 1 of the GIPA Act. This also

includes staff’s development assessment report that is written prior to an application’s determination. This provides a high level of transparency.

Under delegated authority, the following is a summary of applications approved in November 2022.

OCTOBER 2022			
Application Number	Description of Works	Address of Proposed Works	Approved Date
CC010/2020	SES Building	Lot 244 DP44910 93 Aberford St Coonamble	14/11/2022
LA013/2022	Approval to Operate Septic Tank	Lot 1 DP1064365 3089 Castlereagh Hwy Coonamble	16/11/2022
DA025/2022	Internal office fit out	Lot 5 DP14305, 31 Tooloon St Coonamble	16/11/2022
CC027/2022	Inground Pool	Lot 1 DP754271, 2389 Pilliga Rd Gilgooma	21/11/2022
SC001/2022	Subdivision Certificate (boundary alteration)	Lot 4 & 57 DP 754189 Combara	22/11/2022

Ranger’s Report

The Ranger’s report is provided for November 2022. The follow is a summary of companion animal statistics.

<u>CORRESPONDENCE</u>	<u>November 2022</u>	<u>Year to Date 2022/2023 Total</u>
Infringements (Animals)	0	0
Infringements (Other)	0	0
Change of Details	0	46
Microchipped dogs	0	82
Registrations	0	8
Nuisance dog declaration	0	0
Dangerous dog declaration	0	0

Menace dog declaration	0	0
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Impounded animals

In November there were a total of 16 dogs impounded and 5 cats were impounded. The following provides a breakdown:

November 2022	Dogs	Cats
Returned to owners	0	0
Rehomed	14	1
Euthanised	9	7
Impounded*	23	8

*Of the total impounded for both October, 11 dogs were impounded from Coonamble, 9 dogs from Gulargambone and 0 from Quambone.

Dog attacks

One dog attacked for the month of November both dogs were surrendered and euthanized.

(a) Governance/Policy Implications

The report provides Council with opportunities to understand governance and policy implications in the environment and strategic land use planning. There may be risk implications depending on the nature of the enquiry.

(b) Legal Implications

Whilst not yet formally received by Council, the EPA has indicated its intention to serve Council both a Clean- up and Prevention Notice in accordance with the provisions contained within the Protection of the Environment Operations Act 1997.

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

The Environment and Strategic Planning Progress Report has considered town planning and strategic land use planning, waste management, compliance and regulation, and environmental management and health since the last meeting.

RECOMMENDATION

That Council note the information contained within the Environmental and Strategic Planning Progress Report.

10.14 STREET TREE POLICY**File Number:** T1-1**Author:** Daniel Noble-Executive Leader - Infrastructure**Authoriser:** Ross Earl, General Manager**Annexures:** 1. Street Tree Policy**PURPOSE**

The purpose of this report is to seek Councillor's endorsement to adopt the Street Tree Policy.

EXECUTIVE SUMMARY

Council Officers have drafted a street tree policy to demonstrate Council's commitment to managing the trees within its urban streetscapes and public open spaces, ensuring the character and amenity of the region is preserved and enhanced for future generations.

Following the September 2022 Ordinary Meeting the draft policy was placed on public exhibition for 28 days with zero (0) submissions received.

It is recommended that Council adopt the Street Tree Policy.

BACKGROUND

Council recognises the significant contribution trees make to our scenic amenity and the important role trees play in providing:

- shade and cooling;
- habitat for local wildlife and corridors for wildlife movement;
- consumption of carbon dioxide and production of oxygen;
- wind reduction and noise abatement;
- filter rainwater and reduce stormwater runoff;
- improved property value;
- a contribution to cultural history and local identity

The recent development of the Central Business District Masterplan identified that Council could benefit from a Street Tree Policy, specifically a suitable species list which aligned with Urban Services staff expectations as well as those of the community.

The draft policy was prepared on this basis and community input was sought. There were zero (0) submissions received following the exhibition period. Some minor amendments were made to the wording of the policy to make it easier to read however the content and intent remain the same.

(a) Relevance to Integrated Planning and Reporting Framework

11.4 Strengthen our strategic approach to the management of our urban drainage infrastructure and services.

P3.2 Improve the quality of our parks, open spaces, sporting and recreational facilities, including the MacDonald Park Masterplan Precinct.

(b) Financial Considerations

There are no significant financial considerations associated with adopting the Street Tree Policy.

COMMENTARY

The purpose of this policy is to assist with the management of street trees in accordance with the character and amenity of the region, whilst minimising the risk trees pose to people, services and property, particularly during storms.

It is Council's intention to minimise these risks and the possible consequences.

(a) Governance/Policy Implications

The policy will be reviewed in line with Council's Policy Schedule and would be due for renewal in three (3) years.

(b) Legal Implications

There are no significant legal implications associated with this report.

(c) Social Implications

There are potential positive social implications associated with this report through Council demonstrating its commitment to its urban streetscapes and open spaces.

(d) Environmental Implications

There are some minor environmental implications associated with this report but these are expected to be positive.

(e) Economic/Asset Management Implications

The implementation of this policy will assist Council in providing street trees and urban street scapes that minimises the impacts to other infrastructure assets such as kerb and guttering, water and sewer mains as well as other essential services not managed by Council including electrical and telecommunication services.

(f) Risk Implications

There are no significant risk implications associated with this report.

CONCLUSION

I commend the report to Council.

RECOMMENDATION

That Council formally adopts the Street Tree Policy.

1. BACKGROUND

Coonamble Shire Council is committed to managing the trees within its urban streetscapes and public open spaces to ensure the character and amenity of the region is preserved and enhanced for future generations.

In formulating this policy, Council recognises the significant contribution trees make to our scenic amenity and the important role trees play in providing:

- shade and cooling;
- habitat for local wildlife and corridors for wildlife movement;
- consumption of carbon dioxide and production of oxygen;
- wind reduction and noise abatement;
- filter rainwater and reduce stormwater runoff;
- improved property value;
- a contribution to cultural history and local identity

2. PURPOSE

The purpose of this policy is to assist with the management of street trees in accordance with the character and amenity of the region, while minimising the risk trees pose to people, services and property, particularly during storms. It is Council's intention to minimise these risks and the possible consequences.

3. POLICY OBJECTIVE

To enhance the appearance, environmental quality and amenity of streets and public places areas in the Coonamble Local Government Area.

4. LEGISLATION

Trees (Disputes Between Neighbours) Act 2006

Roads Act 1993

5. APPLICATION/SCOPE

This policy applies to all managers, employees, and contractors of Coonamble Shire Council, involved in the management of street trees, urban streetscapes and open spaces and to any member of the public who intends planting or removing a tree from a nature strip or Council-controlled public area.

6. POLICY

Tree Planting

Council authorises residents to plant trees on the nature strip/street verge in front of their homes provided that:

- a written application is made for such plantings, containing an undertaking from the applicant that the trees, once planted, will be watered and otherwise maintained by the applicant;
- the trees to be planted are on Council's 'Suitable Species' list (see Appendix A),
- the total number of trees on any section of nature strip (including existing trees) does not exceed two (2) for each property frontage, except where the Manager may determine that additional trees are warranted, where the property frontage is significantly longer than normal or other unusual circumstances exist; and
- plantings are located so as to minimise future problems in regard to Council's facilities (such as kerb and gutter, water mains etc) and unlikely to create a future hazard for pedestrians or traffic.

Guidelines for planting

Trees are to be planted:

- at least 6m apart (measured from each tree's centre; species dependent)
- at least 10m from a street intersection.
- at least 3m from the edge of any driveway.
- at least 3m from the centre of any power or light pole.
- at least 2m from the edge of a pit lintel of any storm water inlet.
- at least 3m from the edge of any major underground service junction box.
- at least 15m from the approach to any bus stop and at least 3m from the departure side.
- at least 10m from the pole supporting any traffic lights.

Tree Removal

- For the safety of the public (and insurance considerations) any tree on Council-controlled property, such as a nature strip or public place, is to be removed only by Council or a contractor engaged by Council; please send a request to Council in the first instance.
- Requests for the removal of living trees must be received in writing, stating the reason for the request.
- Phone requests (for removal of dead trees) will be registered as a Customer Request in Council's electronic Customer Request Management System, as a point of reference and statistical data.
- All requests for tree removal will be assessed by the Manager Urban Services, who will seek advice from arboriculture-qualified contractors, if required, before agreeing to any further action.

- Trees will only be removed if one or more of the following criteria is met:
 - The structural condition of the tree poses a high risk to person or property and the cost of maintaining or remediating the risk to a low level is considered excessive;
 - The tree is dead or the health of the tree is in irreversible decline (except in a reserve where the tree is providing a nesting habitat);
 - The tree impinges on an approved development of Council land;
 - The roots or other parts of the tree are causing damage to property and the damage caused by the tree cannot be reasonably abated or remedied through accepted arboricultural treatment or reasonable re-design;
 - The tree is hazardous to motorists or pedestrians due to obstruction of sightlines causing an unsafe traffic or pedestrian environment;
 - The tree is affected by road works (eg. new road, road widening, service location and/or re-location, etc.) and all other options to retain the tree have been deemed inappropriate;
 - The tree is contributing to a widespread environmental issue (eg. fruit fly infestation)
 - The tree is in danger of contact with overhead powerlines and selective pruning is not practical.
- Members of the public are not permitted to damage, remove or cause the removal of trees from Council-controlled property; any such action may result in legal proceedings.
- The following are not considered sufficient reasons for the removal of trees from Council-controlled property:
 - To improve views from private property;
 - Members of the public dislike the tree species;
 - The tree is blocking the sun or solar access to a property;
 - The tree causes allergy or other health problems for some individuals;
 - The tree is causing leaf litter problems for private swimming pools or gutters;
 - The tree is obscuring advertising billboards;
 - The tree is in the way of a non-essential property access and/or verge paving option.
- Where a tree, having met the above criteria, is removed from Council-controlled property it will be replaced with an alternative species, suitable for the site, if possible, in a location as close as possible to the original.

6. NOTIFICATION

Where a tree, having met the above criteria, is proposed to be removed from a highly visible public place (eg a nature strip) the surrounding property owners will be notified

prior to the tree being removed, unless it has been determined that the tree poses an immediate and high risk to person or property. Where a tree, having met the above criteria, is proposed to be removed from within or immediately next to one of Council's major parks or sporting fields, Council will notify members of the community through appropriate media outlets.

7. APPROVED SPECIES

A table of approved species is provided in Appendix A.



Appendix A**Suitable Species List**

Species suitable to plant beneath powerlines		
Botanical name	Common name	Height approx
Acacia Pendula	Weeping Myall	8m
Acacia Stenophylla	Eumong, River Cooba	5-10m
Acer Negundo	Box Elder Maple	8m
Acer Palmatum	Japanese Maple	5m
Backhousia Citriodora	Lemon Scented Myrtle	6m
Callistemon species	Bottlebrush species	5-10m
Fraxinus Griffithii	Himalayan Ash	6-8m
Geijera Parvifolia	Wilga	8m
Lagerstroemia indica	Crepe Myrtle	7m
Melaleuca linaraifolia	Snow in Summer	8m
Photinia Glabra	Photinia	4-6m
Prunus Cerasifera Nigra	Black Cherry plum	5-6m

Species suitable to plant where no height restriction is necessary		
Botanical name	Common name	Height approx
Brachychiton species	Kurrajong, Bottle Tree	10-20m
Callitis Glauca	White Cypress	12-15m
Celtis Occidentalis	Hackberry	12-18m
Eucalyptus Blakelyi	Blakely's Red Gum	10-24m
Eucalyptus Leucoxydon	Yellow Gum	10-20m
Eucalyptus Mannifera	Red Spotted Gum	10-20m
Eucalyptus Melliodora	Yellow Box	15-25m
Eucalyptus Microcarpa	Grey Box	10-20m
Eucalyptus Polyanthemos	Red Box	10-20m
Eucalyptus Sideroxydon	Red Ironbark	15-20m
Fraxinus Raywood	Claret Ash	12m
Jacaranda Mimosifolia	Jacaranda	12-15m
Lophostemon Confertus	Brush Box	15-20m
Pyrus Calleryana	Callery Pear	12m
Ulmus Parvifolia	Chinese Elm	12m
Zelkova Serrata	Zelkova 'Green Vase'	12m

10.15 DRINKING WATER QUALITY POLICY**File Number:** W1-15**Author:** Daniel Noble-Executive Leader - Infrastructure**Authoriser:** Ross Earl, General Manager**Annexures:** 1. Drinking Water Policy - Final Draft**PURPOSE**

The purpose of this report is to seek Councillor's endorsement to adopt the Drinking Water Quality Policy.

EXECUTIVE SUMMARY

A review into the February 2022 Quambone Boil Water Alert provided a recommendation that Council adopt a Drinking Water Quality Policy.

A draft policy was exhibited for 28 days following the August 2022 Ordinary Meeting with zero (0) submissions received.

The recommendation is that Councillors resolve to place the draft on public exhibition for community input.

BACKGROUND

The *Public Health Act 2010* and *Public Health Amendment (Review) Act 2017* require water utilities to develop and implement a quality assurance program for drinking water quality.

To achieve this, water utilities are required to implement a Drinking Water Management System in line with the NSW Guidelines for Drinking Water Management Systems (DWMS).

In the review into the February 2022 Quambone Boil Water alert, it was discovered that whilst Council does have a compliant DWMS, it does not have a supporting policy. A preliminary recommendation was made that Council develop and implement such a policy to demonstrate Council's commitment to water quality.

Many other Council's in the Orana Water Utilities Alliance (OWUA) (of which Council is a member) have Drinking Water Quality Policies. Council's draft policy is based closely on a number of these other Council's, specifically Narromine and Mid-Western Regional Councils.

(a) Relevance to Integrated Planning and Reporting Framework

11.2 Strengthen our strategic approach to the management of our water infrastructure and services.

(b) Financial Considerations

The commitment to water quality essentially means effectively resourcing the Drinking Water Management System. The DWMS has been in place for a number of years and hence there are no significant financial implications associated with adopting this policy.

COMMENTARY

During the recent community engagement survey, 67% of respondents rated the urban water services below expectation. Anecdotally issues were raised regarding water quality include odour, chlorinated taste, appearance, calcium and lime build up and associated appliance damage, water pressure and specifically Quambone's water quality.

Conversely the community strategic goal (#8) that *"Our water infrastructure and services are fit for our community and our future"* had 93% of respondents supporting this goal. Adopting a policy on Drinking Water Quality will assist in achieving this outcome.

(a) Governance/Policy Implications

The policy will be reviewed in line with Council's Policy Schedule and would be due for renewal in three (3) years.

(b) Legal Implications

There are no significant legal implications associated with this report.

(c) Social Implications

There are potential positive social implications associated with this report through Council demonstrating its commitment to water quality by adopting a policy on same.

(d) Environmental Implications

There are no significant environmental implications associated with this report.

(e) Economic/Asset Management Implications

There are no significant economic implications associated with this report.

(f) Risk Implications

The adoption of a Drinking Water Quality Policy and resourcing appropriately a Drinking Water Management System is expected to greatly reduce the risk of Council supplying unsafe water to its customers.

CONCLUSION

I commend the report to Council.

RECOMMENDATION

That Council formally adopts the Drinking Water Quality Policy.

1. BACKGROUND

The Public Health Act 2010 and Public Health Amendment (Review) Act 2017 require water utilities to develop and implement a quality assurance program for drinking water quality. Implementing a Drinking Water Management System in line with the NSW Guidelines for Drinking Water Management Systems (NSW Health, NSW DPI 2013) satisfies this requirement.

Commitment to a drinking water quality policy is a key element of the NSW Guidelines for Drinking Water Management Systems.

2. PURPOSE

The purpose of this Policy is to outline Council's commitment to ensuring that the drinking water it supplies, is both safe to drink and is of high quality.

It will also assist with ensuring compliance with all relevant legislation and support the promotion of good management practices and principles of continuous improvement.

3. POLICY OBJECTIVE

To provide a commitment to the sustainable management and supply of safe drinking water to our customers.

4. LEGISLATION

Australian Drinking Water Guidelines (2011) - Updated May 2019

Public Health Act (2010) NSW

Public Health Amendment (Review) Act 2017

5. APPLICATION/SCOPE

All managers, employees, and contractors of Coonamble Shire Council that are involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the Drinking Water Quality Management System.

6. POLICY

To achieve the sustainable management and supply of safe drinking water to our customers, Coonamble Shire Council will:

- Manage water quality at all points along the delivery network from the source water to the customer’s tap.
- Use a risk-based approach in which potential risks to water quality are identified and managed to minimise any threat to drinking water quality.
- Deliver water to our customers that complies with the health-related criteria in the Australian Drinking Water Guidelines.
- Promote community participation in decision making processes and ensure that community expectations are considered.
- Continually improve our management practices by assessing performance against corporate commitments and stakeholder expectations.
- Continually improve the capability of staff by encouraging and supporting participation in training and professional development and ensure all employees are aware of and actively seek to achieve the aims of this policy.
- Implement a Drinking Water Management System and review on a periodic basis in line with the NSW Guidelines for Drinking Water Management Systems.
- Implement improvement items as specified in Council’s Drinking Water Management System.
- Record and investigate customer complaints regarding drinking water quality issues. These complaints are categorized into taste, odour, and colour issues.

7. DEFINITION

Term	Definition
Act	Public Health Act 2010 (NSW)
ADWG	Australian Drinking Water Guidelines 2011
DWMS	Drinking Water Management System
NHMRC	National Health and Medical Research Council
QAP	Quality Assurance Program
Regulation	Public Health Regulation 2012 (NSW)

Title: Drinking Water Quality		
Department: Water and Sewer Services		
Version	Date	Author
1	29 July 2022	M. Vozoff
Review Date: 29 July 2026		
Amendments in the release:		
Amendment History	Date	Detail
Annexure Attached:		
Ross Earl General Manager		

10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

File Number: R6
Author: Daniel Noble-Executive Leader - Infrastructure
Authoriser: Daniel Noble, Executive Leader - Infrastructure
Annexures: 1. Infrastructure WIP Summary

PURPOSE

The purpose of this report is to provide Councillors with information on the works in progress within Council's Infrastructure Services Directorate.

EXECUTIVE SUMMARY

The purpose of this report is to provide Councillors with information on the works in progress within Council's Infrastructure Services Directorate.

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

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

(b) Financial Considerations

Provision is made within the 2022 / 2023 Operational Plan and Budget to fund the associated works and programs listed in this report.

COMMENTARY

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

In addition to generic status update, regarding resolution 2022/286 that relates to the appointment of Lifeguarding Services Australia (LSA) as the service providers for the

Coonamble and Gulargambone Pools, contracts have been exchanged and executed following review by Council's Counsel.

LSA have commenced operations of the Coonamble pool utilising staff from beyond the region whilst local resources are trained and prepared. With respect to Gulargambone, LSA have also held life guard training with a number of students and community with the facility planned to be opened by 12th December 2022.

(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 2022 / 23 Operational Plan and Budget.

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council note the information in this report.

Roads – Operations and Maintenance						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Urban Roads Maintenance	\$150,000	\$72,719	Ongoing.	01/07/2022	30/06/2023	49%
Sealed Roads Maintenance	\$300,000	\$63,399	Routine Maintenance ongoing i.e. Potholing patching, guide posts, etc.	01/07/2022	30/06/2023	21%
Unsealed Rural Roads Maintenance	\$612,000	\$263,222.	Ongoing and being subsidised by flood damage restoration funding.	01/07/2022	30/06/2023	43%
Bridge Maintenance	\$50,000	\$499	Nil to date.	01/07/2022	30/06/2023	-
Regional Roads Maintenance	\$568,060	\$234,455	Expenditure corrected from last month.	01/07/2022	30/06/2023	41%
Roads – Capital Works						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)

Bertram Street Reconstruction	\$350,000	\$262,500 (estimated)	Works are substantially complete. Waiting for favourable conditions to clean out drain.	20/10/2022	28/10/2022	75%
Urban Renewal Program	\$1,182,000	\$244,400	Commenced.	01/11/2022	30/01/2023	21%
Unsealed Renewal Program (Resheeting)	\$350,00	\$78,731	Commenced.	01/05/2023	30/06/2023	23%
Sealed Road Heavy Patching	\$200,000	-	To commence.	05/09/2022	30/09/2022	0%
Regional Road Capital Renewal	\$100,000	-	To commence.	01/05/2023	30/06/2023	0%
Warren Road Upgrade	\$1,267,188	-	Finalising ROSI funding Deed of Agreement.	01/04/2023	30/06/2023	0%
Warren Road and Castlereagh Highway Intersection Upgrade	\$820,000	-	ON HOLD – Currently not fully funded. New application to be submitted to HVSP when designs complete.	06/02/2023	30/06/2023	0%
Shanklin Road Renewal	\$200,000	-	Currently being rescoped due to	01/04/2023	26/05/2023	0%

			budget reallocation to Euronne Gully Culverts			
Wingadee Road Renewal	\$150,000	-	RFQ for survey, design and hydrology assessment underway.	03/10/2022	24/02/2023	0%
Yalcogrin Street Renewal (Gular)	\$60,000	\$60,000	Completed	05/09/2022	28/10/2022	100%
Box Ridge Road Reconstruction	\$1,859,636	-	Civil designer has been appointed. Awaiting favourable weather conditions to complete survey.	09/01/2023	26/05/2023	0%
Carinda Road Heavy Patching and Culverts	\$2,265,840	\$194,026	Heavy patching has commenced but site conditions making it difficult to park plant.	15/05/2022	01/04/2023	3%
Stormwater Improvement Program	\$175,000	-	Projects to be nominated.	01/07/2022	30/06/2023	0%
Tooraweenah Road Upgrade	\$13,566,000	\$1,221,022	Refer specific report.	01/07/2022	30/06/2023	9%

Flood Restoration Works	\$2,950,226	\$268,685	Flood restoration works have commenced despite ongoing wet weather.	01/07/2022	30/06/2023	9%
Glenhaven Culverts	\$3,500,000	\$713,149	Revised Works Proposal has been approved. Awaiting favourable weather conditions to recommence.	01/07/2022	17/02/2023	20%
Pilliga Causeway Replacement	\$597,779	-	Tender Awarded to CONEX Services. Currently executing contracts.	01/07/2022	23/12/2022	0%
Euronne Gully Causeway	\$455,000	\$25,000	Contract awarded and culverts purchased. Expected commencement January 2023 (pending favourable weather conditions).	01/07/2022	23/12/2022	5%
Water – Capital Works						

Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Coonamble Mains Replacements	\$624,642	\$468,481.50 (est.)	Maule Street complete. Sydney Street complete. Mundooren Street underway.	01/07/2022	30/06/2023	75%
Coonamble Chlorine Storage Relocation	\$20,000	\$20,000	Complete	01/07/2022	30/06/2023	100%
Coonamble Reservoir Improvements	\$24,000	\$20,094.34	Contractor commenced onsite on 05/12/2022.	01/07/2022	30/06/2023	84%
Quambone Mains Replacements	\$61,170	-	Tender documents being prepared.	01/07/2022	30/06/2023	0%
Quambone New Chlorine Storage	\$45,000	-	Fencing to commence, development application in development.	01/07/2022	30/06/2023	0%
Quambone Chlorine Residual Monitors	\$20,000	-	Quotations received and currently being evaluated.	01/07/2022	30/06/2023	0%

Quambone Chlorine Scales and Auto Changeover	\$12,000	\$12,000	Complete	01/07/2022	30/06/2023	100%
Quambone Reservoir Improvements	\$15,000	-	RFQ documents being prepared.	01/07/2022	30/06/2023	0%
Gulargambone Mains Replacements	\$317,893	\$238,420	Kirban, Muraiman and Munnell Street complete.	01/07/2022	30/06/2023	75%
Gulargambone Chlorine Residual Monitors	\$40,000	-	Quotations received and currently being evaluated.	01/07/2022	30/06/2023	0%
Gulargambone Scales and Auto Changeover	\$24,000	\$24,000	Complete.	01/07/2022	30/06/2023	100%
Sewerage – Capital Works						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Coonamble Mains Relining	\$535,000	-	Cleaning and CCTV inspections scheduled for November 2022.	01/07/2022	30/06/2023	0%
Coonamble SPS1 Vent Stack	\$20,000	-	RFQ documents being prepared.	01/07/2022	30/06/2023	0%

Coonamble STP Upgrade – Concept Design	\$250,000	-	Funding Deed accepted.	01/07/2022	30/06/2023	0%
Gulargambone Mains Relining	\$235,000	-	Cleaning and CCTV inspections scheduled for November 2022.	01/07/2022	30/06/2023	0%
Gulargambone STP Maturation Pond Relining	\$60,000	\$60,000	Scope of works being developed by PWA but currently far exceeds budget allocation. Reviewing available grant funding and achievable cost savings.	01/07/2022	30/06/2023	100%
Gulargambone STP Tertiary Pond Renewal	\$200,000	-	Reviewing available grant funding in consultation with the EPA.	01/07/2022	30/06/2023	0%
Gulargambone STP SCADA Upgrade	\$100,000	-	Alliance Automotion to be engaged (Service Agreement)	01/07/2022	30/06/2023	0%

Urban Services – Capital Works						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Cemetery Improvement Program	\$20,000	-	To commence.	01/07/2022	30/06/2023	0%
Quambone Toilet Block	\$70,380	-	Builder appointed and awaiting favourable conditions to commence.	01/07/2022	30/06/2023	0%
Coonamble Pool Upgrade Program	\$466,957	\$69,916	Concrete structural integrity test results received. Currently being interpreted by third party structural engineer.	01/07/2022	30/06/2023	15%
Coonamble Sportsground	\$119,450	-	To commence.	01/07/2022	30/06/2023	0%
Footpaths Reconstruction	\$45,000	-	To commence.	01/07/2022	30/06/2023	0%
Street Tree Replacement Program	\$100,000	-	Draft policy to September Ordinary Meeting 2022.	01/07/2022	30/06/2023	0%

Walking Loop Footpath Construction	\$327,083	-		To commence.	01/07/2022	30/06/2023	0%
Coonamble Showground Upgrades	\$25,000	-		To commence.	01/07/2022	30/06/2023	0%
Quarries, Pits & Crusher Operations							
Balance Sheet	Estimated	Actual Date	to	Comment	Start Date	End Date	Progress (%)
Expenditure	\$2,114,325	-		Production costs inc. staff, plant, equipment and operating costs.	01/07/2022	30/06/2023	17%
Income	\$2,625,550	-		40mm rockfill is accounting for approx..30% of all sales to date.	01/07/2022	30/06/2023	20%
Net Revenue	+\$511,225	-		On target.	01/07/2022	30/06/2023	34%
Workshop Operations							
Plant Serviced or Repaired	Estimated Downtime Actual to Date (Hrs)			Comment	Start Date	End Date	Progress (%)

10.17 TOORAWEEENAH ROAD UPGRADE - MONTHLY STATUS UPDATE**File Number:** R-8-32-1**Author:** Daniel Noble-Executive Leader - Infrastructure**Authoriser:** Daniel Noble, Executive Leader - Infrastructure**Annexures:** Nil**PURPOSE**

The purpose of this report is to provide Councillors a status update on the Tooraweenah Road Upgrade Project.

EXECUTIVE SUMMARY

In the month of November 2022, O.S Trees have re-established to the site to recommence the tree clearing which had to be abandoned in September due to nesting activity and concerns from the Biodiversity assessors. These works are expected to be completed before the end of calendar year. Some additional survey was collected by Duncan Priestly to finalise the design of section 1, the sealed section.

The Construction Environment Management Plan (CEMP), Erosion and Sediment Control Plan (ESCP) and Environment Protection Specification have been finalised.

The issue for tender (IFT) are expected to be finalised by the end of calendar year to enable tendering to be undertaken in February 2023.

Milestones associated with the funding deed have been extended to accommodate the delays in the design program.

BACKGROUND

Tooraweenah Road is the most direct route from the town of Coonamble to the Warrumbungles.

The section of road to be upgraded commences on the eastern outskirts of the Coonamble township and continues to the boundary with Gilgandra Shire Council.

The 56.8 km road currently consists of 30.1 km with a sealed pavement of varying width, followed by 26.7 km of unsealed earthen formation with an average width of 7m. The unsealed section includes two short-sealed sections that total 1.3km.

Most of the sealed length is in need of rehabilitation or heavy patching however some of the sections of sealed pavement are in a serviceable condition and will be retained. Unsealed sections of Tooraweenah Road will be upgraded and sealed.

The project aims to provide 56.8 km of road with a 9.9m wide pavement and 7.5m wide seal with guideposts, centreline and edge marking.

Council has resolved to complete the project in the shortest possible timeframe, preferably within a 12-month period from the time of project approval.

(a) Relevance to Integrated Planning and Reporting Framework

11.1.5 Complete the Tooraweenah Road upgrade project, on time and on budget.

(b) Financial Considerations

The capital cost of the project is fully funded by the Federal Government's Roads of Strategic Importance (ROSI) Program. The funded budget is \$22.96M.

COMMENTARY

Council's website has been updated following the Community Information Session in October 2022, with copies of the overall plan and sections, community consultation briefing and construction program all publicly available.

RECOMMENDATION

That the information be received and noted.

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

Nil

12 CONFIDENTIAL MATTERS

RECOMMENDATION

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

12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 9 November 2022

12.2 SPT33223COO - Aggregate & Road Base Crushing Campaign

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.

12.3 Master Inland Rail Development Agreement (MIRDA)

This matter is considered to be confidential under Section 10A(2) - e 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 information that would, if disclosed, prejudice the maintenance of law.

12.4 Coonamble Waste Management Services - Short term waste management facility contract

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.

13 CONCLUSION OF THE MEETING