



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 14 February 2024

Date: Wednesday, 14 February 2024

Time: 3.00 PM

**Location: Shire Chamber
Coonamble**

**Tim Horan
Mayor**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 14 February 2024 at 3.00 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.

COUNCILLORS AFFIRMATION

Today we come together in the spirit of the community, for harmony of purpose, so that good strategies and plans may be implemented. We hope for the support for the community as we meet, for the benefit of the towns and district.

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, 13 December 2023 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 13 December 2023**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 13 DECEMBER 2023 AT 3.00 PM**

PRESENT: Mayor Tim Horan, Deputy Mayor Bill Fisher, Cr Pat Cullen, Cr Barbara Deans – Via video link, Cr Terence Lees, Cr Brian Sommerville

IN ATTENDANCE: Paul Gallagher (General Manager), Kerrie Murphy (Director Infrastructure), Marina Colwell (Executive Support Officer), Phillip Peram (Acting Director Community Services), Lesley Duncan (Manager Planning, Regulatory & Compliance), Mick Bell (Manager Parks & Urban Services), Deborah Tatton (Acting Manager Finance), Kylie Kerr (Manager Roads), David Levick (Manager Economic Development & Growth), Sergei Iagunkov (Manager Water & Sewage)

1 OPENING MEETING

The Mayor opened the meeting at 3.12 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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- 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

Nil

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 2023/137**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Terence Lees

That the apology from Cr Adam Cohen be noted and approved.In Favour: Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian SommervilleAgainst: Nil**CARRIED 6/0****5 DEPUTATION/DELEGATIONS****6 CONFIRMATION OF MINUTES****RESOLUTION 2023/138**

Moved: Cr Pat Cullen

Seconded: Cr Terence Lees

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 8 November 2023 be confirmed as a correct record of the proceedings of the meeting.In Favour: Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian SommervilleAgainst: Nil**CARRIED 6/0****7 DISCLOSURES OF CONFLICTS OF INTEREST**

Cr Terence Lees declared a non-pecuniary conflict of interest with:

Item 10.17 Applications for Assistance under Councils Donations Policy as he is a committee member on the MTM radio station. He indicated he would leave the room and not partake in the discussion or voting on this item.

Cr Barbara Deans declared a non-pecuniary conflict of interest with:

Item 10.19 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.

8 MAYORAL MINUTE

MAYORAL MINUTE

RESOLUTION 2023/139

Moved: Mayor Tim Horan

Seconded: Cr Pat Cullen

- 1. That the report be received and noted.**
- 2. That Council allocate \$3000 towards the erection of a new fence around Pioneer Park.**
- 3. That Council write to the appropriate Minister advocating for change in the law for the handling of minors and in particular young offenders.**

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

Against: Nil

CARRIED 6/0

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 2023/140

Moved: Cr Terence Lees

Seconded: Cr Pat Cullen

That the report be received and noted.

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

Against: Nil

CARRIED 6/0

10.2 COUNCIL RESOLUTIONS UPDATE

RESOLUTION 2023/141

Moved: Cr Brian Sommerville

Seconded: Cr Terence Lees

That Council notes the Council Resolution status (Annexure 1).

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

Against: Nil

CARRIED 6/0

10.3 REGIONAL DROUGHT RESILIENCE PLANS

RESOLUTION 2023/142

Moved: Cr Terence Lees

Seconded: Cr Brian Sommerville

That;

- 1. Council receive and note the information in report as information.**
- 2. Council nominate two representatives to participate in the RDRP process on behalf of Council being Councillor's Horan and Deans.**
- 3. Note that the General Manager will appoint a Council staff member as the contact as a local information conduit to work with the FNWJOC Drought Project Officer.**
- 4. Council will supply local plans relevant to Coonamble Shire Council to the Drought Project Officer for review.**
- 5. Council to undertake local media promotion of the RDRP process to promote the launch of the consultation process in 2024.**
- 6. Council to adopt the RDRP Project Plan for (RDRP 004 or RDRP 016) for implementation by the FNWJO as attached.**

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

Against: Nil

CARRIED 6/0

10.4 COMMUNITY SERVICE PROGRESS REPORT

RESOLUTION 2023/143

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Brian Sommerville

That Council notes the information contained in this report.

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

Against: Nil

CARRIED 6/0

10.5 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT

RESOLUTION 2023/144

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

1. **That Council note the information in the report.**
2. **That Council write to Mr Scott Richardson regarding the 'Meat Me In Coonamble' proposal, suggesting he lead an initiative to incorporate such an event in an already established and successful event in the Shire.**
3. **Council receive a report on the installation and cost to erect a shade cover over the skate park.**

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

Against: Nil

CARRIED 6/0

10.6 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT

RESOLUTION 2023/145

Moved: Cr Terence Lees

Seconded: Cr Brian Sommerville

That the Environment and Strategic Planning Progress Report be received and noted.

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

Against: Nil

CARRIED 6/0

10.7 DRAFT 'REAL COUNTRY' TOURISM DESTINATION STRATEGIC PLAN AND SUITE OF BUSINESS CASES**RESOLUTION 2023/146**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Brian Sommerville

That Council:

- 1. Make available copies of the Real Country Community Engagement Report for the information of the public.**
- 2. Place the draft Real Country Destination Strategic Plan and draft suite of Business Cases on public exhibition for a period of 28 days for the purpose of eliciting submissions from the community.**
- 3. Note that the Manager Economic Development and Growth will present a further report to Council at the end of the public exhibition period, together with all submissions received across the three collaborating Shires, for Council's further consideration and adoption of the Real Country Destination Strategic Plan and suite of Business Cases (with or without changes) at an Ordinary Meeting in early 2024.**
- 4. Formally adopt, in the event of it not receiving any submissions during the public exhibition period, the Real Country Destination Strategic Plan and suite of Business Cases.**

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

Against: Nil

CARRIED 6/0

10.8 SALEYARDS REPORT- OCTOBER AND NOVEMBER 2023**RESOLUTION 2023/147**

Moved: Cr Terence Lees

Seconded: Cr Pat Cullen

That the report is received and noted.

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

Against: Nil

CARRIED 6/0

10.9 WASTE, RECYCLING AND EMPLOYMENT OPPORTUNITIES**RESOLUTION 2023/148**

Moved: Cr Pat Cullen

Seconded: Cr Terence Lees

That Council note the November waste, recycling and employment opportunities report.In Favour: Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian SommervilleAgainst: Nil**CARRIED 6/0****10.10 AUDIT, RISK & IMPROVEMENT COMMITTEE****RESOLUTION 2023/149**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Brian Sommerville

That the ARIC training report be noted.In Favour: Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, Terence Lees and Brian SommervilleAgainst: Nil**CARRIED 6/0**

10.11 SOCIAL MEDIA POLICY**RESOLUTION 2023/150**

Moved: Cr Terence Lees

Seconded: Deputy Mayor Bill Fisher

- 1. That Council place the draft Social Media Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 2. That a further report be presented to Council, with all submissions received, for Council's further consideration and adoption of the Social Media Policy (with or without changes).**
- 3. That, in the event of no submissions being received within the exhibition period, Council formally adopt the Social Media Policy, without any changes, as a policy of Council.**

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

Against: Nil

CARRIED 6/0

10.12 ONSITE SEWAGE MANAGEMENT POLICY**RESOLUTION 2023/151**

Moved: Cr Terence Lees

Seconded: Cr Brian Sommerville

- 1. That the draft Onsite Sewage Management Policy be placed on public exhibition for a period of 28 days.**
- 2. That Council receives a further report, together with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the Onsite Sewage Management Policy.**
- 3. That, in the event of no submissions being received within the prescribed number of days, Council formally adopts the Onsite Sewage Management Policy without any changes as a policy of Council.**

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

Against: Nil

CARRIED 6/0

10.13 STATUS OF INVESTMENTS - NOVEMBER 2023**RESOLUTION 2023/152**

Moved: Cr Pat Cullen

Seconded: Cr Brian Sommerville

That Council notes the list of investments from 1 November 2023 to 30 November 2023 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.

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

Against: Nil

CARRIED 6/0**10.14 RATES AND CHARGES COLLECTIONS - NOVEMBER 2023****RESOLUTION 2023/153**

Moved: Cr Terence Lees

Seconded: Cr Brian Sommerville

That Council notes the information provided in the report.

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

Against: Nil

CARRIED 6/0**10.15 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2023****RESOLUTION 2023/154**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

That Council note the tabling of the presentation and tabling of its Auditors Report and Financial Reports for the year ended 30 June 2023.

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

Against: Nil

CARRIED 6/0

10.16 CODE OF CONDUCT COMPLAINTS - ANNUAL STATISTICS 2023**RESOLUTION 2023/155**

Moved: Cr Brian Sommerville

Seconded: Cr Terence Lees

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 2022 to 31 August 2023 contained in this report.

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

Against: Nil

CARRIED 6/0

Cr Lees leaves the room 3.54 pm for the discussion and voting on Item 10.17 Applications for Financial Assistance.

10.17 APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL'S DONATIONS POLICY**RESOLUTION 2023/156**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

- 1. That Council notes the information contained within this report.**
- 2. That Council provides the following financial assistance.**
 - a. Coonamble Community Radio \$1,330.00**
 - b. St Barnabas Anglican Church \$4,000.00**
 - c. Coonamble Swimming Club \$4,790.00**
 - d. Coonamble Clontarf \$1,485.00**
- 3. That Council resolves to endorse managements actions in the purchase of the following items of equipment from its operational budgets.**
 - a. Starter and timing system for the Coonamble Pool.**
 - b. Outdoor Movie Theatre.**

In Favour: Crs Tim Horan, Bill Fisher, Pat Cullen, Barbara Deans, and Brian Sommerville

Against: Nil

CARRIED 5/0

Cr Lees returns to the meeting at 3.58pm.

10.18 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**RESOLUTION 2023/157**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Brian Sommerville

That the information be received and noted.

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

Against: Nil

CARRIED 6/0

10.19 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**RESOLUTION 2023/158**

Moved: Cr Terence Lees

Seconded: Deputy Mayor Bill Fisher

- 1. That the report be received and noted.**
- 2. That Council write to the Federal Minister for Transport regarding additional funding to complete the Tooraweenah Road project and to discuss issues surrounding the Inland Rail project.**

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

Against: Nil

CARRIED 6/0

10.20 STATUS OF COONAMBLE TOWN WATER SUPPLY**RESOLUTION 2023/159**

Moved: Cr Pat Cullen

Seconded: Cr Terence Lees

- 1. That the information be received and noted.**
- 2. Council note that a brief is being developed to apply for grant funding to assist with the capital cost for a rising main.**

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

Against: Nil

CARRIED 6/0

10.21 MACDONALD PARK MASTERPLAN**RESOLUTION 2023/160**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

- 1. That Council receive and note the information in this report.**
- 2. That Council endorse the overarching report as a working document to assist Council in the allocation of funds for the improvement and upgrading of facilities within McDonald Park.**
- 3. That Council endorse the use of the technical reports to provide a basis for the upgrades and improvements to the Coonamble Pool Complex and apply for any grants that become available for that purpose.**

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

Against: Nil

CARRIED 6/0

10.22 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCI) PROGRAM - PHASE 4 - PART A PROJECTS**RESOLUTION 2023/161**

Moved: Cr Brian Sommerville

Seconded: Cr Terence Lees

That the information be received and noted.

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

Against: Nil

CARRIED 6/0

11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

Nil

12 CONFIDENTIAL MATTERS**RESOLUTION 2023/162**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

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 RFT231206TW - Tender for the refurbishment of changerooms and amenities at Coonamble Sportsground

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

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

Against: Nil

CARRIED 6/0

12.1 SUPPLEMENTARY BUSINESS - RFT231206TW - TENDER FOR THE REFURBISHMENT OF CHANGEROOMS AND AMENITIES AT COONAMBLE SPORTSGROUND

RESOLUTION 2023/163

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Pat Cullen

That Council:

- 1. Accept the tender for \$528,000 from Wheelhouse Concrete and Construction Pty Ltd for the refurbishment of the changerooms under the grandstand and of the amenities and other works in the canteen building at Coonamble Sportsground, and**
- 2. Allocate a further \$75,000 from the Building and Premises Reserve to the project to cover expenses associated with advertising, detailed design and contingency.**

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

Against: Nil

CARRIED 6/0

RESOLUTION 2023/164

Moved: Deputy Mayor Bill Fisher
Seconded: Cr Pat Cullen

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 6/0

13 CONCLUSION OF THE MEETING

The Meeting closed at 4.43pm.

The minutes of this meeting were confirmed at the Council held on 14 February 2024.

.....
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

I am pleased to present to you the Mayoral report for February 2024. I would like to welcome everyone back for an exciting new year.

- I would like to acknowledge the passing of long-time ex-employees of Council recently:
 - Robert (Icy) Canham (22yrs)
 - Carmel Hurst (25yrs)

- Holiday Youth Events
 - Council staff and other community agencies ran successful holiday activities in both Coonamble and Gulargambone during January.
 - The Library sourced and created 438 Summer holiday activity bags. These bags were delivered to all the primary schools in our local government area (Coonamble, Gulargambone and Quambone) and the schools kindly distributed to all their students. The bags contained wellbeing items, craft items and puzzles. Feedback from parents and children has been positive.

- Australia Day – I would like to thank Cr Pat Cullen for representing Council at the Coonamble ceremony and Cr Bill Fisher who attended the Gulargambone activities. We are fortunate to have a large number of people within our Shire that are community minded; volunteers and great sports people, I commend of the achievements by all the nominees for both Coonamble and Gulargambone, congratulations to the winners of all categories:
 - Australia Day Award Recipients - Coonamble
 - Citizen of the Year Emily Ryan
 - Community Event of the Year Quota Garden Party
 - Community Group of the Year Coonamble Neighbourhood Centre
 - Jnr Sports person of the Year Jarron Welsh

- Sportsperson of the Year Brad Shields
- Young Citizen of the Year Alexander Hegarty

- Australia Day Award Recipients - Gulargambone
- Citizen of the Year Kay O'Dell
- Community Event of the Year Gulargambone Jockey Club
- Community Group of the Year Bowling Club
- Sportsperson of the Year Tallis McEwen

- Coonamble Artesian and Cultural Experience
 - Site handover will be completed in February, with Geotech studies scheduled in March to determine the most suitable foundations for buildings.
 - Regional Development Australia–Orana is taking an interest in the development, with an offer to assist with design.
 - A comprehensive scoping document is being prepared to ensure all potential future development at the site is captured and can be incorporated in a staged and complementary development.

- Housing
 - Council has applied for funding under the Regional Housing Strategic Planning Fund to develop a housing strategy, however, the State Government has indefinitely delayed announcing its decision on successful applicants.
 - Council has previously identified that the availability of socially affordable housing and housing for newcomers to Coonamble Shire are constraints to the Shire's growth and development and has moved forward in acquiring and identifying Council-owned land for development, with negotiations for an extensive building program continuing.
 - Last week, the General Manager, Cr Pat Cullen and I made a visit to the Minister for Housing and other key stakeholders to gain State Government support to move forward with this housing initiative.

- Meeting with ASH Group – trip to Somersby on the Central Coast
 - I met with representatives from the Aboriginal Social Housing Group Holdings company in January, along with the General

Manager, the Manager of Economic Development and Growth and the Manager of Waste Recycling & Employment Initiatives. We discussed the possibility of developing housing in Coonamble, establishing a factory to make housing panels from which homes could be built, and the potential for employment and training that such a venture would offer.

- In the company of several other Councillors and the General Manager, a site visit was made to a Central Coast housing panel manufacturer to see the panels being built, to assess their quality and the finished product as a home.
- Community Meeting – Quambone Waste Facility
 - The small village of Quambone came together for an informative meeting on the status of the Quambone waste facility on Wednesday 24 January, the meeting was attended by Council staff where positive and constructive discussions took place.
- The year ahead
 - Much of what this term of Council has sought to accomplish is moving to fruition this year, including:
 - The Tooraweenah Road upgrade that will provide another entry point into our Shire, giving greater access for visitors and improved road distribution for our produce.
 - Footpath projects around the Coonamble Sportsground and along Limerick Street are nearing completion, with designs being drawn up for a footpath beyond the Coonamble Hospital, along to the showground entrance, then on to the entrance to the proposed Coonamble Artesian and Cultural Experience.
 - Upgraded changeroom and public amenities at the Coonamble and Gulargambone Sportsground.
 - Enhancement to the Coonamble Main Street through a proposed awning painting project.
 - Upgrades to the Coonamble Riverside Holiday Park, with a new internal road, better access to the public dump point and construction of a camp kitchen.
 - Identification of other land that can be zoned for industrial/employment use.
 - Construction of youth crisis accommodation for both Coonamble and Gulargambone and a women's refuge in Coonamble.
 - Enhancement of the Warrena Creek Reserve for improved access for both locals and visitors.
 - A significant program of events to draw more visitors to our Shire.

Further details on these projects and other initiatives are contained within the reports in today's agenda.

RECOMMENDATION

That the report 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: Paul Gallagher, General Manager

Annexures: Nil

CORRESPONDENCE

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

Date	Information Sent	Author	In	Out	Sent
11/12/23	Coulton's Catch Up – M Coulton MP 11 December 2023	M Coulton	✓	✓	✓
19/12/23	Coulton's Catch Up – M Coulton MP 19 December 2023	M Coulton	✓	✓	✓
20/12/23	Confidential Email	P Gallagher		✓	✓
04/01/24	Invitation to Quambone Community Engagement	M Colwell		✓	✓
04/01/24	Council take over waste operations	P Gallagher		✓	✓
10/01/24	Roy Butlers acceptance to attend Coonamble's	D Levick		✓	✓
16/01/24	MacDonald Park Toilets – Vandalised	P Gallagher		✓	✓
18/01/24	Media release – Far North West Drought Plans	P Gallagher		✓	✓
20/01/24	Meeting – ASH Group Holdings - Housing	P Gallagher		✓	✓
22/01/24	Coulton's Catch Up – M Coulton MP 22 January 2024	M Coulton	✓	✓	✓
29/01/24	Coulton's Catch Up – M Coulton MP 29 January 2024	M Coulton	✓	✓	✓
30/01/24	Email – Invitation to attend Ministers meeting	M Colwell		✓	✓
30/01/24	Email – Invitation to attend Seniors Luncheon	M Colwell		✓	✓
01/02/24	Email – Reminder – NSW Electoral Commission Disclosure due	M Colwell		✓	✓

01/02/24	Community Volunteers Workshop	M Colwell		✓	✓
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RECOMMENDATION

That the report be received and noted.

10.2 COUNCIL RESOLUTIONS UPDATE

File Number: C17; C20

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: 1. Resolutions Table - February 2024 [↓](#) 

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:

Date	Resolution No.	Action Required	Responsible Officer	Status/Update

RECOMMENDATION

That Council notes the Council Resolution status (Annexure 1).

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	Review & Adoption of Approvals & Order Policies – within 12 months	Manex (Executive Management Team) DIR.CS	Progressing 05/02/24 – Ongoing, Approvals & Orders Policy Review will continue in 2024
11.1.22	2022/11	Priority Items to be Pursued	Review of Delegations – within 12 months	GM	Ongoing - GM to review delegations to staff in September 2023 3/12/2023 - Council is establishing a foundational document for Delegations in Pulse. This is expected to have all delegations reviewed by 31 March 2024.
9.2.22	2022/21	Youth Services in LGA	Determine current services, coordination and possible duplication and gaps analysis	ELESPC	3/12/2023 - A Council community services review will be conducted on the successful appointment of the Community Services Manager and Officer. A gap analysis could be included in the 2024/25 budget to inform the new Community Development Strategy. 13/01/2024 - A high level Review report will be presented to the February 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	04/10/2023 - Discussions held with NSW Planning. Rural Strategy being prepared to enable Planning Proposal to be progressed.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
					<p>26/10/2023 Draft Rural Strategy is being finalised prior to presentation to Councillors at the December Meeting.</p> <p>6/12/2023 - A draft strategy has been completed and is currently being reviewed and will be presented to February Meeting.</p> <p>13/01/2024 - Report to the February Meeting.</p>
9.2.22	2022/30	CDEP-like community employment and training program	Discussions with Federal MP and other stakeholders	Mayor/GM	<p>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.</p> <p>04.07.2023 - GM and Mayor have held further discussions with Redi.e and will be discussing opportunities with other providers in late July, also booked into see the Minister to see what Government funding is available.</p> <p>01/02/24 – Council is making representation in respect of employment and training opportunities. An MOU with Nuumbinny Indigenous corporation; a meeting is scheduled with Minister of Employment John Graeme on Wednesday 7 Feb.</p>

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
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	MGR.US	4/10/23 - workshop to be scheduled for early November 2023. 26/10/23 - workshop prior to December meeting with report to Council to be presented at meeting. 29/11/23 - Workshop arranged 25/01/24 - Workshop held and report presented to Council, further report to follow on the options for the public facilities building
15.6.22		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	DIR.CS	On Hold – meeting to be arranged between Council and Committee 05/02/24 – Nil progress, issue around existing use and Crown Land management, meeting to scheduled with committee to discuss the issue around the Crown Land.
15.6.22		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	DIR.CS	03/08/23 - Funding has been allocated in the 2023/24 Operational budget to allow for the works to proceed. 05/12/23- Quotes have been obtained for fencing, works will progress in the new calendar year. The installation of Solar Panels will not be progressing as the building is not suitable to

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
					facilitate the installation of the panels. 25/01/24 - Order has been raised for the installation of a security fence
09.11.22	2022/264	Cemeteries Maintenance	Staff to develop a Plan of Management for the Cemeteries within the Shire	MGR.RDS MUS	4/10/23 - Consultants engaged to carry out ground proofing of available data and on the ground acquisition of grave plots. 29/11/23 - Project is progressing 25/01/24 - Project is continuing
09.11.22	2022/267	Housing Strategy	Council to seek expressions of interest from persons with available land and or houses	GM DIR.CS	4/10/23 - Housing Strategy scope being finalised with intention to advertise EOI in October/ November. 26/10/23 - Grant application submitted. Housing Strategy Scope finalised with EOI expected early November 13/01/2024 - Awaiting advice on grant application.
09.11.22	2022/269	Warrena Weir Plan of Management (POM)	POM to be put on exhibition inviting community feedback	DIR.CS MGR.EDG	Subject to development of Masterplan as part of the Real Country Business Case and Strategy Development project. 13/01/2024 - Given the Real Country initiatives the POM will be varied to enable all stages of the proposed development.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
09.11.22	2022/291	Coonamble CBD	Investigations to be carried out on the development of the CBD	DIR.CS	Ongoing 04.07.2023 - Waiting on the outcome of the purchase of the SOT's 03/12/2023 - SOTS purchased 13/01/2024 - Completed – the SOTS development options will inform future development. Business and Economic will continue as business as usual.
14.12.22	2022/289	Review of Signage (No Coal Seam Gas)	Review the signage at the entrances to the town	MGR.EDG	4/10/2023 - Report to be prepared for the November meeting 3/12/2023 - Report to December Meeting 06/02/24 The signs have been reviewed and community consultations continue.
08.02.23	2023/9	Joint Organisation Membership	Council approach the FNWJO to become a member	GM	11/10/23 – Approval received from the FNWJO – waiting on approval from Minister 05/02/24 – Waiting Minister's approval
08.02.23	Motion	Historian recognition	Angie Little to be added to Coonamble's Nick Name Hall of Fame	MGR.EDG	Ongoing; locating a caricaturist 13/01/2024 - Closed included in report to the February meeting. 06/02/24 Council has been advised that the proposed Caricature does not meet the criteria adopted by initiators of the projects and no further action will be taken.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
08.02.23	2023/71	Waste Collection	Staff to investigate the possibility of operating the collection in-house	ADCPDG (Phil)	4/10/23 - Waste and Recycling review being conducted including the possibility of in-house waste collection 26/10/2023 - Waste and Recycling Review continuing. Manager Waste, Recycling and Employment Opportunities commenced. 13/01/2024 - Completed see Council Resolution 2023/59
10.05.23	2023/61	Visual Improvements – Entrance CBD	Replanting Bougainvillea on trellis, investigate options for wall on council's vacant block	DIR.IF	4/10/23 - Planting boxes have been purchased and plants have been ordered these are to be installed in October, as part of Brigidine garden the wall is to be painted. See also resolution 2023/156. 26/10/2023 - In progress 29/11/23 - Progressing. Some planters and plants have been installed on the Western side of the main street, meeting held and options for banner installations have been agreed upon Council now chasing cost for implementation. 25/01/24 - Continues to progress as resources allow, all support wires have been replaced in the arms.
12.07.23	2023/155	Pioneer Park/Cemetery	Plaque be erected in recognition of M Philpott & A Little for efforts in Cemetery history.	MP&US	4/10/23 - Report to be submitted for November meeting, to be

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
			Budget report for Pioneer Cemetery project		included as part of construction of additional columbarium. 29/11/23 - Waiting on quotations for new columbarium this work will occur in the new year. 4/10/23 - Report to be submitted for November meeting. 29/11/23 - Still scoping this project and will report back to Council once finalised. 25/01/24 - Obtaining quotations for work to commence and will be programmed into works program for completion by 30 June 24 to include turnstile, plaque and fence.
12.07.23	2023/167	Rotunda	Report back to Council regarding the possible installation of a rotunda or similar in Macdonald Park.	MP&US DCS	4/10/23 - Report to be submitted for November meeting, and after workshop held with Councillors. 26/10/23 - Report to December meeting after workshop 25/01/24 - Gazebo has been ordered and will be installed by end of March
13.09.23	2023/33	BMX Bike track	To be considered in the 2023/24 budget submissions	DCS	09/10/2023 Management to undertake investigations into costings and confirm the planned location for the proposed track and to be included in the 24/25 draft budget.
13.09.23	2023/34	Possible Tourist Attraction	Grain silo art	MED&G	4/10/2023 - Options being considered for grain silo art

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
					26/10/23 - Meetings sought with Graincorp to discuss options. 13/01/2024 - Meetings scheduled for February
13.09.23	2023/35	Weir Wall – ext	Seek government support to raise the Weir wall	GM	04/10/23 – Letter sent - waiting on response 05/02/24 – Nil response to date
13.09.23	2023/36	Electronic Fire Risk sign	Installation of two (2) fire signs to the entrance to Coonamble (north & south).	DI	26/10/23 - Meeting with RFS on 8/11/23 to seek further instructions 30/11/23 - Further information outstanding as RFS have not been available due to bushfires 25.01.24 - will be raised at February LEMC meeting
13.09.23	2023/37	Town Fire station	Seek government support to build a new fire station	GM	04/10/23 – Letter sent – waiting on response 05/02/24 – Nil response to date however GM & Mayor held discussions with Roy Butler – advised that it is listed for funding as a priority.
13.09.23	2023/39	ARTC – Inland Rail Route	Council make contact with Ms Kerry Schott to discuss the Inland Rail Route with the LGA	GM	Email sent for contact details – waiting on reply 05/02/24 – Nil response received
13.09.23	2023/55	Artesian Bathing Experience	Council proceed with developing a Business Case	MED&G	4/10/2023 - site design being completed to enable costings for a Business Case 26/10/2023 - Site design continuing including “used” water to Warrena Creek 13/01/2024 - Business Case to be presented to Council

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
13.09.23	2023/55	Warrena Weir Reserve	Staff prepare a report for the November meeting with budgetary information regarding the required funds to open & maintain the amenities & grounds during the summer months	MED&G MP&US	Inspection scheduled with Parks and Urban Services to determine budget requirements. 05/02/24 – report to the March Meeting. Exhibition of the Real Country proposal is reported to the February meeting.
13.09.23	2023/59	Waste Management services	Report to be submitted upon the completion of the review	ADCPDG (Phil)	26/10/2023 - Review continuing site inspections completed. Contractor discussions scheduled for week commencing November 30 13/01/2024 - Completed – Review report to February meeting
17/10/23	2023/75	Renaming of the Warrena Creek Bridge	Submit an application for the renaming of the Warrena Creek Bridge to Tom Cullen OAM Bridge	ADCPDG (Phil)	26/10/2023 - Application being prepared 3/12/2023 - Sign being ordered 05/02/2024 - Awaiting sign and plaque
17/10/23	2023/91	Waste & Recycling Management	Advertise for EOI for recycling	ADCPDG	26/10/23 - EOI is being conducted in conjunction with Review. Currently scheduled for mid-November following discussions with the Contractor. 13/01/2024 – Plant included in Council's Plant Hire tender. Completed
17/10/23	2023/98	Substitute Areas for Local Sporting Clubs	Upgrade existing sportsground – investigate further options for another facility	MUS	26/10/23 - Planning of work has commenced 29/11/23 - Works have commenced with the removal of trees and fencing, drainage, and irrigation to be improved and turf has been ordered.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
					25/01/24 - Works continue with levelling and Irrigation upgrades completed, new turf to be laid beginning 12/2, with new fields being plotted as well
17/10/23	2023/99	Gulargambone sportsground Irrigation	Upgrades	MUS	26/10/23 - Planning of work has commenced 29/11/23 - Work has commenced and is nearing completion. 25/01/24 - Completed Irrigation system has been installed and is operational
17/10/23	2023/106	Mob Built - MOU	Continue discussions with Mob Built Pty Ltd in respect of the significant opportunities offered to the Coonamble community	GM/MED&G/D CS	26/10/2023 - Discussions ongoing. Aim for revised to Mob Built early November. 13/01/2024 - Discussions ongoing with suite of information requested for MOU from Mob Built.
08/11/23	2023/122	Waste & recycling Management Services	Service Quambone land fill 2 days/wk Compliance & operational review	ADCPDG/MW REI	3/12/2023 - On track for operations to commence in January 13/01/2024 - Opening deferred until community meeting on 24 January 2023 as a consequence of an inability to complete staff employment and training over the Christmas period. An update will be provided in the Waste, Recycling and Employment Opportunities Report. Completed
08/11/23	2023/125	Swimming Pool Barrier Inspection Program	On public exhibition	MPRC	3/12/2023 - on public exhibition 13/01/2024 - A further report will be prepared for Council if

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
					required. If no submissions are received Regulatory Services staff will commence inspections.
13/12/23	2023/139	Pioneer Park Fence	\$3000 for new fence (paddock style) around the park	MPUS	25/01/24 completed in Resolution 2023/155
13/12/23	2023/150	Draft Social Media Policy	Policy to be placed on public exhibition – inviting submissions	MED&G	13/01/2024 - A further report will be prepared for Council if required. If no submissions are received the Policy will be placed in Council's Policy Register and website.
13/12/23	2023/151	Draft Onsite Sewage Management Policy	Policy to be placed on public exhibition – inviting submissions	MMPRC & MEG&G	13/01/2024 - A further report will be prepared for Council if required. If no submissions are received Regulatory Services staff will commence inspections.
13/12/23	2023/158	Letter to Transport Minister	A letter to be sent to the Federal Minister for Transport requesting extra funds for the Tooraweenah Rd project	GM & DI	25.01.24 - awaiting design to determine final estimate so that request for funding is adequate

10.3 APRIL AND JUNE 2024 MEETINGS - CHANGE OF DATE

File Number: C 20

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is for Council to consider a deferral by one (1) week for each of the April and June 2024 Council Meetings.

BACKGROUND

The Institute of Public Works Engineering Australasia (IPWEA) Annual State Conference will be held Wednesday 10 and Thursday 11 April 2024. In order for Council to continue its dedication to the future public works, three staff, the General Manager, Director Infrastructure and Manager Parks & Urban Services will be attending the Conference. In addition, the General Manager is a Director on the IPWEA board and will be presenting at the Conference.

Due to the conflict of dates, Council is requested to reschedule the April Ordinary Meeting date from the set day of Wednesday 10 to Wednesday 17 April 2024.

The development of Council's Operational Plan is to be presented to the Office of Local Government (OLG) by 30 June 2024 incorporating the Annual Budget and written strategic objectives and actions. It provides a clear framework around Council's performance for the next financial year and enables Council to be transparent and accountable to the public.

The Operational Plan will be required to be presented to the May Ordinary Meeting. In order for the Operational Plan to be assembled and then presented to the public in the allotted 28-day advertising procedure, Council is requested to reschedule the June Ordinary Meeting date from the set day of Wednesday 12 June to Wednesday 19 June 2024.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4 Encourage and promote a high level of leadership in the community.

(b) Financial Considerations

There are no financial considerations associated with this report.

COMMENTARY

Council's current meeting dates are set for the second Wednesday of each month.

- It would be advantageous for Council staff to attend the IPWEA conference to enable growth in this area that will be valuable to the assets within the shire.
- Although it had been planned for council to adopt a draft Operational Plan in April for public exhibition, it has become clear over the last few weeks that

more time is needed to further refine the draft Budget and associated documents.

It would be sensible for Council to have a one (1) week extension of its normal Meeting date.

In accordance with Council's Code of Meeting Practice, this will allow the appropriate time for advertising of the change of meeting date and of the public exhibition of Council's Operational Plan.

Council will then be presented with a report on the new Operational Plan for formal adoption at the 19 June 2024 Ordinary Meeting.

(c) Governance/Policy Implications

Councillors and management must ensure that Governance is open and transparent, and that all business comply with *Local Government Act 1993* and associated Regulations.

(d) Legal Implications

(1) Section 365 of the *Local Government Act 1993* states the following:

The Council is required to meet at least 10 times a year; each time in a different month.

Section 9 of the Act states the following:

Public notice of meetings:

(a) A council must give notice to the public of the times and places of its meetings and meetings of those of its committees of which all the members are councillors.

(2) *Local Government (General) Regulations 2005*, for example Sections 405

(e) Social Implications

There are no social implications attached to this report.

(f) Environmental Implications

There are no environmental implications attached to this report.

(g) Economic/Asset Management Implications

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

(h) Risk Implications

There are no risk implications attached to this report.

CONCLUSION

It is recommended for Council to change the date of the April and June 2024 meetings by one week due to compliance regulations set by the OLG for reporting

purposes, proposing to hold its meeting at the deferred date of Wednesday 17 April and Wednesday 19 June 2024.

RECOMMENDATION

- 1. That Council notes the information contained in this report.**
- 2. That Council changes by one week the date of the April Meeting from Wednesday 10 to Wednesday 17 April 2024 and the June Meeting from Wednesday 12 to Wednesday 19 June 2024 and requests the General Manager to ensure that these changes are communicated to the community through its usual media and communications avenues.**

10.4 STATUS OF INVESTMENTS - DECEMBER 2023 AND JANUARY 2024

File Number: Investments General - I5

Author: Deborah Tatton-Acting Manager Finance
Imogen Pawley-Finance Assistant

Authoriser: Bruce Quarmby, Director Corporate Services

Annexures: 1. Imperium Markets Portfolio Report January 2024 [↓](#) 

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

The format of the report has been configured to demonstrate Council's compliance with the relevant legislative requirements along with Council's own adopted Investment Policy.

The attached Investment Report was calculated on 1 February 2024 after all maturing dates for investments had passed.

The total Capital Value of investments as of 31 January 2024 is \$31,000,000. This is a decrease of \$1,000,000 from \$32,000,000 as of 30 November 2023. The decrease is attributed to additional funds required for predicted purchase of plant in the future month.

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.

As at the 30 June 2023 the balance of unrestricted and unallocated cash (working funds) was \$45,000. However, it should be noted that Council is awaiting reimbursement of a substantial amount of grant funded expenditure that is currently recognised as a debtor. Once these funds have been received, Council's balance of working funds should return to a more favourable level.

(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 from 1 December 2023 to 31 January 2024 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.



Investment Report

01/01/2024 to 31/01/2024

Portfolio Valuation as at 31/01/2024

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
AMP Bank	A-2	TD	GENERAL	At Maturity	03/07/2023	05/02/2024	5.6000	1,000,000.00	1,000,000.00	32,679.45	4,756.16
IMB Bank	A-2	TD	GENERAL	At Maturity	30/05/2023	28/02/2024	4.9000	500,000.00	500,000.00	16,579.45	2,080.82
Westpac	A-1+	TD	GENERAL	At Maturity	02/08/2023	04/03/2024	5.0500	2,000,000.00	2,000,000.00	50,638.36	8,578.08
BOQ	A-2	TD	GENERAL	At Maturity	13/12/2023	13/03/2024	5.1000	1,500,000.00	1,500,000.00	10,479.45	6,497.26
NAB	A-1+	TD	GENERAL	At Maturity	06/12/2023	08/04/2024	5.0500	2,000,000.00	2,000,000.00	15,772.60	8,578.08
AMP Bank	A-2	TD	GENERAL	At Maturity	17/04/2023	16/04/2024	4.9000	1,000,000.00	1,000,000.00	38,931.51	4,161.64
BOQ	A-2	TD	GENERAL	At Maturity	02/08/2023	02/05/2024	5.3900	1,000,000.00	1,000,000.00	27,023.84	4,577.81
IMB Bank	A-2	TD	GENERAL	At Maturity	05/12/2023	05/06/2024	5.2600	2,000,000.00	2,000,000.00	16,716.71	8,934.79
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	10/07/2023	11/06/2024	5.6800	1,000,000.00	1,000,000.00	32,056.99	4,824.11
NAB	A-1+	TD	GENERAL	At Maturity	21/08/2023	21/06/2024	5.1900	1,000,000.00	1,000,000.00	23,319.45	4,407.95
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	10/07/2023	10/07/2024	5.7100	2,000,000.00	2,000,000.00	64,452.60	9,699.18
Westpac	A-1+	TD	GENERAL	At Maturity	02/08/2023	30/07/2024	5.2000	2,000,000.00	2,000,000.00	52,142.47	8,832.88
IMB Bank	A-2	FRTD	GENERAL	Quarterly	04/08/2022	06/08/2024	4.8472	1,000,000.00	1,000,000.00	11,553.60	4,116.80
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2023	14/08/2024	5.2500	1,000,000.00	1,000,000.00	24,595.89	4,458.90
NAB	A-1+	TD	GENERAL	At Maturity	08/11/2023	11/09/2024	5.3200	2,000,000.00	2,000,000.00	24,778.08	9,036.71
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2023	11/09/2024	5.2000	1,500,000.00	1,500,000.00	30,558.90	6,624.66
Westpac	A-1+	TD	GENERAL	At Maturity	16/10/2023	16/10/2024	5.1300	2,000,000.00	2,000,000.00	30,358.36	8,713.97
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2023	24/10/2024	5.3100	1,000,000.00	1,000,000.00	14,547.95	4,509.86

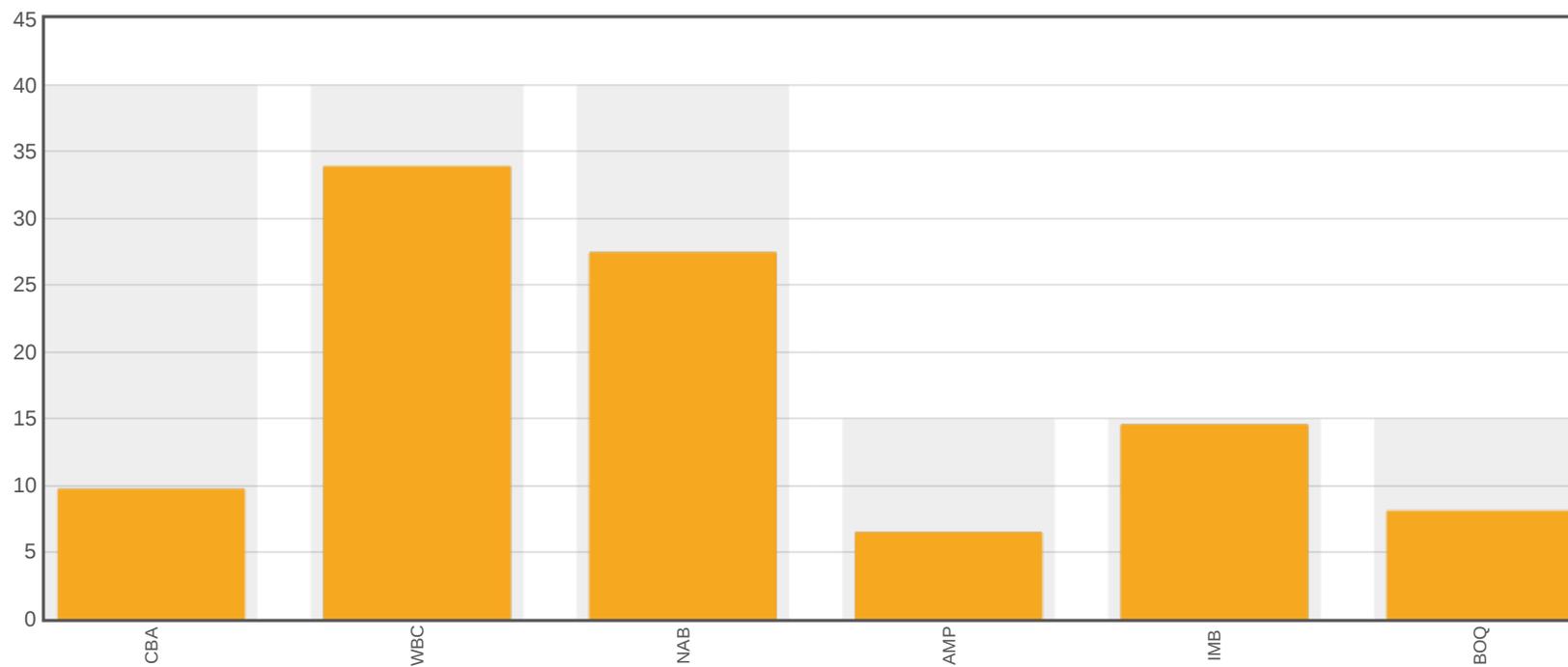
Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Face Value	Accrued	Accrued MTD
Westpac	A-1+	TD	GENERAL	At Maturity	03/11/2023	04/11/2024	5.4600	1,000,000.00	1,000,000.00	13,463.01	4,637.26
Westpac	A-1+	TD	GENERAL	At Maturity	01/11/2023	06/11/2024	5.5400	2,500,000.00	2,500,000.00	34,909.59	11,763.01
NAB	A-1+	TD	GENERAL	At Maturity	07/12/2023	09/12/2024	5.2500	1,000,000.00	1,000,000.00	8,054.79	4,458.90
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8500	1,000,000.00	1,000,000.00	1,993.15	1,993.15
TOTALS								31,000,000.00	31,000,000.00	575,606.20	136,242.01

Counterparty Compliance as at 31/01/2024

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	Commonwealth Bank	Short	A-1+	3,000,000.00	9.68	40.00	-	9,400,000.00
✓	Westpac	Short	A-1+	10,500,000.00	33.87	40.00	-	1,900,000.00
✓	NAB	Short	A-1+	8,500,000.00	27.42	40.00	-	3,900,000.00
✓	AMP Bank	Short	A-2	2,000,000.00	6.45	15.00	-	2,650,000.00
✓	IMB Bank	Short	A-2	4,500,000.00	14.52	15.00	-	150,000.00
✓	BOQ	Short	A-2	2,500,000.00	8.06	15.00	-	2,150,000.00
TOTALS				31,000,000.00	100.00			

Counterparty Compliance - Short Term Investments

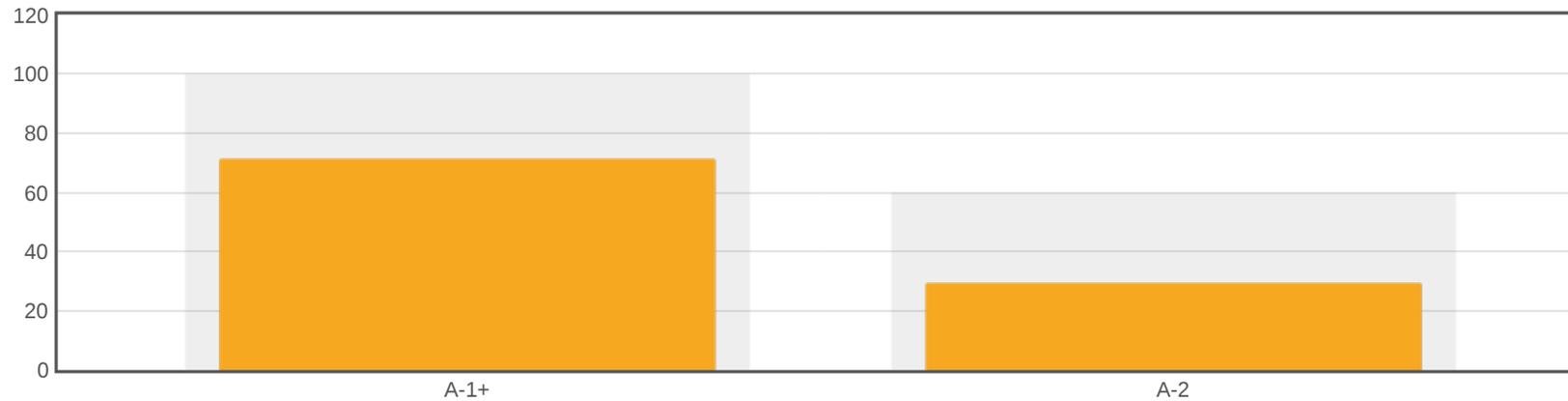


Credit Quality Compliance as at 31/01/2024

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	A-1+	22,000,000.00	70.97	100.00	9,000,000.00
✓	A-2	9,000,000.00	29.03	60.00	9,600,000.00
TOTALS		31,000,000.00	100.00		

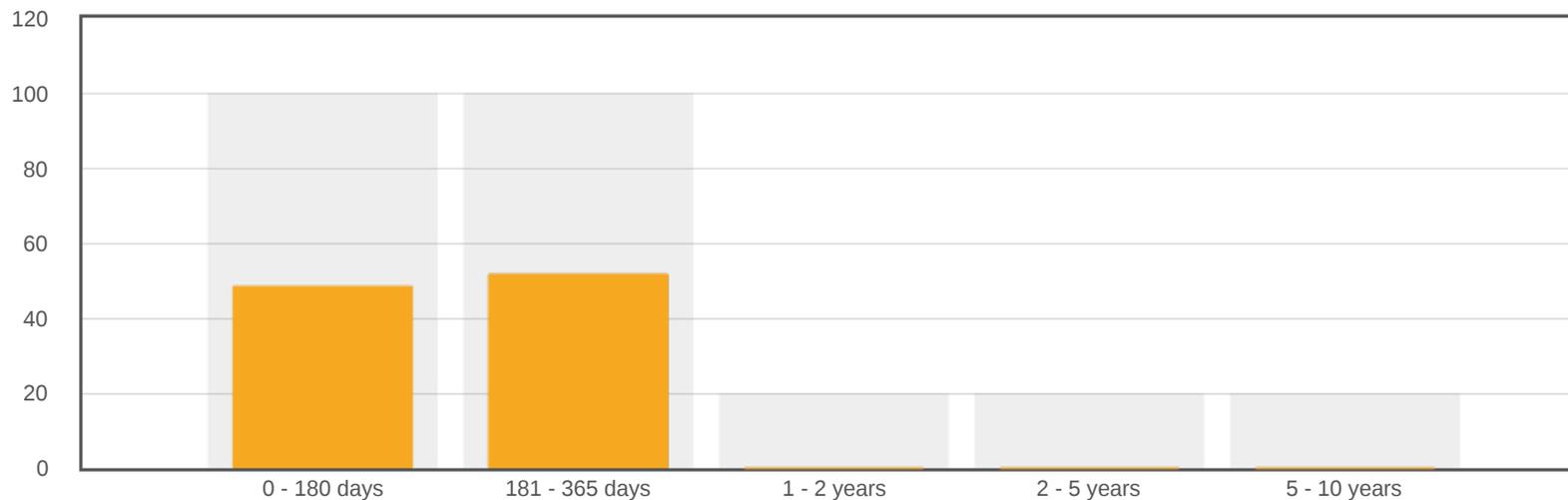
Credit Quality Compliance - Short Term Investments



Maturity Compliance as at 31/01/2024

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 180 days	15,000,000.00	48.39	0.00	100.00	16,000,000.00
✓	181 - 365 days	16,000,000.00	51.61	0.00	100.00	15,000,000.00
✓	1 - 2 years	-	0.00	0.00	20.00	6,200,000.00
✓	2 - 5 years	-	0.00	0.00	20.00	6,200,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	6,200,000.00
TOTALS		31,000,000.00	100.00			

Maturity Compliance



Trades in Period

From: 01/01/2024 To: 31/01/2024

New Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
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No entries for this item

Sell Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Sell	Yield/Margin	Face Value	Gross Value	Capital Value	Ref
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No entries for this item

Matured Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
NAB	A-1+	TD	GENERAL	At Maturity	15/05/2023	15/01/2024	4.7500	2,000,000.00	
BOQ	A-2	TD	GENERAL	At Maturity	25/05/2023	25/01/2024	4.9500	1,500,000.00	
TOTALS								3,500,000.00	

10.5 RATES AND CHARGES COLLECTIONS - JANUARY 2024

File Number: Rates - General - R4

Author: Deborah Tatton, Acting Manager Finance

Authoriser: Bruce Quarmby, Director Corporate Services

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 January 2024.

BACKGROUND

(a) Relevance to Integrated Planning and Reporting Framework

The annual rate charges are set out within Council's 2023 / 24 Operational Plan.

(b) Financial Considerations

The annual rate charges are set out within Council's 2023 / 24 Operational Plan.

	31 January 2024	31 January 2023
Rates and Charges	\$4,029,768.89	\$3,663,875.89
Water Consumption	\$487,681.27	\$479,140.04
Total	\$4,517,450.16	\$4,143,015.93

COMMENTARY

Rates and Charges

	31 January 2024	30 January 2023
Rates and charges in arrears as at 30 June 2023	\$1,173,804.02	\$1,020,037.33
Rates/charges levied & adjustments for 2023/24	\$7,998,405.87	\$7,444,840.56
Pension Concession	-\$103,513.95	-\$105,150.33
Amounts collected as at 30 November 2023	-\$5,038,927.05	-\$4,695,851.67
Total Rates and Charges to be Collected	\$4,029,768.89	\$3,663,875.89

The amount levied for rates and charges for 2023 / 24 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 31 January 2024 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2023 / 24 levied amount is reduced by the pensioner concession of \$103,513.95; reducing the amount of income derived

from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$46,581.27.

The rates and charges as of 31 January 2024 represent 43.93% of the total annual rates and charges levied and outstanding (compared with 43.28% on 31 January 2023).

Water Consumption Charges

	31 January 2024	31 January 2023
Water Consumption Charges and arrears as at 30 June 2023	\$393,023.85	\$329,760.33
Water Consumption charges & adjustments 2023 / 24 year to date	\$779,001.78	\$430,641.58
Amounts collected as at 30 November 2023	-\$684,344.36	-\$281,261.87
Total Water Consumption Charges to be Collected	\$487,681.27	\$479,140.04

The water consumption charges as at 31 January 2024 represents 41.61% of the total water consumption charges outstanding (compared to 63.01% on January 2023).

Debt Recovery Agency

During December 2023 and January 2024 Council’s debt recovery agency has been instructed to reinitiate contact with any debtors, who has previously been referred and legal action commenced. This action is in line 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 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, 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 31 January 2024 represent 43.93% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 43.28% on 31 January 2023). The water consumption charges as of 31 January 2024 represent 41.61% of the total water consumption charges outstanding from previous years (compared to 63.01% on 31 January 2023).

RECOMMENDATION

That Council note the information provided in the report.

10.6 COUNCILLOR REQUESTS FOR INCLUSION IN THE DRAFT 2024/25 OPERATIONAL BUDGET.

File Number: Finance Estimates - E6-1
Author: Deborah Tatton-Acting Manager Finance
Authoriser: Bruce Quarmby, Director Corporate Services
Annexures: 1. Budget Request Form 2024/25 [↓](#) 

PURPOSE

The purpose of this report is to request Councillors provide management with information regarding projects that they wish Council to include for consideration as part of the upcoming 2024/25 draft Operational Budget and Plan process.

BACKGROUND

In line with the provisions of the *Local Government Act 1993*, relating to the Integrated Strategic Planning and Reporting Framework, Council is required to develop an annual Operational Plan that is derived from the four (4) year Delivery Program which, in turn, is developed from the ten (10) year Community Strategic Plan.

For Council's information the Operational Plan, once prepared for Council's consideration and adoption, consists of two parts. The first part of the plan is the "written part", where strategies and actions have been developed for the upcoming financial year to achieve the goals and objectives that have been identified in the Community Strategic Plan and the Delivery Programme. The second part of the plan is the "financial part", which provides for the financial resources to enable Council to implement the strategies and actions as set out in the Operational Plan.

General Manager's note: It is the idea going forward to develop the Delivery Program in such a manner as to incorporate the annual Operation Plans.

(a) Relevance to Integrated Planning and Reporting Framework

The draft Operational Plan is required as part of Council's Integrated Planning and Reporting Framework.

(b) Financial Considerations

The draft Operational Plan, once prepared, contains the draft operational and capital budgets for the upcoming financial year.

COMMENTARY

A great deal of time and effort is involved in compiling a draft Operational Plan and Budget for Council's consideration and adoption. As such, staff have already commenced the process of compiling the various information and calculations required for the preparation of the draft Operational Plan and Budget.

One of these processes is to provide Councillors with the opportunity to put forward requests for items to be considered in the upcoming draft Operational Plan and Budget. To facilitate this process a copy of the Councillor form – 2024/25 Estimates Request Form has been attached to this report as an annexure. Separate additional copies of this form will be made available at the meeting for Councillors to complete and return to Council's finance department.

In completing the forms Councillors are requested to provide a brief description of the project / works, along with a preliminary estimate of the costs of the project. Council will note that at the bottom of the estimates request form is a section for Councillors to identify a proposed funding source to allow for the project / works to be undertaken. (Please do not hesitate in this regard to have a discussion with the General Manager or the Director Corporate Services). The completed forms are requested to be returned by the 29 February 2024 to allow for inclusion and discussion at the March 2024 Council Meeting.

Once all the necessary information, along with the Councillor requests, has been compiled a budget workshop will be held for Council and management to work through the 2024/25 draft estimates.

(a) Governance/Policy Implications

The draft Operational Plan 2024/25, once prepared and adopted by Council, will set the overarching direction for Council for the upcoming financial year.

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

There may be social implications, depending on the nature of the individual request for inclusion in the draft operational budget.

(d) Environmental Implications

There may be environmental implications, depending on the nature of the individual request for inclusion in the draft operational budget.

(e) Economic/Asset Management Implications

There may be economic and/or asset management implications, depending on the nature of the individual request for inclusion in the draft operational budget.

(f) Risk Implications

There may be risk implications, depending on the nature of the individual request for inclusion in the draft operational budget.

CONCLUSION

Work has commenced on preparing the 2024/25 draft Operational Plan and Budget for Council's consideration. An important part of the preparations is providing Councillors with an opportunity to put forward items that they wish to consider including in the upcoming Operational Plan and Budget. To ensure that management has adequate time to properly collate the necessary data required to prepare a set of draft estimates for Council's consideration, all Councillor requests are requested to be returned to Council's Finance department by the 29 February 2024.

RECOMMENDATION

1. That Council note the contents of this report.

- 2. That Councillor requests for items to be considered for inclusion in the draft 2024/25 Operational Plan and Budget be returned to Council's Corporate Services Department by 29 February 2024.**

**COUNCILLOR BUDGET REQUEST
COONAMBLE SHIRE COUNCIL - BUDGET ESTIMATES 2024/25**

Date _____

Name of Project _____

Description of work to be undertaken _____

DETAILS OF ESTIMATE	AMOUNT
Total	

FUNDING SOURCE FOR BUDGET

Please circle your preferred method of funding to allow this project to be included in next year's budget

Council Funds

or

Grant Funds

10.7 QUARTERLY BUDGET REVIEW - DECEMBER 2023

File Number: Financial Quarterly Review F2-2

Author: Bruce Quarmby-Director Corporate Services
Deborah Tatton-Acting Manager Finance

Authoriser: Paul Gallagher, General Manager

Annexures: 1. Quarterly Budget Review December 2023 (under separate cover) 

PURPOSE

The purpose of this report is to provide Council with a quarterly budget review statement in accordance with Regulation 203 of the Local Government (General) Regulation 2005 (the Regulations). Please refer to the Annexure relating to this report.

BACKGROUND

Regulation 203 of the Regulations states that:

(1) Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.

(2) A budget review statement must include or be accompanied by:

(a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and

(b) if that position is unsatisfactory, recommendations for remedial action.

(3) A budget review statement must also include any information required by the Code to be included in such a statement.

The Code referred to above is the Code of Accounting Practice and Financial Reporting. While earlier versions of the Code had an appendix that listed minimum requirements, these were removed a few years ago as they are of no relevance to the financial statements (which is the main purpose of the Code). In the absence of any instructions in the Code, the Quarterly Budget Review Statement publication issued in 2010 by the then Division of Local Government, NSW Department of Premier and Cabinet, details the minimum requirements and these requirements have been met in the preparation of the Quarterly Budget Review Statements (QBRS). The quarterly review should act as a barometer of Council's financial health during the year, and it is also a means by which Councillors can ensure that Council remains on track to meet its objectives, targets and outcomes as set out in its Operational Plan.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.10 Maintain long term financial viability.

(b) Financial Considerations

The December budget review as tabled for Council's consideration has a substantial number of variations to the originally adopted 2023/24 Operational Budget. Most of these variations represent the necessary works identified to be completed during this financial year.

COMMENTARY

Appendix A contains further detailed information in regard to Cash and Investments, Contract and Consultancy Expenses and its progression towards achieving adopted Key Performance Indicators as of 30 June 2024.

Council commenced the 2023/24 financial year with the original operational budget surplus of \$6,197,597. Following the completion of the September 2023 review the adjusted operational result had deteriorated to an anticipated operational deficit of \$743,976. At the completion of the December 2023 review Council's estimated budgeted result for the 2023/24 Financial Year has improved to an anticipated operational surplus of \$2,087,357. Conversely, Council's position after non-operating expenditure has been considered has also deteriorated to a deficit of \$665,602 draw down of Council funds.

Council will note that whilst the Budgeted operational result has indeed improved to an anticipated surplus of \$2,087,357, it is noted that this improvement in the result is due to the receipt of additional unplanned grant funds to the amount of \$4,115,009. This funding represents funding allocated to Council under the Regional Emergency Road Repair Grant program with the works to be programmed and expended over upcoming three (3) financial years.

Whilst Council has been fortunate to secure additional grant funds, it is noted that changes to the anticipated budgeted result for its Quarry Operations have had a significant negative impact on Council's projected operational budget. Whilst the Quarry budget adjustments to the have been made following preliminary reviews of the current operational requirements, management will continue to review the operations at the quarry with a view to identifying an implementing efficiencies and improvements in operations.

As in the past with the preparation of budget reviews, where increases in expenditure have been identified, management has also identified potential savings in the budget to offset these increases. Some of these adjustments are as follows:

- Staff Travel Expense – (P.2) The expenditure vote for staff travel has been increased for both Corporate Staff and Engineering Staff by \$24,000 and \$42,000 respectively. This increase is due to the employment strategy for attracting and retaining a skilled workforce and allowing flexibility with working arrangements outside of the office environment.
- Staff Housing – (P.2) The expenditure vote for Staff Housing has also been increased by \$17,500. Again, this is due to the employment strategy for attracting and retaining a skilled workforce. Council is committed to attracting

the right people with the right skills and experience to Coonamble to complete the projects within the Strategic Plans of the Council. Providing these benefits allows the staff to settle and become part of the community within they both work and live. This increase in expenditure is offset in part by an increase in Council Rental property Income of \$12,000 (P.9).

- Staff Training and Development – (P.4) The expenditure vote for Staff Training and Development was increased by \$90,000. Over the past years, there has been a number of positions vacant, thus staff have been unable to attend training. In line with the employment strategy to retain a skilled workforce, the development of current employees and ensuring adequate certification of employees, staff have been attending training when required. The additional vote has been funded by decreasing the Recruitment expense vote by \$60,000 and Other Staff expense vote by \$30,000.
- Solid Waste Management Disposal – (P.7) With Council taking over control and management of the Waste Facilities in Coonamble, Gulargambone and Quambone, significant costs will be incurred to bring the facilities back to being fully functional and to meet environmental legislation. Of note for the December Review, an additional \$100,000 vote for Contractors and an additional \$40,000 vote towards to clean up of the old tip will be required to ensure Council is addressing the immediate concerns, whilst ensuring the facilities remain open for the public. This will be partially offset by \$36,000 from the income received from the Waste Facility depot charges. It should be noted that income from these charges in the past remained with the contractor and was not included in the Council income.
- Swimming Pools Salary and Wages – (P.13) The expenditure vote will be increased by \$22,000 to account for the Gulargambone pool now being opened 7 days a week.
- Swimming Pools income – (P.13) Income received from the sale of Season passes for the Coonamble Pool will now be passed onto the Contractor managing the Pool with an adjustment to the original contract. It is expected this will decrease the income for Council by \$13,000.
- Quarry Operations – (P.14) A review of the Quarry operations is currently being conducted. With the current operating capacity of Plant and additional resources required to maintain required stock for sale an increase expenditure vote of \$964,257 will be required. This will be partially offset by an expected increase of \$200,000 in income from internal sales from road and transport projects.

- Regional Local Roads Repair Program – Roads - (P.15) Due to a review of the works required, there will be a reallocation of funds of \$263,370 from the Regional Rural Sealed roads to the Local Rural Sealed roads network.
- Regional Emergency Road Repair Fund – (P.19) Council has received Grant Funding of \$4,115,009. This will be allocated towards various maintenance, renewals and upgrades across the road network. Offsetting this increase in additional grant funds received by Council is an allocation of \$400,000 (P.15) for works to be carried out in the current financial year with the balance being included as a Transfer to Reserve (P.20). This funding will take the place of Regional Local Roads Repair Program Funding.
- Fixing Local Roads – Pothole Repair Program – (P.15) Due to a review of the works required, there will be a reallocation of funds of \$67,760 from the Regional Rural Sealed Road network to the Local Rural Sealed Road network and the Urban Road network.
- Saleyard Income – (P.18) The income from Saleyard fees and charges has been decreased by \$35,000 due to the lower number of Cattle Sales held in the latter half of 2023. This trend is expected to continue into 2024 with the lower rainfall forecast.
- SES Station Project – (P.19) Savings from other projects has allowed \$237,256 of loan funds to be reallocated towards the SES Station Project. This will offset the additional expenditure on the project.
- Local Roads Community Infrastructure – (P.19) Funding from Phase 4 will be partially allocated towards the new Columbarium at the Coonamble cemetery. \$52,632 will be allocated and expensed. Various other projects will also benefit from the remaining \$410,229 funding. The specific allocation towards these projects will be determined and reported later.
- Residential Development – (P.19) Management has included an expenditure vote of \$75,000 to fund the preliminary investigations and development of the vacant block in Yarran St to house the Crisis Accommodation Facility.
- Plant Acquisitions – (P.19) Additional Plant will need to be purchased for the Waste facilities operations. \$250,000 will be transferred from the plant fund for this vote. It should be noted that with this additional expenditure, a review of the Plant Replacement Program will be needed to ensure adequate funds are in the Plant Reserve to cover future years.
- Sportsground – (P.19) In accordance with Council Resolution 2023/163, an additional \$75,000 has been allocated from the Building and Premises Internal Reserve to cover costs associated with the building upgrades at the Sportsground.

- Council Buildings – (P.19) An additional \$207,4000 has been allocated from the Building and Premises Reserve to fund the programmed capital renewal of Council houses. This program includes a conversion of council residential premises into duplexes. This will help with the housing shortage across the Shire.
- Public Pools – (P.19) An additional funding of \$110,000 has been allocated from the Recreation Reserve to fund the upgrade of the Chemical Controllers at the pool.
- Gulargambone Sportsground – (P.19) In accordance with Council Resolution 2023/99 \$45,000 is to be allocated from the General Internal Reserve to fund the upgrade to the irrigation at the Gulargambone Sportsground.
- Coonamble Sportsground – (P.19) In accordance with Council Resolution 2023/98 \$165,000 is to be allocated from the General Financial Assistant Grant to fund the establishment of the additional playing field at the Coonamble Sportsground
- Sportsground Changerooms – (P.19) In accordance with Council Resolution 2023/163, an additional \$75,000 has been allocated from the Building and Premises Internal Reserve to cover costs associated with the building upgrades at the Sportsground. While an additional \$35,000 has also been allocated from the general fund to cover any additional costs (variations include asbestos management and sewer clay pipe replacement) associated with the upgrade of the facilities.
- Quarry Plant Upgrades – (P.19) Due to the necessary replacement and refurbishment of a new cone, an additional vote of \$150,000 to be transferred from the Mines reserve will be allocated.
- Building Purchase – (P.19) In accordance with Council Resolution 2023/107, a budget of \$750,000 has been included in Council’s non-operational budget for costs associated with the purchase of 46-54 Castlereagh Street Coonamble. This is to be funded from the General Reserve, the Governance Reserve and the Building and Premises Reserve.

For Council’s information, during the preparation of the review it was noted that Council is currently carrying the financial burden of a significant level of funding owed to it through various Commonwealth and State funded programs. This has had the effect of reducing the level of working funds available to Council. As such, for the remainder of the financial year management will focus on completing the necessary processes to obtain the reimbursement of these funds.

(a) Governance/Policy Implications

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

(b) Legal Implications

The December budget review has been prepared in accordance with the *Local Government Regulations 2005 – Regulation 203*

(c) Social Implications

There are no social implications arising from this report.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

During the 2023/24 financial year Council has programmed asset maintenance and capital renewals in order to satisfy required Key Performance Indicators.

(f) Risk Implications

As mentioned in the body of the report the main risk implication identified in this report is the significant level of funding owed to it through various State and Federal Government programs. In seeking to mitigate this risk management will focus on completing the necessary processes to obtain reimbursement of these funds.

CONCLUSION

It is my opinion that the Quarterly Budget Review Statement for Coonamble Shire Council for the Quarter ended 31 December 2023 indicates that Council's financial position at 30 June 2024 to be in a satisfactory state at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

RECOMMENDATION

- 1. That Council approves the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. That Council resolves to reallocate the unspent loan funds of \$237,256 previously obtained for the Bertram Street reconstruction to fund the completion of the construction of the Coonamble SES Headquarters.**
- 3. That Council notes, in the opinion of the Responsible Accounting Officer based on the information as presented in the December Budget review; that Council will be in a satisfactory financial position as at 30 June 2024.**
- 4. That Council notes the classification and position of Council's estimated restricted (reserve) funds as at 31 December 2023.**

10.8 COMMUNITY SERVICE PROGRESS REPORT

File Number: C8

Author: Raquel Pickering-Librarian

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

The purpose of this report is to provide information on the activities within Council's Community Services section for the months of December 2023 and January 2024.

BACKGROUND

The Community Services section focuses on our community and our people and the support that Council offers in the delivery of positive outcomes. A short description is provided for Councillors reference for the key areas in the Community Services section as follows:

- **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 Council staff.

- **Children and Youth Services**

Council provides 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**

Community Strategic Plan - P1 Community Services and Wellbeing

CSP1.1 – Initiate and contribute to effective and needs-based community programs which enhance engagement, cohesion, vibrancy and liveability.

- (b) **Financial Considerations**

There are no financial considerations arising from this report.

COMMENTARY

In line with Council's 2023 / 24 Operational Plan, this report presents a summary of community service progress and activities for the month previous.

LIBRARY SERVICES

- **STORYTIME**

Storytime wrapped up for 2023 at the end of Term 4. This programme has been widely attended with between 3-15 children and parents each Monday. The library will continue to host Storytime in 2024. The library was lucky to get some great guest readers in with Heidi Hodgson (Director Coonamble Pre School) and Treen Ellis from McKillop reading. Both have expressed interest in continuing in 2024.

- **STAFFING**

This month Council had a new permanent part time staff member start, Mr John Castles. Mr Castles is the Library Assistant and will work Monday and Tuesday each week and as needed. It is envisaged that with extra staff in the Library and Community Services, more programmes will be available.

- **SENIORS LUNCHEON**

The 2024 Seniors Luncheon will be held on Thursday 14 March at the Coonamble Bowling Club. Planning is ongoing, with entertainment already booked with the highly anticipated Royden Donohue once again coming to entertain. Both the Coonamble Public School and the Coonamble High School have been contacted in regard to students attending, serving and engaging with the seniors attending the luncheon. Invitations have been distributed to all Councillors at the February meeting. If Councillors could please RSVP before 7 March with numbers, that would be much appreciated.

- **SUMMER HOLIDAY ACTIVITY BAGS**

The Library sourced and created 438 Summer holiday activity bags. These bags were delivered to all the primary schools in our local government area (Coonamble, Gulargambone and Quambone) and the schools kindly distributed to all their

students. The bags contained wellbeing items, craft items and puzzles. Feedback from parents and children has been positive.



- **WORK EXPERIENCE**

The Library had two work experience students attend who were of great assistance with the activity bags. The two young ladies were helpful, enthusiastic and had some great suggestions.



- **Library Statistics (27 November 2023 – 22 December 2023)**

Service	Loans	New M/ships	Wi-Fi	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	505	5	72	54	51.7	63	111	253
Gulargambone	36	0						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
364	7	40	9	4

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

Senior Craft	Pre-School Visits	Housebound	Storytime	Seniors Cinema	Other
14	46	0	17	9	7

- **Library Statistics (22 December 2023 – 25 January 2024)**

Service	Loans	New M/ships	Wi-Fi	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	460	10	102	63	45.75	74	125	311
Gulargambone	13	1						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
436	19	49	7	6

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

Senior Craft	Pre-School Visits	Housebound	Storytime	Seniors Cinema	Other
9	Nil (holidays)	0	Nil (holidays)	12	16

COMMUNITY SERVICES & CHILDREN AND YOUTH SERVICES

The Community Services (CS) Team has its full complement of staff for the first time in many years following the recent recruitment of:

- Community Services Manager (CSM) – Azita Sobhani
- Community Services Officer (CSO) – Nina Sands

The Community Services Section has commenced work on engagement with service agencies and are in the process of creating a Community Development Plan (please refer to separate report).

Coonamble Shire provides the following Community Services:

- Holiday Program – *Coonamble & Gulargambone*
- Youth Centre Gulargambone
- After School Care Quambone
- Library Services
- Running events e.g. Seniors Week Luncheon
- Funding events e.g. the Interagency Resilience Day
- Youth Empowerment Program (YEP) – *Edraak Insights*

(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 December 2023 and January 2024.

RECOMMENDATION

That Council notes the information contained in this report.

10.9 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT

File Number: D5

Author: David Levick-Manager Economic Development and Growth

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: 1. Coonamble Shire Events Calendar 2024  

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

Economic Development and Growth

This year is the year in which many seasons of planning by Council are yielding their harvest. The following summarise key highlights.

Infrastructure Projects

Coonamble Riverside Holiday Park

The public dump point has been moved and a concrete access drive to and from it has been installed.

A tank at the back of the amenities block has been moved, creating another four powered sites.

Construction is due to begin on a grant-funded camp kitchen as a communal space, to be completed by the end of March.

Geotech work and service location has been carried out for the construction of a new internal loop road. This work will be scheduled to minimise disturbance to patrons.

Three Phase power at Industrial Estate

The installation of three-phase power at the Hooper Drive Industrial Area is being investigated to allow the relocation of the three 'chiller' trailers from River Road, the site of the Coonamble Artesian and Cultural Experience.

Coonamble's Main Street Enhancement

Awnings in Coonamble's main street (Castlereagh Street) are to be inspected to ensure their structural integrity ahead of a painting and lighting project.

Funds are available to paint the above-awning façade of buildings in the main street, provided the owner agrees and pays for the painting of the awning and street-level shopfront.

Once painted, lighting is to be installed to highlight the mostly Art Deco façades and the aesthetic of the streetscape.

To increase convenience for stall holders during events held in the main street, it is planned to install lockable power outlets in the gardens; currently, electricity for stalls is provided courtesy of the goodwill of nearby business owners.

A masterplan for the Coonamble's main street will also proceed once Council has committed to a plan of action for the Sons of the Soil Hotel structure.

Footpath projects

Seating for the walking loop around the Coonamble Sportsground has been delivered after an extensive delay, allowing the installation of seating on the McCullough, Dubbo and King Street sides of the footpath; funded from a Stronger Country Communities Fund grant.

The contractor is nearing completion of the footpath along the length of Limerick Street, Coonamble, with the installation of seating and lighting to follow; funded from a Transport for NSW Get NSW Active grant.

The design for a footpath from the Coonamble Hospital to the showground entrance, then along to the entrance to the proposed Coonamble Artesian and Cultural Experience site is proceeding; funded from a Transport for NSW Get NSW Active grant.

Coonamble and Gulargambone Sportsground amenities

Preliminary designs have been drawn up and costed for a new amenities block and canteen for Gulargambone Sportsground, with another option being explored to extend and modify the current building; this work is funded from a Stronger Country Communities Fund grant.

At Coonamble Sportsground, renovations to the changerooms under the grandstand, the accessible toilet and the public amenities are expected to be completed by April 2024; work is funded from a Female Friendly Community Sport Facilities and Lighting Upgrades grant.

Detailed design for a women's changeroom to be built at the Coonamble Sportsground have been completed, and quotations are now being sourced; this work is funded from a Stronger Country Communities Fund grant.

Housing Development

Council has applied for funding under the Regional Housing Strategic Planning Fund to develop a housing strategy, however, the State Government has indefinitely delayed announcing its decision on successful applicants.

Council has previously identified that the availability of socially affordable housing and housing for newcomers to Coonamble Shire are constraints to the Shire's growth and development and has moved forward in acquiring and identifying Council-owned land for development, with negotiations for an extensive building program continuing.

Industrial Land

Steps continue into the rezoning of the large triangular block north of the truck wash at Coonamble, bounded by the truck wash, Quambone Road and Back Gular Road (the site of the old sheepyards) with the view of shifting it from Primary Production to Industrial/Employment.

There is already an inquiry to establish a manufacturing plant at the site, offering six jobs initially, with this possibly building to 12 jobs, depending on the responsiveness of the regional market.

It is proposed to establish several industrial lots at this location to allow for the establishment of other businesses.

A small lot will be set aside for a proposed Council-operated Animal Pound.

Crisis Accommodation

Quotations for both design-only and design-and-construct of the youth crisis accommodation units at Coonamble and Gulargambone will be called in March.

Sites for the youth crisis accommodation have been finalised to allow this design work to progress, with two units for Gulargambone and two units at Coonamble funded from a Regional Youth Investment Program grant.

Orana Support Service proposes the building of a core-and-cluster style women's refuge in Coonamble to address the demand for accommodation for women and children to escape situations of domestic violence, with negotiations continuing into Council's supplying of land for such a venture, while Orana Support Services would fund its construction.

Coonamble Artesian and Cultural Experience

Site handover will be completed in February, with Geotech studies scheduled in March to determine the most suitable foundations for buildings.

Regional Development Australia - Orana is taking an interest in the development, with an offer to assist with design.

A comprehensive scoping document is being prepared to ensure all potential future development at the site is captured and can be incorporated in a staged and complementary way.

Geotech Studies

Macquarie GeoTech is being contracted to undertake soil analysis and contamination tests for all the proposed sites for housing, the crisis accommodation and women's refuge and the Coonamble Artesian and Cultural Experience, both to identify any hazards and to help determine the best type of foundations to use for the proposed buildings.

'Real Country' Regional Tourism Collaboration

Coonamble, Gilgandra and Warrumbungle Shires continue their shared 'Real Country' regional tourism initiative, with a draft 'Real Country' Strategy document and a business case prepared for the development of an infrastructure project in each locality. For Coonamble Shire, the proposed infrastructure project is for the enhancement of the Warrena Weir Reserve, making it more attractive for use by both tourists and locals alike.

The draft Real Country Business Cases and Strategy documents have been on exhibition throughout January and early February. The Chamber of Commerce and the Coonamble Aquatic Club, as key stakeholders, were formally invited to make submissions.

A summary of submissions will be tabled as a separate report, as the date for receiving submissions closed after the preparation of this agenda for Council.

Each member-Council of this project will similarly consider the submissions. The decisions of each Council will be forwarded to the contracted consultant for incorporation into the finalised documentation.

For Coonamble Shire and the future of the Warrena Weir Reserve, the infrastructure and operations proposed for the Business Plan will need to be incorporated into the current draft Plan of Management. This draft Plan of Management, once ratified by the community, is subject to the approval of Crown Lands, who will use it to guide its decisions regarding future use of the site. As many future operations likely to be proposed in the future, such as commercial ventures like a café or canoe hire, need to be included now, otherwise Crown Lands may determine that such operations are outside the approved Plan of Management and reject them if they are suggested at a later date.

Community Strategic Plan Survey

The Economic Development and Growth team offer to lead and coordinate a Community Strategic Plan Survey to determine the Shire community's perceptions in relation to the aspirations captured in the current Community Strategic Plan 2022-2032 and their delivery during the past term of Council. This feedback will be used to guide the development of the Community Strategic Plan 2024-2034 from which will be developed the Delivery Program for the next term of Council (2024-2028) and the four annual Operational Plans and their priorities during that four-year term.

Events

Coonamble is recognised among its neighbouring Shires as having one of the busiest events calendars in the region. These events are pivotal to the success of Council's Economic Development Strategy as they draw visitors to Coonamble to support a growing tourism industry. A tourism industry is important to the Shire because it helps offset the downturn in the local economy when agriculture is in the grip of a drought.

The attached 2024 Calendar of Events highlights the many events planned for the area during the coming year.

To continue to build capacity within the local community and its organisations to propose and host events, Council is asking such organisations whether they would be interested in attending an Events Summit, at which they can:

- coordinate their proposed event in relation to other organisations' proposals.

- identify synergies when different events can be run on the same weekend for a similar but larger audience.
- learn about traffic management, alcohol management and other statutory requirements and deal with them in a more planned and systematic way.
- learn about marketing options to attract even more people to their event.

The Events Summit is proposed for March, depending on the responsiveness of local organisations to the concept.

Waste 2 Art Competition and Exhibition

The Waste 2 Art Competition and Exhibition will continue locally in 2024 as a collaboration between NetWaste, Outback Arts and Coonamble Shire Council.

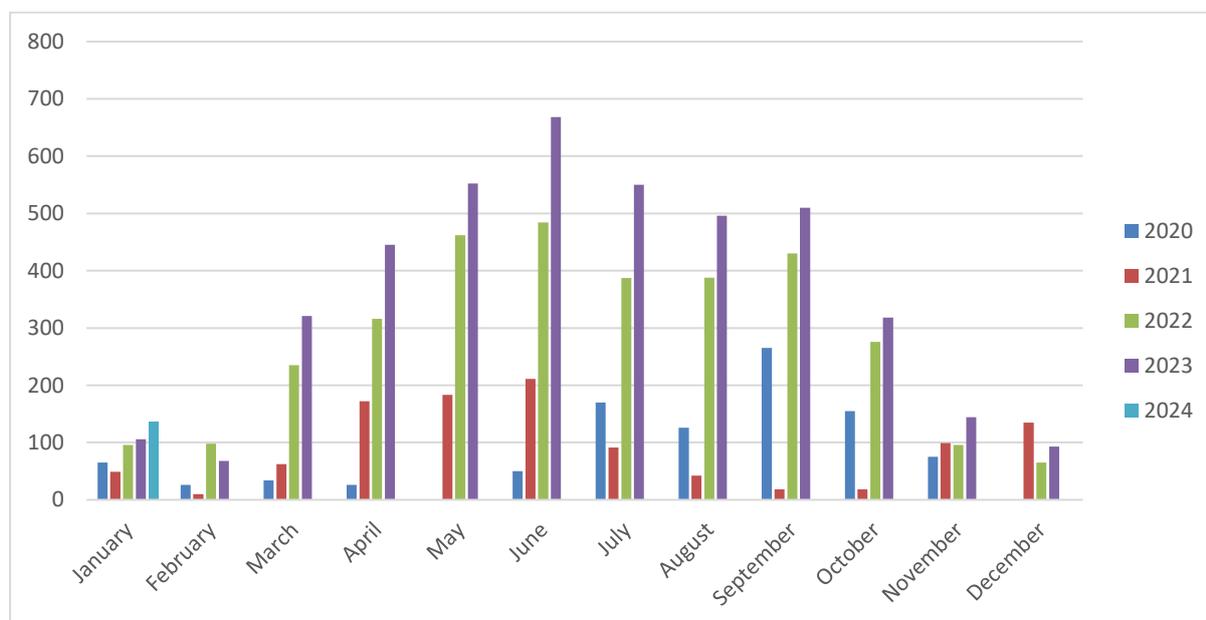
The theme of this year's competition is packaging, with the aim of showcasing how the packaging that might be discarded into landfill can be re-valued as art. The competition is open to school-aged children through to adults.

Entries for the local competition close on 15 March, with winners announced at Outback Arts on 28 March. The local exhibition continues until 19 April, after which local winning entries are taken to the regional exhibition, where entries across the entire NetWaste region are judged and exhibited.

Tourism and Visitation

- Coonamble Information and Exhibition Centre

Between 30 November 2023 and 23 January 2024, the Information and Exhibition Centre welcomed 136 visitors. The level of visitation to the Coonamble Shire will begin to increase as we begin to move into cooler weather in the upcoming months. It is positive to see there has remained an increase in visitation compared to previous years.



On 4 December, a group of students from Quambone School visited the Centre. During their visit, they were given a tour of the space, viewed historical photos at the interactive digital displays, and learned about the Coonamble

District War Memorial installation, the building design, and the information boards.



- Tourism Marketing and Promotion

The Coonamble District Store is the retail outlet at Coonamble Information and Exhibition. It provides samples of locally produced products and artworks available for purchase as well as lines of merchandise and souvenirs sourced by Council. Considerable effort is made to work with local suppliers, exploring new opportunities to support visitors' exposure to our Shire's authentic culture and lifestyle.

There has been a significant rise in sales of merchandise during 2023. In 2022, \$4,444 in merchandise was sold, while during 2023 this increased by more than 182% to \$12,510. These figures do not include donations made for RV parking at the Showground.

Currently, there are 10 local suppliers featured in the District Store with the addition of another in the process of joining. Local photographers and artists have also been engaged to support the marketing and promotion of the Coonamble Shire and the development of merchandise collaborations.

Taking advantage of the 2023 Christmas shopping season, the "Taste of Coonamble" hampers promotion was launched. Each hamper included seven items, including food items, handmade ceramics and artwork. They were suitably packaged to be gifted by hand or sent to friends and family outside the area, providing an effective opportunity to promote the region in a meaningful way. Forty hampers were sold, with additional enquiries about purchasing after they had sold out.

- Museum Under the Bridge

Since the last report, there has been one private tour held at the Museum Under the Bridge. These three visitors thoroughly enjoyed their experience and explored their family history as descendants of the Lehane Henderson cordial factory, which was located in Coonamble. Museum visitor numbers traditionally fall during the hotter summer months.

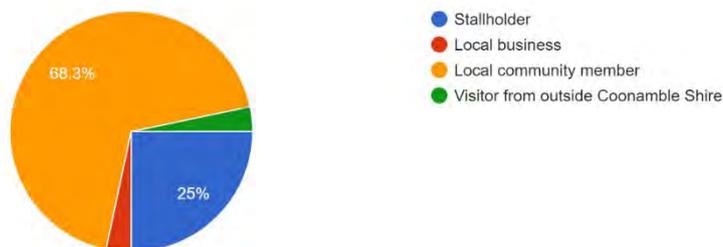


Events

- Christmas Street Party + Concert – feedback

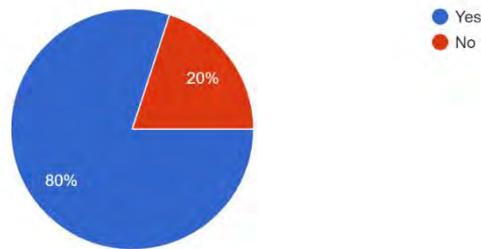
There were 60 responses to the post-event survey as well as feedback delivered by email from key community groups.

In what capacity did you attend Christmas Street Party + Concert?
60 responses



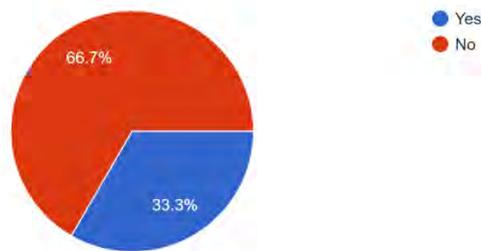
80% of respondents indicated they were happy with the date and time of the event. Written responses indicated that the time of day was agreeable across the board. Those indicating they were not happy with the date/time regularly mentioned a preference for a Thursday or Friday evening.

Were you happy with the date & time of the event?
60 responses



Respondents indicated a preference for keeping similar events in the main street to support the activation of the area. Those wishing to explore other venues expressed the benefits of more shade and grass areas that would enhance the event.

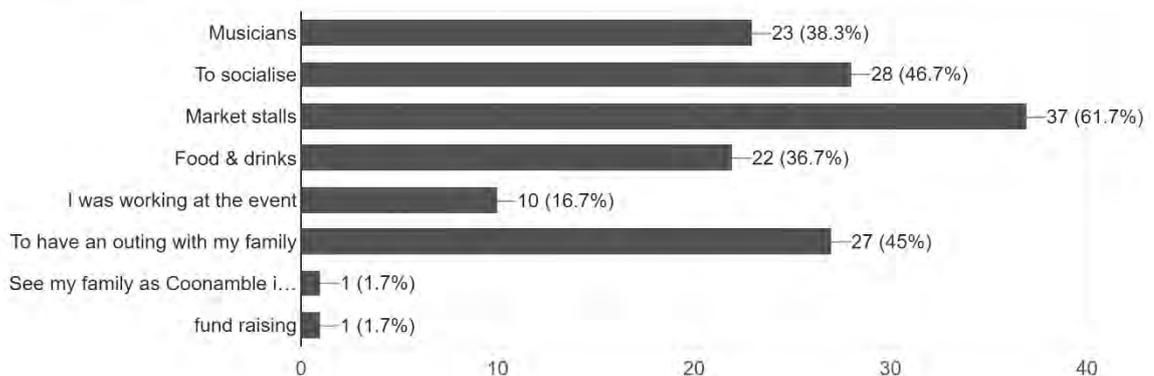
Would you like to see a similar event held at a different venue? For example the Showground Pavilion
60 responses



About 90% of respondents indicated that they felt the information leading up to the event was adequate and 73% were satisfied with the layout of the event, including stalls and activities.

There were various reasons for attendees to come to the event, such as the market stalls, socialising, and live music. The success of the stall holders post-event supports their strong appeal.

What were the main reasons for your attending the event?
60 responses



Feedback to enhance the event included the major Buy Local draw taking place at the event, the serving of alcohol, more shade and seating and more Christmas decorations.

When asked “What other types of events would you like to see here in the Coonamble LGA?” respondents indicated strong support of more regular market events and live music, including larger scale events.

Overall, the feedback was very positive, providing a foundation for future event planning and areas on which to improve.

“The organisers should give themselves a big pat on the back. In my opinion, it was the best Christmas carnival we’ve had for years. The whole family loved it.” – Attendee

- 26 January, Australia Day gatherings

The Australia Day 2024 gatherings held in Gulargambone and Coonamble were well attended.

The Coonamble gathering held at the Showground Pavilion hosted about 120 residents who gathered to celebrate the achievements of 2023 and recognise the hard-working community members who contributed to the prosperity of the community. The event's proceedings were opened with a moving Welcome to Country by Josh Toole, of BlackFit Fitness, and his troupe of dancers. Special guests included: Roy Butler MP and Australia Day ambassador Carolyn Mee, founder of Sound Scouts. Children’s activities were available, along with catering by Rotary Club of Coonamble and the Coonamble CWA Evening Branch. Floral arrangements were by supplied by local business, Petal and Bow Flowers and were later delivered to Koonambil and Coonamble Hospital Long Stay to be enjoyed by our Seniors.





Both the Coonamble and Gulargambone Australia Day Pool Parties were a great success, bringing together a substantial turnout of community members. Families enjoyed the opportunity to cool off with strong participation in the games organised.

Upcoming events

- 24 February, Welcome to Coonamble Dinner
- 17 March, Country Championships, Coonamble Jockey Club
- 18 March, Tour de OROC – fundraising for Macquarie Home Stay

(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 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.

RECOMMENDATION

That Council note the information in the report.

EVENTS CALENDAR 2024

JANUARY 2024

Date	Event	Location	Responsible	Contact
25	Australia Day Awards Dinner	Coonamble	Coonamble Shire Council	6827 1900
26	Australia Day Gathering	Coonamble	Coonamble Shire Council	6827 1900
26	Australia Day Gathering	Gulargambone	Committee	6825 1217
26	Australia Day Pool Parties	Coonamble & Gulargambone	Coonamble Shire Council	6827 1900
8-31	Free School Holiday Fun Activities	Coonamble & Gulargambone	Coonamble Shire Council	6827 1900

FEBRUARY 2024

Date	Event	Location	Responsible	Contact
1-8	Free School Holiday Fun Activities	Coonamble & Gulargambone	Coonamble Shire Council	6827 1900
24	Welcome to Coonamble Dinner	Coonamble	Coonamble Shire Council	6827 1900

MARCH 2024

Date	Event	Location	Responsible	Contact
8	International Women's Day			
2-5	International Women's Week			
11-24	Seniors Festival	Coonamble Bowling Club	Coonamble Shire Council	6827 1900
17	Country Championships Horse Racing	Coonamble Racecourse	Coonamble Jockey Club	
18-19	Tour De OROC	Coonamble		
21	Harmony Day SCRUM	Coonamble Sportsground		

APRIL 2024

Date	Event	Location	Responsible	Contact
1-7	Global Asbestos Awareness Week			
7-13	Local Government Week			
15-26	School Holiday Program	Coonamble & Gulargambone	Coonamble Shire Council	6827 1900
25	Anzac Day	Coonamble & Gulargambone		
28-3	Small Business Week			

MAY 2024

Date	Event	Location	Responsible	Contact
1	DV Remembrance Day	Coonamble		
4-5	Dark Sky Awakens Festival	Siding Springs Observatory		
11	Marthaguy Picnic Races	Quambone		
14-15	Coonamble Show	Coonamble Show Ground	Coonamble Show Society	
19-25	Variety Bash			
20-26	Volunteers Week			

JUNE 2024

8-10	Coonamble Rodeo & Campdraft	Coonamble Show Ground	Coonamble Rodeo Assoc.	
	2024 Waste to Art	Coonamble	Coonamble Shire Council	6827 1900

JULY 2024

Date	Event	Location	Responsible	Contact
1-6	Naidoc Week	Coonamble & Gulargambone		
6-7	Quambone Polocrosse Carnival	Quambone	Quambone Polocrosse	
	Coonamble Bears Red/Black & White Ball	Coonamble Bowling Club	Coonamble Rugby League	

AUGUST 2024

Date	Event	Location	Responsible	Contact
5-11	Keep Australia Beautiful Week			
8	Dying to Know Day			
18	Vietnam Veterans Day			
	Gular Gold Cup Race Meeting	Gulargambone	Gular Jockey Club	

SEPTEMBER 2024

Date	Event	Location	Responsible	Contact
	Pave the Way to Gular	Gulargambone		
	GROW Gular Day	Gulargambone Lions Park		
	Coonamble Auto Club Open Day	Coonamble	Coonamble Auto Club	
	Coonamble Community Naidoc Day	Coonamble		
29	Police Memorial Day			
30	Siding Spring Observatory Open Day	Siding Springs	Siding Springs Observatory	

OCTOBER 2024

Date	Event	Location	Responsible	Contact
5-7	Coonamble Greyhound Race Meeting	Coonamble Greyhound Track	Coonamble Greyhound Club	
5	Coonamble Jockey Club Calcutta	Terminus Hotel Coonamble	Coonamble Jockey Club	
6	Coonamble Cup Race Meeting	Coonamble Racetrack	Coonamble Jockey Club	
	Come By Chance Picnic Races	Come By Chance	Come By Chance Jockey Club	
	Burrima Boardwalk Open Day	Warren		
	Coonamble Wellbeing Day	Coonamble	Interrelate Services	

NOVEMBER 2024

Date	Event	Location	Responsible	Contact
11	Remembrance Day	Coonamble	Coonamble Shire Council	6827 1900
15	White Ribbon Day	Coonamble	DV Collective	

DECEMBER 2024

Date	Event	Location	Responsible	Contact
	Coonamble Christmas Street Party	Coonamble	Coonamble Shire Council	6827 1900
	Coonamble Jockey Club Christmas Race Meeting	Coonamble Racetrack	Coonamble Jockey Club	

10.10 CODE OF CONDUCT TRAINING

File Number: A-3-6

Author: Phillip Perram-Acting Director Community, Planning, Development and Governance

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

To advise Council of the deferral of Code of Conduct training and inclusion in the mandatory Councillors training program.

EXECUTIVE SUMMARY

Code of Conduct refresher training is scheduled for the next quarter. Given the local government elections in September and to avoid duplication of training, the Code of Conduct Training for both Councillors and staff has been deferred until November 2024.

BACKGROUND

The Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them,
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439),
- act in a way that enhances public confidence in local government.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council and section 355 committees that are delegates of a Council) and any other person a Council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct.

Breaches of a Council's code of conduct are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*.

The *Local Government Act 1993* (ACT) in the prescribed role of Councillors under Section 232 a responsibility "to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor".

In support of this, Regulations have been made requiring Councils to provide induction training and ongoing professional development for Mayors and Councillors.

The Office of Local Government has issued guidelines under section 23A of the Act to assist councils to develop and deliver induction training and ongoing professional development activities for their mayor and councillors in compliance with the regulations.

Under the guidelines, councils' induction and professional development programs are to consist of three elements:

- **Pre-election candidate sessions** – these are to ensure prospective candidates are aware of what will be expected of them if elected (these are not mandatory but are encouraged)
- **Induction program** – this aims to equip mayors and councillors with the information they need to perform their role effectively over the first few months and has a particular focus on building positive, collaborative relationships between councillors and with staff.
- **Professional development program** – this is to be developed in consultation with all councillors and delivered over the term of the council to build the skills, knowledge and personal attributes necessary to be an effective mayor or councillor.

Information about Councillor participation in induction and professional development activities must be published in councils' annual reports.

The Guideline require, a good Councillor induction program to build early positive relationships and teamwork between Councillors, increase productivity and provide essential knowledge from the moment a Mayor or Councillor is elected. This can ensure newly elected Mayors and Councillors become more productive in a shorter period of time.

Councillor induction programs are mandatory in NSW under the Regulation. Part C of the Guidelines outlines how each Council should develop its Councillor induction program.

(a) Relevance to Integrated Planning and Reporting Framework

Community Strategic Plan Goal 15

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

Community Strategic Plan L1.3

Deliver successful strategies and operations which increases the community's confidence in the integrity and capability of Coonamble Shire Council.

(b) Financial Considerations

Breaches of the Code of Conduct can result in legal and administrative costs.

COMMENTARY

Council's Code of Conduct training is scheduled for a refresher course in the next quarter.

Given the impending local government elections and to avoid duplication of training, this critical training has been deferred until November. The Code of Conduct will be included in the mandatory Councillors Induction and Professional Development Program.

Local Government NSW have been engaged to provide Councillors, General Manager and Directors a half day Code of Conduct training session on 27 November 2023. This will follow four half day staff training sessions.

(a) Governance/Policy Implications

Councils must refer complaints about some types of breaches to the Office for action. Councils may also refer serious misconduct to the Office for a stronger penalty after it has been dealt with under the Council's code of conduct.

(b) Legal Implications

The Act prescribes the roles and responsibilities of mayors and councillors both collectively as the governing body of the council, and as individual members of the governing body. It also places a responsibility on each mayor and councillor to make all reasonable efforts to acquire and maintain the skills necessary to perform their roles.

To assist Mayors and Councillors to meet this obligation, the Regulation requires General Managers to deliver induction and ongoing professional development programs that will help Mayors and Councillors to acquire and maintain the skills necessary to perform their roles. Mayors and Councillors have a reciprocal obligation to participate in these programs. Part A of these Guidelines further explains what is required of councils, mayors and councillors under the Regulation. 7 Councillor Induction and Professional Development Guidelines.

Each council is required to publicly report on participation in the council's induction and professional development program.

(c) Social Implications

The Code of Conduct and Procedures establish the expected standards of behaviour.

(d) Environmental Implications

Nil

(e) Economic/Asset Management Implications

The manner in which Council undertakes its business impacts community engagement and economic development.

(f) Risk Implications

Noncompliance with the Code of Conduct can bring Council into disrepute.

Most code of conduct breaches are dealt with by Councils. However, the misconduct provisions of the Local Government Act 1993 allow the Office of Local Government to also investigate code of conduct breaches.

CONCLUSION

The Code of Conduct places specific performance requirements of Councillors and staff.

The Code of Conduct training scheduled, after the local government election in November is part of Councillors' mandatory Induction and Professional Development.

RECOMMENDATION

That Council note:

- 1. The deferral of Code of Conduct training until November 2024, and**
- 2. The inclusion of the training in the mandatory Councillors' Induction and Professional Development Program.**

10.11 COMMUNITY SERVICES HIGH LEVEL REVIEW

File Number: C8

Author: Phillip Perram-Acting Director Community, Planning, Development and Governance

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

To provide a high-level review of the Coonamble Shire Community Services status.

EXECUTIVE SUMMARY

To provide Council as snapshot of Coonamble Shire community services status and the proposed progression of the Community Development Plan to inform the 2024/25 budget process and the creation of the new Community Strategic Plan.

BACKGROUND

Coonamble Shire is located 431 km northwest of Sydney CBD and situated upon the traditional lands of the Wailwan and Gamilaroi people.



Industry

Coonamble Shire's major industry is Agriculture.

The DPI AgTrack – Agricultural and Land Use Dashboard 2020/21 provides the following insights:

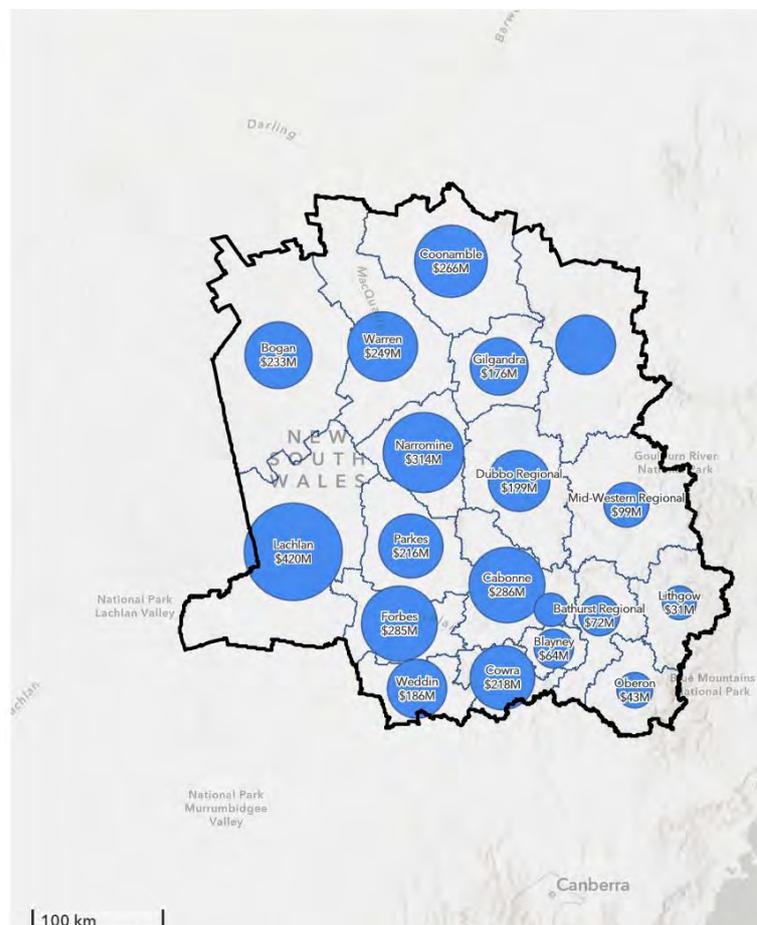
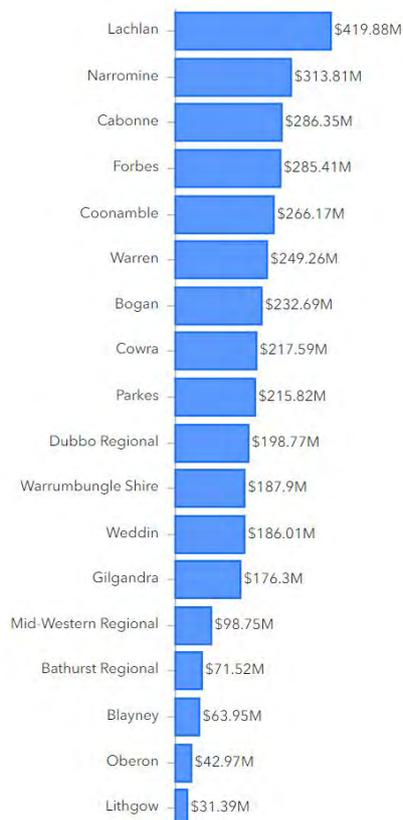
Population	3,732
Total Gross Value of agricultural commodities ¹	\$266.17M
Area	9,916 km ²
Total employment related to agriculture	356
Agricultural commodities produced ²	18
Total agricultural businesses	203
Agricultural commodity diversity ²	26% of 69
Agricultural commodities produced in NSW	
Area used for agricultural production	9,126 km ² (92%)

1. Farm gate Gross Value at 2020/21.
2. Based on reported Gross Value of agricultural commodities over \$5,000 at 2020/21.

Coonamble Local Government Area is located within the Central West/Orana Planning Region

Central West/Orana Planning Region's total Gross Value of agricultural commodities **\$3.56B**. This region is ranked **2 out of the 10** Planning Regions in NSW for total Gross Value of agricultural commodities 2020/21.

Local Government Total Agriculture Production
2020-2021



Value of agricultural commodities where Coonamble ranks in the top 10 in NSW

No. **4** in NSW for Broadacre crops - Non-cereal crops - Pulses and legumes - Chickpeas \$18,065,482

No. **5** in NSW for Broadacre crops - All other crops n.e.c. \$1,219,061

No. **7** in NSW for Broadacre crops - Non-cereal crops - Pulses and legumes - Lupins \$3,186,585

No. **9** in NSW for Broadacre crops - Cereal crops - Wheat for grain \$131,120,066

Area of agricultural commodities where Coonamble ranks in the top 10 in NSW,

No. **3** in NSW for Other crops - Pulses & legumes - Lupins - Area (ha) 5,807

No. **5** in NSW for Other crops - Pulses & legumes - Chickpeas - Area (ha) 17,637

No. **5** in NSW for Other crops - All other crops n.e.c. - Area (ha) (d) 5,288

No. **7** in NSW for Cereal crops - Wheat for grain - Area (ha) 150,983

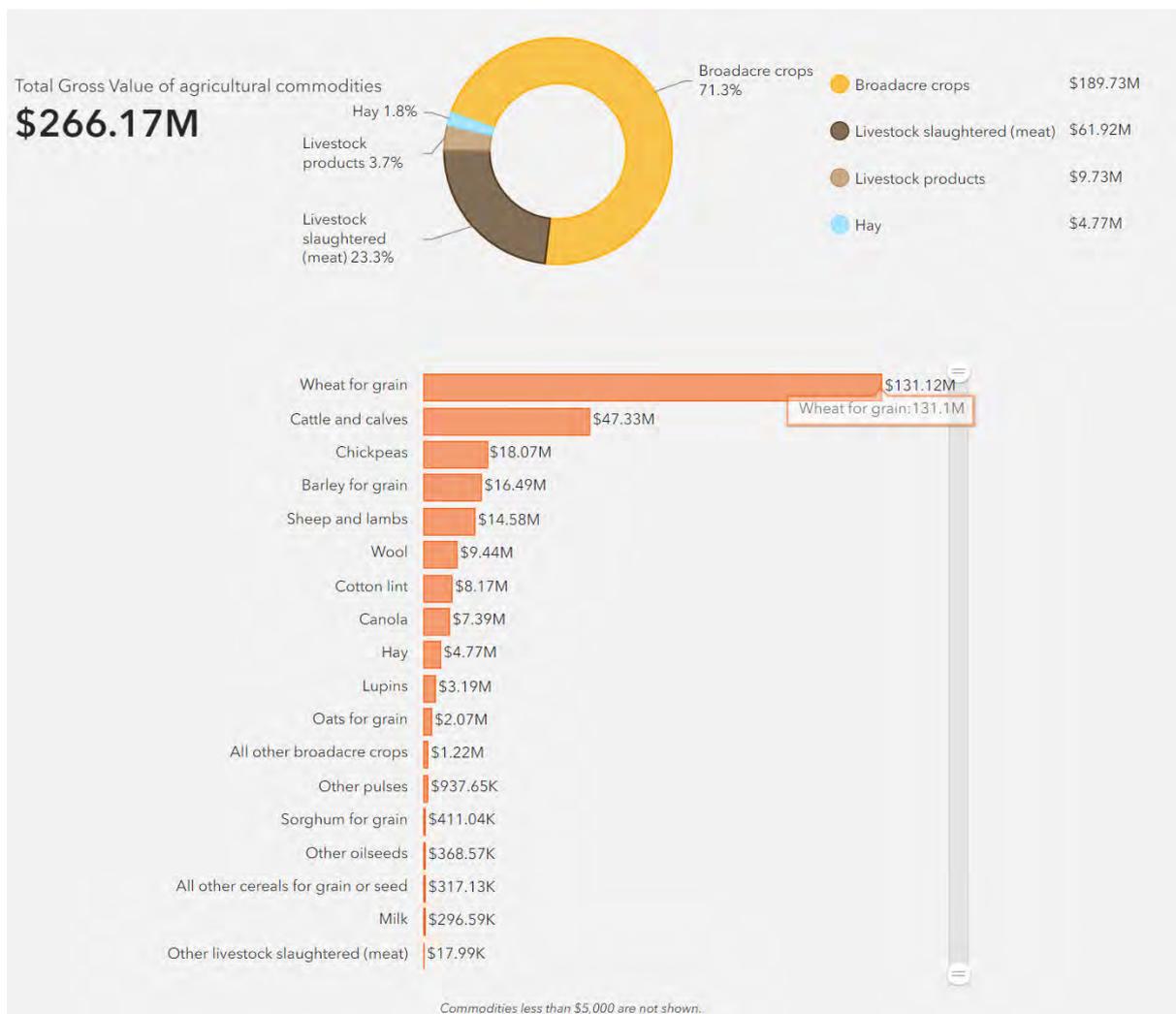
No. **8** in NSW for Crops - Total crops (including cereals & other crops, hay, silage & horticulture) - Area (ha) 234,336

No. **8** in NSW for Cereals & other crops - Total area (ha) 226,949

No. **9** in NSW for Cereal crops - Sorghum for grain - Area (ha) 1,498

No. **10** in NSW for Cereal crops - All other cereals for grain or seed - Area (ha) 752

Coonamble Local Government Area agricultural commodities by Gross Value,

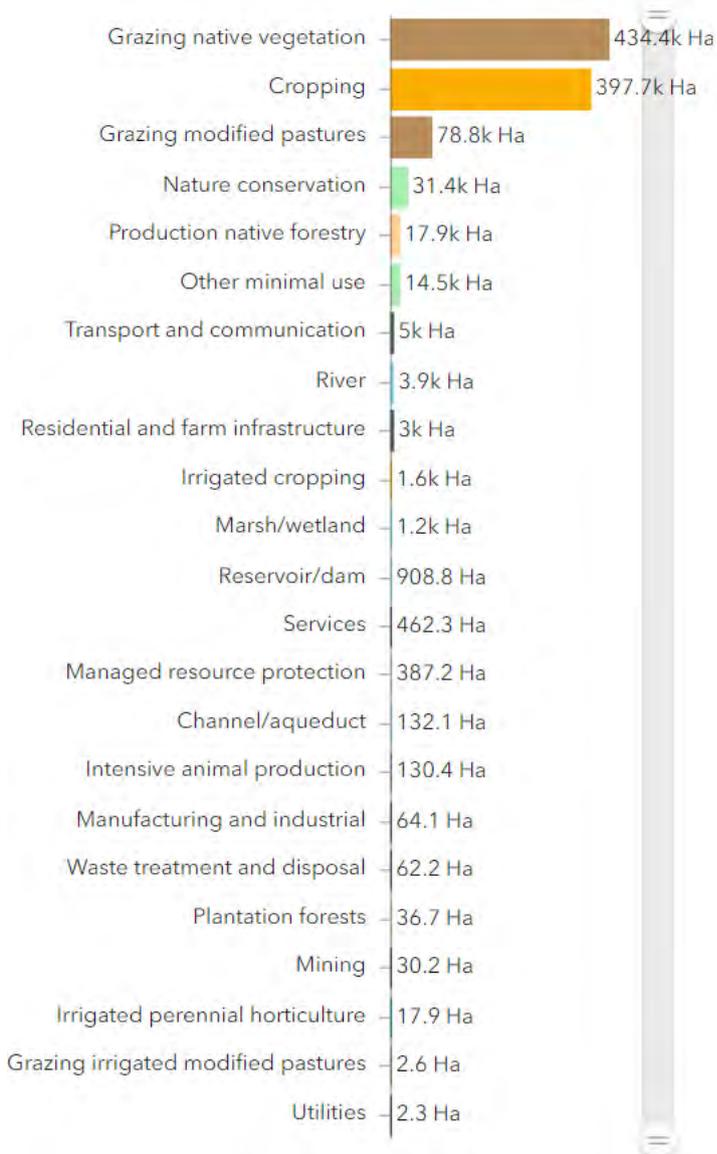


Coonamble Local Government Area land uses

Secondary land use classification



Secondary land use classification

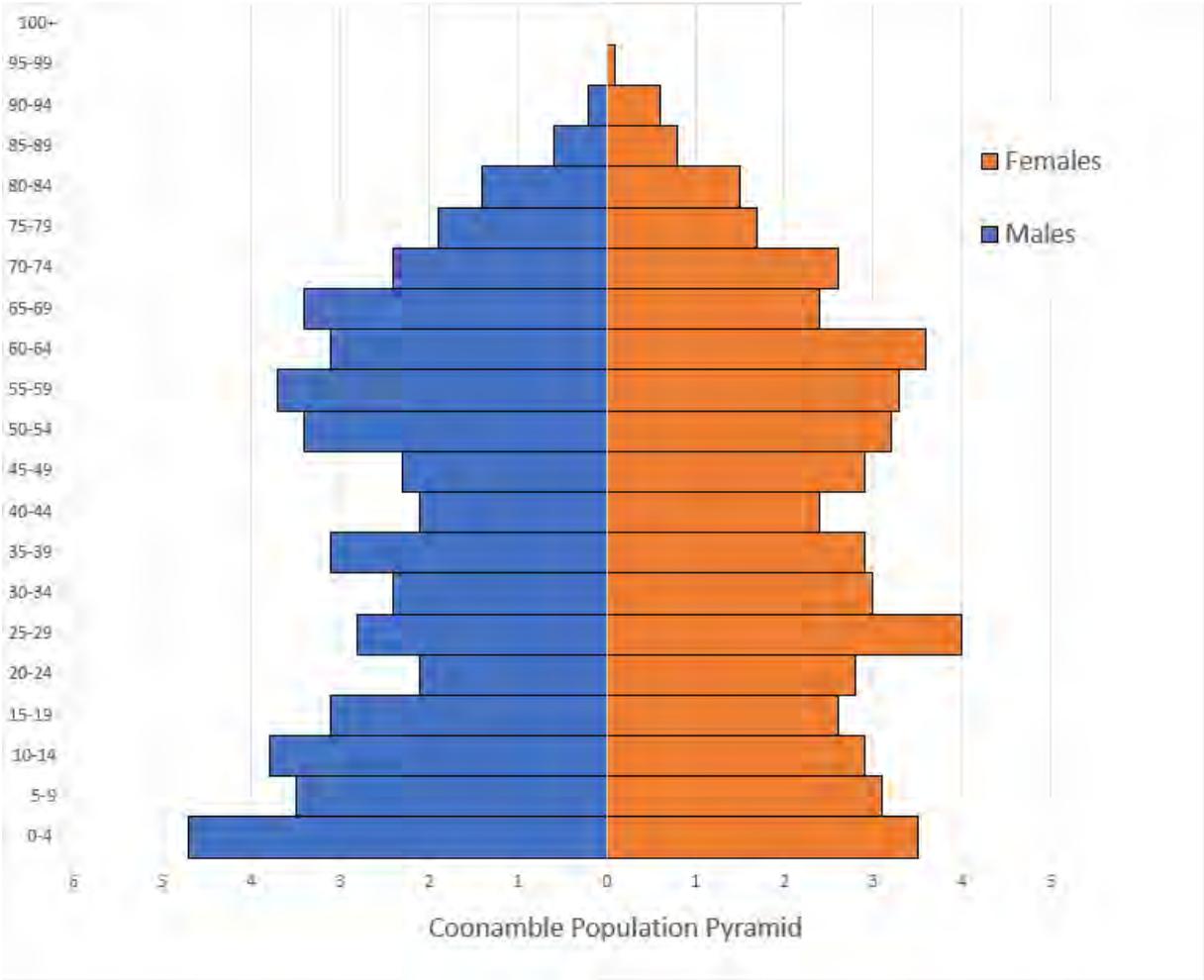


2021 Census

The 2021 Census, however, presents a much more challenging picture.

Coonamble Shire has experienced a population decline of 13% since 2006 (4208 down to 3732).

Coonamble Shire’s population pyramid demonstrates major distortions.



The types of Population Pyramids include:



Coonamble’s aged population clearly identifies the lack of adults between 20 and 50 years of age. This cohort of adults significantly impacts the sustainability and vibrancy of the community.

This challenge presents through lack of professionals living in Coonamble, lack of volunteers, lack of vibrant social, community and sporting groups, limited educational opportunities, lack of residential housing, limited local retail businesses and professional services, export of jobs as well as disproportionately high poverty.

The 2021 Census has key indicators that support the above challenges including:

- Median Weekly Household income - \$1231 (NSW \$1829)
- Youth (0-15) 21.2% (NSW 19.7%)
- Seniors (65+) 19.4% (NSW 17.7%)
- Qualifications (Bachelor, Degree or Higher) 9.8% (NSW 27.8%)

Indigenous Status

In the 2021 Census 1,267 (33.9%) of Coonamble Shire’s people identified as Aboriginal and Torres Strait Islander.

Indigenous status	Coonamble	%	New South Wales	%	Australia	%
All people						
Aboriginal and/or Torres Strait Islander	1,267	33.9	278,043	3.4	812,728	3.2
Non-Indigenous	1,951	52.3	7,404,499	91.7	23,375,949	91.9
Indigenous status not stated	515	13.8	389,616	4.8	1,234,112	4.9

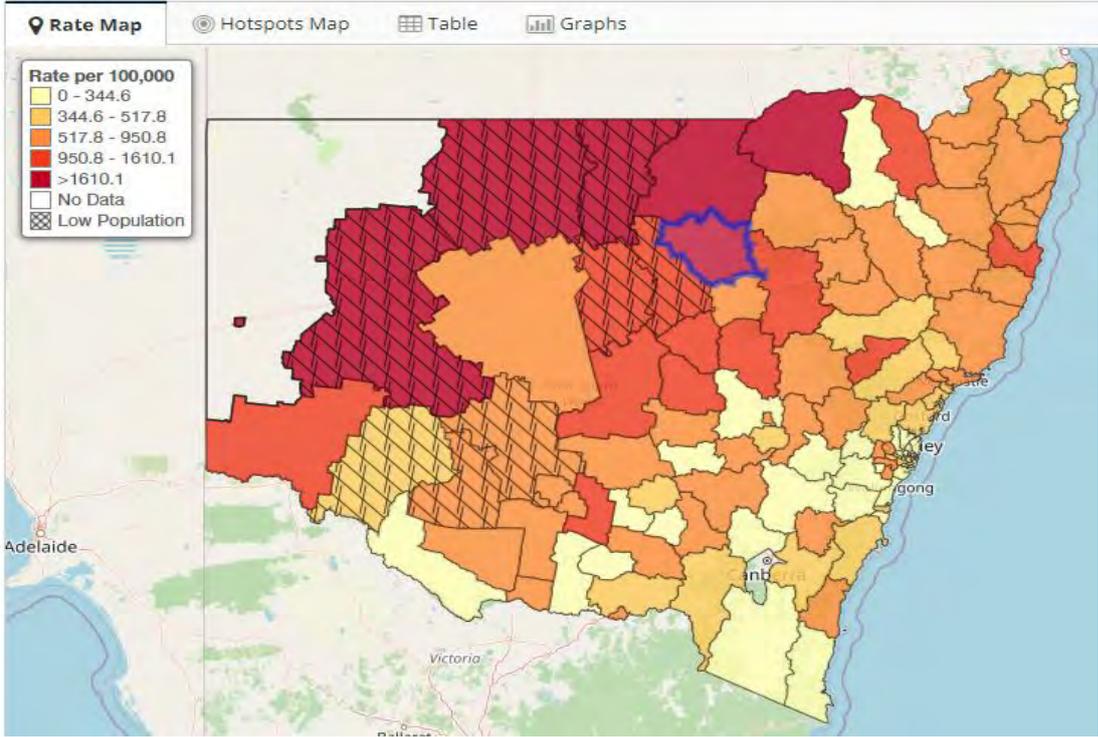
More information on [Indigenous status \(INGP\)](#)
 Table based on place of usual residence

Coonamble Shire Profile

Coonamble Shire’s community is challenged by high crime rates.

By way of example, the NSW Bureau of Crime Statistics and Research shows that the chance of being involved in a domestic violence (assault) incident in Coonamble is five times greater than the NSW State average (2132.5 incidents per 100,000 population in Coonamble compared with 436.5 per 100,000 in NSW).

Incidents of Assault (Domestic assault) from October 2022 to September 2023



There has been a downward trend in Domestic Violence (assault) recorded in Coonamble during the past five years, incidents in the past year increased by 25%.

Community Development

There is considerable research on Community Development including the Australian Institute of Family Studies practice resources.

Community development is a process where community members take collective action on issues that are important to them. This might be done with or without the support of a community development professional or agency. Community development is intended to empower community members and create stronger and more connected communities.

Community development is a holistic approach grounded in principles of empowerment, human rights, inclusion, social justice, self-determination and collective action (Kenny & Connors, 2017). Community development considers community members to be experts in their lives and communities, and values community knowledge and wisdom. Community development programs are led by community members at every stage – from deciding on issues to selecting and implementing actions, and evaluation. Community development has an explicit focus on the redistribution of power to address the causes of inequality and disadvantage.

Outcomes

There are potential outcomes at both individual and community levels. Children and families directly involved in community development initiatives may benefit from an increase in skills, knowledge, empowerment and self-efficacy and experience enhanced social inclusion and community connectedness (Kenny & Connors, 2017).

As community members are empowered and develop as leaders, they can begin to challenge and improve conditions that are resulting in their disempowerment or negatively impacting their wellbeing (Ife, 2016). At a community level, community development initiatives are likely to achieve long-term outcomes such as stronger and more cohesive communities, evidenced by changes in social capital, civic engagement, social cohesion, community safety and improved health (Haldane et al., 2019; Ife, 2016; Kenny & Connors, 2017).

What is not community development?

Community development is not one-off events, consultation to inform goals or strategies, community advisory groups or committees, or leadership training. All these things could be part of a community development strategy but, by themselves, they are not community development.

Community Development Work

Community development can be undertaken independently by community members or groups, or with the support of a community development professional or agency. Community-based work that consults or involves community members is often confused with community development work. The table below outlines the difference between community-based work, which involves the community, and community development work, which is led by the community.

Community-based work

An issue or problem is defined by agencies and professionals who develop strategies to solve the problem and then involve community members in these strategies. Ongoing responsibility for the program may be handed over to community members and community groups.

Characteristics:

- Decision-making power rests with the agency.
- The problem or issue is defined by the agency.
- There are defined timelines.

Outcomes are pre-specified, often changes in specific behaviours or knowledge levels.

Community development work

Community groups identify important concerns and issues, and plan and implement strategies to mitigate their concerns and solve their issues.

Characteristics:

- Power relations between agency and community members are constantly negotiated.
- The problem or issue is first named by the community, then defined in a way that advances the shared interests of the community and the agency.
- Work is longer term in duration.
- The desired outcome is an increase in the community members' capacities.
- The desired long-term outcomes usually include change at the neighbourhood or community level.

When to use community development

Community development is not always a suitable approach to use. Community development may be particularly appropriate:

- **to address social and community issues** – community development is a good approach when you are trying to create change at a community or neighbourhood level. For example, if your goal is to improve community safety, increase community cohesion, reduce social isolation or create communities that are better for children.
- **for Aboriginal and Torres Strait Islander communities** – community development is a good approach to use with Aboriginal or Torres Strait Islander communities because it can enable self-determination and strengthen local First Nations organisations and grassroots community groups (Higgins [AIHW & AIFS], 2010)
- **for disadvantaged communities** – community development initiatives work well in disadvantaged communities where they can alleviate some of the impacts of disadvantage on children and families by building social capital and social inclusion (Ife, 2016; McDonald, 2011; Price-Robertson, 2011 [AIFS]; Ortiz et al., 2020) and can empower community members to challenge inequitable conditions that are negatively impacting their wellbeing (Ife, 2016).

Best Practice Community Development

Councils seek to create a healthy, inclusive, connected and thriving local community. Best Practice Councils work with community members, local organisations and proactively seek to support specific community cohorts including youth, seniors, those with disability and people from culturally and linguistically diverse backgrounds. Their Community Development Plan endeavours to provide a holistic framework catering for all members of the community so that everyone who lives or works in the Council can contribute, be active, feel secure and belong.

These Councils have with their community established a vision and focus areas that provides the lens for the community considerations. By way of example:

Vision: **One Community**

Focus Areas:

- *Connection and Inclusion – fostering a socially active, inclusive, connected and supportive community.*
- *Wellbeing – supporting a safe, healthy and happy community.*
- *Lifelong learning – enable a creative and skilled community.*
- *Empowerment and Engagement – build a culture of participation and leadership in the community.*



These Councils have recognised that they have a vested and financial interest in community development. This interest presents itself in many forms including:

- Greater community ownership and care for public assets
- Enhanced community leadership
- Higher community participation
- Increased volunteering
- Strengthened service clubs
- Reduced vandalism

- Decreased littering
- Lowered community conflict

These Councils also work collaboratively with the host of community and not for profit organisations to facilitate identification of gaps and duplications in the service offer and together seek funding or make representation for change.

Coonamble Shire Council

Council adopted the Community Strategic Plan (CSP) with the following vision:

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

The CSP includes a planning, goal and action hierarchy which includes:

Our People

P1: Community Services and Wellbeing

CSP Goal 1: We are connected, cohesive and vibrant.

CSP P1.1: Initiate and contribute to effective and needs-based community programs which enhance engagement, cohesion, vibrancy and liveability.

P1.1.1 Improve community and youth services through enhanced programs, procedures and processes.

P1.1.2 Enhance safer regulatory and compliance strategies and operations

CSP Goal 2: We are healthier

CSP P1.2: Improve access to health services locally

P1.2.1 Connect with key health service stakeholders and collaboratively advocate for enhanced local health services.

CSP Goal 3: We feel safer

CSP P1.3 Create safe places, spaces and feelings

P1.3.1 Collaborate successfully to deliver programs, projects and initiatives which make our community safe and resilient.

P1.3.2 Ensure we contribute to and plan for disaster preparedness, response and resilience.

P1.3.3 Amend and improve our planning instruments and development control plans

P1.3.4 Authorise domestic animal control initiatives which are successful in reducing issues for our community.

Council does not have a Community Development Plan but does have a considerable community services policy and strategy framework, albeit requiring review. This includes:

- Community Services Policy
- Library Services Policy
- Child and Youth Development Policy
- Vacation Care Policy
- Volunteer Policy

- School to Work Program
- Positive Ageing Strategy
- Child Protection Policy
- Child and Youth Policy
- Community Consultation Policy

Coonamble Shire provides the following Community Services:

- Library Services
- Youth Centre Gulargambone
- Holiday Program
- After School Care
- Running Events including the Seniors Week Luncheon
- Funding events including the Interagency Resilience Day
- Youth Empowerment Program

Additionally, Council is proactively involved in construction of two crisis centres one in Coonamble and the second in Gulargambone. Council is also involved in the construction of a Core and Cluster Centre in Coonamble.

In recent time, Council has appointed a Community Services Manager (part time), Youth and Community Services Officer and Library Officer. This is in addition to the existing Librarian and casual youth workers.

Council's budget for Community Services is nominal with most activities funded by grants.

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

Community Services a fundamental component of the IPR with Council's vision adopted in the Community Strategic Plan (CSP):

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

Additionally, Council has adopted the following goals:

Our People

P1: Community Services and Wellbeing

CSP Goal 1: We are connected, cohesive and vibrant.

CSP Goal 2: We are healthier.

CSP Goal 3: We feel safer.

(b) Financial Considerations

Council's budget provides nominal budget for community services with grants primarily funding programs and initiatives.

Significant and continuing funds are expended annually to address antisocial behaviour particularly illegal dumping, vandalism and littering. This includes a recent amenities closure of the MacDonald Park amenities after a group of 10-year-olds caused over \$6,000 damage.

COMMENTARY

Coonamble Shire's community has considerable challenges but is too precious to let fail.

Council, service agencies and community organisations need to transition to a collaborative cohort delivering quality services to the community. This cohort of professionals and volunteers provide essential services community-based work and shift to community development work – good to great!

Council's Community Services has had few human resources and limited financial resources to make a meaningful contribution to the development of the community of Coonamble Shire in the past few years. The few activities that have been organised, such as the Seniors Luncheon and the Holiday Fun Program, have been organised by other staff of the Directorate.

The appointment of a Community Services Manager (part-time) and a Youth and Community Services Officer gives Council the opportunity to be more proactive in activating the potential within the community to bring about its own prosperity and betterment. To this end, investigations into development of a draft Community Development Strategy has identified the goal of creating and maintaining 'One Vibrant Community' that brings all sectors of the community together in the common pursuit of its own development.

This would be achieved through focus on three areas:

- The fostering of an outward-looking focus that appreciates the inseparability of ourselves from our surroundings and environment; that is, a change in oneself affects one's environment, and a change in the environment affects oneself.
- Fostering the active participation of all components of society in pursuit of the goal: all individuals, families, institutions and the community as a whole.
- Development, capturing and sharing of local knowledge and the development of capacities relevant to address local needs.

Several assumptions are being made with this approach:

1. The individual people and families, the service agencies and the community of Coonamble Shire are best situated to bring about their own improvement through involvement of all these stakeholders in consulting to identify our strengths and the barriers to improvement; through training to increase our capacity and skills to overcome those challenges; and through participation in activities and service projects that both increase our confidence in working together and in understanding our community and each other.
2. It is more fair and just for everyone to participate in the activities and service projects that affect them and their environment.
3. Shifting individuals and families from seeing themselves as passive recipients of service delivery to active participants and drivers of change and generators of relevant local knowledge empowers the community and creates greater momentum towards betterment and prosperity.

Our time this year is very limited if we are going to achieve a meaningful Community Development Plan. An abridged draft timeline will be something like the following:



This timeline aims to capture data to inform the 2024/25 Budget process, adopt the Community Development Plan in July, and advise the creation of Council’s new Community Strategic Plan

The Coonamble Shire draft Community Development Plan is proposed to be based on the overriding endeavour “to build one cohesive dynamic and vibrant community”. The focus areas and actions will cascade from this endeavour. By way of example:

To Build one cohesive dynamic and vibrant community

A prosperous and dynamic town consciously considers the interrelationship between the health and well being of its constituent parts. one affects the other while is itself moulded by it.

Coonamble comprises of protagonists namely the community members, agencies and organisations serving the community and the Council. The health of the community and its members both impacts and gets moulded by the services provided by the agencies and the Council.

Goal – Working to building One vibrant Community	Action – Community services section becomes the pivot that connects / represents the Council to the agencies and organisations, community groups and community members.	
For the above to be realised we must;		
Create / encourage skills training, service provision and capacity building opportunities in line with the realities and strengths of Coonamble	Review services offered by the agencies, community groups and the Council, highlight gap areas and commit to allocating funding to gap areas as part of the community development plan	<ul style="list-style-type: none"> The review maps current services Highlights the gaps. Allocates budget to the priority gaps. Ensures all cohorts are included. Adds cohesion and purpose to what is offered by the Council.
	Ensure the target cohorts (children, Junior Youth, Youth, women and men, seniors) are included and benefit from the services	
	Cohere training and services already provided by the Council to the community for further consolidation and planning	
	Bring to the fore the creation of community services arm as a practical step taken by the Council to create a mechanism that links the community to the	Create physical spaces for the team so staff can work and

	primary decision-making entity in Coonamble	meet with stakeholders and members of the public.
Resource Community services in line with additional programs run Library as a hub of community learning needs storage, meeting rooms		Utilise a variety of engagement spaces with the community groups and service agencies to make known the new community services team e.g. interagency meetings, chamber of commerce etc.
Situating the community services section		

The Community Services section will be progressing the Community Development Plan and advising Council of activities and events through their monthly Council reports.

(a) Governance/Policy Implications

All community policies require review and should be captured in the lens of a collaborative Community Development Plan.

(b) Legal Implications

Youth and community services have a complex regulatory framework.

(c) Social Implications

The combination of an aged population profile and the existing community challenges is not sustainable.

(d) Environmental Implications

The lack of “care for community” presents in environmental damage in many ways including damage to street trees, waste dumped in waterways and the spread of microplastics through littering.

(e) Economic/Asset Management Implications

Asset management is challenging with high levels of vandalism and low community pride.

Business viability is threatened with theft, damage and other antisocial behaviour.

(f) Risk Implications

The risk of doing nothing appears to be considerably outweighed by the need for community change.

CONCLUSION

Coonamble Shire’s community is confronted by significant challenges. These challenges require a transition to community development work in collaboration with service agencies and community organisations. This includes the creation of a Community Development Plan that informs the next Community Strategic Plan with deliverable and measurable outcomes.

RECOMMENDATION

That Council note the focus on the creation of a Community Development Plan.

10.12 AUDIT, RISK & IMPROVEMENT COMMITTEE

File Number: C6-19

Author: Phillip Perram-Acting Director Community, Planning, Development and Governance

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

To advise of Office of Local Government Circular 23-15, the February ARIC Meeting and to appoint a Councillor to the Audit, Risk & Improvement Committee (ARIC).

EXECUTIVE SUMMARY

The Local Government (General) Regulation 2022 has been amended to give statutory force to key elements of the Office of Local Government's (OLG) Guidelines for Risk Management and Internal Audit for Local Government in NSW.

The next meeting of Council's ARIC Committee is in Coonamble on 22 February 2024.

Council must appoint a Councillor as a nonvoting member of ARIC. The Councillor cannot be the Mayor.

BACKGROUND

LGNSW provided Audit Risk Improvement Committee Training to Coonamble Shire Council. This training revealed that a significant body of work is required to be completed prior to 30 June 2024.

Amendments made to the Local Government Act in 2016 require each Council to be financially sustainable, continuously review its performance, properly exercise its regulatory functions, operate honestly, efficiently and appropriately, and have sound decision making and risk management practices.

These amendments included the requirement that Council must appoint an ARIC. ARIC has significant and wide-reaching powers as highlighted by Section 428A and 428B.

The *Local Government Act 1993* under Part 4A Internal audit requires:

428A Audit, Risk and Improvement Committee

- (1) *A council must appoint an Audit, Risk and Improvement Committee.*
- (2) *The Committee must keep under review the following aspects of the council's operations —*
 - (a) *compliance,*
 - (b) *risk management,*
 - (c) *fraud control,*
 - (d) *financial management,*
 - (e) *governance,*
 - (f) *implementation of the strategic plan, delivery program and strategies,*

- (g) service reviews,*
 - (h) collection of performance measurement data by the council,*
 - (i) any other matters prescribed by the regulations.*
- (3) The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.*

The operation of Sections 428A and 428B was supported by new regulations in the Local Government (General) Regulation 2005. These prescribe the requirements that Councils are to comply with when appointing their ARIC and establishing their risk management framework and internal audit function.

The ARIC will oversee Council and Councillors including the internal audit function and risk management framework. Over time ARIC's role is expected to expand to cover management function: financial management, integrated planning and reporting and performance.

A Councillor, but not the Mayor, is appointed as a non-voting member of ARIC.

Compliance

All Councils work in a dynamic and uncertain environment. Risk is defined as "the effect this uncertainty on a Council's ability to achieve its goals and objectives where the effect is the potential for a result different to what was expected or planned".

Risk management is an essential part of Council's management and internal control. It looks Council's risks and the best way to address them. Assessment and management of risk is central to determining internal audit activities.

Internal controls are any Council actions to manage positive and negative impact of risk on the Council and their community.

Internal audit is an essential component of a good governance framework. Council's use it to receive independent assurance that its internal controls and risk management are effective and that it is performing its functions legally, effectively and efficiently and to advise on how to improve its performance.

Internal audit has no direct involvement in day-to-day operations. A Council's internal audit function reports to an ARIC. Which provides independent advice to both Council's governing body and general manager on the performance and governance of the Council.

From 4 June 2022, all Councils are required have an ARIC.

From 1 July 2024, all Councils are required to have a risk management framework and an internal audit function.

Core responsibilities



ARIC Membership

Council has appointed a joint Chair with Gilgandra Shire Council but is yet to appoint two independent members.

Council is yet to appoint a Councillor to ARIC.

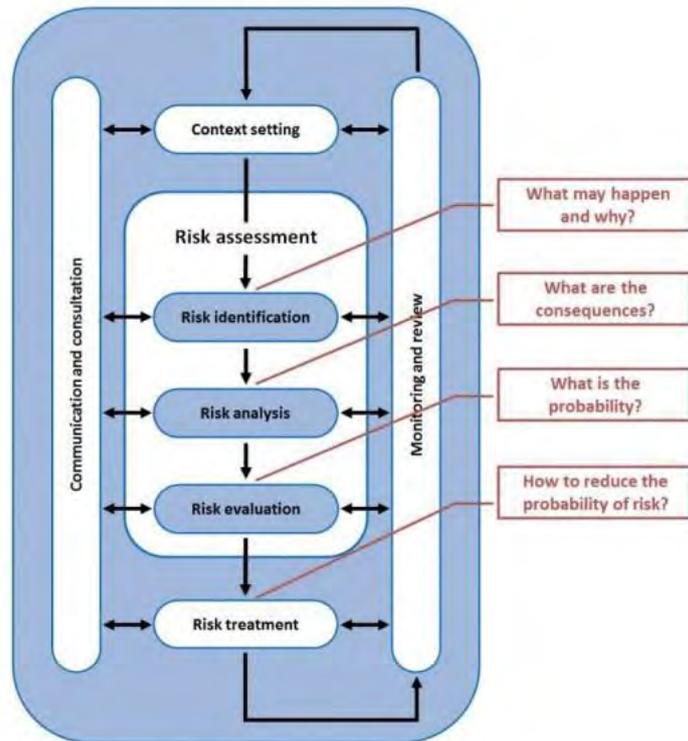
The Mayor or General Manager cannot be a member of ARIC.

Council's internal audit management function also reports to ARIC.

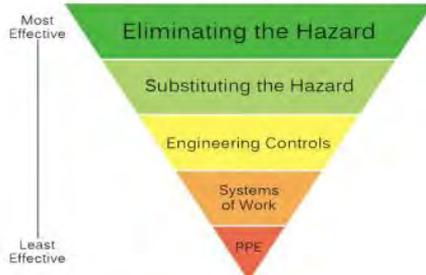


Risk Management

Council's risk management must be in accordance with ISO31000:2018



Risk Control Hierarchy



Financial

Sustainability

Financial and asset benchmarks are applied by OLG.



Financial sustainability includes:

- the progressive elimination of operating deficits
- the establishment of a clear revenue path for all categories of rates linked to specific expenditure proposals

- ensuring that any proposed change in services and assets is within the financial means of the Council
- ensuring the adequate funding of infrastructure maintenance and renewal
- the use of borrowing, where appropriate and financially responsible, and
- the fair and equitable distribution of the rate burden across all categories of rate payers

A significant body of work required by Council before 30 June 2024.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

ARIC has been created to review the stewardship and governance of Council's funds, resources and operations. ARIC must keep under review Council's financial management.

COMMENTARY

The Local Government (General) Regulation 2022 (the Regulation) has been amended to give statutory force to key elements of the Office of Local Government's (OLG) Guidelines for Risk Management and Internal Audit for Local Government in NSW (the Guidelines). The Guidelines have been updated to reflect the Regulation amendments.

The requirements prescribed under the Regulation are largely the same as those set out in the draft Guidelines issued in December last year. Some minor modifications have been made for legal reasons, but these largely give effect to the same outcomes set out in the draft Guidelines issued in December last year.

Key points

- The amendments do not take effect until 1 July 2024 to allow councils and joint organisations time to implement them.
- Councils will be required to report on their compliance with the Regulation in their annual reports from 2024/25.
- Councils and joint organisations are exempt from compliance with the Regulation in certain circumstances subject to their reporting their non-compliance, the reasons for their non-compliance and the alternative steps taken to achieve the same outcomes prescribed by the Regulation to OLG and in their annual reports.

Amendments

Membership of audit risk and improvement committees (ARICs)

- The Amendment Regulation prescribes the membership of councils' ARICs.

- The draft Guidelines for Risk Management and Internal Audit for Local Government in NSW (the Guidelines), ARICs must comprise of an independent chairperson and at least two independent members.
- Councils and joint organisations may appoint one councillor (who must not be the Mayor) as a non-voting member of the ARIC.
- Members of ARICs must be appointed by resolution.
- The Amendment Regulation prescribes the same eligibility criteria and independence requirements for chairpersons and independent members of ARICs previously set out in circular 22-21 and the draft Guidelines.
- Council staff may serve as independent members of another Council's or joint organisation's ARIC if they satisfy the eligibility criteria and independence requirements but not as chairperson.
- Council staff cannot be appointed as an independent member of another council's or joint organisation's ARIC where the ARIC is shared by the Council or joint organisation that employs that person. However, staff may now be appointed as an independent member of another councils' or joint organisation's ARIC where that council or joint organisation shares an internal audit function with the council or joint organisation that employs that person).
- ARIC chairpersons and members are to be appointed for a term of no more than 4 years. They may be re-appointed if eligible but must not be a member of the ARIC for more than 8 years in any 10-year period.
- Councils may remove chairpersons and independent members of the ARIC at any time but must notify OLG within 28 days of doing so.
- Councils may pay remuneration to the chairperson and independent members of the ARIC.

Operations of ARICs

- ARICs must meet at least quarterly.
- The chairperson may decide the procedure for calling meetings and their conduct (NB, guidance on ARIC meetings is provided in the Guidelines).
- Councils and joint organisations must adopt terms of reference for the ARIC by resolution. In doing so, they must consider the model terms of reference approved by OLG (NB, these are provided in the Guidelines and are available on OLG's website in Word format for use by councils and joint organisations).
- ARICs must exercise their functions in accordance with the adopted terms of reference.
- General Managers of councils and executive officers of joint organisations must ensure that the ARIC has the resources necessary to properly exercise its functions and is readily able to access the staff, information and records the ARIC considers necessary to exercise those functions.
- ARICs are to keep under the review the council's or joint organisations internal audit functions.

Internal audit

- Councils and joint organisations must adopt an internal audit charter by resolution. In doing so, they must consider the model internal audit charter approved by OLG.
- Councils and joint organisations must exercise their internal audit functions in accordance with the adopted internal audit charter.
- General managers of councils and executive officers of joint organisations must appoint a member of staff (who may be an existing staff member) to be the internal audit coordinator for the council or joint organisation.
- Councils and joint organisations may enter into an arrangement with another council or joint organisation to share that council's or joint organisation's internal audit coordinator. Where a council or joint organisation enters into such an arrangement with another council or joint organisation, they are not required to appoint their own internal audit coordinator.
- The internal audit coordinator must report to and comply with directions of the ARIC in relation to the exercise of internal audit functions. The internal audit coordinator is not to be subject to direction by the council or a member of staff of the council in relation to the exercise of internal audit functions.
- The general manager of a council or executive officer of a joint organisation must consult with the chairperson of the ARIC about a proposed decision affecting the employment of the internal audit coordinator.
- General managers of councils and executive officers of joint organisations must ensure the internal audit coordinator has the resources necessary to properly exercise their functions and is readily able to access the staff, information, and records necessary to exercise those functions and is able to access the ARIC.
- The ARIC must oversee internal audit activities.
- The ARIC must review the performance and efficacy of internal audit activities over each period of 4 years and prepare a report for the governing body which may include recommendations.

Risk management

- Councils and joint organisations must adopt and implement a system for managing risk (NB, councils and joint organisations are required under section 23A of the Local Government Act 1993, to consider OLG's Guidelines when doing so).
- The ARIC must monitor and review the implementation of the system for managing risk and report to the governing body on its operation and efficacy.

Attestation

- From 2024/25, councils and joint organisations must publish in their annual reports, an attestation signed by the general manager or the executive officer in the case of a joint organisation, that specifies whether the council or joint organisation has complied with the Regulation.
- In preparing an attestation, the general manager or executive officer must give the chairperson of the ARIC an opportunity to comment on it. If the chairperson of

the ARIC is not satisfied with the attestation, they may prepare an alternative attestation and provide it to OLG.

Exemption

- A council or joint organisation is not required to comply with a requirement under the Regulation where:
 - the council or joint organisation cannot comply with the requirement because of temporary extenuating circumstances or resourcing constraints that will significantly impact the council's or joint organisation's budget, **and**
 - the council or joint organisation cannot enter into an agreement with another council or joint organisation to share the performance of activities necessary to satisfy the requirement, **and**
 - current or proposed alternative arrangements will achieve outcomes equivalent to the requirement under the Regulation, **and**
 - the council or joint organisation notifies OLG of the failure to comply with the Regulation within 28 days, **and**
 - the council or joint organisation publishes a statement in its annual report about the non-compliance that includes details of the above matters.
- Councils and joint organisations are no longer required to seek the prior approval of OLG to be exempt as previously foreshadowed in the draft Guidelines. They will automatically be exempt if they satisfy all the above requirements.

Status

Membership

Gilgandra and Coonamble Shires are endeavouring to find the best process to appoint the two independent members. These deliberations have included:

- Advertising in both Communities
- Governance staff from eligible Councils
- Potential for an appointment from Coonamble's sister city.

Councillor appointment is sought at this meeting.

Risk Management

Council's risk management must be in accordance with ISO31000:2018.

Negotiations are continuing in respect of the short-term appointment of a risk management specialist to complete the review and upgrade of the risk management framework. This resource will assist the Manager WHS and Risk (currently vacant) and Executive Leader Corporate Governance (currently vacant) in the timely delivery of the risk management component.

Council will need to be proactively involved in workshops to enable the risk management framework delivery. This will include in the near future the establishment of the Council's risk appetite which will underpin the Risk Management Framework.

ARIC Meeting

A meeting has been scheduled for 22 February 2024.

The meeting has the same format as our last meeting:

- 10am – 11am – Coonamble Shire (Host Council)
- 11am to 12 noon – Gilgandra Shire
- 12 noon to 2pm – Combined

ARIC Chair, Graeme Fleming, has requested the following agenda items:

- Follow up from notes from ARIC meetings 12 Sep 2023
- OLG Circular 23-15 (4 Dec 23) & OLG Guidelines Risk Management & Internal Audit for LG NSW (Nov 23).
 - a. Where are we at & plan for future.
 - b. Hard copies be provided to everyone at meeting.
 - c. Suggest each Council give update & discuss.
 - d. The core requirements & appendices listed on pages 3-5 of the November Guidelines, could be used to discuss the priority issues.
- Opportunities to gain documentation and concepts from other Councils.

The agenda will be finalised in the early February.

(a) Governance/Policy Implications

ARIC must keep under review Council's governance, implementation of the strategic plan, delivery program and strategies, service reviews and performance measurement data.

ARIC will manage Council's internal audit program.

(b) Legal Implications

ARIC must keep under review Council's compliance and fraud control.

(c) Social Implications

ARIC must keep under review Council's implementation of the strategic plan, delivery program and strategies including community services.

(d) Environmental Implications

ARIC must keep under review Council's implementation of the strategic plan, delivery program and strategies including water, wastewater and waste.

(e) Economic/Asset Management Implications

ARIC must keep under review Council's implementation of the strategic plan, delivery program and strategies including asset management plans.

(f) Risk Implications

ARIC must keep under review Council's risk management.

CONCLUSION

The Local Government (General) Regulation 2022 has been amended to give statutory force to key elements of the Office of Local Government's (OLG) Guidelines for Risk Management and Internal Audit for Local Government in NSW.

A significant body of work is required to be completed prior to 30 June 2024.

The next meeting of Council's ARIC Committee is in Coonamble on 22 February 2024.

Council is requested to appoint a Councillor as a nonvoting member of ARIC to attend.

RECOMMENDATION

That Council:

- 1. Appoint Councillor to ARIC as a non-voting member.**
- 2. Note that:**
 - a. The statutory force given to key elements of the OLG Guidelines for Risk Management and Internal Audit for Local government in NSW.**
 - b. The proactive participation required by Councillors.**
 - c. The ARIC meeting scheduled for 22 February 2024.**

10.13 WASTE AND RECYCLING - REVIEW

File Number: G1-1

Author: Phillip Perram-Acting Director Community, Planning, Development and Governance

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

To provide Council with a summary of the Waste and Recycling Review.

EXECUTIVE SUMMARY

Council has undertaken a high-level Review of the Waste and Recycling management and operations in an endeavour to establish a foundation from which priorities and goals can be established to achieve compliance, safety and risk management as well as service and disposal efficiency.

BACKGROUND

A high-level Review has been completed to provide an overview of the waste and recycling status and assist Council determine a pathway to legislative compliance, operational efficiency and sustainability.

Due to the paucity of time, the Review is not definitive. It aims to capture key issues and inform the 2024/25 budget process as well as the next Community Strategic Plan.

The waste legislative framework is onerous and extensive. This combined with Council's responsibilities under the Local Government creates a challenging and complex environment.

The Review has identified Strategies which will in most instances require further research and analysis. Some Strategies will require Business Cases.

Council's four waste management facilities have been included in the Review. These facilities are:

- Coonamble Waste Management Facility
- Gulargambone Transfer Station
- Quambone Waste Management Facility
- Coonamble Old Landfill

Additionally, the Review has considered:

- Domestic Waste Management
- Business Waste Services
- Kerbside Collection
- Bulky Waste
- Recycling

The Review represents a snapshot at a point in time following a brief overview.

(a) Relevance to Integrated Planning and Reporting Framework

CSP E1.3 – Improve our strategies, plans and programs so that we successfully balance the sustainable waste expectations of our community within the resources available to us.

(b) Financial Considerations

Council has responsibility for waste management and is subject to scrutiny by the EPA which can result in charges and fines.

Full costs associated with waste management must be recognised and will result in increased collection and waste disposal charges.

COMMENTARY

A significant amount of work is required to provide Coonamble Sire with contemporary waste, recycling and disposal services.

The Review has identified 24 Strategies necessary to be delivered to meet current compliance, management and operational needs.

These Strategies are:

Number	Focus	Strategy
1	Finance – Delivery Plan and Budget	Council: a. Include the estimated domestic waste disposal costs in the budget, Delivery Plan and Quarterly Reviews b. Complete a waste disposal “true up” at each Quarterly Review to enable assessment of trends and financial impacts.
2	Domestic Waste Charges	Council a. Review Fees and Charges to ensure consistency and clarity for the 2024/25 budget. b. Set additional bin services fees to at least the level of the initial service to discourage waste production in accordance with Commonwealth and NSW Waste Strategy
3	Business Waste Collection Charges	Council: a. Establish an audit regime to align services charges to actual services provided for business waste services. b. Give the option to businesses receiving double services to continue the service and be charged

		appropriately or cease the second weekly collection.
4	Waste Management Facilities Fees and Charges	<p>Council</p> <ul style="list-style-type: none"> a. Review waste fees and charges in order to meet full costs including site restoration and rehabilitation. b. Introduce a rural property waste charge.
5	Coonamble	<p>Council:</p> <ul style="list-style-type: none"> a. Implement the LTPoM concept for the waste placement at the Coonamble landfill cell. b. Investigate the stockpiling and shredding in house and reuse of wood chips and mulch. c. Implement stockpiling and sale of scrap metal. d. Assess scrap metal quantities at Quambone and Gulargambone Facilities to determine processes for stockpiling for onsite sale or transfer to Coonamble Waste Management Facility. e. Investigate the potential reuse of the concrete in the stockpile. f. Explore the potential for both deceased animals and asbestos be disposed of at the toe of the advancing face. g. Mitigate risk by developing a transfer station. h. Integrate the transfer station in the progressive development of the Coonamble Waste Management Facility. i. Review the LTPoM and JSRS recommendations, suggestions and action plan and implement plans to establish priorities on the delivery of required outcomes. j. Incorporate the security, office, training facilities, weighbridge and recycling facilities in the Coonamble Waste Management Facility.
6	Gulargambone	<p>Council</p> <ul style="list-style-type: none"> a. Continue to streamline and integrate

		<p>operational processes.</p> <p>b. Hold a Community Meeting in Gulargambone in late February to discuss waste and recycling.</p> <p>c. Following review of the Quambone Blitz and hook bin bulky waste collection, conduct a Gulargambone Blitz</p>
7	Quambone	<p>Council</p> <p>a. Continue to streamline and integrate operational processes.</p> <p>b. Hold a further Community Meeting in three months.</p> <p>c. Critically review of the Quambone Blitz and hook bin bulky waste collection.</p>
8	Closed Coonamble Landfill	<p>Council:</p> <p>a. Implement the SMK process for the closed Coonamble Landfill.</p> <p>b. Explore the potential for a trainee program to assist in the required works.</p>
9	Facilities, Plant and Equipment	<p>Council:</p> <p>c. Critically review the Facilities, Plant and Equipment requirements to inform the 2024/25 budget.</p> <p>d. Note the mandatory requirement for firefighting and safety equipment.</p>
10	WHS and Risk Management	<p>Council:</p> <p>e. Confirm that all staff and contractors have received site inductions and required SWMS.</p> <p>f. Give urgent priority to the independent review of Waste and Recycling WHS and Risk Management.</p>
11	Recycling Services Staged Implementation	<p>Council:</p> <p>g. Develop a Business Plan for the staged implementation of required waste and recycling services.</p> <p>h. Explore the potential for the commencement of a “yellow” bin recycling service in 2025 in conjunction with a recycling capability at Coonamble Waste Management Facility in the near future.</p>

12	Collection Service	Council: <ul style="list-style-type: none"> i. Review the provisions and performance of the existing contract. j. Assess the potential for in house provision and expansion of the collection services to yellow bins in 2025.
13	Residential and Business Services	Council <ul style="list-style-type: none"> a. Advise businesses receiving double services that they have the option to continue to receive the double service and pay the additional fees or cease to receive the second service effective 1 March 2024. b. Advise residential and property owners that have additional unpaid services that payment of fees is required.
14	Street and Council Property Bins	Council: <ul style="list-style-type: none"> a. Develop a staged transition to standard street and venue bin infrastructure.
15	Bin Audit	Council <ul style="list-style-type: none"> a. Conduct an audit of <ul style="list-style-type: none"> i. Properties charged waste collection fees, number of services provided and contractor payments. ii. Street and Council properties services provided and contractor payments. b. Establish a regular audit regime.
16	Event Bin Service	Council: <ul style="list-style-type: none"> k. Seek funding for a minor and a major event landfill and recycling bin trailer and include the service in the Council's Fees and Charges. l. Negotiate a collection contract variation to support the event waste clearance.
17	Kerbside Bulky Waste Service	Council: <ul style="list-style-type: none"> a. Trial a hook bin kerbside bulky waste service in Quambone in February. b. Acceptable and non-acceptable waste

		<p>be based on best practice.</p> <ul style="list-style-type: none"> c. Following review, trial the new bulky waste iteration in Gulargambone before implementation. d. Investigate the affordability of the service. e. Develop a resourcing strategy to enable inclusion in the 2024/25 budget.
18	Small Hook Bin Service	<p>Council:</p> <ul style="list-style-type: none"> a. Implement a waste and recycling 2024/25 Fees and Charges that discriminates for recycling and reuse. b. Develop a Business Plan for a commercial bin service that enables full staff and plant utilisation.
19	Community Bulky Waste	<p>Council:</p> <ul style="list-style-type: none"> a. Proactively engage the Quambone community and conduct the Quambone Blitz. b. Following review of the Quambone Blitz, conduct a Gulargambone blitz and after taking learnings implement a whole of Council strategy. c. Analyse each Blitz to inform the 2024/25 Budget.
20	Recycling	<p>Council complete a Business Case to meet mandatory waste targets including:</p> <ul style="list-style-type: none"> a. Introduction of Yellow Bins and Recycling Facilities and Equipment by 30 June 2025. b. Explore options and opportunities for FOGO management. c. Maximisation of reuse
21	CRC	<p>Council expedite the completion of the CRC's:</p> <ul style="list-style-type: none"> d. Waste Stream Signage. e. Staff training. f. CRC Reporting framework and technology. <p>Engage the EPA to:</p> <ul style="list-style-type: none"> g. Obtain compliant containers. h. Determine waste stream contractors. i. Finalise CRC approval
22	NetWaste	<p>Council proactively engage with NetWaste to:</p> <ul style="list-style-type: none"> j. Maximise recycling and reuse as well as financial opportunities.

		<ul style="list-style-type: none"> k. Participate in Forums and Workshops. l. Explore local opportunities with nearby Councils. m. Support a combined objection to the introduction of a Waste Levy <p>NetWaste's Education team be engaged to:</p> <ul style="list-style-type: none"> n. Create a community education program. o. Establish a NetWaste, Schools and Council education schedule for a mid-year training session.
23	FNWJO	<p>Council proactively engage with FNWJO to:</p> <ul style="list-style-type: none"> a. Maximise opportunities for recycling and reuse in Coonamble Shire and across the Region b. Participate in the Net Zero (NZ) Acceleration Project
24	Outback Arts	<p>Council engage with Outback Arts to:</p> <ul style="list-style-type: none"> a. Participate in the 2024 Waste 2Art Project, b. Maximise educational opportunities for recycling and reuse.

Implementation of these strategies which include the considerable backlog will require significant resources, leadership and funding.

Perhaps the largest challenge will be the need to have future waste fees and charges pay for:

- Compliance at all three operational sites.
- Restoration and rehabilitation of the old Coonamble Landfill.
- Transition to contemporary waste and recycling management and operations.
- Provision for restoration and rehabilitation of operational landfills at Coonamble and Quambone.
- Sustained education and community engagement.

It is proposed to establish an internal working group to progress the strategies as a matter of urgency.

(a) Governance/Policy Implications

Council must implement processes and procedures to achieve compliance.

(b) Legal Implications

Council has onerous regulatory responsibilities in respect of waste management. These regulatory responsibilities are expected to increase as the implementation of the Waste and Sustainable Materials Strategy 2041: Stage 1 – 2021-2027 gains momentum.

(c) Social Implications

An education program will be required to ensure community understand, engagement and proactive participation.

(d) Environmental Implications

Waste management and disposal has significant environmental risk.

(e) Economic/Asset Management Implications

Non-compliance impacts both Council's operations and community service capability

(f) Risk Implications

Risks have been identified on all sites.

CONCLUSION

The high-level Review is not definitive. It endeavours to provide a snapshot of Coonamble Shire's waste and recycling services and operations and offer strategies to establish priorities and goals.

The waste legislative framework is onerous and extensive. This combined with Council's responsibilities under the Local Government creates a challenging and complex environment.

All four sites are non-compliant despite the significant work undertaken in recent time.

Council's existing revenue is unable to fund the required expenditure, capital works, plant and equipment, infrastructure and operations required to meet compliance and sustainability.

The Review offers 24 Strategies which will require a significant body of work. These Strategies aim to highlight observed challenges and opportunities to enable a considered approach to the establishment of Council's waste and recycling priorities and goals.

RECOMMENDATION

That Council

- 1. Adopt the 24 waste and recycling Strategies, and**
- 2. Note that significant additional resources will be required to achieve compliance and sustainability.**

10.14 WASTE, RECYCLING AND EMPLOYMENT OPPORTUNITIES REPORT

File Number: G1-1

Author: Janelle Whitehead-Manager Waste, Recycle & Employment

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

To provide information on the activities within Council's Waste, Recycling and Employment Opportunities Section for the months of December and January.

EXECUTIVE SUMMARY

This report advises of before and after updates, community engagement, compliance reporting and coordination of contract management of facilities.

BACKGROUND

The Review report is separate.

Council continues to improve the three operational sites.

(a) Relevance to Integrated Planning and Reporting Framework

CSP E1.3 – Improve our strategies, plans and programs so that we successfully balance the sustainable waste expectations of our community within the resources available to us.

(b) Financial Considerations

Council has responsibility for waste management and is subject to scrutiny by the EPA which can result in charges and fines.

Preliminary indications from the Review are that waste charges will need to increase to meet statutory requirements.

COMMENTARY

December and January continued to be hectic with two sites transitioning from contractor management and ongoing endeavours to achieve compliance.

Quambone

Council has resolved to manage the Quambone Waste Facility and implement the existing fees and charges for 2023/24. The Quambone community has been engaged in respect of the waste management and opening hours. The community is concerned that their service is reducing.

A community meeting held at the school January 24 with over 30 in attendance provided input into the operations. It was agreed that the Facility be open for three hours on Tuesday, Friday and Saturday for a 3-month trial.

The facility will be locked outside the operational hours.



The site office container and toilet arrived on December 22 the two blue skip bins were delivered on December 28.



Old car bodies and scrap have been collected and taken to scrap metal section.



The interim DrumMUSTER section, with required signage has been established as a precursor to the cage being built. Culverts have been utilised to manage the collection area.



Illegal dumping slowed down over Christmas with general local rubbish deposited into the facility only. Prior to Christmas, builders and out of town residents have been using the facility as a free for all.

During the Christmas period, twice weekly monitoring was completed.

Simms Scrap metal arrived on site after the meeting to commence the removal of current scrap stockpile on the Quambone Community meeting day.



Coonamble Three new employees commenced in January. This enabled the cleanup of the compound and fence lines, collection of windblown litter and separation of materials.

Plant operator training with 5 licences completed with Dubbo Traffic Management Group during the week commencing 29 January 2024.



New recruits' employment and training



Community engagement session at VERTO pre-employment training with Nguumbiny aboriginal corporation trainer Lyn Field and the first group of interested job seekers.



Onsite induction as part of the introduction to waste and recycling operations.



The finance and administration session for the trainee cohort.

Plant hire over Christmas transition from the contractor plant to Council's hired plant. Loader requirements are being finalised and plant sourced.



Council Plant

Skid steer has been utilised to cleanup around the compound and fence lines. This commences a major program of works to address the long-standing windblown litter.

Mattress Stockpile clearance continues with nine loads taken by MYPOL 360 Contractor for recycling. The contractor has indicated that there would be approximately 10 loads remaining.



Cell coverage daily



Council is currently separating the kerb side deposits (top cell) and residential deposits (end of the cell). Daily cover is provided from the fill stockpile.



Windblown litter is being managed by a weekly emu pick of roadside rubbish by new recruits.

Rangers have commenced an “uncovered load” campaign with warnings being issued initially.

Reuse and Recycling Shed.

The cleanup of the shed has been completed with formwork and concrete scheduled to be completed in February.

The replacement of the roller doors is being finalised.



Gulargambone

Three community members have been assisting with a roster day each covering the opening on Tuesday, Thursday, and Saturday.



The 40 foot orange bin was delivered on January 26 for collection of putrescible waste and to minimise windblown litter. The surrounding cage has been removed and cleared for ease of access for the scheduled fortnightly clearance.



The Gulargambone site office , portaloo and skip bins have also been delivered.



Community Recycling Centre acquittal and reports have been completed.

Council continues to explore opportunities with the Local Land Service following advice that the application was assessed and refused.

Miscellaneous

- No response has been received in respect of the offer of land to the Bucking B for expanded container storage for Return and Earn.
- Quambone store is awaiting application from Tomra to proceed Return and Earn at the Waste Facility.
- EOI from REDIE to implement a container for change deposit at Coonamble waste facility.
- Confirmation Gulargambone Lions Club are engaging in CFC at residence in Kurban Street at Gulargambone.
- Continuing issues are being experienced with fees and charges primarily due to previous practices -Letter of complaint re fees and charges received from Gulargambone.
- Coonamble Shire bin audit commenced January 30th with recording and collecting data for residential and commercial bin numbers - anomalies identified.



Employee Initiative

Meetings have been held with Department of Employment and Job Network in relation to the caring for country pilot funding.

A meeting with Train 360 and Department employment has been held to explore training funding for Coonamble Shire new recruits and existing workers.

IMPACT APP software

Council is exploring a waste software App which can be tailored to Coonamble Shire needs. The offer includes:

1. Waste and recycling mobile app - same content can be displayed on Council's website to reduce administration and to provide a consistent message.
2. 12-month printable waste collection calendar for Council's website
3. Digital waste vouchers
4. Booking system (being built now)

(a) Governance/Policy Implications

The waste and recycling review and compliance with the changing regulatory environment is expected to require a suite of strategic decisions and establishment of a robust policy response.

(b) Legal Implications

Council is currently endeavouring to finalise the EPA's Prevention Notice No. 3503282.

The Council has onerous regulatory responsibilities in respect of waste management. These regulatory responsibilities are expected to increase as the implementation of the Waste and Sustainable Materials Strategy 2041: Stage 1 – 2021-2027 gains momentum.

(c) Social Implications

In New South Wales, the total waste generated per capita has risen over the past number of years from 2.43 tonnes (2015–16) to 2.65 tonnes (2020–21).

Significant community change is required to embrace a reuse and recycling program. Coonamble Shire has the lowest “waste diverted from landfill” of the NetWaste’s 25 member Councils with a weighted average of 0%. The overall weighted regional average is 39%. (NetWaste Regional Waste and Sustainable Materials Strategy 2023-2027).

Council will need to adopt a significant education program to promote the required change including particularly recycling opportunities and challenges.

(d) Environmental Implications

Emissions from organic waste decomposing in landfill make up more than 2% of total net annual emissions in NSW. It is estimated nearly half of global emissions arise from use and management of materials and products.

Plastics are increasingly threatening our natural environment. Hundreds of millions of plastic items are littered each year, polluting our neighbourhoods and bushland and harming our wildlife.

Additionally, FOGO to landfill is not allowed from 2030. Organic waste disposes anaerobically (without oxygen) in landfill producing lots of methane. Methane is 25 times more potent as a greenhouse gas than carbon dioxide.

(e) Economic/Asset Management Implications

The impact of waste and recycling compliance on economic and asset management is all pervasive. By way of example:

Joint Procurement (sustainable procurement)
Strategic Infrastructure, Planning, and Investment

Avoid Generation of Waste
Community Waste Awareness and Education Programs
Circular Economy (CE)
Better Waste Management and Resource Recovery
Better Hazardous Waste Management
Divert Organics from Landfill
Reduce Litter
Avoid Plastic Waste
Reduce Illegal Dumping and Waste Crime
Develop Energy from Waste.

(f) Risk Implications

Waste management has inherent risks.

CONCLUSION

The key activities of the Waste, Recycling and Employment Initiative Section for December and January have again been extensive, particularly the ongoing cleanup of all sites.

RECOMMENDATION

That Council note:

- 1. The December and January waste, recycling and employment initiatives report.**
- 2. Note the Quambone Waste Management Facility will be a managed site from 6 February 2024.**

10.15 WASTE AND RECYCLING - OLD COONAMBLE LANDFILL

File Number: G 1-1

Author: Janelle Whitehead-Manager Waste, Recycle & Employment

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

To provide information on the status of the old Coonamble landfill.

EXECUTIVE SUMMARY

The Waste Review has identified that Council received an Environment Protection Authority (EPA) Notice No: 1585791 on 24 September 2019 which has not been fully addressed.

BACKGROUND

Council received a draft EPA Cleanup Notice followed by EPA Cleanup Notice No 1585791 on 24 September 2019.

The Notice directed Council to:

Restrict Access:

1. By 5pm on 25 September 2019 implement the following security measures:
 - a. Shut and lock the gate at the entrance to the premises; and
 - b. Install signs on all gates and at 20 metre intervals around the boundary of the premises to ensure that the general public is warned of the asbestos containing materials at the premises.
2. Maintain the security measures identified in Clean-up Action No. 1 until all asbestos containing waste materials have been removed from the premises.
3. By 5pm on 4 October 2019:
 - a. Contact neighbouring landholders and occupiers to the immediate east and west of the premises to inform them of the asbestos containing materials on the premises and the potential for that material to have entered their land, and
 - b. Restrict personnel and livestock access from the neighbouring paddocks to the east and west of the premises by either:
 - i. erecting temporary fencing to prevent access from those neighbouring paddocks to within 5 metres of the premises boundary fence; or
 - ii. removing all livestock, shutting and locking all access gates to those paddocks.
4. Maintain the security measures identified in Clean-up Action No.3 until all asbestos containing waste materials have been removed from the premises.

Site survey:

5. Engage a licensed asbestos assessor to undertake the following:
 - a. Inspect and survey the whole premises for asbestos containing materials, not just the areas identified in this Notice;
 - b. Inspect and survey the area within five (5) metres of the premises' eastern and western boundaries for asbestos-containing materials;
 - c. Identify the location and volumes of all asbestos containing materials at the premises;
 - d. Prepare a report detailing the findings of the site survey to document the extent of asbestos contamination at the premises.
6. By no later than 5pm on 25 October 2019 provide the EPA with the site survey report identified in Clean-up Action No. 5.

Asbestos Disposal Plan:

7. By no later than 5pm on 25 October 2019 provide the EPA with an asbestos waste disposal plan with the following actions:
 - a. Details of the licensed asbestos removalist that will be engaged to remove and dispose of the asbestos containing waste materials;
 - b. Details of the licensed asbestos assessor that will supervise the removal of asbestos containing waste materials from the premises;
 - c. Proposed timeframes and methods to lawfully dispose of the asbestos containing waste materials;
 - d. Proposed methods to lawfully dispose of any asbestos containing waste materials uncovered during the clean-up works;
 - e. Details of how the integrity of old landfill caps and covers will be maintained during the clean-up works; and
 - f. Dust suppression measures to prevent the emission of dust from the premises and exposure of any person to asbestos fibres.

Council subsequently engaged Regional EnviroScience to prepare a Scope of Works to assess the extent of asbestos contamination in soil, including the remediation of areas within the identified surrounds of the "Old Coonamble Landfill". The scope of works will provide guidance for the contractor to remediate asbestos materials from the historic industrial property located at Wingadee Street, Coonamble, NSW 2829.

Regional EnviroScience created a risk action table and aligned it to an Asbestos Building Materials Register to assist the site cleanup and budgeting. The Site Log identified:

Section Reference	Number of Sighted Pieces	Approximate Total Area of Asbestos	Inspected Area Hectares	Comments
A Surface	Not Assessed	Not Assessed	9.0 ha	Not Surveyed as Part of This Assessment
B Surface	>100	Non-Determinable ¹	1.5 ha	Surface Asbestos Materials Within Road Base and Within 5m of Either Side. Where Soils have been Graded from the Road, Windrows have Weathered Over Time to Unearth Additional Asbestos Debris.
C Surface	>200	Non-Determinable ¹	4.2 ha	Surface Asbestos Material Lightly Spread Across Site. Section is Assumed to have been Previously Capped with Minor Areas of Asbestos Debris Visible on the Surface.
D Surface	>10000	Non-Determinable ¹	12 ha	Surface Asbestos Material Spread Consistently Across Section. High Level Surface Contamination, Undulating Mounds of Suspected Buried Asbestos Debris Below
E Surface	Variable	Non-Determinable ¹	1.7 ha	Full Assessment not Possible Due to Vegetation and Tree Cover, Surface Asbestos Material Present Where Visibility was Granted

	Sections That Require Remediation Action
	Not Assessed



Section	Description	Area
A	NO ASSESSMENT REQUIRED	9.0ha
B	ACCESS ROAD TO SEWERAGE TREATMENT WORKS	1.5ha
C	CHOOK PICK OF SURFACE	4.2ha
D	REQUIRES CAPPING	12.0ha
E	HIGHLY VEGETATED BY TREES	1.7ha

AREAS APPROXIMATE ONLY



Do not scale off drawing.

Regional
EnviroScience
1300 372 436
www.enviroscience.com.au

SITE ASSESSMENT
OLD RUBBISH TIP, COONAMBLE, NSW, 2829
COONAMBLE SHIRE COUNCIL

SITE PLAN	
Project Number	22004
Date	03 OCT 2019
Drawn By	JA
Checked By	
Scale	1 : 3500

01

Regional EnviroScience completed recommendations in respect of the site remediation and asbestos management requirements.

Concurrently, Council received correspondence from the EPA in respect of the Coonamble Water Treatment Plant. This correspondence required particular actions including actions particularly related to the old Coonamble landfill as follows:

- “The EPA requests an update from Council regarding the construction of the additional sludge lagoon near the premises as well as sludge drying beds at the landfill including timeframes for construction.”
- “The EPA requests that Council provide the following information regarding the stockpiled sludge material:
 - a) Amount of sludge material stockpiled at the old landfill;
 - b) How long sludge material had been stockpiled at the old landfill; and
 - c) Proposed timeframe for the removal of sludge stockpile from the old landfill to current landfill.”
- “The EPA requests that Council advise whether the use of the WTP sludge as part of alternative daily cover is being considered or if WTP sludge is to be disposed straight into the landfill cell.”

Additionally, Council has water and sewer infrastructure through the site.

The Cleanup Notice was varied on 26 March 2020 as follows:

By this notice the EPA varies Notice of Clean-up Action No. 1585791 in the following manner:

1. Direction to take Clean-up Action No. 7 which states:

"By no later than 5pm on 25 October 2019 provide the EPA with an asbestos waste disposal plan with the following actions:

- a. Details of the licensed asbestos removalist that will be engaged to remove and dispose of the asbestos containing waste materials;
- b. Details of the licensed asbestos assessor that will supervise the removal of asbestos containing waste materials from the premises;
- c. Proposed timeframes and methods to lawfully dispose of the asbestos containing waste materials;
- d. Proposed methods to lawfully dispose of any asbestos containing waste materials uncovered during the clean-up works;
- e. Details of how the integrity of old landfill caps and covers will be maintained during the clean-up works; and
- f. Dust suppression measures to prevent the emission of dust from the premises and exposure of any person to asbestos fibres."

is replaced by:

"By no later than 5pm on 29 May 2020, provide the EPA with a waste disposal plan with the following actions:

a. Proposed methods to dispose of all asbestos and non-asbestos waste materials including consideration of the following:

- i. Area and depth of capping layer, including suitable justification;
- ii. Area of surface removal of waste involving scraping and/or chook picking;
- iii. Disposal of waste materials from scraping and chook picking;
- iv. Source(s) and approximate volume of capping materials;
- v. Prevention of damage to or burial of existing on-site vegetation;
- vi. Protection of the integrity of the old landfill caps during clean-up and capping works;
- vii. Details of utilising biosolid materials as part of the capping layer including precautionary measures;
- viii. Details of utilising treated effluent for dust suppression including precautionary measures;
- ix. Details of utilising treated effluent to establish groundcover on capping layer including precautionary measures; and
- x. Details of erosion control measures to prevent sediment laden runoff including drains and sediment basins.

b. Proposed timeframes to undertake the waste disposal plan including:

- i. Disposal of all waste materials,
- ii. Installation of the capping layer; and
- iii. Establishing groundcover on the capping layer."

In May 2022 Council received the SMK Consultants Asbestos Management Plan Investigation Report. Council requested a review of the previous studies which recommend a capping layer over the 12 Ha site. Additionally, Council requested a review of remediation options and if feasible, prepare an alternative asbestos management plan in accordance with EPA requirements that will be practical and cost-effective to deliver.

Asbestos Management Plan

SMK Consultants developed the following steps:

Completed Works

- Isolating and securing the contaminated site to exclude public access.
- Installation of asbestos warning signs around perimeter of the site.
- Fencing and padlocks on gates to prevent public access.

Phase 1 Works – Remediation of accessible asbestos exposed without grass cover

- Construction of a 10m wide short grass Asset Protection Zone (APZ) around the perimeter of the Landfill area.
- The APZ must be maintained to the standard of an Inner Protection Area, as described in Section A.4.1.1. of the NSW RFS Planning for Bushfire Protection 2019, for the lifetime of the development. This includes regularly mowing grass to maintain a sward height of less than 100mm, and the regular removal of leaves and woody debris. Maintenance should be undertaken regularly, particularly in advance of the bush fire season (1 October – 31 March).
- An inspection schedule should be created and updated after each inspection. It is recommended to carry out inspections a minimum of every 3 weeks initially, and to modify the schedule based on on-site observations, as required.
- Construction of an onsite asbestos encapsulation pit in accordance with the typical section presented in appendix 1 of this asbestos management plan. Pit to be located in heavy clay soil.
- Handpicking and raking the topsoil of sites identified on the asbestos management site plan 2022.
- Disposal of collected asbestos materials in the encapsulation pit at completion.
- Covering of asbestos with a minimum of 1m of clean fill.

Phase 2 – Ongoing Collection of Surface Asbestos

- Inspection of area around landfill mounds during dry seasons when grass cover is limited to allow reasonable visibility of the ground surface.
- Collection of ACM fragments around landfill stockpiles by emu-bob and raking of surface soils.
- Extension of encapsulation pit for onsite burial of asbestos contaminated materials.
- Placement of the ACM in the pit and compaction of the material during this process, ensuring appropriate dust suppression is maintained during the handling and compaction process.
- Placement of a minimum of 1m of compacted clay material over the buried waste and mounding of the site above natural surface level to encourage local drainage away from the buried material.
- Registration of the buried waste on Council's contaminated site register.
- Registration of the site on the NSW Contaminated Land Register.

Phase 3 – Ongoing Long-term Management

- Repeat of phase two (2) when vegetation conditions allow good visibility of soil surface, until whole landfill site has been accessed and surface asbestos fragments removed and encapsulated.

The proposed management plan has been developed in consideration of the National Environmental Protection Measure 1999 (NEPM), the Guidelines for the Assessment, Remediation and Management of Asbestos-Contaminated Sites in Western Australia 2009 (WAG) and the Protection of the Environment Operations (Waste) Regulation 2005 [NSW].

Review Process

The Asbestos Management Plan will require a review and documentation process to ensure that activity undertaken in the process of cleaning this site of surface asbestos materials is undertaken in accordance with statutory requirements and a history of the work is recorded.

The review process should occur every 12-months. The review would simply involve:

- Checking of site conditions to determine whether ground visibility is suitable for phases 2 and 3.
- Checking that the firebreak has been maintained
- Checking that the exclusion fence and asbestos warning signs remain in place
 - Checking that access to the site is limited to Council staff and the public are not accessing the property.

The documentation process should include the following:

- Details and records of phase 1 including date of completion, location of encapsulation pit and documentation of any third party (Licensed Asbestos Assessor or responsible person) who inspected the asbestos removal works and encapsulation pit at the completion of Phase 1.
- Details of all inspections undertaken
- Photographic evidence of site condition
- Details of all work undertaken for maintenance of firebreaks, fences, and signage.
- Recording of dates when site conditions are suitable for phases 2 and beyond.
- Records of work undertaken for phases 2 and 3.
- Annual report to provide overall detail of inspections, site conditions, and work undertaken for ongoing management of asbestos on this site.

The site will need to be assessed after all flood events that inundate the lot and surroundings.

(a) Relevance to Integrated Planning and Reporting Framework

CSP E1.3 – Improve our strategies, plans and programs so that we successfully balance the sustainable waste expectations of our community within the resources available to us.

(b) Financial Considerations

Council has responsibility for waste management and is subject to scrutiny by the EPA which can result in charges and fines.

Financial Estimates have not been completed for the compliance with the EPA Cleanup Notice and above phases and review requirements. However indicative costs are of the order of \$400,000.

COMMENTARY

Council has installed asbestos warning signs and the gates have again been locked.

Significant works are required to be completed to comply with the Cleanup notice and the identified works, actions and reporting.

Options are being explored including the potential to create a cohort of local trainees with specific asbestos training to provide a sustainable resource for the management of this site and other remediation opportunities across the Shire.

(a) Governance/Policy Implications

Council is in breach of the Clean-up Notice

(b) Legal Implications

Council has onerous regulatory responsibilities in respect of waste management. These regulatory responsibilities are expected to increase as the implementation of the Waste and Sustainable Materials Strategy 2041: Stage 1 – 2021-2027 gains momentum.

(c) Social Implications

An education program will be required for the community in respect of the site.

(d) Environmental Implications

A staged approach to the environmental challenges has been identified.

(e) Economic/Asset Management Implications

On site water and sewer assets will require risk mitigation management , ongoing review of the site will be required.

(f) Risk Implications

Significant risks have been identified on site.

CONCLUSION

Little has been completed in respect of the closure of the old Coonamble landfill and compliance with the EPA Cleanup Notice. Preliminary estimates for compliance of the order of \$400,000 excluding the required ongoing maintenance regime.

RECOMMENDATION

That Council note that:

- 1. Clean-up Notice 1585791 is required to be finalised.**
- 2. Options in respect of the implementation of the phased remediation are being developed.**

10.16 WASTE, RECYCLING AND EMPLOYMENT OPPORTUNITIES REPORT - COMMUNITY RECYCLING CENTRE

File Number: G1-1

Author: Phillip Perram-Acting Director Community, Planning, Development and Governance

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

To provide information on the status of the Community Recycling Centre (CRC) at Coonamble Waste Management Facility.

EXECUTIVE SUMMARY

Council is aware of the delay in the opening of the CRC and the endeavours to have the centre open in the near future.

BACKGROUND

The Community Recycling Centre Program (Program) is the operation of a network of Community Recycling Centres (CRCs) by local Councils across the State of NSW in partnership with the Environmental Protection Authority (EPA).

The objectives of the Program are for the CRCs to provide a means for NSW residential households to safely dispose of materials that:

- have the potential to be a hazard to the environment or to public health; or
- are problematic to safely collect and recycle or dispose of; and
- divert this waste away from landfill so as to minimise the long term environmental and human health impacts of that waste; and
- increase the quantities of household problem waste re-used, recycled, recovered or treated to improve environmental outcomes.

CRCs are designed and operated to temporarily store household problem waste (HPW) safely until they can be recycled or disposed of appropriately by the EPA.

The Target HPW collected at CRCs are:

- aerosols;
- batteries (including lead-acid automotive batteries and other types of batteries used by households);
- conventional tubes and compact fluorescent lamps, and other types;
- domestic gas cylinders (typically LPG, but also other types);
- fire extinguishers;
- paint (water-based and oil-based);
- smoke detectors; and
- waste oil (including motor oil and other types of oil).

The Program is for NSW householders who are permitted to drop off their HPW to any CRC facility, regardless of the local government area (LGA) (or local council area) they reside in, unless otherwise agreed to by the EPA and CRC Operator.

The CRC Program operates as a partnership between the EPA and CRC Operators, usually local councils. CRCs are generally located on Council owned land.

The initial 5-year CRC Operational Deed was signed in 2018.

(a) Relevance to Integrated Planning and Reporting Framework

CSP E1.3 – Improve our strategies, plans and programs so that we successfully balance the sustainable waste expectations of our community within the resources available to us.

(b) Financial Considerations

Council has responsibility for waste management and is subject to scrutiny by the EPA which can result in charges and fines.

The EPA funds the disposal of CRC waste.

COMMENTARY

Council's roles and responsibilities as "CRC Operator" include:

General

The CRC Operator will manage and operate the CRC and provide the Service in accordance with any agreements (including deeds), licences, and conditions herein, including, but not limited to, any reasonable directions given by the EPA from time to time.

CRC Operations

The CRC Operator will at all times comply with the NSW and Commonwealth Law applicable to the operation of your CRC, including all relevant provisions of the *Protection of the Environment Operations Act 1997* (NSW).

The CRC Operator will manage and operate the CRC in accordance with the CRC Operations and Management Handbook, as amended from time to time by the EPA.

In the event of any amendment to the CRC Operations and Management Handbook, the CRC Operator will implement changes in accordance with applicable timeframes advised by EPA.

The CRC Operator will maintain opening times on weekends and/or during weekdays as agreed in Schedule B of this Deed, subject to changes agreed between the Parties as a result of the form in Schedule D (Deed Change Request Form).

The CRC Operator will provide staff to operate the CRC.

The CRC Operator will ensure staff operating the CRC have received CRC Operator training.

The CRC Operator will ensure the CRC is clean and tidy with all Waste Materials contained as required by the standards outlined in the CRC Operations and Management Handbook.

The CRC Operator will allow unlimited access to the CRC during normal operating hours to:

- (i) EPA officers;
 - (ii) EPA Collection Contractor(s); and
 - (iii) EPA appointed Auditors,
- or as otherwise agreed.

Collection of waste by the CRC Operator

The CRC Operator will collect Target HPW listed in Group A of Schedule A for collection and recycling or disposal by the EPA's Collection Contractor(s).

The CRC Operator will collect Target HPW listed in Group B of Schedule A and arrange for these materials to be recycled by a registered recycler.

The CRC Operator may collect and recycle or dispose of other Waste Materials. The collection of these other Waste Materials needs to be communicated to the EPA by the annual online CRC survey or by emailing recycling.centres@epa.nsw.gov.au.

The CRC Operator will accept Target HPW free of charge (Group A and Group B of Schedule A). The charging for receipt of Waste Materials, other than those listed in Schedule A, is at the CRC Operator's discretion and cost.

The CRC Operator will not solicit or promote acceptance of By-catch at the CRC for collection and processing under the Program.

The CRC Operator will adopt a rigid system that keeps Target HPW separate from any commercial or trade waste collected at the CRC, except where paint is collected at CRC Paintback sites.

In the likelihood that a waste type listed under Group A of Schedule A may exceed the capacity of receptacles at the CRC, the CRC Operator will notify the EPA via Drop Off as soon as possible.

Where an Innovative Solution involves the transport of HPW, the CRC Operator and the Partner CRC Operator shall comply with the Dangerous Goods (Road and Rail Transport) Regulation 2014, commonly referred to as ADG Code.

The CRC Operator will comply with the responsibilities of a consigner/loader of dangerous goods before the EPA Collection Contractor(s) leaves the CRC to transport the HPW.

Where practicable, the CRC Operator will participate in Product Stewardship Schemes (or Extended Producer Responsibility Schemes) for the Waste Materials listed in Schedule A to enable HPW funding to be directed back into the HPW Program.

Where practicable, the CRC Operator will participate in any trial programs proposed by the EPA and participate in the review of the trial.

Ownership of the waste collected /placed at the CRC.

On receipt of the Waste Material at the site entrance or weighbridge for the CRC, the CRC Operator becomes the owner of the material until it is collected by the Collection Contractor(s)

In the case of an Innovative Solution, on receipt of the Waste Material by a mobile collection vehicle or similar, the CRC Operator becomes the owner of the material until it is collected by the Collection Contractor(s).

Status

The status of the CRC is:

- Grant
 - The Environmental Trust Grant has been acquitted.
- Operations Deed
 - The Deed has been completed.
- Training
 - Chemicals management training is being organised for staff.
- Containers and Signage
 - Negotiations are continuing in respect of the compliant signage and containers.
 - Container trolleys will be order when container requirements are determined.
- Building, Awning and Slab Extension
 - CRC operational integrity is being finalised for EPA approval.
- Resourcing
 - A full-time employee will be sourced from the Employment Opportunity Trainee Pool to “operate” the CRC and transfer station.
- Risk
 - Standard Operating Procedures (SOPs) and Safe Work Method Statements (SWMS) are being reviewed.
 - Staff will be trained in SOPs and SWMS.
- Operational Approval
 - Council is collaborating with the EPA in respect of operational approval.

Further update will be provided through the monthly Waste, Recycling and Employment Opportunities Council report.

(a) Governance/Policy Implications

The waste and recycling review and compliance with the changing regulatory environment is expected to require a suite of strategic decisions and establishment of a robust policy response.

(b) Legal Implications

Council is currently endeavouring to finalise the EPA's Prevention Notice No. 3503282 in respect of the Coonamble Waste Facility.

Council has a second unresolved EPA Clean-up Notice No 158791 in respect of the old Coonamble landfill.

The Council has onerous regulatory responsibilities in respect of waste management. These regulatory responsibilities are expected to increase as the implementation of the Waste and Sustainable Materials Strategy 2041: Stage 1 – 2021-2027 gains momentum.

(c) Social Implications

In New South Wales, the total waste generated per capita has risen over the past number of years from 2.43 tonnes (2015–16) to 2.65 tonnes (2020–21).

Significant community change is required to embrace a reuse and recycling program. Coonamble Shire has the lowest "waste diverted from landfill" of the NetWaste's 25 member Councils with a weighted average of 0%. The overall weighted regional average is 39%. (NetWaste Regional Waste and Sustainable Materials Strategy 2023-2027).

Council will need to adopt a significant education program to promote the required change including particularly recycling opportunities and challenges.

(d) Environmental Implications

Emissions from organic waste decomposing in landfill make up more than 2% of total net annual emissions in NSW. It is estimated nearly half of global emissions arise from use and management of materials and products.

Plastics are increasingly threatening our natural environment. Hundreds of millions of plastic items are littered each year, polluting our neighbourhoods and bushland and harming our wildlife.

Additionally, FOGO to landfill is not allowed from 2030. Organic waste disposes anaerobically (without oxygen) in landfill producing lots of methane. Methane is 23 times more potent as a greenhouse gas than carbon dioxide.

(e) Economic/Asset Management Implications

The impact of waste and recycling compliance on economic and asset management is all pervasive.

(f) Risk Implications

Waste management has inherent risks. CRC SWMS and SOPs are being reviewed.

CONCLUSION

Significant progress has been made on the opening of the CRC. The completion of the Operational Deed provides an avenue for the EPA to meet the disposal costs of household problem waste.

RECOMMENDATION

That Council note:

- 1. The status of the Community Recycling Centre, and**
- 2. The completion of the CRC Operational Deed 2023-2027.**

10.17 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT

File Number: E5

Author: Lesley Duncan, Building & Compliance Manager

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: Nil

PURPOSE

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.

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 December 2023 and January 2024.

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

Development Applications Issued 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 December 2023 and January 2024.

December 2023 and January 2024			
Application Number	Description of Works	Address of Proposed Works	Approved Date
DA002/2024	New Transportable Dwelling	25 Dubbo Street, Coonamble	31/1/2024
DA041/2024	Change of Use	70 Aberford Street, Coonamble	31/1/2024
DA038/2023	New Dwelling	1683 Billeroy Road, Coonamble	30/1/2024
DA042/2023	New Dwelling	522 Kenilworth Lane, Tooloon	2/1/2024
DA035/2023	Detached Shed	31-33 Munnell Street, Gulargambone	13/12/2023
DA039/2023	Single storey addition to existing bowling club amenities	41-45 Armitree Street, Gulargambone	6/12/2023
DA036/2023	Detached Shed	27 Townsend Street, Coonamble	5/12/2023
DA037/2023	Community Event	Castlereagh Street, Coonamble	1/12/2023

Update on Activities – Planning and Regulatory Matters

Awning Inspection Program

It is proposed that Council undertake an assessment of all awnings in Castlereagh Street to determine their structural integrity. There is considerable risk to Council should any structure fail. The assessment will be carried out by a suitably qualified structural engineer. One (1) quotation has been received with a cost of \$31,223.55 ex GST. Two more quotations will be requested.

Castlereagh Street Heritage

A Heritage Advisor has been engaged to prepare heritage colour schemes for each of the buildings in Castlereagh Street. These colour schemes will be provided to each building owner. A repainting project is being developed for implementation after the completion of the awning inspection program.

Rezoning

There are a number of sites currently under consideration for rezoning. These sites include land for tourism opportunities as well as industrial land. The land in the vicinity of the former sheep yards has been identified as a possible site for a potential manufacturing facility and also the site for a new animal impounding facility.

Demolition and Waste

Two (2) Emergency Orders for demolition were issued to fire damaged houses during January 2024. An Order was also issued for a property in Quambone to remove waste tyres.

Regulatory Officers have been targeting skip bins placed within the road reserve to ensure that appropriate approvals are in place and that the bins do not present a traffic hazard.

Swimming Pool Barrier Inspection Policy

The Swimming Pool Barrier Inspection Policy public exhibition has been completed with no submissions received. The policy has now been formally adopted. Regulatory staff are undertaking training in February to support the implementation of the policy.

Saleyards

Council staff have been preparing the saleyards for the next sale which is due to be held on 14 February 2024.

The financial report for December 2023 and January 2024 is provided below:

SALEYARDS ACCOUNT 01/12/23 - 31/01/24

Saleyard Operations:

Income	26,122
Expenditure	<u>63,173</u>
Deficit	(37,051)

Truck wash:

Income	21,198
Expenditure	<u>12,213</u>
Surplus	8,985

Summary:

Income	47,320
Expenditure	<u>75,386</u>
Deficit	<u>(28,066)</u>

Companion Animals

The Ranger's report is provided for December 2023 and January 2024. The following is a summary of companion animal statistics.

CORRESPONDENCE	December 2023	January 2024	Year to Date 2023/2024 Total
Infringements (Animals)	0	0	0
Infringements (Other)	0	0	0
Change of Details	0	5	19
Microchipped dogs	0	2	49

Registrations	1	15	46
Nuisance dog declaration	0	0	0
Dangerous dog declaration	0	0	5
Menace dog declaration	0	0	0
Notice of Possession	0	3	8

Impounded animals

During the months of December 2023 and January 2024, a total of 29 dogs and 21 cats were impounded.

The following provides a breakdown:

December/January	Dogs	Cats
Returned to owners	4	0
Rehomed	19	10
Euthanised	4	10
Still in Pound	2	1

Dog attacks

One (1) dog attack was reported during the reporting period. A Notice of Intention to Declare a Dog Dangerous has been issued.

Quambone Animal Identification Program

As part of the Quambone Community Clean Up initiative, Council staff will be offering free microchipping for all interested companion animal owners in Quambone. The date is yet to be finalised.

(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, compliance and regulation, and environmental management and health since the last meeting.

RECOMMENDATION

That the Environment and Strategic Planning Progress Report be received and noted.

10.18 DRAFT RURAL LANDS STRATEGY

File Number: T-5-4

Author: Lesley Duncan-Building & Compliance Manager

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: 1. Draft Rural Lands Strategy [↓](#) 

PURPOSE

To seeks Council's approval to place the draft Rural Lands Strategy on public exhibition for 28 days to invite comments/submissions from the community.

EXECUTIVE SUMMARY

The adoption of the Rural Lands Strategy will facilitate the finalisation of the Planning Proposal submitted to the Department of Planning in August 2022.

BACKGROUND

Coonamble Shire Council lodged a planning proposal to amend the Coonamble Local Environmental Plan (LEP) 2011 in August 2022 with funding provided by NSW Planning. The funding was provided to rectify an anomaly in the LEP. It appears that Council took the opportunity to make additional minor housekeeping amendments to the planning proposal.

The proposed amendments are as follows:

- Reducing the minimum lot size for the erection of a dwelling on land zoned RU1 Primary Production from 1000 hectares to 600 hectares
- Insert Clause 4.1B – Boundary Adjustments of land in certain rural and residential zones. This clause allows for adjustments of boundaries with consent provided each of the affected lots comply with the minimum lot size requirements for the land use zone.
- Insert Clause 4.1C – Minimum subdivision lot size for certain split zones. This clause will provide for the subdivision of land with more than one zone providing at least one of the lots will meet the minimum lot size.
- Remove Clause 4.2A(3)(b) as the clause inadvertently makes the development for the purposes of a dwelling-house remains permissible with consent on any vacant lot of any size provided a number of conditions are met. The proposed removal of this clause was funded by NSW Planning.
- Include additional prohibited development types within the RU5, B2 and B6 land use zones noting that recent changes to employment zones may have partly resolved this matter.
- Spot rezoning for Lots 25, 26 and 27 DP1159279 to rectify a mapping error creating a split zone across the subject lots (note that this matter has been resolved).

The NSW Department of Primary Industries have previously advised that a reduction in the minimum lot size without a supporting rural study or strategy.

(a) Relevance to Integrated Planning and Reporting Framework

The draft Rural Lands Strategy relates to Goal 11 of the Community Strategic Plan – our community has confidence in our strategic land use planning framework.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

The draft Rural Lands Strategy has been developed to identify a range of actions that once completed will provide a robust strategic framework for future planning proposals.

This will allow Councillors to make informed decisions to enable the ongoing sustainability of agricultural activities in the long term.

(a) Governance/Policy Implications

The adoption of a Rural Lands Strategy will inform future strategic land use planning decisions relating to agricultural land.

(b) Legal Implications

There are no legal implications directly relating to this report.

(c) Social Implications

There are no social implications directly arising from this report.

(d) Environmental Implications

The draft Rural Lands Strategy contains actions that aim to protect productive agricultural land and areas of high environmental value.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There is a risk that by not adopting the draft Rural Lands Strategy agricultural land may not be adequately protected.

CONCLUSION

The purpose of this report is to seek Council's endorsement to place the draft Rural Lands Strategy on public exhibition to seek comment from the community, State and other stakeholders.

The draft Started should be place on public exhibition for a period of twenty-eight days.

RECOMMENDATION

- 1. That the draft Rural Lands Strategy be placed on public exhibition for a period of twenty-eight days and consultation be undertaken with relevant State agencies.**
- 2. That Council receive a further report, together with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the Rural Lands Strategy.**

COONAMBLE
SHIRE COUNCIL

DRAFT

Rural Lands Strategy

EXECUTIVE SUMMARY

The agricultural sector is facing significant challenges, including shifting economic conditions and growing pressure from urban settlement. This strategy aims to address these challenges and to provide a strategic framework moving forward.

Highlighting the significance of protecting agricultural land, the Central West Orana Regional Plan 2041 identifies it as a critical objective. The protection of rural land demonstrates provides opportunities for diversification while supporting regional economic growth.

The purpose of the Rural Lands Strategy is to:

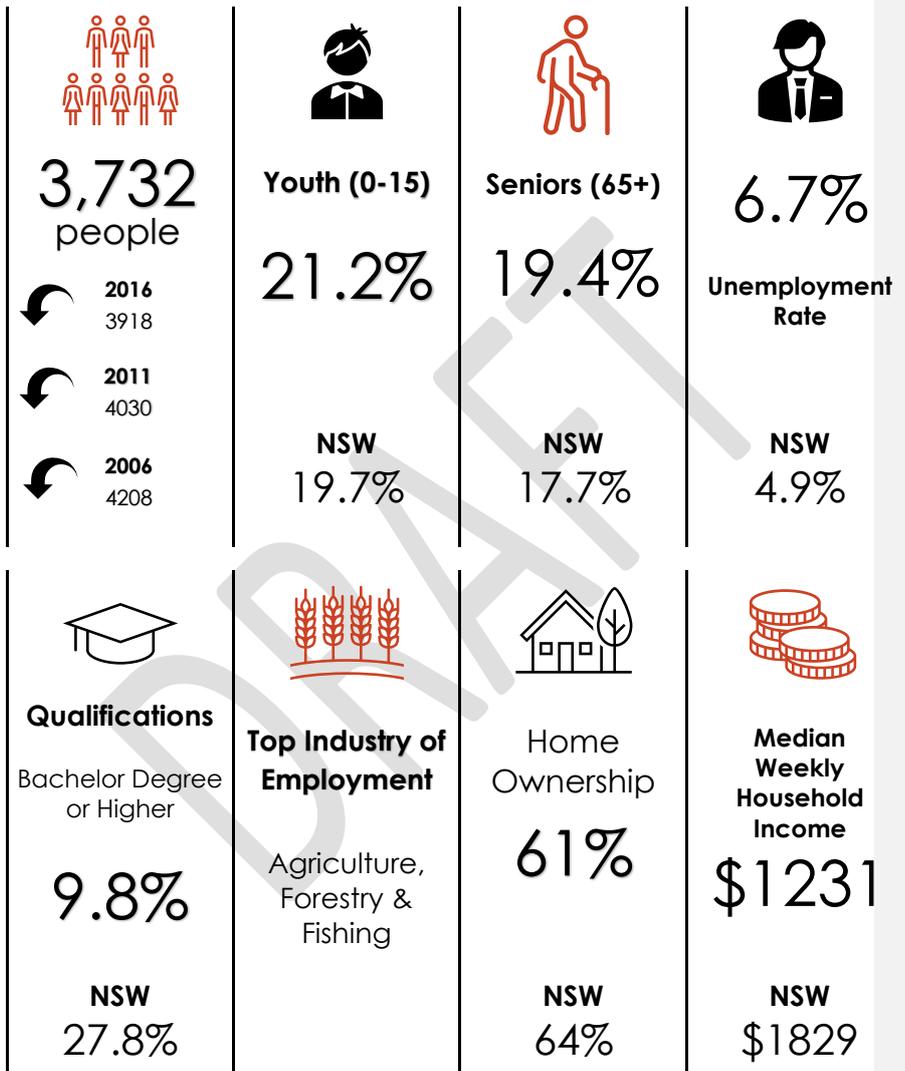
- Provide strategic direction and policy to facilitate a coordinated approach to use and development of rural land
- Underpin the Coonamble Local Environmental Plan 2011
- Support the implementation of local, regional and State Government strategic plans.

DRAFT

Figure 1 – Coonamble LGA



Coonamble LGA Demographic Snapshot – 2021 Census



Source: Australian Bureau of Statistics – Census Data

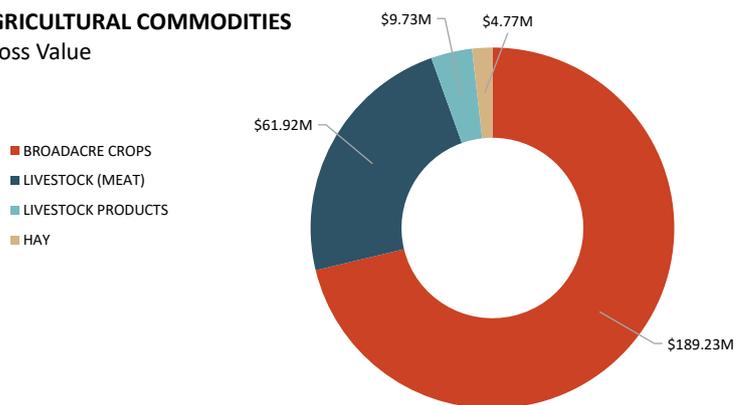
Coonamble Shire is a rural local government area with a population of just under 4,000 people located on the Castlereagh Highway and Castlereagh River.

The LGA had a 2022 Estimated Resident Population (ERP) of 3825 (Australian Bureau of Statistics, 2023). The town of Coonamble is the largest population centre with a population of 2,533 in the 2021 Census, other significant settlements include the villages of Gulargambone and Quambone with populations of 351 and 128, respectively.

Grain-Sheep or Grain-Beef Cattle farming is the primary industry of employment in the Coonamble Local Government Area, employing 8.9 per cent of the labour force.

Coonamble Shire Council generated a gross value of agricultural commodities of \$266.17 million in 2020/2021. The Coonamble Local Government Area produces 18 agricultural commodities that can be broadly categorised into four categories: broadacre crops, livestock (slaughtered meat), livestock products and hay.

AGRICULTURAL COMMODITIES Gross Value



STRATEGIC CONTEXT

Central West and Orana Regional Plan (CWORP) 2041

The strategy is consistent with the CWORP released in December 2022 by the NSW Government. The CWORP sets the priorities and objectives for the region.

Central West and Orana Regional Plan		
Part 1 Region-shaping Investment		
Objective		Relevance to Rural Lands
1	Deliver the Parkes Special Activation Precinct and share its benefits across the region	This objective relates to the Parkes SAP that will create freight and logistic employment opportunities. It is estimated that the Parkes SAP may generate up to 3000 jobs by 2041. It is not anticipated that this objective will be of particular benefit to Coonamble Shire Council.
2	Support the State's transition to Net Zero by 2050 and deliver the Central-West Orana Renewable Energy Zone.	Coonamble Shire offers opportunities for renewable energy projects which are predominantly located on rural land. Projects can be compatible with agricultural uses however sites comprising valuable agricultural land should be avoided. The objective also aims to deliver the Central-West Renewable Energy Zone (REZ). Coonamble Shire is not located in the Central-West Orana REZ.
3	Sustainably manage extractive resource land and grow the critical minerals sector	This objective underlines the State's commitment to supporting the growth of the mining sector. In Coonamble Shire, open cut mining and extractive industries are permissible with consent in the RU1 Primary Production zone.
4	Leverage inter-regional transport connections	This objective related to the Inland Rail. Part of the Inland Rail will cross Coonamble Shire and may impact agricultural land.

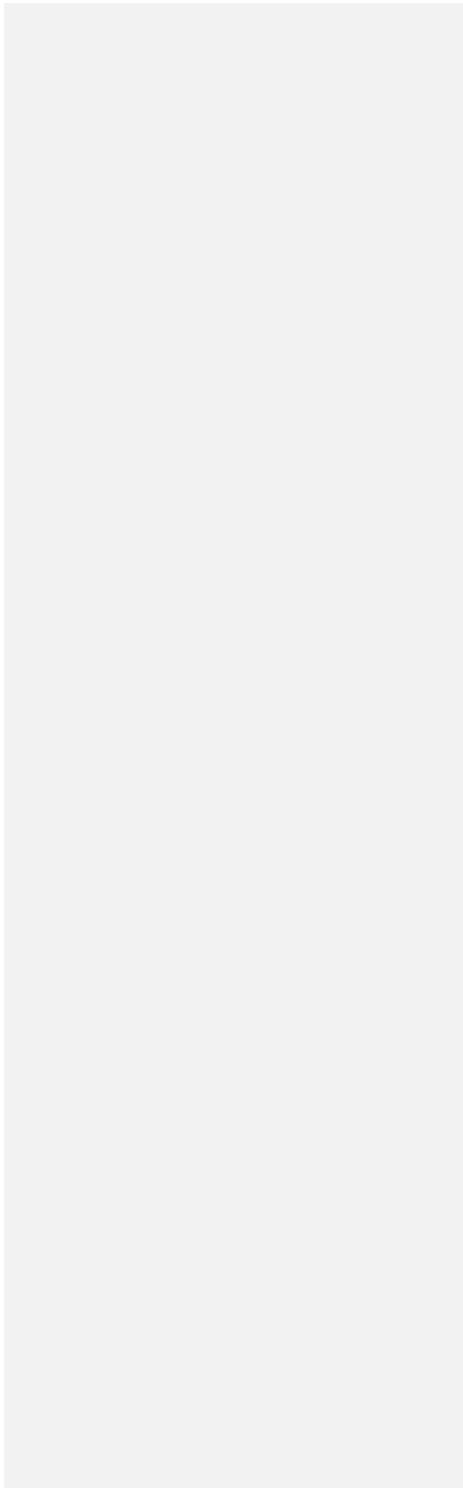
Part 2 A Sustainable and Resilient Place		
Objective		Relevance to Rural Lands
5	Identify, protect, and connect important environmental assets	<p>The aim of this objective is to identify areas of environmental significances by high environmental value mapping and biodiversity mapping. It also aims to protect biodiversity corridors at regional, sub-regional, local and site level.</p> <p>The objective is relevant to rural lands as impact on biodiversity is assessed during the development assessment process and the Macquarie Marshes are located on rural land</p>
6	Support connected and healthy communities	<p>The objective aims to maintain access to quality public open spaces. This includes providing recreational activities on Western NSW rivers while managing the competing demand for water required for agricultural land uses.</p>
7	Plan for resilient places and communities	<p>The objective seeks to address vulnerability and risk to natural disasters early in the development assessment process by ensuring that strategic and local planning is consistent with NSW policy and guidelines.</p> <p>It also seeks to ensure that strategic planning and waste management strategies align with the NSW Waste and Sustainable Materials Strategy 2041 and the NSW Waste and Sustainable Materials Strategy: A guide to future infrastructure needs.</p> <p>Energy efficient building design and practices and carbon reduction initiatives in strategic planning and local plans is encouraged.</p> <p>The objective is relevant to rural land as natural hazard policy is likely to affect primary production.</p>

8	Secure resilient regional water resources	<p>The objective seeks to improve the quality and security of the regions water supply ensuring that needs are met for residential and industrial lands.</p> <p>The objective also seeks to protect the Macquarie Marshes and Lachlan Catchment Wetlands by implementing strategies to improve knowledge of conservation, management, and use of the region's wetlands to inform consideration of wetland protection.</p> <p>The outcome of this objective may impact rural land as the Macquarie Marshes are located on rural zoned land.</p>
9	Ensure site selection and design embraces and respects the region's landscapes, character, and cultural heritage.	<p>The objective seeks to maintain rural landscapes by protecting views and cultural heritage.</p> <p>This may impact rural land by the development of strategies to protect scenic landscapes and the protection of cultural heritage.</p>
10	Protect Australia's first Dark Sky Park	<p>The objective aims to minimise light pollution to protect the observing conditions at the Siding Springs Observatory through the implementation of the Dark Sky Planning Guideline.</p> <p>The Dark Sky Planning Guideline will be applicable to development in rural zones.</p>

Part 3 People, centres, housing, and communities		
Objective		Relevance to Rural Lands
11	Strengthen Bathurst, Dubbo, and Orange as innovative and progressive regional cities	<p>This objective relates to the economic development and local housing strategies of the region's cities.</p> <p>The objective will not significantly impact rural land in Coonamble Shire.</p>
12	Sustain a network of healthy and prosperous centres	<p>This objective relates to the connectivity between regional cities, strategic centres, and regional communities.</p> <p>It also seeks to strengthen connectivity within town centres by improving walking, cycling and public transport.</p> <p>The objective will not significantly impact rural land in Coonamble Shire.</p>
13	Provide well located housing options to meet demand.	<p>The aim of this objective is to ensure that there is an adequate and timely supply of housing.</p> <p>The objective will not significantly impact rural land in Coonamble Shire.</p>
14	Plan for diverse, affordable, resilient, and inclusive housing	<p>The aim of this objective is to improve housing diversity in strategic and local planning.</p> <p>The objective will not significantly impact rural land in Coonamble Shire.</p>
15	Manage rural residential development	<p>The aim of this objective is to ensure orderly development of rural residential land that is cost effective and avoids areas zoned for primary production and mineral resources.</p> <p>This objective may impact rural land if rural residential land encroaches into areas where agriculture is undertaken.</p>
16	Provide accommodation options for seasonal, temporary, and key workers	<p>This objective encourages both strategic and statutory planning to provide flexible planning controls and sufficient capacity of infrastructure.</p>

		<p>The objective also requires that large-scale development applications should be supported by a workforce accommodation strategy.</p> <p>This objective may be relevant to rural lands as part of development of large-scale agricultural industries that require workers accommodation.</p>
17	Coordinate smart and resilient utility infrastructure	<p>This objective aims to utilise strategic and local planning to achieve efficient provision of infrastructure.</p> <p>This objective may impact rural land where new utility infrastructure is proposed.</p>

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Part 4 Prosperity, productivity, and innovation		
Objective		Relevance to Rural Lands
18	Leverage existing industries and employment areas and support new and innovative economic enterprises	The objective aims to protect employment lands from encroachment of incompatible development and to create sustainable, localised supply chains through emerging advanced manufacturing.
19	Protect agricultural production values and promote agricultural innovation, sustainability, and value-add opportunities.	<p>The objective aims to identify and enable emerging opportunities for higher-value agriculture. It also seeks to maintain and protect the productive capacity of agricultural land in the Central West – Orana Region.</p> <p>The objective reinforces the consideration of the quality of land for agriculture and the scarcity of productive agricultural land in the region when making decisions about rural land.</p>
20	Protect and leverage the existing and future road, rail and air transport networks and infrastructure	<p>This objective aims to utilise strategic and local planning to achieve efficient provision of infrastructure.</p> <p>This objective may impact rural land where new transport infrastructure is proposed.</p>
21	Implement a precinct-based approach to planning for higher education and health facilities	<p>The objective aims to support mixed use precincts in strategic and local planning.</p> <p>The objective will not significantly impact rural land in Coonamble Shire.</p>
22	Support a diverse visitor economy	<p>The objective aims to enhance open spaces and develop spaces for cultural activities.</p> <p>This will be relevant to rural land where tourism activities are proposed.</p>
23	Supporting Aboriginal aspirations through land use planning	The objective aims to support LALCs by reflecting Aboriginal aspirations and to embed cultural knowledge and values in land use planning decisions.

Part 5 Local Government Priorities	
Coonamble Shire Council	
Priority	Relevance to Rural Lands
Existing Settlements	Minimal impact on rural lands.
Economic and tourism development including the new Visitor Information Centre, Coonamble Riverside Caravan Park and potential artesian spa, and sealing Tooraweenah Road to the Warrumbungle National Park	This priority may impact rural lands where tourism development is proposed.
Coonamble's main street, CBD	No impact on rural lands.
Agribusiness, including value-add manufacturing, transport and logistics, and associated businesses	This priority will impact rural lands by providing additional opportunities for diversification of agricultural enterprises.
Coonamble Shire's cultural and historic character	This priority will have minimal impact on rural lands.
The local road network, to guarantee effective transport routes for local produce	This priority will have minimal impact on rural lands.
Protecting agricultural land from residential development	This priority will provide certainty for agricultural enterprises to undertake primary production activities.

Local Strategic Planning Statement

A Local Strategic Planning Statement sets the framework for Coonamble Shire's economic, social and environmental land use needs over the next 20 years. It outlines clear planning priorities describing what will be needed, where these are located and when they will be delivered.

The Coonamble Local Strategic Planning Statement has three (3) themes, nine (9) priorities. Each priority contains a number of actions. The relevance to rural lands is discussed below:

THEME: COMMUNITY AND PLACE

Enhance Community wellbeing and quality of life within safe neighbourhoods

Priority 1: Promote and enhance the identity and unique character of Coonamble and the villages of Gulargambone and Quambone		
Action		Relevance to Rural Lands
1	Investigate the need to prepare a heritage inventory and reflect any significant items in the Coonamble LEP 2011	There is no specific relevance to rural lands.
2	Scope the need to undertake a dry-river-bed tourism and access strategy	There is no specific relevance to rural lands.
3	Develop master plans for Quambone and Gulargambone	The development of a master plan will not significantly impact rural lands.
4	Collaborate with DPIE to develop predictive mapping to recognise the likelihood of areas containing items cultural significance	The development of predictive mapping will not significantly impact rural lands.
5	Undertake a review of the Coonamble CBD Revitalisation Project undertaken in 2008 and produce a new Coonamble Shire Masterplan incorporating the Coonamble CBD.	This action is not relevant to rural lands.
6	Engage with surrounding LGAs in discussions on reviewing the Western Subregional Land Use Strategy.	This action is relevant to rural lands.
7	Identify suitable locations for future and rural residential housing development.	This action may be relevant to rural lands

Priority 2: Encourage a connected, active and healthy community		
Action		Relevance to Rural Lands
8	Improve walking and cycling connectivity along the Castlereagh River areas and into Coonamble through connected open space corridors	There is no specific relevance to rural lands.
9	Investigate a business case to operate or expand an integrated holistic age care service in Coonamble to improve aging in place options.	There is no specific relevance to rural lands.
10	Develop an urban tree strategy that will identify areas and species	There is no specific relevance to rural lands.
11	Investigate the need for an Aboriginal Cultural Centre and interpretive signage and heritage trails.	This may be relevant to rural land but is unlikely to have significant impact.
Priority 3 – Provide contemporary services and local infrastructure for the community to thrive		
Action		Relevance to Rural Lands
12	Identify opportunities for delivery of complimentary investments and infrastructure to leverage off the Inland Rail Project development.	This action may be relevant to rural lands
13	Work with Transport for NSW to promote active transport, including undertaking a revised pedestrian, access and mobility plan (PAMP) to identify active transport opportunities and identify and protect active transport corridors.	This action is unlikely to impact on Rural Lands.

Theme: Environment

Promote a sustainable balance between development and commercial interests while protecting the environment

Priority 4 – Protect and promote the importance of the Macquarie Marshes		
Action		Relevance to Rural Lands
1	Investigate current land use zoning of lands surrounding the Macquarie Marshes to manage environmental risks and to support adjoining and nearby landowners to manage their lands.	The Macquarie Marshes is located land zoned RU1 Primary Production. This action may impact rural lands.
2	Investigate ways to better connect the Macquarie Marshes through to Coonamble and Quambone	This action may be relevant to rural lands as the Macquarie Marshes are located on rural land.
3	Work with private landowners of the Macquarie Marshes to develop environmental components for public access and tourism activities.	The Macquarie Marshes is located land zoned RU1 Primary Production. This action may impact rural lands.
4	Develop a Quambone village master plan to capitalise on the Macquarie Marshes tourism potential.	This action may impact rural lands.
Priority 5 – Protect and manage natural areas and natural resources, particularly water security and waste management.		
Action		Relevance to Rural Lands
5	Investigate the need to amend the Coonamble LEP to provide buffers for existing and proposed water infrastructure and water reservoirs to protect urban water supply and industry access.	This action is unlikely to impact on Rural Lands.
6	Undertake a review of the Coonamble DCP to include guidance and controls on water sensitive urban design.	This action is unlikely to impact on Rural Lands.

7	Investigate the need to review the Coonamble DCP to incorporate best practice waste management practices at all stages of a development process; construction, operation, and demolition/reuse.	This action may be relevant to rural lands
8	Investigate the potential for biodiversity stewardship sites on Council owned land.	This action may be relevant to rural lands
Priority 6 – Be responsive and adaptive to climate change		
Action		Relevance to Rural Lands
9	Incorporate controls into the Coonamble DCP for enhanced environmental outcomes such as energy efficiency, rain water tanks, and 'green star communities'	This action may be relevant to rural lands
10	Update the delivery program and operational plan to include further enhancements to public space that better protect the community from heat, storms and flooding.	This action is unlikely to impact on Rural Lands.

Theme: Economy

A strong and diverse economy with development and employment opportunity, supporting a diverse population

Priority 7 – Leverage opportunities for increased tourism from surround natural landscapes.		
Action		Relevance to Rural Lands
1	Undertake development of a local tourism strategy to incorporate the strategic directions of this planning priority.	The Real Country Project identifies Agri-tourism experiences as a medium term outcome.
2	Augment the pedestrian access and mobility plan (PAMP) to investigate appropriate access for tourists to move between key tourist destinations.	This action may be relevant to the rural lands depending on the location of key tourist destinations.
3	Investigate further improvements required to better connect Coonamble to the Warrumbungles via the Tooraweenah Road as well as access through to the Macquarie Marshes.	This action may be relevant to rural lands only in that Tooraweenah Road transverses rural land.
Priority 8 – Promote business and development opportunities		
Action		Relevance to Rural Lands
4	Investigate opportunities to increase CBD employment through the adaptive reuse of vacant building space or appropriate community facilities for business hot desking or entrepreneurial startup businesses – also in association with existing businesses.	This action is not relevant to rural lands as it relates to land within the Coonamble township commercial precinct.
5	Work with Government agencies and key stakeholders to develop actions and to oversee and coordinate activities relating to employment opportunities.	This action may be relevant to rural lands where employment activities are planned.

6	Work with key stakeholders to support investment in targeted skills-based training to meet the needs of major infrastructure projects and local communities.	This action may be relevant to rural lands where infrastructure is located on rural zoned land.
7	Undertake a housing strategy to locate new rural residential areas close to existing urban settlements to maximise the efficient use of existing physical, social and community infrastructure and services, avoiding the unnecessary fragmentation of productive agricultural land.	This action is relevant to rural lands when seeking to locate new residential areas.
8	Undertake investigations into Aboriginal and Council land ownership and the potential land use opportunities.	This action may be relevant to rural lands where these opportunities are located on rural land.
Priority 9 – Capitalise on the Coonamble Airport Infrastructure and future land uses		
Action		Relevance to Rural Lands
9	Prepare a Coonamble Airport Masterplan to investigate improvements and employment opportunities	This action may be relevant to rural lands only in that the Coonamble Airport is located on rural zoned land.
10	Update the Coonamble LEP 2011 to protect the Coonamble Airport and implement any recommendations made from an Airport Master Plan	This action may be relevant to rural lands only in that the Coonamble Airport is located on rural zoned land.

The current legislative framework requires local planning instruments to deliver on the CWORP. Agribusiness, mining, tourism, transport and logistics are the key opportunities for economic development in terms of rural land.

STATE GOVERNMENT POLICIES

NSW Department of Primary Industries

Maintaining land for Agricultural Industries

The purpose of this policy is to guide the planning system in providing certainty and security for agricultural enterprises over the long term and to enable these

enterprises to respond to future market, policy, technology and environmental changes. Key elements are:

- Land with the best combination of soil, climate, topography and water for agricultural production is a limited resource in New South Wales and should be maintained for future generations.
- Agricultural land should not be alienated directly through lands being used for non-agricultural purposes and indirectly by incompatible developments on adjacent land restricting routine agricultural practices, and
- Agricultural industries are a fundamental asset to the state of NSW as they provide a long term means of providing employment, raw materials and fresh safe secure food while supporting regional communities.

The policy hinges on four (4) pillars:

1. Environmental Planning Instruments should be structured to:
 - a. Promote the continued use of agricultural land for commercial agricultural purposes, where that form of land use is sustainable in the long term.
 - b. Avoid land use conflicts.
 - c. Protect natural resources used by agriculture.
 - d. Protect other values associated with agricultural land that are of importance to local communities, such as heritage and visual amenity.
 - e. Provide for a diversity of agricultural enterprises, including specialised agricultural developments, through strategically planning locations to enhance the scope for agricultural investment in rural areas.
 - f. Allow for value adding and integration of agricultural industries into regional economies.

2. Conversion of land

The conversion of land used by agricultural enterprises to other uses should only take place where fully justified in the strategic planning context.

3. Minimum size of holdings for dwelling entitlement

The criteria in environmental planning instruments to determine the minimum lot size of holdings necessary for a dwelling entitlement in rural areas needs to be based on sustainable productive agriculture.

The minimum area for a dwelling entitlement and other provisions in Environmental Planning Instruments to regulate subdivisions should take into account:

- a. The agricultural productivity and suitability of the land in question
- b. The nature and requirements of agricultural industries in the area being considered.
- c. The risk of creating land use conflict
- d. The current distribution of property sizes and the agricultural industry they support.
- e. The trends in size of properties engaged in agriculture; and

- f. Cumulative impacts e.g. gradual subdivision of agriculture becomes rural residential zone.

4. Minimising land use conflict

Councils should also consider other approaches to achieving the goal of minimising conflict in agricultural production zones so that farms can operate without unnecessary restrictions.

DRAFT

Right to Farm Policy

In 2015 the NSW Government adopted the Right to Farm Policy. The policy has been given a statutory reference by inclusion as an objective in the revised s9.1 Directions for Rural Lands (Direction 9.2) as part of the Primary Production focus area and accompanying planning framework.

The policy highlights the importance of planning for agricultural industry development and maintain access to agricultural resources including land. It emphasises the need for appropriate zoning and permissible land uses that are compatible with agricultural activities and supports local strategies that guide land use and minimise conflict.

The Right to Farm policy brings together a collection of actions including:

- Reinforcing rights and responsibilities
- Establishing a baseline and ongoing monitoring and evaluation of land use conflicts
- Strengthening land use planning
- Ensuring ongoing reviews of relevant environmental planning instruments include consideration of options to ensure best land use outcomes and to minimise conflicts
- Improving education and awareness on management of land use conflicts
- Considering potential future legislative options, should additional Government intervention be required.

The inclusion of the Right to Farm Policy in the Ministerial Direction for Rural Land will mean that the broad actions identified above will need to be considered when any rural land is proposed to be affected by a planning proposal.

State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

The Codes SEPP provides a pathway for low impact development to be carried out without consent, referred to as Exempt Development. Other straightforward, low impact residential, commercial and industrial development that does not require approval may be considered Complying Development under this SEPP. Where the proposal meets specific standards and land requirements a Complying Development Certificate may be sought from Council or a registered certifier and can be issued with a much shorter timeframe, such as 20 days.

Exempt Code

Examples of exempt development (provided the criteria are strictly adhered to) that may provide benefit to rural landowners include:

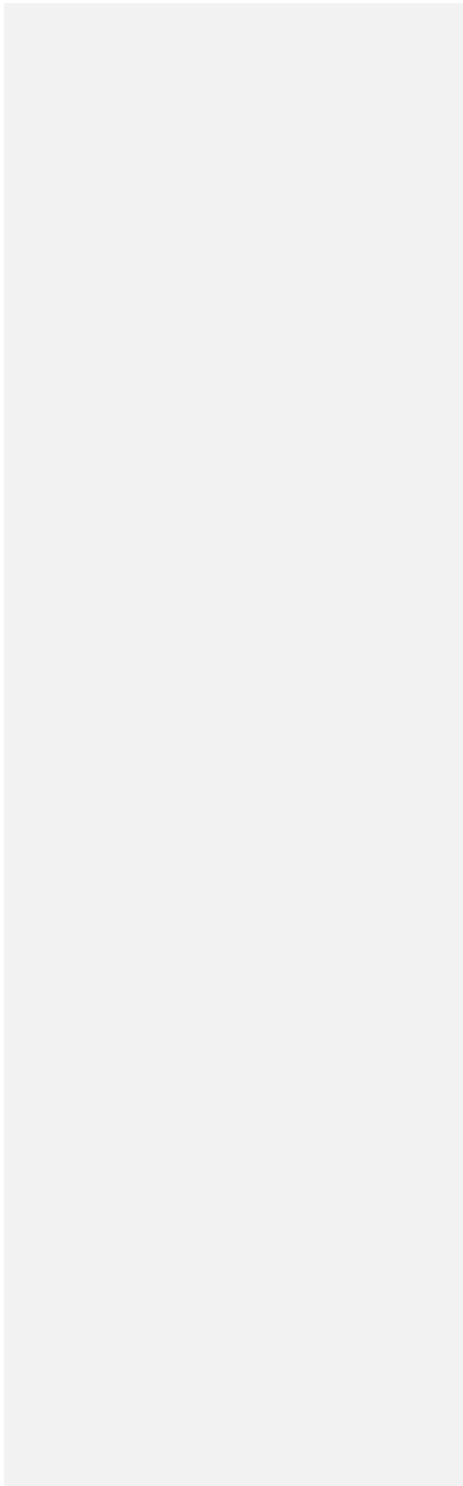
- Farm buildings
- Stock yards (not saleyards)
- Grain silos and bunkers
- Fuel tanks and gas storage
- Rainwater tanks
- Windmills

Typically these developments are restricted in terms of their floor area, height, setbacks to boundaries and distance to important environmental features, and other development standards, but are nonetheless a useful pathway for rural land holders to build rural infrastructure without requiring a development application.

Inland Code

The Inland Code permits some development within inland local government areas to be carried out as Complying Development and applies to the Coonamble LGA. This code predominantly applies to the construction of dwelling houses (where a dwelling entitlement exists) and farm buildings over and above what is permitted as exempt development. Each of the above codes contained within the Codes SEPP supports rural land holders to carry out agricultural development on their land.

DRAFT



RURAL LANDS STRATEGY

The Rural Lands Use Strategy provides a framework to guide growth and development of rural land. The Strategy responds to the diversity in rural land and established rural industries such as agriculture and highlights the need to better address mining, encourage diversity in agriculture, and support economic development. The strategy also aims to manage development in the vicinity of the Macquarie Marshes to ensure that risk of environmental harm is minimised.

The Strategy seeks to:

Promote and protect sustainable agriculture – identify objectives for the protection of agriculture based on an understanding of the existing and potential land use, managing key threats, and recognising opportunities.

Manage land use conflict – recognise that encroachment of incompatible land uses on existing agricultural uses to minimise adverse impacts on agricultural productivity.

Support rural economic development – providing a land use framework that supports long term investment in agriculture, enables agribusiness and value-adding to the agricultural sector.

Manage development on the Castlereagh River – identify the value of the resource that is the Castlereagh River and consider opportunities for more intensive agricultural land uses in line with subdivision provisions for agricultural lots.

Support mining – recognise the importance of mining and provide direction as to the suitability of mining in particular locations.

Protect environmental values and manage threats including climate change – protect and preserve key environmental attributes. Recognise climate change and build resilience into planning controls.

Review of Minimum Lot Size Provisions – review current 1000 hectare minimum lot size applied to the RU1 Primary Production zone and determine an appropriate agricultural holding size.

Protection of the Macquarie Marshes – review strategic local planning includes consideration of conservation measures, management and wetland protection.

Commented [LD1]: Include protection of Macquarie Marshes

Commented [LD2R1]: Page 48 CWORP

Commented [PP3R1]: Agree

Commented [LD4R1]: Completed

Commented [LD5]: Priorities for LGA CWORP - page 105

Commented [PP6R5]: Agree

Commented [LD7R5]: Completed

Commented [LD8]: Include in intro - Coonamble identified as one of the main contributors in terms of agricultural commodities.

Commented [PP9R8]: Agree

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Commented [LD11]: Unsure

Commented [PP12R11]: OK with the inclusion of the "subdivision provisions" may get a question

Commented [LD13R11]: Noted

Commented [LD14]: Not sure if this appropriate for the current councillors

Commented [PP15R14]: Comfortable with wording... would be worth bouncing off Paul re: coal seam mining

Commented [LD16R14]: Noted @Paul Gallagher

1.1 Promote Sustainable Agriculture

Protection of agricultural land is an objective that underpins the CWORP and is key in the long-term sustainability of rural communities. Coonamble Shire supports a diverse range of agricultural industries from broadacre dryland cropping, grazing to intensive livestock agriculture all with varying land area and water demands.

The Regional Plan includes specific priorities for Coonamble in relation to protecting **agricultural land from residential development**. The DPI have prepared draft State Significant Agricultural Land Mapping which includes large areas of agricultural land in the Coonamble Shire identified as State Significant Agricultural Land. It is unclear what the intention of the mapping is and what the palling implications of it will be at the current time.

A comprehensive set of policy guidelines underpin the protection of agricultural land including the aims of State Environmental Planning Policy (Primary Production) 2021.

The DPI have a policy to maintain land for agricultural industries that recommends that environmental planning instruments are structured to:

- (a) Promote the continued use of agricultural land for commercial agricultural purposes, where that form of land use is sustainable in the long term.
- (b) Avoid land use conflicts
- (c) Protect natural resources used by agriculture
- (d) Protect other values associated with agricultural land that are of importance to local communities, such as heritage and visual amenity
- (e) Provide for a diversity of agricultural enterprises, including specialised agricultural developments, through strategically planned locations to enhance the scope for agricultural investment in rural areas; and
- (f) Allow for value adding and integration of agricultural industries into regional economies.

The Rural Land Strategy should continue to support the objectives of the State Significant Agricultural Land and the DPI Policy framework and provide a land use planning framework that is consistent with these objectives.

1.2 Land Use Conflict

Land use conflict occurs when a land use or activity is incompatible with the views, expectations and/or values of other people living in the area. This is high-lighted in the peri-urban fringe areas of towns and villages as well as within the urban areas themselves. An unresolved dispute can have an impact on health and community wellbeing.

Changes in rural land use, increases in the number of non-farmers and hence a lack of understanding of farming practices can create tension between neighbouring landowners both having the right to enjoy their land.

A key outcome of land use policy is to minimise the potential land use conflicts, both through planning policy and land use decisions that reflect the part accumulation of knowledge.

ACTION: Ensure that the four pillars of the DPI's Right to Farm Policy is incorporated into Council's plans and strategies.

ACTION: Review land use tables in the RU1 Primary Production zone to ensure that they facilitate rural economic development and include rural industries and visitor accommodation and temporary uses.

ACTION: Review minimum lot size for the RU1 Primary Production zone to ensure that the MLS provides a balanced approach that caters to genuine farming interests to live and work on farms and that provides opportunities for diversification.

1.3 Agritourism

The economic benefits of Agritourism has been highlighted by recent inclusions to Local Environmental Plans. Rural-based tourism development and activities are seen as an opportunity to value-add and diversify the economy where the productive capacity of agricultural land is not reduced. This is particularly the case post COVID-19 with the increased interest in local tourism likely to continue. The Coonamble Destination Management Plan identifies key growth opportunities for a sustainable tourism industry.

Commented [LD17]: Expand on this

ACTION: Planning controls should be reviewed to ensure that they are aligned with DPIE policy and cater for temporary events, provide opportunities for tourism accommodation, and encourage low impact development within the RU1 Primary Production zone.

Commented [LD18]: Include details of project with Gilgandra and Warrumbungles

1.4 Mining

Mining is a key economic driver and provides significant opportunity for the growth of businesses and industry that support mining operations as well as the provision of accommodation for a proportion of the permanent workforce.

Ensuring that there is an adequate supply of services industry land and urban land with good access to transport should be a priority. Often mining applications are State Significant Development, which limits Council's role in this process.

Council also has a role in managing potential conflicts between mining, agricultural and other more sensitive uses such as tourism and to foster and maintain healthy relations between the various parties.

ACTION: Review transport routes throughout the Shire to ensure that good access to major transport routes and the township of Coonamble can be facilitated.

ACTION: Review the supply of urban and employment lands to ensure there is adequate supply to meet the needs of mining development should the opportunity arise.

1.5 Workforce Accommodation

Accommodation needs of the workforce to both attract full time workers and seasonal work in the agricultural sector, mining and other major projects is a challenge for regional communities across NSW.

ACTION: Investigate the inclusion of temporary workers accommodation in the Coonamble LEP.

1.6 Protection of Macquarie Marshes

The Macquarie Marshes are one of the largest remaining inland semi-permanent wetlands in south eastern Australia as well as an internationally significant breeding site for waterbirds. Approximately 22,000 ha within the Macquarie Marshes Nature Reserve is listed under the Ramsar Convention, along with two areas of private land (Wilgara Wetlands and 'UBlock').

ACTION: review permissible land uses and identify tourism opportunities in collaboration with State agencies and land owners.

DRAFT

10.19 DRAFT SECTION 7.11 DEVELOPER CONTRIBUTIONS PLAN

File Number: T-5-4

Author: Lesley Duncan-Building & Compliance Manager

Authoriser: Phillip Perram, Acting Director Community, Planning, Development and Governance

Annexures: 1. Draft Section 7.11 Developer Contributions Plan [↓](#) 

PURPOSE

To seek Council's approval to place the draft Section 7.11 Developer Contributions Plan on public exhibition for a period of 28 days.

EXECUTIVE SUMMARY

Adoption of the draft Section 7.11 Contribution will enable Council to receive a monetary contribution to meet the cost of maintaining haul routes in the Coonamble Local Government Area. The Plan will relate to mines, extractive industries and other developments that result in increased numbers of laden trucks that may cause pavement damage on rural roads managed by Council.

BACKGROUND

Heavy vehicles can cause significant damage to roads, leading to a reduced lifespan and increased need for reconstruction work. Although major roads and highways can handle the weight of heavy vehicles, local council roads have lower design standards that make them more vulnerable to damage.

It is the responsibility of councils to maintain the roads and ensure they remain safe and usable. However, development projects that involve heavy vehicle movements, such as quarries or rural industries, can accelerate pavement deterioration and increase maintenance costs.

To cover the additional expenses of maintaining affected roads, councils may require monetary contributions from such projects. These contributions can be based on the cost of bringing forward the need for repairs or the increased cost of maintaining the road. The funds will be allocated to the specific haul roads impacted by the development.

(a) Relevance to Integrated Planning and Reporting Framework

The draft Section 7.11 Developer Contributions Plan relates to Goal 7 – our road network makes it possible for our economy, industries and community to prosper and Goal 11 – our community has confidence in our strategic land use planning framework of the Community Strategic Plan.

(b) Financial Considerations

Levies will be required to be collected all developments in the local government area where the development is a mine, extractive industry or other development that result in increased numbers of laden trucks.

Council is also required to consider the impacts of development in accordance with section 8B of the *Local Government Act 1993* to ensure that the integrity of Council's assets.

COMMENTARY

Council can require payment of monetary contribution where it is satisfied that development is likely to require the provision of or increase in the demand for public services and public amenities within the local government area.

(a) Governance/Policy Implications

The draft Plan will require is required to be publicly exhibited. When implemented Council will be required to maintain a contributions register.

(b) Legal Implications

There are no legal implications directly relating to this report.

(c) Social Implications

There are no social implications directly relating to this report.

(d) Environmental Implications

There are no environmental implications directly relating to this report.

(e) Economic/Asset Management Implications

The draft Plan will enable to Council to collect a levy to be used for the maintenance of rural roads where they are impacted by traffic generating development.

(f) Risk Implications

There is a risk that should the draft Plan not be implemented that Council will not be in a financial position to carry out road maintenance activities as a result of the additional demand on the rural road network.

CONCLUSION

The implementation of the draft Section 7.11 Developer Contributions Plan will ensure that developments that have the potential to adversely impact Council's rural road network are compensating Council for the increased road maintenance costs.

RECOMMENDATION

- 1. That the draft Section 7.11 Developer Contributions Plan be placed on public exhibition for a period of 28 days**
- 2. That Council receive a further report, together with all submissions received at the conclusion of the public exhibition period for Council's further consideration and adoption of the Section 7.11 Developer Contributions Plan.**

COONAMBLE

SHIRE COUNCIL

Section 7.11 Developer Contributions Plan

SECTION 1 INTRODUCTION

Under Section 7.11 of the Environmental Planning and Assessment Act 1979 (EP&A Act), a consent authority has the power to approve a development with a condition that requires the applicant to offer a monetary contribution to the local council. The contribution is intended to fund public amenities and services that are necessary or requested as a result of the development. A prerequisite for imposing such a condition is that it aligns with a contributions plan authorised by the local council.

The objective of this plan is to enable Coonamble Shire Council and other consent authorities to require that land developers within Coonamble Shire make contributions towards specific public amenities and services in the area.

The types of developments and amenities covered by this plan are shown in Table 1.

Table 1 Contributions required under this plan	
Development	Contribution required and the amenities to be provided.
(a) Mines, extractive industries and other developments that result in increased numbers of laden heavy vehicles causing pavement damage on rural roads managed by Council	A monetary contribution will be required to meet the cost of Council maintaining the haul routes

Outlined below are the contents of the Contributions Plan:

- Comprehensive details on the public amenities and services that the Council will provide. A schedule of contribution rates that correspond to different classes of development as per the plan.
- Information on how the contribution rates were determined.
- The policies of the Council regarding how and when developers can fulfill their contribution obligations, which includes the opportunity for developers to provide land and works 'in kind'.

1.1 How to use this plan

For easy navigation by Council staff, developers, and private certifiers, this plan has been divided into the following sections:

- **Section 2 – Plan Summary**
 - This section specifies the development that the plan applies to, as well as the corresponding contribution rates.
- **Section 3 – How are the contribution rates calculated?**
 - This section explains how contributions will be calculated and how it relates to the expected infrastructure that will be provided.

- **Section 4 – How and when will contributions be imposed on development?**
 - This section explains how conditions of consent will be used to collect contributions levied under this plan and provision to index the contributions payable to reflect changes in construction costs.
- **Section 5 – How and when a contribution requirement can be settled?**
 - This section explains how consent conditions requiring the payment of contributions can be settled.
- **Section 6 – Other administration matters**
 - This section outlines other administrative arrangements surrounding the operation of this plan, including a dictionary of terms used in this plan.
- **Appendices**
 - This section includes information supporting the body of this plan.

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SECTION 2 PLANNING SUMMARY

2.1 Name and commencement of plan

This plan is called Coonamble Shire Council Section 7.11 Contributions Plan 2023.

This plan commences on the date on which public notice was given under clause 214 (4) of the *Environmental Planning and Assessment Regulation 2021* or the date specified in that notice if it is a different date.

2.2 What is this plan's purpose?

The primary purpose of this plan is to authorise the Council, when granting consent to an application to carry out development to which this plan applies, or Section 7.11 contributions are necessary to provide, extend, or enhance public amenities and services that are essential to the development or were established in anticipation of, or to facilitate such development.

Other purposes of this plan are as follows:

- To provide a clear and transparent basis for levying contributions under the provisions of section 7.11 of the EP&A Act.
- To provide the framework for the efficient and equitable determination, collection and management of section 7.11 contributions.
- To establish the relationship between the expected development and the public amenities and services included in this plan, to demonstrate the required contributions are reasonable.
- To allow for the provision of the required public amenities and services by alternative means where this is acceptable to the developer and the Council (for example, through a planning agreement).
- To ensure that the broader Coonamble Shire community is not unreasonably burdened by the provision of public amenities and services required as a result of development affected by this plan.

2.3 What land and development does this plan apply to?

This plan applies to all land in the Coonamble Local Government Area.

This plan applies to mines, extractive industries and other development that result in increased numbers of laden heavy vehicles using Council's road network.

2.4 What development is exempt?

This plan **does not** apply to the following types of development:

- Development proposed by or on behalf of the Council.
- Development exempt from section 7.11 contributions by way of a direction made by the Minister for Planning under section 7.17 of the EP&A Act.

2.5 What public amenities and services will be provided under this plan?

The public amenities and services which are covered by this plan:

- Pavement damage to rural roads caused by mines, extractive industries and other 'heavy haulage' developments.

More details on the public amenities and services, and their relationship with the expected developments are included in Part 3 of this plan.

2.6 What are the contribution rates?

Table 2 summarises the contribution rates for public amenities and services in this plan.

Table 2 Contribution Rates	
Development	Contribution Rate
(a) Mines, extractive industries and other developments that result in increased numbers of laden heavy vehicles using Council's road network	\$0.31 per Equivalent Standard Axle (ESA) per km of haul road or \$0.053 per tonne of hauled material per km of haul road

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SECTION 3 HOW ARE THE RATES CALCULATED?

This part of the plan prescribes the development that will demand the public amenities and services required under this plan and explains how each of the contribution rates were calculated.

3.1 Rural Roads Pavement Damage

3.1.1 Overview

This plan authorises a contribution rate of either 5.3 cents/tonne/kilometre of hauled material, or \$0.31 cents/ESA/kilometre.

The contribution rate enables the Consent Authority in any particular case, to impose a *contribution amount* on a development relating to the length of local and regional roads that will be used by heavy vehicles for the haulage of material.

The consent condition will contain both a contribution rate and an assumed haul road length. The consent condition will require the development to make periodic payments to Council based on tonnage or ESA returns in the preceding quarter.

3.1.2 What is the nexus between the expected types of development and the demand for public amenities and services?

Heavy vehicles cause significant damage to roads, reducing their lifespan and increasing the need for frequent reconstruction work. While major roads and highways can accommodate heavy vehicles, local council roads have a lower design standard and are more vulnerable to damage. Councils are responsible for maintaining roads to ensure they remain safe and trafficable. Development involving heavy vehicle movements, such as quarries or rural industries, can accelerate pavement deterioration and increase maintenance costs. Councils may require monetary contributions from such developments to cover the additional costs of maintaining the affected roads. The contributions can be based on the cost of bringing forward the need for works or the increased cost of maintaining the road. Councils will allocate the funds to the particular haul roads affected by the development.

3.1.3 Calculation of the contribution rate

The contribution rates that will be applied to developments that cause pavement damage to rural roads are based on the methodologies applied by other NSW council on such development.¹

The methodology used is to determine the ratio of the cost to replace the asset to the design traffic loading, which give a replacement cost per ESA. This ratio forms the basis of further calculations to determine loss of road life in dollar per tonne of material hauled.

The following steps were followed for determining the contribution rates:

1. Determine design ESA
2. Estimate the cost to reconstruct/maintain 1 lane-km for the above ESA
3. Calculate the contribution rate in \$/ESA/km

¹ Contributions levied by Coonamble Shire Council under Coonamble Shire Section 7.11 – Fixed Contributions Plan 2024.

At this point the ESA contribution rate is known. To determine the tonnage contribution rate the following additional two steps are undertaken:

4. Calculate \$/typical vehicle ESA
5. Calculate \$/tonne/km

Table 3 summarises the calculations that were performed to determine the contribution rates for a sealed rural road with a medium level of traffic of 1,000 vehicles per day per lane. In Coonamble it is most likely that there would be lower levels of traffic on both sealed and unsealed roads. However, use of these road types in the methodology yielded higher contribution rates. The medium traffic sealed road contribution is more conservative and has been adopted by Coonamble Shire Council for the purposes of this plan.

Step	Workings for sealed road with medium traffic²
Determine design ESA	Treat damage to pavement and damage to wearing course separately: <ul style="list-style-type: none"> • Design life of pavement: 873,743 ESAs over 30 years • Pavement spray seal: 262,795 ESAs over 10 years
Estimate the cost to reconstruct/maintain 1 lane-km for the above ESA	Pavement reconstruction: \$200,000 per lane per km Surfacing spray seal: \$20,000 per lane per km
Calculate the contribution rate in \$/ESA/km	Pavement = \$200,000/873,743 = \$0.23 per ESA per km Spray seal = \$20,000/262,795 = \$0.08 per ESA per km Total = \$0.23 + \$0.08 = \$0.31 per ESA per km
Calculate \$/typical vehicle	The typical vehicle assumed to be a 'class 4 + dog trailer' No. of ESAs per typical vehicle = 2.6 Contribution per typical vehicle = \$0.31 x 2.6 = \$0.80 per vehicle
Calculate \$/tonne/km	The typical load in a typical vehicle is assumed to be 15 tonnes Contribution = \$0.80/15 = \$0.053 per tonne per km

3.1.4 Calculation of the quarterly contribution payment

The process for calculating and collecting the contribution will generally be as follows:

1. Identify the length of local and regional road (i.e. haul routes) that the development's laden heavy vehicles will utilise. Classified roads that are the sole maintenance responsibility of the NSW Government are excluded from consideration. The length of haul route(s) in kilometres will be determined from information submitted by the applicant with the development application. Any development application for mines, extractive industries or other developments involving the haulage of materials or goods by heavy vehicles on any land in Coonamble LGA must include details of haul routes.

² 1000 per day per lane with a growth rate of 1% per annum

2. Consent authority imposes a development consent condition requiring payment based on:
 - a. The \$ rate per tonne per km, or the \$ rate per ESA per km (from this plan)
 - b. The total length of all haul routes (from 1. above), and
 - c. The amount of material hauled (in tonnes), or the volume of vehicles accessing the site (in ESAs) over the preceding quarter.
3. No later than twenty-eight (28) days after the end of March, June, September and December over the life of the development, the operator of the development:
 - a. Submits to Council independently verified tonnage (or ESA) returns for the development over the preceding quarter, and
 - b. Pays the roads maintenance contribution to Council reflecting the \$ rate per tonne (or per ESA) and total haul route length contained in the development consent.

Worked Example

For example, where in a development application it is stated that a development's haul trucks will utilise 3.5 kilometres of public roads in the LGA, and that estimate of haul route use is considered by the consent authority to be a reasonable estimate, then the contribution amount that would be imposed on the development consent would be:

$$\begin{aligned}
 & 3.5 \times 5.3 \text{ cents per tonne per kilometre} \\
 = & \quad 18.55 \text{ cents per tonne of haulage material, calculated quarterly and indexed} \\
 & \quad \text{quarterly in accordance with the Producer Price Index described in Section 6.3.}
 \end{aligned}$$

Then, after the first full quarter of operations, the operator submitted an independently verified statement showing that there had been 7,100 tonnes of extractive material transported from the development. The Council in response would issue to the operator a tax invoice showing the following details and payment amount:

$$\begin{aligned}
 & 18.55 \text{ cents per tonne} \times 7,100 \text{ tonnes} \\
 = & \quad \$1,317.05
 \end{aligned}$$

3.1.5 Application information to be relied on

In cases where the length or lengths of roads to be used by laden heavy vehicles in development are uncertain, it can be challenging to determine the appropriate contribution amount. In these instances, the council will evaluate the information submitted with the development application to determine the length or lengths of road that will be charged. The applicant is responsible for providing precise and adequate information on the expected haul route usage during the application process.

3.1.6 Matters to be addressed during the operation of the development

The consent will identify the haul route length and the contribution rate applicable to the development. Council acknowledges that the haul routes used by a development may change over the life of the development. To address this the consent will include a condition that requires the proponent to prepare a statement of haulage routes at least every three years. The statement will identify the local and regional roads that are used by heavy vehicles

transporting material and goods to/from the development, as well as the proportion of the development's total heavy vehicles using each road length.

The contribution rate in the consent will be automatically adjusted in accordance with annual movements in the Producer Price Index: Road and Bridge Construction New South Wales (Catalogue No. 6427.3101) as published by the Australian Bureau of Statistics.

Where an ESA-based contribution rate is imposed on the development, the following matters shall be addressed by way of conditions of consent to be implemented at the start of, and throughout the development's life:

- A traffic classifier is to be installed (at the applicant's cost) at a suitable location to classify and count the number of loaded heavy vehicles that enter or exit the development site over each quarter. The purpose of the classifier is to record the number of ESAs that are subject to contributions.
- Responsibility for keeping the traffic classifier in good working order throughout the life of the development will rest with the operator.
- Council officers are to be provided access to the traffic classifier data on a regular (i.e. at least quarterly) basis.
- In the event of the traffic data being corrupted, then the Council at its discretion may determine the ESAs and therefore the contribution amount for the preceding period.

3.1.7 Roadworks may be required to be undertaken in addition to contributions required under this plan

The Shire's local and regional road network has been constructed and is maintained by Council as necessary to ensure an acceptable standard of service.

It is possible that some of these roads may not be able to accommodate additional heavy vehicle loading generated by mines and extractive industries without immediate upgrade. There may be upgrades to roads or traffic facilities that are directly required by a development and without which, the development could not or should not reasonably occur. New roads, or upgrades to sections of the existing road network, including ongoing maintenance, may be required to accommodate the additional heavy vehicle loading.

Where a development requires works to the road network to be undertaken, the requirement will be by way of a condition imposed on the development consent under section 4.17 (1) (f) of the EP&A Act. This will be in addition to road maintenance contributions for haul routes imposed under this plan.

SECTION 4 HOW AND WHEN WILL CONTRIBUTIONS BE IMPOSED ON DEVELOPMENTS?

4.1 Monetary Contributions

This plan authorises the Council when determining an application for development, and subject to other provisions of this plan, to impose a condition requiring a contribution under section 7.11 of the EP&A Act on that approval for:

- The provision, extension or augmentation of public amenities and services to be provided by Council, and/or
- The recoupment of the previous costs incurred by Council in providing existing public amenities and services.

4.2 Latest rates to be used

The section 7.11 contribution imposed on a development will reflect the latest, indexed contributions rates authorised by this plan.

The monetary section 7.11 contribution rates shown in Section 2.6 reflect the contribution rates at the date that this plan commenced. The rates are regularly adjusted for inflation (see Section 6.3)

Applicants should inquire at the Council for information on the latest contribution rates.

4.3 Variation to contributions authorised by this plan

The Council may, after considering a written application, reduce the section 7.11 contribution otherwise calculated in accordance with the provisions of this plan.

A developer's request for variation to a contribution calculated in accordance with this plan must be supported by written justification included with the development application. Such a request will be considered as part of the assessment of the application.

SECTION 5 HOW AND WHEN CAN A CONTRIBUTION REQUIREMENT BE SETTLED?

5.1 Timing of payments

A monetary contribution required to be paid by a condition imposed on the development consent in accordance with this plan is to be paid at the time specified in the condition.

At the time of payment, it will be necessary for monetary contribution amounts to be updated in accordance with the relevant indexes (see Section 6.3).

5.2 Are there alternatives for paying the contribution?

Applicants may propose an alternative contribution rate that more accurately reflects the likely road impacts of the particular development. Any alternative contribution rate must be agreed to by Council prior to the due date for a contribution payment or the commencement of any works as part of that alternate payment method.

Applicants may also propose alternative arrangements to the payment of a periodic contribution to Council for excessive road wear and tear. This could include, for example, reconstruction of the road pavement up-front and no ongoing maintenance contribution.

Justification of any alternative must be addressed in a transport study on the proposed development. The study should address all of the relevant matters listed in Appendix A.

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SECTION 6 OTHER ADMINISTRATIVE MATTERS

6.1 Relationship of this plan to other contribution plans

This plan does not affect any other contribution plan adopted by the Council.

6.2 Savings and transitional arrangements

This plan applies to a development application submitted after the date on which this plan took effect.

A development application that was submitted, but not yet determined, on or before the date on which this plan took effect, shall be assessed under the contributions plan or plans that applied at the date of submission of the application.

6.3 Adjustment of contributions to address the effects of inflation

To ensure that the value of contributions for the construction and delivery of infrastructure is not eroded over time by inflation, this plan authorises that contribution amounts included in consents will be adjusted over time.

6.3.1 Contribution rates in this plan

Council will, without the necessity of preparing a new or amending plan, make changes to the contribution rates set out in this plan to reflect annual movements in the value of land acquisition and works.

The Producer Price Index: Road and Bridge Construction New South Wales (Catalogue No. 6427.3101) as published by the Australian Bureau of Statistics, will be used to update the contribution rates in this plan.

6.3.2 Contribution amounts in consents

A monetary contribution amount required by a condition of development consent imposed in accordance with this plan, will be indexed between the date of the grant of the consent and the date on which the contribution is paid in accordance with annual movements in the Producer Price Index: Road and Bridge Construction New South Wales (Catalogue No. 6427.3101) as published by the Australian Bureau of Statistics.

6.4 Pooling of contribution funds.

The plan authorises monetary contributions paid for different purposes in accordance with development consent conditions authorised by this plan and any other contributions plan approved by Council to be pooled and applied progressively for those purposes.

6.5 Accountability and access to information

In accordance with the EP&A Act and EP&A Regulation, a contributions register will be maintained by Council and may be inspected upon request.

The register will be maintained at regular intervals and will include the following:

- Particulars sufficient to identify each development consent for which contributions have been sought
- Nature and extent of the contribution required by the relevant condition of consent
- Name of the contributions plan under which the condition of consent was imposed
- Date the contribution was received, for what purpose and the amount

Separate accounting records will be maintained for each contribution type in this plan and published every year in Council's financial accounts. They will contain details concerning contributions received and expended, including interest for each service or amenity to be provided. The records are held at Council's Administration Office and may be inspected upon request.

6.6 Dictionary

Consent Authority has the same meaning as in the EP&A Act

Council means Coonamble Shire Council

EP&A Act means the *Environmental Planning and Assessment Act 1979*

EP&A Regulation means the *Environmental Planning and Assessment Regulation 2021*

ESA means the equivalent standard axle.

LGA means local government area.

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10.20 TOORAWEEENAH ROAD UPGRADE - MONTHLY STATUS UPDATE

File Number: R-8-32-1

Author: Kylie Kerr-Roads Manager

Authoriser: Kerrie Murphy, Director Infrastructure Services

Annexures: Nil

PURPOSE

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

EXECUTIVE SUMMARY

Work over the last month has primarily focused on the redesign works including hydrology, the reviewing of TfNSW specifications and preparing documentation for tender exemption and time extension requests.

Federal Milestone PDLM5 has now been accepted by the Federal Team with no change to the dollars and payment of \$602,000 has been received.

The draft Tender exemption letter for the self-deliver sections of the project and extension of time was submitted to the Federal Team for comment.

The Hydraulic study has shown that the original design for much of the route is suitable with a few minor modifications. However, there are two locations where more substantial modifications are needed to the design. Based on the results, the road will be designed to provide flood immunity in the 10% event.

BACKGROUND

Tooraweenah Road is the most direct route from the town of Coonamble to the Warrumbungle's.

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 existing sealed length requires rehabilitation or heavy patching, however, some of the sections of the 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 sealed 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 funded by the Federal Government's Roads of Strategic Importance (ROSI) Program. The funded budget is \$22.96M.

COMMENTARY

Federal Milestone PDL5 has now been accepted by the Federal Team with no change to the dollars and payment of \$602,000 has been received.

The Federal Team has advised that a Tender exemption will need to be sought for Council to self-deliver sections of the project. The draft submission was completed in late December and submitted to the Federal Team for their comment. The submission highlights several key benefits in Council staff delivering some of the road construction work including:

- Use of local and regional contractors via our casual plant hire contract that don't have the resources to tender for the project on their own.
- The knowledge and experience of our staff in constructing roads to suit our unique soil and environmental conditions.
- Cost savings associated with using local people (staff) undertaking the road construction work.

The extension of time component of the submission addressed the unforeseeably delays over the past 24 months with natural disasters, ongoing wet weather and the need for additional survey and design work.

The Hydraulic study has shown that the original design for much of the route is suitable with a few minor modifications. However, there are two locations where more substantial modifications are needed to the design. The study ran storm and flood models for the 1%, 20% and 10% events. The findings from the 1% models showed that major infrastructure changes are needed and unaffordable. The models were rerun to see what the impact 20% and 10% events would have on the unsealed section of the road and the nearby areas. Based on the results, the road will be designed to provide flood immunity in the 10% event as this will offer the best result for the community with less financial impact on the already tight budget. There will still be water that goes over the road at several locations during these rain events though the depth is expected to be low in most locations leading to less road closures.

Work over the last month has primarily focused on the redesign works including flood modelling, reviewing specification to be included in the tender and preparing documentation for tender exemption and time extension requests. Key activities have included:

- Engaging a suitably qualified consultant to complete the hydrology study.
- Flooding and hydrology model and design development which is 75% completed.
- Continuing to work on the detailed design.
- Reviewing the TfNSW specifications for relevance and inclusion in the tender documents.

RECOMMENDATION

That the report be received and noted.

10.21 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

File Number: R6

Author: Kerrie Murphy-Director Infrastructure Services

Authoriser: Paul Gallagher, General Manager

Annexures: 1. Monthly Works Report - February  

PURPOSE

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

BACKGROUND

(a) Relevance to Integrated Planning and Reporting Framework

I1.1 Employ a strategic approach to the management of our critical road network.

I1.2 Strengthen our strategic approach to the management of our water infrastructure and services.

I1.3 Improve our strategic approach to the management of our sewerage infrastructure and services.

I1.4 Strengthen our strategic approach to the management of our urban drainage infrastructure and services.

I1.5 Adopt successful strategies which maximises our community's access to quality infrastructure and assets.

P3.1 Provide support to our sporting, recreation and community organisations which drives improved sporting and recreational opportunities for our community.

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

(b) Financial Considerations

Provision is made within the 2023 / 2024 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 Directorate. Updates are provided for each Departmental area which includes Roads, Water and Sewer and Urban Services. Please note that the attachment is in an updated format with a view to provide additional information to that provided previously. The projects in this report will increase as time goes on, and more valuable information will be provided at that time.

(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 2023 / 24 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 the information be received and noted.

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

CAPITAL WORKS

ROADS - URBAN – COONAMBLE, GULARGAMBONE AND QUAMBONE

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Bertram Street Reconstruction	Loan	350,000	-	350,000	113,808.21	16,016.00	129,824.21	100	Complete

ROADS - RURAL – UNSEALED ROAD NETWORK

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Rural Resheeting	Council	150,000	-	150,000	67,308.55	5786.19	73,094.74	65	Carinda, Walla Walla, Merri Merri

ROADS - RURAL – SEALED ROAD NETWORK

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Warren Road Upgrade	ROSI/FCR/Council	3,161,943	-	3,161,943	114,554-	8,225-	122,779	2-	Construction has commenced
Box Ridge Road Reconstruction	LRCI	1,859,636	-	1,225,140	70,736	-	70,736	10	Not yet commenced
Carinda Road Heavy Patching and Culvert upgrades	FLR	2,265,840	-	2,265,840	490,224	415,755	905,979	50	Culverts completed. First section has been completed of heavy patching. Preparing second section.
Carinda Road Heavy Patches	RLRRP	709,155	151,000	860,155	359,405	149,136	859,859	100	Complete – budget increased in accordance with increase in grant funding
Billeroy Road	RLRRP	45,876	-	45,876	-	-	-	-	Not yet commenced
Quambone Road	RLRRP	738,957	-	738,957	48,689.03	3,142.69	51,832	-	Commenced
Pilliga Road	RLRRP	588,750	100,000	688,750		93,013	862,578	100	Work completed for 2023/2024
Baradine Road	RLRRP	481,307.84	-	481,307.84	368,504	32,914	401418	95	Works completed for this year
Warren Road	RLRRP		-		143,096	5,770	148,867	-	Commencing physical works in December
Gulargambone Road	RLRRP	311,406.16	-	311,406.16	4,419-	-	4,419	-	Preliminary work has commenced
Flood Damage – REPA AGRN987	DRFA	≈7,800,000	-	≈7,800,000	1,767,353	375,239	2,106,843	27	Work to date includes Aiden's Lane, Bramble, Nelgowrie, Conimbia, Gulargambone, Gadsens, Haydens Lane, Beanbah, Quabathoo, Emby, Pilliga, Merri Merri, Goorianawa, Bramble, Gilgooma, Mungery, Yarranville, Conimbia, West Point, Walla Walla, Keewong, Tooloon South, Quandong, Sandy Camp, Back Gular, Talegar, Toora, and Wattle Creek Roads
Tooraweenah Road Upgrade	ROSI	22,962,000	-	22,962,000	2,577,032.85	453,559	3,030,592	14	Additional flood models at 20% and 10% have been completed in the last month and the data is currently being analysed.

WATER									
Project	Funding Source	Budget (\$) (2023-24)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Coonamble Mains Replacement	Council	618,113*	-	618,113	139,515	-	139,515	25	* - included Broad street budget from 22/23. Broad street completed. Tooloon street – Inspection done, project reviewed. Parts ordered. RFQ docs prepared and advertised on Tenderlink. RFQ closes early February.
Gulargambone Mains Replacements	Council	119,000	-	119,000	-	3,016	3,016	5	Planning underway
Quambone Mains Replacement	Council	90,000	-	90,000	-	-	-	5	Planning underway
SSWP244-Integrated Water Cycle Management Strategy (IWCM)	Grant/Council	199,165	-	303,900	-	178,562.80	178,562.80	50	Draft Issues paper under review with stakeholders. Meetings with stakeholders every fortnight continues. 72 Hr Quality and Inflow monitoring preparing.
Coonamble Bulk Flowmeter – Reservoir 5	Grant/Council	84,750	-	84,750	65,096.52	-	65,096.52	100	Works completed. Spendings need to be checked against funding.
Gulargambone Reservoir Bulk Flowmeter	Grant/Council	84,750	-	84,750	44,214.39	-	44,214.39	100	Works completed. Spendings need to be checked against funding.
Advanced Operational Support Program	DPE	Free for Council	-	-	-	-	-	25	Scope of works draft report issued for discussion. Funding Deed for \$150000 has been signed and executed by DPE. Milestone 1 payment could be claimed. Meeting with stakeholders expected on the week starting 5 th February.

SEWER									
Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Coonamble Mains Relining	Council	250,000	-	250,000	-	-	-	5	Planning underway, choosing sewer lines to be done depending on condition and available budget.
Gulargambone Mains Relining	Council	100,000	-	100,000	-	-	-	5	Planning underway, choosing sewer lines to be done depending on condition and available budget.
Coonamble STP Upgrade – Concept Design	Council	250,000	-	250,000	-	182,704.50	182,704.50	25	Options study draft report has been issued for review and discussion.
Coonamble SPS1 Convert to wet well configuration	Council	300,000	-	300,000	-	236,363.64	236,363.64	15	Components delivery has started. Contractor visited site for pre-start inspection and discussion. Expected to commence works onsite late February 2024
Coonamble SPS2 Convert to wet well configuration	Council	300,000	-	300,000	-	220,668.80	220,668.80	15	Components delivery has started. Contractor visited site for pre-start inspection and discussion. Expected to commence works onsite late March 2024

URBAN SPACES									
Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Footpaths Reconstruction	Council	75,000	-	75,000	-	-	-	-	Condition Assessment complete. Program being drafted from this information.
Street Tree Replacement Program	Council	50,000	-	50,000	-	6,651.96	6,651.96	40	Planter boxes and Bougainvillea have been ordered for placement at the main street corners and out the front of the Gymnasium. Replacement trees for Memorial drive have been ordered. Irrigation line has been installed in McCullough Street and trees have been ordered. waiting on line-marking of street. Concrete has been repaired in front of the Gym and trellis is to be installed for the Bougainvillea. Plants and materials have been ordered for Mungie Street in Quambone (School to Pool)
Coonamble Showground Upgrades	Council	25,000	-	25,000	27,343.68	-	27,343.68	80	New grandstand has arrived waiting on assembly
Brigidine Nuns garden area Main Street	Council	40,000	-	40,000	18,053.43	19,234.76	37,288.16	85	Garden is complete including automatic watering system, waiting on delivery of stone benches and screens, wall to still be painted.
McDonald Park upgrades	LRCI4	223,229	-	223,229	28,863.77	2,569.75	31,433.52	15	Gazebo and Water tank have been ordered, waiting on quotations for foundation works
Water efficiency projects	LRCI4	97,000	-	97,000	32,298.59	31,632.37	63,930.96	75	Gulargambone highway Park irrigation upgrade, Cemetery irrigation upgrades continuing, Quambone Park irrigation to be upgraded
Coonamble Sportsground establish additional fields	Council	165,000	-	165,000	4,235.82	147,888.00	152,123.82	52	Site has been levelled, irrigation has been upgraded, turf has been ordered and will be laid starting 12 th February
Gulargambone Oval Irrigation upgrades	Council	45,000	-	45,000	41,120.44	-	41,120.44	100	Project completed

SWIMMING POOLS									
Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Swimming Pool Upgrades	LRCI4	466,957	-	466,957	307,038.68	187,876.51	494,915.19	33	Coonamble pool has been painted and joints resealed, Gulargambone and Quambone pools have been booked to be done in April 2024
Upgrades to Swimming pools	Council	111,740	-	111,740	98,254.00	-	98,254.00	100	Installation of chemical dosing systems to the swimming pools has been completed

AERODROME									
Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment

CEMETERIES

<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Cemetery Improvement Program	Council	20,000	52,000	72,000.00	32,971.29	38,428.00	71,399.29	95	Waiting on connection of pump and tank.
New Columbarium	LRCI4	52,632	-	52,632	-	-	-	-	Design done, sourcing bricklayer to construct

**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 Coonamble Aerodrome Operational Matters

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.

12.2 SPT33223COO - Aggregate and Road Base Crushing Campaign - Option to Renew

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