



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 13 August 2025

Date: Wednesday, 13 August 2025

Time: 9:00 AM

**Location: Memorial Hall
Quambone**

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

**Daniel Keady
Mayor**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Memorial Hall, Quambone on Wednesday, 13 August 2025 at 9:00 AM.

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1 OPENING MEETING**2 ACKNOWLEDGEMENT OF COUNTRY**

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

3 COMMUNITY CONSULTATION**4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS****5 DEPUTATION/DELEGATIONS****6 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 9 July 2025 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 9 July 2025**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 9 JULY 2025 AT 9:00 AM**

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

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

1 OPENING MEETING

The Mayor opened the meeting at 9.17 am, advising the attendees of the following:

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

APOLOGY

RESOLUTION 2025/179

Moved: Cr Phillipa Goldsmith

Seconded: Cr Margaret Garnsey

That the apology from Cr Ahmad Karanouh be noted and approved.

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

Against: Nil

CARRIED 8/0

5 DEPUTATION/DELEGATIONS

6 CONFIRMATION OF MINUTES

RESOLUTION 2025/180

Moved: Cr Adam Cohen

Seconded: Cr Paul Fisher

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 18 June 2025 be confirmed as a correct record of the proceedings of the meeting.

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

Against: Nil

CARRIED 8/0

7 DISCLOSURES OF CONFLICTS OF INTEREST

Nil

8 MAYORAL MINUTE**MAYORAL MINUTE****RESOLUTION 2025/181**

Moved: Mayor Daniel Keady

Seconded: Cr Phillipa Goldsmith

That the Mayoral Minute for June 2025 be noted.

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

Against: Nil

CARRIED 8/0

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**2.1 2024-2025 RELATED PARTY DISCLOSURE RETURNS AND REVIEW OF COUNCIL'S ADOPTED RELATED PARTY DISCLOSURE POLICY****RESOLUTION 2025/182**

Moved: Cr Margaret Garnsey

Seconded: Deputy Mayor Steven Butler

That Council

- 1. Note the report.**
- 2. Note that all Councillors and designated persons are required to provide the General Manager with their duly completed "Related Party Disclosure by Key Management Personnel" forms by the 31 August 2025.**
- 3. Place the draft Related Party Disclosure Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community and if any submissions are received, a report be prepared for Council's further consideration and adoption of the Related Party Disclosure Policy (with or without change).**
- 4. Adopt the Related Party Disclosure Policy without any changes, if no submissions are received.**

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

Against: Nil

CARRIED 8/0

SECTION B - MATTERS FOR INFORMATION ONLY**3.2 RATES AND CHARGES COLLECTIONS - JUNE 2025****RESOLUTION 2025/183**

Moved: Cr Adam Cohen

Seconded: Cr Phillipa Goldsmith

That Council receives and notes the information provided in the rates and charges collections report.

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

Against: Nil

CARRIED 8/0

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL**10.1 CORRESPONDENCE****RESOLUTION 2025/184**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That the Correspondence Report May 2025 be received and noted.

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

Against: Nil

CARRIED 8/0

10.2 COUNCIL RESOLUTIONS/ACTIONS UPDATE**RESOLUTION 2025/185**

Moved: Cr Paul Fisher

Seconded: Cr Paul Wheelhouse

That Council notes the information.

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

Against: Nil

CARRIED 8/0

10.3 NOTICE OF MOTION - 2025/26 QUAMBONE AND GULARGAMBONE TRANSFER STATION OPERATIONAL HOURS**RESOLUTION 2025/186**

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Wheelhouse

That Council:

- 1. Reinstate the Gulargambone and Quambone 2024/25 waste transfer station service levels until 31 December 2025.**
- 2. Fund the provision of these services by transferring \$7,000 from the Bulk Waste Kerbside Budget.**
- 3. Place on public exhibition a clear and concise explanation of the proposed Gulargambone and Quambone Transfer Stations reduced hours and report back to Council in September.**

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

Against: Cr Phillipa Goldsmith

CARRIED 7/1

10.4 CHANGES TO WASTE FACILITIES HOURS OF OPERATION**RESOLUTION 2025/187**

Moved: Cr Adam Cohen

Seconded: Cr Margaret Garnsey

That Council:

- 1. Thank the Quambone community for their representations, and**
- 2. Advise these community members of the outcome of the Notice of Motion**

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

Against: Nil

CARRIED 8/0

10.5 RECRUITMENT OF GENERAL MANAGER**RESOLUTION 2025/188**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Karen Churchill

That Council

- 1. Authorise the Mayor and General Manager to negotiate with and appoint an external recruitment consultant to facilitate the recruitment and appointment of a General Manager for Coonamble Shire Council.**
- 2. Authorise the Mayor to select a panel of three (3) Councillors to assist the Mayor with shortlisting candidates before the full Council interviews of suitably qualified and experienced applicants are conducted.**

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

Against: Crs Karen Churchill, Adam Cohen and Paul Wheelhouse

CARRIED 5/3Carried

10.6 LGNSW ANNUAL CONFERENCE 2025**RESOLUTION 2025/189**

Moved: Cr Paul Fisher

Seconded: Deputy Mayor Steven Butler

That Council:

- 1. Note the report on the LGNSW Annual Conference to be held at Penrith from 23-25 November 2025.**
- 2. Call for draft motions from Councillors for the conference.**
- 3. Consider motions and Councillor attendees at the August 2025 Council meeting.**

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

Against: Nil

CARRIED 8/0

10.7 AGENCY INFORMATION GUIDE**RESOLUTION 2025/190**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That Council:

- 1. Notes the draft Agency Information Guide 2025-2026 has been submitted to the Information and Privacy Commission for review.**
- 2. Receive a further report should variations been proposed.**
- 3. In the event that no variations are proposed by the Information and Privacy Commission, adopt the Agency Information Guide 2025-2026.**
- 4. Change 4.1 paragraph 4 from “Quambone (October)” to “Quambone (August)”.**

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

Against: Nil

CARRIED 8/0

10.8 STATUS OF INVESTMENTS - JUNE 2025

RESOLUTION 2025/191

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

That Council note the report of investments from 1 June 2025 to 30 June 2025 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

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

Against: Nil

CARRIED 8/0

DRAFT

10.9 SALE OF LAND UNPAID RATES**RESOLUTION 2025/192**

Moved: Cr Margaret Garnsey

Seconded: Deputy Mayor Steven Butler

That Council:

- 1. Notes the report.**
- 2. Sell the properties that meet the conditions of the *Local Government Act 1993* and Regulations at a public Auction.**
- 3. Authorises the General Manager to proceed with the necessary arrangements pertaining to the sale of the properties identified which satisfy the criteria as set out in the *Local Government Act 1993* and Local Government (General) Regulation 2005.**
- 4. Authorises the General Manager or their delegate to undertake Bankruptcy proceedings were deemed necessary on properties of Deceased Estates.**
- 5. Authorises the General Manager to withdraw from auction any property occupied by a ratepayer who in the General Manager's opinion is suffering extreme and unusual financial hardship and who, prior to the commencement of the auction, has made an acceptable arrangement for the repayment of the outstanding rates and charges.**
- 6. Authorises the General Manager or their delegate to execute contracts and transfer documents pertaining to the properties specified in the body of the report.**
- 7. Reserves the right to withdraw the property from sale for technical or legal reasons.**

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

Against: Nil

CARRIED 8/0

10.10 REVIEW OF RECORDS MANAGEMENT POLICY**RESOLUTION 2025/193**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Fisher

That Council

- 1. Note the report.**
- 2. Place the draft Records Management Policy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community and prepare a further report to Council if any submissions are received.**
- 3. If no submissions are received, adopt the Records Management Policy as a policy of Council.**

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

Against: Nil

CARRIED 8/0**10.11 REVIEW OF DEBT RECOVERY POLICY****RESOLUTION 2025/194**

Moved: Cr Phillipa Goldsmith

Seconded: Cr Adam Cohen

That Council:

- 1. Note the report**
- 2. Adopts the revised Credit Management and Debt Recovery Policy, as attached to this report, noting that the revised Policy is not required to be placed on Public Exhibition.**

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

Against: Nil

CARRIED 8/0

10.12 COMMUNITY DEVELOPMENT MONTHLY REPORT

RESOLUTION 2025/195

Moved: Cr Paul Wheelhouse

Seconded: Cr Karen Churchill

That Council receives and notes the information in the June 2025 Community Development report.

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

Against: Nil

CARRIED 8/0

10.13 ECONOMIC DEVELOPMENT & GROWTH

RESOLUTION 2025/196

Moved: Cr Paul Fisher

Seconded: Deputy Mayor Steven Butler

That Council receives and notes the Economic Development and Growth report.

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

Against: Nil

CARRIED 8/0

At 9:53 am, Cr Paul Wheelhouse left the meeting.

At 9:55 am, Cr Paul Wheelhouse returned to the meeting.

10.14 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT

RESOLUTION 2025/197

Moved: Cr Karen Churchill
Seconded: Cr Paul Wheelhouse

That the Planning, Regulatory and Compliance Progress Report for June be received and noted.

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

Against: Nil

CARRIED 8/0

10.15 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE

RESOLUTION 2025/198

Moved: Cr Karen Churchill
Seconded: Cr Phillipa Goldsmith

That Council note the report and the progress on the Tooraweenah Road Upgrade Project.

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

Against: Nil

CARRIED 8/0

At 9:58 am, Cr Adam Cohen left the meeting.

10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

RESOLUTION 2025/199

Moved: Cr Phillipa Goldsmith
Seconded: Cr Paul Fisher

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

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

Against: Nil

CARRIED 8/0

At 10:03 am, Cr Adam Cohen returned to the meeting.

11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

Nil

12 CONFIDENTIAL MATTERS**12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 18 June 2025****RESOLUTION 2025/200**

Moved: Deputy Mayor Steven Butler

Seconded: Cr Phillipa Goldsmith

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

12.2 Request for Concession Towards Water User Charges

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

RESOLUTION 2025/201

Moved: Cr Phillipa Goldsmith

Seconded: Cr Paul Wheelhouse

That Council

- 1. Note the report.**
- 2. Advise the owner that Council would consider an application for a payment plan.**
- 3. Subject to an approved payment plan, waive the interest.**

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

Against: Nil

CARRIED 8/0

RESOLUTION 2025/202

Moved: Cr Margaret Garnsey

Seconded: Cr Paul Fisher

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 8/0

13 CONCLUSION OF THE MEETING

The Meeting closed at 10.30am.

The minutes of this meeting were confirmed at the Council held on 13 August 2025.

.....
CHAIRPERSON

DRAFT

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

MAYORAL MINUTE

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

I am pleased to deliver the Mayoral report for August 2025.

- **Vision Splendid - Funded for Three (3) years**

Councillors will recall the great success of the pilot Visions Splendid Concert during the October long weekend. This event tripled the overall spending in Coonamble Shire compared to the same period the previous year.

I am delighted to advise that the Council has secured a further \$350,000 to deliver similar concerts in Coonamble's main street over the long weekend for the next three years (2025 to 2028).

- **Funding Announcement**

Council was honoured to participate in the Orana Support Services' welcome of Minister Harrison during her recent visit. The Minister announced the funding for the Coonamble's Core and Cluster project which will provide a local critical service in the near future.

This occasion provided a valuable platform to highlight our community's ongoing progress and future priorities. I would like to thank thanks the Deputy Mayor Butler for acting in my stead at this event.

Council also took the opportunity to speak with Roy Butler MP in respect of key projects including particularly the Bore Licence and Water Licence for the Bore Baths.

- **General Manager Recruitment**

Coonamble Shire Council has commenced recruitment for a new General Manager with the role being advertised on Friday 1 August 2025. A comprehensive Information Pack has been developed. Indicative dates for the recruitment process have shortlisting and interviews in September.

I encourage suitably qualified candidates to apply for this challenging and rewarding role and be part of shaping Coonamble's future.

- **Wingadee Road**

Together with the Director of Infrastructure, I met with residents in respect Wingadee Road on 22 July 2025. An inspection of the road was undertaken to enable the residents to provide feedback and showing sections of the road of

concern. It was a positive and constructive meeting with Council providing updates/details on planned work that was currently being done and also advice on what was being done behind the scenes to improve the road in the longer term.

- **Paper Daisies Planted**

A sincere thank you to our local florist Petal & Bow who thoughtfully donated and planted paper daisy seeds in the garden beds along Coonamble's main street and Visitors Information Centre. Your contribution will add a beautiful burst of colour and charm to our town centre, creating a welcoming and vibrant space for both locals and visitors to enjoy.

Small acts like these truly make a big difference in enhancing our community spirit and streetscape.

- **Local Government Week Activities**

"Local Government week is a chance to recognise the essential services that support daily life and help build strong connected communities."

This year Council is marking Local Government Week by celebrating the contribution of members of organisations and clubs to our greater Shire community. From appreciation morning teas with local community groups to interactive sessions with Councillors, the week provided a great opportunity for residents to learn more about the services Council delivers.

It was a wonderful celebration of civic pride and the collaborative efforts that continue to shape our region.

- **Alliance Western Councils and Far North West Joint Organisation**

Cr Garnsey and Director of Infrastructure Kerrie Murphy attended the Alliance of Western Councils and Far North West Joint Organisation meetings in Gilgandra on Friday 25 July 2025. The Alliance meeting featured informative presentations from Little Wings, the Department of Climate Change, Energy, the Environment and Water, and several government representatives. This was Coonamble Shire Council's first attendance at a FNWJO meeting since becoming an Associate Member, where Council was formally welcomed. While discussions pre-dated our membership, it was a valuable opportunity to gain insight into the organisation's work.

RECOMMENDATION

That the Mayoral Minute for August 2025 be noted.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

2.1 REQUEST TO BE CROWN LAND MANAGER - BORE BATH PROJECT

File Number: G-5

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

Authoriser: Phillip Perram, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is to seek Council endorsement to become the Crown Land Manager for the land subject to the Coonamble Bore Bath Project.

BACKGROUND

The proposed site of the Coonamble Artesian Bore Bath is located on Crown land being Reserve 520089 for the purpose of Public recreation and Racecourse. The reserve was first notified in the NSW Government Gazette on 4 December 1953.

The area required for the Bore Bath Project has been identified in consultation with the Coonamble Racecourse and Recreation Land Manager, as shown in red below:



Access arrangements shown in yellow are still to be finalised.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

Council will be required to submit a request for appointment as Crown Land Manager (CLM) in writing and include:

- An outline of the proposal
- A diagram of the area proposed to be managed by Council (i.e. the proposed subdivision area)
- Council's resolution for appointment as CLM
- Written consent from the current CLM (Coonamble Racecourse and Recreation Land Manager) to relinquish management over the identified project site within Reserve 5200089.

(a) Governance/Policy Implications

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

(b) Legal Implications

Council will need to prepare a Plan of Management and manage the land in accordance with the Crown Land Management Act 2016.

(c) Social Implications

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

(d) Environmental Implications

The development of a bore bath facility will attract visitors to Coonamble that will have an economic benefit to local businesses.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There is a risk that the project will not proceed due to budget and time constraints.

CONCLUSION

Council has met with representatives of the Coonamble Racecourse and Recreation Land Manager, Jockey Club and Golf Club to determine the needs of each user group particularly in relation to water availability and use. The next steps for Council to obtain control of the subject land is to obtain the written consent of the Coonamble Racecourse and Recreation Land Manager.

The application to be the Crown Land Manager for the site of the bore bath is a critical step in the delivery of the project.

RECOMMENDATION

That Council:

- 1. Request written confirmation from the Coonamble Racecourse and Recreation Land Manager they relinquish management over the identified project site of Reserve 520089.**
- 2. Council applies to be appointed as the Crown Land Manager for the identified project site of Reserve 5820089.**



3.2 CODE OF CONDUCT

File Number: G-9

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Phillip Perram, General Manager

Annexures:

1. Code of Conduct for Councillors (under separate cover) 
2. Procedures for the Administration of the Code of Conduct (under separate cover) 

PURPOSE

To seek Council adoption of the reviewed *Code of Conduct for Councillors* and *Procedures for the Administration of the Code of Conduct*.

BACKGROUND

Council must review and adopt its Code of Conduct within 12 months of the new Council's formation.

The two documents being presented are required by the *Local Government Act 1993* (NSW) and the *Local Government (General) Regulation 2021*.

The Office of Local Government (OLG) provides models for the Code of Conduct and Procedures for the Administration of the Code of Conduct. The models may be used by Councils as a template when producing their own documents. Councils may strengthen the content of the model documents but may not reduce or weaken them in any way.

Council adopted its current Code of Conduct in October 2022 (Resolution 2022/253), with the Procedures for the Administration of the Code of Conduct adopted in September 2020 (Resolution 2020/143).

There have not been any amendments made to the OLG models since the documents were last adopted. The current documents remain up to date with the OLG models; however, Council must review and adopt.

(a) Relevance to Integrated Planning and Reporting Framework

CSP L2.1 Policies are reviewed and updated at intervals of no more than four years.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

The existing Code of Conduct for Councillors and the Procedures for the Administration of the Code of Conduct have been reviewed, noting there have been no changes proposed to the Model Code of Conduct.

The existing documents are provided as attachments, for Council's reference.

(a) Governance/Policy Implications

Adoption of the reviewed Code of Conduct will replace the current policy.

(b) Legal Implications

The Code of Conduct for Councillors is submitted for adoption in line with the requirements of the *Local Government Act 1993* and *Local Government (General) Regulation 2021*.

(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

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

(f) Risk Implications

If Council fails to adopt a Code of Conduct and associated Procedures based on the OLG Models, under section 440 of the *Local Government Act 1993* the Model Code of Conduct and Procedures are in effect by default. There are no risk implications arising from this report.

CONCLUSION

Under the Local Government Act, Councils must review their adopted Code of Conduct within 12 months of the election and make such adjustments as they consider appropriate. Councils must adopt a Code of Conduct that incorporates the provisions of the Model Code of Conduct prescribed by the Local Government (General) Regulation.

RECOMMENDATION**That Council adopts:**

- 1. The reviewed Code of Conduct for Councillors.**
- 2. The reviewed Procedures for the Administration of the Code of Conduct.**

SECTION B - MATTERS FOR INFORMATION ONLY

4.3 FREE SPEECH IN LOCAL GOVERNMENT IN NSW

File Number: G 9-1

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Phillip Perram, General Manager

Annexures: 1. Free Speech in Local Government in NSW Guideline [↓](#) 

PURPOSE

The purpose of this report is to inform Council of the *Free Speech in Local Government in NSW* guideline, released by the Office of Local Government (OLG) in June 2025.

EXECUTIVE SUMMARY

The Free Speech Guideline provides practical and legal clarity on how free speech operates within the framework of local government in NSW. It aims to support Councillors and Council officials in understanding their rights and responsibilities when engaging in public discourse, especially political communication, while maintaining compliance with relevant legislation and codes of conduct.

In June 2025, the NSW Office of Local Government released a guideline clarifying the role of free speech in local government, particularly for elected councillors. This guidance, issued under section 23A of the *Local Government Act 1993*, addresses how political communication rights are balanced with Council codes of conduct, media policies, and public expectations.

The Free Speech Guideline reinforces Councillors' ability to speak freely in line with Australia's implied constitutional freedom of political communication, while offering clear directions to manage defamation risks, meeting protocols, and social media use. Its intent is to promote transparency, accountability, and active civic engagement within local government.

BACKGROUND

The Free Speech Guideline was issued by the NSW Office of Local Government on 3 June 2025 under section 23A of the *Local Government Act 1993*, which requires Councils to consider such guidance in the exercise of their functions.

It responds to concerns about the balance between free speech and governance protocols, particularly in the context of social media use, Council meetings, and public commentary by elected officials.

The Free Speech Guideline complements existing frameworks such as the Model Code of Conduct for Local Councils in NSW and reflects constitutional protections like the implied freedom of political communication under Australian law.

(a) Relevance to Integrated Planning and Reporting Framework

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

Additionally, the Free Speech Guideline reinforces IP&R Framework principles of transparency, accountability, and community engagement by

encouraging open communication between Councillors and their communities, which is essential for authentic strategic planning.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

The Free Speech Guideline represents a timely intervention in an increasingly complex communication landscape. Key highlights include:

- Recognition of Councillors' role as elected representatives who must engage freely with their communities.
- Clarification on defamation protections, helping Councillors understand their legal exposure when making public statements.
- Guidance on media and social media policies, ensuring Councils do not unduly restrict Councillors' ability to communicate online.
- Explanation of meeting rules and enforcement mechanisms, including how speech is regulated during Council and committee meetings.
- Emphasis on balancing transparency with decorum, encouraging Councils to foster open dialogue while maintaining respectful conduct.

This approach provides a nuanced understanding of the challenges faced by local government officials in navigating public discourse, especially in politically charged or contentious environments.

(a) Governance/Policy Implications

The Free Speech Guideline encourages transparent decision-making and open communication by Councillors.

It may prompt Councils to review and update policies (eg: media, social media, meeting procedures) to align with free speech protections, noting that Council's current policies in those areas are based on model policies of the OLG.

(b) Legal Implications

The Free Speech Guideline clarifies the scope of implied constitutional protections for political communication.

It highlights defamation risks and civil liability considerations, prompting Councils to assess legal advice and insurance coverage.

(c) Social Implications

The Free Speech Guideline support community engagement by affirming Councillors' right to speak freely. It may foster greater public trust in local government through open dialogue and accountability.

(d) Environmental Implications

There are no direct environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There is potential for increased reputational or legal risk if Councillors' speech is misinterpreted or breaches the Code of Conduct.

CONCLUSION

The OLG's Free Speech Guideline marks a significant step toward strengthening democratic engagement at the local level. By affirming the importance of free speech and providing actionable guidance, it empowers Councillors to communicate effectively and responsibly. Councils are now better equipped to uphold both governance integrity and individual expression, ensuring that local government remains a vibrant and participatory institution.

RECOMMENDATION

That Council note the *Free Speech in Local Government in NSW* guideline.

Department of Planning, Housing and Infrastructure

dphi.nsw.gov.au



Free speech in local government in NSW

A guideline

June 2025





Acknowledgement of Country

The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land, and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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Introduction

The recent review of the councillor conduct framework and concerns that some councils may have implemented their codes of conduct in a way that unduly constrains councillors' ability to engage freely with the community has highlighted the need to provide practical guidance to councils on what free speech means in the context of NSW local government.

In a broad sense political communication relates to any form of campaigning around a discussion or decision. In the case of elected officials there is an implied public trust that political communication to support debate will be fair. Unfortunately, where the debate is not fair and includes victimisation or vilification, that public trust is quickly lost.

This guideline (Guideline) provides guidance on the following:

- the implied freedom of political communication under the Australian Constitution (the Constitution) and how free speech is regulated in Australia,
- why the ability to engage freely with the community is central to a councillor's role as an elected representative prescribed under the *Local Government Act 1993* (the Act),

- the relevant provisions of the Model Code of Conduct for Local Councils in NSW (Model Code of Conduct) that recognise the importance of public comment by councillors and how they should be applied by councils to ensure they do not unduly inhibit free speech,
- the protections available to councillors in relation to civil liability for defamation,
- the meeting rules constraining what can be said at council and committee meetings, how they can be applied and the relationship between these and the enforcement mechanisms available under councils' codes of conduct,
- how council media and social media policies should be applied so as not to unduly constrain councillors' ability to engage with the community via the media and online.

This Guideline has been issued under section 23A of the Act. Councils and council officials must take it into consideration when exercising their functions. This Guideline is also to be considered by conduct reviewers when dealing with code of conduct matters that have been referred to them.

How is free speech regulated in Australia?

The High Court of Australia has found that the Constitution contains an implied freedom of political communication which imposes limits on the laws that Australian Parliaments can make.

The implied freedom of political communication as established by the High Court, is a constitutional principle that ensures Australians can make informed choices as electors. It's not a personal right, but rather a restriction on governments' ability to interfere with the free communication of political

information. This freedom is derived from the Constitution's provisions for representative government, which require that members of Parliament be "directly chosen by the people".

It is important to note that the freedom of communication under the Constitution is not absolute. It can be limited by laws that are "reasonably appropriate and adapted to serve a legitimate end which is compatible with the maintenance of representative and responsible government"¹.

¹ *Lange v Australian Broadcasting Corporation* [1997] HCA 25, (1997) 189 CLR 520

Why is free speech important in NSW local government?

Local government in NSW is a democratic institution. A democratic system of local government allows local communities to shape decisions impacting on their future, (such as the delivery of infrastructure and services and the exercise of place-making functions), by electing community representatives to serve as members of the local council's governing body.

Councillors' ability to freely engage with their communities and to participate in public debate on issues impacting on the council and the community via the media and social media is key to their being able to exercise their functions as democratically elected representatives effectively.

Why is making public comment an important part of a councillor's role as an elected representative?

Key provisions in the Act reflect the important role councillors have as elected representatives and impact on the way in which they engage and communicate with their communities when undertaking that role.

Under section 223 of the Act, the council's governing body is responsible for providing civic leadership, regularly consulting with community groups and

stakeholders, and keeping them informed of the council's decisions and activities.

Mayors of councils have a separate and special role as the leader of the council. Among other things, the role of a mayor prescribed under section 226 of the Act includes:

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- being the leader of the council and a leader in the local community,
- advancing community cohesion and promoting civic awareness,
- being the principal member and spokesperson of the governing body of the council, including representing the views of the council as to its local priorities, and
- promoting partnerships between the council and key stakeholders.

Individual councillors also have an important role under section 232 of the Act in facilitating communication between the local community and the governing body.

Section 232 of the Act also places a responsibility on individual councillors to uphold and represent accurately the policies and decisions of the governing body. As noted in the Office of Local Government's (OLG) Councillor Handbook²², the requirement to uphold the policies and decisions of the council should be read in the context of the implied freedom of political communication under the Constitution. In practical terms, councillors remain free to speak about the policies and decisions of the council, but they must accept these decisions are lawfully made if passed by a majority and must not misrepresent them.

How does the Model Code of Conduct apply to public comment by councillors?

The ethical and behavioural standards all council officials are required to comply with when exercising their functions are prescribed under the Model Code of Conduct. These standards meet the expectations of free and fair debate.

There are key provisions of the Model Code of Conduct that can guide councillors when making public comment and to assist in understanding what comment is not appropriate.

Part 3 of the Model Code of Conduct prescribes "general conduct"

²² <https://www.olg.nsw.gov.au/wp-content/uploads/2024/09/Councillor-Handbook-2024.pdf>

obligations councillors must comply with. Among other things, these provide that councillors must not conduct themselves in a way that:

- is likely to bring the council or other council officials into disrepute,
- is improper or unethical,
- causes, comprises or involves intimidation or verbal abuse,
- constitutes harassment or bullying behaviour (as defined by the code) or is unlawfully discriminatory.

Clause 7.6(h) of the Model Code of Conduct further provides that while councillors can critique and comment on the advice provided by staff, they must not make personal attacks on council staff in public forums including social media. Councillors also need to be aware of the duty they owe council staff and members of the community under the *Work Health and Safety Act 2011* to take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons.

Part 8 of the Model Code of Conduct prescribes councillors' obligations in

relation to the use and disclosure of council information. Among other things, councillors have obligations to:

- protect confidential and personal information,
- only release confidential or personal information if authorised to do so,
- not use confidential or personal information to cause harm to the council or anyone else, and
- not disclose confidential information discussed during a closed session of a council or committee meeting or any other confidential forum.

The provisions of Part 9 of the Model Code of Conduct are designed to ensure that complaints alleging breaches of the code of conduct are dealt with appropriately, fairly and confidentially and to prevent councils' codes of conduct from being weaponised. The relevant provisions prohibit making allegations about, or disclosing information about, suspected breaches of a council's code of conduct in public forums and disclosing information about code of conduct complaints that have been made.

What comment falls within the regulatory scope of a council's code of conduct?

A council's code of conduct only regulates conduct that is connected with a councillor's official role or the exercise of their official functions. It does not apply to conduct that occurs in a private capacity or that is not linked to a councillor's official role.

Any comment made by councillors in a private capacity does not fall within the regulatory scope of a council's code of conduct. However, a councillor cannot

simply avoid disciplinary action for a breach of the code of conduct by prefacing their comments with a disclaimer that what they are about to say is being said in a private capacity. If what a councillor says is clearly connected to their role as a councillor, then it falls within the regulatory scope of the code of conduct, even if it is made on a private social media platform or they do not identify themselves as a councillor when saying it.

How should councils apply their code of conduct to public comment by councillors?

The Model Code of Conduct was deliberately designed to align with the implied freedom of political communication. It should not be applied by councils in a way that impedes councillors' ability to engage with the community or to participate in robust

public debate on issues impacting on the council or the local community.

Councillors should refrain from engaging in personal attacks on their fellow councillors, council staff and others when commenting publicly.

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However, it is entirely acceptable and appropriate for councillors to disagree with their council, other council officials and members of the community when making public comment.

Without the ability to disagree with others, councillors would not be able to participate in public debate or to engage in public advocacy on local issues, impeding their ability to exercise their functions as elected officials under the Act.

Disappointingly, in recent years, it is apparent councils' codes of conduct are increasingly being weaponised to discourage or punish councillors for making legitimate public comment.

A healthy democratic system of local government requires robust public debate on local issues. This leads to good decision making and ensures councils are accountable to their communities and responsive to its needs. Well-functioning councils should not fear healthy public debate. They should be able to explain and justify their decisions or, where they are not

able to do so, revisit their decisions to address legitimate community concern.

It is inevitable that councils, councillors, council staff and members of the community will disagree with, dispute or may even be offended by comments made by councillors when engaging with the community. Unless the comment involves a clear breach of the provisions of the code of conduct referred to above (e.g. because it is personally disparaging, abusive or intimidating), the code of conduct is not the appropriate mechanism for addressing that comment.

In a healthy, functioning democracy, the appropriate way to respond to public comment that others disagree with is to engage with that comment by publicly rebutting, challenging, or disputing it as part of legitimate public debate on the issue, not by making a code of conduct complaint about it.

Equally, councillors who initiate public debate by making provocative public statements cannot reasonably complain when others who dispute their comments publicly challenge them.

Can the expression of a councillor's views give rise to a conflict of interest?

Before being elected to council, many councillors will have been active community members and may have advocated on or campaigned on local issues or have been actively involved in community organisations that did so. This may be one of the reasons why they chose to stand for election to the local council.

The Model Code of Conduct expressly recognises this and has been designed to ensure that it does not operate in a way that prevents councillors from participating in decisions on matters simply because they have expressed a view on them or campaigned on them.

Clause 5.2 of the Model Code of Conduct provides that a councillor will have a non-pecuniary conflict of interest in a matter where a reasonable and informed person would perceive they could be influenced by a "private interest" when carrying out their official functions in relation to that matter.

Clause 5.3 further provides that the personal or political views of a council

official do not constitute a "private interest" for the purposes of clause 5.2.

What this means is that aside from any other interest in a matter, a non-pecuniary conflict of interest will not exist solely because a councillor has expressed a view on a particular issue or has publicly advocated or campaigned on it. Similarly, such a conflict of interest does not exist merely because a councillor is or was affiliated with a community organisation that has campaigned or advocated on a particular issue, unless the organisation - or any of its members the councillor has a close personal relationship with - has a separate material interest that would be affected by the council's decision.

However, councillors do need to be mindful that comments they make on matters before the council that could be seen to indicate they have formed an inflexible view on a matter, have the potential to make the council's decision on that matter susceptible to legal

challenge on grounds of bias because of prejudgement.

The leading legal authority on this is the NSW Court of Appeal case of *McGovern v Ku-ring-gai Council* (2008) (McGovern).³.

Bias by pre-judgment will arise where the perception is that the position of the decision-maker is said to be “incapable of change”. This form of apprehended bias was central to the facts in *McGovern*, which considered the effect that the strongly expressed views of

two councillors had on the final decision reached by the governing body of the council.

What this means in practice is that councillors are entitled to express a view on matters before the council but not in such a way that would suggest in the mind of a fair-minded observer that they have pre-determined the matter and could not be persuaded to alter their position by the debate on that matter.

What protections do councillors have in relation to defamation?

As with other members of the community, councils and councillors can be sued in defamation for comments made in public forums such as council and committee meetings, in the media and on social media.

Unlike members of Parliament, councillors do not enjoy absolute privilege in relation to what they say at council and committee meetings. Absolute privilege provides complete protection for statements made during

parliamentary proceedings meaning that defamation proceedings cannot be brought with respect to such statements.

By contrast, councillors can be sued in defamation in relation to their statements at meetings. They are partially protected from defamation by the defence of ‘qualified privilege’, but only to enable them to speak freely and publicly in undertaking their duties at meetings. To be protected, any

³ *McGovern v Ku-ring-gai Council* (2008) 42 NSWLR 504

comment or statement a councillor makes at a meeting must be relevant to the council business, made in good faith and without malice.

As with statements made at meetings, councillors can also be sued in defamation for other public statements they make, including on social media. In the case of social media, councillors also need to be mindful that they may be considered a 'publisher' of any content uploaded onto a social media platform they administer and can be sued in defamation for that content. This includes content that is uploaded by a third party on the social media platform and/or that appears on their social media platform because the councillor has 'liked', 'shared', or 'retweeted' the content.

Section 731 of the Act provides councillors with a level of protection from civil liability action, including in relation to defamation, for undertaking council-related and council-endorsed activities as a councillor. Protection from civil liability is only provided where a councillor's actions are undertaken in

good faith and for purposes related to council activities.

This protection against civil liability is given effect under council's councillor expenses and facilities policies adopted under section 252 of the Act which allow councils to meet councillors' legal costs in defending proceedings in certain circumstances.

Consistent with section 731 of the Act, the OLG's 'Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW'⁴ state that councils' councillor expenses and facilities policies should only allow reasonable legal expenses to be reimbursed to a councillor for defending an action in defamation, provided the outcome of the legal proceedings is favourable to the councillor. It is not permissible for councils to meet the cost of defamation proceedings initiated by councillors or for seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.

⁴ <https://www.olg.nsw.gov.au/wp-content/uploads/Guidelines-for-the-payment-of-expenses->

[and-the-provision-of-facilities-for-Mayors-and-Councillors-in-NSW-2009.pdf](#)

How is public comment regulated in council and committee meetings?

The meeting rules prescribed under councils' codes of meeting practice place some constraints on what can be said at council and committee meetings.

The Local Government (General) Regulation 2021 (the Regulation) and the Model Code of Meeting Practice for Local Councils in NSW identify certain types of behaviour at meetings as constituting an 'act of disorder'. A councillor commits an act of disorder at a council or committee meeting if they

- contravene the Act, the Regulation or the council's code of meeting practice, or
- assault or threaten to assault another councillor or person present at the meeting, or
- move or attempt to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or address or attempt to address the council or the committee on such a motion, amendment or matter, or
- insult, make unfavourable personal remarks about, or impute improper motives to any other council official, or allege a

breach of the council's code of conduct, or

- say or do anything that is inconsistent with maintaining order at the meeting or is likely to bring the council or the committee into disrepute.

Where a councillor commits an act of disorder at a meeting, the chairperson may require the councillor to apologise without reservation for the act of disorder, withdraw an offending motion or amendment that constitutes the act of disorder or retract and apologise without reservation for a statement that constitutes the act of disorder. Where the councillor fails to comply, they may be expelled from the meeting.

The chairperson can require a councillor to address an act of disorder committed at an earlier meeting where the councillor failed to comply with the chairperson's direction at that meeting and can be expelled from meetings until such time that they comply.

Under reforms being considered by the Government, in the future, councillors may be also required to forego their monthly fee in any month in which they

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have been expelled from a meeting for disorder.

Acts of disorder can also potentially constitute a breach of the code of conduct. While there are provisions in the Model Code of Conduct that relate specifically to behaviour at meetings, it is preferred that bad behaviour at meetings, is dealt with at the meeting at which it occurs by the chairperson under the disorder provisions, and that acts of disorder are not subsequently relitigated under the council's code of conduct unless the conduct is particularly egregious.

There are several reasons for this. The disorder provisions are a simpler, more efficient and cost-effective way of dealing with bad behaviour at meetings. It allows bad behaviour to be dealt with at the time it occurs and in the presence

of the public thereby ensuring the offending councillor is made publicly accountable for their behaviour.

Relitigating incidents that were addressed as disorder at the meeting it occurred through the code of conduct process, is not only a waste of council time and resources, but it also tends to suggest a misuse of the code of conduct process.

There are of course exceptions to this. Many of the decisions made by the OLG and the NSW Civil and Administrative Tribunal to take disciplinary action against councillors for serious misconduct have concerned conduct occurring at meetings and there will be occasions where the conduct in question is so egregious that stronger action than is available under the disorder provisions may be warranted.

What administrative arrangements apply to public comment by councillors?

Many councils have adopted media and social media policies that put in place administrative arrangements for engagement with the media and

managing councils' and councillors' online presence.

While its appropriate for councils to put in place appropriate administrative

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controls for engagement with the media and social media use to manage legal and other risk and ensure the council is complying with its statutory obligations, these should not operate in a way that constrains councillors' ability to freely engage with the community via the media or online.

Council media and social media policies should not require councillors to seek the permission of staff before commenting in the media or online. However, councillors are encouraged to

The key principles that should inform councillors' engagement with the media or online are as follows:

- As a member of the governing body and as a representative of the community, councillors are free to express their personal views.
- However, when doing so, councillors must not purport to speak for the council unless authorised to do so and must make it clear that they are expressing their personal views as an individual councillor and that they are not speaking for the

check their understanding of the facts of a matter with staff before commenting on an issue in the media or online to ensure they have correct and current information.

To ensure that council media and social media policies are fit for purpose and do not unduly constrain councillors' ability to freely engage with the community, OLG has issued a best practice Model Media Policy and Model Social Media Policy which are available on its website⁵.

council (unless authorised to do so).

- Councillors must uphold and accurately represent the policies and decisions of the council (see section 232(1)(f) of the Act).
- Councillors must not disclose council information unless authorised to do so.
- In the interests of promoting a positive, safe and harmonious organisational culture, councillors should endeavour to resolve personal differences privately and must not prosecute them publicly through the media or online.

⁵ <https://olg.nsw.gov.au/councils/governance/best-practice-governance-policies-consultations/>

Appendix 1: Key takeaways



Legal foundation

- The Australian Constitution implies a freedom of political communication, essential for informed democratic participation.
- This is not a personal right, but a limit on government power to restrict political discourse.
- Restrictions are only valid if they are appropriate and serve a legitimate democratic end.



Importance in local government

- Local democracy empowers communities to influence decisions about their future by electing representatives to local council.
- Public comment, including through media and social media, is central to fulfilling a councillor's role under the *Local Government Act 1993*.



Public comment and the Model Code of Conduct

- The Model Code of Conduct is aligned with the implied freedom of political communication.
- While councillors must comply with the code of conduct when commenting publicly, councils should not apply their

code of conduct in a way that impedes councillors' ability to engage with the community or to participate in robust public debate.

- Councillors should refrain from engaging in personal attacks on others when commenting publicly. However, it is acceptable and appropriate for them to disagree with their council, other council officials and members of the community when making public comment.
- The Model Code of Conduct only applies to behaviour related to a councillor's official role, not their private actions.



Conflict of interest

- Expressing a view or being affiliated with an advocacy group does not automatically create a conflict of interest.
- A conflict only arises if there is a material interest involved or a close personal relationship with someone who has one.
- Councillors must avoid prejudging matters, which could lead to legal challenges for bias.



Defamation and legal protections

- Councillors can be sued for defamation, including for social media posts.

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- Qualified privilege applies to comments made in good faith when exercising council duties.

- Legal costs may be covered by council only if the councillor acts in good faith and wins the case.



Council and committee meetings

- The prescribed meeting rules prohibit acts of disorder at meetings.

- Councillors may be expelled for failure to comply with rulings by the chair in relation to acts of disorder.

- Preferably, acts of disorder should be addressed at the meeting, not through the code of conduct process—unless egregious.



Media and social media policies

- Council media and social media policies should not operate in a way that constrains councillors' ability to freely engage with the community via the media or online.

- Councillors should be free to express personal views but must:

- Not claim to speak for the council unless authorised.

- Accurately represent council decisions.

- Avoid disclosing confidential information.

- Councils should not require councillors to seek staff approval before commenting publicly.

5.4 GOVERNMENT GRANTS AND SUBSIDIES RECEIVABLE UPDATE

File Number: Finance General F2

Author: Bruce Quarmby-Director Corporate Services

Authoriser: Phillip Perram, General Manager

Annexures: 1. Status of Government Receivables as at 31/07/2025 [↓](#) 

PURPOSE

The purpose of this report is to provide Council with a status update for the balance of Government grants and subsidies that are owed to Council.

BACKGROUND

In accordance with Council resolution 2025/25 item 4 Council resolved to that a bi-monthly grant debtors status update be provided to Council for its information. This report is aimed at providing Council with the information as requested.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.10 Maintain long term financial viability.

L1.4.4 Governance is open and transparent.

(b) Financial Considerations

As previously reported to Council, 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 the effect of reducing the level of working funds available to Council.

COMMENTARY

As previously reported to Council, Council commenced the current financial year with approximately \$9.5 million dollars owing to it in the form of grant receivables. As well as the afore mentioned grant receivables Council was also owed approximately \$1.9 dollars for works undertaken as part of the State Highways contract. This raised the total value of government receivables to the value of approximately \$11.5 million dollars.

At the completion of the July 2025 review, the balance of government receivables owing to Council has been substantially reduced to a balance of approximately \$7.1 million dollars. In summary the movements that have led to Council's improved position are:

- Council has been paid approximately \$17 million.
- Council has incurred further expenditure under these Government funded programs to the value of approximately \$14.3 million.
- Of the \$14.3 million dollars expenditure incurred, \$1.6 million has been funded by grant funds already held by Council.

The table attached as an annexure to this report, provides Council with a more detailed breakdown of the relevant financial information and movement of these receivables that have occurred throughout the 2024/2025 financial year and the beginning of the 2025/26 financial year.

(a) Governance/Policy Implications

Council is currently in the process of developing a Grants Policy for Council's consideration. The policy will include guidance on the management of the recovery of Government grants and subsidies.

(b) Legal Implications

There are no legal implications associated with this report.

(c) Social Implications

There are no social implications associated with this report.

(d) Environmental Implications

There are no environmental implications associated with this report.

(e) Economic/Asset Management Implications

The programming of grant funded works coupled with subsequent delays in the recovery of any receivables has potential implications on Council's capacity to deliver its own source funded maintenance and capital works programs.

(f) Risk Implications

The management and recovery of receivables owed to Council has the potential risk of negatively impacting on Council's financial performance against key ratios set by the Office of Local Government.

CONCLUSION

The report as tabled for Council's information provides Council with an overview of the current balance of receivables owed to it by various government programs. A continued focus by Council and management on the recovery of these receivables is required to ensure that Council ongoing financial sustainability is not negatively impacted in the long term.

RECOMMENDATION

That Council receive and note the information contained in the July 2025 Government grants and receivables update.

Function	Balance of Receivable as @ 01/07/2024	YTD Expenditure	YTD Cash Received	Funds transferred from Contract Liability (funding Recd prior yr)	Balance of Receivable as @ 31/07/2025	Acquittal Completed & Invoice Raised	Commentary
ADMINISTRATION							
ADMINISTRATION TOTAL	.00	.00	.00	.00	.00		
PUBLIC ORDER & SAFETY							
PUBLIC ORDER & SAFETY TOTAL	.00	.00	.00	.00	.00		
HEALTH							
HEALTH TOTAL	.00	.00	.00	.00	.00		
ENVIRONMENT							
Stage 4 Levee	18,727.73		.00	.00	18,727.73		As reported previously, investigations by Council staff are continuing with a view of determining the likelihood of the recovery of this receivable.
ENVIRONMENT TOTAL	18,727.73	.00	.00	.00	18,727.73		
COMMUNITY SERVICES & EDUCATION							
Regional Youth Empowerment Program	.00	777,706.17	.00	-627,622.98	150,083.19		Council has recently submitted a milestone claim for \$873,246, which represents the second instalment of the grant funded program.
Youth Council grant	11,115.20	.00	-11,115.20	.00	.00	✓	
COMMUNITY SERVICES & EDUCATION TOTAL	11,115.20	777,706.17	-11,115.20	-627,622.98	150,083.19		
HOUSING & COMMUNITY AMENITIES							
HOUSING & COMMUNITY AMENITIES TOTAL	.00	.00	.00	.00	.00		
WATER SUPPLY							
Development of I.W.C.M	.00	75,624.00	.00	-51,667.40	23,956.60		Works are ongoing with the works programmed for completion prior to the 31/12/2025.
Safe and Secure Water Program - AOS Support	.00	94,634.48	-44,634.48	-50,000.00	.00	✓	
WATER SUPPLY TOTAL	.00	170,258.48	-44,634.48	-101,667.40	23,956.60		
SEWERAGE SERVICES							
Safe and Secure Water Grant - STP Design	6,986.70	18,824.00	-25,810.70	.00	.00		Works remain ongoing and will continue into the 2025/2026 financial year.
SEWERAGE SERVICES TOTAL	6,986.70	18,824.00	-25,810.70	.00	.00		
RECREATION & CULTURE							
L.R.C.I (R4) - Recreational Facilities Upgrades	196,012.11	147,342.89	.00	.00	343,355.00		The grant funded works have been completed.
S.C.C.F (R4) - Walking Loop Coonamble	196,249.80	.00	-188,079.74	.00	8,170.06	✓	Council staff are currently investigating the balance remaining on the receivable.
S.C.C.F (R4) - Ladies Change Room Coonamble	.00	450,000.00	.00	-138,195.95	311,804.05	✓	The grant funded works have been completed, however the Council milestone invoices remain outstanding.
Female Friendly Community Sport Facilities Grant	393,480.00	.00	-393,480.00	.00	.00	✓	
S.C.C.F (R5) - Sportsground Amenities Gulargambone	.00	506,879.07	.00	-377,108.98	129,770.09		Following discussions with the project team it has been advised that the completion date for these works is currently planned to be by the 05/07/2025.
S.C.C.F (R5) - Tennis Court Upgrade	.00	231,687.88	.00	-189,382.40	42,305.48		Council staff are currently now compiling the necessary documentation required for acquittal of the project.
RECREATION & CULTURE TOTAL	785,741.91	1,335,909.84	-581,559.74	-704,687.33	835,404.68		
MINING & CONSTRUCTION							
MINING & CONSTRUCTION TOTAL	.00	.00	.00	.00	.00		
TRANSPORT & COMMUNICATION							
Roads of Strategic Importance Grant Program- Tooraweenah Road	.00	832,477.88	-600,449.78	-232,028.10	.00		The works remain ongoing, with the expenditure that has been incurred during the financial year being covered by grant monies already received by Council.
Fixing Country Roads Grant Program - Pilliga Rd Floodway	19,045.11	.00	.00	.00	19,045.11		Management are reviewing the viability of the scope of the grant to achieve a better result for the Council. It is anticipated that the due to the constraints of the scope of the grant that Council will relinquish the grant and pursue alternate funding sources for the works.
Fixing Local Roads Program - Carinda Rd	507,984.62	335,349.00	-787,332.00	.00	56,001.62		Council staff are currently now compiling the necessary documentation required for acquittal of the project.
Fixing Country Roads Grant Program - Warren Rd	389,143.73	333,912.00	-419,954.82	.00	303,100.91		Council staff are currently now compiling the necessary documentation required for acquittal of the project.
Roads of Strategic Importance Grant Program- Warren Rd	923,851.00	330,314.00	-1,144,000.00	.00	110,165.00		Council staff are currently now compiling the necessary documentation required for acquittal of the project.
Flood Damage Restoration Program	5,199,884.98	2,627,581.30	-5,060,878.08	.00	2,766,588.20		Council has recently received payment of \$3,672,703.24, in accordance with the assessment completed for by Transport NSW. As the remaining works are completed further claims will be submitted.
L.R.C.I - Rural Roads Works Program	1,139,490.49	1,346,332.45	-718,975.00	.00	1,766,847.94	Partial	As Round 3 and 4 of the funding program are still under way these will be claimed as the relevant milestones are completed.
Active Transport Grant - Footpaths	33,520.14	96,419.43	-129,939.57	.00	.00	✓	
State Highway - Contract Works	1,963,432.50	6,073,083.67	-6,957,433.48	.00	1,079,082.69		The claim for Qtr. 4 will be lodged at the completion of the 2024/2025 financial year.
TRANSPORT & COMMUNICATION TOTAL	10,176,352.57	11,975,469.73	-15,818,962.73	-232,028.10	6,100,831.47		
ECONOMIC AFFAIRS							
Drought Stimulus Program - Public Arts	150,000.00	.00	-150,000.00	.00	.00	✓	
Drought Communities Program - Caravan Park	350,919.20	.00	-350,919.20	.00	.00	✓	
ECONOMIC AFFAIRS TOTAL	500,919.20	.00	-500,919.20	.00	.00		
TOTAL	11,499,843.31	14,278,168.22	-16,983,002.05	-1,666,005.81	7,129,003.67		

6.5 RATES AND CHARGES COLLECTIONS - JULY 2025**File Number: Rates - General - R4****Author: Bruce Quarmby, Director Corporate Services****Authoriser: Phillip Perram, General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is to update Council with the latest information pertaining to its rates and charges collections.

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

The annual rate charges are set out within Council's 2025 / 26 Operational Plan.

(b) Financial Considerations

The annual rate charges are set out within Council's 2025 / 26 Operational Plan.

	31 July 2025	31 July 2025
Rates and Charges	\$10,100,540.15	\$9,439,380.11
Water Consumption	\$1,520,964.43	\$538,363.59
Total	\$11,621,504.58	\$9,977,743.70

COMMENTARY**Rates and Charges**

	31 July 2025	31 July 2025
Rates and charges in arrears as at 30 June 2025	1,627,752.89	\$1,431,587.79
Rates/charges levied & adjustments for 2025/26	9,087,617.57	\$8,512,429.56
Pension Concession	-96,759.02	-\$97,265.27
Amounts collected as at 31 July 2025	-518,071.29	-\$407,371.97
Total Rates and Charges to be Collected	10,100,540.15	\$9,439,380.11

The amount levied for rates and charges for 2025 / 26 includes the current year's annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 31 July 2025 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2025 / 26 levied amount is reduced by the pensioner concession of \$96,759.02; reducing the amount of income derived

from these rates and charges. Of this concession, Council's contribution is 45%, which represents an amount of \$43,541.60.

The rates and charges as of 31 July 2025 represent 94.26% of the total annual rates and charges levied and outstanding (compared with 94.93% on 31 July 2024).

Water Consumption Charges

	31 July 2025	31 July 2025
Water Consumption Charges and arrears as at 30 June 2025	1,442,815.84	\$621,860.35
Water Consumption charges & adjustments 2025 / 26 year to date	81,140.26	\$18,779.34
Amounts collected as at 31 July 2025	-2,991.67	-\$102,276.10
Total Water Consumption Charges to be Collected	\$1,520,964.43	\$538,363.59

The water consumption charges as of 31 July 2025 represents 99.80% of the total water consumption charges outstanding (compared to 84.04% on 31 July 2024). Council will note the main variation between the two financial years is directly associated with the delay in generation of the water consumption charges for the 2024 / 25 year.

Debt Recovery Agency

During July 2025 Council staff have continued to consult with Council's debt recovery agency with a view to continuing Council's process outlined within Council adopted Debt recovery policy. For Council's information, actions undertaken for the previous month include:

- Council staff have referred a new list of customers with overdue amounts to Council's debt recovery agency.
- Council's debt recovery agency has issued letters of demand for these debts.

(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 of 31 July 2025 represent 94.26% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 94.93% on 31 July 2024).

The water consumption charges as of 31 July 2025 represent 99.80% of the total water consumption charges outstanding from previous years (compared to 84.04% on 31 July 2024).

RECOMMENDATION

That Council receive and note the information provided in the rates and charges collections report.

7.6 ELECTORAL COMMISSION DISCLOSURES

File Number: E-2

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Phillip Perram, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is to inform Councillors about their disclosure obligations under the *Electoral Funding Act 2018*.

EXECUTIVE SUMMARY

This report provides guidance for Councillors elected at the 2024 NSW Local Government elections regarding their legal obligations under the Electoral Funding Act. It outlines the requirement to disclose political donations and electoral expenditure to the NSW Electoral Commission, emphasising the importance of transparency and accountability in local government. The report details the types of disclosures required, including half-yearly and annual reports, and clarifies that even if no donations or expenditure occurred, a 'Nil' disclosure must still be submitted.

Key dates for lodgement are highlighted, with political donation disclosures due by 11 August 2025* and electoral expenditure disclosures due by 22 September. The report also provides instructions for accessing the NSW Electoral Commission's Funding and Disclosure Online portal and includes contact information for support. Compliance with these requirements is critical to avoid legal penalties and to uphold the integrity of Council operations.

* This information was also provided to Councillors on 17 July 2025 via the weekly newsletter.

BACKGROUND

Under the Electoral Funding Act, all candidates – whether elected or not – must report political donations received or made, and electoral expenditure incurred, at the 2024 Local Government Elections.

The NSW Electoral Commission contacted Councils on 14 July 2025, requesting that the information in this report be forwarded to Councillors and included in Council business papers. Council's July meeting was held on 9 July.

Councillors also received this information from the General Manager via the weekly newsletter on 17 July 2025.

(a) Relevance to Integrated Planning and Reporting Framework

CSP L2.1 Decisions are supported by referenced knowledge sources.

(b) Financial Considerations

There are no financial considerations to Council arising from this report, although the disclosures refer to Councillors' electoral spending.

COMMENTARY

Disclosure obligations

Councillors and Mayors elected at the 2024 Local Government elections must comply with the provisions of the Electoral Funding Act. This includes disclosing information about political donations and electoral expenditure to the NSW Electoral Commission. A 'disclosure' is the reporting of information to the NSW Electoral Commission. Penalties may apply for non-compliance.

Who is responsible for submitting disclosures to the NSW Electoral Commission?

All candidates are responsible for lodging their own disclosures of political donations and electoral expenditure to the Electoral Commission.

Councillors and Mayors have to lodge more than one disclosure

Disclosure rules are complex and you will have to submit multiple disclosures.

Councillors and Mayors elected at the 2024 Local Government elections may have at least three separate disclosures to lodge:

- an elected member half-yearly disclosure of political donations made and received during the period 1 January to 30 June 2025
- an elected member annual expenditure disclosure for expenditure made during the period 1 July 2024 to 30 June 2025
- a candidate annual expenditure disclosure for expenditure made during the period 1 July 2024 to 30 June 2025
- a group disclosure annual expenditure disclosure for expenditure made during the period 1 July 2024 to 30 June 2025 (if you were the lead candidate of a group)

If no political donations were made or received and/or no electoral expenditure was incurred during the half-yearly or annual reporting periods, a 'Nil' disclosure must be lodged for the relevant period.

When are disclosures due?

Disclosures of political donations must be lodged by 11 August 2025. Disclosures of electoral expenditure must be lodged by 22 September 2025.

Disclosure type	Disclosure period	Disclosures due
Half-yearly disclosure of political donations	1 January – 30 June 2025	Lodge from 1 July 2025 to 11 August 2025
Annual disclosure of electoral expenditure	1 July 2024 – 30 June 2025	Lodge from 1 July 2025 to 22 September 2025

How can disclosures be submitted to the NSW Electoral Commission?

You can submit your disclosures using *Funding and disclosure online*. Information about accessing and using the portal is available on the NSW Electoral Commission's website:

- [how-to guides](#)
- request access to [Funding and disclosure online](#)
- [log into Funding and disclosure online](#) if access is already approved.

More information

There is detailed information on the Electoral Commission website to help Councillors understand their disclosure obligations:

- Timeline: [Disclosure reporting periods and due dates for 2024-25](#)
- Fact sheet: [Disclosing political donations \(half-yearly period 1 January to 30 June 2025\)](#)
- [General information about disclosures](#)

Councillors can also contact the NSW Electoral Commission's helpdesk Monday to Friday 9am-5pm on 1300 022 011 or by email at fdc@elections.nsw.gov.au.

(a) Governance/Policy Implications

Elected Councillors and Mayors must ensure compliance with statutory disclosure requirements under the Electoral Funding Act, reinforcing transparency and accountability in local government operations.

(b) Legal Implications

Failure by Councillors and Mayors to comply with the disclosure requirements under the Electoral Funding Act, including timely and accurate reporting of political donations and electoral expenditure, may result in penalties, as these obligations are enforceable. The legal obligation is on individual candidates; it is not a Council responsibility to make the disclosures.

(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

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

(f) Risk Implications

Councillors have a legal obligation to comply with disclosure requirements under the Electoral Funding Act. Non-compliance with legislation is outside of Council's adopted risk appetite.

CONCLUSION

This report serves to ensure that all Councillors elected at the 2024 Local Government elections are aware of their legal and governance responsibilities under the Electoral Funding Act. By understanding and complying with these mandatory disclosure requirements for political donations and electoral expenditure, elected members uphold transparency and integrity in local government, helping to maintain public trust and accountability.

RECOMMENDATION

That Council note the obligations of Councillors under the *Electoral Funding Act 2018* (NSW) to report political donations and electoral expenditure.

8.7 WASTE MANAGEMENT REPORT JULY 2025

File Number: G 1-1

Author: Janelle Whitehead-Manager Waste, Recycling & Employment

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

Annexures: Nil

PURPOSE

To provide information on the activities within Council's Waste, Recycling and Employment Opportunities Section for the last month.

EXECUTIVE SUMMARY

Both delivery of existing operations and system improvements are continuing across the Shire.

Implementation of re-cycling is continuing to reduce landfill deposits and keep existing resources circulating within the economy, thereby reducing the need to use new resources.

BACKGROUND

Council is continuing to operate and improve the three waste facility sites at Coonamble, Gulargambone, and Quambone, and provide waste collection services.

There are many new initiatives in terms of services and facilities that could be implemented in waste. The focus is on a staged, fundable, and manageable roll-out of initiatives that is well communicated and efficiently delivered.

(a) Relevance to Integrated Planning and Reporting Framework

All actions and strategies related to waste and the environment.

(b) Financial Considerations

Funding is needed to meet the ongoing operational costs, Environmental Protection Authority (EPA) compliance, purchase of plant and equipment and implementation of any new initiatives.

STRATEGIC DIRECTIONS & PROJECTS

Scheduled Waste Oil Disposal – Sams Waste: A motor oil clear-out was coordinated with Sams Waste to ensure compliant handling and removal of used oils, supporting safe hazardous waste management.

Battery Recycling Promotion – NetWaste: A regional battery recycling campaign, delivered through NetWaste, was launched to promote safe disposal practices and raise public awareness on household battery hazards.

Cardboard Baler Site Inspection – Gulgong: Visited Gulgong to inspect a functioning cardboard baler system. This visit provided valuable insights for Coonamble's future investment planning to improve cardboard recycling and reduce landfill volumes.

Recycling Network Meeting – Gilgandra Shire: Engagement with Gilgandra Shire included discussions on potential regional partnerships for recycling services. The meeting explored collaborative approaches to resource sharing, infrastructure development, and long-term sustainability in waste management.

FOGO Consultancy and EPA Engagement: Coonamble Waste Department received detailed information from Antony Cullen-Ward and Thomas Freeman regarding a free 20-hour consultancy opportunity offered through the NSW EPA to support councils in preparing for the FOGO mandate.

The program offers assistance in analysing capital (CAPEX) and operational (OPEX) costs associated with composting initiatives.

Coonamble was encouraged to leverage this low-barrier opportunity, which requires minimal paperwork, and to engage with the EPA to explore options for collaboration with other councils on shared FOGO strategies, infrastructure, and regulatory **compliance**.

Waste Review

A review of waste management services commenced during July. The review will include all waste facilities in the Coonamble Shire Council.

Illegal Dumping

There were no reports of illegal dumping during July 2025.

Return and Earn

Return and earn started in Coonamble and Quambone in June 2024. In eleven months of operation between June 2024 and April 2025 residents have taken advantage of this initiative with 598,261 containers received and cash for the community of \$59,826.10.

RETURN & EARN 2024 & 2025						
	COONAMBLE		QUAMBONE		TOTAL	
Months	Total Bottles	Total Amount	Total Bottles	Total Amount	Total Bottles	Total Amount
June'2024	6,214	\$ 621.40			6,214	\$ 621.40
July'2024	58,508	\$ 5,850.80			58,508	\$ 5,850.80
August'2024	34,914	\$ 3,491.40	20,761	\$ 2,076.10	55,675	\$ 5,567.50
September'2024	66,092	\$ 6,609.20	20,440	\$ 2,044.00	86,532	\$ 8,653.20
October'2024	29,247	\$ 2,924.70	6,463	\$ 646.30	35,710	\$ 3,571.00
November'2024	37,275	\$ 3,727.50	5,837	\$ 583.70	43,112	\$ 4,311.20
December'2024	33,331	\$ 3,333.10	4,368	\$ 436.80	37,699	\$ 3,769.90
January'2025	64,856	\$ 6,485.60	4,222	\$ 422.20	69,078	\$ 6,907.80
February'2025	45,514	\$ 4,551.40	11,944	\$ 1,194.40	57,458	\$ 5,745.80
March'2025	50,343	\$ 5,034.30	4,395	\$ 439.50	54,738	\$ 5,473.80
April'2025	72,514	\$ 7,251.40	21,023	\$ 2,102.30	93,537	\$ 9,353.70
Grand Total	498,808	\$ 49,880.80	\$ 99,453.00	\$ 9,945.30	\$ 598,261.00	\$ 59,826.10

The table below shows the return and earn statistics for July 2025:

RETURN & EARN JULY 2025 COONAMBLE		
Product	Items	Amount
Cans	46118	\$4611.80
Glass Bottles	17225	\$1722.50
Plastic Bottles	16243	\$1624.30
Poppers	154	\$15.40
Grand Total	79740	\$7974.00

(a) Governance/Policy Implications

Updated policies and procedures need to be reviewed and updated, especially as more change and new initiatives are implemented, and new staff are employed.

(b) Legal Implications

Council needs to meet all laws and regulations including environmental, safety and health.

(c) Social Implications

Continuous engagement with the community and education is ongoing to explain the required changes and encourage recycling.

(d) Environmental Implications

Council needs to actively work to maintain a clear focus on protecting the environment surrounding each of the landfill sites and waste facilities and achieve EPA compliance.

(e) Economic/Asset Management Implications

Council needs to actively work to avoid financial penalties. Assets must also be well managed to minimise whole of life costs. Also ensuring budgets and resources are reviewed and effectively managed and initiatives are staged in a manageable and fundable way.

(f) Risk Implications

The main risks that must be well managed are health and safety, environmental, costs and public satisfaction with the services.

Fees and charges must reflect the cost of the services being provided – user pays is the key principle.

CONCLUSION

The key activities of the waste operations have continued within the Waste Section for the past month with continuous improvement being implemented across all sites and services.

RECOMMENDATION

That the monthly report on waste management activities be received and noted.

9 COMMITTEE REPORTS

9.1 CASTLEREGH MACQUARIE COUNTY COUNCIL (CMCC) JUNE 2025 UPDATE

File Number: C6 and N7

Author: Margaret Garnsey-Councillor
Paul Fisher-Councillor

Authoriser: Phillip Perram, General Manager

Annexures: 1. CMCC Meeting Agenda 20250623 [!\[\]\(e474458956c9a37fbf9586ddb60a7fa1_img.jpg\)](#) [!\[\]\(4d1d3f2547aeece54bb6babd23f4121b_img.jpg\)](#)
2. Draft Minutes - CMCC Meeting 20250623 [!\[\]\(ec45aa71601db5755c5e2662ad427708_img.jpg\)](#) [!\[\]\(8f6ad92394b094baf6a51f98af6c5abc_img.jpg\)](#)

PURPOSE

To provide Council an update and a copy of the meeting from the Castlereagh Macquarie County Council (CMCC) held on 23 June 2025 meeting.

BACKGROUND

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

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

None directly relating to this report.

COMMENTARY

The CMCC met on 23 June 2025. The Committee Report is attached for Council reference.

(a) Governance/Policy Implications

Request for quotations and tenders are conducted in accordance with council procurement policy and guidelines and the Local Government Act and Regulations.

(b) Legal Implications

Biosecurity Act

(c) Social Implications

Nil

(d) Environmental Implications

There are environment implications with ensuring works are conducted in accordance with the Biosecurity Act

(e) Economic/Asset Management Implications

Nil

(f) Risk Implications

Nil

CONCLUSION

The CMCC discussed several matters at its meeting on 23 June 2025 and the agenda is attached as a record of the meeting, at the time of presenting this report the minutes had not been released.

RECOMMENDATION

That Council receive and note the report from the Castlereagh Macquarie County Council meeting held 23 June 2025.



Presented to Coonamble Shire Council Meeting,
Wednesday, 9th July, 2025

Castlereagh Macquarie County Council Meeting
23rd June, 2025, commencing at 10.30 am.

Attended by Cr Fisher & Cr Garnsey

1. OPENING OF MEETING
2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS
3. LEAVE OF ABSENCE
4. DECLARATION OF INTERESTS
5. PUBLIC PRESENTATION (NIL)
6. CONFIRMATION OF MINUTES/MATTERS ARISING
ITEM 6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 28th APRIL 2025
7. CORRESPONDENCE
ITEM 7.1 CORRESPONDENCE – NSW INDEPENDENT BIOSECURITY COMMISSIONER
8. REPORTS OF COMMITTEES
ITEM 8.1 CENTRAL WEST REGIONAL WEEDS COMMITTEE MEETING MINUTES – 11th MARCH 2025
ITEM 8.2 HUDSON PEAR TASKFORCE MEETING – 12 NOVEMBER 2024
ITEM 8.3 HUDSON PEAR TASKFORCE MEETING – 13 MAY 2025
ITEM 8.4 HARRISIA CACTUS TASKFORCE – 13 MAY 2025
ITEM 8.5 NORTH WEST WEEDS OFFICER MEETING MINUTES – 14th MAY 2025
ITEM 8.6 NORTH WEST REGIONAL WEEDS COMMITTEE MEETING MINUTES – 15th MAY 2025
ITEM 8.7 ARIC MEETING AGENDA – 20th FEBRUARY 2025
ITEM 8.8 ARIC MEETING AGENDA – 15th MAY 2025
9. REPORT OF THE GENERAL MANAGER
ITEM 9.1 COUNCIL'S DECISION ACTION REPORT – JUNE 2025
ITEM 9.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT
ITEM 9.3 CASH ON HAND AND INVESTMENT REPORT AS AT 30th APRIL 2025 & 31st MAY 2025
ITEM 9.4 MEMBERS FEES, LOCAL GOVERNMENT RENUMERATION TRIBUNAL
ITEM 9.5 DRAFT 2025/26 OPERATIONAL PLAN, 2025/26 to 2034/35 BUSINESS STRATEGIC PLAN, 2025/26 to 2028/29 DELIVERY PROGRAM AND LONGTERM FINANCIAL PLAN 2025/26 to 2034/35 INCLUDING ASSET MANAGEMENT & WORKFORCE PLAN
ITEM 9.6 ADOPTION CODE OF CONDUCT
ITEM 9.7 ADOPTION OF MODEL CODE OF MEETING PRACTICE
ITEM 9.8 MOU INTERNAL AUDIT & INTERNAL AUDIT CO-ORDINATOR 5
ITEM 9.9 NEW POLICIES & PLANS
ITEM 9.10 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS
10. BIOSECURITY REPORT 7
ITEM 10.1 QUARTERLY BIOSECURITY REPORT
11. MOVE INTO CLOSED SESSION
12. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING
ITEM 12.1.1 CONFIDENTIAL - GENERAL MANAGERS ANNUAL PERFORMANCE REVIEW
13. RETURN TO OPEN SESSION
14. ADOPTION OF CLOSED SESSION REPORTS
Castlereagh Macquarie County Council Agenda –23rd June 2025 – Ordinary Council Meeting
15. QUESTIONS FOR NEXT MEETING
16. CONFIRMATION DATE OF NEXT MEETING
17. CLOSE OF MEETING

Recommendation:-

That Coonamble Shire Council note the Quarterly Biosecurity report notified an infestation of Green Cestrum & Hudson's Pear on the Quambone Common. An application for a Good Neighbour grant through the CWLLS has been applied to fund an identification & control method workshop for local landholders. CMCC officers will continue to monitor the site.

It was noted that the Senior Bio Security Officer, would be presenting at the upcoming 2025 conference, and it was requested by CMCC Members, that the presentation would also be shown to Members at the next meeting of Council (August 2025). It was hoped that this presentation would then be presented to participant Councils of CMCC.

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS, COONAMBLE ON MONDAY 23rd JUNE 2025 COMMENCING AT 10:30AM

PRESENT: Member D Batten, Member N Kinsey, Member Z Holcombe, Member P Fisher, Member M Garnsey, Member G Rummery and Member M Cooke

ABSENT: Member D Bell, Member G Whiteley, Member G Peart

STAFF MEMBERS: M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer) and R Wilson (Minute Secretary)

WELCOME: Meeting was opened at 10:32am and Chairman Clr Batten, welcomed all councillors and staff to the meeting.

03/25/01 Leave of Absence

Resolved:

That

1. the leave a leave of absence received from Member G Whiteley, Member G Peart and Member D Bell is accepted and a leave of absence is granted.
2. the leave of absence from Member Z Holcombe for the 25th August 2025 meeting is accepted and a leave of absence is granted.

Moved: Member Kinsey

Seconded: Member Garnsey

Carried

DECLARATIONS OF INTEREST- Nil

03/25/02 Minutes of Ordinary Council Meeting – 28th April 2025

Resolved:

That the minutes of the ordinary Council meeting held 28th April 2025, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Member Garnsey

Seconded: Member Holcombe

Carried

23rd June 2025

Ordinary Council Meeting

Meeting Minutes

03/25/04 Correspondence for June 2025

Recommendation:

That the correspondence be received and noted.

Moved: Member Kinsey

Seconded: Member Rummary

Carried

03/25/05 Reports of Committees

Recommendation:

That the reports of the following committees be received and noted;

- Central West Regional Weed Committee Meeting Minutes 11th March 2025
- Hudson Pear Taskforce Meeting Minutes 12th November 2024
- Hudson Pear Taskforce Meeting Minutes 13th May 2025
- North West Regional Weeds Committee Meeting Minutes 15th May 2025
- ARIC Meeting Agenda 20th February 2025
- ARIC Meeting Agenda 15th May 2025

Moved: Member Garnsey

Seconded: Member Holcombe

Carried

03/25/06 Council's Decision Action Report – June 2025

Resolved:

That the Resolution Register for June 2025 be received and noted.

Moved: Member Cooke

Seconded: Member Garnsey

Carried

03/25/07 Circulars Received from the NSW Office of Local
<p>Resolved:</p> <p>That the information contained in the following Departmental circulars 25-05 to 25-11 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p>Moved: Member Holcombe Seconded: Member Fisher</p> <p style="text-align: right;">Carried</p>

03/25/08 Cash and Investment Report – 30 th April 2025 and 31 st May 2025
<p>Resolved:</p> <p>That the investment report for 30th April 2025 and 31st May 2025 be received and noted.</p> <p>Moved: Member Holcombe Seconded: Member Kinsey</p> <p style="text-align: right;">Carried</p>

03/25/09 Member Fees, Local Remuneration Tribunal
<p>Resolved:</p> <p>That the Member Fees be set at the minimum level set by the Local Government Remuneration Tribunal for a County Council Category.</p> <ul style="list-style-type: none"> a) The member fee for 2025/2026 be fixed at \$2,090.00 b) The Chairperson fee for 2025/2026 be fixed at \$4,490.00 c) Makes a superannuation contribution payment of 12% to its members in accordance with section 254B of the Local Government Act 1993. <p>Moved: Member Holcombe Seconded: Member Garnsey</p> <p style="text-align: right;">Carried</p>

03/25/10 Draft Operational Plan 2025/26, Delivery Program 25/26 to 28/29, Long Term Financial Plan 25/26 to 34/35, Business Activity Strategic Plan 25/26 to 34/35, Asset Management Plan 25/26 to 34/35 and Workforce Strategy 25/26 to 28/29.

Resolved:

That Council not having received any submissions by the 1st June 2025 now formally adopts the Operational Plan for 2025/26 (Scenario 1, Delivery Program 25/26 to 28/29, Long Term Financial Plan 25/26 to 34/35, Business Activity Strategic Plan 25/26 to 34/35, Asset Management Plan 25/26 to 34/35 and Workforce Strategy 25/26 to 28/29.

Moved: Member Garnsey

Seconded: Member Fisher

Carried

03/25/11 Adoption of Model Code of Conduct

Resolved:

That Council now formally adopts the *Model Code of Conduct* document.

Moved: Member Kinsey

Seconded: Member Rummery

Carried

03/25/12 Adoption Of Model Code Of Meeting Practice

Recommendation:

That Council now formally adopts the *Model Code of Meeting Practice* document.

Moved: Member Rummery

Seconded: Member Kinsey

Carried

03/25/13 MOU Internal Audit & Internal Audit Coordinator**Resolved:**

That;

- (a) Council endorses the actions of the General Manager in progressing a quotation for Internal Audit Services in conjunction with Upper Macquarie and Upper Hunter County Councils.
- (b) Council enters into a Memorandum of Understanding (MOU) with Upper Macquarie and Upper Hunter County Councils for the Internal Audit Services.
- (c) Council formally appoints the Upper Macquarie Council's Biosecurity Administration Manager as the Castlereagh Macquarie County Council Internal Audit Coordinator.
- (d) The Chairman and General Manager be authorised to appoint on Councils behalf, an appropriately qualified Internal Audit Firm for the shared Internal Audit arrangement for a three (3) year period commencing 1st July 2025.
- (e) The Chairman and the General Manager be authorised to execute the relevant documents.

Moved: Member Garnsey**Seconded:** Member Kinsey**Carried****03/25/14 New Policies and Plans****Resolved:**

That;

- (a) the report be received
- (b) Council adopts the following policies and plans
 - Staff Travel and Related Expenses Policy
 - Cyber Security and Incident Response policies x 3
 - Risk Management Framework
 - Internal Audit Charter
 - Disaster Recovery and Business Continuity Plan
 - ICT System Change Policy

Moved: Member Rummery**Seconded:** Member Cooke**Carried**

03/25/15 Important Dates for Members - Upcoming Meetings & Events**Recommendation:**

That Council receive and note the list of upcoming meetings and events.

Moved: Member Kinsey

Seconded: Member Garnsey

Carried

There was discussion regarding the 2025 NSW Weeds Conference. No Members nominated to attend the 2025 Weeds Conference, at such time.

It was noted that the Senior Bio Security Officer, would be presenting at the upcoming 2025 conference, and it was requested by CMCC Members, that the presentation would be also given to Members at the next meeting of Council (August 2025).

03/25/16 Quarterly Biosecurity Report**Resolved:**

That the report be received and noted.

Moved: Member Kinsey

Seconded: Member Garnsey

Carried

03/25/17 Move Into Closed Session

Time: 11.20am

That the public be excluded from the meeting pursuant to Sections 10A of the Local Government Act 1993 on the basis that the items deal with:

(2) (a) personnel matters concerning particular individuals (other than councillors)

Moved: Member Kinsey

Seconded: Member Rummery

Carried

03/25/18 CONFIDENTIAL - General Managers Annual Performance Review**Recommendation:**

That;

(a) The members note my report in regard to Mr Urquhart's Annual Performance Review.

(b) That the Board once again, note Mr Urquhart's current contract to 16th February 2028.

Moved: Member Batten

Carried

03/25/19 Return to Open Session**Recommendation:**

That Council return to open session

Moved: Member Kinsey

Seconded: Member Garnsey

Carried

03/25/20 Adoption of Closed Session Reports**Recommendation:**

That Council adopt the recommendations of the Close Committee Reports.

Moved: Member Kinsey

Seconded: Member Fisher

Carried

Questions for Next Meeting

- Member Batten requested that hard copies of the agenda be posted out to members prior to the Council meeting
- Member Rummery asked if Teams were available for Council Meetings. The General Manager stated that there was legislation which governs requirements for such and that he would investigate.

Date of the next CMCC Council Meeting to be Monday 25th August 2025 in Coonamble

Close of Meeting

The meeting closed at 11:32am

Chairman

General Manager

23rd June 2025

Ordinary Council Meeting

Meeting Minutes

10 REPORTS TO COUNCIL

10.1 CORRESPONDENCE

File Number: C20

Author: Marina Colwell-Executive Support

Authoriser: Phillip Perram, 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
02/08/25	Quambone Tip Closure	P Perram		✓	✓
01/08/25	NSW Electoral Commission – Disclosure Reporting	J Maundrell		✓	✓
01/08/25	GM Recruitment Information Package	P Perram		✓	✓
01/08/25	“This Week” - Newsletter	M Colwell		✓	✓
30/07/25	Email Notification - Inland Rail Update	S Kelly		✓	✓
30/07/25	Invitation – Inland Rail Update	S Kelly		✓	✓
29/07/25	August Council Meeting Reminder	M Colwell		✓	✓
29/07/25	Council Website issue	P Perram		✓	✓
25/07/25	“This Week” - Newsletter	S Kelly		✓	✓
24/07/25	Letters of Appreciation	M Colwell		✓	✓
23/07/25	Bore Bath Workshop Invitation	S Kelly		✓	✓
22/07/25	GM Recruitment Inception Meeting Invite	J Maundrell		✓	✓
17/07/25	“This Week” - Newsletter	S Kelly		✓	✓

15/07/25	Local Government Week – commencing 4/8	P Perram		✓	✓
14/07/25	Draft Minutes – July Ordinary Council Meeting	S Kelly		✓	✓
11/07/25	“ <i>This Week</i> ” - Newsletter	S Kelly		✓	✓
10/07/25	Design aspects for Bore Bath Project	P Perram		✓	✓
09/07/25	Design Aspects	P Perram		✓	✓
09/07/25	Agenda – Business Paper	P Perram		✓	✓
04/07/25	Bore Bath Project - Workshop	M Colwell		✓	✓
04/07/25	Invitation – Naidoc Week Celebration	M Colwell		✓	✓
04/07/25	“ <i>This Week</i> ” - Newsletter	M Colwell		✓	✓

RECOMMENDATION

That the Correspondence Report July 2025 be received and noted.




10.2 LGNSW 2025 ANNUAL CONFERENCE

File Number: L 10-3

Author: Marina Colwell-Executive Support

Authoriser: Phillip Perram, General Manager

Annexures:

1. 2025 LGNSW Annual Conference Registration Fees (under separate cover) 
2. 2025 LGNSW Annual Conference Draft Program (under separate cover) 
3. LGNSW Annual Conference Motions Submission Guide (under separate cover) 

PURPOSE

The purpose of this report is for Council to nominate delegates to attend the Local Government NSW (LGNSW) Conference to be held at Panthers Penrith and Western Sydney Conference Centre from Sunday 23 to Tuesday 25 November 2025, and to endorse motions for submission to the conference.

BACKGROUND

The annual conference is the main policy making event for the peak body of the local government sector in NSW and presents Council with an opportunity to submit motions for consideration and debate by delegates.

Motions passed at the Conference become “resolutions”, which LGNSW takes forward on behalf of its member councils as part of the local government industry’s advocacy agenda.

(a) Relevance to Integrated Planning and Reporting Framework

L1.2 Promote opportunities for leaders to learn the features of good leadership.

(b) Financial Considerations

The *Early Bird Membership* for the 2025 Annual Conference is \$1,250.00 per person, plus the cost of the Conference Dinner at \$245.00 per person, as well as the cost of travel and accommodation if paid before 1 October 2025. Council annually provides for a Delegates Expenses item in the budget to cover this expenditure.

COMMENTARY

This Conference is Council’s most important opportunity to network with other local government areas from across the State.

The Early Bird Registration costs are as follows (if paid by 1 October 2025):

Member Early Bird Registration	\$1,250.00 per person
Member Standard Registration (paid between 1 October 2025 and 7 November 2025).	\$1,550.00

Conference Dinner Ticket (optional) Not included in the registration costs.	\$245.00 per person
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The draft Program is attached to this report.

Council noted at the July meeting that motions submitted for debate at the conference must meet criteria endorsed by the LGNSW Board and be supported by the Council making the submission. A copy of the criteria is attached to this report.

Traditionally, the Mayor, Deputy Mayor and General Manager have attended this conference. However, in 2024 due to availability Council was represented by Cr Garnsey, the General Manager, and the Executive Manager Corporate Governance. In anticipation of high interest in the 2025 event, six rooms have been reserved at the Mercure Hotel, Penrith. Council is allocated one voting delegate at the conference, which is usually the Mayor.

(a) Governance/Policy Implications

Councillors and executive staff must know and have an understanding of contemporary local government environment to fulfil their role.

This conference offers an opportunity to discuss issues with Ministers, their advisors and Departmental representative.

The conference also includes the opportunity for Council's representatives to network with other Councils' delegates in identifying and addressing the challenges that the sector is continually facing.

(b) Legal Implications

Nil.

(c) Social Implications

Nil.

(d) Environmental Implications

Nil.

(e) Economic/Asset Management Implications

Liaising with other local government areas raises the possibility of being able to learn from and assess innovative methodologies of economic and asset management, which could be potentially have a beneficial outcome for Council in the longer term.

(f) Risk Implications

Nil.

CONCLUSION

The Conference will focus on current and future challenges that face all NSW Councils. It provides an opportunity to keep representatives updated on all aspects relative to the local government sector.

It is recommended that Council to be represented, as a minimum, by the Mayor, Deputy Mayor and General Manager at the Conference.

RECOMMENDATION

That Council:

- 1. As a minimum, be represented by the Mayor, Deputy Mayor and General Manager at the Local Government NSW Conference**
- 2. Nominate Cr, Cr and Cr to attend the Local Government NSW (LGNSW) Conference with the Mayor, Deputy Mayor and General Manager, to be held at Panthers Penrith and Western Sydney Conference Centre from Sunday 23 to Tuesday 25 November 2025.**
- 3. Nominate the Mayor as its voting delegate for purposes of electing the LGNSW President and Executive Board Members, as well as for voting on motions discussed at annual conferences.**

10.3 COUNCIL RESOLUTIONS/ACTIONS UPDATE**File Number:** C17; C20**Author:** Marina Colwell-Executive Support**Authoriser:** Phillip Perram, General Manager**Annexures:** 1. August Resolutions Report 2025 (under separate cover)**PURPOSE**

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

BACKGROUND

Important and significant Council resolutions will be added to the list of items below, and 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

Information about outstanding Council resolutions / actions and completed is shown in the attachment. The report has been adapted to allow for the layout requests from prior meetings.

RECOMMENDATION

That Council note the Council resolutions and actions update.

10.4 PUBLIC INTEREST DISCLOSURE POLICY ADOPTION

File Number: C-13

Author: Jenni Maundrell-Executive Manager Corporate Governance

Authoriser: Phillip Perram, General Manager

Annexures: 1. Draft Public Interest Disclosure Policy (under separate cover) 

PURPOSE

To seek Council adoption of the draft Public Interest Disclosure (PID) Policy that was placed on public exhibition at the June 2025 Council meeting.

EXECUTIVE SUMMARY

The draft PID Policy was endorsed for public exhibition at the June 2025 Council meeting. The Policy was placed on exhibition with submissions invited until 5 August 2025. No submissions were received during the exhibition period; however, Appendix A was updated following an internal review.

BACKGROUND

Council's existing PID Policy (sometimes also referred to as Internal Reporting Policy) was adopted in July 2021. Since then, there have been updates made to the legislation and agency requirements. The Policy was reviewed in line with these changes.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

There are no financial considerations arising directly from this report.

COMMENTARY

A PID is a report made by a public official of serious wrongdoing within a government agency. PIDs have variously been known as 'internal reporting' or 'whistleblowing.'

The PID Policy sets out:

- how Council will support and protect a person who comes forward with a report of serious wrongdoing,
- how Council will deal with the report and other responsibilities under the PID Act,
- who to contact to make a report,
- how to make a report,
- the protections that are available under the PID Act.

Further, the Policy documents Council's commitment to building a 'speak up' culture. Part of that speak up culture is having in place a framework that facilitates public interest reporting of wrongdoing by:

- protecting those who speak up from detrimental action,
- imposing duties on agencies who receive reports of wrongdoing to take appropriate action to investigate or otherwise deal with them.

The Policy applies to all public officials in NSW. A public official may make a report of serious wrongdoing to any agency.

The draft Policy was placed on the Council website for public consultation and advertised in the Coonamble Times and on Council's Facebook page during the exhibition period. No public submissions were received.

During the exhibition period, an internal review identified that Appendix A (Disclosure Officers) should be updated to reflect some changes in staffing arrangements, noting that Appendix A may be changed as required by delegated authority to the General Manager.

In line with the resolution of June 2025, with no public submissions received it is now recommended that the Policy be adopted with no further amendments.

(a) Governance/Policy Implications

The existing PID Policy needs to be updated in line with legislation.

(b) Legal Implications

It is a legislated responsibility of Council to review its strategic policies.

(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

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

(f) Risk Implications

This report is inherently low risk and within Council's adopted risk appetite. However, should Council not review its policies in line with legislation it would be acting outside of the adopted risk appetite of 'risk averse' to breaching legislation.

CONCLUSION

With no public submissions made during the exhibition period, it is now recommended that the draft PID Policy be adopted.

RECOMMENDATION

That Council adopt the Public Interest Disclosure Policy.

10.5 COMMUNITY DEVELOPMENT MONTHLY REPORT**File Number:** C8**Author:** Azita Sobhani-Community Services Manager
Raquel Pickering-Librarian**Authoriser:** Lesley Duncan, Manager Regulatory, Planning & Compliance Services**Annexures:** 1. 250729 Coonamble Shire Youth Services Map  **PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Development section for the month of July 2025.

BACKGROUND

The Community Development (CD) section focuses on our community and our people and the support that Council offers in the delivery of positive support and outcomes. A short summary of the key areas in the CD section as follows:

- **Youth & Community Services**

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

- **Library Services**

Coonamble Shire Council is a member of the Northwestern Library Service (NWLS). The Service covers four local government areas and the libraries within them, i.e. Bogan (Nyngan), Coonamble, Gilgandra and Warren.

The Coonamble Library has two (2) satellite branches located in the villages of Gulargambone and Quambone. The Librarian buys stock that is rotated between 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.

(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

This report presents a summary of community development activities for the previous month.

Coonamble Shire coordinates and delivers the following community services:

- School Holiday Program – Coonamble, Gulargambone & Quambone
- Youth Centre Gulargambone (After School & Holiday Activity)
- After School Care Quambone
- Library Services (Coonamble, Gulargambone, Quambone)
- Creating, coordinating and supporting events e.g. Seniors Week Luncheon
- Funding events e.g. the Interagency Resilience Day, October Wellbeing Day
- Youth Empowerment Program



Community Development

Community Engagement Activities

During the reporting period, the Community Development Manager engaged in several key meetings and initiatives aimed at fostering collaboration and supporting community wellbeing:

- **Local Aboriginal Land Council**
Attended NAIDOC Week events, supporting cultural celebration and strengthening relationships with the local Aboriginal community.
- **Interagency Meeting**
Continued efforts to enhance cross-sector collaboration among local service providers, focusing on shared priorities and coordinated service delivery.
- **Early Intervention Working Group**
Finalised a comprehensive list of survey questions to be distributed across services. This initiative aims to assess the current landscape and identify perceived gaps in access for children and families within the early intervention space, with a view to improving support mechanisms.
- **Coonamble High School**
Engaged in discussions around the challenges of low student engagement and increasing social vulnerability. The conversation focused on strategies to enhance the joy of learning within existing constraints, particularly in light of a declining youth population aged 15 and over, that impacts community vitality.
- **REDI.E**
Met with the Regional Manager to discuss their future direction of services, which included a focus on implementing a targeted Early Intervention Case Management Program.
- **Early Childhood Outcomes – Department of Education**
Discussions addressed current resource limitations and policy impacts on early childhood education centres, with the goal of strengthening developmental pathways for young children.

Internal Departmental Developments

- **Operations Risk Register**

Work is progressing on a comprehensive risk management matrix that will cover all services within the portfolio, including the library, after-school care programs in Quambone and Gulargambone, and school holiday programs.

- **Child Safe Policies**

Collaborated with the Work Health and Safety Manager to initiate the review and development of departmental policies, beginning with child safe policies and procedures to ensure a safe and supportive environment for all children.

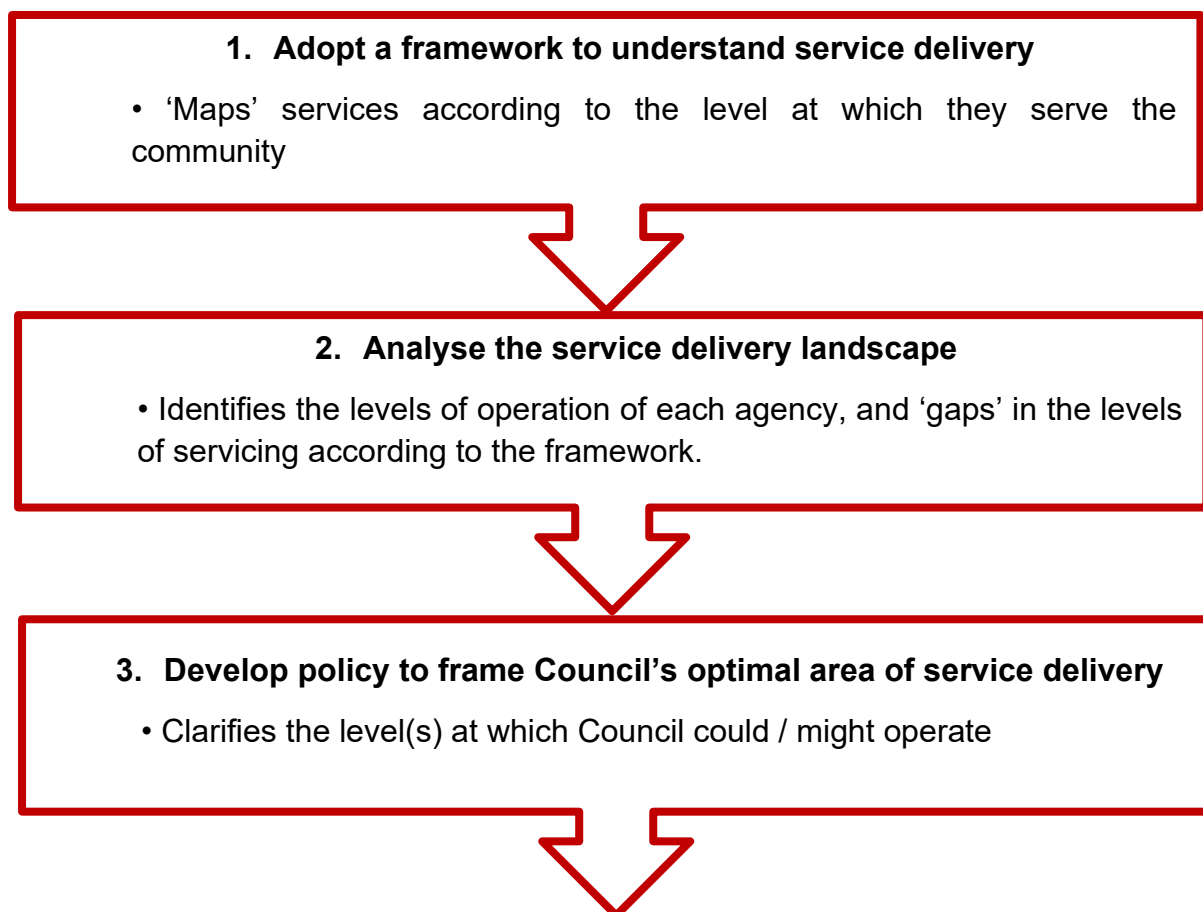
- **Human Resource Review**

Continued discussions with the HR Manager to advance recruitment efforts for both casual and full-time staff, ensuring the department is well-resourced to meet current and future needs.

Youth Services Framework Development

To support a clearer understanding of youth service delivery for young people aged 12 to 24, the Community Development Manager has undertaken a comprehensive service mapping exercise. This analysis follows a structured framework designed to identify current services and guide future planning. Please refer to **Attachment A – Coonamble Shire Youth Services Map for further details.**

Below maps future steps, as a result of the above analysis - to develop a policy to frame Council's area of service delivery and would help spell out the level(s) at which Council's operation could be optimal bearing on resources and what is already offered.



4. Develop the Strategy

- We operate in the identified areas offering specific services through particular fundings.

**JULY HOLIDAY PROGRAM**

With a great response from our services around town, offering staff and resources, our communities in Coonamble, Gulargambone and Quambone were the recipients of a great holiday program.

From the initial planning meeting and numerous emails between us all, to the end product of a raft of activities, incorporating the celebration of NAIDOC Week, the July Holiday Program was a fun filled two weeks.

Council acknowledges the continued support and participation of local service providers in community-based initiatives.

NAIDOC WEEK LAUNCH

Council was proud to join the Coonamble Local Aboriginal Land Council as they officially launched NAIDOC Week, bringing our community together to celebrate and reflect on this year's theme. The event was filled with colour, culture, and connection, as local kids performed traditional dances that honoured their heritage and delighted everyone in attendance. Their energy and pride set a beautiful tone.

The gathering offered a chance for all generations to come together, with elders sharing their wisdom and stories that reminded us of the strength, resilience, and knowledge that continues to guide our community. Moving speeches highlighted the importance of truth-telling, respect, and working together for a stronger future. The atmosphere was warm, welcoming, and filled with laughter and conversation.

Overall, it was a wonderful launch that set the tone for a week of reflection, learning, and celebration of Aboriginal and Torres Strait Islander cultures, histories, and achievements.



Photo: Attendees at the NAIDOC Week Launch at the Coonamble Local Aboriginal Land Council



*Photos:
Mayor Dan
Keady;
participants of
the dance
group.*



POTTERY



Mission Australia and Indigenous artist Sooty Welsh, lead a group of young people at the Talent Scouts Hall creating with pottery.

Showing the participants that a slab of clay can be made into so many different things by just using your imagination, a number of mazing items were created. With an example of a coolamon, Sooty was able to show the youth that a simple shape can be made into complex things – a fruit basket, an incense holder, a platter.

LINGO BINGO

As part of NAIDOC Week celebrations, the Coonamble Local Aboriginal Land Council held a special game of bingo with a cultural twist — using local Aboriginal language words for the numbers and items on the cards. This fun and engaging activity not only entertained attendees of all ages but also helped spark conversations and curiosity about language and culture.



By blending a familiar game with language learning, the event encouraged everyone to listen, learn and connect more deeply with local Aboriginal heritage in an enjoyable and inclusive way.

Many thanks to Auntie Gloria, Gella, acting CEO of the LALC and Nina from NSW AECG for organising and hosting. Amazing job ladies.

JEWELLERY MAKING

Congratulations to Nikki and crew at Headspace for an amazing activity. The kids loved

making their own personalised jewellery.

Long necklaces, short necklaces, big beads, little beads and even beads that you could colour yourself.

This activity proved to be quite the intergenerational craft with nans and older carers accompanying their little people, participating and helping.

**CRAFT WITH MACKILLOP**

Treena Ellis from MacKillop Family Services and Sam Conn from Interrelate ran a successful play day with weaving, craft and galaxy jars at the MacKillop building.

An intergenerational activity with mums and grandmas attending the morning was a great chance to spend time together. Throw in some party pies and sausage rolls, and it was a party!! Congratulations to MacKillop for hosting such a great event.



MOVIE MARATHON

The library hosted two movie days, the first of which was on Tuesday 15 and despite the heavy downpour, there was a good rollup to watch Sonic the Hedgehog 3.

The second movie day was a movie marathon with two shows on the last Friday of the school holidays with Paddington in Peru in the morning and Snow White 2025 in the afternoon.

All attendees were given water and popcorn to enjoy. Even the mums looked up from their work when Prince Charming came on - and no, that is not Prince Charming in the picture!



FIRST LIGHT – COONAMBLE YOUTH EMPOWERMENT PROGRAM – July 2025

The below monthly report forms the last one in the series of regular feedback on the progress of the program in view of its completion.

Here's a quick look at what the program was up to In July:

July has been an exciting and vibrant month for the Coonamble Youth Empowerment Program—filled with lots of moments of growth, learning, and stronger connections. Our Weekly sessions continue to run five days a week across both Junior Youth groups and the Youth Champions Group, providing consistent opportunities for learning, growth, building stronger bonds of friendships, and applying their learning into action. Each group is progressing beautifully developing confidence, character, critical thinking and a sense of collective purpose.

A key highlight during the school holidays this month was **a 4-day, 3-night overnight camp held at Camp Cypress in Baradine**. Both Junior Youth groups and the Youth Champions came together for this enriching experience. From engaging with the program's narrative-based curriculum to participating in creative activities, sports, and recreation, every moment helped strengthen bonds within the group and offered valuable opportunities for youth to learn from one another, build confidence, and grow in unity.



The fun icebreaker activities and group sessions help everyone get to know one another and reflect on how we are all interconnected. Instead of simple introductions, participants shared a little about their lives using a yarn thread to visually connect the group—demonstrating how our lives are woven together.

Followed by light-hearted drama activities and small group conversations that encouraged youth to open up, share, and build new friendships in a relaxed and



meaningful way.



Energy levels remained high with morning group exercises and a range of fun physical activities throughout the camp. From capture the flag and soccer to a muddy obstacle run, kick footy, and captain ball, every game got the bodies moving and lifted spirits—plus all soaked up plenty of sunshine & vitamin D along the way!

Youth Champions supported the younger participants during both morning and recreational activities, while also helping plan and facilitate them. strengthening their leadership skills.

Both Junior Youth groups made great progress through their materials while participating in engaging discussions and creative activities.



including how to treat wounds, deepening their understanding of care, responsibility, and being of service.

Our second Junior Youth group completed a narrative about four friends pursuing different goals—a nurse, teacher, student, and mechanic—while facing challenges like financial struggles and outside pressures. They reflected on the importance of perseverance, community support, and seeking guidance from trusted peers and mentors.



as bridge building with popsicle sticks, drama, and arts—exploring key concepts through creativity and teamwork.

Our artistic expression sessions were extra special this time, as parents from two families joined in to lead the activities.



One parent facilitated a creative **card-making workshop**, where youth used recycled egg cartons to craft flowers, which they then painted and added to their handmade cards.

Another parent introduced the group to **Japanese bookbinding**, guiding them through the delicate and focused process of creating their own bound books.

The final day of camp was nothing short of extraordinary. We visited the Siding Spring Observatory in Coonabarabran, where youth received a guided tour of the telescopes and learned about the observatory's vital role in providing valuable scientific data to the world. They also explored the cultural and historical significance of the land it sits on, deepening their sense of connection to both science and Country.



Certificates and Celebration: A Joyful Camp Finale

To conclude the camp, we celebrated with a joyful BBQ—marking not only the end of a powerful few days together but also a meaningful milestone in the program.

Junior Youth Group 1 and the Youth Champions were awarded their **Development Stage Three certificates, honouring 18 months** of growth, learning, and service.





Junior Youth Group 2 received their **Stage One certificates**, celebrating their **first six months of commitment and development**. It was a moment filled with pride, reflection, and anticipation for what lies ahead.

A separate Completion Report is provided marking the achievements of the program.

LIBRARY SERVICES

CELEBRATING NAIDOC WEEK

The library had a great display of indigenous first nations authors in the library during NAIDOC Week. So many different books – adult fiction, nonfiction, junior fiction and truly beautiful picture books. During the week, staff also gave out indigenous craft to children over three years.



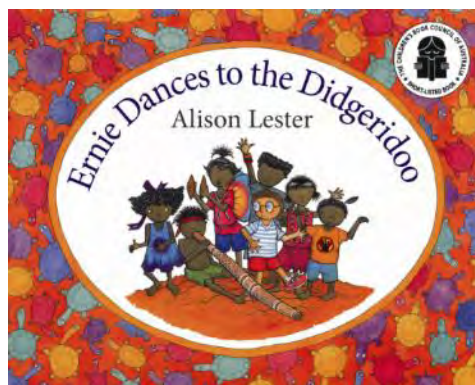
Australian animal foam craft designed by indigenous artist Kerri-Ann Taggart was handed out to children attending the library over NAIDOC Week.



NAIDOC STORYTIME

The Librarian attended Coonamble Preschool and read “Ernie Dances to the Didgeridoo”, created by Australian illustrator, Alison Lester, in consultation with Upper Primary students at Gunbalanya School.

To round out the storytime, the librarian gifted the students with an indigenous themed craft.



CHILD SAFETY POLICIES

The librarian and Community Services Manager met with the WHS Risk and Risk Manager to discuss the creation and updating of those policies that affect the Community Development Department, including the library.

NEW ERESOURCES



ComicsPlus has been added to the suite of resources now available with North Western Library, of which Coonamble is a part, enabling our members to have unlimited, simultaneous access to thousands of digital comics, manga and picture books.

It is divided into Young Readers membership and Full membership as there are child and adult items for borrowing.

LIBRARY STATISTICS – JUNE 2025

Service	Loans	New M/ships	Wi-Fi (ppl)	Internet (people)	Internet (hours)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	353	12	66	79	78.2	129	171	484
Gular	20	2						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
655	25	48	11	4

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

Senior Craft	Pre-School Visits/Storytime	Seniors Tech	Seniors Cinema	Other
14	65	2	7	81

(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 development section delivers a broad range of support services, activities, and opportunities to all age groups. These services assist in building social cohesion 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 in this report provide information to Council on the key activities recently undertaken in Council's Community Development section.

RECOMMENDATION


That Council note the July 2025 Community Development Report.

Youth Services Framework Development

To support a clearer understanding of youth service delivery for young people aged 12 to 24, below is a first step in a mapping exercise of the current landscape to identify current services and guide future planning.

Categories of service providers for youth aged 12–24

Following is a categorization of several services working to respond to the youth and their family's educational, social, physical, health, recreational and wellbeing needs. Here is a broad brush of categories of service providers and what they offer.



<p>SERVICES ADDRESSING IMMEDIATE AND OBVIOUS CHALLENGES OF YOUTH CRITICAL TO THEIR WELLBEING</p> <ul style="list-style-type: none">• Address the question: "I/we need this now!"• Relieves immediate obvious, symptomatic outcomes of often-deeper issues and challenges.• Focus on shorter-term situation improvement.• Takes an interventionist approach of individual case management• Clients see themselves as recipients of services.
--

REDI.E	<ul style="list-style-type: none"> •Support Aboriginal children, young people & families •Early Intervention for children 0-5, young families facing multiple hardships •Young people affected by mental health conditions •case workers assess levels of needs & refer to range of services •culturally safe crisis & ST accommodation for young people & individuals experiencing housing instability.
Interrelate	<ul style="list-style-type: none"> •Who - Youth aged up to 18 years old at risk of developing mental health or already affected by it •What - young people are referred if they are experiencing bullying, need healthier eating, seem down, other •How - youth and family support case worker meets at-risk young people in person or in fixed group sessions •Relationship & sexuality education - in primary and high schools - varied topics, fixed number of sessions e.g. 1 x 90 minute sessions for in-person Grade 7 - 10 on "Body Positivity"
MacKillop Family Services	<ul style="list-style-type: none"> •service child, youth and families experiencing complex issues leading to unsafe and unstable home environments. It offers disability, education services with a therapeutic family based approach.
Mission Australia	<ul style="list-style-type: none"> •Assists women and children who are homeless, in unsafe housing, at risk of being homeless as result of experiencing domestic & family violence
Elephant in The Room	<ul style="list-style-type: none"> •A disability consultancy business focusing on all residents including youth with a disability or those registered under NDIS
Headspace	<ul style="list-style-type: none"> •Who - The headspace Outreach Program (hOP) is a FREE confidential, for all but with a focus on First Nations people. Support for young people aged 12-25 years who may not have access to a headspace centre. •What - qualified Aboriginal Youth Workers work with each case one on one. It aims to make access to mental health support easier & to connect you to appropriate services.
Clontarf Foundation	<ul style="list-style-type: none"> •Who - Indigenous male students enrolled at Coonamble high School •what - Focuses on school attendance through sport, employability, wellbeing, life skills and leadership •148 Academies across Australia
NASCA	<ul style="list-style-type: none"> • Who - Aboriginal Girls at Coonamble High school. capacity 65 •What - Cultural Pride, Trust, Excellence, offers transport support, Food support, before /After school activity, 3 events per year, awards night annually •school retention and employability
Literacy for Life	<ul style="list-style-type: none"> •An Indigenous program aimed at improving literacy levels amongst the local population including young people. •structured 12 to 14 weeks modules
Verto	<ul style="list-style-type: none"> •A job provider service to youth 17 and up and registered for the dole •What - Apprenticeships, Financial Counselling
Coonamble Education Foundation	<ul style="list-style-type: none"> •a NFP helping rural regional youth access education training & scholarships e.g. providing money to CHS to purchase 10 laptops for students to borrow for use
Safer Coonamble (in conjunction with David Liddiard group)	<ul style="list-style-type: none"> •Verbal advice of funding over 2 years for youth not regularly attending school and at risk of long term unemployment or criminal activity. •aims for personal goal setting, connection to culture & LT employment •airport terminal bldg to be used for drop offs, arts and crafts
RYIP Youth accommodation	<ul style="list-style-type: none"> •Leasing physical space to a community housing provider who sublets to an accredited service agency for youth transition accommodation

2

SERVICES THAT TACKLE THE HIDDEN STRUCTURAL OR SYSTEMS / POLICY CHALLENGES

- The challenge becomes apparent in addressing the statement: "This is what I want to do but I have been excluded, can't get access, don't qualify or don't understand!"
- Relieve injustice case-by-case and through advocacy.
- Focus on medium-term improvement through changes to policy and systems, where possible.
- Clients see themselves as insignificant against an immovable and often overwhelming 'system'.

Western Women's Domestic Violence Court Advocacy Service	<ul style="list-style-type: none"> • supporting Women and Children • DV justice
Western Women's Legal Support	<ul style="list-style-type: none"> • Women and children • DV justice
Coonamble Shire Council	<ul style="list-style-type: none"> • Advocacy for transport, accommodation, early childhood education, youth ongoing education
Department of education	<ul style="list-style-type: none"> • early childhood reform unit, home schooling Unit
Department of Community justice	<ul style="list-style-type: none"> • child protection Team • Out of home care Team

3**SERVICES THAT TACKLE THE MINDSET AND BELIEF SYSTEM THAT LIE BENEATH THE ABOVE CHALLENGES**

- Foster the expression: "What is my purpose and identity, and how can I improve my surround with the help of those around me. It embarks on a process of long-term capacity building.
- Posits that individuals, families, communities, and institutions are intricately connected, always influencing one another either positively or negatively. That is why; to see genuine transformation within the community, all need to work together to help the young people harness their unique talents and skills to unlock their potential.
- Empowers individuals through appreciation of one's own nobility and that of others'; development of one's talents and capacities to serve one's community.
- Participants see themselves as active agents of change.

**Coonamble Youth
Empowerment
Program**

- An educational approach directed towards personal growth and societal transformation.
- Capacity is built within a value based framework augmented by scientific knowledge to tap the roots of motivation and produce meaningful and lasting change.

Coonamble Shire Youth Services 'Map'

Where are **Coonamble Shire Council** and other **Service Providers** operating within the Shire?

	LEVEL OF SERVICE	PROVIDE SERVICES / PROGRAMS	PROVIDE PHYSICAL SPACE
1	<p>SERVICES ADDRESSING IMMEDIATE AND OBVIOUS CHALLENGES OF YOUTH, CRITICAL TO THEIR WELLBEING</p> <ul style="list-style-type: none"> Address the question: "I/we need this now!" Relieve immediate obvious, symptomatic outcomes of often-deeper issues and challenges. Focus on shorter-term situation improvement. Take an interventionist approach of individual case management Clients see themselves as recipients of services. 	<div>REDI.e</div> <div>Interrelate</div> <div>Elephant In The Room</div> <div>Mission Australia</div> <div>Headspace</div> <div>Clontarf Foundation</div> <div>NASCA</div> <div>Literacy for Life</div> <div>VERTO</div> <div>CADEF</div> <div>Safer Coonamble</div> <div>MacKillop Family Services</div>	<div>REDI.e</div> <div>Interrelate</div> <div>NASCA</div> <div>Mission Australia</div> <div>Clontarf Foundation</div> <div>Literacy for Life</div> <div>Mission Australia</div> <div>Literacy for Life</div> <div>Gular Youth Centre</div> <div>MacKillop Family Services</div>
2	<p>SERVICES THAT TACKLE THE HIDDEN STRUCTURAL OR SYSTEMS / POLICY CHALLENGES</p> <ul style="list-style-type: none"> The challenge becomes apparent in addressing the statement: "This is what I want to do but I have been excluded, can't get access, don't qualify or don't understand!" Relieve injustice case-by-case and through advocacy. Focus on medium-term improvement through changes to policy and systems, where possible. Clients see themselves as insignificant against an immovable and often overwhelming 'system'. 	<div>Western Women's Court Advocacy Service</div> <div>Western Women's Legal Support</div> <div>Department of Community Justice</div> <div>Department of Education</div> <div>Coonamble Shire Council</div>	<div>Youth Crisis Accommodation</div>
3	<p>SERVICES THAT TACKLE THE MINDSET AND BELIEF SYSTEM THAT LIE BENEATH THE ABOVE CHALLENGES</p> <ul style="list-style-type: none"> Foster the expression: "What is my purpose and identity, and how can I improve my surround with the help of those around me. It embarks on a process of long-term capacity building. Foster the interconnectivity between self, community and environment, with change coming about through simultaneous transformation of each. Empower individuals through appreciation of one's own and others' inherent nobility and through development of one's talents and capacities to serve one's community. Participants see themselves as active agents of change. 	<div>Coonamble YEP</div>	<div>No Neutral Community Space</div>

10.6 STATUS OF INVESTMENTS - JULY 2025**File Number:** Investments General - I5**Author:** Imogen Pawley-Finance Assistant**Authoriser:** Bruce Quarmby, Director Corporate Services**Annexures:** 1. Imperium Report July 2025 [↓](#) **PURPOSE**

To advise Council of the investment portfolio.

BACKGROUND

Council conducts cashflow analysis on a weekly basis to maximise its capability to realise revenue from investments.

(a) Relevance to Integrated Planning and Reporting Framework

DPP 10.5 Deliver a Long-Term Financial Plan (LTFP) that achieves balance between the Council's financial capabilities and the community's aspirations, and which is a quality decision making and problem-solving tool.

(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 August 2025 after all maturing dates for investments had passed.

The total Capital Value of Investments is \$25,750,000. This is broken down with \$24,750,000 invested in term deposits as shown in the attached report, and \$1,000,000 in at call savings accounts.

The main areas of expenditure are seen in the below table:

Corporate services/Governance Legal fees, Insurances, Revenue payment	\$442,162
Transport – Includes various sealing works and hire of plant, Tooraweenah Road project, sealing works	\$1,236,840
Plant Purchase plant, fixing plant	\$351,266
Quarry Fixing equipment	\$30,580

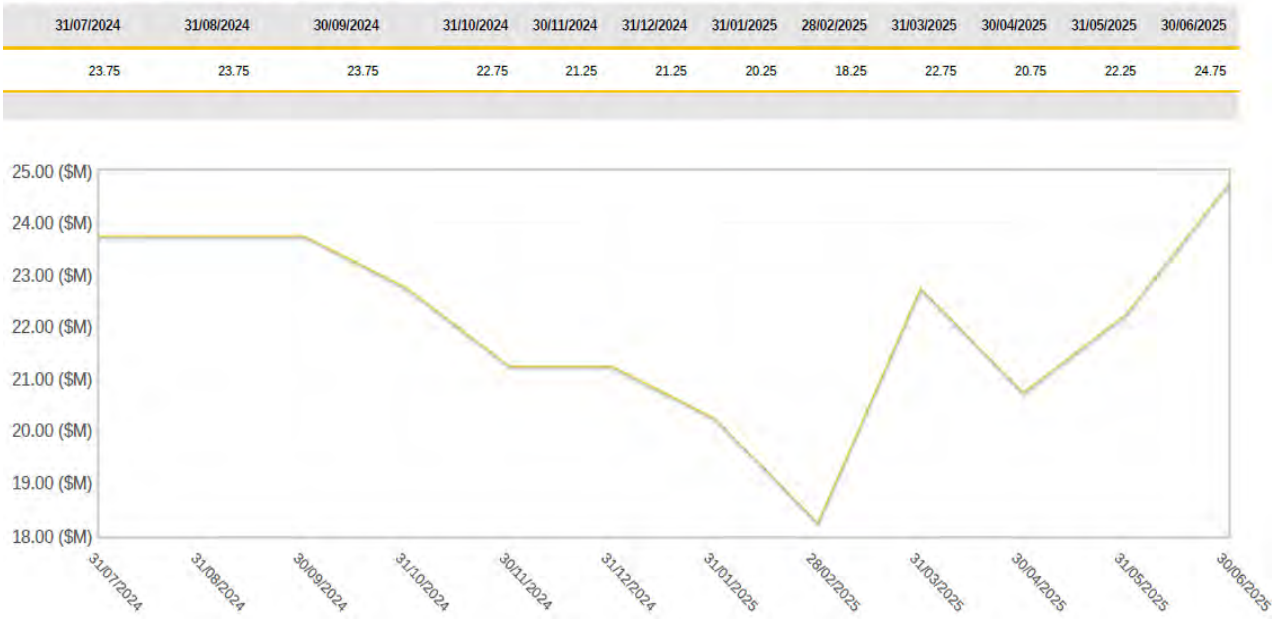
Of these areas totalling \$2,060,848, it is expected \$753,239 will be either funded through Grants or reimbursed to Council.

During July Council was successful in recovering over 3.9 million dollars in grant payments, part of this has been invested which has increased the overall portfolio balance.

PRIOR FINANCIAL YEAR SUMMARY

The below snapshot shows a steady increase as grant payments are received.

Historical Portfolio Balances as at 30/06/2025



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 per the recently completed 2024/2025 March Budget Review the balance of unrestricted cash has been calculated at \$1,120,0000.

(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

Council's responsible accounting officer has certified that all investments continue to be made in accordance with Section 223(c) of the *Local Government Act 1993*, which requires Council to ensure, as far as possible, the financial sustainability of the Council.

The investments comply with all local government regulations and Councils' 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

All investments are monitored to mitigate risk in accordance 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.

All investments are made in accordance with the requirements of the *Local Government Act 1993*, the Regulations and Council's Investment Policy.

RECOMMENDATION

That Council note the report of investments from 1 July 2025 to 31 July 2025 and that these investments comply with section 625(2) of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.



Investment Report

01/07/2025 to 31/07/2025

Portfolio Valuation as at 31/07/2025

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	19,057.53	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	28/05/2025	20/08/2025	4.3000	1,000,000.00	1,000,000.00	7,657.53	3,652.05
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	32,794.52	8,068.49
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	33,482.19	4,289.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/05/2025	11/09/2025	4.3400	2,000,000.00	2,000,000.00	19,262.47	7,372.05
NAB	A-1+	TD	GENERAL	At Maturity	29/05/2025	29/09/2025	4.2500	1,500,000.00	1,500,000.00	11,178.08	5,414.38
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	14,301.37	3,821.92
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	39,263.01	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	38,476.44	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	37,652.05	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	8,767.12	1,061.64
NAB	A-1+	TD	GENERAL	At Maturity	25/06/2025	20/11/2025	4.3000	2,000,000.00	2,000,000.00	8,717.81	7,304.11
BOQ	A-2	TD	GENERAL	At Maturity	04/06/2025	04/12/2025	4.3500	2,000,000.00	2,000,000.00	13,824.66	7,389.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	18/06/2025	19/01/2026	4.4100	2,000,000.00	2,000,000.00	10,632.33	7,490.96
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/06/2025	12/02/2026	4.3300	500,000.00	500,000.00	2,965.75	1,838.77
Westpac	A-1+	TD	GENERAL	At Maturity	17/07/2025	17/04/2026	4.2000	1,000,000.00	1,000,000.00	1,726.03	1,726.03
Westpac	AA-	TD	GENERAL	At Maturity	31/07/2025	31/07/2026	4.1700	2,500,000.00	2,500,000.00	285.62	285.62
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.4000	1,000,000.00	1,000,000.00	10,487.67	3,736.99



Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.4200	1,000,000.00	1,000,000.00	1,937.53	1,937.53
Commonwealth Bank	A-1+	CASH	GENERAL	Annual	31/07/2025	31/07/2025	0.0000	1,000,000.00	1,000,000.00	-	-
TOTALS								25,750,000.00	25,750,000.00	312,469.73	82,340.96

Portfolio by Asset as at 31/07/2025

Asset Type: CASH

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	CASH	GENERAL	Annual	31/07/2025	31/07/2025	0.0000	1,000,000.00	1,000,000.00	-	-
CASH SUBTOTALS								1,000,000.00	1,000,000.00	-	-

Asset Type: TD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
NAB	A-1+	TD	GENERAL	At Maturity	06/03/2025	06/08/2025	4.7000	1,000,000.00	1,000,000.00	19,057.53	3,991.78
NAB	A-1+	TD	GENERAL	At Maturity	28/05/2025	20/08/2025	4.3000	1,000,000.00	1,000,000.00	7,657.53	3,652.05
NAB	A-1+	TD	GENERAL	At Maturity	28/03/2025	28/08/2025	4.7500	2,000,000.00	2,000,000.00	32,794.52	8,068.49
BOQ	A-2	TD	GENERAL	At Maturity	02/12/2024	02/09/2025	5.0500	1,000,000.00	1,000,000.00	33,482.19	4,289.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/05/2025	11/09/2025	4.3400	2,000,000.00	2,000,000.00	19,262.47	7,372.05
NAB	A-1+	TD	GENERAL	At Maturity	29/05/2025	29/09/2025	4.2500	1,500,000.00	1,500,000.00	11,178.08	5,414.38
AMP Bank	A-2	TD	GENERAL	At Maturity	07/04/2025	07/10/2025	4.5000	1,000,000.00	1,000,000.00	14,301.37	3,821.92
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2024	24/10/2025	5.1000	1,000,000.00	1,000,000.00	39,263.01	4,331.51
Westpac	A-1+	TD	GENERAL	At Maturity	28/10/2024	28/10/2025	5.0700	1,000,000.00	1,000,000.00	38,476.44	4,306.03
Westpac	A-1+	TD	GENERAL	At Maturity	04/11/2024	04/11/2025	5.0900	1,000,000.00	1,000,000.00	37,652.05	4,323.01
Unity Bank	Unrated	TD	GENERAL	At Maturity	18/11/2024	18/11/2025	5.0000	250,000.00	250,000.00	8,767.12	1,061.64

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
NAB	A-1+	TD	GENERAL	At Maturity	25/06/2025	20/11/2025	4.3000	2,000,000.00	2,000,000.00	8,717.81	7,304.11
BOQ	A-2	TD	GENERAL	At Maturity	04/06/2025	04/12/2025	4.3500	2,000,000.00	2,000,000.00	13,824.66	7,389.04
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	18/06/2025	19/01/2026	4.4100	2,000,000.00	2,000,000.00	10,632.33	7,490.96
Suncorp Bank	A-1+	TD	GENERAL	At Maturity	12/06/2025	12/02/2026	4.3300	500,000.00	500,000.00	2,965.75	1,838.77
Westpac	A-1+	TD	GENERAL	At Maturity	17/07/2025	17/04/2026	4.2000	1,000,000.00	1,000,000.00	1,726.03	1,726.03
Westpac	AA-	TD	GENERAL	At Maturity	31/07/2025	31/07/2026	4.1700	2,500,000.00	2,500,000.00	285.62	285.62
TD SUBTOTALS								22,750,000.00	22,750,000.00	300,044.52	76,666.44

Asset Type: FRTD

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/08/2024	06/08/2026	4.4000	1,000,000.00	1,000,000.00	10,487.67	3,736.99
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	16/01/2025	17/01/2028	4.4200	1,000,000.00	1,000,000.00	1,937.53	1,937.53
FRTD SUBTOTALS								2,000,000.00	2,000,000.00	12,425.21	5,674.52



Portfolio by Asset Totals as at 31/07/2025

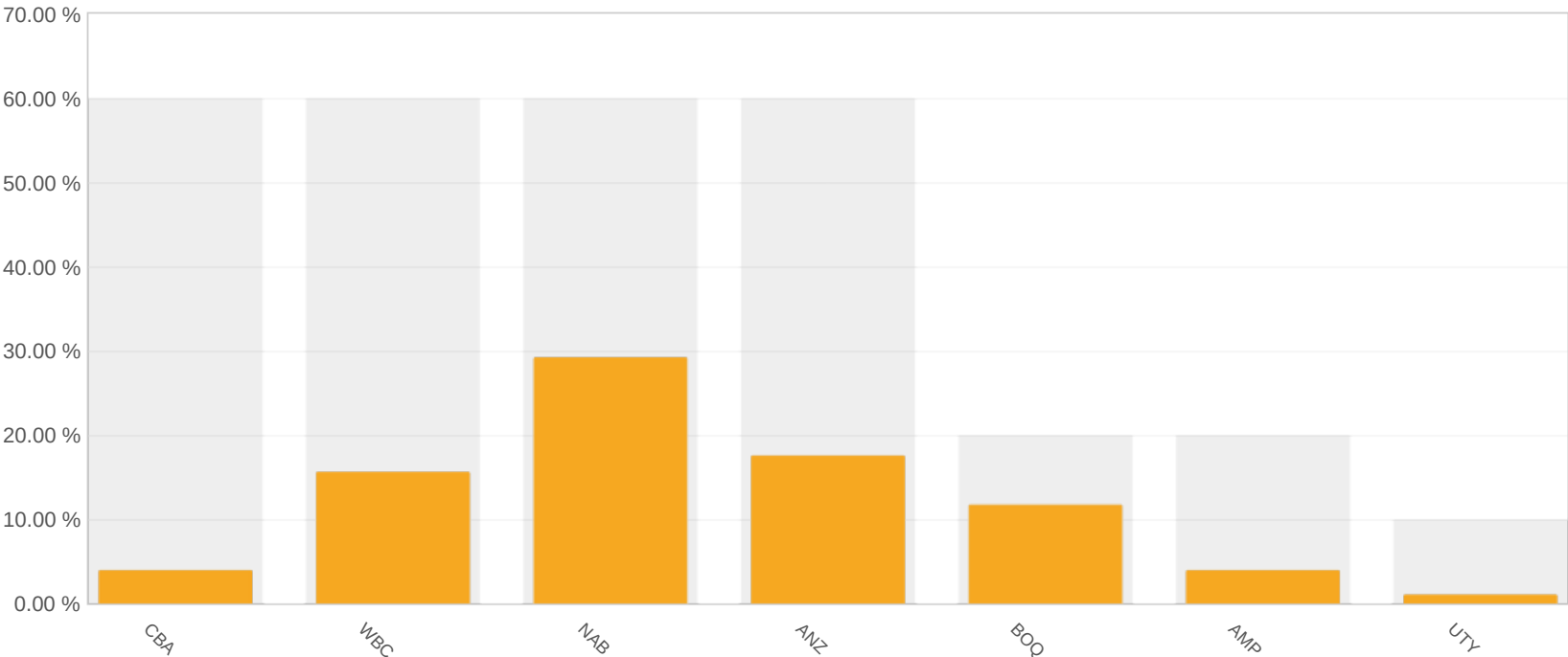
Type	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
CASH	1,000,000.00	1,000,000.00	-	-
TD	22,750,000.00	22,750,000.00	300,044.52	76,666.44
FRTD	2,000,000.00	2,000,000.00	12,425.21	5,674.52
TOTALS	25,750,000.00	25,750,000.00	312,469.73	82,340.96

Counterparty Compliance as at 31/07/2025

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Commonwealth Bank	Short	A-1+	1,000,000.00	3.88	60.00	-	14,450,000.00
✓	Westpac	Short	A-1+	4,000,000.00	15.53	60.00	-	11,450,000.00
✓	NAB	Short	A-1+	7,500,000.00	29.13	60.00	-	7,950,000.00
✓	ANZ Bank	Short	A-1+	4,500,000.00	17.48	60.00	-	10,950,000.00
✓	BOQ	Short	A-2	3,000,000.00	11.65	20.00	-	2,150,000.00
✓	AMP Bank	Short	A-2	1,000,000.00	3.88	20.00	-	4,150,000.00
✓	Unity Bank	Short	Unrated	250,000.00	0.97	10.00	-	2,325,000.00
TOTALS				21,250,000.00	82.52			

Counterparty Compliance - Short Term Investments

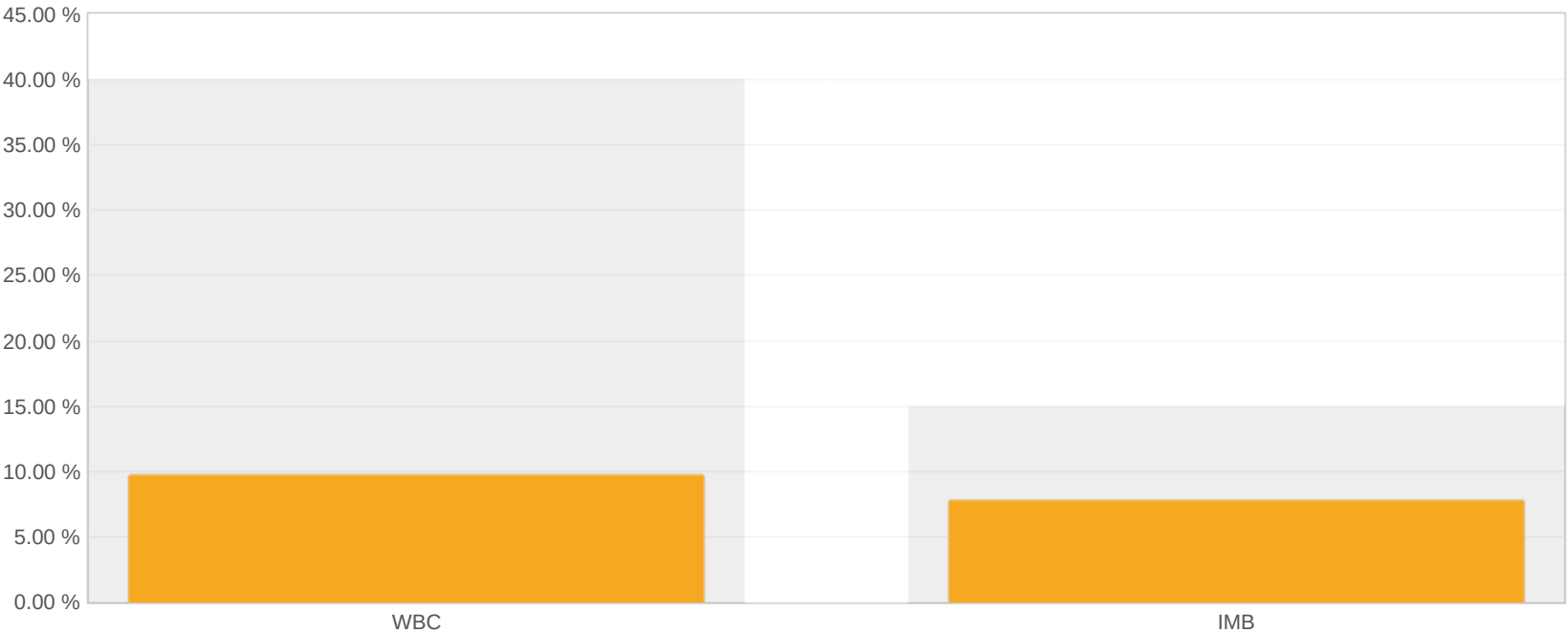




Long Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✓	Westpac	Long	AA-	2,500,000.00	9.71	40.00	-	7,800,000.00
✓	IMB Bank	Long	BBB+	2,000,000.00	7.77	15.00	-	1,862,500.00
TOTALS				4,500,000.00	17.48			

Counterparty Compliance - Long Term Investments



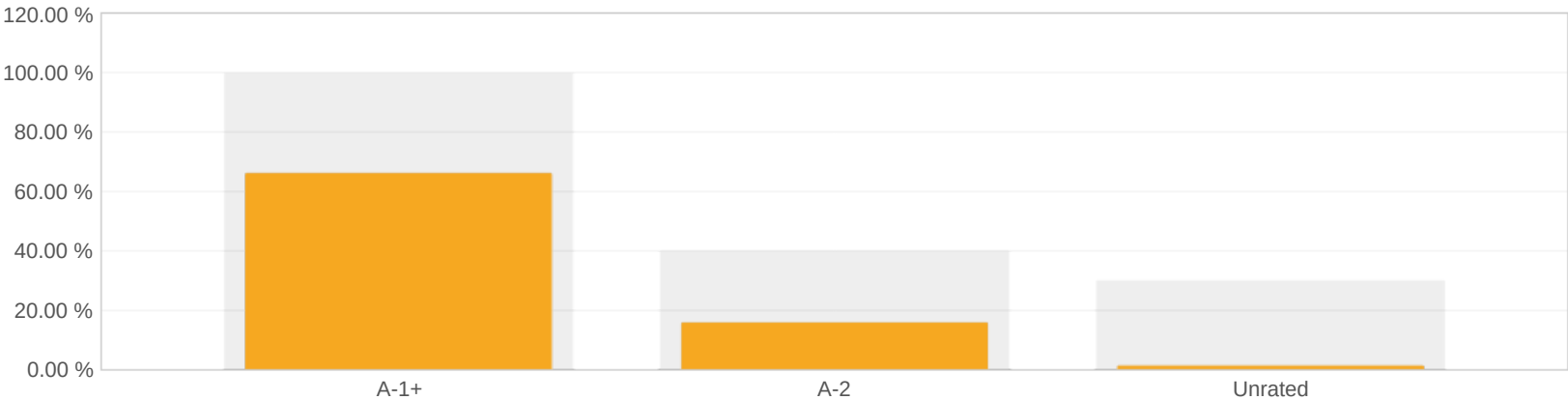


Credit Quality Compliance as at 31/07/2025

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	A-1+	17,000,000.00	66.02	100.00	8,750,000.00
✓	A-2	4,000,000.00	15.53	40.00	6,300,000.00
✓	Unrated	250,000.00	0.97	30.00	7,475,000.00
TOTALS		21,250,000.00	82.52		

Credit Quality Compliance - Short Term Investments

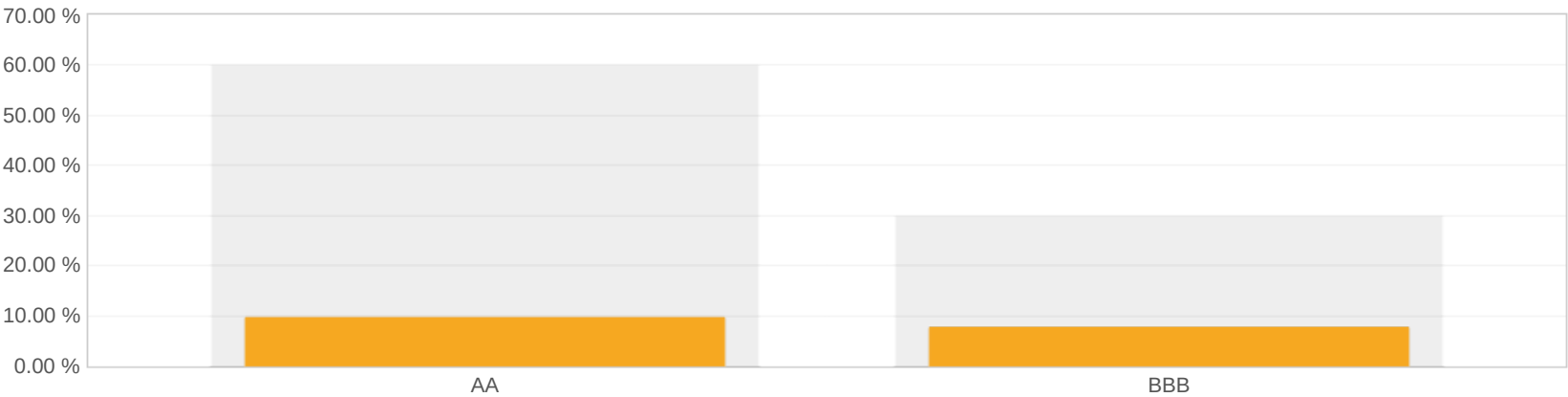




Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✓	AA	2,500,000.00	9.71	60.00	12,950,000.00
✓	BBB	2,000,000.00	7.77	30.00	5,725,000.00
TOTALS		4,500,000.00	17.48		

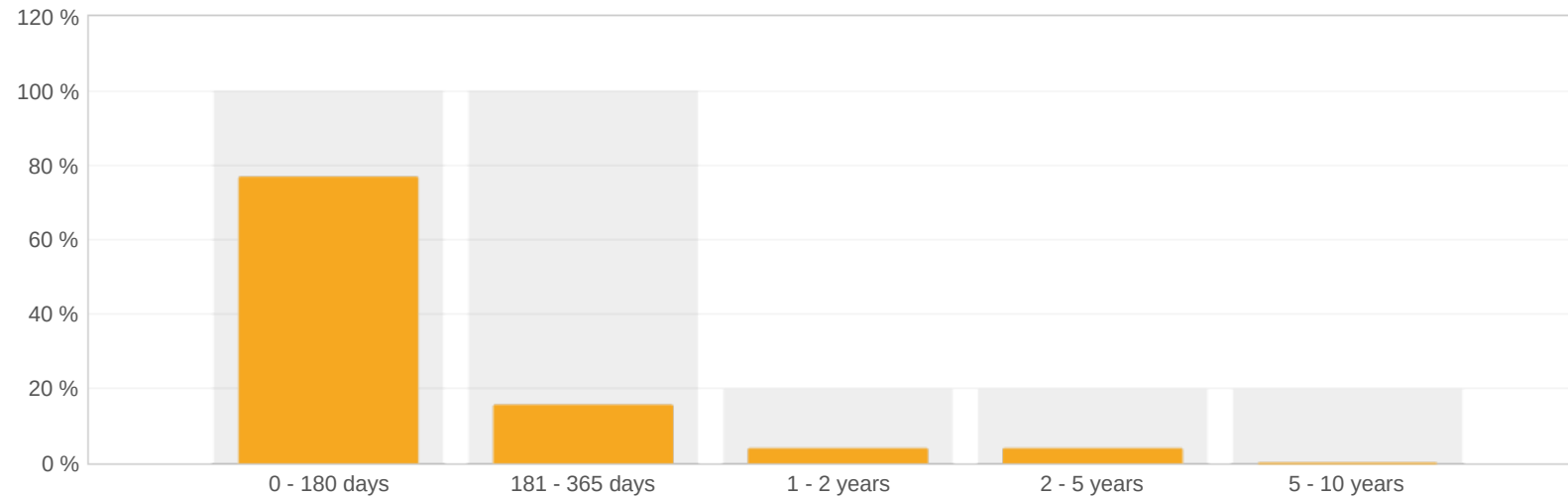
Credit Quality Compliance - Long Term Investments



Maturity Compliance as at 31/07/2025

Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	19,750,000.00	76.70	0.00	100.00	6,000,000.00
✓	181 - 365 days	4,000,000.00	15.53	0.00	100.00	21,750,000.00
✓	1 - 2 years	1,000,000.00	3.88	0.00	20.00	4,150,000.00
✓	2 - 5 years	1,000,000.00	3.88	0.00	20.00	4,150,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	5,150,000.00
TOTALS		25,750,000.00	100.00			

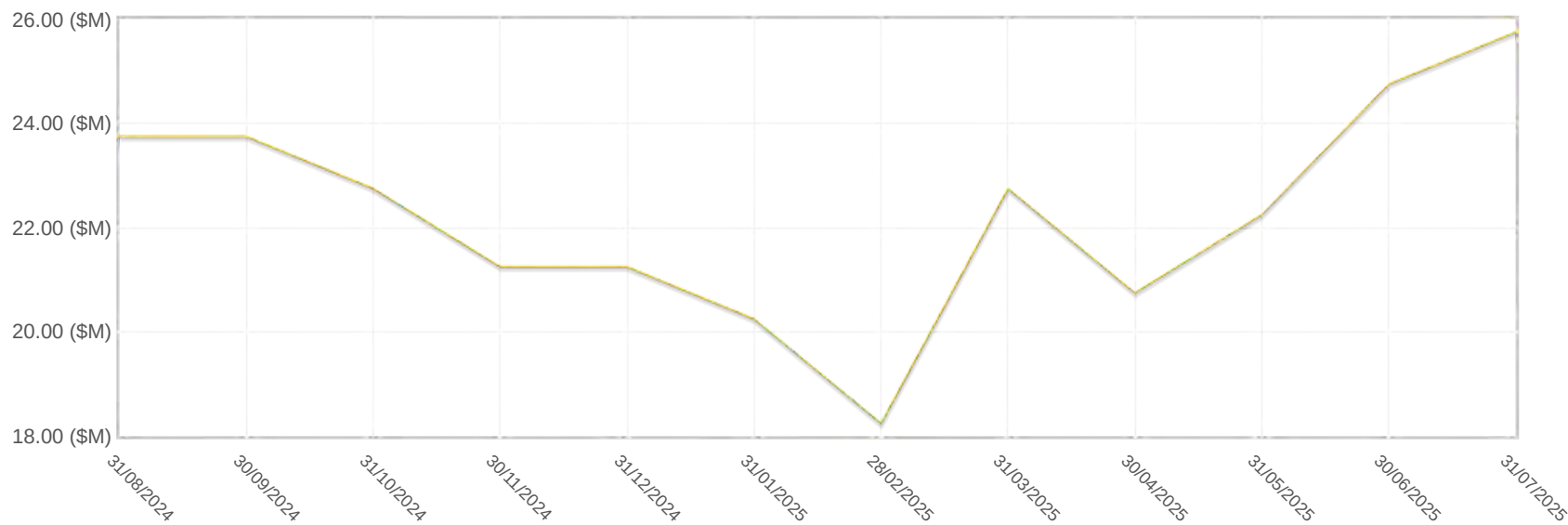
Maturity Compliance





Historical Portfolio Balances as at 31/07/2025

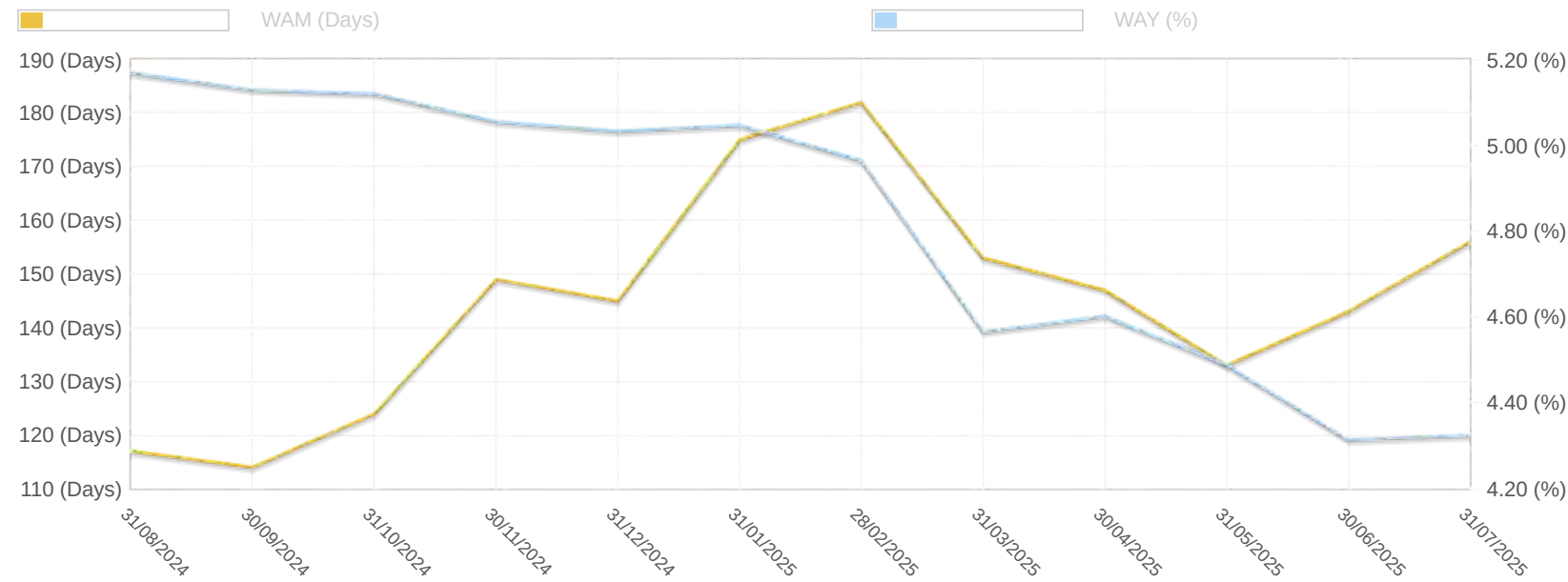
31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025	31/05/2025	30/06/2025	31/07/2025
23.75	23.75	22.75	21.25	21.25	20.25	18.25	22.75	20.75	22.25	24.75	25.75





Historical Ratios as at 31/07/2025

	31/08/2024	30/09/2024	31/10/2024	30/11/2024	31/12/2024	31/01/2025	28/02/2025	31/03/2025	30/04/2025	31/05/2025	30/06/2025	31/07/2025
WAM (Days)	117	114	124	149	145	175	182	153	147	133	143	156
WAY (%)	5.1689	5.1293	5.1201	5.0553	5.0332	5.0467	4.9647	4.5656	4.6023	4.4882	4.3143	4.3241



10.7 PROPOSED ROAD ASSETS HIERARCHY REPORT

File Number: AM-RH-01

Author: Stuart Lloyd-Manager Assets

Authoriser: Bruce Quarmby, Acting General Manager

Annexures: 1. Draft Road Hierarchy 2025 [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\)](#) [!\[\]\(2f36c159ea3670f7a62f64a4f1cf5c05_img.jpg\)](#)
2. Draft Road Hierarchy for Individual Roads 2025 [!\[\]\(97ea327f5be815eae3219211de8871e0_img.jpg\)](#) [!\[\]\(b9e364404d24453c513f2e1f7e489b5b_img.jpg\)](#)

PURPOSE

To provide before the Council an updated road hierarchy for exhibition and subsequent adoption.

BACKGROUND

The road hierarchy for the Coonamble Shire Council (Shire) road network has been reviewed and updated for public exhibition and adoption by Council. This aligns with the processes of developing and improving; levels of service, the Transport Asset Management Plan (Transport AMP), the Asset Management Strategy (AMS), and developing inspection and works programs. The road hierarchy is a living document with annual reviews and updates if required. This road hierarchy provides the strategic framework for Council and the management of its road assets. The draft road hierarchy is provided in annexure 1 and 2 in this report.

(a) Relevance to Integrated Planning and Reporting Framework

The roads hierarchy is an important component the Transport Asset Management Plan and drives key areas of managing these assets including inspection, maintenance, and renewal activities. The asset management feeds into the Asset Management Strategy, the Delivery Program, and the Operational Plan.

(b) Financial Considerations

The roads hierarchy drives the development of works programs and actions which then influences budgeting over the short and long term of these assets.

COMMENTARY

Part of the regular revision, updating, and improvement of Council's asset management plans, and asset management strategy involves assessing an assets hierarchy. An asset hierarchy is a vital tool in asset management that sets the framework for making better decisions on how a given asset is used, maintained, renewed and replaced. It is a driving force behind determining the technical and consumer levels of service expected from an individual asset.

The hierarchy itself in the context of this report provides a scale of importance/priority ranging from Class 1 (highest) to Class 6 (lowest), each being defined by a set of determined parameters. The parameters for each hierarchical class include,

- a description,
- a breakdown of its function,
- the desired design standards for each class,

- an indicator that triggers renewal,
- planned maintenance, and
- indicators that trigger intervention levels of unplanned repairs/maintenance.

The road hierarchy provides the drivers that assist Council staff to develop a thorough inspection plan and works program designated to each road asset to ensure each meet their expected levels of service. The road hierarchy provided applies to all roads within the Shire and when adopted by Council will be included into the Transport Asset Management Plan.

The asset road hierarchy has Economic/Asset Management Implications as highlighted below.

(a) Governance/Policy Implications

NIL

(b) Legal Implications

NIL

(c) Social Implications

NIL

(d) Environmental Implications

NIL

(e) Economic/Asset Management Implications

The road hierarchy provides a framework for developing strategic inspection, works programs, and short/long term budgets. It assists in the responsible management of these assets, meeting levels of service expectations while remaining within budget. It provides a road with a higher function and service with a higher priority. This results in a larger focus of maintenance and renewal activities on these assets as opposed to roads scoring a lower priority.

(f) Risk Implications

There are inherent risks in not having a contemporary roads hierarchy which sets priorities based on asset status, use, and function informing maintenance and renewal programs. Incorrect priorities for maintenance and upgrade can result in significant deterioration in key road assets. These fact-based priorities can be at odds with community expectations.







CONCLUSION

The road hierarchy is an asset management tool that provides a framework to develop prioritised works programs, that ensures the integrity of the road asset and informs the budgetary requirements. The hierarchy will be included within the transport asset management plan and will be reviewed annually.

RECOMMENDATION

That Council

- 1. Place the draft road hierarchy on public exhibition for a period of 28 days for the purpose of inviting submissions from the community and if any submissions are received, a report be prepared for Councils further consideration and adoption of the road hierarchy (with or without change)**
- 2. Adopt the road hierarchy without any changes, if no submissions are received.**

Hierarchy Class	Description	Image	Function	Desired Design Standard	~ km of Network	Renewal	Planned Maintenance	Intervention level of Unplanned repairs/maintenance (Sealed)		Intervention level of Unplanned repairs/maintenance (Unsealed)
1	Arterial Roads Regional Roads		Primary: • 150< AADT <499 Secondary: • Traffic movement between collector or access road and arterial road. • Permanent School Bus route • Heavy vehicle route	• Sealed Regional Road (8m Pavement Width, 7m Seal Width, Centre and side line markings) • Unsealed Regional Road (9.5m Pavement Width, Formed Road)	• 216.63 Sealed • 52.03 Unsealed	Renewal of segments as they reach end of UL or if segments have notable regular defects over a short period of time		Pavement Maintenance Pot Holes / Patches Deformation, Cracks, Shoving > 30mm depth and or > 150mm diameter	Shoulder Maintenance / Edge Break Edge break / Edge Drop Off > 50mm depth and encroaching on carriageway	Corrugations, rutting, loose surface etc. which reduces average speed of safe road use by < 50 %
2	Primary Collector (Sealed) Sealed Collector Road Segments		Primary: • 70< AADT <149 Secondary: • Traffic movement between access road and arterial or sub-arterial road. • Permanent School Bus route • Heavy vehicle route • Collects from a limited number of local access roads to distribute to an arterial or collector road	• Sealed Collector Road Segments (8m Pavement Width, 7m Seal Width)	• 194.09 Sealed	Renewal of segments as they reach end of UL or if segments have notable regular defects over a short period of time		Inspect within 24 hrs, Repair (bitumen and aggregate or cold pave) within 7 days		Inspect within 2 days and repair through maintenance grading within 14 Days but depending on road status (open/closed) and weather conditions
3	Primary Collector (Unsealed) Unsealed Collector Road Segments		Primary: • 70< AADT <149 Secondary: • Traffic movement between access road and arterial or sub-arterial road. • Permanent School Bus route • Heavy vehicle route • Collects from a limited number of local access roads to distribute to an arterial or collector road	• Unsealed Collector Road Segments (7.5m Pavement Width, Formed Road)	• 145.31 Unsealed	Renewal of segments as they reach end of UL (on third re-sheet cycle of unsealed road) or if segments have notable regular defects over a short period of time	Once Every Year			Inspect within 4 days and repair within 28 Days
4	Local Collector Road		Primary: • 20<AADT<69 Secondary: • Road to access limited properties where people actually reside (rural: ≥ 4 houses). • Permanent School Bus OR Route (used to access permanent school bus)	• Sealed Access Road Segments (6.5m to 7m Pavement Widths, 5.5m to 6m Seal Widths) • Unsealed Access Road Segments (Pavement Width 6.5m, Formed Road)	• 10.80 Sealed • 670.73 Unsealed	Renewal of segments as they reach end of UL (on third re-seal cycle for sealed roads, or third re-sheet cycle of unsealed road) or if segments have notable regular defects over a short period of time	Once Every 2 Years	Inspect within 4 Days, Repair (bitumen and aggregate or cold pave) within 28 Days		Inspect within 4 days and repair within 3 Months
5	Local Access		Primary: • AADT<19 Secondary: • Road to access limited properties where people actually reside (rural: ≤ 3 houses) • Route used to access a permanent school bus	• Convenience Links (Pavement Width 5.5m, Formed Road)	• 269.35 Unsealed	Renewal of segments as they reach end of UL (on third re-sheet cycle of unsealed road) or if segments have notable regular defects over a short period of time	Once Every 3 Years			Inspect within 14 days and repair through maintenance grading within 6 Months
6	Service Track		Primary: • AADT<5 Secondary: • Access to Private or single property	• Unformed Road	• 47.71 Unsealed	No Renewal planned	No planned maintenance			

Proposed Road Hierarchy for Individual Roads

Individual Roads proposed to be classed under Hierarchy 1

Hierarchy	Description	Road Name
1	Arterial Roads & and high traffic flow urban roads	ABERFORD ST
		AERODROME RD
		AUBURN ST
		BARADINE RD
		CASTLEREAGH ST
		CASWELL ST
		COONAMBLE ST
		DUBBO ST
		GILGUNNIA ST
		KING ST
		MARTHAGUY RD
		MERRI MERRI RD
		PILLIGA RD
		QUAMBONE RD
		TUCKA TUCKA ST
		WARREN RD

Individual Roads proposed to be classed under Hierarchy 2

2	Primary Collector (Sealed Segments) & All sealed Urban Roads not in Hierarchy 1	ABATTOIRS RD
		ARMITREE ST
		ARTHUR ST
		BACK GULAR RD
		BARTON ST
		BERTRAM ST
		BIMBLE ST
		BOURBAH ST
		BOX RIDGE RD
		BREELONG ST
		BRINJAL ST
		BROAD ST
		BUCKIMBE ST
		BUCKLEY DR
		CALGA ST
		CARINDA RD

	CASTLEREAGH ST
	CHARLES ST
	CONIMBIA ST
	COONAMBLE ST
	COONAMBLE TCE
	COO-SL-M LANE
	CULLEN PL
	EASONS LANE
	EDWARD ST
	EFFIE DURHAM DR
	EURIMIE ST
	EVELYN SIMPSON AVE
	FLOYD ST
	FORGIONE ST
	GORDON ST
	GREENE AVE
	GULARGAMBONE RD
	GUL-SL-D LANE
	HERRMANN ST
	HICKEY ST
	HOOPER DR
	KING ST
	KIRBAN ST
	LIMERICK ST
	MACQUARIE ST
	MAULE LANE
	MAULE ST
	MCCULLOUGH ST
	MCMAHON ST
	MENDOORAN ST
	MENDOOREN ST
	MOOYS LANE
	MUNGIE ST
	MUNNELL ST
	MURAIMAN ST
	NAMOI ST
	NASH ST
	NEBEA ST
	PAGES TCE
	PARK ST
	QUEEN ST
	RAILWAY ST

		RAILWAY ST
		REID ST
		ROSS ST
		SIMPSON AVE
		SKILLMANS LANE
		SKUTHORPE ST
		SMITH ST
		SYDNEY ST
		TOOLOON ST
		TOORAWEEAH RD
		TOWNSEND ST
		WARRENA LANE
		WARRENA ST
		WARRENA WEIR RD
		WILGA ST
		WINGADEE ST
		YALCOGRIN ST
		YAREA ST
		YARRAN ST
		YOOLUNDRY ST
		ZOCCOLI ST

Individual Roads proposed to be classed under Hierarchy 3

3	Primary Collector (Unsealed Segments) & All Unsealed Urban Roads	ABERFORD ST (Eastern End)
		ARMITREE ST
		AUBURN ST
		BACK GULAR RD
		BANK LANE
		BILLEROY RD
		BRINJAL ST
		BUCKIMBE ST
		BUCKLEY DR
		CARINDA RD
		CEMETARY RD
		CONIMBIA ST
		COOMA ST
		COO-SL-A LANE
		COO-SL-B LANE
		COO-SL-F LANE
		COO-SL-G LANE
		COO-SL-H LANE

	COO-SL-I LANE
	COO-SL-J LANE
	COO-SL-K LANE
	COO-SL-L LANE
	COO-SL-N LANE
	COO-SL-O LANE
	COO-SL-P LANE
	COO-SL-Q LANE
	COO-SL-R LANE
	CULLEN PL
	DUBBO LANE
	EMBY RD
	FLODDENFIELD RD
	GIDGERAH ST
	GILGUNNIA ST
	GORDON ST
	GULARGAMBONE RD
	GUL-SL-A LANE
	GUL-SL-B LANE
	GUL-SL-C LANE
	GUL-SL-E LANE
	HECTOR RD
	HOLLYWOOD LANE
	HOLLYWOOD RD
	KIRBAN ST
	LINDON LANE
	MENDOORAN ST
	MUNGIE ST
	MURAIMAN ST
	OLD TIP RD
	PERRANS LANE
	POLINS LANE
	QUABOTHOO ST
	QUA-SL-A LANE
	QUA-SL-B LANE
	QUA-SL-C LANE
	QUONMMONA ST
	RAILWAY LANE
	RIVER RD
	ROSS LANE
	RYAN ST
	SCOTTS RD

		SEARLE AVE
		SKUTHORPE ST
		TIZZY LANE
		TOOLOON LANE
		TOORAWEEAH RD
		WARRENA LANE
		WARRIE ST
		WERIBIDEE ST
		WINGADEE RD
		YAMBUNYAH ST
		YAREA ST
		YUMA ST

Individual Roads proposed to be classed under Hierarchy 4

		BEANBAH RD
		BRAMBLE RD
		BULLAGREEN RD
		COLLIE RD
		FAIRMILE RD
		GIBSON WAY
		GILGOOMA RD
		GOORIANAWA RD
		GUMIN GUMIN RD
		KILLARA LANE
		LOWLANDS RD
		MEMSIE RD
		MENA RD
4	Local Collector Road	MORNINGSIDE RD
		MUNGERY RD
		NEDGERA RD
		NELGOWRIE RD
		NEWBANK LANE
		NORTONGONG RD
		OTTENDORF LANE
		QUABATHOO RD
		SANDY CAMP RD
		SHANKLINS RD
		TALEGAR LANE
		TERIDGERIE RD
		TOORA RD
		URAWILKIE RD
		VATUA LANE

		WALLA WALLA RD
		WEENYA RD
		WILBER RD
		WILLOWDOWNS RD

Individual Roads proposed to be classed under Hierarchy 5

5	Local Access	BACK AVOCA RD
		BACK GULAR RD
		BARNAGRATTY RD
		BECKS RD
		BLUEYS LANE
		BOWRA RD
		BULGAN RD
		BYRNES RD
		CALGA RD
		CONIMBIA RD
		COONAMOONA RD
		CORDALE RD
		DUSTY SWAMP RD
		DYNONG RD
		EMBY WEST RD
		ERDAVALE RD
		FISHERS RD
		GADSENS LANE
		GIDGERA RD
		GIDGINBILLA RD
		GUNNAWARRA RD
		HAYDENS LANE
		HERRINGS LANE
		KEEWONG LANE
		KELVINGROVE RD
		KENILWORTH LANE
		KENSINGTON RD
		LOMA RD
		MCGLYNNNS RD
		MOONYA RD
		NEWHAVEN RD
		OAKWOOD LANE
		OLD WONGY RD
		ORCHARD RD
		ORWELL RD
		ORWELL SOUTH RD

		PERONNE RD
		QUANDA RD
		QUANDONG RD
		ROSEWOOD RD
		SEVEN MILE RD
		SUNNY PARK RD
		THARA RD
		THE SUMMIT RD
		THURLOO RD
		TOOLOON SOUTH RD
		TRAFALGAR RD
		WAIROA RD
		WATTLE CREEK RD
		WEST POINT RD
		WHITEWOOD RD
		WILGAROO RD
		WILLIGA RD
		WINNABA RD
		WOODLANDS RD
		YARRANVILLE LANE

Individual Roads proposed to be classed under Hierarchy 6

6	Service Track	BUNGARIE RD
		ELLIMEEK RD
		MERRYOLA RD
		MURRAIMAN RD
		OLD DUBBO RD
		WARRABAH RD
		WARRANGWONG RD

10.8 ECONOMIC DEVELOPMENT & GROWTH

File Number: 75210

Author: David Levick-Manager Economic Development and Growth

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

Annexures: 1. Key Data on Grant-Funded Projects (except roads) [↓](#) 
2. Plated in the Paddock prospectus [↓](#) 

PURPOSE

The purpose of this report is to provide Council with an update on recent activities in the economic development and growth section to inform Council's strategic oversight.

BACKGROUND

The economic development and growth function is about facilitating the achievement of a more diversified economic base for the Local Government Area (LGA), enhancing business prospects, growth, productivity, incomes, employment and economic 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 investment barriers, attract diverse, sustainable, and responsible new industry development and improve the profile of the Coonamble LGA.

(a) Relevance to Integrated Planning and Reporting Framework

- C1 We are a united, vibrant, capable and welcoming community.
- C4 We showcase and celebrate our diversity.
- E6 We support a resilient local economy by increasing its diversity and boosting opportunities for entrepreneurship and business.
- E7 We enhance our ability to contribute to and care for our community.
- A10 We maintain and improve our natural and built assets to help our families, community, economy and environment thrive.

(b) Financial Considerations

Activities undertaken as described in 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**

The following summarises progress on key initiatives.

Coonamble Main Street Enhancement

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

Commentary: There has been an inquiry and quotations received from one of the owners of several premises in the main street to take advantage of Council's offer to paint above the awning, if there is a commitment given to paint the awning and shopfront. Council's heritage colour suggestions have been forwarded to the property owner for consideration.

Industrial Land Provision

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

Commentary: The Department of Planning has approved the move to the next step in the approval process, being a gateway determination, requiring additional information before public exhibition (further details in the Planning, Regulatory and Compliance Progress Report).

Youth Accommodation – Coonamble and Gulargambone

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- Advertise RFT for design-and-construction of the youth accommodation units at Coonamble and Gulargambone ☒
- Assess tenders for Youth Accommodation ☒

- Seek further quotations and consider scope adjustments to match budget ☒
- Award contract ☒
- Construction start ☐
- Operations Plan finalised ☐
- Build Youth Accommodation in Coonamble and Gulargambone ☐

Commentary: Request to extend the project completion date to 30 September 2025 and to change the scope was successful. A Development Application for the Gulargambone unit has been approved. A Development Application for the Coonamble units is currently under consideration. Further information from the builder was required before issuing construction certificates. An Expression of Interest has been advertised to find a Community Housing Provider to whom to lease the facility for its ongoing operation.

Real Country Regional Tourism Collaboration

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

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

Country Heartline – Regional Drought Resilience Program Grant consortium project

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

Commentary: This is a collaborative project with Bogan and Warren Shires, led by Warren Shire staff. It has a similar aim as the Real Country Regional Tourism collaboration between Coonamble, Gilgandra and Warrumbungle Shires. It gives Coonamble Shire another opportunity to market its tourism opportunities regionally and interstate, thus building the local tourism industry.

An inception meeting was held on 11 July, bringing together members of the Steering Committee and Project Team to determine governance and decision-making, and to emphasise the urgency of delivery (by 28 November 2025). The project centres on three themes: farm life; wetlands, wildlife and natural wonders; and culture, heritage and art. Staff of each of the councils are currently sourcing photos for each of these three themes, writing up 'must see' descriptions for an attraction in each area under the themes, collating suitable video material and preparing a directory of relevant businesses.

Coonamble Region Art Trail

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

Commentary: The contracted Project Manager and Council's operational team are finalising the roles and responsibilities of stakeholders involved in this project before formalising membership of the Public Art Advisory Panel.

Grants

Grants completed & awaiting acquittal	Comment
Seniors Week 2025	Completion report - submitted
Coonamble Sports Ground Women's Change Rooms	Completion report – submitted

Further details on the above grants, their dollar value, due dates, and milestones are attached at the end of this report.

Pending grant submissions:

Submission	Amount sought	Announcement date
Coonamble Heritage Reflections	\$25,000	May 2025
Advisory Services and Training (Landfill Consolidation program)	\$17,770	June 2025
Spring Holiday Break	\$5,000	September 2025

☐ Pending ☒ Successful ☐ Reserve listed ☐ Not Successful

Communications

Council continues to maintain its communication with the community through:

- 1 x weekly half-page advertisement, *Weekly Connect* in *The Coonamble Times* – advertising Requests for Quotations, Tenders and Expressions of Interest, policies and other reports currently on public exhibition and upcoming events for the community.
- Paid classified advertising for current tenders, requests for quotations, expressions of interest and positions vacant.
- Posts in the News column on the homepage of Council's website, on various topics as required.
- Posts in the Events Calendar hosted on Council's website.
- Posts on Council's Facebook page, on various topics including all media releases.

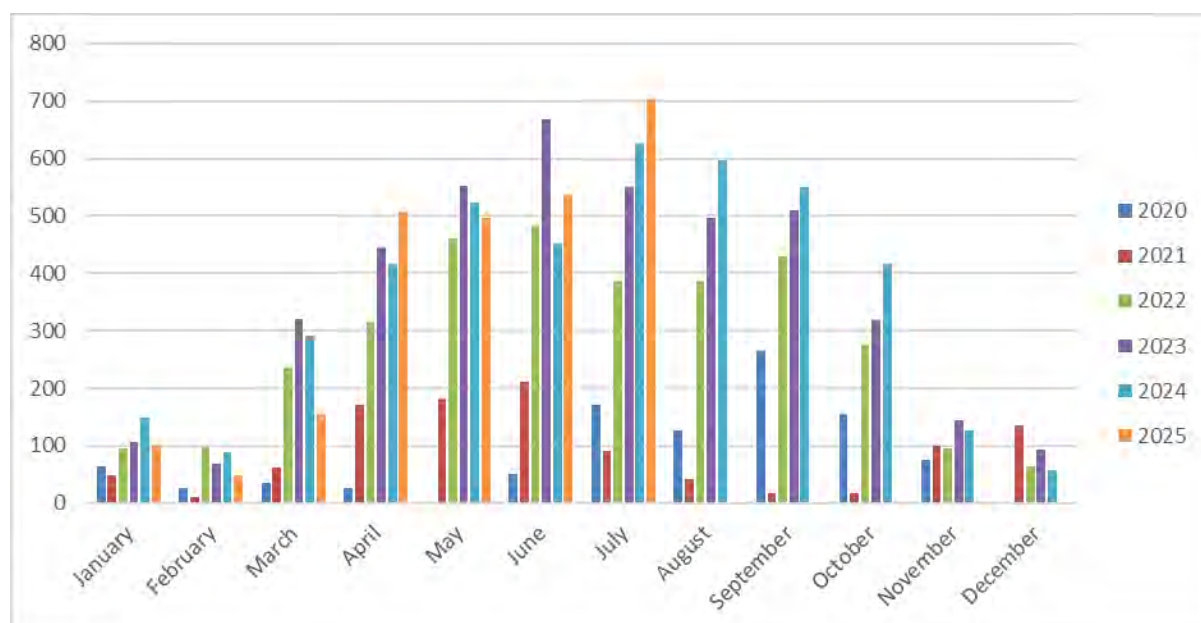
- Council's website – sharing all policies, plans and procedures, fees and charges, and documents for public exhibition, in the spirit of open and transparent governance.
- Media releases as required – on road conditions, project milestones, water supply interruptions, etc – distributed to print, radio and TV media across the Central West.

Facebook: During July, Council gained 21 new followers on its Facebook page, bringing the total number of followers to 3384, with 68% of followers being women and 32% men. Only 50% of followers live within Coonamble Shire, with 16% following from Dubbo and 18% from Sydney. During July, there were 22 posts to Facebook to communicate news and updates on various operational matters, with 11 posts having more than 1000 views each.

Tourism and visitation

Coonamble Information and Exhibition Centre

Between 27 June and 21 July, the Coonamble Information and Exhibition Centre welcomed 705 visitors. This reflects another significant increase in the month of July, which has been the trend developing since 2020. This positive trend has contributed to a significant increase in visitor numbers throughout the year, resulting in a year-to-date total of 2,530 visitors.



The steady increase in visitor engagement with the Centre highlights its value as a key opportunity to enhance travellers' experience.

This month staff and a volunteer received a very positive customer review:

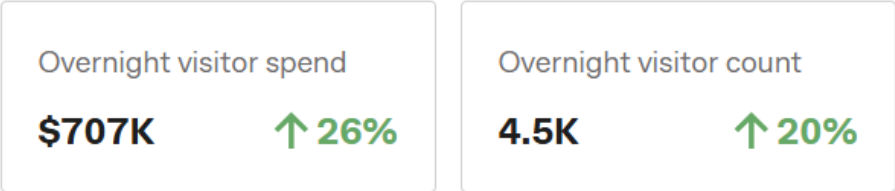
"Hello, we are travelling through and stopped at the Information centre. Wonderful, helpful, and lovely ladies who made an effort. Congratulations to them both for caring about us Nomads. Kindness regards"

On 21 July, Carwell Coaches from Echuca, Victoria, visited the Centre with 15 seniors on a 9-day coach tour.

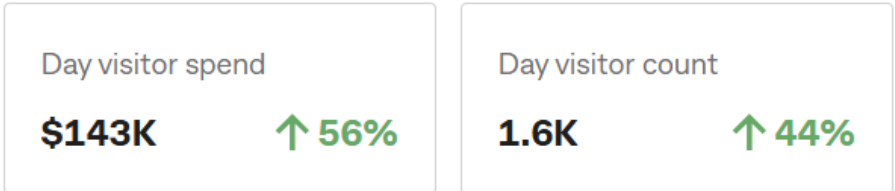


Visitor spending

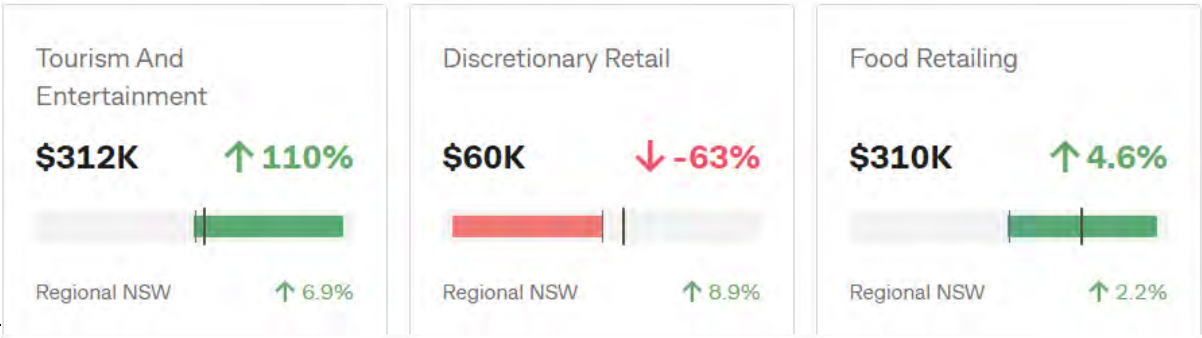
During June 2025, overnight visitor numbers rose by 20% compared to June 2024, with spending showing a strong increase of 26%. Overnight visitors are those travelling over 40km and staying consecutive days in the region.



Day visitors, travelling over 25km and staying at least 4 hours in a single day, have increased by a significant 56%, which had direct positive impact on visitor spending, increasing by 44% compared with June last year.



This positive increase is particularly notable, considering the previous month, May, saw notable decreases. This year-on-year comparison represents the strength and impact of the June long weekend events program in the region, particularly the Coonamble Rodeo and Campdraft and its continued growth. These figures also support the direct economic benefits driven by the increased visitor numbers.



Unfortunately, spending in the Discretionary Retail category has continued to decrease significantly, dropping 56% in May, and 63% in June when compared with the same months last year. This local trend is in opposition to the regional NSW trend which has modestly increased by 8.9%.

Popular categories of visitor spending, in Tourism and Entertainment and Food Retailing, have increased.

Visitor spending in the category of 'Tourism and Entertainment' (which includes events, attractions and food outlet) increased by 110% in June 2025 compared to last year, while other miscellaneous food retailing increased again by 4.6%. This represents extremely high monthly growth compared to the regional average.

Events

Vision Splendid Coonamble, Sunday, 5 October 2025

Coonamble Shire has been successful in attracting \$350,000 in funding from the Transport for NSW Open Streets Program to hold a Vision Splendid concert in Coonamble's main street for the next three years. Council was successful in attracting seed funding for a Vision Splendid Concert last year. Its success enabled Council to apply for a larger grant that extends for three years.

The funding must be spent on a concert-type activity that closes Coonamble's main street to traffic and stimulates family-friendly activity in the Central Business District on the October long weekend. Street food, market stalls, a bar and family fun activities will complement the concert.

Large scale events such as this, provide a strong economic boost in activity for those businesses who wish to open for the event, to support community groups through their opportunity to hold fund-raising stalls, and to attract tourists to the area during the October long weekend.

One of the aims of the Vision Splendid concert is to capitalise on the October long weekend, which is also during school holidays, creating greater opportunity for visitors to the area.

While Council must spend the money on a concert-type event, it is hoped that other community organisations will create other activities on the same weekend so that visitors have a range of choices to make their stay in Coonamble Shire worthwhile.

Community members are encouraged to consider delivering an event or supporting as part of our Splendid long weekend in Coonamble Shire. Ideas could include a pop-up shop, a workshop of interest to locals and visitors, kids' activities or an artistic project that requires help from the public.

The timing of this year's Vision Splendid concert has been organised to align with other activities happening across the Real Country tourism region of Coonamble, Coonabarabran and Gilgandra.

Under the Gums in Gilgandra is scheduled for Saturday, 4 October, this year, and Warrumbungle Shire will be hosting its Bloomfest activities across the weekend, along with its annual Siding Spring Observatory Open Day on Saturday, 4 October.

Coonamble Cancer Survival Fund's 'Plated in the Paddock', 11 October 2025

Plated in the Paddock will be held again this year, hosted by Coonamble Cancer Survival Fund as the event's charity partner. The function will be held during the NSW School Holidays, providing an opportunity for accommodation businesses to promote Coonamble as a base from which to explore the region during the week between Vision Splendid and the *Plated in the Paddock* event.

Some 220 guests attended the first *Plated in the Paddock* function last year, including 135 locals, 85 from outside the area and 60 children (under 12 years).

The event provides an opportunity for the Coonamble Cancer Survival Fund to share its work and achievements with the local community that both supports and benefits from the Fund. The event will focus on utilising local providers and suppliers, celebrating local production and the community.

The function will again be held at Gilgooma, near Coonamble, a working farm that is among the leading agritourism enterprises in the Shire.

This event, as well as the *Vision Splendid* function and greyhound racing during October, combine to boost the Shire's economy.

The event addresses several goals of our 'Moving Forward Together' Community Strategic Plan, being:

- Caring for Community goal: We are a united, vibrant, capable and welcoming community.
- Caring for Community goal: We showcase and celebrate our diversity.
- Cultivating our Wealth goal: We support a resilient local economy by increasing its diversity and boosting opportunities for entrepreneurship and business.
- Building our Social Capital goal: We enhance our ability to contribute to and care for our community.
- Stepping Up to Help goal: We actively serve our community to the best of our ability.

Council is able to support this initiative and demonstrate leadership in these goal areas of the Community Strategic Plan through sponsorship of \$5,000 from the 'Sponsor Local Event' operational budget.

This event is among those to be promoted through regional marketing associated with the *Real Country* and *Country Heartline* regional tourism promotional initiatives of which Coonamble Shire is a member council.

Upcoming events:

- 4-10 August, Local Government Week
- 16 August, Quambone Camp Oven Cook Off
- 18 August, Vietnam Veterans Day
- 22-24 August, Hello Coonamble
- 30 August, Gulargambone Jockey Club Gold Cup Centenary Race Meeting
- 20 September, Coonamble Rams Presentation Lunch
- 13 September, Coonamble Auto Club Open Day
- 27-28 September, Pave the Way to Gular Festival
- 5 October, Vision Splendid
- 11 October, Coonamble Cancer Survival Fund's 'Plated in the Paddock'

- 11 November, Remembrance Day
- 13 December, Coonamble Christmas Street Party and 'Buy Local' campaign major draw

Online events calendar:

More information about events can be found on Council's website by selecting the 'Events' page. Local organisers are highly encouraged to also submit their events via the 'add my event' submission form.

(a) Governance/Policy Implications

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 with this report.

(e) Economic/Asset Management Implications

Development of the projects proposed for funding through available grants and sponsorship are initiatives to meet objectives of the Community Strategic Plan 2025-2035, Delivery Program 2025-2029, Coonamble Shire Masterplan 2020, the Economic Development Strategy 2021, and the Coonamble Destination Management Plan 2020.

(f) Risk Implications

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

CONCLUSION

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

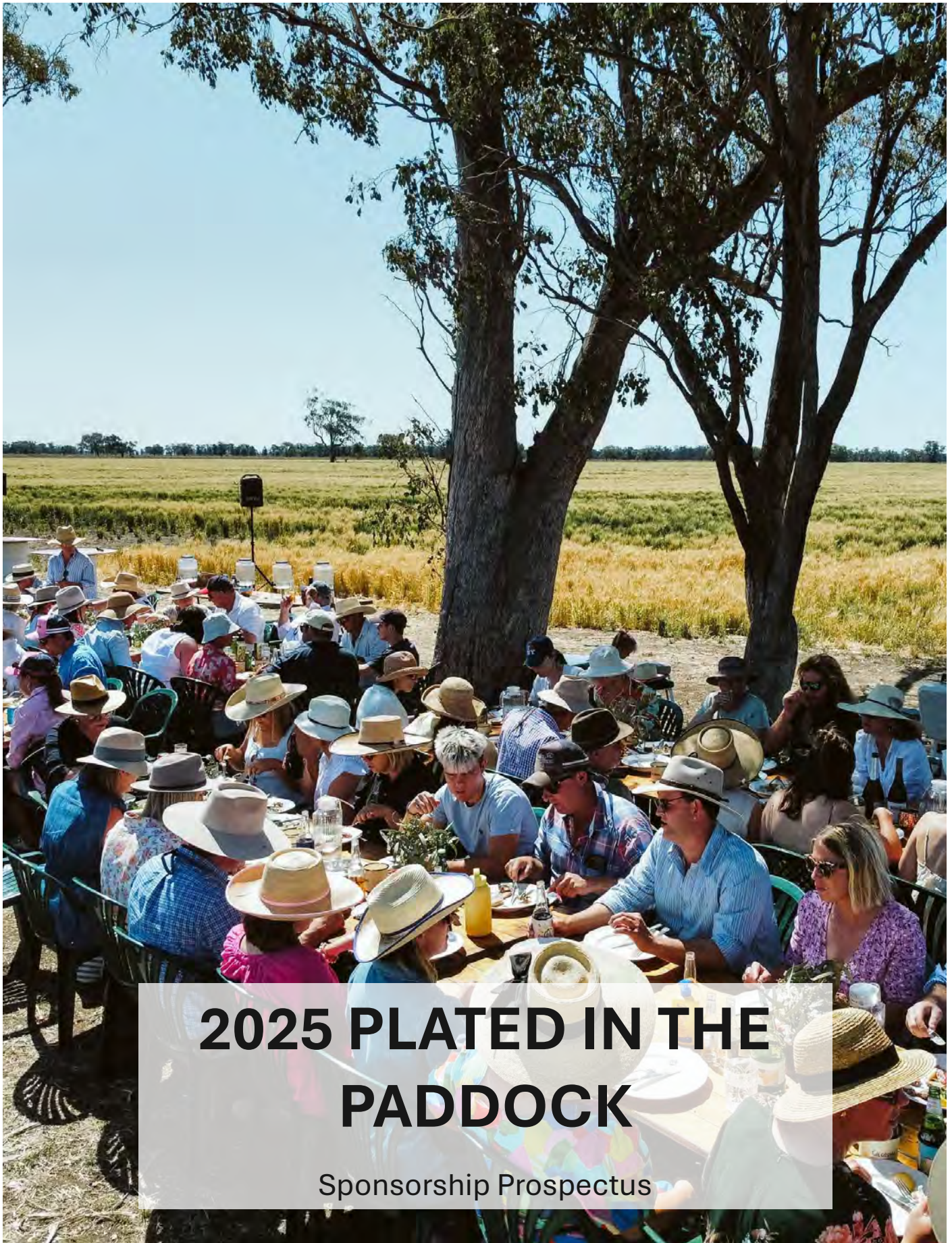
RECOMMENDATIONS

That Council receive and note the Economic Development and Growth report.



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

Identifier		Value (ex GST)			Milestone Dates			
Name	Code	Grant	Co-contribution	Total	Due Date	M1	M2	M3
Youth Empowerment Program	RYIP-0270	\$989,680	-	\$989,680	30-Sep-25	24-Jan-24	31-Jul-24	24-Jan-25
Youth Accommodation (2 x 2BR and 1 x 3BR units)	RYIP-0270	\$1,584,000	-	\$1,584,000	30-Sep-25	24-Jan-24	31-Jul-24	24-Jan-25
Illegal Dumping Prevention (Baseline Data)	R16Stream1	\$19,080	-	\$19,080	15-Jul-25			
Elsa Dixon Aboriginal Employment Grant	EDAEG55	\$30,000	-	\$30,000	15-Mar-26	15-Jun-25	15-Sep-25	
Elsa Dixon Aboriginal Employment Grant	EDAEG61	\$30,000	-	\$30,000	15-Mar-26	15-Jun-25	15-Sep-25	
Coonamble Region Art Trail	SCCF5-0092	\$235,035	-	\$234,035	28-Feb-26			
Gulargambone Sportsground Amenities upgrade	SCCF5-0092	\$520,000		\$100,000	28-Feb-26			
Coonamble Artesian & Cultural Experience	RTAF-0068	\$5,500,000	\$1,250,000	\$6,750,000	31-Dec-26	21-Mar-24	20-Sep-24	27-Jun-25
Regional Housing Strategic Planning Fund	RHSPF-065	\$69,906	-	\$69,916			10-Jul-25	27-Jul-25
2025-27 Local Government Heritage Program	25-27LG073	\$25,000	-	\$25,000				
Landfill Consolidation & Environmental Improvement	LCEI0017R5-S3	\$17,770	\$17,779	\$35,549	30-Apr-26	30-Jun-25	15-Aug-25	
Local Government Procurement Capability Grant		\$25,000	-	\$25,000	01-Jun-26			



2025 PLATED IN THE Paddock

Sponsorship Prospectus



PICTURE THIS

- A promising wheat crop, almost ready to harvest, green and gold and glorious.
- A few hundred people, young and old and in between, admiring the crop and the day, enjoying each other's company and the social occasion.
- Long tables, laden with local produce, cooked on site in front of guests, a menu designed to be filling, fun and fuss free.

A recognition of the impact of the Coonamble Cancer Survival Fund, the people who have been touched and supported, and a celebration of the local community effort.



2024 SUCCESS

The inaugural event on 6 October 2024 hosted 220 guests in the paddock, including 135 locals, 85 from away and 60 children under 12. The weather was in our favour, the food was fabulous, and the company was fun.

Coonamble Times

Thursday October 10, 2024

A wholesome harvest lunch



• ABOVE: Organiser of the event, Pip Goldsmith welcomed the crowd to her family's property and the harvest lunch.



• Locals and visitors relax in a Gilgooma paddock at the first Harvest Lunch.



• ABOVE: Barbara Deans and Lisa Wheeler enjoy a pleasant day out.

Pip Goldsmith's first Harvest Lunch on Sunday 6 October proved to be an all-round success for locals and out-of-towners alike.

Ms Goldsmith and her family have established a farmstay on their property 'Gilgooma' and created the event to add to the experiences on offer to visitors to the district over the long weekend.

The lunch was sold out and around 220 people attended the feast in the Gilgooma paddock on a warm and sunny spring day.

"We were absolutely at capacity which was great. Everything went off without a hitch," organiser Pip Goldsmith said.

"I've had some really nice positive feedback from people so I'm very pleased."

Guests were served fresh greens, tomatoes, potatoes, and lamb provided by Relish Catering.

Ms Goldsmith said the event went ahead without any hiccups, although next time they might

pump up the music a little more.

"We probably needed the music a little bit louder because people couldn't hear all the time."

James Nalder also brought some baby goats to keep the children entertained.

"I think the poor goats were exhausted by the end," Ms Goldsmith said.

Around half of the people came from Coonamble and the other half from elsewhere.

Some were just passing through while others combined the lunch with other events such as the reunion that was also happening this weekend.

Along with the locals, visitors came from Mudgee, Dubbo, Roma, Hay, Crookwell, Melbourne, and even four backpackers from Germany currently working on farms in the Coonamble region.

"Being able to offer lunch really topped their visit off with an extra event and provided a bit of bonus information of what Coonamble has to offer."

Despite most guests leaving by sunset, some still wanted to stay and party on.

"There were a few that needed some encouragement to head off," Ms Goldsmith said.

Ms Goldsmith said the end goal is to have other farmers join in and create their own fest and the word of Coonamble's harvest celebrations would spread beyond the bush and attract people from all over.

"If other people get some inspiration to create their own events or activities that would complement events like this."

"I think that would be beneficial for everyone like we saw this weekend with the Vision Splendid, the Greyhound races, and people in general visiting friends and family."

"It's the collaboration that makes it successful."

The Harvest Lunch was sponsored by Coonamble Shire Council, NSW Farmers, Good Sunday, Inland Petroleum, Wardi Broking, and Rabobank.



COONAMBLE CANCER SURVIVAL FUND

Following the successful execution of the pilot event in 2024, future annual events will be hosted with a charity partner, further leveraging the potential of the event to deliver value to the local community and expanding the reach of the event.

In 2025, Coonamble Cancer Survival Fund is the event host and charity partner.

The Coonamble Cancer Survival Fund Inc commenced as an independent organisation in 2013. The group originally formed in the 1990s operating under various identities with a passionate and dedicated committee. Over the years, the group has raised money to support the residents of the Coonamble Shire who have been diagnosed with cancer, as a one off gift of financial support.

The community has been instrumental in getting us to where we are today. Both current and former residents have been there with us in our endeavours. We are grateful for the enormous effort and support we have received.

A platform to tell the story

The event provides an opportunity for the Coonamble Cancer Survival Fund to share their quiet work and achievements with the local community that both supports and benefits from the Fund. Committee members, beneficiaries, and friends and family of those involved have personal and moving stories that can be shared publicly at the event and as part of the conversation about the event.

In the same way the Coonamble Cancer Survival Fund ensures that all funds raised and donation received stay in the local community, the event focuses on local providers and suppliers, celebrating local production and community.

While there are opportunities for fundraising during the event, the intent of the event is to be an affordable and enjoyable day out for all members of the family.

The aim of the day will be for those who attend to enjoy a great meal and company, be entertained, and have an increased awareness of the great work of the Coonamble Cancer Survival Fund.





GILGOOMA

[Gilgooma](#) is a working farm located near Coonamble. The farm offering includes agritourism, in the form of on-farm accommodation, farm experiences and events.

Gilgooma successfully managed the pilot paddock lunch event in 2024 and will be acting as the venue and event manager for future events which will be undertaken for the benefit of the charity partner.



EVENT INFORMATION

- Saturday 11 October 2025 (within NSW school holidays)
- Local food to be prepared and plated by [Relish Catering](#)
- BYO drinks to suit all tastes and budgets
- Family friendly with activities for children
- Locals and visitors from all walks encouraged and catered for
- Speaking opportunity for Coonamble Cancer Survival Fund and platinum sponsor(s)





SPONSORSHIP

Sponsorship is sought to ensure ticket prices remain as low as possible, encouraging broad community attendance. The intent of the budget structure is to ensure ticket prices cover catering costs, so that sponsorship that is secured can be allocated to event overheads and provide a donation to the Coonamble Cancer Survival Fund.

We welcome brand collaborators to come on board and **partner with us** to deliver the event **in return for brand promotion**. Your support helps create an unforgettable experience for all.

Some examples for collaboration include the provision of:

- Marketing and promotion
- Printing of signage, brochures, collateral
- Hire equipment such as tables & chairs
- AV and audio equipment

If you'd like to get involved, please reach out to discuss opportunities.

Benefits

The benefits of sponsorship to your business can include:

- **Community Engagement:** Strengthen ties with the local community and enhance your local reputation.
- **Increased Foot Traffic:** Drive more visitors to your local store or business by promoting your presence at the event.
- **Digital Marketing:** Leverage online promotions and social media 'shout-outs' to drive traffic to your website, shop or socials.
- **Brand Awareness:** Increase brand awareness through online and offline festival promotions.
- **Market Penetration:** Introduce your brand to a new market and demographic, expanding your reach.
- **Brand Recognition:** Enhance brand recognition and loyalty through repeated exposure in a festive and positive environment.
- **Brand Loyalty:** Create memorable experiences that foster long-term brand loyalty.
- **Targeted Marketing:** Connect with a diverse and engaged audience that shares a passion for community and supporting local.
- **Local Impact:** Demonstrate your commitment to supporting the local community and events, enhancing your reputation as a socially responsible business.
- **Positive Association:** Align your brand with a beloved community charity that supports the Coonamble community.
- **Networking opportunities:** Network with other sponsors, local businesses and community, fostering valuable business relationships.
- **Emotional Connection:** Build an emotional connection with event attendees through shared experiences and positive associations.



Investment

Four tiers of sponsorship are available:

Sponsorship benefits	Platinum (\$5k)	Gold (\$2.5k)	Silver (\$1k)	Bronze (\$500)
LOGO PLACEMENT				
Website link included in all online promotion	✓	✓		
Feature inclusion in EDM	✓			
Individual social media post on Gilgooma channels	✓	✓		
EVENT PROMOTION				
Logo inclusion in all event marketing material	✓	✓	✓	✓
Speaking opportunity at the event	✓			
A trade and exhibition space in a prominent position	✓	✓		
MARKETING AND PROMOTION				
Offer merchandise/special offers at event	✓	✓		
Signage displayed at the event	✓	✓	✓	✓
Event tickets for staff or clients	6	4	2	2





MARKETING AND PROMOTION

- Target audience includes members of the local community, visiting friends and family, the travelling caravan and camping sector, depending on timing, school holiday travellers.
- An investment was made in photography at the 2024 event. These images are available to be used to promote the event.
- The event manager will develop collateral to be used consistently in all promotions.
- Key messages to be included in promotional collateral include the story of the Coonamble Cancer Survival Fund, call for EOIs for sponsorship, date and venue, ticketing information, transport options, children's activities and the availability of accommodation.



Once funding is secured, the following marketing activities will be further developed with an appropriate timeline and budget.

MEDIUM	COMMENTARY	RESOURCES
Radio	<ul style="list-style-type: none"> • 91.9 MTMFM, 2WEB, ABC Western Plains • Pitch interview with event organisers 	Media release
Newspaper	<ul style="list-style-type: none"> • Coonamble Times: paid advertising • The Land, neighbouring regional newspapers 	Advertisement creative, media release
Website	<ul style="list-style-type: none"> • Create event page on www.gilgooma.com and develop ATDW event page • Set up online ticketing system and links between this and webpage • Ensure regularly updated 	
Social media	<ul style="list-style-type: none"> • Identify appropriate social media platforms • Create social media pages • Ensure regularly updated 	Design of collateral, content plan for regular updates
Print collateral	<ul style="list-style-type: none"> • Identify appropriate print collateral (Posters, flyers etc) • create a distribution plan 	Design of collateral
Word of mouth	<ul style="list-style-type: none"> • Attend local meetings and community engagements • Send event updates the neighbouring and industry stakeholders 	Email for shared databases
Online calendar listings	<ul style="list-style-type: none"> • Identify appropriate listings and provide details of event 	Event collateral and webpage
Measurement	<ul style="list-style-type: none"> • Include question in ticketing system about how attendees heard about the event 	Ticketing system



VENUE

Location



Inclement weather and cancellation plan

Modification may be made in the event of poor or extreme weather conditions. All suppliers and stakeholders will be made aware of the wet weather plan in advance.

Major influences which may disrupt the event include rain and storms (thunder and dust). There are two contingency plans depending on the severity of the situation:

- 1) Plan B site provides a machinery shed for shelter in the event of weather conditions which make it unsafe or uncomfortable for the event to be held in an open cropping paddock.
- 2) Plan C (Coonamble Showground pavilion) if weather conditions make it unsafe or uncomfortable for the event to be held in a large shed (unsealed, with sides open to the elements and attendees required to be outdoors to move around the event venue).

The decision to implement a contingency plan will be made by the event manager no less than seven days prior to the event.



IMPORTANT CONSIDERATIONS

Insurance

The event manager and venue owner currently holds appropriate public liability insurance.

Sustainability

This event is designed to have a minimal environmental impact and be socially responsible with the flow on benefits of higher attendance rates, positive brand recognition and reduced costs (resulting from greater efficiencies and less waste). This event will create a positive impact and a lasting legacy for the host community, sponsors and attendees and this approach will be communicated clearly with sponsors to ensure alignment.

- The venue waste management plan follows the 'reduce, reuse and recycle' principle and includes composting of food, paper and cardboard waste, and recycling of other waste to completely avoid landfill. A service team will collect, empty and sort the waste that tends to pile up quickly.
- The event will be unplugged and unpowered, requiring only small amounts of gas and battery charged equipment.
- Bus transport will remove the need for all attendees to travel by private vehicles.
- There will be no single use plastics (bulk rainwater will be supplied and all attendees will receive a branded enamel mug as part of the ticket price).
- Cutlery and crockery will be reuseable and digital tools will ensure that there will be minimal paper required for event logistics.
- Event management software will digitise various aspects of the event, eliminating any need for printed material like flyers, to minimise paper usage and conduct the event in a more efficient and streamlined manner, ultimately saving costs and driving ROI. An event website will provide important information and updates.
- Sending attendees personalised follow-up emails and online surveys will provide insights into attendee behaviour and expectations, and steps to take to create better events in the future.





Waste management and cleaning

Waste management and cleaning is the responsibility of the venue and event manager.

The venue waste management plan follows the 'reduce, reuse and recycle' principle and includes composting of food, paper and cardboard waste, and recycling of other waste to completely avoid landfill. A service team will collect, empty and sort the waste that tends to pile up quickly.

Cleaning will include waste removal and cleaning of hire equipment, which will be undertaken on site by a service team (contracted by the caterer) as part of bump out. As an outdoor event, cleaning requirements are minimal.

Accessibility

As the venue is not fully accessible, the online ticketing system ([TryBooking](#)) will request information about individual accessibility requirements so that accessibility provisions can be implemented where required and all event staff will be appropriately briefed. In 2024, a blind guest and his guide dog were appropriately catered for, utilising bus transport from Coonamble and thoroughly enjoying the event.





Risk management

The event manager is responsible for identifying, mitigating and managing risks. Risks will be carefully analysed and then rated according to likelihood and impact. Control measures will then be developed to reduce the likelihood of risks occurring. This will be thoroughly done in collaboration with involved contractors. The following table will provide the foundation for this collaborative risk assessment.



Hazard	Controls
Vehicles & pedestrians	Contractors will be met on site by site supervisor, be advised to drive at walking pace with hazard lights on. Designated vehicle path and spotters for all vehicles.
Food for Sale/Consumption	Safe food handling practices; Liability Insurance; Safe Use of LPG at Public Events (Self Assessment Checklist for Vendors)
Bushfire	Close monitoring of weather and fire conditions in the lead up to the event. Buses remain on site for the duration of the event in case of the need for evacuation.
Fire on site	Close monitoring of weather and fire conditions in the lead up to the event, positioning of local Rural Fire Service truck close to catering in case of ignition.
Medical emergency	Local Rural Fire Service truck contains defibrillator and comprehensive First aid equipment, all clearly signed and readily available. Truck also contains communications equipment to contact emergency services if required.
Budget	Careful due diligence in event execution and allowance for a contingency in the budget to cover unexpected expenses. Securing of sponsorship as additional income to cover event costs.
Weather	Sunscreen and shade made available for attendees, contingency plan in place to move site or postpone event.

CONTACT

For all sponsorship enquiries, please contact coonamblecsfinc@gmail.com.

10.9 COMPLETION REPORT - COONAMBLE YOUTH EMPOWERMENT PROGRAM

File Number: 1

Author: Azita Sobhani-Community Services Manager

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

Annexures: Nil

PURPOSE

To outline the activities and achievements of the Coonamble Youth Empowerment Program over its 20 months of operation, as it approaches the conclusion of its current funding and structural arrangements.

Executive Summary

In November 2023, Edraak – Insights was selected through tender process initiated by Coonamble Shire Council to implement a youth empowerment initiative for young people aged 12–24. The program is funded by the NSW Department of Primary Industries and Regional Development.

The YEP program was developed in response to a growing need for structured, community-based support systems that equip young people in Coonamble—aged 12 to 24—with the attitudes, skills, and confidence to take ownership of their lives.

In response, Edraak’s proposal, the Coonamble Youth Empowerment Program, charted a comprehensive educational and community building initiative.

The Program addresses core challenges in young people’s lives, including disengagement from school, the perception of limited development opportunities, and rising social vulnerability. It promotes a dual responsibility for personal development and societal contribution, creating spaces where youth develop resilience, leadership skills, and a sense of purpose.

It addresses the root causes of anti-social behaviour by nurturing resilience, clarity of purpose, and a commitment to service. The structured, group-based approach fosters belonging and support, reducing isolation and the likelihood of harmful behaviours. Through value-based education, leadership, and hands-on experience, young people begin to see themselves not as passive recipients of help, but as active agents of change.

Following the initial couple of months of groundwork—building trusted relationships with families, engaging community stakeholders, and enrolling participants—the program officially launched its first group of Junior youth and their families in February 2024. From February 2024 to June 2025, the Coonamble Youth Empowerment Program engaged 74 young people: 56 Junior Youth (ages 11–14) and 18 Youth Champions (ages 15–24), through five interconnected components:

1. The Junior Youth Program
2. The Youth Champions Pathway
3. Vocational and life skills competency-building workshops
4. Systematic engagement with families

5. Structured collaboration with community stakeholders

Across 121 Junior Youth weekly sessions and 6 intensive school holiday camps, the program created structured spaces for character and cognitive development, guided by a specialised curriculum. These sessions were designed to strengthen core intellectual capacities—including literacy, numeracy, and scientific reasoning—while simultaneously fostering character development through exploration of themes such as integrity, fairness, justice, perseverance, and moral responsibility. Delivered within a collaborative group setting, the sessions promoted consultation, teamwork, and mutual support. Youth were encouraged to view learning not as an individual pursuit, but as a shared responsibility—developing the skills and mindset needed to contribute meaningfully to the well-being of their community.

Youth Champions received targeted training in mentorship, communication, and work readiness through 51 Weekly session and 10 intensive camps (6 placement camps and 4 skill building seminars and work readiness workshops), while the program engaged 55 families through regular fortnightly and monthly home visits.

In addition, 7 dedicated family workshops provided meaningful spaces for parents and caregivers to explore how they can best support and accompany their children's growth—strengthening the home environment as a place where youth feel seen, supported, and empowered to thrive. Nearly 30 local stakeholders and organisations—including schools, health services, and civic leaders—have actively contributed to the program, reinforcing a collective sense of purpose and shared responsibility. With its emphasis on unity, transformation, and grassroots empowerment, the program has laid the foundations for a lasting support structure for young people in Coonamble.

A formal submission has been presented to Council requesting support for the continuation of the program, which has provided meaningful benefits to families and young people across the Coonamble community.

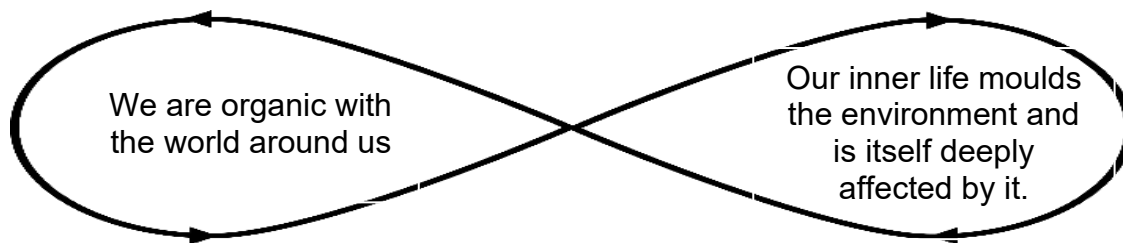
COMMENTARY

Program Overview

The Coonamble Youth Empowerment Program was established to support the holistic development of young people aged 11 to 24 across the Coonamble region. Commissioned by the Coonamble Shire Council and funded by the NSW Department of Primary Industries and Regional Development, the program was delivered by Edraak – Insights from November 2023 to June 2025.

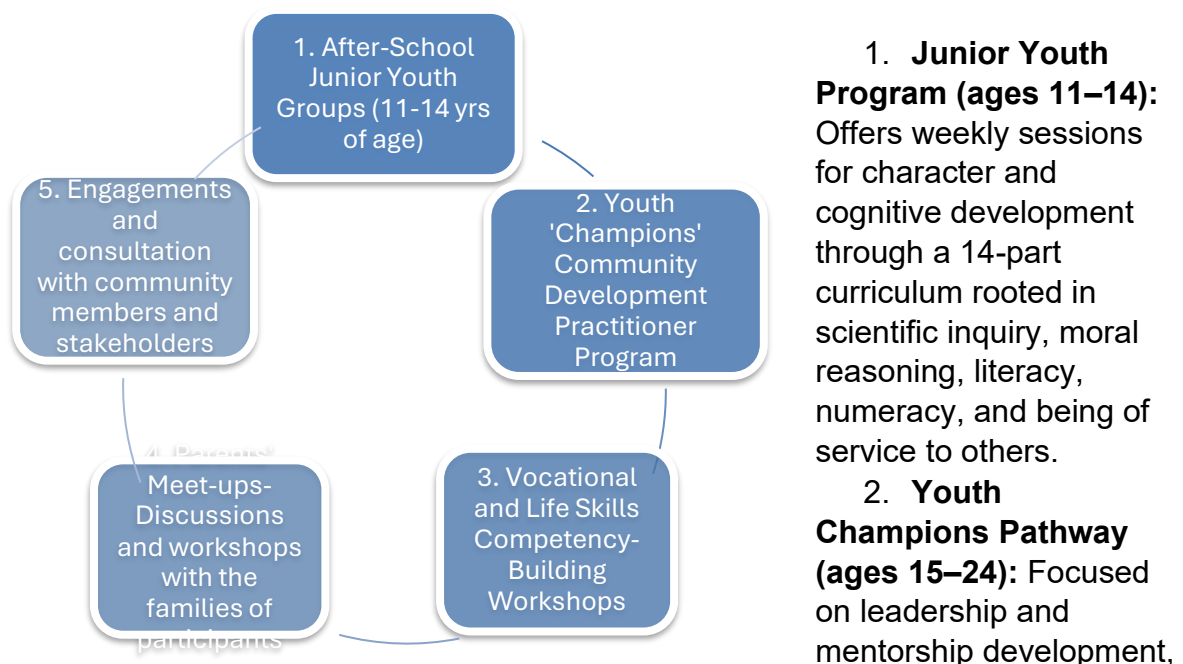
At its core, the program is founded on the belief that every young person is noble, capable, and essential to the transformation of their community. It is, above all, a capacity-building initiative—one that seeks to cultivate the intellectual, moral, and social capabilities of young people, while simultaneously strengthening the environments in which they live. Recognising that youth are profoundly influenced by their families, peer groups, and broader community structures, the program adopts a systems-based approach: it works not only with individuals, but also with the relationships and institutions that surround them. This belief in the interconnectedness of personal and collective well-being shapes all elements of the program's design.

The program serves all youth, through a group-based, peer-influenced model. Rooted in the understanding that change occurs more safely and sustainably in supportive group settings, the program addresses core issues such as educational disengagement, anti-social behaviour. By fostering resilience, purpose, and thoughtful decision-making, the program aims to reduce vulnerability and equips youth with the values, skills, and support systems needed to thrive and contribute meaningfully to their communities.



Rather than imposing change from the outside, the program seeks to awaken the latent capacities within young people and their environment—helping participants develop their identity as responsible individuals who understand that their own growth is inseparable from the growth of their community and the health of their surroundings.

The program was structured around five interconnected components:



enabling older youth to accompany younger peers while building a strong foundation of purpose, integrity, and responsibility.

3. **Vocational and Life Skills Competency-Building Workshops:** Equipped Youth Champions with practical tools for adulthood and employment—including communication, planning, facilitation, and critical workplace competencies.
4. **Systematic Engagement with Families:** Strengthened trust, communication, and shared commitment through regular home visits and seven dedicated family gatherings, involving 55 families.

5. **Community and Stakeholder Collaboration:** Fostered deep partnerships with nearly 30 local stakeholders to ensure youth were surrounded by a web of support, recognition, and real-world opportunities.

Core Objectives and Capacities the Program Seeks to Develop:

At the heart of the Coonamble Youth Empowerment Program is a commitment to nurturing three essential capacities—capacities that enable youth to take charge of their lives and contribute meaningfully to society:

1. **Enhancing the Power of Expression:**
Developing literacy and numeracy skills alongside the ability to communicate with clarity, sincerity, and purpose—empowering youth to engage in meaningful dialogue, articulate their aspirations, and advocate for what matters most to them and their communities.
2. **Sharpening Analytical Thinking:**
Strengthening the ability to reflect, consult, and make thoughtful life decisions. Youth learn to analyse their realities, recognize social and personal challenges, and identify constructive pathways forward.
3. **Strengthening the Capacity to Serve:**
Cultivating a deep understanding that our personal growth is intimately linked with the well-being of others. Service is framed not as charity, but as a means of mutual upliftment—a way of building unity, exercising moral courage, and embodying purpose in action.

Together, these objectives form the ethical, intellectual, and practical foundation of the program. They ensure that the journey of empowerment is not transactional, but transformational—enabling youth to become protagonists of change within their families, their town, and beyond.

Program Delivery and Outcomes

COMPONENT After-School Junior Youth Program (Ages 11 – 14)
1:

Objective:	To empower young people (10 to 14 - year-olds) to take charge of their own futures — through skill and capacity development — and to value themselves and others more positively, including but not limited to: Improved engagement at school, Enhanced self-worth and respect for others.
Key Activities:	<p>The Junior Youth Program ran consistently across two dedicated groups, offering structured learning environments where youth could explore themes of justice, service, perseverance, and purpose.</p> <ul style="list-style-type: none">• Two groups met twice weekly throughout school terms from 3:00 PM – 5:30 PM.• Over 121 structured sessions were delivered between February 2024 and June 2025.

	<ul style="list-style-type: none"> Activities included 6/story-based curriculum modules, collaborative service planning, arts-based expression, sports and games, and shared meals that encouraged unity and consultation. Six intensives (five camps and one in-town local intensive) offered accelerated learning, teamwork, and reflection opportunities in immersive environments. Engagement in service projects such as: <ul style="list-style-type: none"> Clean Up Australia Day Tech Help for Seniors at Coonamble Library (monthly initiative) Visits to Seniors in Coonamble Hospital's long-stay unit Visits to senior residents in Koonambil Aged Care (Ongoing Initiative) Maintaining community garden service project kindly provided by the Local Aboriginal Lands Council
Achievements:	<ul style="list-style-type: none"> 56 Junior Youth were consistently engaged from February 2024 to June 2025. Youth completed seven modules of the program's transformative 14-part curriculum, strengthening their critical thinking, moral reasoning, literacy, numeracy, and scientific thinking in tandem with character development. Junior Youth not only participated in but co-designed service projects, taking initiative in responding to community needs with compassion and creativity. Service Projects include: <ul style="list-style-type: none"> Clean Up Australia Day Tech Help for Seniors at Coonamble Library (monthly initiative) Visits to Seniors in Coonamble Hospital's long-stay unit Visits to senior residents in Koonambil Aged Care (Ongoing Initiative) Maintaining community garden service project kindly provided by the Local Aboriginal Lands Council (Ongoing Initiative) Participants presented to high-profile stakeholders and guests, including: <ul style="list-style-type: none"> Her Excellency the Honourable Margaret Beazley AC KC, 39th Governor of NSW during her official visit to Coonamble The Coonamble Shire Council, including Mayor Daniel Keady, elected councillors, and senior staff Principals and representatives from Coonamble

	<p>Public School, High School, and surrounding regional schools</p> <ul style="list-style-type: none"> Youth also took part in public speaking at events such as the December 2024 End-of-Year Celebration, where they shared accounts of personal growth and collective service in front of a live audience including their families / friends and stakeholders including Mayor Daniel Keady, Coonamble Shire Council staff, MacKillop Family Services, REDI.E, and the Coonamble Times. Participants formed strong peer bonds, demonstrated increasing maturity in decision-making, and cultivated a deepened commitment to uplifting their families and community.
Key Outcomes:	<ul style="list-style-type: none"> Increased Trust and Camaraderie: Participants deepened their bonds of friendship, grounded in mutual respect and collaboration, fostering a growing sense of belonging within their peer group and community. Improved Educational Engagement: Youth strengthened core academic competencies—including literacy, numeracy, and scientific reasoning—through curriculum-based learning that connected cognitive development with real-life relevance and value-based purpose. Enhanced Decision-Making and Moral Resilience: Participants demonstrated growing capacity to navigate challenges, reflect on consequences, and make choices rooted in fairness, responsibility, and integrity. Stronger Family Relationships and Intergenerational Dialogue: Regular home visits and family engagement improved communication between youth and their families, building trust and a shared vision for their growth and service. Community Connection and Contribution: Junior Youth actively engaged in ongoing service initiatives that addressed real community needs, strengthening their civic identity and sense of responsibility toward others. Increased Confidence and Self-Worth: Through engagement in designing and executing service projects, problem solving, and sharing their experiences in public forums—participants cultivated a growing awareness of their capacity to uplift others. This was accompanied by a noticeable increase in self-confidence

	<p>and a sense of purpose.</p> <ul style="list-style-type: none"> • Reduction in Risk Behaviours: The structured, value-based environment of the sessions nurtured a shift away from influences that might encourage anti-social or risky behaviour. Within this space, youth experienced a strengthening of their connection to consistent mentorship, purposeful activity, and positive peer influence—fostering conditions where moral insight and thoughtful decision-making grow. • Contribution to Local safety and Wellbeing: By cultivating habits of reflection, responsibility, and service, the program helps youth move away from patterns of disengagement or vulnerability—supporting long-term community safety and wellbeing.
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COMPONENT 2: Youth Champions Program (Aged 15 – 24)

Objective:	To empower young people (15 - 24 - year-olds) to take charge of their own futures — through skill and capacity development — and to value themselves and others more positively, including but not limited to: Improved engagement at school, enhanced self-worth and respect for others.
Key Activities:	<p>Vocational and life skills training was embedded across all dimensions of the Youth Champions experience, with a strong emphasis on character-building, communication, leadership, and professional development.</p> <ul style="list-style-type: none"> • The Youth Champions cohort met weekly, participating in 51 structured sessions held from 4:00 PM to 9:00 PM, providing a consistent space for learning, reflection, and mentorship development. • Youth Champions engaged in four dedicated seminars and workshops, alongside six residential camps where they co-facilitated learning sessions and took on increasing leadership responsibilities. • A variety of professional speakers visited, introducing participants to industries such as: <ul style="list-style-type: none"> ○ Community radio and media ○ Finance and budgeting ○ Job recruitment and resume building ○ Hospitality and food services ○ Renewable energy ○ Building, trades, and construction • One session featured a Coonamble Shire Council staff member, who outlined real-world training and employment

	<p>opportunities for youth over 18, including local government accreditation programs.</p> <ul style="list-style-type: none"> • Through career counselling workshops, Youth Champions explored future pathways, set meaningful goals, and began aligning their current learning with long-term aspirations. • In each workshop and intensive, participants revisited the Youth Empowerment curriculum with a mentoring lens—deepening their understanding not only as learners, but as future facilitators of the program themselves.
Key Achievements:	<ul style="list-style-type: none"> • 18 Youth Champions engaged consistently from February 2024 to June 2025, forming a strong cohort committed to leadership, mentorship, and service-based learning. • Participants presented to high-profile stakeholders and guests, including: <ul style="list-style-type: none"> ◦ <i>Her Excellency the Honourable Margaret Beazley AC KC</i>, 39th Governor of NSW, during her official visit to Coonamble. ◦ <i>The Coonamble Shire Council</i>, including <i>Mayor Daniel Keady</i>, elected councillors, and senior council staff. ◦ <i>Principals and representatives</i> from Coonamble Public School, Coonamble High School, and surrounding regional schools. • Youth Champions delivered a formal presentation at a Coonamble Council Meeting, sharing their experiences and reflections directly with the Mayor, councillors, and key figures from the Coonamble Shire Council—including the General Manager and senior leadership team. • They also spoke at the December 2024 End-of-Year Celebration, presenting alongside Junior Youth to families and key stakeholders such as <i>MacKillop Family Services</i>, <i>REDI.E</i>, and the <i>Coonamble Times</i>, sharing powerful stories of transformation, learning, and community contribution. • Participated in a live interview on Coonamble Community Radio, offering insights into the program's impact and their personal journeys—raising community awareness and visibility. • Co-facilitated six multi-day camps, intensives and weekly sessions where they took responsibility for: <ul style="list-style-type: none"> ◦ <i>Learning session support and delivery</i> ◦ <i>Group consultation and mentorship of Junior Youth</i> ◦ <i>Organising recreation, games, and physical activities</i> ◦ <i>Managing transitions, daily routines, and group morale</i>

	<ul style="list-style-type: none"> • Actively guided service projects, such as Clean Up Australia Day and Tech Help for Seniors, offering mentoring and support to Junior Youth as they engaged with the community.
Key Outcomes:	<ul style="list-style-type: none"> • Strengthened Unity, Trust, and Peer Relationships Strengthened bonds of friendship rooted in trust, shared service, and collective learning. These growing relationships nurtured a sense of unity within the group and contributed to increased engagement in collaborative tasks and consultative decision-making. • Enhanced Power of Expression and Communication Through structured learning, public speaking engagements, and, more importantly, deep engagement with the program's curriculum, participants grew in their ability to articulate their thoughts with clarity and express themselves with confidence. This emerging capacity was evident in group discussions, presentations, and community radio interviews, where youth began to find their voice and share their insights with sincerity and purpose. • Elevated Self-Worth and Respect for Others Youth exhibited growing confidence, self-awareness, and respect in their interactions with peers and mentors. They demonstrated maturity through patient, thoughtful engagement and a stronger commitment to upholding principles such as justice and inclusion. • Deepened Capacity for Consultation and Collective Decision-Making Youth increasingly took part in group consultation—learning to listen, reflect, and contribute meaningfully to planning sessions, learning circles, and camp responsibilities. Their respect for diverse perspectives grew alongside their confidence to share their own. Whether facilitating Junior Youth sessions, planning service projects, or contributing to group routines, participants displayed a growing ability to make informed, values-based decisions that consider both short-term outcomes and long-term impact. • Educational and Intellectual Engagement Participants enhanced essential academic and critical thinking skills through their engagement with texts and facilitation roles—reconnecting with their own educational goals and gaining tools for ongoing learning. • Life Skills and Capacity Building Youth acquired a range of practical and social-emotional skills, including teamwork, time management, resilience, and conflict resolution—essential tools for navigating adult life and contributing to positive social environments.

- **Leadership and Mentorship Development**
Through co-facilitation, mentoring Junior Youth, and leading recreational and learning activities, participants strengthened their sense of responsibility as emerging community builders. They started to cultivate habits of service, offer guidance to others, and lead by example—laying the early foundations for a life of meaningful contribution.
- **Growing Family and Community Connections**
As participants developed confidence and a stronger sense of purpose, many found new opportunities to engage meaningfully with their families and broader community for example, their involvement in shared service projects and family workshops created moments of connection and reflection, helping to reinforce their role within the community's evolving story.
- **Reduction in Anti-Social Behaviour and Increased Positive Identity**
The structured, purpose-filled environment of the program helped participants adopt healthier behaviours, reduce reactive or disengaged patterns, and embrace a more positive sense of self and contribution.

COMPONENT 3: Youth Champions' Vocational and Life Skills Competency-Building.

Objective: To build transferable skills that enhance employability, leadership, and life readiness—equipping young people with the confidence, insight, and tools required to contribute meaningfully to the workforce, their families, and society.

Key Activities: Vocational and life skills training was embedded across all dimensions of the Youth Champions experience, with a strong emphasis on character-building, communication, leadership, and professional development.

- The Youth Champions cohort met weekly, participating in 51 structured sessions held from 4:00 PM to 8:00 PM—offering a consistent space for learning, reflection, mentorship development, and the cultivation of work readiness skills.
- Youth Champions engaged in **four dedicated seminars and workshops**, alongside six residential overnight camps where they co-facilitated learning sessions and took on increasing leadership responsibilities.
- A variety of **professional speakers** visited, introducing

	<p>participants to industries such as:</p> <ul style="list-style-type: none"> ○ FM radio and media; Finance and budgeting ○ Job recruitment and resume building ○ Hospitality and food services ○ Renewable energy ○ Building, trades, and construction <ul style="list-style-type: none"> • One session featured a Coonamble Shire Council staff member, who outlined real-world training and employment opportunities for youth over 18, including local government accreditation programs. • Through career counselling workshops, Youth Champions explored future pathways, set meaningful goals, and began aligning their current learning with long-term aspirations. • In each workshop and intensive, participants revisited the Youth Empowerment curriculum with a mentoring lens—deepening their understanding not only as learners, but as future facilitators of the program themselves.
<p>Key Achievements:</p>	<ul style="list-style-type: none"> • 18 Youth Champions engaged consistently from February 2024 to June 2025, actively contributing to over 50 Junior Youth sessions, six overnight residential camps, and four intensive seminars. These diverse learning environments offered not only opportunities to mentor younger peers but also served as structured spaces where Youth Champions developed and practised essential workforce competencies. • Youth Champions gained practical facilitation and leadership skills by co-leading six multi-day camps and assisting in weekly Junior Youth sessions—experiences that built confidence, initiative, and professionalism in settings that mirror workplace responsibilities. • Their mentorship roles helped them develop transferable competencies such as public speaking, time management, consultation, and teamwork—laying a strong foundation for careers in education, youth work, community development, and leadership. • They were exposed to a wide range of career pathways through interactive sessions with professionals across industries—including radio broadcasting, finance, renewable energy, hospitality, job recruitment, photography, and construction. A standout experience included a presentation from Coonamble Shire Council staff, who introduced job opportunities and accreditation programs for young people in local government and building planning. • Through four targeted seminars and workshops, Youth

	<p>Champions engaged in career planning, goal-setting, and resume preparation—building both their vision and readiness for employment or further study.</p> <ul style="list-style-type: none"> By participating in structured work-readiness intensives, they developed confidence in navigating real-world expectations—such as meeting deadlines, communicating clearly, working in teams, and problem-solving under pressure. <ul style="list-style-type: none"> Youth Champions confidently shared their growth journey in public forums—honing their ability to articulate ideas, advocate for their peers, and present professionally. This included: <ul style="list-style-type: none"> A formal presentation to Her Excellency the Honourable Margaret Beazley AC KC, 39th Governor of NSW, during her 2024 visit to Coonamble. An address to Mayor Daniel Keady, elected councillors, and senior staff during an official Council Meeting. A live panel discussion on Coonamble Community Radio, showcasing their reflections and communication skills.
<p>Outcomes:</p>	<ul style="list-style-type: none"> Expanded Career Awareness and Aspirational Thinking: Youth gained a clearer understanding of diverse career pathways through professional guest sessions, workplace exposure, and mentorship. These encounters broadened their vision of what's possible and inspired a commitment to pursue meaningful goals. Enhanced Employability and Work-Ready Skills: Participants grew in a robust toolkit of skills—including time management, communication, planning, budgeting, and operating as team —preparing them for future employment and responsible adulthood. Leadership and Mentorship Development: Through co-facilitating weekly Junior Youth sessions and leading at camps, Youth Champions grew in their ability to plan, guide group dynamics, support others, and model professionalism—nurturing habits essential for community and workplace leadership. Increased Participation in Home and Community Life: Hands-on experiences like group cooking, project planning, and community service cultivated initiative and responsibility, encouraging youth to contribute more actively at home and in the wider community. Greater Sense of Self-Worth and Identity: As participants reflected on their strengths, contributed to

	<p>group outcomes, and received affirmation from their community, they cultivated a stronger sense of personal value and purpose.</p> <ul style="list-style-type: none">• Improved Social and Emotional Capacity: Youth began to strengthen their capacity for resilience, empathy, and conflict resolution through real-world experiences—particularly while mentoring younger peers, supporting one another, and navigating group challenges. These emerging abilities contributed to more thoughtful interactions and helped foster positive group dynamics.• Reduction in Risk-Related Behaviour: Participation in structured, meaningful activities—with consistent mentorship and a focus on purpose—offered a clear alternative to disengagement, helping reduce vulnerability to anti-social behaviour.
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COMPONENT 4:

Parents’ Meet ups - Systematic engagement with the families of the participants (carers/parents, other)

Objective	To increase capacity for the program to sustain itself beyond the funded period through engagement with the families.
Key Activities:	<p>Since the program’s launch in February 2024, regular home visits and seven dedicated family gatherings have been central to building strong and trusting relationships with parents and caregivers. Across both the Junior Youth and Youth Champions components, a total of 55 families has been engaged in ongoing ways—offering encouragement, insight, and active support for their children’s growth. Family involvement extended beyond formal gatherings to include participation in learning sessions, service projects, and school holiday camps. These interactions offered a rich tapestry of co-learning and co-creation, where parents played a meaningful role in shaping the character and capacities of the youth.</p> <p>Key Contributions and Initiatives:</p> <ul style="list-style-type: none">• Weekly Home Visits and Parent Meetups: Families were visited weekly or fortnightly to discuss their children’s progress and invite their reflections. These conversations helped align home environments with the values of the program. Seven parent workshops provided structured spaces for consultation, reflection, and learning to create environments that will help youth thrive.• Support in Service Activities: Families contributed to service projects by providing transport, preparing materials, and in many cases, joining

	<p>the youth in action. For instance, during visits to the Coonamble Hospital's long-stay unit and Koonambil Aged Care, parents baked sweets and encouraged youth to engage with empathy and attentiveness.</p> <ul style="list-style-type: none">○ Parents worked side-by-side with youth to prepare garden beds, plant vegetables, and maintain the space. A mother with farming experience served as a mentor, while others contributed compost, tools, and time. <ul style="list-style-type: none">• Creative Workshops: Parents led arts-based sessions, including a T-shirt upcycling workshop on sustainability and a Japanese bookbinding session that cultivated calm, focus, and craftsmanship.• Active Participation in Camps: During the July 2025 school holiday camp, multiple families played significant roles. One parent provided full-time logistical support throughout the four days. Another facilitated an arts and crafts session where youth created floral cards for loved ones.• Parents' Workshop: During family workshops, parents were invited to explore the program's themes. These discussions highlighted how the program integrates intellectual development and character development, helping youth align knowledge with ethical action. Parents shared stories, asked questions, reflected on how these principles were evident in their children's lives and explored how they want to create environment at home for the youth to thrive in.
<p>Key Achievements:</p>	<p>Key Achievements:</p> <ul style="list-style-type: none">• Engaged 55 Families Across the Program's Duration (Feb 2024 – June 2025): Families of both Junior Youth and Youth Champions participated through regular home visits and seven family workshops.• Strengthened Parent–Youth Relationships: By involving families in learning, service, and reflection, the program supported stronger lines of communication and trust between youth and their caregivers.• Parent Contributions to Learning Spaces: Parents stepped into meaningful roles—leading artistic workshops, providing transport, supporting sessions, and mentoring youth through hands-on activities.• Collaborative Spirit of Co-Education: Families expressed appreciation for the program's holistic

	<p>approach and began to see themselves not just as supporters, but as co-educators walking beside their children.</p> <ul style="list-style-type: none"> • Cultural Shift Toward Shared Ownership: A growing number of parents now view youth development as a collective responsibility, reinforcing the program's emphasis on unity and shared purpose.
Outcomes:	<ul style="list-style-type: none"> • Greater Ownership and Participation in Program Activities: Through the growing bonds of friendship and trust—both among youth and between families—many parents began to engage more actively in the life of the program. Families gradually started offering their time, skills, and resources in various ways, such as volunteering at camps or contributing to arts and gardening sessions. This shared participation reflects a budding sense of ownership and a collective commitment to nurturing the program's impact beyond its initial funding period. • Strengthened Community Connection and Collective Responsibility: As families worked side by side in service projects and community events, deeper bonds of friendship and mutual support began to take root. This growing sense of unity and shared purpose contributed to a culture of care that is gradually flourishing. Many parents expressed a heartfelt sense of pride in being part of a wider community movement dedicated to nurturing the well-being and potential of young people. • Reduction in Youth Vulnerability and Risk Behaviours: As youth and families engage together in program activities—such as service projects, camps, and family gatherings—a shared sense of purpose is gradually taking shape. This collective participation contributes to creating more stable and supportive environments, which in turn help reduce vulnerability to disengagement and influences that lead to anti-social behaviour.

COMPONENT 5: Systematic and ongoing engagement with stakeholders including Elders, governing institutions, community organisations and services

Objective:	Engagement with the wider community protagonists to increase uptake in support of the youth, enhance cohesion, sustainability and intentionality of the program
Key Activities:	<ul style="list-style-type: none"> • The program established and maintained partnerships with

	<p>nearly 30 community stakeholders, including schools, youth services, cultural bodies, health organisations, and local government.</p> <ul style="list-style-type: none"> • Stakeholder contributions included access to venues, logistical support, mentorship, platforming youth voices, and co-creation of community service projects. • Youth and facilitators maintained an active presence at interagency meetings, ensuring alignment with local priorities and strengthening referral pathways and information-sharing. • Stakeholders collaborated on service initiatives such as: <ul style="list-style-type: none"> ◦ Tech Help for Seniors, hosted monthly at the Coonamble Library. ◦ The Community Garden Project, supported by the Local Aboriginal Lands Council. ◦ Visits to Koonambil Aged Care and the Coonamble Hospital Long-Stay Unit. • Community events and forums enabled high-profile stakeholder engagement: <ul style="list-style-type: none"> ◦ Formal presentations by Youth Champions to the Coonamble Shire Council, including the mayor, elected councillors, and senior staff. ◦ A Governor's Visit featuring youth-led presentations alongside First Light Personnel to Her Excellency the Honourable Margaret Beazley AC KC, the Mayor, and other local leaders. ◦ Continued engagement with Coonamble Public School and High School, who hosted presentation sessions and served as key enrolment channels. ◦ REDI.E, MacKillop Family Services, and other partners regularly hosted parent workshops and weekly junior youth sessions.
Key Achievements:	<ul style="list-style-type: none"> • The program built a trusted network of nearly 30 community stakeholders, reinforcing a shared commitment to youth development across sectors. • Youth voices were elevated in public forums: <ul style="list-style-type: none"> ◦ During a formal Council Meeting, Youth Champions presented their journey and the impact of the program to the Mayor, Councillors, and Shire leadership. ◦ Youth also featured in a local radio broadcast, reflecting on their learning and the relevance of service in their lives. ◦ In December 2024, Junior Youth and Youth Champions shared their stories at the End-of-Year Celebration in front of families, REDI.E, MacKillop Family Services, and civic leaders.

	<ul style="list-style-type: none"> ○ During the Governor's visit, Junior Youth and Youth Champions addressed Her Excellency and senior local figures—demonstrating confidence, vision, and unity. ● Stakeholder-supported service projects provided youth with meaningful platforms to contribute to community well-being and practice civic responsibility. ● Strong alignment with educational institutions enabled new enrolments and allowed learning to extend beyond the classroom into community life. ● The End-of-Year Celebration reinforced collective ownership of the program, with the Mayor presenting certificates of achievement and affirming the youth's contributions to Coonamble.
Outcomes:	<ul style="list-style-type: none"> ● Unified Vision for Youth Development Systematic and ongoing engagement with community stakeholders—including Elders, governing institutions, and local service organizations—is contributing to a growing sense of unity and shared purpose between the program and the wider community. By providing resources and platforms for youth-led service initiatives, such as Clean Up Australia Day, Tech Help for Seniors, aged care visits, and the community garden project, these collaborators are supporting youth in transforming learning into meaningful action. This collaborative spirit is helping align diverse sectors around a common vision of youth as active agents of community well-being. ● Expanded Real-World Learning and Service Pathways Through initiatives such as Tech Help for Seniors, the community garden project, and visits to the aged care facility and hospital, young people engaged in practical acts of service that nurtured both skill development and social connection. These experiences not only deepened their sense of purpose but also strengthened ties with local institutions—such as the library, hospital, and aged care home—fostering a greater awareness of their role within the life of their community. ● Elevated Public Profile and Program Visibility Youth invited to speak in public forums including a Council Meeting with Mayor and elected officials, and a visit by Her Excellency the Honourable Margaret Beazley AC KC, Governor of NSW. These moments amplified youth voices and affirmed the program's impact. ● Cohesion and Community Belonging Joint service initiatives and family-inclusive events deepened bonds across generations and social groups. These collaborations promoted a culture of mutual respect,

strengthened social fabric, nurturing a sense of belonging among participants and supporters.

- **Increased Stakeholder Engagement and Advocacy**

Stakeholders offered not just facilities, but active involvement—attending events, promoting service initiatives, and affirming the youth’s efforts. Their intentional engagement and advocacy have helped deepen community trust and extend the program’s reach and influence.

Overall Impact, Achievements, and Lessons Learned

Over the 20 months of implementation, the Coonamble Youth Empowerment Program demonstrated that when young people are accompanied in spaces that nurture both character and cognitive capacities, meaningful and lasting transformation become possible—not only for individuals, but also for families and the wider community.

With approximately 640 youth aged 12 to 24 living in the Coonamble Shire, the program focused on engaging those primarily between the ages of 11 and 18. This age group was reached through direct engagement with local primary and secondary schools. To reach youth aged 19 to 24, the program employed more informal approaches—drawing on family connections, friendships, and word-of-mouth. However, this older cohort remained more difficult to access consistently, as they were less visible within existing community structures.

Through weekly structured sessions—including learning, mentorship opportunities, community service projects, and intensive camp engagements—the program offered consistent, purposeful spaces for growth. In a region that faces systemic disadvantage—including high rates of youth disengagement, limited local opportunities, and a long-standing need for culturally inclusive development—the program carved out a new model of support: one grounded in proximity, trust, and the belief in each young person’s nobility and potential.

The broader impact of the program can be seen across four interconnected domains:

1. Youth Development as a Community Process:

Rather than functioning as an isolated youth service, the program encouraged a culture of shared responsibility. Young people were not passive recipients—they were treated as protagonists of change. Their development was supported not only by program facilitators, but also by their families, peers, mentors, and a growing network of nearly 30 community stakeholders. Through the participation of 54 families—via seven family workshops and consistent home visits—and involvement in meaningful service projects such as Clean Up Australia Day, Tech Help for Seniors, visits to aged care residents and hospital patients, and the ongoing community garden initiative, youth began to internalize a vital principle: their personal growth is inseparably connected to the growth and well-being of their community.

2. Shifting Limiting Assumptions and Expanding Possibility:

In a town where racial and social divides have long been visible, the program attempted to create a living model of unity in diversity. Youth from diverse Aboriginal, Caucasian, and migrant backgrounds—including Russian, Filipino,

and Indonesian families—came together in spaces grounded in consultation, being of service to others, and collective learning. Their public presence—presenting to the Governor of NSW, Council officials, and media outlets—offered a powerful counter-narrative to limiting assumptions about what young people in Coonamble can aspire to and achieve. In some instances, Junior Youth even expressed a desire to stay in town rather than attend boarding school, so they would not “miss out” on the community they built within the program.

3. **Intergenerational Engagement:**

A key feature of the program’s **sustainability** became visible in the Youth Champions’ progression from participants to co-facilitators. As they accompanied Junior Youth and trained to lead future groups, a locally led and self-sustaining cycle came to be established. Combined with the steady engagement of families and community partners, the program is becoming an embedded, community-owned process of transformation—built *by* the people of Coonamble, *for* the benefit of all.

4. **A Model of Capacity Building with Long-Term Promise:**

The program’s structure—combining weekly sessions, intensive camps, family workshops, and service projects—proved not only scalable, but deeply **relational and regenerative**. Youth core capacities in literacy, leadership, numeracy, moral reasoning, and scientific inquiry grew. Families became active co-creators of learning environments. Community partners lend their efforts in supporting young people’s growth. What began as a grant-funded initiative has now planted the seeds of **a self-sustaining, locally rooted ecosystem** of support for youth.

Lessons Learned:

- **Trust builds over time through presence.** The consistency of home visits, family workshops, weekly sessions, and intensive camps—all enriched by the warmth of shared, home-cooked meals—created a nurturing environment where genuine relationships could flourish between youth, families, and facilitators.
- **Addressing literacy and trauma must be integrated, not separate.** Several participants began the program with significant learning delays or social-emotional challenges. A nurturing, inclusive environment allowed these youth to flourish, often exceeding their own expectations.
- **Real-world responsibility fosters real-world growth.** Youth responded best when given genuine responsibilities: mentoring younger peers, leading service projects, or speaking in public forums. These experiences became accelerators for confidence and maturity.
- **Systems change starts with people.** Though challenges remain—particularly in education, employment, and intergenerational trauma—the program evidence that lasting change can begin in the hearts and relationships of individuals when supported by structures of trust.

- **Inclusive spaces foster unity and belonging.** Creating environments where people from all backgrounds come together, without centring any “one culture”—was consistently praised by families, local stakeholders, and institutions. In a regional community like Coonamble, these inclusive spaces enhance a sense of shared identity, strengthen bonds across diversity, and were deeply empowering for all involved.

Looking Ahead:

The Coonamble Youth Empowerment Program leaves behind more than outcomes—it leaves behind a structure of hope. To some level, it has helped awaken the community to the understanding that a reservoir of latent capacities lies within its youth. It has also helped initiate meaningful questions around how schools, families, service organizations, and councils might collaborate more intentionally around a shared vision: how to support and enhance the capabilities of our young people. This is not the end of the journey—but the beginning of a longer arc toward community-led development, where young people walk with dignity and purpose at the centre of Coonamble’s future.

Appendix A - Images Highlighting Key Activities Across Program Components:

Program’s Launch with its first cohort:

Following significant efforts to build relationships with Coonamble families and institutions, the Youth Empowerment Program organized launch events to welcome the families of Junior Youth (ages 11-14) and Youth (ages 15 and up).



Junior Youth and Youth Champions participated in icebreaker activities, building connections and friendships—culminating in a joyful group photo, with all the young friends ready and excited to contribute to a brighter future for their community.



Parents engaged in exploring the idea that “children are the gems of the community,”

followed by a group photo—united and ready to support our collective efforts to help transform the community.

Weekly Junior Youth Group Sessions

The Junior Youth groups began each gathering by sharing a warm, home-cooked meal, followed by a check-in to reflect on each other's lives. They then engaged with the study of the program's curriculum, explore key concepts through interactive activities, plan their service projects and conclude with sports and recreational play to get their bodies moving and strengthen bonds through teamwork



Junior Youth sessions are packed with meaningful activity and serve as a vital space where Youth Champions apply their learning in action. With the support of trained facilitators, they mentor younger peers—guiding them through the curriculum, leading discussions, and facilitating activities—strengthening their own leadership and service capacities in the process.

Youth champions Group

Youth Champion sessions are dynamic spaces for growth, combining curriculum-based learning with visits from industry professionals, hands-on workshops, and mentorship training. They build critical thinking, work readiness, and leadership skills to prepare youth for meaningful roles in their communities.



Each Youth Champion session begins with preparing a shared meal, led by one of the participants and supported by First Light facilitators. A young person suggests the recipe and guides their peers through the process, while facilitators assist and encourage along the way. This practice not only builds cooking skills, but also nurtures responsibility, leadership, and the capacity to support and guide others in a spirit of collaboration.



Studying the material together, engaging in meaningful conversations about the connection between individuals and their environment—recognizing how each shapes the other. They explore the importance of unity, likening it to the way cells and organs work together in harmony to keep the human body functioning. Industry professionals from photography, construction, hospitality, business, and job recruitment visited the Youth Champions sessions, sharing valuable insights on how to enter their respective fields. Each speaker emphasized the important role their profession plays in contributing to the well-being and advancement of the community.

Junior Youth and Youth Champions Camps/Intensives

Camps and intensives create focused, distraction-free spaces where Junior Youth engage deeply with the curriculum, activities, and recreation. For Youth Champions, they serve as practical placements—guided by trained facilitators—where they apply their learning through mentorship, leadership, and service, building skills and camaraderie along the way. Youth Champions played an active role in guiding discussions and leading activities throughout the camp—helping Junior Youth understand key concepts and ensuring sessions were fun, engaging, and inclusive. With support from trained facilitators, they brought their learning to life through hands-on mentorship and leadership.





Morning exercises, sports, recreation, and art were key parts of camp—bringing energy, creativity, and connection to each day.





Service projects

To translate their learning into action, the Junior Youth groups consult on the needs of their community and, with the support of facilitators, plan and carry out service projects. Guided by concepts they are studying—such as perseverance, well-being, teamwork, unity, an orderly mind, and justice—they bring these values to life through meaningful service. Accompanied by Youth Champions, the groups have engaged in projects such as maintaining the community garden, participating in ***Clean Up Australia Day***, visiting seniors in the long-stay unit at Coonamble Hospital, supporting seniors with technology at the library, and visiting residents at Koonambil Aged Care.





Engagement with Families and Community Stakeholders

A vital part of the program's impact is its ongoing engagement with families and community stakeholders. Families participate through gatherings, workshops, and service projects—contributing their time, resources, and insights to support the growth of their children.



Community stakeholders also play a key role by providing the spaces and platforms needed for youth-led service projects to take place. Whether through libraries, aged care facilities, or community gardens, these partnerships create opportunities for young people to serve meaningfully.

Public forums further strengthen this engagement, as Junior Youth and Youth Champions share their learning, reflections, and experiences—fostering deeper understanding and unity across generations and sectors.



Youth Champions sharing their experiences on the radio, reflecting on how the concepts they've learned have deepened their understanding and contributed to their personal growth, while engaging with the community



End of the year celebrations December 2024 was a blast of a success bringing together all participants, their families and our kind collaborators and supporters. was After heartfelt speeches from Junior Youth and —reflecting on their journey and growth through the program—families and community stakeholders looked on with pride. The event concluded with Mayor Daniel Keady presenting certificates, honouring each young person's contribution and commitment.



Presentation to Her Excellency the Honourable Margaret Beazley AC KC, Governor of New South Wales – *Sharing the Impact of the Coonamble Youth Empowerment Program*

After their presentation, participants had the opportunity to take a group photo with **Her Excellency**, followed by a warm and engaging conversation. She took time to speak personally



Youth Champions and facilitators share a fun photo op after the Youth delivered heartfelt presentations at the March meeting of the Coonamble Shire Council to the Councillors, and staff of Coonamble Shire present.

RECOMMENDATION

That Council:

1. Note the Completion Report of the Coonamble Youth Empowerment Program, and
2. Recognise the significant achievements in the Program's Completion Report

10.10 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT**File Number: E5****Author: Louise Abrahall, Compliance and Support Officer****Authoriser: Lesley Duncan, Manager Regulatory, Planning & Compliance Services****Annexures: Nil****PURPOSE**

To provide information on the activities within Council's Planning, Regulatory and Compliance Services section for the past month. This progress report considers town planning and strategic land use planning, compliance and regulation, environmental management and public health.

BACKGROUND

The Planning, Regulatory and Compliance Services section focuses on all town planning and environmental planning matters 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 is also included.

The following topics will be included in the Council Report where there is relevant information to report on:

- 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 legislation 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 the atmosphere, built environment, heritage, land, and water.

- Development Application Information

This information refers to development applications lodged in the Coonamble local government area. However, the consent authority is another authority and not Council or its delegated staff / contractors. This can include:

- The Independent Planning Commission for state significant development,
- The Regional Planning Panel for regionally significant development, or
- A 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

This relates to any 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 information will be provided to Council for information.

- 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 themselves and can come from government agencies, community groups and environmental advocates.

- Ranger's Monthly Report

This report provides a summary of companion animals (cats and dogs) impounded and other animals. This includes information on 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 the 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 within this section of the report provides Council with information on what has been decided for the month under delegated authority and not subject to 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 a recommendation to decide on the application.

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.

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

July 2025			
Application Number	Description of Works	Address of Proposed Works	Approved Date
Development Applications			
DA008/2025	Dual Occupancy	24-26 Limerick Street Coonamble	12/06/2025
DA003/2025	Transportable Home	78 Yarran Street Coonamble	22/07/2025
DA017/2025	Inground Swimming Pool	35 Hermann Street Coonamble	23/07/2025
DA018/2025	Rural Subdivision	1 Thurloo Road Coonamble	23/07/2025
Construction Certificates			
CC025/2024	Alterations and Additions to Existing Shop	38 Castlereagh Street Coonamble	04/06/2025
CC012/2025	Detached Shed	2 McMahon Street Coonamble	23/07/2025
CC017/2025	Inground Swimming Pool	35 Hermann Street Coonamble	23/07/2025
Subdivision Certificates			
SC002/2025	Rural Subdivision	1 Thurloo Road Coonamble	23/07/2025

Re-zoning of the old sheepyard site

Following Council's endorsement to proceed with the rezoning, the Planning Proposal has received the Gateway Determination from the NSW Department of Planning, Housing and Infrastructure, with the amendment to the Coonamble Local Environmental Plan 2011 to be finalised on or before 26 March 2026.

Prior to public exhibition Council is to:

- Remove references to outdated mapping from planning proposal and include updated mapping.
- Add reference to the site's terrestrial biodiversity in Direction 3.1 Conservation Zones
- Update project timeline.

In accordance with Gateway requirements, consultation regarding terrestrial biodiversity will be undertaken with the NSW Department of Climate Change, Energy, the Environment and Water, with a minimum of 30 working days provided for agency

comment. The proposal will also be publicly exhibited for a minimum of 20 working days.

Reclassification of Land

Council has received the Gateway Determination on 15 May 2025 for the proposed reclassification of land at 40 Calga Street and 34-46 Hickey Street, Coonamble from Community to Operational. No further consultation is required with public authorities or government agencies. Public exhibition of the proposal concluded on Friday, 1 August 2025. No submissions were received.

A public hearing must be held prior to the finalisation of this proposal.

The NSW Department of Planning, Housing and Infrastructure has advised that the associated Local Environmental Plan amendment is to be finalised on or before 4 November 2025.

Core and Cluster Project – Transitional Accommodation and Community Facility

Council is currently assessing a development application submitted by BEJJCO Pty Ltd on behalf of Orana Support Services. The proposal is for the establishment of short to medium-term crisis accommodation for women and children affected by domestic and family violence. The facility will include onsite support services managed by Orana Support Services. Public exhibition and neighbour notification are underway, with submissions closing at 5.00pm on Thursday, 7 August 2025.

Regulatory and Compliance Matters

In June 2025, twenty-six (26) food premises were inspected for compliance with the NSW Food Authority Health Guidelines. All inspected premises met the criteria to participate in the Scores of Doors program. As a result of these inspections, the following outcomes were achieved:

Stars	Number of Premises
	8
	15
	3
No stars	Nil

Council will be distributing certificates in the coming weeks.

Saleyards

During July 2025, the Coonamble Regional Livestock Market conducted two cattle sales, with a total of 1,912 head sold. On 16 July and 30 July respectively, one animal was injured at each sale and subsequently removed to the Coonamble Waste Facility. Scheduled maintenance activities continue as programmed.

Saleyards

	July	Year to Date
Income	(19,587.51)	(19,587.51)
Expenditure	22,909.77	22,909.77
	3,322.26	3,322.26

Truck Wash

Income was not available at the time of producing the financial report for July 2025 below, and will be provided in the August 2025 report.

Truck Wash

	July	Year to Date
Income	0	0
Expenditure	2,673.11	2,673.11
	2,673.11	2,673.11

Companion Animals

The Regulatory Officer's report is provided for July. The following is a summary of companion animal statistics.

CORRESPONDENCE	July 2025	YTD 2025
Infringements (Animals)	2	2
Infringements (Other)	0	0
Change of Details	1	11
Microchipped dogs	9	16
Registrations	4	11

Companion Animal Seizure and Impounding Activities – July

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

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	4	0
Incoming Animals	Dogs	Cats
Transferred from seizure activities	1	0
Abandoned or Stray	2	2

Surrendered	5	0
Total Animals in Pound	12	2

Outgoing Animals	Dogs	Cats
Released to Owner	1	0
Euthanised	4	2
Released to Rehoming Organisation	3	0
Sold	1	0
Died at Pound	0	0
Stolen from Pound	0	0
Escaped from Pound	0	0
Total Animals Leaving Pound	5	0
Animals in Pound at end of Month.	3	0

Dog Attacks

There were two (2) dog attacks reported during July 2025 that are currently under investigation, with penalty infringement notices and dog orders to be issued.

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no current legal implications arising from this report.

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

The Planning, Regulatory and Compliance 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 Planning, Regulatory and Compliance Progress Report for July be received and noted.

10.11 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**File Number: R6****Author: Kerrie Murphy-Director Infrastructure Services****Authoriser: Phillip Perram, General Manager****Annexures: Nil****PURPOSE**

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

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

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

(b) Financial Considerations

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

COMMENTARY

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

Please note that the capital works attachment will now be submitted quarterly, with the next update at the September Ordinary meeting.

Utilities

The Utilities Team have been busy with water main and water service leaks within July. This has seen five (5) water main breaks, and nine (9) water service line repairs completed within the three water reticulation networks.

Stop valve and hydrant replacements have also been progressing with four (4) hydrants and three (3) stop valves replaced within the Coonamble and Gulargambone water reticulation networks.

Seven (7) water meters were replaced across the local government area in the month of July due the existing meters reaching the end of their useful life. It is not always that the meters start to read incorrectly, it is also due to the fact that the meters become hard to read due to weather/UV damage.

Within July, the Utilities project delivery team worked on decommissioning the old water main that runs through the old sheep yard site as this site is being developed and has re-run the water service for the truckwash that was off the decommissioned main to now be serviced off the main on Back Gular Road.



Figure 1: New water service line run to the truckwash

The Utilities Team has been busy with number of sewer service chokes/failures within the month of July with eight (8) sewer chokes unblocked within the Coonamble and Gulargambone sewer reticulation network systems.

The team completely rebuilt three new sewer (boundary shaft/sewer junction) services within the Coonamble sewer reticulation system.

The Gulargambone and Coonamble Sewage Treatment Plants were both operated and maintained satisfactorily within their respective EPA license requirements within July.

The Utilities team has had massive challenges again within July dealing with extensive ragging within the sewage pump stations. In the last week in July a specialized multi combination vacuum truck was immobilized to Coonamble to complete heavy de-sludging and de-ragging works.



Figure 2: Turkey's Nest storage dam at the Golf Club/Racecourse precinct taken nearing completion of the vegetation removal works and at the commencement of the desludging works

The vegetation removal works were completed on the turkey's nest effluent storage dam at the Golf Club/Racecourse along with the desludging works commenced also within July.

Upcoming works:

- *Step screen installation at the Coonamble STP*
- *Water mains replacement Aberford Street/Castlereagh Highway, Wingadee / Hickey Streets, Coonamble and Breelong St Gulargambone*
- *Installation of flow meter at head of sewer treatment plant works in Coonamble*
- *Installation of new valves/actuators at Coonamble water treatment plant*
- *Installation of refurbished bore 4*

URBAN SERVICES

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

New trees in McCullough Street have been planted. These plantings will complement the new parking areas that have been marked out for the Sports ground.

A cleanup of the levee bank at the entrances to town has been completed with additional work programmed over time as resources allow.



Figure 3: Levee Bank before cleanup



Figure 4: Levee Bank after cleanup

Paper daisy seeds have been spread in the Coonamble main street beds and at the Cemetery and Smith Park toilets. These seeds were generously donated by a local business.

Sporting Fields

Council has had soil samples done on the fields and will be treating the turf and soil to get the best out of the existing surfaces into the Spring and Summer seasons.



Figure 3: Sporting Fields in Coonamble with linemarking

Council will be planting additional trees around the grounds of both Coonamble and Gulargambone Ovals, this will further improve the amenity of the facilities.

Parks

McDonald Park is still receiving a lot of vandalism including damage to the toilets, irrigation and furniture, Council will continue to monitor the situation.

The public toilets in Skillman's lane are also receiving ongoing vandalism.

A total of eight (8) new trees have been planted in McDonald Park. Further work will be done once time is available such as another new picnic setting and repairs to the gazebo.

Upcoming works:

- *Installation of two (2) standard picnic tables and an accessible picnic table, with shelters.*

Coonamble Showground

Regular maintenance and weed spaying continue and preparation works are done as events come around.

Cemeteries

Planning has also commenced for new lawn sections to be installed at Coonamble and will commence shortly as the existing lawn section is filling up fast.

The fencing for the Pioneer cemetery has commenced and will be an ongoing project until finished. The work is being done by a single staff member as resources allow. The old turnstiles are being refurbished and will be reinstalled at the Cemetery once completed.

Upcoming works:

- *Hedging and tree planting to occur at Cemeteries*
- *Construction new lawn sections at Coonamble*

Aerodrome

Council is currently doing a specification for the proposed animal exclusion fencing at the Aerodrome and will soon be putting out for expressions to quote for the supply of materials.

Once the materials have been sourced and purchased, Council will then advertise for suitably qualified contractors to erect the fencing.

This is the most economical way for Council to facilitate this project.

Gulargambone Sportsground Facilities Upgrade

The upgrade of Gulargambone's sportsground facilities is now almost complete, with only a few final touches remaining. Winsman Group, who have expertly managed the project from its early stages, are currently addressing a small number of minor issues identified during the handover inspection.

Once these outstanding items have been rectified and Council carries out a final inspection, formal handover will be finalised.

It is both Winsman's and Council's intention to have all works completed and the facilities ready for use ahead of the Junior Rugby Gala Day scheduled for **10 August 2025**.

The project continues to reflect a high standard of workmanship, and Council is pleased with the progress made in recent weeks. Council thanks Winsman Group for their continued professionalism and the Gulargambone community for its ongoing support and patience.





Figures 4, 5, 6 and 7: Interior and Exterior of facilities

MT MAGOMETON QUARRY

Work is continuing to address the outstanding notices received from the Regulator after their inspection on 21 January 2025.

From the 13 Notices, Council has 2.5 Notices that remain outstanding. These Notices are being worked on being cleared as soon as possible. Two (2) of the notices are reliant on external consultants completing the work. Council is working closely with these consultants to get this work finalised. The NSW Resources Regulator needs to be satisfied with the quality of the documentation prior to allowing the Quarry to re-open. We are hopeful in anticipating that this should occur sometime in August.

Council has also recently had a wash-down bay constructed which is the result of an outstanding EPA notice from October 2022.

The following operational components are provided for Council's information.

The 0.5 Notice is dependent on crushing and screening plant training of staff being undertaken. The theory component of this training has been completed, with the practical component to be conducted when Council staff can get access to a plant. Staff have also been enrolled into Certificate III Surface Extraction Operations. This is the first step in Council training their own staff to become Quarry Managers.

Council is now in receipt of the new pit design. This will enable further blasts to be in accordance with best practice and facilitate the most beneficial extraction from the site.

Council continuing to work on outstanding issues with their safety documentation. This safety documentation is the subject of an outstanding improvement notice.

Council is working with contractors to ensure compliance with their safety documentation with regards to Crushing Tender and Blasting Tender. This process is taking some time as the existing documentation that is being submitted is inadequate and does not meet the criteria required. Once this documentation is satisfactory, Council can take the next step to engage a contractor to commence crushing after the Quarry re-opens.

All contractors working at the Quarry are subject to this safety documentation review and any engagement is subject to the successful outcomes of these reviews. These reviews are necessary to ensure that Council can demonstrate their due diligence in engaging contractors, especially given the incident that occurred in August 2023.

This is due to Council being the Mine Operator and responsible for managing risks to health and safety associated with mining operations in accordance with the Work Health Safety (Mines and Petroleum Sites) Regulation 2022.

ROADS

Natural Disaster Work

AGRN 1034 natural disaster restoration works are underway with work complete on Kenilworth, Talegar, Merri Merri, Thurloo, Bulgan, Calga, McGlynns, Mungery, Nortongong, Old Wongy, Thara, Walla Walla, Williga, Old Dubbo, Yarranville, Fishers, Carinda, Gilgooma and Billeroy Roads.

Work is currently occurring on Back Gulargambone, Rosewood, Erdavale Coonamooma Roads. Work is being completed by Council roads crews and one contract crew.

Upcoming works:

- *Flood damage work – Keewong, Bramble, Ottendorf and Nelgowrie Roads*

Urban Streets

Drainage projects, including McCullough/Charles Street dish drain and kerb and gutter in Ross and Maule Streets have now been completed.

Unsealed Roads Maintenance

Staff have been busy over the last month carrying out maintenance on Wingadee Road and Hollywood Lane. The focus has been on natural disaster restoration works during July.

The Mayor and Director Infrastructure met with residents of Wingadee Road on 22 July 2025.

An inspection of the road was undertaken by those present, with the residents providing feedback and showing sections of the road of most concern. It was a positive and constructive meeting with Council providing updates/details on planned work that was currently being done and also advice on what was being done behind the scenes to improve the road in the longer term.



Figure 8: Inspection of culvert on Wingadee Road

Heavy Patching on Baradine Road

Work has commenced on heavy patching on Baradine Road as well as upgrading floodways. It is expected this work will be completed over a three (3) week period weather permitting. When this work is finished, some heavy patching work is programmed to take place on the Pilliga Road.

RMCC

Maintenance is being completed in accordance with the RMAP (agreed schedule with TfNSW). This includes potholes patching, rest area cleaning, routine inspections, sign repairs and roadside slashing.

The rehabilitation project just south of Coonamble on segment 3195 has been completed. Council is awaiting further details from TfNSW in regard to future works including heavy patching and the upgrade to the intersection with Warren Road which is funded for this financial year.

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

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

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

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

10.12 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**File Number:** R-8-32-1**Author:** Kerrie Murphy-Director Infrastructure Services**Authoriser:** Phillip Perram, General Manager**Annexures:** Nil**PURPOSE**

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

EXECUTIVE SUMMARY

Work is continuing to get the project to a point where construction can commence with side tracks and vegetation clearing. Council will be undertaking the construction of any dry weather side tracks.

BACKGROUND

Tooraweenah Road is the most direct route from the town of Coonamble to the Warrumbungle National Park.

The section of road to be upgraded commences from the end of the sealed section at Coonamble and continues to the boundary with Gilgandra Shire Council.

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

The project originally aimed 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. The focus is now on the unsealed section, which is approximately 27km long.

(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 Program (ROSI). The funded budget is \$41.2 million.

COMMENTARY**Work completed to date***Identification of additional vegetation removal*

The reviewed REF has now been received and is currently being reviewed. Comments are only addressing minor items and ensuring there is no contradiction within the document.

The environmental contractors were onsite in mid-April to identify/assess the additional vegetation required to be removed. From this inspection, several issues

have been identified that require addressing in an effort to manage/minimise the impact on the environment in the road corridor that corresponds to the project footprint. These include conflicts with Threatened Ecological Communities (Weeping Myall Woodlands), hollow bearing trees, blaze trees (often large and old trees that have historical significance) and scarred trees.

Identification of staging for road closures and side track proposals

Potential detour routes have been identified, with a view to minimising impact to local traffic movements and the environment.

This means that the number of side tracks will be minimised, as a number of culvert locations require full road closures to enable construction, and part road closures for others. Once these have been finalised, there will be stakeholder engagement with the residents affected by these.

Community Consultation

The project team are working on updates for Council's website, which include FAQs and a project specific email for the community to get in touch with regards to the project.

The team have also met with Tooraweenah Road residents on multiple occasions to touch base and provide information around where the project is currently up and the next steps.

Tender documentation

Tender documentation is currently being finalised. It is currently sitting at 90% complete. Now that the REF has been received, it will form a part of this documentation.

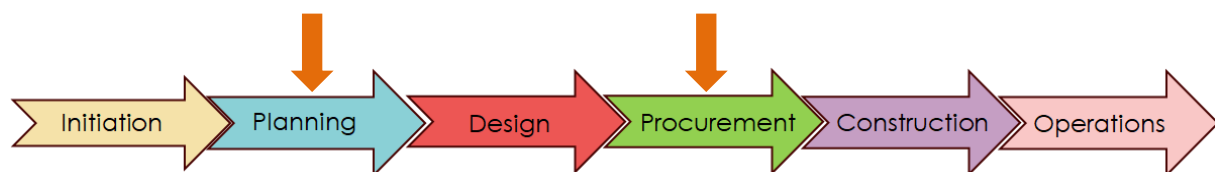
The proposed detour routes and road closures will also form a component of the tender so that the prospective contractor is aware of how the project is to proceed.

The Probity Officer has now been engaged, and the Tender document is currently being reviewed by them so it can be finalised in preparation for release to the public.

At the request of the General Manager a review of the delivery and procurement strategy is being completed to assess if equivalent local engagement of suppliers, workforce, etc. can be achieved through a single principal contractor delivery methodology in comparison to a co-delivery model. The review is taking into consideration CSC's desire to maximise local engagement while balancing the overall lowest risk and most economical project delivery model.

Future project development

We are currently in the following stages of project development:



Planning

The review of the REF was necessary to take into consideration updates to relevant legislation to ensure Council is undertaking its due diligence with regard to vegetation assessment for removal.

Design

The design has been finalised. Consideration has been given to feedback received on the raising of the height of the road the project team are now confident that the design process can be closed out.

Procurement

A combination of existing tenders and requests for quotation (RFQ) are being used to facilitate the purchasing of what is required to progress the project at this stage. A Procurement Plan is currently being drafted also, which will further assist this.

The tender for the culvert construction is being finalised, with a view to being advertised in August. Council has engaged a probity advisor to assist with the risk management of the process and to ensure there is transparency for Council in the process. This will be a single tender with one contractor looking to be engaged. Notwithstanding this, the successful contractor will have the ability to nominate sub-contractors in their tender.

There will be no requirement for prospective tenderers to have formal R1 or F5 prequalification certification, however, they must still, informally, meet the requirements of these schemes. This is necessary to manage the risk to Council for this project.

For the purpose of the tender, the construction specifications have been amended to reflect the changes that have occurred since the original tender went out last year. This includes the components that were originally in the tender being removed for example: fisheries permit, service location, site office, etc.

Construction

The project team are currently identifying work zones that need to be restricted at particular times eg: harvest.

The following operational components are provided for Council's information.

Now that the REF review has been finalised, the areas of vegetation concern can be sectioned off and the additional clearing and grubbing can commence. Then, when the clearing and grubbing has been finished, any side tracks in Council's sections of works can then be constructed.

The site compound hardstand area has been extended with the delivery of the additional culvert units commenced. Further crown units will be delivered over the next few weeks. The footings for the site compound have been installed ready for delivery.

Delivery of remaining crown units has been completed. Procurement of pipes and headwalls is ongoing.

There was one (1) submission received regarding the raising of the height of the road and the project team have worked through it. A determination of the feedback has been finalised and the residents has been advised of the outcome.

CONCLUSION

Work is continuing on getting the project to a point where construction can commence with side tracks and vegetation clearing.

Pending review of the tender documentation by the probity officer, it is anticipated that the culvert construction tender will be released in late August.

Council completed maintenance works on the road over the previous months, however, wet weather has led to new damage to the road. Staff are continuing to monitor the road conditions and will intervene when there is an unacceptable safety risk that can be addressed within the available resources and funded from the maintenance budget.

RECOMMENDATION

That Council note the report and the progress on the Tooraweenah Road Upgrade Project.

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

Nil

12 CONFIDENTIAL MATTERS

RECOMMENDATION

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

12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 9 July 2025

12.2 Tender 2001948 Construction of Levee Bank Stage 4A (Riverbank Stabilisation and Restoration Works)

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

12.3 Request for Concession Towards Water User Charges

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

13 CONCLUSION OF THE MEETING