



MANAGEMENT PLAN

FOR

***COONAMBLE COMMON
2021***

Adopted: 28 September 2021

1. BACKGROUND

A management plan is a formal document that details the strategic and/or operational (day-to-day) management of a common. On 13 October 2009, the Management Plan for Coonamble Common ('Management Plan') was presented to the Commoners. It was adopted on 9 December 2010.

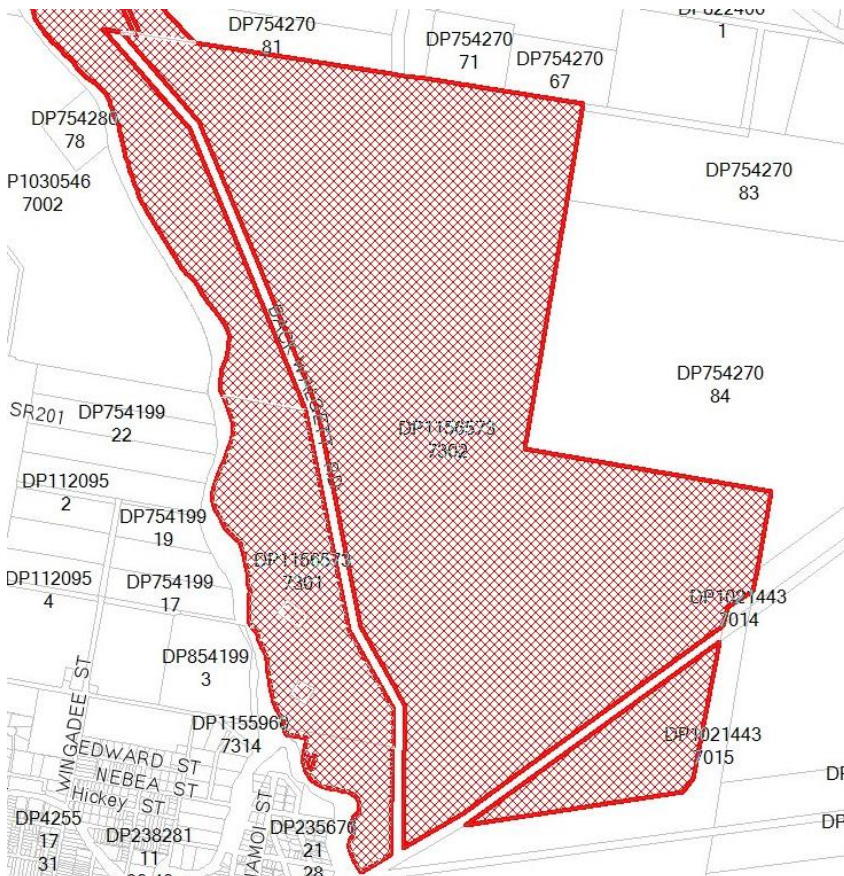
2. DESCRIPTION OF COMMON

Reserve 65624 for Commonage notified in Government Gazette 22 November 1935 (Folio 4547)

Addition to Reserve 65624 for Commonage notified in Government Gazette 26 February 1965 (Folio 619)

That land described as Lots 7300, 7301, 7302, 7303 & 7304 of DP1156573.

Comprising 805 hectares vacant open grazing land with stock yards and associated infrastructure.



3. RELEVANT LEGISLATION

Commons Management Act 1989
Commons Management Regulation 2018

4. COMMON TRUST

Coonamble Common Trust notified in Government Gazette 26 March 1993 –
Trustees: Coonamble Shire Council.

5. PURPOSE OF MANAGEMENT PLAN

Under s. 29 of the Common Management Regulation 2018, specifies that a management plan must comply with the following requirements:

- (a) It must specify the purposes for which the common may be used,
- (b) It must specify who is allowed to use the common for those purposes,
- (c) It must specify how and by who the common is to be maintained,
- (d) It must specify how and by whom the expenses maintain the common are to be funded.

This Management Plan addresses the regulation as well as other local management issues.

6. PURPOSE FOR WHICH COMMON MAY BE USED

Provision of good quality grazing for livestock owned by town commoners in accordance with seasonal conditions.

With the approval of the majority of commoners at an annual general meeting, cropping conducted by Coonamble Shire Council.

7. THOSE ENTITLED TO USE THE COMMON

Persons allowed to use the common are those who have applied and been accepted as “Commoners” in accordance with the *Commons Management Act 1989* and meeting the following provisions:

- Live within the land district in which the Common is located and do not hold more than 20 hectares of land within that land district;
- Are not enrolled as a commoner of another Common;
- Meet any other membership requirements set out in the notice which established the Common.

8. MAINTENANCE PRINCIPLES OF THE COMMON

The Trustees shall be responsible for ensuring the maintenance of the Common, including the control of pests and noxious weeds, subject to sufficient funds being available for the operations of the Trust.

A Common Ranger shall be employed to control and administer the use of the Common, including the limiting of grazing during long, dry periods.

Where funding becomes available pasture improvement shall be carried out.

9. RESPONSIBILITY FOR MAINTENANCE COSTS OF THE COMMON

Users of the Common shall pay fees as set, from time to time, by the Trust Board and approved at a general meeting of Commoners.

10. KEY MAINTENANCE AND OPERATION ACTIONS

- (1) Maintain manageable stocking rates reducing impact on pasture levels and maximising grazing use.
- (2) Carry out pasture improvement programs subject to budgetary constraints as approved by the Trustees.
- (3) Conduct frequent inspections to determine the incidence of noxious weeds and pests and implement any necessary eradication programs.
- (4) Conduct frequent inspections of fencing, stockyards and watering points to ensure they are in serviceable condition, subject to budgetary constraints.
- (5) The Common will only be opened or closed by the authority of the General Manager or his nominee.
- (6) Compliance with the terms and provisions of the Commons Management Act 1989.

11. NUMBER OF ANIMALS AGISTED

Commoners are permitted to agist 8 head.

The second calves (not twins) on cows are agisted free until they reach six months of age.

12. ANNUAL FEE

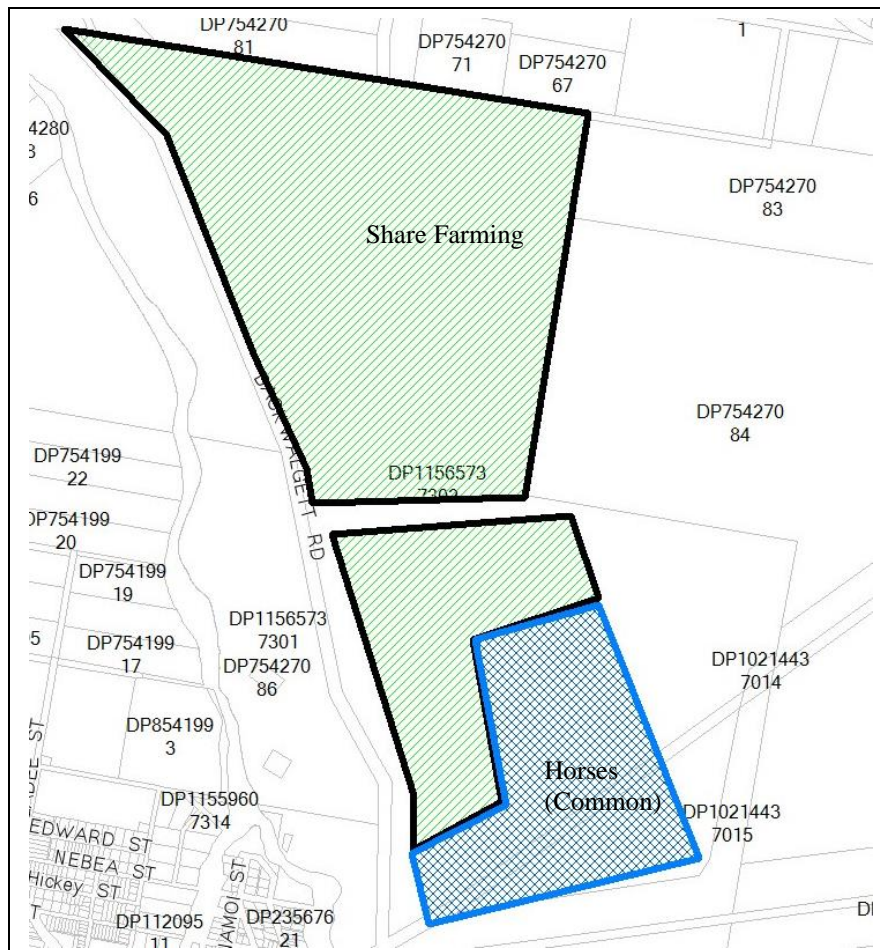
An annual fee of \$5.00 was set by Commoners at the annual meeting held on 13 October, 2009. This annual fee must be paid by Commoners before 31 August in each year for the ensuing year. Any commoners who do not pay this fee will be removed from the list of eligible voters for the annual general meeting.

13. USER FEES AND CHARGES

Fees and charges are adopted at the Annual General Meeting (AGM) prior to each financial year, however cannot be adopted lower than the previous set fees and charges.

14. COONAMBLE COMMON SHAREFARMING ARRANGEMENT

Share farming was introduced to the Coonamble Common as part of Council's share farming. The Coonamble Common is one of the three and a total of 660 acres outlined in the figure below. Rates are calculated per hectare are for spraying, ploughing, scarifying, sowing and harvesting. Rates for cartage is calculated per tonne. The following provides the area that is currently part of the share farming lease.



15. REVIEW OF THIS MANAGEMENT PLAN

The Trustees shall assess the outcomes associated with any actions required within this Plan and report to the annual general meeting of Commoners accordingly.

This Plan may only be altered by a majority vote of those in attendance at a duly constituted general meeting of Commoners.

Schedule 1 outlines other provisions relating to the Coonamble Common in alignment with both the Act and Regulation.

Schedule 2 provides the communication protocols for the management of the Common.

The Management Plan for the Coonamble Common		
Department: Environment, Strategic Planning and Community		
Version	Date	Author/Comments
0.1	13/10/2009	Presented to Commoners
1.0	9/12/2010	Adopted by Council
1.1	5/8/2021	Reviewed by Executive Leader Environment, Strategic Planning and Community
1.2	16/9/2021	Additions following meeting with Commoners
2.0	28/9/2021	Adopted by the Coonamble Commoners at Annual General Meeting on 28 September 2021.
<p>Review Date: This management plan may be amended or revoked at any time and must be reviewed at least three (3) years since its adoption (or latest amendment). The Executive Leader of Environment, Strategic Planning and Community will be responsible for the review of this Policy. Review of this management plan will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines. [date to be inserted]</p>		
<p>Amendments in the release: Amendments include new Council template.</p>		
Section Title	Section Number	Amendment History
Background	1	Introduction of a Background section to explain the circumstances which led to the creation and adoption of the policy.
Description of Common	2	Update to Lot and DP as it was incorrect.
Relevant Legislation	3	New section to link to relevant legislation.
Purpose of Management Plan	5	New section to link to Act.
Various	6-10	Editorial edits.
Number of animals agisted	11	New section to specify number agisted.
Fees and charges	13	New section to specify mechanism for fees and charges.
Share farming	14	Coonamble Common sharefarming arrangement
<p>Annexure Attached (NEW): Schedule 1 – Administrative Matters Schedule 2 – Communication Protocols</p>		
<p>Hein Basson General Manager</p>		

SCHEDULE 1 – ADMINISTRATIVE MATTERS FOR COMMONERS

The *Common Management Act 1989* and the *Common Management Regulation 2018* outlines the legislative requirements of the Coonamble Common. Schedule 1 – Administrative Matters uses excerpts of the Act and Regulation to provides a local context for the Coonamble Common and should be read in conjunction with the Act and Regulation.

Annual General Meeting of Commoners – Meeting Date

Under s. 31 of the Act, the Trust is to hold an annual general meeting (AGM) of commoners, at least once in each calendar year and within the period of 3 months after the end of each financial year of the trust.

The Coonamble Commoners agree that the XX Day of the XX week of the XX month is the best suited day. Another day can also be nominated within a similar timeframe dependent on the Commoners' availability.

Information provided at the AGM

Under s. 31(6), at an AGM, the trust must submit to the commoners accounts which provide a true and fair view of the following:

- (a) (a) the income and expenditure of the trust during its last preceding financial year,
- (b) (b) the assets and liabilities of the trust at the end of that financial year,
- (c) any mortgages which, at the end of that financial year, affected the common for which the trust is established.

SCHEDULE 2 – COMMUNICATION PROTOCOL

1.1 GENERAL ENQUIRIES AND BUSINESS

1. The Commoners acknowledge to contact the main points of contact to facilitate operation and maintenance activities or general business enquiries.
2. All general enquiries and general business issues are to be provided to Council's Regulatory Officer on 0427 255 881. Council's Regulatory Officer will record the enquiry through Council's internal system.
3. All emailed general enquiries and general business must be directed to:
 - Noreen.vu@coonambleshire.nsw.gov.au
 - regulatory@coonambleshire.nsw.gov.au
4. All financial enquiries must be directed to:
 - finance@coonambleshire.nsw.gov.au.
5. Council Officers will endeavour to contact the Commoner(s) within 48 hours on an action plan regarding the nature of the enquiry.
6. The Commoners can also include the nominated councillor representative into the correspondence. However, it is inappropriate to directly contact Councillors on operational matters without firstly contacting Council Officers.

1.2 UNPLANNED AND EMERGENCY ENQUIRIES

1. Commoners acknowledge to contact the main points of contact to facilitate unplanned and emergency enquiries.
2. In general, the main point of contact will be Council's Regulatory. All unplanned and emergency enquiries should be communicated to the Council Regulatory Officer as soon as reasonably possible. If the Council's Regulatory Officer is unavailable, please contact the Council telephone number on (02) 6827 1900 and state the particular problem experienced as well as asking for a timeframe within which feedback will be provided.

1.3 ESCALATION OF ISSUES

- Where issues are unable to be resolved in 1.1 and 1.2, Coonamble Commoners and Councillors should escalate issues to the General Manager at:

- gm@coonambleshire.nsw.gov.au

	Officer	Contact Details
General Enquiries and Business	1. Council Regulatory Officer	Robert Tosh 0427 255 881 regulatory@coonambleshire.nsw.gov.au
	2. Executive Leader Environment, Strategic Planning and Community	Noreen Vu 0418 513 674 Noreen.vu@coonambleshire.nsw.gov.au
Financial Enquiries and Information	1. Finance	(02) 6827 1900 finance@coonambleshire.nsw.gov.au
Unplanned and Emergency Enquiries	1. Council Regulatory Officer	Robert Tosh 0427 255 881 regulatory@coonambleshire.nsw.gov.au
	2. Council Office	(02) 6827 1900
Escalation of Issues	1. General Manager	Hein Basson 6827 1900 gm@coonambleshire.nsw.gov.au