



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 15 September 2021

Date: Wednesday, 15 September 2021

Time: 10.00 am

**Location: Shire Chamber
Coonamble**

Pre-Meeting Session: Kindly note that a Pre-Meeting Session will be held at 9:00am in the Council Chamber to allow for questions from Councillors to be asked regarding items included with the Business paper – in order to ensure clarity and an informed decision-making process. Councillors are also encouraged to make contact with the General manager or the applicable Executive Leader before the Council Meeting to clarify any questions that you may have.

**Hein Basson
General Manager**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 15 September 2021 at 10.00 am.

Order Of Business

| | | |
|-----------|---|-----------|
| 1 | Opening Meeting | 4 |
| 2 | Acknowledgement of Country | 4 |
| 3 | Community Consultation | 4 |
| 4 | Apologies/Applications for Leave of Absence by Councillors | 4 |
| 5 | Deputation/Delegations | 4 |
| 6 | Confirmation of Minutes | 4 |
| 6.1 | Ordinary Meeting - 11 August 2021 | 5 |
| 7 | Disclosures of Conflicts of Interest | 15 |
| 8 | Mayoral Minute | 16 |
| | Mayoral Minute..... | 16 |
| | Section A - Matters for Consideration by Council | 21 |
| | Section B - Matters for Information Only | 21 |
| 9 | Committee Reports | 21 |
| | Nil | |
| 10 | Reports to Council | 22 |
| 10.1 | Status Report Regarding Councillor Enquiries | 22 |
| 10.2 | LGNSW Board Elections - Annual and Special Conferences | 24 |
| 10.3 | Economic Development & Growth - Progress Report..... | 36 |
| 10.4 | Tourism and Events - Progress Report | 54 |
| 10.5 | Draft Coonamble Museum Under the Bridge Collection Policy | 71 |
| 10.6 | Risk Management and Internal Audit Framework for Local Councils..... | 83 |
| 10.7 | Rates and Charges Collections - AUGUST 2021 | 87 |
| 10.8 | Status of Investments - August 2021 | 90 |
| 10.9 | Request for Concession Towards Water and Sewer User Charges..... | 93 |
| 10.10 | Applications for Financial Assistance under Council's Donations Policy..... | 101 |
| 10.11 | Review of Investment Policy..... | 105 |
| 10.12 | Quarterly Budget Review - June 2021 | 116 |
| 10.13 | Financial Reports for Year Ended 30/06/2021 | 120 |
| 10.14 | Urban Services - Works in Progress..... | 123 |
| 10.15 | Community Service Progress Report | 126 |
| 10.16 | Environment and Strategic Planning Progress Report | 131 |

- 10.17 Saleyards Report.....142
- 10.18 Consideration of Development Application 021/2021154
- 11 Notices of Motions/Questions with Notice/Rescission Motions198**
- 11.1 Questions with Notice and Notice of Motion**Error! Bookmark not defined.**
- 12 Confidential Matters.....210**
- 12.1 Closed (Public Excluded) Council Meeting of the Coonamble
Shire Council - 11 August 2021210
- 12.2 Notice of Motion - Confidential210
- 13 Conclusion of the Meeting211**

1 OPENING MEETING

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

5 DEPUTATION/DELEGATIONS

6 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 11 August 2021 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 11 August 2021**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 11 AUGUST 2021 AT 10.00AM**

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

IN ATTENDANCE: Hein Basson (General Manager), Bruce Quarmby (Executive Leader - Corporate and Sustainability), Ian Dinham (Acting Executive Leader - Infrastructure), Noreen Vu (Executive Leader - Environment, Strategic Planning & Community), Pip Goldsmith (Manager of Economic Development & Growth)

1 OPENING MEETING

The Mayor opened the meeting at 10.12 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;
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- 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

NIL.

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

NIL.

5 DEPUTATION/DELEGATIONS

NIL.

6 CONFIRMATION OF MINUTES**RESOLUTION 2021/173**

Moved: Cr Bill Fisher

Seconded: Cr Pat Cullen

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 14 July 2021 be confirmed as a correct record of the proceedings of the meeting.

CARRIED**7 DISCLOSURES OF CONFLICTS OF INTEREST**

Cr Deans informed the meeting that she has a non-pecuniary conflict of interest regarding Item 10.3 Economic Development & Growth – Progress Report regarding the Inland Rail Project and a potential farm-stay operation and Item 10.9 Environment and Strategic Planning Progress Report regarding the Ralston Quarry and Single Quarry Development Applications. Cr Deans stated that her farming business is involved with grain production, her property is potentially affected by the proposed route of the Inland Rail Project, will potentially be used as a farm-stay offer, and is in close proximity of the proposed quarry developments. She indicated that she will remain in the room, contributing to discussions and voting on the items.

8 MAYORAL MINUTE**RESOLUTION 2021/174**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

- 1. That Council notes the contents of the Mayoral Minute.**
- 2. That Council calls on the NSW Government to withdraw the Environmental Planning and Assessment Amendment (Infrastructure Contributions) Bill 2021 (the Bill) from the NSW Parliament.**
- 3. That Council calls on the NSW Government to undertake further consultation with the local government sector on any proposed reforms to the infrastructure contributions system.**
- 4. That Council calls on the NSW Government to de-couple the Independent Pricing and Regulatory Tribunal led review of the rate peg to include population growth from the infrastructure contributions reforms.**
- 5. That Council writes to the local State Member for Barwon Mr Roy Butler MP, the Premier the Hon Gladys Berejiklian MP, Treasurer the Hon Dominic Perrottet MP, Minister for Planning and Public Spaces the Hon Rob Stokes MP and Minister for Local Government the Hon Shelley Hancock MP seeking them to withdraw the Bill.**
- 6. That Council writes to the Shadow Treasurer the Hon Daniel Mookhey MLC, Shadow Minister for Planning and Public Spaces Mr Paul Scully MP, Shadow Minister for Local Government Mr Greg Warren MP, The Greens Mr David Shoebridge MLC, Shooters, Fishers and Farmers Party the Hon Robert Borsak MLC, Pauline Hanson's One Nation the Hon Mark Latham MLC, Animal Justice Party the Hon Emma Hurst MLC, Christian Democratic Party (Fred Nile Group) the Hon Fred Nile MLC, Independent Mr Justin Field, Portfolio Committee Chair The Greens Ms Cate Faehmann, Portfolio Committee Deputy Chair Animal Justice Party the Hon Mark Pearson MLC and Committee members Liberal Party the Hon Catherine Cusack MLC and the Hon Shayne Mallard MLC, The Nationals the Hon Ben Franklin MLC and Australian Labor Party the Hon Rose Jackson MLC and the Hon Adam Searle MLC seeking their support in securing the withdrawal of the Bill from the NSW Parliament and outlining council's concerns with the Bill.**
- 7. That Council alerts the local media to the threat of future ratepayer funds being expended rather than developer levies for new infrastructure brought about by increased development under the proposed legislation and shares and promotes these messages via its digital and social media channels and via its networks.**
- 8. That Council affirms its support to LGNSW and requests LGNSW continue advocating on our behalf to protect local government from any amendments to infrastructure contributions which leaves councils and communities exposed to expending ratepayer funds on new infrastructure made necessary by new development, currently the responsibility of developers.**

CARRIED

The Mayor also made mention that there was a confirmed Covid-19 case in Dubbo.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

NIL.

10 REPORTS TO COUNCIL

10.1 STATUS REPORT REGARDING COUNCILLOR ENQUIRIES

RESOLUTION 2021/175

Moved: Cr Pat Cullen

Seconded: Cr Robert Thomas

That Council notes the information in this report.

CARRIED

10.2 WORKPLACE INJURY MANAGEMENT REPORT

RESOLUTION 2021/176

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

That Council notes the contents of the Workplace Injury Management Report.

CARRIED

10.3 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT

RESOLUTION 2021/177

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

That Council notes the contents of this report.

CARRIED

10.4 COUNCILLOR FEES 2021/22 - LOCAL GOVERNMENT RENUMERATION**RESOLUTION 2021/178**

Moved: Cr Pat Cullen

Seconded: Cr Robert Thomas

That Council increases Councillor fees for the 2021/22 financial year by 2.0%, with effect from 1 July 2021, noting that the fees will be as follows:

- Mayor: \$10,888 plus \$20,661 = \$31,549 per annum.**
- Councillor: \$10,888 each per annum.**

CARRIED

10.5 COONAMBLE SHIRE COUNCIL POSITION STATEMENT ON THE RECOGNITION OF RURAL FIRE SERVICE ASSETS.**RESOLUTION 2021/179**

Moved: Cr Pat Cullen

Seconded: Cr Bill Fisher

- 1. That Council notes the information contained in this report.**
- 2. That Council formally adopts the Position Statement on the Recognition of Rural Fire Service Assets as attached to the report.**
- 3. That Council in principle supports Leeton Shire Council's Audit, Risk and Improvement Committee's adopted stance regarding the non-recognition and treatment of NSW Rural Fire Service assets.**

CARRIED

10.6 RATES AND CHARGES COLLECTIONS - JULY 2021**RESOLUTION 2021/180**

Moved: Cr Pat Cullen

Seconded: Cr Bill Fisher

That Council notes the information provided in the report.

CARRIED

10.7 STATUS OF INVESTMENTS - JULY 2021

RESOLUTION 2021/181

Moved: Cr Bill Fisher
Seconded: Cr Pat Cullen

That Council notes the list of investments as at 31 July 2021 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.

CARRIED

10.8 URBAN SERVICES - WORKS IN PROGRESS

RESOLUTION 2021/182

Moved: Cr Barbara Deans
Seconded: Cr Bill Fisher

That Council notes the information in this report.

CARRIED

10.9 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT

RESOLUTION 2021/183

Moved: Cr Barbara Deans
Seconded: Cr Karen Churchill

That Council notes the contents of this report.

CARRIED

10.10 COMMUNITY SERVICE PROGRESS REPORT

RESOLUTION 2021/184

Moved: Cr Barbara Deans
Seconded: Cr Bill Fisher

That Council notes the information contained in this report.

CARRIED

10.11 SALEYARDS REPORT

RESOLUTION 2021/185

Moved: Cr Bill Fisher

Seconded: Cr Karen Churchill

That Council notes the information provided in this report.

CARRIED

10.12 LIBRARY SERVICES POLICY

RESOLUTION 2021/186

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

- 1. That Council notes the contents of this report.**
- 2. That Council adopts the revised Library Services Policy.**

CARRIED

10.13 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

RESOLUTION 2021/187

Moved: Cr Karen Churchill

Seconded: Cr Barbara Deans

That Council notes the information in this report.

CARRIED

11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

11.1 NOTICE OF MOTION - EXTINGUISH PETROLEUM EXPLORATION LICENSES

RESOLUTION 2021/188

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

That Council supports the extinguishing of the ‘zombie PELs’ that cover NSW, particularly the Petroleum Exploration Licences in the local government areas of the Narrabri, Liverpool Plains and Coonamble Shire Councils and for a letter in this regard to be written to the NSW Minister of Mining and the Deputy Premier.

CARRIED

At 11.31 am, Council adjourned for morning tea and resumed the meeting at 11.50 am.

12 CONFIDENTIAL MATTERS

RESOLUTION 2021/189

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

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 Annual Performance Review - General Manager

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).

CARRIED

At 11.52am the General Manager and staff left the meeting. The General Manager returned to the meeting at 12.19pm with other staff re-joining at 12.31pm.

12.1 ANNUAL PERFORMANCE REVIEW - GENERAL MANAGER

RESOLUTION 2021/190

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

That Council notes the outcome of the General Manager’s Annual Performance

Review conducted by Council's General Manager's Performance Management Committee on 27 July 2021, and authorises a two (2) percent increase in the remuneration package of the General Manager in accordance with Clause 8.3 of the Standard Contract of Employment for General Managers of Local Councils in NSW.

CARRIED

Cr Churchill requested for her vote to be recorded against the motion.

RESOLUTION 2021/191

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

That Council moves out of Closed Council into Open Council.

CARRIED

RESOLUTION 2021/192

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

That Council adopts in Open Council the resolution passed in Closed Council (Resolution 2021/190).

CARRIED

13 CONCLUSION OF THE MEETING

The Meeting closed at 12.32pm.

The minutes of this meeting were confirmed at the Council held on 15 September 2021.

.....
CHAIRPERSON

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

MAYORAL MINUTE

File Number: M3
Author: Marina Colwell-Executive Support Officer
Authoriser: Hein Basson, General Manager
Annexures: 1. Email Correspondence

Mayor’s Activities Report

I have pleasure in reporting to Council my activities in the role of Mayor since the August 2021 Meeting.

➤ **Mental Health Professional for Coonamble**

The General Manager has been in email contact with Hon Mark Coulton MP in relation to obtaining a Mental Health Professional to service the Local Government Area (LGA). Mr Coulton has informed Council that the Australian Government is investing \$2.3 billion in the National Mental Health and Suicide Prevention Plan. (Please refer to Annexure One (1) for the full response.)

➤ **Coonamble in Lockdown**

- I had a phone conversation with the Hon Sam Farraway MLC, requesting for further testing clinics during the month of August. The table below show the number of Testing and Vaccination Clinics that have happened and are still ongoing within the LGA.

| Date | Type | Location | Agency |
|------------------|-------------|--------------|---|
| Ongoing | Vaccination | Coonamble | Coonamble Aboriginal Medical Service |
| Ongoing | Vaccination | Coonamble | Ochre Medical Centre |
| Ongoing | Testing | Coonamble | Coonamble Hospital and MPS |
| 23-AUG-21 | Testing | Gulargambone | Gulargambone MPS |
| 24 to 29-AUG-21 | Vaccination | Coonamble | Loxley Health and WNSWLHD |
| 27-AUG-21 | Vaccination | Gulargambone | Royal Flying Doctor Service |
| 30 and 31-AUG-21 | Vaccination | Gulargambone | Loxley Health and WNSWLHD |
| 03-SEP-21 | Vaccination | Quambone | Royal Flying Doctor Service |
| UPCOMING | | | |
| 9 and 10-SEP-21 | Vaccination | Coonamble | ADF and WNSWLHD (The most recent information is that these clinics have now been cancelled because of the good vaccination rates that have been obtained in Coonamble.) |

ADF = Australian Defense Force

WNSWLHD = Western New South Wales Local Health District

- Response to Vaccinations – I would like to commend the residents for responding to the Testing and Vaccination Clinics held within the LGA. Coonamble is one of the leading communities in non-metropolitan NSW for testing and vaccinations. In an email received from the Ochre Health team; Coonamble LGA is one of the first regional NSW areas to hit 80% + first vaccinations – with second dose vaccinations sitting just under 40%.
- Food Hampers are available for residents who have to isolate in term of the Public Health Order and Council staff can be contacted for information in this regard.

RECOMMENDATION

That Council notes the contents of the Mayoral Minute.

Marina Colwell

From: Hein Basson
Sent: Tuesday, 17 August 2021 4:58 PM
To: Marina Colwell
Subject: FW: Mental Health Counsellor/Professional for Coonamble Local Government Area

Hi Marina

Can you please get this email registered and report on it as part of the Mayor's Minute in the BP?

Thanks and regards
Hein

COONAMBLE
SHIRE COUNCIL

Hein Basson
General Manager

Telephone: 02 6827 1900 Mobile: 0408 669 931
Email: gm@coonambleshire.nsw.gov.au
80 Castlereagh Street, Coonamble, NSW 2829
PO Box 249, Coonamble, NSW 2829
www.coonambleshire.nsw.gov.au

From: Coulton, Mark (MP) <Mark.Coulton.MP@aph.gov.au>
Sent: Tuesday, August 17, 2021 2:29 PM
To: Hein Basson <gm@coonambleshire.nsw.gov.au>
Subject: RE: Mental Health Counsellor/Professional for Coonamble Local Government Area

Dear Hein

Thank you for contacting me and sharing your concerns and insight.

Providing the right mix of mental health services is always a challenge and a one-size-fits-all approach is not always appropriate.

I am pleased to advise the Australian Government is investing \$2.3 billion in the National Mental Health and Suicide Prevention Plan – the largest Commonwealth mental health investment in Australia's history. The Budget commitment includes creating a landmark national network including up to 57 additional mental health treatment sites for adults. It will also fund more centres for youth and children through the Head to Health and headspace programs. It brings the government's total estimated mental health spend to \$6.3 billion in 2021–22.

The Plan is based on five key pillars:

1. prevention and early intervention
2. suicide prevention
3. treatment
4. supporting the vulnerable
5. workforce and governance.

The Plan will transform mental health care in Australia by:

- building a world-class Head to Health digital gateway for Australian dealing with mental health issues
- ensuring our mental health and suicide prevention system reaches Australians where they work, learn and live
- enhancing mental health in primary care

- establishing a network of mental health centres for adults, young people and children through the Head to Health and headspace programs
- building a system that is efficient, joined up, easy to navigate and people-focused
- providing appropriate, ongoing follow-up care to every Australian discharged from hospital after a suicide attempt.

This \$2.3 billion investment is the first phase of the response to the findings of the Productivity Commission's Inquiry into Mental Health and Suicide Prevention Adviser's [Final Report](#).

Regards
Mark



From: Hein Basson <gm@coonambleshire.nsw.gov.au>
Sent: Thursday, 12 August 2021 1:03 PM
To: Coulton, Mark (MP) <Mark.Coulton.MP@aph.gov.au>
Cc: Mayor <mayer@coonambleshire.nsw.gov.au>; Cr Robert Thomas <Robert.Thomas@coonambleshire.nsw.gov.au>; Robert Thomas <coonamble.ag.spray@bigpond.com>
Subject: Mental Health Counsellor/Professional for Coonamble Local Government Area

Dear Mark

You may be aware that we had a male person of around 50 years old completing a suicide on Monday, 9 August 2021.

Cr Robert Thomas (Octo) has requested me to send you an email after he has had a discussion with you yesterday about this sad occurrence within our community, requesting you to please look into the situation where our community do not have regular and frequent access to a Mental Health Counsellor/Professional. I have taken this matter up with our Mayor, Cr Al Karanouh, and he is supportive of this request.

The thinking is that if such a position has existed, assistance and support could have been provided to the person who have experienced the mental health challenges, as well as to the family before and after this dreadful event.

I understand that this situation in all probability presents a challenge, as many on-line services are nowadays available, as well as mental health care plans that could be accessed through GPs and Medicare. In addition, I do not have clarity in my own mind as to whether this issue represents an area that is a State or Federal Government matter.

However, it is my understanding that there is a definite need for a more personalised mental health service to be made available for rural communities. The perception that may exist is that now that the drought is over, all personal and mental health difficulties that rural people may have suffered from for a significant period of time, have disappeared after the good rainfall we have thankfully received. This is sadly not the case, as it is my information that it takes years for some people to gain equilibrium again after having suffered a prolonged period of adverse conditions.

It will be greatly appreciated if you could provide Council with your support for the funding of such a position and/or your advice in this matter. If you have any questions, please do not hesitate to give me a call.

Kind regards
Hein

COONAMBLE
SHIRE COUNCIL

Hein Basson
General Manager

Telephone: 02 6827 1900 Mobile: 0408 669 931

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SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL**10.1 STATUS REPORT REGARDING COUNCILLOR ENQUIRIES**

File Number: R6
Author: Marina Colwell, Executive Support Officer
Authoriser: Hein Basson, General Manager
Annexures: Nil

PURPOSE

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

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

Shown below is a list of outstanding enquiries received from Councillors since implementation of this procedure up to the end of August 2021:

| Date Received | Councillor | Enquiry | Enquiry No Referred to | Comments/Status |
|---------------|-------------|--|-----------------------------------|---|
| 21/07/2021 | Cr Karanouh | Clean up block – 24 Coonamble Street, Gulargambone | 0051/2022 Environmental Services. | A Notice of Intention to Serve has been issued. |

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

(a) Governance/Policy Implications

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

(c) Legal Implications

There are no legal implications arising from this report.

(d) Social Implications

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

(e) Environmental Implications

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

(f) Economic/Asset Management Implications

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

(g) Risk Implications

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

CONCLUSION

The current status of Councillors' enquiries to the end of August 2021 is documented above.

RECOMMENDATION

That Council notes the information in this report.

10.2 LGNSW BOARD ELECTIONS - ANNUAL AND SPECIAL CONFERENCES**File Number:** L 10 & L 10-3**Author:** Marina Colwell-Executive Support Officer**Authoriser:** Hein Basson, General Manager**Annexures:**

1. Key Dates
2. Time Table List
3. Draft Conference Program 2022

PURPOSE

The purpose of this report is to inform Council of the revised date of the Local Government NSW (LGNSW) Annual Conference, which will now be held on 29 November 2021 as an online conference, followed by a Special Conference on 28 February to 2 March 2022. Council may nominate representatives to take advantage of the 'early bird' reduced fee registrations.

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.

The conference will be following Government guidelines on holding safe events and social distancing, noting that these requirements can change in the future. The organisers will be following hygiene and safe practices by cleaning surfaces, arranging seating, overseeing food preparation, and transport, as well as medical assistance as required.

(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 2022 Annual Conference is \$979.00 per person, plus the cost of the Conference Dinner at \$176.00 per person, as well as the cost of travel and accommodation. 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. It provides Councillor Workshops, which are optional events and include the following topics:

- Council involvement in new national agreement on Closing the Gap.
- Rural and Regional Health – issues and solutions.
- Investing in you – planning your own councillor professional development.
- Domestic Violence – Councils are part of the solution.

Presentations made by three (3) key speakers:

- Scott Phillips – Chief Executive, Local Government NSW.
- Ellen Fanning – Facilitator, ALGWA NSW Breakfast.
- Rosemary Kariuki – Guest presenter, ALGWA NSW Breakfast.

The Early Bird Registration costs are as follows (if paid by 29 October 2021):

| | |
|---|---------------------|
| Member Early Bird Registration | \$979.00 per person |
| Member Standard Registration (paid between 30 October 2021 and 14 February 2022). | \$1,094.50 |
| Conference Dinner Ticket (optional) Not included in the registration costs. | \$176.00 per person |
| Councillor Training workshop (four options) | \$55.00 for Members |
| ALGWA Breakfast | \$77.00 for Members |

The draft Program are attached to this report.

(a) Governance/Policy Implications

Councillors and executive management must stay current of developments within the local government sector in order to adequately fulfil their roles and functions.

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

(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.

Therefore, it is recommended for Council to nominate the positions of Mayor, Deputy Mayor and General Manager to attend this Conference.

RECOMMENDATION

- 1. That Council nominates the positions of Mayor, Deputy Mayor and General Manager to attend the Local Government NSW (LGNSW) Conference that is scheduled to be held on 28 February to 2 March 2022 in Sydney.**
- 2. That Council, consistent with its current practice, nominates 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.**
- 3. That Council takes advantage of the “early bird” registration fee of \$979.00 per person, to be paid by 29 October 2021.**

From: Scott Phillips <scott.phillips@Lgnsw.org.au>
Sent: Friday, August 13, 2021 4:26 PM
To: Hein Basson <gm@coonambleshire.nsw.gov.au>
Subject: KEY DATES: LGNSW BOARD ELECTION AND ANNUAL CONFERENCE

Hi Hein,

I hope you are all safe and well during these extraordinary challenging times.

I am reaching out to you directly, seeking your assistance with ensuring your council nominates voting delegates for the upcoming LGNSW Board Elections and the LGNSW Annual Conference.

LGNSW BOARD ELECTIONS 2021

The AEC has given formal notice that nominations for LGNSW Board Elections open on 7 September 2021 and close at 12pm on 5 October 2021. (I *Attach* a full Board Election timetable which I encourage you to share with all councillors).

ACTION: Please advise LGNSW of Council's voting delegates for Board Elections by 5pm (AEDT) on Tuesday 5 October 2021.

LGNSW ANNUAL CONFERENCE – 29 November 2021

You will have seen earlier correspondence advising that we have moved our in-person annual conference (now called 'Special Conference') to 28 Feb to 2 Mar 2022. Conference Motions etc will be dealt with at that Conference. However, the Fair Work (Registered Organisations) Act requires us to still hold an Annual Conference this calendar year.

To meet our legislative obligation, we will be conducting an online Annual Conference on 29 November 2021 at which time we will present the Financial Statements and the Annual Report. The Annual Conference will run for approximately 1 hour. We still need councils to nominate voting delegates for this meeting (which will be at no cost to councils).

I am very aware that this meeting will take place right in the middle of pre-polling for local government elections. For reasons I won't explain here, there was nothing we could do to avoid this clash. I would very much appreciate you encouraging your councillors to register for this very short online meeting.

ACTION: Please advise LGNSW of voting delegates for the 29 November 2021 LGNSW Annual Conference by 5pm (AEDT) on Tuesday 5 October 2021.

LGNSW 'SPECIAL CONFERENCE' MOTIONS – 28 Feb to 2 Mar 2022

I have attached/linked information about the 'Special Conference' to be held in February next year. Whilst I recognise that councils will not know who their councillors will be until late December, I encourage you to submit your motions to the conference as early as possible. I also encourage councils to nominate voting delegates to the Special Conference as early as possible, noting that you can substitute delegates if one or a number of councillors don't survive the local government elections in December.

ACTION: Please consider submitting Conference Motions to LGNSW as early as practicable.

| CHECKLIST ACTION | CUT-OFF DATE |
|--|------------------------------------|
| Advise Council's voting delegates for Board Elections | 5pm (AEDT) Tuesday, 5 October 2021 |
| Advise Council's voting delegates for the 29 November 2021 LGNSW Annual Conference | 5pm (AEDT) Tuesday, 5 October 2021 |
| Submit Conference Motions to LGNSW | As early as practicable |

[LGNSW Special Conference](#)

[FAQs](#)

[Board Election Voting Delegate Form](#)

Thank you for your assistance. Could you please ask your meeting secretariat to let us know if you believe you will have any difficulties putting a report to your August or September General Meeting? Unfortunately, I have little wriggle room on all of this.

Stay safe – Get jabbed!
Scott

Scott Phillips
Chief Executive

T 02 9242 4010 | M 0419 469 023
scott.phillips@lgnsw.org.au
lgnsw.org.au





Reference: ANCFH 2021/2809

Mr Adam DANSIE
 Senior Manager Workplace Relations
 Local Government NSW
 26 – 28 October 2021
 Luna Park, Sydney

Dear Mr DANSIE

**Local Government NSW
 Scheduled Election
 E2021/98**

The Registered Organisations Commission has made arrangements with the Australian Electoral Commission (AEC) under Section 189 of the *Fair Work (Registered Organisations) Act 2009 (the Act)* to conduct the above election.

Timetable

The timetable for the election will be:

| Date | Occurrence |
|------------|---|
| 31/08/2021 | Close of Roll |
| 01/09/2021 | List of eligible members delivered to Returning Officer |
| 07/09/2021 | Returning Officer publishes Election Notice and Nomination Form via AEC website |
| 07/09/2021 | Organisation publishes Election Notice and Nomination Form via Organisation journal |
| 07/09/2021 | Nominations Open |
| 05/10/2021 | Nominations Close at 12:00pm (Australian Eastern Daylight Time (AEDT)) |
| 12/10/2021 | Nomination withdrawal period closes at 12:00pm (Australian Eastern Daylight Time (AEDT)) |
| 12/10/2021 | Organisation to provide details of the nominated voting delegates by 12:00 noon (Australian Eastern Daylight Time (AEDT)) |
| 12/10/2021 | Member to submit the absentee voting form by 12:00 noon (Australian Eastern Daylight Time (AEDT)) to the Returning Officer. |
| 27/10/2021 | Postal Ballot Opens |
| 24/11/2021 | Postal Ballot Closes at 10:00am (Australian Eastern Daylight Time (AEDT)) |

Notification to Members

The Association is required to have the Election Notice and Nomination Form published via their Journal from 7/09/2021 until 24/11/2021 and posted to each Ordinary member council. Please confirm with the Returning Officer when this action has been done.

The copy of the Election Notice and Nomination Form will be sent soon.

Application of Section 193 Powers

The matters in which I have exercised the authority given to me by s.193 of the Act are:

- Due to Covid-19, the ballot cannot be conducted by attendance at the annual meeting of the federal council in accordance with the requirements of Schedule B of the rules of the Organisation. The Returning Officer will conduct the ballot by post in accordance with the requirements of the Schedule C of the rules of the Organisation.
- Rule in regard to the absentee voting according to Schedule C- 16 is not clear. To allow absentee voting, the Returning Officer will advise the members that if they are away from their current address and unable to receive ballot materials, they need to complete the Absentee application form with an alternate address and return it to the Returning Officer by email or AEC portal by a certain date.
- Rule 23 of Schedule C mentions to declare the result of the ballot within 3 days after the closing date of the voting. Due to Covid-19 and lockdown issue, the Returning Officer is not in a position to confirm the declaration period and will try to declare the result as soon as possible after the completion of the ballot counting.

Request to supply Register of Members Information

The Roll of Voters for the above election will be those Ordinary members of the Organisation financial as at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date").

As the Returning Officer, I request you supply the following listing(s) of members of the Local Government NSW and their delegates by the dates that are specified:

| Listing | Date Required |
|---|---------------|
| (a) Name and member information (identified below), of every member who was financial at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date") in accordance with the rules of the Organisation | 01/09/2021 |
| (b) Update(s) listing members who: <ul style="list-style-type: none"> i. were inadvertently included on a listing ii. were inadvertently omitted from a listing who are eligible iii. have changed name, address or any other personal details iv. have changed electorate/s PLEASE NOTE: any deletions [b (i)], additions [b (ii)] or electorate changes [b (iv)] must be updates to the roll as at 31/08/2021. Updates which occur after this date cannot be accepted and so, should not be provided, except where they are changes relating to b (iii) above. | 06/10/2021 |

| | |
|--|------------|
| (c) The names of the voting delegates and Board of Directors related to membership names and council types (Metro/urban or Rural/Regional) | 12/10/2021 |
| (d) The names of members appearing on a listing who have ceased to be members by 27/10/2021. | 26/10/2021 |

Electronic listings

Organisations are requested to submit data and documents electronically via the AEC Electoral Event Portal. A link to the portal can be found on the AEC website (www.aec.gov.au) under Elections, Industrial elections and ballots.

The List of Members is to be supplied as an Excel file.

Lists should not be emailed as Commonwealth Guidelines provide that classified information, including personal information, should not be transmitted by email.

Member Information

Name and member information (identified below) of every member, eligible to be included in the electorate/s for the election, who was financial at 31/08/2021 (the date the roll of voters closes) and as at 01/03/2021 (the "calculation date") in accordance with the rules of the Organisation.

A record for each eligible member/ voting delegate/ board of directors is to include the following information in separate fields as per the various dates in the above time table:

- Membership number,
- Voting delegates and Board of Directors surname,
- Voting delegates and Board of Directors (full) first name/s,
- Address line 1 (BUILDING NAME AND UNIT/FLAT/TOWNHOUSE NUMBER),
- Address line 2 (STREET ADDRESS OR PO BOX),
- Address line 3 (CITY/TOWN),
- STATE (Aust Post Abbrev),
- Postcode,
- COUNTRY (OUTSIDE AUST ONLY)
- Electorate Code (see below)
- "Incorrect last known address" code (see below)
- "Workplace Address" Code (see below)

Electorate code

For each member listed, include a field identifying the relevant Electorate and provide an explanatory table for the codes. As for example, electorate code for Metro/Urban as M/U and electorate code for Rural/Regional as R/R.

Incorrect last known address

Please include in the listing(s) a field for "Incorrect Last Known Address". If you have eligible members with a last known address thought to be incorrect, you should code those members as "Y" or "Yes" in this field.

Workplace addresses

Please include in the listing(s) a field for "Workplace Address". If you have eligible members with only a workplace address, you should code those members as "Y" or "Yes" in this field – otherwise, leave the field blank.

Certification of Lists

Each listing must be accompanied by a certificate signed by you in the following terms:

"I certify that the accompanying listing contains the (include appropriate details, as per the text in (a), (b), (c), or (d) above). I further declare that the register of members has been maintained as required by Section 230(2) of the Fair Work (Registered Organisations) Act 2009.

The total number of eligible members listed is [include number] at 31/08/2021."

The listings and certificates as described above must be supplied to me by NO LATER THAN 12:00pm on the date(s) specified.

Confidentiality of Information

Regulation 131 of the *Fair Work (Registered Organisations) Regulations 2009* (the Regulations) requires that the Returning Officer must make a copy of the roll available for inspection and copying by members, and other persons authorised by the Returning Officer. However, sub-regulation 6 provides:

(6) If a copy of a roll, or a copy of part of a roll, is made or supplied under this regulation, a person must not use information in the roll for a purpose other than:

- (a) a purpose in connection with the election; or*
- (b) to monitor the accuracy of the information contained in the roll.*

Penalty: 10 penalty units.

Other Legislative Provisions

I wish to draw your attention to the following:

- Regulation 145 of the Regulation which provides that, where an election or ballot is conducted by the AEC, no steps in the election may be taken by any person without the Returning Officer's authority or direction.
- Section 190 is an offence provision of the Act and a contravention of it constitutes an irregularity. Section 190 of the Act states:

An organisation or branch commits an offence if it uses, or allows to be used, its property or resources to help a candidate against another candidate in an election under this Part for an office or other position.

Maximum penalty: 100 penalty units.

If you have any queries or concerns regarding any of the above please do not hesitate to contact me on IEEvents@aec.gov.au or 02 9375 6331.

Yours sincerely

Ishtiaq Ahmed
Returning Officer
Australian Electoral Commission
12/08/2021

Draft Conference Program

Monday 28 February

| | |
|-----------------|--|
| 1.00pm | Registration opens at the Grand Ballroom Foyer |
| 1.30pm - 3.00pm | Option 1: Council involvement in new national agreement on Closing the Gap Panel members include representatives from NSW Aboriginal Land Council and Reconciliation NSW |
| 1.30pm - 3.00pm | Option 2: Rural and Regional Health - issues and solutions Panel members include representatives from Federal Government and a Council representative |
| 1.30pm - 3.00pm | Option 3: Investing in you - planning your own councillor professional development |
| 1.30pm - 3.00pm | Option 4: Domestic Violence - Councils are part of the solution Panel members include a representative of Domestic Violence NSW and representatives from metropolitan and regional councils |
| 3.00pm – 5.00pm | 1. Meet the Politicians Forum with Master of Ceremonies: President LGNSW Addresses from NSW Government, Opposition and cross benchers 2. Presentation of the AR Bluett Awards by the Trustees Welcome Reception Sponsor Address by Statewide Mutual This session is free to members registered to attend the confer4ence. RSVPs are required as part of the conference registration. |
| 5.00pm – 7.30pm | President’s Welcome Reception Registration will be available at this event. |

Draft Conference Program

Tuesday 1 March

| | |
|-------------------|--|
| 7.30am | Registration opens Grand Ballroom Foyer |
| 8.00am - 4.00pm | Trade exhibition opens Maritime Ballroom Delegate Lounge opens for networking |
| 8.45am | Doors open for official conference proceedings |
| 9.05am - 9.10am | Conference introduction by Scott Phillips, Chief Executive, LGNSW |
| 9.10am - 9.15am | Welcome to Country on behalf of Metropolitan Local Aboriginal Land Council |
| 9.15am - 11.00am | Address by LGNSW President Opening of the Federal and State conference, including demonstration of voting app, adoption of standing orders, business session and consideration of motions. |
| 11.00am - 11.05am | Distinguished sponsor address by Landcom |
| 11.05am - 11.35am | Morning tea in trade exhibition, sponsored by Landcom, Maritime Ballroom |
| 11.35am - 1.00pm | Consideration of conference business continued, chaired by LGNSW President |
| 1.00pm - 1.05pm | Elite sponsor address by StateCover |
| 1.05pm - 2.15pm | Lunch in trade exhibition, sponsored by StateCover, Maritime Ballroom |
| 1.05pm - 2.15pm | StateCover General Manager's Lunch - Heritage Atrium (Exclusive to GMs) |
| 2.15pm - 3.30pm | Consideration of conference business continued, chaired by LGNSW President |
| 11.35am - 1.00pm | Consideration of conference business continued, chaired by LGNSW President |
| 3.30pm - 4.00pm | Afternoon tea in trade exhibition Maritime Ballroom |
| 4.00pm - 5.00pm | Consideration of conference business continued, chaired by LGNSW President |
| 5.00pm | Conference business session closes |
| 5.00pm - 5.30pm | Networking in trade exhibition, Maritime Ballroom |
| 7.00pm -10.30pm | Conference Dinner at Grand Ballroom, The Fullerton Hotel, 1 Martin Place, Sydney. Sponsored by StateCover Includes presentation of Distinguished Service Awards to elected members |

Draft Conference Program

Wednesday 2 March

| | |
|--------------------------|---|
| 7.30am | Registration opens Grand Ballroom Foyer |
| 7.30am - 8.45am | Australian Local Government Women's Association (ALGWA NSW) Breakfast, Wharf Room Guest presenter: Rosemary Kariuki , Advocate for migrant and refugee women, LOCAL HERO 2021 Australian of the Year awards. Facilitated by Ellen Fanning |
| 8.00am - 4.00pm | Trade exhibition opens, Maritime Ballroom Delegate Lounge opens for networking |
| 8.45am | Doors open for conference official proceedings |
| 9.00am | Welcome by Ellen Fanning, Master of Ceremonies |
| 9.05am - 9.30am | Keynote address |
| 9.30am - 9.35am | Planning sponsor address by Resilience NSW |
| 9.35am - 10.30am | Keynote Panel: Economy and Jobs focus |
| 10.30am - 10.35am | Distinguished sponsor address by Active Super |
| 10.35am - 11.05am | Morning tea in trade exhibition, sponsored by Active Super, Maritime Ballroom |
| 11.05 - 11.20am | Address by President LGNSW, on Association Initiatives including Country Mayors MOU signing |
| 11.20a - 11.25am | Distinguished sponsor topic nbn |
| 11.25am - 12.10pm | Presentation: Climate Change Panel |
| 12.10pm - 12.55pm | Presentation: The Housing Crisis in NSW |
| 12.55pm - 2.05pm | Lunch in trade exhibition, sponsored by nbn, Maritime Ballroom |
| 2.05pm - 3.05pm | Final keynote address |
| 3.05pm - 3.15pm | Final remarks, President LGNSW |

10.3 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**File Number: D5****Author: Pip Goldsmith-Manager Economic Development & Growth****Authoriser: Hein Basson, General Manager****Annexures: 1. Report regarding ownership of the property identified for a bore bath development****PURPOSE**

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

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

Economic Development and Growth activities work towards achieving the objectives of the Community Strategic Plan, Delivery Program and Operational Plan, Economic Development Strategy, and the Coonamble Shire Council Masterplan. The Coonamble Shire 2032 Community Strategic Plan identifies 'Our Economy' as one of five (5) key themes.

(b) Financial Considerations

Activities undertaken as described by this report are within approved Operational budget allocations for economic development activities and capital projects.

COMMENTARY**Artesian Bath Experience**

Staff continue to work with consultants to finalise the Business Case and Concept Design for an artesian bathing experience in Coonamble.

Visitor forecasting, concept design and business case has largely been completed.

Current investigations are focussed on water management, including regulatory and compliance requirements, current licence volume allocations, operational volume requirements, wastewater proposal and feasibility.

Following a completion of this investigation, the completed Business Case and Concept Design will be presented to Council's October 2021 meeting for review before being placed on public exhibition for community feedback.

Compulsory acquisition

Following the receipt of information that seven (7) individuals are listed as owners of the proposed site rather than the Crown, as was understood, it has been confirmed that the current title is incorrect. Discussions with Crown Lands need to occur to rectify this error and have the title rectified to The State of New South Wales. It appears the error has occurred when the land reverted back to the Crown in 1953 when the Grant was cancelled and the land rededicated. The report investigating this ownership and erroneous title is attached as Annexure 1 for Council's information.

Staff are currently working with Public Works Advisory to determine the most appropriate way to address this issue and continue the acquisition process.

Separately, staff continue to liaise with stakeholders including representatives from the Coonamble Jockey Club, Coonamble Golf Club and Coonamble Racecourse and Reserve Trust to ensure that acquisition plans are supported by these stakeholders and there is no negative impact on current and future land uses at the site.

Coonamble CBD Public Amenities

Council staff continue to liaise with several stakeholders to finalise the installation of new public amenities in Skillman's Lane Carpark. Power is connected and the toilet is operational.

The screens to complete the design are painted and installed. As was mentioned above, the toilet is now operational and open to the public. Some repairs to the road are required after the construction works. These road repairs will be undertaken in coming weeks.

There has been no change to the project budget since the last report to Council.

Coonamble Riverside Holiday Park.

Occupancy continues to increase at the Coonamble Riverside Holiday Park. Staff are working with the current lessees to expend the Drought Community Program funding. A disabled cabin has been delivered and placed on site. Service connections are underway prior to concreting of the car space and installation of a ramp. It is anticipated that the cabin will be complete and ready for occupancy by September.

The Lessee is expecting the installation of glamping tents in coming weeks.

A shed which will provide a lockable vehicle space for guests, and storage for managers has been delivered to the site. The contractor engaged to provide the slab and erection of the shed has provided staff with notice of no longer being able to undertake the project. Additional procurement in this regard is being investigated.

Staff are currently working on procurement for another three (3) projects to continue improvements of the asset; concreting of paths and car spaces at cabins, ensuite sites and a camp kitchen. Staff are working with the operator to finalise a design for the ensuite sites and camp kitchen to be able to call for the necessary quotes.

During the 2020 harvest, there were reports of complaints from guests and potential guests, including an inability to access amenities and a required minimum stay of a week. Under new management, these are no longer concerns. The current management has confirmed that there is no minimum stay requirement applicable, and access to amenities is available for a fee for those not staying at the Park. Measures to ensure Covid-compliance are in place and regulatory requirements are reviewed on a regular basis.

Inland Rail

The Legislative Assembly Committee on Investment, Industry and Regional Development is currently undertaking an **inquiry into the 'Inland Rail Project and Regional NSW'**. The Mayor and Manager Economic Development and Growth will appear via videoconference at a hearing as part of this enquiry on Monday, 13 September.

The appearance at that hearing will be guided by previous representations made by Council, including the:

- Submission in relation to the Environmental Impact Statement (EIS) for the proposed Narromine to Narrabri (N2N) section of the Australia Rail Track Corporation (ARTC) Inland Rail Project.
- Submission to the Legislative Assembly Committee on Investment Industry and Regional Development inquiry into the Inland Rail project and regional New South Wales.
- Submission into the inquiry of the management of the Inland Rail project by the Australia Rail Track Corporation and the Commonwealth Government.
- Expressions of Interest to the Inland Rail Interface Improvement Program (IIP) Round One and Round Two.

Key issues that will be addressed include:

- Route selection and the strong case for the N2N section of Inland Rail to transverse and provide direct access to the Coonamble township; and the need for both Federal and State governments to undertake more detailed investigations into this option.
- Potential boundary changes.
- Land acquisition.
- Traffic and transport arrangements.
- Level crossings.
- Hydrology, flooding, road culverts and drainage.
- Biosecurity.
- Ongoing community engagement and the ineffectiveness of the IIP.

On Wednesday 1 September, six representatives from ARTC provided the General Manager and Manager Economic Development & Growth with a project update. Unfortunately, ARTC have advised that the team is unable to share the presentation which was made to staff. Following is a summary of the key points and information most relevant to this LGA:

- Ministerial approval has been granted to formally acquire land under the Transport Administration Act 1988, for Narrabri and Gilgandra LGAs. ARTC expects similar approval for the Coonamble LGA soon. Following this approval, ARTC will attempt to contact all affected landholders.
- Following exhibition of the Environmental Impact Statement (EIS) for the N2N project and consideration of submissions, DPIE has requested ARTC to provide a report in **Response to EIS submissions**. This report will be provided to DPI for review before publication. DPIE may require clarification from those who made submissions during this review period.
- DPI has requested ARTC to also provide a **Preferred Infrastructure Report (PIR)** and specified that this PIR must include an appendix providing consolidated information about the history and rationale of the route selection.
- Additionally, ARTC is preparing an **Amendment Report** which will provide information about changes to the design of the project to date. Although level crossings are included as an area of changes that have been made, this report will not recognise the expected grade separation on the Castlereagh Highway at Curban.
- ARTC explained that despite announcements made by government, the funding for this crossing to be raised was still to be confirmed between the Commonwealth Government and Transport for NSW.
- Community Consultative Committee meetings are expected to resume in November, following the release of the above-mentioned three (3) reports.

Grants

Overview

| Status | This Month | Last Month | Year to Date |
|-------------------------------------|-------------------|-------------------|---------------------|
| Grant-funded projects completed | 2 | 0 | 2 |
| Grants to be acquitted | 9 | 9 | |
| Grants in progress | 14 | 14 | |
| Grant submissions awaiting decision | 4 | 2 | 4 |
| Successful grant applications | 0 | 0 | 0 |

Detailed Status

| Grants acquitted | Responsibility | Comment |
|---|-----------------------|------------------------------------|
| Coonamble Showground lighting and power | C&S | Acquittal accepted by funding body |
| Coonamble Showground plumbing | C&S | Acquittal accepted by |

| | | |
|--|--|--------------|
| | | funding body |
|--|--|--------------|

| Grants completed and awaiting acquittal | Responsibility | Comment |
|--|-----------------------|---|
| Coonamble Pool blanket and change rooms | C&S | All funded under the Stronger Country Communities Round 2 and need to be acquitted together |
| Coonamble Skate Park | ESM&C | |
| Gulargambone Lions Park exercise area | ED&G | |
| LGA-wide shade sails and shelters | ED&G | |
| LGA-wide public amenities upgrade | ED&G | |
| Gulargambone Youth Centre Basketball Court | ED&G | |
| Visitor Information Centre | ED&G | Drought Stimulus Package funding |
| Visitor Information Centre | ED&G | |
| Local Roads & Community Infrastructure 20-21 | INF | Variation required for Quambone Toilet |

| Grants in progress | Responsibility | Comment |
|---|-----------------------|---|
| Coonamble Sports Ground Upgrades | C&S | Levelling & turfing to be done in Spring |
| Public Art at town entrances | ED&G | Designs finalised; to be erected |
| Public Toilets in Coonamble CBD | ED&G | Awaiting Essential Energy connection |
| Coonamble Riverside Caravan Park redevelopment | ED&G | Procurement continues |
| Restore Trooper Stables at Coonamble Museum | ESM&C | Awaiting Development Application submission |
| Gulargambone Youth Centre external upgrades | ESM&C | Work nearing completion |
| Quambone Park Toilet (LRCI 20-21) | C&S | Awaiting delivery (14-week lead-time) |
| Transition of developments to the Planning Portal | ESM&C | Ongoing educational activities |
| Local Environmental Plan Amendments | ESM&C | Ongoing |
| Smith Park Netball Courts | ESM&C | New fencing completed |
| Koori Knockout Participation | ESM&C | Taking expressions of interest from teams |
| Volunteer Bus Driver Training | ESM&C | Taking expressions of interest |
| Coonamble Transport Initiative | ESM&C | Allocated as required |
| Coonamble Kids Transport Initiative | ESM&C | Allocated as required |
| Youth Council re-establishment | ESM&C | Taking nominations |

| | |
|--|----------|
| Significant Grant Opportunities Ahead | 1 |
|--|----------|

| Grant | Funding | Closing | Target |
|------------------------------|-------------------|----------|--|
| Regional Sport Facility Fund | \$100,000 to \$1m | Oct 2021 | Coonamble Sports Ground amenities and canteen upgrade. |

At Council's ordinary meeting in June 2021, there was consideration about the allocation of funding to different upgrades at the Coonamble Sportsground, and the following resolution was made:

RESOLUTION 2021/1

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

That Council directs staff to make a submission to the Stronger Country Communities Fund (Round 4) for the project described as Option A in the body of this report, being the development of female changerooms at the Coonamble Sports Grounds and a footpath / walking loop with seating and shade amenity around the perimeter of the Sports Ground.

When the Mayor called for a vote on the motion it resulted in a tied vote of three (3) for and three (3) against the motion. The Mayor then exercised his casting vote for the motion to be carried.

Cr Wheelhouse and Cr Cullen requested their names recorded as voting against the motion.

In deciding to apply for funding for a footpath / walking loop with seating and shade amenity around the perimeter of the Sports Ground, Council also acknowledged that future funding would need to be sought to upgrade the current canteen and toilet facilities and install a concrete footpath (across the front of grandstand); and upgrade the current change rooms under the grandstand.

The Regional Sport Facility Fund now provides Council with the opportunity to fund these upgrades.

Communications

Council maintains its communication with the community through:

- 1 x monthly, two-page *Community Connect* newsletter, with 1,883 newsletters delivered to all letterboxes and post boxes throughout the Local Government Area in July – sharing Council's decisions about key items from the Business Paper each month.
- 4 x weekly half-page advertisements, *Weekly Connect* in *The Coonamble Times*, with unique content in most issues – advertising Requests for Quotations, Tenders and Expressions of Interest, policies and other reports currently on public exhibition and upcoming events for the community.
- Posts in the Notices column on the homepage of Council's website, on various topics as required.
- Posts on Council's Facebook page, on various topics as required.

- Council’s website – sharing all policies, plans and procedures, fees and charges in the spirit of open and transparent governance.
- Media releases as required – on road conditions, Local Government elections, etc.

The Facebook post that significantly boosted reach during August was the announcement of COVID-19 virus fragments being identified in the Coonamble sewage (a reach of 7,600), followed by the announcement of the free vaccination clinic in Coonamble moving from the showground to the Coonamble Bowling Club (reach of 3,200), the post to encourage vaccination or testing (two (2) posts with a combined reach of 3,200), and the post asking the public to share their views on the proclamation of a local public holiday for the Coonamble Show in 2022 and 2023.

A non-COVID-related post, calling for applications for the new Coonamble District Store – proposed for the new Visitor Information Centre – reached 2,500 people. Facebook proved itself, during the past month, as an effective communication tool to reach the community with public health-related messaging.

Coonamble Shire Council
August 25 · 🌐

The Coonamble District Store is an exciting new venture for the new Visitor & Exhibition Centre.

The space will be home to local produce, unique items and bespoke handmade objects, offering visitors a chance to take a part of our region home with them.

If you are a maker, artist or grower please download an application form from the Council website or send Eliza an email tourism@coonambleshire.nsw.gov.au

CALLING ALL MAKERS & PRODUCERS!

APPLICATIONS ARE NOW OPEN IF YOU WOULD LIKE YOUR WORK TO BE STOCKED AT

THE COONAMBLE DISTRICT STORE

COONAMBLE SHIRE COUNCIL

Performance for Your Post

2,480 People Reached

72 Reactions, Comments & Shares ⓘ

| | | |
|-------------------|-------------------|---------------------|
| 49 Like | 19 On Post | 30 On Shares |
| 3 Love | 1 On Post | 2 On Shares |
| 9 Comments | 4 On Post | 5 On Shares |
| 11 Shares | 11 On Post | 0 On Shares |

114 Post Clicks

| | | |
|----------------------|------------------------|---------------------------|
| 3 Photo Views | 0 Link Clicks ⓘ | 111 Other Clicks ⓘ |
|----------------------|------------------------|---------------------------|

NEGATIVE FEEDBACK

| | |
|-------------------------|-------------------------|
| 0 Hide Post | 0 Hide All Posts |
| 0 Report as Spam | 0 Unlike Page |

Reported stats may be delayed from what appears on posts

🌱 **Get More Likes, Comments and Shares**
When you boost this post, you'll show it to more people.

2,480 People Reached **186** Engagements **Boost Post**

The number of Facebook posts made this past month was double that of last month because of the requirement to keep residents of the Local Government Area informed about the Stay-At-Home public health order, testing facilities and vaccination opportunities. The Stay-At-Home order also triggered a tenfold increase in the number of new followers compared to the previous month.

Social Media (Facebook) Summary

| Measure | This Month | Last Month | Year to Date |
|---------------------------------|------------|------------|--------------|
| Number of posts | 31 | 16 | 67 |
| Increase in number of followers | 231 | 20 | +309 |
| Total number of followers | 2,113 | 1,882 | |
| Reach | 15,436 | 8,312 | |

Community Survey

Some 133 people responded to the survey requesting community comment on the proposal to request the NSW Government to gazette a local public holiday for the second day of the Coonamble Show in 2022 and 2023.

Of these, 126 people (95%) preferred a full-day holiday; 6 people (4.5%) preferred a half-day public holiday in the afternoon, and 1 person (0.5%) preferred no holiday.

Comments from respondents about how the community benefits from a public holiday on the second day of the show will be presented in a report to Council's October Ordinary Meeting, when it considers the matter of its request to the NSW Government for the gazettal – or otherwise – of a local public holiday for the Coonamble Show.

(a) Governance/Policy Implications

Policy documents relevant to activities reported here include the Code of Conduct, Community Consultation Policy, Media Policy, Procurement Policy, Public Art Policy and Social Media 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. Such social benefits include:

- Improved communication for community cohesion.
- Opportunities for recreation at an artesian bath experience.
- Participation in local public art projects and VIC exhibition and display, encouraging a sense of pride and ownership of the outcome, which will promote visitation to the LGA.
- Increased access to amenity such as public toilets and baby change facilities in the CBD precinct of Coonamble.

(d) Environmental Implications

Environmental implications associated with various developments discussed in this report are addressed as part of the Development Application process for individual projects.

(e) Economic/Asset Management Implications

As community owned assets, the ongoing maintenance of the public amenities building, public art and VIC remains Council's responsibility.

(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.

RECOMMENDATION

- 1. That Council notes the contents of this report.**
- 2. The staff make an application for funding through the Regional Sport Facility Fund for the Coonamble Sports Ground existing amenities and canteen upgrade.**
- 3. That Council supports the intention of the Coonamble Riverside Holiday Park to offer shower and toilet amenities to truck drivers and other harvest workers during the harvest period, while ensuring any public health orders are respected and adhered to.**



ABN: 36 092 724 251
Ph: 02 9099 7400
(Ph: 0412 199 304)

Level 14, 135 King Street, Sydney
Sydney 2000
GPO Box 4103 Sydney NSW 2001
DX 967 Sydney

Report

LRS NSW

Sydney

Re: - Coonamble Jokey Club & Lot 212 D.P. 754199.

An investigation of the various records available for my inspection disclosed that the owners listed on Folio Identifier 212/754199, shown listed below were found to be the original grantees in Crown Grant Volume 1526 Folio 38, attached.

Daniel Dominic McMahon
William Monahan Keogh
George Charles Arthur Cobb
Francis Stewart Caswell
George Eason
Alfred Hope Oliver
Herbert Sheldon

Crown Grant Volume 1526 Folio 38 is a Grant of land for a Racecourse.

The grantees are trustees for the time being of the land.

Crown Plan 68-1834 makes the following notations: -

1. Dedication and Grant revoked notified in Government Gazette dated 4th December 1953 Folio 4050.
2. Rededicated for Racecourse and Public Recreation notified in Government Gazette dated 4th December 1953 Folio 4050.

During the course of my investigation, I came across the Rules and Regulations for the Management of the Coonamble Racecourse and Public Recreation Reserve notified in Government Gazette dated 8th September 1967 Folioms 3334 to 3335.

The noting of Gazettes appointing trustees is not current or accurate in the records of NSW LRS. Further enquiries should be directed to the Crown Lands Office to determine who the current trustees are of Lot 212 D.P.754199.

It is noted that the cancellation of the Crown Grant Volume 1526 Folio 38 by Government Gazette dated 4th December 1953 Folio 4050 reverts the title to the subject land back to Crown Land.

Finally, in view of my findings Crown Grant Volume 1526 Folio 38 should be amended by the Office of NSW LRS to show that the grant is cancelled as a result of Government Gazette dated 4th December 1953 Folio 4050.

Furthermore, the registered proprietors shown on Folio Identifier 212/754199 should be amended to show "The State of New South Wales"

The second schedule of the title should also reflect that is Rededicated for Racecourse and Public Recreation notified in Government Gazette dated 4th December 1953 Folio 4050.

Yours Sincerely
Mark Groll
10 August 2021

Email: mark.groll@infotrack.com.au

1



LAND
REGISTRY
SERVICES

Title Search



NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

FOLIO: 212/754199

| SEARCH DATE | TIME | EDITION NO | DATE |
|-------------|---------|------------|------|
| 10/8/2021 | 8:01 PM | - | - |

VOL 1526 FOL 38 IS THE CURRENT CERTIFICATE OF TITLE

LAND
 LOT 212 IN DEPOSITED PLAN 754199
 LOCAL GOVERNMENT AREA COONAMBLE
 PARISH OF COONAMBLE COUNTY OF LEICHHARDT
 (FORMERLY KNOWN AS PORTION 212)
 TITLE DIAGRAM CROWN PLAN 68.1834

FIRST SCHEDULE
 DANIEL DOMINIC MCMAHON
 WILLIAM MONAHAN KEOGH
 GEORGE CHARLES ARTHUR COBB
 FRANCIS STEWART CASWELL
 GEORGE EASON
 ALFRED HOPE OLIVER
 HERBERT SHELDON
 AS TENANTS IN COMMON IN EQUAL SHARES

SECOND SCHEDULE (1 NOTIFICATION)
 1 LAND EXCLUDES MINERALS AND IS SUBJECT TO RESERVATIONS AND
 CONDITIONS IN FAVOUR OF THE CROWN - SEE CROWN GRANT(S)

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

coonamble

PRINTED ON 10/8/2021

* Any entries preceded by an asterisk do not appear on the current edition of the Certificate of Title. Warning: the information appearing under notations has not been formally recorded in the Register. InfoTrack an approved NSW Information Broker hereby certifies that the information contained in this document has been provided electronically by the Registrar General in accordance with Section 96B(2) of the Real Property Act 1900.

No. 1904
19

State of New South Wales.

[LAND GRANT.]



REGISTER BOOK,
VOL. 1526 FOL. 38

CANCELLED W

ON ISSUE OF NEW FOLIO 212/754199

GRANT OF LAND FOR A RACECOURSE,

UNDER SECTION 104 OF 48 VIC. NO. 18.

EDWARD VII, by the Grace of God, of the United Kingdom of Great Britain and Ireland, King, Defender of the Faith, and so forth:—
TO ALL to whom these Presents shall come, Greeting:—

LGA: COONAMBLE

WHEREAS the Governor of Our State of New South Wales, with the advice of Our Executive Council of Our said State, having determined that it was desirable for the public interest that the Land hereinafter described should be dedicated as a Racecourse: And whereas it has also been determined that the said Land shall be GRANTED unto Daniel Dominic McChahon, William Monahan Leagh, George Charles Arthur Lott, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon all of Coonamble in Our said State their Heirs and Assigns, upon the Trusts, with the powers, and subject to the Reservations and Conditions hereinafter mentioned: Now Know Ye, That We, of Our Special Grace, with the advice of Our Executive Council of Our said State, and in consideration of the Quit-Rent hereinafter reserved, HAVE GRANTED, and for Us, Our Heirs and Successors, DO HEREBY GRANT unto the said Daniel Dominic McChahon, William Monahan Leagh, George Charles Arthur Lott, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon and their Heirs, ALL THAT Piece or Parcel of Land in Our said State, containing by Admeasurement Two hundred and twenty five acres be the same more or less, situated in the County of Richmond Parish Coonamble Section 212

Not subject to Stamp Duty in accordance with opinion of the Attorney General of 1916 January 1931.



Scale, 20 Chains to an Inch.

Commencing on the left bank of Yurraminee Creek at a point where the Eastern side of a road two chains wide dividing this land from portion one hundred and nine of fifty acres meets that bank being also a point bearing South seventy four degrees East and distant two chains eight links from the North Eastern corner of portion one hundred and nine and bounded thence on the West by that road bearing South fifty five chains sixty four links on the South by a line bearing East forty eight chains sixty five links on the East by a line and a road two chains wide dividing it partly from portion thirty four of forty acres two roads in all bearing North thirty one chains eighty eight links to the left bank of the aforesaid creek and on the North East by that bank downwards to the point of commencement.

As per plan in the margin hereof: With all the Rights and Appurtenances thereto belonging, together with the right to charge for admission to the said land or any part thereof: To Hold unto the said Daniel Dominic McChahon, William Monahan Leagh, George Charles Arthur Lott, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon their Heirs and Assigns for ever, yielding and paying therefor to Us, Our Heirs and Successors, yearly and every year, the Quit-Rent of one peppercorn, on demand, subject to the Reservations and Conditions hereinafter mentioned, and upon and for the Trusts, Intents, and Purposes hereinafter declared of and concerning the said Land, that is to say, upon Trust, in their discretion to permit and suffer the said Land, or any part thereof, to be used by such persons, clubs, or associations, at such times, and upon such terms and conditions as the said Daniel Dominic McChahon, William Monahan Leagh, George Charles Arthur Lott, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon

or any other Trustees of the said Land, appointed as hereinafter provided, shall think fit and proper: As a Racecourse, upon which horse-races may be run, under the direction of any club or association now existing, or which may hereafter be founded for the purpose of horse-racing, and as a training ground, for the purpose of training horses intended to race: PROVIDED ALWAYS, and it is hereby declared, that it shall or may be lawful for the Trustees for the time being of the said Land, for any of the purposes aforesaid, to make all, any, or every such Rules and Regulations for the use of, and for making charges for admission to the said Land, or any part thereof, and to vary or alter the same from time to time, as they may think fit: PROVIDED ALWAYS, and we do hereby declare that when and so often as the said Daniel Dominic McChahon, William Monahan Leagh, George Charles Arthur Lott, Francis Stewart Caswell, George Eason, Alfred Hope Oliver and Herbert Sheldon

or any Trustee or Trustees to be appointed by virtue hereof shall die, resign, cease to reside in the State of New South Wales, or become incapable of acting in the Trusts hereby created, it shall be lawful for the Governor for the time being of Our said State, with the advice of the Executive Council thereof, from time to time, by writing under his hand, to name and appoint a new Trustee or Trustees in the place and stead of any Trustee or Trustees so dying, resigning, ceasing to reside in Our said State of New South Wales, or becoming incapable of acting in the said Trusts, and thereupon the said Land shall be conveyed and assured by the surviving or continuing Trustee or Trustees, or by the Heirs of the last surviving Trustee, their or his Heirs or Assigns, upon the Trusts and for the intents and purposes hereinbefore created and declared of and concerning the said Land: PROVIDED ALWAYS, AND WE DO HEREBY RESERVE UNTO US, OUR HEIRS AND SUCCESSORS, all Minerals in and under the said Land, with full power and authority for Us, Our Heirs and Successors, and such person or persons as may from time to time be authorized by Us, or by the Minister for Mines, or other Minister charged with the Administration of the Acts in force in Our said State for the time being for the regulation of Mining in that behalf, to enter upon the said Land and to search for, mine, dig, and remove the said Minerals, or any of them, with full right of ingress, egress, and regress for the purposes aforesaid: AND WE DO HEREBY FURTHER RESERVE UNTO US, OUR HEIRS AND SUCCESSORS, and to the Governor for the time being of Our said State, by such person or persons as shall be by Them or Him authorized in that behalf, the right of taking and removing from the said Land all sand, clay, stone, gravel, and indigenous timber, and all other materials, the natural produce of the said Land, which may be required at any time hereafter by the Government of Our said State for the construction and repair of any Public Ways, Bridges, or Canals, or any Fences, Embankments, Dams, Sewers, or Drains, necessary for the same, together with full power to make and conduct through the said Land all common or public Drains or Sewers which may be deemed expedient: PROVIDED ALWAYS, AND THESE PRESENTS ARE UPON THE EXPRESS CONDITION that if the said Land, or any part thereof, shall be used for any other purpose than is hereinbefore provided or declared in and by the said trusts, the said trusts shall cease, and the said Land shall be forfeited and revert unto Us, Our Heirs and Successors, and these presents, and every matter and thing herein contained shall cease and determine and become absolutely void to all intents and purposes, and it shall be lawful for Us, Our Heirs and Successors, by Our Governor for the time being of Our said State, or some person by him authorized in that behalf, to re-enter upon the said Land, or any part thereof, and the said grantees, their heirs and assigns therefrom wholly to remove. In Testimony Whereof, We have caused this Our Grant to be Sealed with the Seal of Our said State.

COMPUTER FOLIO NO FURTHER DEALINGS TO BE REGISTERED.

WITNESS Our Trusty and Well-beloved SIR HARRY HOLDSWORTH RAWSON, Admiral in Our Royal Navy, Knight Commander of Our Most Honourable Order of the Bath, Our Governor of Our State of NEW SOUTH WALES and its Dependencies, in the Commonwealth of Australia, at Sydney, in Our said State, this twentieth day of March in the fourth year of Our Reign, and in the year of Our Lord one thousand nine hundred and four

Harry H Rawson

RECORDED and ENROLLED in the Registrar General's Office, at Sydney, in New South
Wales, this 30th day of March 1904

[Handwritten Signature]
Deputy Registrar General.

COMPUTER FOLIO NO FURTHER
DENIALS TO BE REGISTERED.

4050

NEW SOUTH WALES GOVERNMENT GAZETTE No. 219. [4 DECEMBER, 1953.]

SECOND SCHEDULE.

(Revocation of Dedication.)

LAND DISTRICT—GRENPELL; SHIRE—WEDDIN.

Site for Police Purposes, dedicated 5th June, 1936, county Bland, parish Euroka, portions 118, 119 and 120 of 3 roods (1 rood each), the whole. Plans B. 4,618 and 4,620-1,946. Papers W.S. 52-242.

THIRD SCHEDULE.

(Dedication for Public School Site—Addition.)

LAND DISTRICT—GRENPELL; SHIRE—WEDDIN.

County Bland, parish Euroka, 5 acres 3 roods, portions 104, 106 to 113 and 115 to 123, part road (known as Fourth-street) extending between Bland-road and Margaret-street and road (lane) separating portions 104 to 111 inclusive and portion 113 from portions 114 to 122 inclusive (road and lane closed, Government Gazette, 16th May, 1952). Plans B. 4,617, 4,618, 4,619, 4,620-1,946. Papers W.S. 52-242.

(This notice is in lieu of two notices affecting the subject lands published in the Government Gazette on 1st August, 1952.)

(304)

Sydney, 4th December, 1953.

REVOCATION OF DEDICATION.

WHEREAS under the provisions of section 25 of the Crown Lands Consolidation Act, 1913, power is given for the revocation of any dedication of Crown land dedicated by the Crown: Now, therefore, I do hereby declare that all preliminary action has been taken in connection with the revocation of the dedication for Public School Site at Criefton, area 2 acres, dedicated 13th January, 1882, described in the Schedule hereto, and I do hereby revoke the said dedication heretofore made.

F. H. HAWKINS, Minister for Lands.

SCHEDULE.

Parish Micketymulga, county Lincoln, 2 acres, portion 253. Plan P. 761-1,978. T. 53-8,481.

(302)

Sydney, 4th December, 1953.

REVOCATION OF DEDICATION AND GRANT AND REDEDICATION.

WHEREAS under section 25 of the Crown Lands Consolidation Act, 1913, power is given for the revocation of any dedication and grant of Crown land dedicated by the Crown and for the making of any new dedication thereof: Now, therefore, I do hereby declare that all preliminary action has been taken in connection with the revocation of the dedication and grant for Racecourse at Coonamble, area 225 acres, dedicated 10th August, 1890, described in the Schedule hereto and to the rededication of the area of 225 acres for Racecourse and Public Recreation, and I do hereby revoke the said dedication and grant of the area of 225 acres described in the Schedule hereto and rededicate the area of 225 acres for Racecourse and Public Recreation.

F. H. HAWKINS, Minister for Lands.

LAND DISTRICT OF COONAMBLE; COONAMBLE SHIRE.

County of Leichhardt, parish of Coonamble, within the suburban lands of Town of Coonamble, 225 acres, being portion 212. B. 68-1,834. P. 53-5,970.

(300)

Sydney, 4th December, 1953.

REVOCATION OF DEDICATION.

WHEREAS under section 25 of the Crown Lands Consolidation Act, 1913, power is given for the revocation of any dedication of Crown land dedicated by the Crown: Now, therefore, I do hereby declare that all preliminary action has been taken in connection with the revocation of the dedication for Site for School at Gilgunnia, area 2 acres 0 roods 19 perches, dedicated 9th June, 1897, described in the Schedule hereto, and I do hereby revoke the said dedication of the area of 2 acres 0 roods 19 perches described in the Schedule hereto.

F. H. HAWKINS, Minister for Lands.

SCHEDULE.

Village of Gilgunnia, parish of South Peak, county of Blaxland, Western Division, Land District of Hillston North; area, the whole, allotment 7, section 10, of 2 acres 0 roods 19 perches. Plan Gilgunnia 3. W.L.C. 53-2,938.

(301)

Sydney, 4th December, 1953.

REVOCATION OF DEDICATION AND GRANT.

WHEREAS under section 25 of the Crown Lands Consolidation Act, 1913, power is given for the revocation of any dedication and grant of Crown land dedicated by the Crown: Now, therefore, I do hereby declare that all preliminary action has been taken in connection with the revocation of the dedication and grant for Town Hall at Gulgong, area 1 rood 19 perches, dedicated 15th September, 1891, described in the Schedule hereto; and I do hereby revoke the said dedication and grant of the area of 1 rood 19 perches described in the Schedule hereto.

F. H. HAWKINS, Minister for Lands.

EASTERN DIVISION.

LAND DISTRICT—MUDGE; GULGONG SHIRE.

County Phillip, parish Guntawang, 1 rood 19 perches, being allotments 5 and 17, section 28, village of Gulgong. Plans G. 140 and G. 216-2,089. P. 53-7,703.

(350)

Sydney, 4th December, 1953.

REVOCATION OF GRANT.

WHEREAS under section 25 of the Crown Lands Consolidation Act, 1913, power is given for the revocation of any dedication and grant of Crown land dedicated by the Crown: Now, therefore, I do hereby declare that all preliminary action has been taken in connection with the revocation of the grant for Public School Site at Windowie, area 2 acres, dedicated 14th November, 1879, described in the Schedule hereto; and I do hereby revoke the said grant of the area of 2 acres described in the Schedule hereto. The dedication was revoked by Gazette notification of 31st May, 1929.

F. H. HAWKINS, Minister for Lands.

SCHEDULE.

EASTERN DIVISION.

LAND DISTRICT—TUMUT; SHIRE—TUMUT.

All that piece or parcel of land situate at Windowie, county of Wynyard, parish of Gilmore, containing an area of 2 acres, being portion 119 as shown on plan P. 477-1,978. T. 51-8,138.

(375)

Sydney, 4th December, 1953.

WITHDRAWAL OF TRAVELLING STOCK AND CAMPING RESERVES, ETC., FROM THE CONTROL OF PASTURES PROTECTION BOARDS.

IT is hereby notified that, in pursuance of the provisions of section 42 of the Pastures Protection Act, 1934, the parts of Travelling Stock and Camping Reserves, etc., particularised hereunder shall be and the same are hereby withdrawn from the control of the Pastures Protection Boards of the districts mentioned.

F. H. HAWKINS, Minister for Lands.

LAND BOARD DISTRICT—MAITLAND; PASTURES PROTECTION DISTRICT—MAITLAND.

Parish Corrabare, county Northumberland; Reserve No. 15,660 for Access. Part withdrawn—the whole. P. 53-4,771. (Placed under control, Gazette, 4th May, 1934.)

LAND BOARD DISTRICT—ORANGE; PASTURES PROTECTION DISTRICT—DUBBO.

Parish Micketymulga, county Lincoln, Reserve No. 1,654 for Travelling Stock and Camping. Part withdrawn—the whole, portion 254, 17 acres 2 roods 20 perches. P. 761-1,978. T. 53-8,481.

(Placed under control, Gazette, 1st August, 1930.)

(305)

Sydney, 4th December, 1953.

NOTICE of acquisition by the Crown of land under section 197 of the Crown Lands Consolidation Act, 1913, and the reservation from sale or lease of such land.

HIS Excellency the Governor, with the advice of the Executive Council, directs it to be notified that, under the provisions of section 197 of the Crown Lands Consolidation Act, 1913, the portion of land specified in the Schedule hereunder has been

(782) Sydney, 8th September, 1967.
WITHDRAWAL OF TRAVELLING STOCK AND CAMPING RESERVE, ETC., FROM THE CONTROL OF PASTURES PROTECTION BOARD

IT is hereby notified that, in pursuance of the provisions of section 42 of the Pastures Protection Act, 1934-1957, the part of the Travelling Stock and Camping Reserve, etc., particularized hereunder shall be and the same is hereby withdrawn from the control of the Pastures Protection Board of the district mentioned.

T. L. LEWIS, Minister for Lands.

Land Board District—Goulburn; Pastures Protection District—Goulburn

Parish Wologorong, County Argyle; Reserve No. 152 for Travelling Stock and Camping. Part withdrawn—about 18 acres, being the part east of the Federal Highway. P. 65-390.

(Placed under control, Gazette, 23rd September, 1932.)

(776) Sydney, 8th September, 1967.
NOTIFICATION PLACING TRAVELLING STOCK AND CAMPING RESERVES UNDER CONTROL OF PASTURES PROTECTION BOARDS

IT is hereby notified that, in pursuance of the provisions of section 41 of the Pastures Protection Act, 1934-1957, the Travelling Stock and Camping Reserves particularized hereunder are hereby placed under the control of the Pastures Protection Boards for the districts mentioned from the date hereof.

T. L. LEWIS, Minister for Lands.

Land Board District—Forbes; Pastures Protection District—Condobolin

No. 45569 for Travelling Stock and Camping, Parish Manna, County Gipps, that part generally south of portion 41. P. 67-2136.

Part No. 45073 for Travelling Stock and Camping, Parish Mugga, County Bland, part added to T.S. & C.R. 45073 this day. R. 67-458.

(775) Sydney, 8th September, 1967.
NOTIFICATION PLACING A CAMPING AND WATER SUPPLY RESERVE UNDER CONTROL OF A PASTURES PROTECTION BOARD

IT is hereby notified that, in pursuance of the provisions of section 41 of the Pastures Protection Act, 1934-1957, the Camping and Water Supply Reserve particularized hereunder is hereby placed under the control of the Pastures Protection Board for the district mentioned from the date hereof.

T. L. LEWIS, Minister for Lands.

Land Board District—Grafton; Pastures Protection District—Casino

No. 1081 for Camping and Water Supply, Parish Bonalbo, County Buller, being about 23 acres 2 roods added to the reserve this day. T. 65-3925.

(777) Sydney, 8th September, 1967.
NOTIFICATION PLACING TRAVELLING STOCK RESERVES UNDER CONTROL OF PASTURES PROTECTION BOARDS

IT is hereby notified that, in pursuance of the provisions of section 41 of the Pastures Protection Act, 1934-1957, the Travelling Stock Reserves particularized hereunder are hereby placed under the control of the Pastures Protection Boards for the districts mentioned from the date hereof.

T. L. LEWIS, Minister for Lands.

Land Board District—Cootamundra; Pastures Protection District—Young

No. 86418 for Travelling Stock, Parish Rossi, County Mont-eagle. T. 59-8061.

Land Board District—Forbes; Pastures Protection District—Condobolin

Addition to R. 31874 for Travelling Stock, Parish Euglo, County Gipps, notified this day. P. 61-4834.

No. 45568 for Travelling Stock, Parish Manna, County Gipps, that part generally south of portions 53 and 41 and T.S. and C.R. 45569. P. 67-2136.

(785) Sydney, 8th September, 1967.
PROPOSED REVOCATION OF DEDICATION

AS I am of the opinion that the purpose of the dedication of the area described hereunder has failed, notice is hereby given, in accordance with the provisions of section 25 of the Crown Lands Consolidation Act, 1913, as amended by subsequent Acts, that it is intended to revoke such dedication with a view to advertising the land as available for Special Lease application.

T. L. LEWIS, Minister for Lands.

Land District—Tamworth; Shire—Manilla

Parish Dowe, County Darling, portion 95 of 2 acres dedicated 29th April, 1884, for Public School Site at Corella, P. 1152-1978. P. 66-1638.

(780) Sydney, 8th September, 1967.
PROPOSED REVOCATION OF DEDICATIONS

AS I am of the opinion that the purposes of the dedications of the areas described hereunder have failed, notice is hereby given, in accordance with the provisions of section 25 of the Crown Lands Consolidation Act, 1913, as amended by subsequent Acts, that it is intended to revoke such dedications, with a view to dealing with the lands in accordance with the provisions of that Act, as so amended.

T. L. LEWIS, Minister for Lands.

Land District—Blayney; Shire—Lyndhurst

Parish Belubula, County Bathurst, 2 acres, being portion 256, dedicated 3rd December, 1898, for Public School Site. Ten. 67-3102.

Land District and Shire—Urana

Parish Clear Hill, County Urana, 2 acres, portion 101, being Coorabin Public School site dedicated 24th June, 1890, Plan U 2363-1881. T. 67-3644.

PROPOSED EXCHANGE OF LAND

ATTENTION is invited to proposed Exchange of Land under section 197, Crown Lands Consolidation Act, 1913, for Camping Reserve, Parish Belubula, County Bathurst, to be considered at the next meeting of the Local Land Board at Blayney. Plan is exhibited at Local Land Board Office, Orange, the office of the Crown Land Agent, Blayney, and Post Office, Mandurama. L.B. 67-389.

(818) D. O'KEEFE, District Surveyor, Orange.

(188) Sydney, 8th September, 1967.

RULES AND REGULATIONS FOR THE MANAGEMENT OF THE COONAMBLE RACECOURSE AND PUBLIC RECREATION RESERVE

HIS Excellency the Governor, with the advice of the Executive Council, having approved of the following Rules and Regulations made by the Trustees for the management of an area of 225 acres dedicated by notification in Government Gazette No. 219 of 4th December, 1953, for Racecourse and Public Recreation Ground at Coonamble, such Rules and Regulations are hereby published in accordance with the provisions of the Crown Lands Consolidation Act, 1913, as amended. P. 66-2,095.

T. L. LEWIS, Minister for Lands.

The Trustees of the Racecourse and Public Recreation Ground at Coonamble, area 225 acres, dedicated by notification in Government Gazette No. 219 of 4th December, 1953, having the care and management of the said lands, do, in virtue of the powers conferred by section 26 (2) of the Crown Lands Consolidation Act, 1913, as amended, hereby make the following Rules and Regulations for the management thereof:

RULES AND REGULATIONS

1. The trustees may reserve any portion of the said lands for the purpose of golf, cricket, football, tennis, or any other lawful game or sport, or for any other public amusement or purpose for which the said land may be used, and from time to time authorize any person, club or association upon such terms and conditions as the said trustees may think fit to use the land so set apart for any such purpose.

2. The trustees may at any time revoke any grant of authority under Regulation 1, finally or temporarily, and nothing in such grant of authority shall limit or affect the right of entry over the said land by the trustees, their servants or agents.

3. The trustees may permit any persons, clubs or associations to use the training track and stables for the purpose of training horses intending to race, and such permission shall be evidenced by a printed ticket issued by and with the authority of the trustees on payment of the fee fixed by them: Provided that any such ticket shall remain in force for a period not exceeding twelve months from the day of issue. Such ticket, unless previously revoked, shall not be transferable and shall be valid only for the horses named thereon, or if not so named for the number of horses stated thereon and shall not give to the holder thereof exclusive right to train horses on the said training track.

4. The trustees may make such charges as they may from time to time determine on persons, clubs or associations who or which may be authorized by the trustees to use the said land or improvements thereon, or any specified part or parts of such land or improvements for conducting a race, sports meeting or match or a meeting for public amusement or other purposes.

5. The trustees may from time to time make such charges or entrance fees for admission of the public to the said land or improvements thereon or any specified part or parts of such land or improvements thereon as they may in their discretion determine and exhibit in a conspicuous position at or near each entrance to the said land or improvements or such part or parts thereof.

6. The trustees or any person, club or association having authority under the trustees may, during the day or days on which a race, sports meeting or match or meeting for public amusement or other purpose is being held with the authority of the trustees pursuant to these Regulations collect and receive the charges made pursuant to Regulation 5 hereof for admission to the said land or improvements thereon, or any specified part or parts of such land or improvements and may close any part thereof against any person refusing or neglecting to pay such charges, either altogether or for any part of such day or days notwithstanding any authorities or permissions given under these Rules and Regulations: Provided that subject to Regulation 22 upon production of their official badges or tickets such charges shall not be payable by financial members of any club conducting the meeting or match or by those persons in possession of tickets issued by that club entitling them to admission.

7. The trustees or any person, club or association having authority under the trustees with the trustees' consent may rent or hire any stand, booth or site to any person or persons for any purpose on any day or days on which any race, sports meeting or match or meeting for public amusement or other purpose is being held with the authority of the trustees pursuant to these Regulations upon such terms and conditions as the trustees or such persons, club or association shall think fit, and all persons so renting or hiring any stand, booth or site shall abide by any order given by the trustees or person, club or association having authority under the trustees in reference to the said land and the buildings and other erections thereon.

8. The said trustees or any person, club or association having authority under the trustees may remove from the said land any trespassers and other persons causing annoyance or inconvenience upon such land.

9. The following persons shall not enter the said land at any time during which a race meeting is being held:

- (a) Any person proved to the satisfaction of the said trustees or person, club or association having authority under the trustees, to have been at any time guilty of any malpractice or dishonourable conduct in connection with horse racing.
- (b) Any person proved to the satisfaction of the said trustees or of such person, club or association to be a defaulter.
- (c) Any person under disqualification by any race club or racing association in Australia.

10. No person shall at any time without the consent of the trustees or person, club or association having authority under the trustees, take or drive across or on to the course proper a vehicle of any kind.

11. No person shall, during the progress of a race, sports meeting or match or meeting for public amusement or other purpose, enter any part of the said land or any enclosure or building or erection thereon without the consent of the trustees or person, club or association having authority under the trustees.

12. No person except the judge or any person he may call to his assistance or the assistant judge shall enter the judge's box at any time during which a race meeting is being held.

13. No person shall enter the saddling paddock, the parade yard and weighing room, jockeys' room and premises used in connection therewith, the Secretary's room, committee room,

stewards' stand, press stand, totalizator and judge's box or the members' stand and enclosure at any time without the consent of the trustees or person, club or association having authority under the trustees.

14. No person shall at any time during which a race meeting is being held enter the members' stand and enclosure unless he is a financial member of the club conducting the meeting, or is in possession of an official badge or ticket issued by that club entitling him to enter such stand and enclosure.

15. No person, club or association shall conduct or organize any race, sports meeting or match or meeting for public amusement or other purpose, on the said land, or take any part therein unless such meeting, match, amusement or purpose has been authorized by the trustees under these Rules and Regulations.

16. No person shall use the course proper for the training or exercising of horses unless expressly authorized by the trustees to do so, and a ticket issued under Regulation 3 of these Rules and Regulations shall not be deemed to be evidence of authority to use the course proper.

17. No person shall take a horse on to or exercise or train a horse on the training track except in accordance with permission evidenced by ticket under Regulation 3 of these Rules and Regulations and subject to the conditions printed or written thereon.

18. No person shall enter any portion of the said land, authority to use which has been given to any person, club or association having authority under the trustees except by and with the authority of such person, club or association or by and with the authority of the trustees.

19. No person shall carry on the business of a bookmaker on any part of the said land until he shall have complied with the following conditions:

- (a) That he has been approved by the trustees or a person, club or association having authority under the trustees.
- (b) That he pays to the said person, club or association in advance in respect of carrying on such business in the saddling paddock, such fee as such person, club or association may direct.
- (c) That as regards carrying on such business he shall be duly licensed.

20. No person shall destroy, damage or deface any fence, building or other structure, any turf, lawn, garden, tree, plant, playing field or green, or any other property or improvements on the said land or remove or attempt to remove any rocks, soil, sand, stone or other similar substances on or under or comprising part of such land.

21. Any person, club or association having authority under the trustees who or which shall have duly paid for the use of the training track and stables for the purpose of training horses shall, upon the production of a printed ticket issued under Regulation 3 be admitted thereto with his or their horses during the period for which the ticket was issued, subject to such conditions as the trustees may from time to time determine.

22. An official badge or ticket of membership issued by any club conducting horse racing shall not entitle the holder thereof to admission to the parade yard and weighing-in room, jockeys' room and premises used in connection therewith, the Secretary's room, committee room, stewards' stand, press stand, totalizator and judge's box, the course proper or training track.

23. The trustees shall expend in the administration, maintenance, and improvement of the land all such sums of moneys as may be derived as revenue from such land, including the sale of grass rights, fees, donations or subscriptions.

24. The trustees shall meet from time to time at any hour or place decided upon by them. The chairman and secretary or any two trustees may convene a meeting at any time.

25. The trustees may, upon such terms and conditions as they think fit, grant for a period of two years or for any less term by public auction or tender the exclusive right to depasture animals or cut and remove grass from the said lands or any part or parts thereof, or the trustees may take animals on agistment on the said land or any part or parts thereof upon such terms and conditions as they may think fit.

26. All moneys received in connection with the said lands shall be paid into some bank to the credit of an account in the name of the "Coonamble Racecourse and Recreation Reserve", and cheques drawn upon the account shall be signed by at least two trustees.

27. Any person committing a breach of these Rules and Regulations shall be liable to a penalty not exceeding one hundred dollars.

10.4 TOURISM AND EVENTS - PROGRESS REPORT**File Number: T3****Author: Pip Goldsmith-Manager Economic Development & Growth****Authoriser: Hein Basson, General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is to provide Council with an update on recent activities which promote and develop the tourism sector of the Local Government Area (LGA).

BACKGROUND

The Economic Development and Growth function is tasked with tourism development and marketing activities which have been identified by the strategies and action of the Economic Development Strategy and Coonamble Shire Council Destination Management Plan (DMP). Following development of the Coonamble Shire Council Masterplan and considering the current environment as a result of the impact of Covid-19, the significance of potential opportunity as a result of the development of the local tourism sector is great.

(a) Relevance to Integrated Planning and Reporting Framework

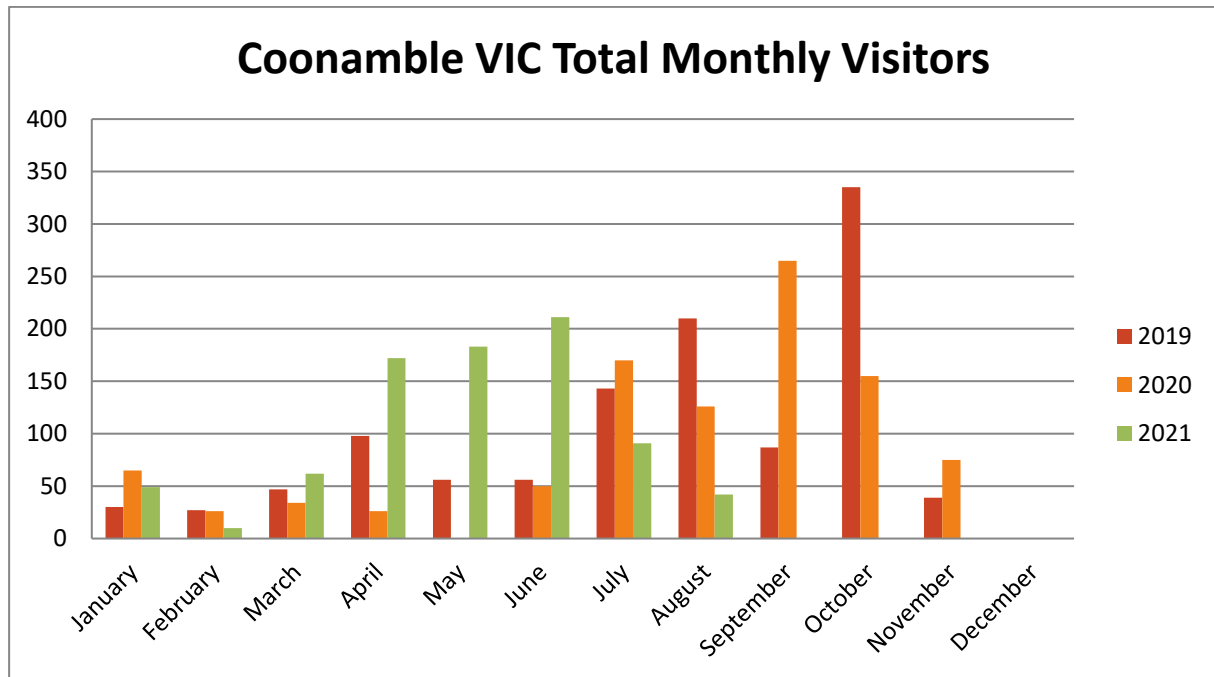
EC2.1 Identify and attract programs that identify new industry and attract them to the Shire.

(b) Financial Considerations

Activities undertaken as described by this report are funded by the allocated tourism line items in the approved Operational Budget.

COMMENTARYVisitor numbers

During August, there were 42 visitors to the Visitor Information Centre, a substantial decrease from previous months and fewer than the same period in previous years. This decrease is a direct result of strict domestic border restrictions and the closure of the Visitor Information Centre from 12 August due to NSW Government restrictions in response to Covid-19.



Tourism Promotion

In previous years, a tourism **e-newsletter** was published quarterly. Locals and visitors can subscribe via the Visit Coonamble website. A new monthly schedule has been created with the first renewed newsletter being distributed on Wednesday 1 September. Content includes any project updates, events and imagery from across the region. There are currently 192 subscribers, and the open rate sits at 23%.

Visit Coonamble
August 2021

Even though we're all staying put at the moment, we still have some exciting updates from across the region, for visitors and locals alike!

We want to share the stories, events, people and wide open spaces of our region. With many events postponed or cancelled and stay at home orders issued, there is still a lot to love.

Read on for local project updates, opportunities as well as some incredible snaps taken by our friends around the region.

@visitcoonamble **social media** pages continue to increasing reach. Posts on the Visit Coonamble Facebook page reached 15,000 people in August, up 32% from July. Page likes increased by 3% and followers by 3% as well, however, engagement was down by 13% on the page. Overall it was an upward trending month for the page with a huge increase in engagement.



The most popular post on Facebook (above) was the 'Everyone should Visit Coonamble once in their life - help us reach visitors by sharing and liking post.' This is a simple and effective way to build audience and engagement, accompanied with great imagery.

This post reached 5,294 people and had 253 engagements which means 253 people either liked, shared, commented, clicked to read the entire caption or stayed on the post for longer than 10 seconds. 294 people clicked on the post.

The audience on the Visit Coonamble Instagram page increased by 4% this month in terms of followers, and a 30% increase in content interactions (likes, comments, shares and saves). A total number of 3,201 accounts were reached, with only 505 being followers and 2,696 being non-followers – meaning that a much broader audience can see our posts regardless of follower size. The number of people following the Visit Coonamble Instagram is at 648 people.



The most popular post on Instagram was the image (above) of Brian Campbell's School Bus.

This post reached 1,800 people and from this reach, six (6) clicked through to the Visit Coonamble website from the Instagram profile link. 77% of people who liked this post weren't following our account at the time with 1,422 people finding the post by using hashtags and 434 people who viewed this post found it on the Instagram "HOME" page meaning that we were featured that day resulting in a huge reach, as well as the effectiveness of hashtags.

During August, @visitcoonamble social channels continued publishing stories which have experienced a steady increase. There is an average of about 100 people reached over the 30 days (including content engagement such as polls).

One story (below) asked people to reflect on Coonamble and answer the question 'Coonamble is...'. One answer was 'a big small town' which can be used in future marketing.

Council has partnered with **Dubbo Regional Council** in the creation of the 2021/22 Dubbo Region Visitor Guide by way of partnership in the Great Western Plains (GWP) pages. This investment provides Coonamble Shire Council with access to a promotional opportunity which places the destination in the hands of over 120,000 people and promotes it digitally to more than 180,000 people over 18-months via:

- Dedicated two (2) page spread in the Visitor Guide, which is distributed to over 160 Visitor Information Centres in NSW, ACT, QLD and VIC.

- Special features on Dubbo, Wellington or Great Western Plains social media channel.
- Re-share of appropriate social media content.
- Advertisement on the TV screen located in the lounge area of the Dubbo and Wellington Visitor Information Centres.
- Online Guide – Flip book style on Dubbo Region website including a link to your website and emailed as a link in response to all email enquiries received by Dubbo and Wellington Visitor Information Centres.
- Promotion on the Dubbo.com.au website via dedicated content pages, maps and itineraries.
- A designated space in the arrivals lounge of Dubbo City Regional Airport will promote our region and display the Dubbo and Wellington and GWP Visitors Guide.
- This GWP-Guide will be distributed from Taronga Western Plains Zoo, Old Dubbo Gaol, Wellington Caves and the Royal Flying Doctor Visitor Experience, and delivered to every household across the Dubbo Regional Council Local Government Area (LGA) and businesses frequented by visitors.

Coonamble Shire Council has partnered with Warrumbungle and Gilgandra Shire Councils to create a **collaborative marketing project**. Some seed funding has been provided by Destination NSW Country & Outback (DNCO) for a project which will encourage bookable experiences across the hub of the three (3) LGAs. Individually each of the areas have their own strengths, their own stories and own set of different experiences. When one consolidates all of these stories together, they weave into a rich and compelling narrative. It's a new, bigger story to tell, one that provides us with a strong foundation to develop a new tourism campaign that positions the region in a whole new light.

Following a competitive EOI process, marketing agency Enigma has been appointed to undertake a photography and content creation project to provide the hub with creative and attractive marketing materials. Following is a snapshot of the proposal which was submitted by Enigma, and will be implemented in collaboration with the three (3) Councils. Production is planned for late November, pending Covid-19 restrictions.

Campaign insight

AS REAL AS IT GETS

There's just something about this region.

When you arrive, you know you're in real country.

The people are the salt-of-the-earth kinds.

The pubs are packed with charm and yarn.

There's history that echoes through the towns like a 'Cooee' itself.

There's art installations too great for gallery walls.

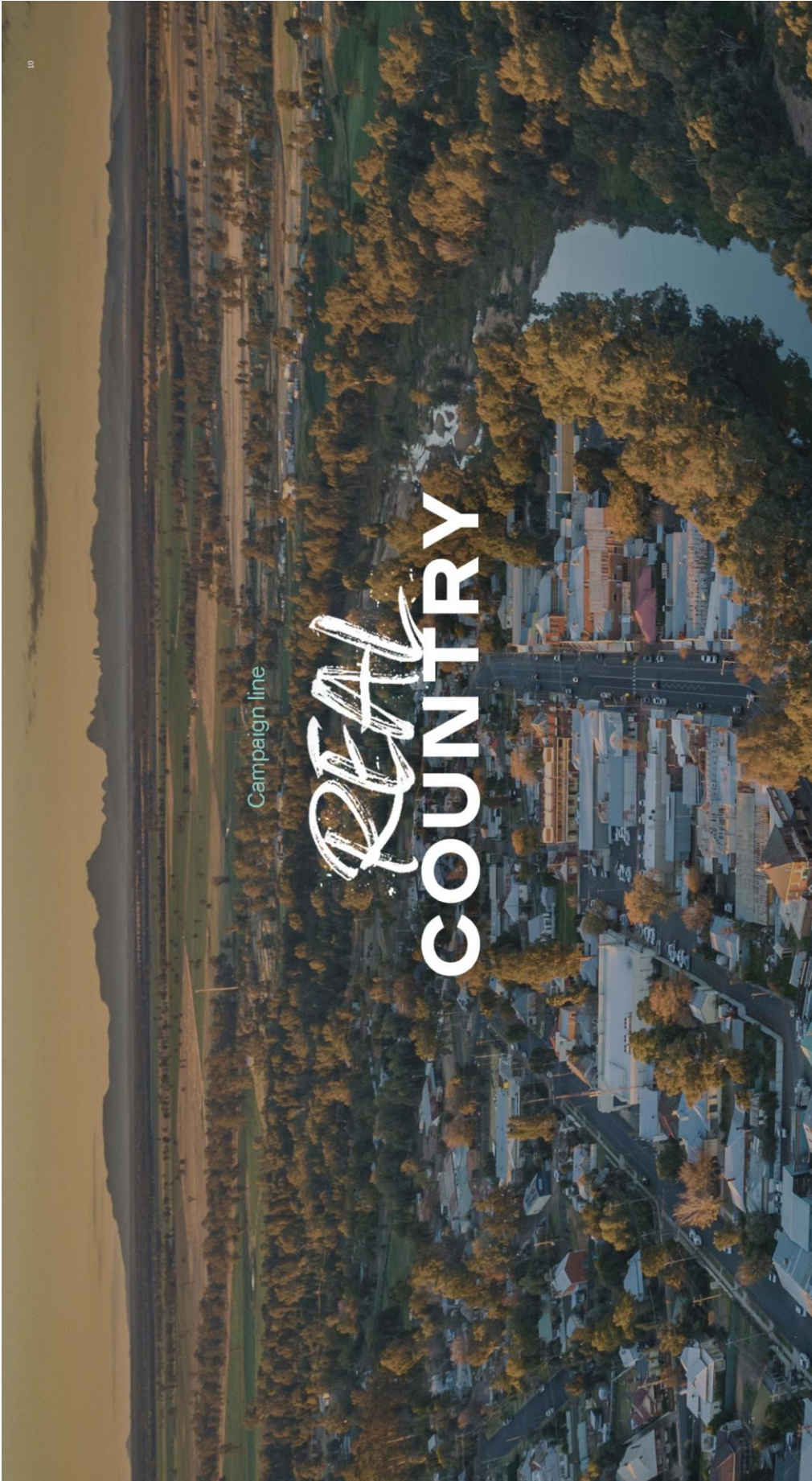
There's natural landscapes as diverse as they are wide.

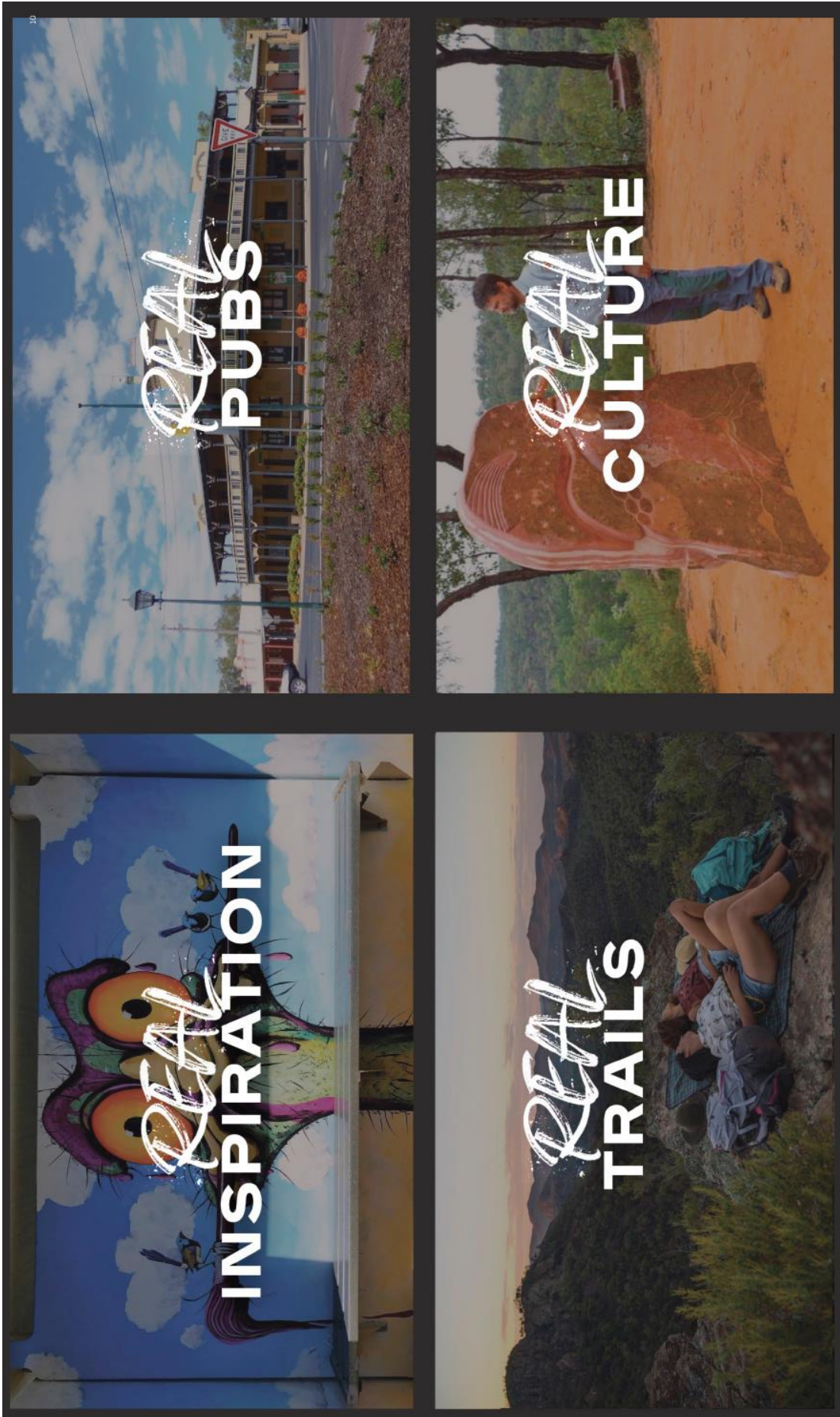
From breathtaking mountain vistas to remarkable marshes,

And in between there's a river that flows upside down.

The night skies are as clear as any you'll find.

If it's a real unique adventure you seek, this is as real as it gets.





METHODOLOGY

The following framework will provide you with an in-depth understanding of our proposed approach, including the key tasks and requirements (both on our end and your end) as well as deliverables.



Post-production

Campaign line, film edit and image gallery creation

This is where we bring it all together. Depending on your appetite for 'Real Country', we'll either use this line or propose an alternative campaign line prior to commencement of the edit.

Included:

- Campaign line and messaging, including film script. Generally this would be determined prior to filming, however in this instance it makes sense to finalise the creative messaging post-shoot, with the shoot serving as an effective brand immersion for our creative team.
- The film production outputs will include:
 - » Film outputs to include 1 x 90sec edit OR 3 x 30sec edits
 - » Includes 2 x rounds of Client feedback and revisions on the edit
 - » Colour grade, library music track, audio mix
 - » Voice over or supers / graphics (pending creative discussions)
 - » Provision of all raw footage on a shared drive (Client to provide drive)
- The photography output to include:
 - » Image gallery including key / hero selects
 - » Provision of expanded gallery including all usable images organised into folders from each council area / experience
 - » Provision of all assets on a shared drive (Client to provide drive)
- Project management, including coordination of Client reviews, feedback and rounds of revisions, timeline and delivery management.

Coonamble Visitor Information Centre (VIC)

Construction is predominantly complete. Staff are working with Westbury Constructions to finalise minor defects and incomplete works. This timing of this work has been impacted by the inability of Westbury Constructions staff to travel, due to Covid restrictions.

The construction and sealing of the carpark is complete, as well as the concreting and landscaping.

The internal fit-out of the VIC was scheduled for late August, following the delay of the delivery of some components – also as a result of Covid travel restrictions.

There has been no change to the project budget since the last report to Council.

An opening event has been tentatively re-scheduled for Tuesday, 5 October. It is expected that the building will be operational before then, which will provide for an opportunity to sort out any teething problems (if any).

The Coonamble District Store is an exciting new venture for the information and exhibition space. The space will be home to local produce, unique items and bespoke handmade objects, offering visitors a chance to take a part of the region home with them. The Store's vision is to create an opportunity for connection between visitors and locals through the offering of thoughtful items.

This will shape the retail and merchandise offering of the Visitor Information Centre to create a collection of locally made goods that really represent the people, spirit, and richness of the region to pass on to our visitors so that they can enjoy and share, long after their visit.

Staff have been working closely with stakeholders including Outback Arts, Cottage Industries and Arts Alive to ensure the internal exhibition, display and merchandise at the VIC encourages additional visitation rather than repeating or competing with currently available product. Communications with local businesses, community groups and individuals will continue to ensure the process is collaborative and the outcome locally beneficial.

Applications from local producers and makers are currently being called, and will be assessed by a selection committee against the following set criteria:

- Relevance to local production, artist/region message of product, quality, creativity, uniqueness, and craftsmanship.
- Existing stock mix, pricing structure and space availability will also be taken into consideration.
- Preference will be given to applicants living or working in the Coonamble LGA. Applicants from outside this area are welcome but should demonstrate a connection or benefit to Coonamble or region.

The selection committee will also be ensuring that products and merchandise stocked will not compete with another business or organisation in the LGA. Contrarily, the intention of stocking locally produced items is to provide local producers and artists with a new outlet and marketing opportunity and support the growth and development of the increasing number of home-based businesses in the LGA. By providing this access, visitors are then encouraged to continue to make their way to other shopfronts, experiences and products across the LGA from the promotional initiatives at the VIC.

It is proposed that the selection committee be comprised of the Tourism Officer, Manager Economic Development & Growth and a representative from Destination NSW County & Outback (DNCO). This mix will provide high-level tourism expertise and insight, local knowledge and an objective opinion.

There has been significant community interest in this initiative and a number of applications have already been received. Following are examples of products which may be stocked in the District Store.



Proposed products in applications received so far include:

- Small original artwork including prints and greeting cards, based on local landscapes and people, and inspired by life in the bush.
- Caps in three colours with a 'Coonamble 2829' leather badge on the front.
- Photography prints.
- Ceramics.
- Locally made souvenirs.

Coonamble Nickname Hall of Fame.

The Nickname Hall of Fame was developed in 2005 as a celebration and exploration of our local community identity and culture as well as a tourism attraction/asset to entice visitors out of their cars and into the town's CBD.

To ensure the continual growth of the project, new ideas need to be explored to add value to the original concept and enhance the visitor experience. There is also a need to revisit the project as the 2017 main street fire destroyed some buildings that housed a number of Nickname Hall of Fame signs. There has also been replacement signage ordered after an audit was conducted of current signage conditions, to improve the cleanliness and appearance of the product.

Following is a summary of the current status of each sign

| Sign | Location | Comment |
|------------------------|---|-----------------------------|
| Icey (Facehole) | In storage – previously cnr Castlereagh Hwy & Aberford St | Replacement to be installed |
| Big Mick | In storage | Replacement to be installed |
| Gooley | In storage | To be installed |
| Singo | In storage | To be installed |
| Tracker | In storage | To be installed |
| Icey | Coonamble Shire Council building | Replacement to be installed |
| Ghost | Sons of Soil Hotel | Replacement to be installed |
| Vanderbilt | AJF | Replacement to be installed |
| Magpie | Cants Building | Replacement to be installed |
| Darla | Mooy Lane | |
| Bricky/Voya | Mooy Lane | |
| Tumbler | Commercial Hotel | |
| Rigger | Sons of Soil Hotel | |
| Yap | Bucking Bull Hotel | |
| Johnny Café | Outback Arts | |
| Fluffy | Outback Arts | |

With more than half the existing signs needing to be installed, we are presented with an opportunity to review the location of all signs as a collective product.

There has been feedback from visitors about expecting the pieces to be exhibited in a 'hall', as the name suggests. A permanent outdoor gallery exhibition would refresh the whole profile of the project and help meet visitor expectations.

With other substantial public art offerings across the shire, the refresh of this project would also add to the artistic vision of the town, and the reputation of Coonamble as a creative community.

Potential signage locations have been investigated and reviewed and have found that the driveway between Cants Home Hardware and the Coonamble Times building would best fit to meet objectives of the project and visitor benefit. Building owners have been contacted and have provided initial approval for the relocation of the signs to their buildings.

This location offers the creation of a 'precinct'. This outdoor gallery offers a creative surprise to visitors, elevates the offerings on main street. This location also lies opposite the main street carpark and encourages the flow and use of this pedestrian access, as per the Masterplan.

An artist's impression of what this 'hall' could look like is presented below. Please note, a copy of only one sign has been used for conceptual purposes. Once installed, each sign would be unique and individual.



Visitors will be encouraged to stop their cars to experience this free cultural activity and continue to explore the CBD precinct and see what else is on offer, visiting and supporting local businesses.

There is also already one sign installed there, namely 'Magpie'. This familiarity of the location lends itself to the extension of the project.

This location also offers the potential of further funding to be sought to develop the product. Such development may include lighting or a technological addition.

The installation of lighting would serve to create an activity in the main street that adds to the night-time cultural offerings, as well as offering visitor security. This development would also encourage visitors to enjoy Coonamble at night when traditionally there aren't many offerings outside pub venues.

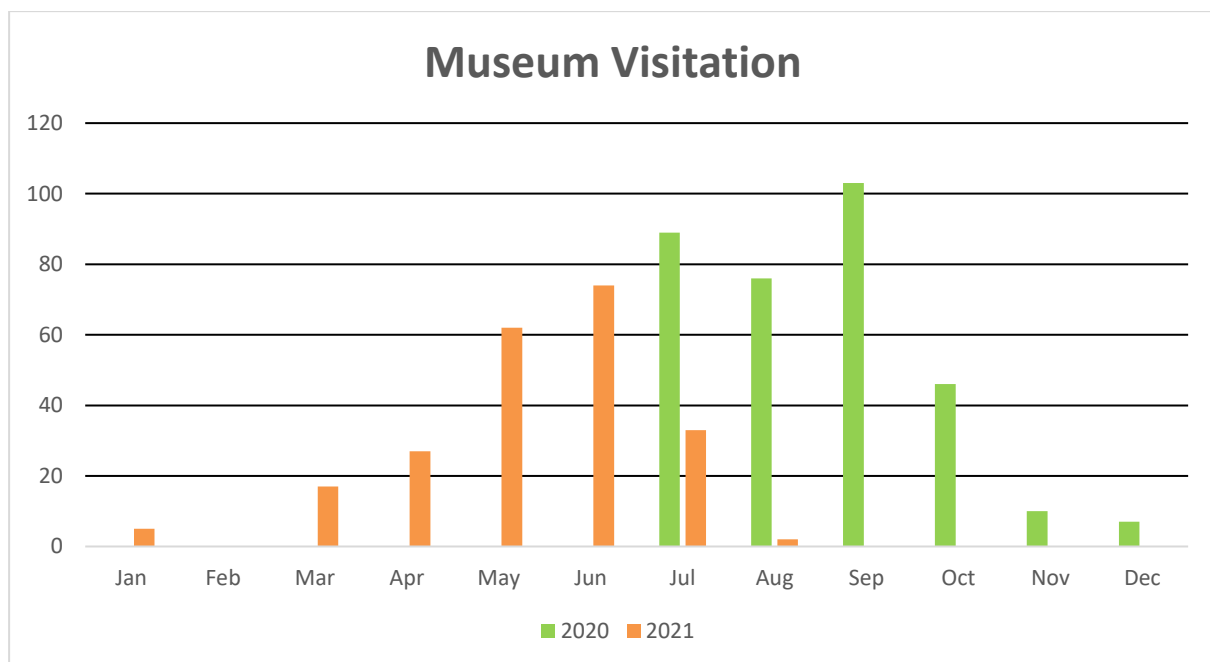
The integration of technology presents more appropriately with the current streetscape. This could involve the development of audio or visual additions through QR code technology, accessed by visitors on their mobile devices. These recordings of local stories would be invaluable for the town and be used in promoting and preserving our unique local culture.

It is also appropriate at this stage to build the project and introduce a second generation of nicknames. New additions, including the previously recognised need to include Neville Owen in the collection, would be celebrated in the town, reinvigorating interest from locals and valued additions for visitors.

The current allocated budget allows for the recent renewal of some signs, and future relocation of the collection. Grant funding may need to be sought for a second generation of nicknames, and other technological or lighting upgrades.

Coonamble Museum Under the Bridge

During August, only one family visited to Museum before it was closed to the public on 12 August in line with State Government restrictions in response to Covid-19.



While the Museum and VIC are closed to the public, staff have been undertaking background work for improved management and operation of the Museum. An operational procedure document has been completed for the benefit of all staff and volunteers contributing to the operation of the Museum, and development of a digital version of the catalogue of the Collection is underway.

A Collections Policy has been developed to provide oversight for the collection held by the Museum Under the Bridge, and a draft of this Policy is included in this Business Paper with an accompanying report for the consideration of Council.

The Collection is not currently recorded in a way that can be easily and reliably understood. Current hard copy records are being reconciled with physical items to develop a soft copy of the catalogue that can be utilised like a spreadsheet or database. As this catalogue is developed, it will be maintained with respect to Council's Record Management Policy. This digital catalogue will be integral to the development of future exhibitions and management of the Collection.

Events

- Madame Flute, a concert event, has been rescheduled due to ongoing Covid-19 restrictions. Originally planned for Saturday 28 August, the concert is now to be held on Saturday 23 October. Event plans are being revised appropriately.
- The opening of the Coonamble VIC has been rescheduled for 5 October, pending Covid-19 restrictions.

(a) Governance/Policy Implications

Policy documents relevant to activities reported here include the Code of Conduct, Community Consultation Policy, Media Policy, Procurement Policy, Public Art Policy, Coonamble Museum Under the Bridge Collections Policy and Social Media Policy.

(b) Legal Implications

There are no legal implications directly associated with 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

Environmental implications associated with various developments discussed in this report are addressed as part of the Development Application process for individual projects.

(e) Economic/Asset Management Implications

As community owned assets, the ongoing maintenance of tourism assets including public art, and the VIC remains Council's responsibility.

(f) Risk Implications

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

CONCLUSION

Tourism activities and projects continue to progress according to the Economic Development Strategy 2021, and work towards achieving the goals of the Coonamble Shire Council DMP.

RECOMMENDATION

- 1. That Council notes the contents of this report.**
- 2. That the selection committee for locally produced retail and merchandise items to be stocked in the Coonamble Visitor Information Centre be comprised of the Tourism Officer, Manager Economic Development & Growth and a representative from Destination NSW County & Outback, and that items be assessed against the following criteria:**
 - a. Relevance to local production, artist/region message of product, quality, creativity, uniqueness, and craftsmanship.**
 - b. Existing stock mix, pricing structure and space availability also to be taken into consideration.**
 - c. Preference will be given to applicants living or working in the Coonamble Local Government Area. Applicants from outside this area are welcome but should demonstrate a connection or benefit to the Coonamble area or region.**
- 3. That the Nickname Hall of Fame be refurbished and updated with the following approaches:**
 - (a) The collection of current signs be relocated to the unnamed lane between the current Cants Home Hardware and Coonamble Times buildings, within currently allocated budgets.**
 - (b) Additional upgrades, including lighting and technology, be further investigated and costed to include with future budget allocations and/or grant funding applications.**

10.5 DRAFT COONAMBLE MUSEUM UNDER THE BRIDGE COLLECTION POLICY**File Number: P15****Author: Pip Goldsmith, Manager Economic Development & Growth****Authoriser: Hein Basson, General Manager****Annexures: 1. Draft Coonamble Museum Under the Bridge Collection Policy****PURPOSE**

The purpose of this report is to provide Council with a draft Coonamble Museum Under the Bridge Collection Policy for consideration.

BACKGROUND

The Coonamble Museum under the Bridge (the Museum) stores and displays items which represent the history of Coonamble and its community. The Museum occupies the former police barracks, built in 1886. The brick horse stables have been retained in original form with stalls and feed boxes.

The Museum is managed by Council with the assistance of volunteers. The level of contribution of volunteers varies, and with different people contributing to the maintenance of the Collection at different times, there is a need for a consistent procedural approach.

Currently, there is no Policy or Procedure in place which guides the management of the Collection.

In preparing this draft Policy, Council staff sought guidance and advice about best practice from Museums & Galleries of NSW, supported by the NSW Government through Create NSW. Museums & Galleries of NSW provides assistance to small-medium museums, galleries and Aboriginal cultural centres.

The draft Coonamble Museum Under the Bridge Collection Policy is attached as Annexure 1 for Council's consideration.

(a) Relevance to Integrated Planning and Reporting Framework

- I2.1 Increase the exhibition and production of more cultural events in the Shire.
- I3.4 Maintain all public facilities to ensure safety and promote use.
- 14.2 Ensure long term management and protection of our community assets.
- L1.4.4 Governance is open and transparent.
- L1.4.5 Review of Council policies.

(b) Financial Considerations

There are no financial considerations related to this report.

COMMENTARY

Museums & Galleries of NSW (M&G NSW) provides guidance, advice and assistance to the organisation that run museums, galleries and cultural centres. M&G NSW provides skill development, connection to with others in the industry and funding opportunities.

The museums, galleries and Aboriginal cultural centres of NSW provide historical, contemporary and future context. They tell stories about their communities and reflect on what they might become. Their programs record history and grow ideas; they generate and support creative processes that contribute to economic, social and health related wellbeing. They help build resilient and sustainable communities.

M&G NSW provides resources about the management of collections, and Collection Policies. A Collection Policy guides the decision-making process for shaping the collection of the museum. It is essentially a set of principles that guides collecting, loans, deaccessioning, collection care and access.

Collection Policies are essential for all collecting agencies. Clearly defined policies demonstrate to funding bodies that a logical and strategic approach to collection development has been implemented. For many relevant funding opportunities, a Collection Policy is a requirement.

Additionally, collection policies are invaluable in situations where well-meaning donors want to give objects to a museum which do not fit the organisation's aims. Handling such offers requires tact and diplomacy and having a written policy provides clarity for donors without offence.

The adoption of a Collection Policy for the Coonamble Museum Under the Bridge will legitimise operations and support the development of the Museum product.

(a) Governance/Policy Implications

Once adopted by Council, the Coonamble Museum Under the Bridge Collection Policy will become a policy of Council. The Coonamble Museum Under the Bridge Collection Policy also considers the Records Management Policy and Volunteer Policy.

(b) Legal Implications

There are no legal implications associated with this report.

(c) Social Implications

The Coonamble Museum Under the Bridge Collection Policy will provide Council staff and volunteers with guidance about how to appropriately manage and maintain the current and future collection of the Museum. This will ultimately provide social benefits through an improved experience for visitors to the Museum, and potential investment in the Collection on behalf of the community.

(d) Environmental Implications

There are no environmental implications directly associated to this report.

(e) Economic/Asset Management Implications

The Coonamble Museum Under the Bridge Collection Policy will provide guidance for the management of the Collection, as a community asset.

(f) Risk Implications

The adoption of the Coonamble Museum Under the Bridge Collection Policy will help to mitigate the current risk posed by not currently having any policy or procedure in place which guides the maintenance of the Collection.

CONCLUSION

There is a recognised need for a Policy which protects and maintains the current and future Collection stored and displayed at the Coonamble Museum Under the Bridge. The content of the draft Policy has been developed in line with best practice advice from the peak body of the sector. Once adopted, the Coonamble Museum Under the Bridge Collection Policy will provide operational efficiencies, improvements to the Collection and access to funding opportunities.

RECOMMENDATION

- 1. That Council places the draft Coonamble Museum Under the Bridge Collection Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 2. That, in the event of any submissions being received, the Manager Economic Development & Growth presents a further report, together with the contents of those submissions received, to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the Coonamble Museum Under the Bridge Collection Policy will (with or without changes) at its November 2021 Ordinary Meeting.**
- 3. That, in the event of no submissions being received within the prescribed 28 days, Council formally adopts the Community Engagement Policy without any changes as a policy of Council.**

Coonamble Museum Under the Bridge Collection Policy

1. INTRODUCTION

The Coonamble 'Museum Under the Bridge' (the Museum) is the former police barracks which was built in 1886. The original brick stables with stalls and feed boxes are one of only two remaining in New South Wales.

This Policy will guide the continued acquisition and maintenance of the permanent collection of historic artifacts stored and displayed at the Museum. The Collection is required for the Museum to remain a tourism product and to continue to provide museum services.

2. OBJECTIVE

The Museum aims to maintain a collection of local history and displays part of that Collection as a unique tourism product. The Museum stimulates thought, study and interest in the culture and history of the Coonamble Local Government Area (LGA) through the conservation, exhibition and interpretation of objects documents and photographs committed for safe repository and public access.

3. POLICY STATEMENT

3.1. Statement of Purpose and Scope Collection

The Coonamble Museum Under the Bridge Collection Policy ensures that limited resources are used efficiently to collect, preserve, research, appropriately exhibit and provide public access to artifacts and archives. These artifacts and archives may include physical objects, and objects which are paper based and photographic, enabling the Museum to illustrate the history of nature and mankind within the LGA.

Items collected by the Museum will relate to the development of the LGA, will have contributed significantly to the history of the LGA and will have relevance to the identified themes. All Collection items should endeavor to relate to known specific persons, particular localities, or documented events.

3.2. Identified Themes

The Museum will collect and conserve documents, photographs and objects relevant to the Coonamble LGA and the following identified themes, from the earliest possible date to the present time.

- Rural life and agriculture – technologies and social history.
- Domestic life.
- Urban matters – local businesses, health and community groups.
- War service – of local men and women and its local impact.
- Indigenous history.
- Cultural objects – domestic, trade, ceremonial, and artistic objects.
- Transport documentation and items.
- Archival material, photographs, information, correspondence and communications.

3.3. Access

The Museum aims to provide maximum possible access to the Collection. Regular opening hours will allow public access to the Museum exhibitions, education facilities and archives. Public access to any stored Collection items will be arranged with relevant Council staff.

4. ACQUISITION

Accessioning is the formal process of accepting items into the Collection. The Museum shall acquire objects for the permanent Collection by donation, bequest, or transfer.

4.1. Significance Assessment

Significance assessment must be undertaken by analysing the object, understanding its history and context and identifying its value for the community.

This process will define the meaning and value of an object and establish its significance in relation to other objects. It helps demonstrate why an object is

sufficiently important to be in the Museum's Collection. The process involves considering an item against a standard set of assessment criteria.

Not all objects are significant, or sufficiently significant to merit inclusion in the Collection. This process can also provide well-reasoned arguments for declining a donation or deaccessioning an object.

Coonamble Museum shall continue to enhance the Collection by acquiring:

- Objects that conform with the identified themes.
- Only those donations which are provided without conditions.
- Information and photographs relevant to the history of the LGA to the present day, with reference to family history and local businesses.
- Oral and written histories of local relevance

4.2. Acquisition Criteria

The significance of an item will be assessed with reference to relevant criteria, including:

- **Relevance:** The Museum only collects objects that relate to the Museum's objective or identified themes.
- **Significance:** Priority is given to objects which are significant for their historic, aesthetic, scientific/research or social/spiritual value.
- **Provenance and documentation:** Priority will be given to objects where the history of the object is known and associated documentation or support material can be provided
- **Condition, intactness and integrity:** The condition of the object must be taken into consideration when acquiring material. Badly damaged material will not normally be accepted into the Collection.
- **Interpretive potential:** Objects that tell a story that adds to the interpretation of the Museum themes will be prioritised.
- **Rarity:** Objects will be prioritised if they are rare examples of a particular kind of object.
- **Storage:** The object can only be accepted if it conforms with the Museum's storage and display resources.

- **Representativeness:** Objects may be prioritised if they are an excellent representative example of a particular kind of object.
- **Duplications:** Duplicate objects will not be accepted unless with particularly strong provenance.
- **Legal requirements:** The donor can demonstrate clear legal title.

It is not necessary for evidence of all criteria to justify an object's significance, although all criteria will be considered. An object may still be significant if only one or two of the criteria apply.

4.3. Acquisition Procedure

Communication with a potential donor is very important. The following procedure is to be followed when considering the acquisition of an object.

- Issue the donor with written confirmation of receipt of the object, including the object description, donor's name and contact details, date of item receipt, as much information about the provenance of the item as possible, a clear statement to the effect that the item will be accorded the same degree of care as the Museum's Collection, and that the item must be assessed according to this Policy to determine whether it is an appropriate acquisition into the Collection, the name of the person who received the item.
- Tag the object with the appropriate receipt or record number.
- Undertake all appropriate research and investigation about the object.
- Convene a panel of three relevant Council staff to assess the item according to the Museum's Collection Policy, specifically the Acquisition Criteria. This assessment and the reasoning for the assessment outcome must be recorded appropriately.
- If the item is not accepted, it should be immediately returned to the owner with an explanation of the decision. If the item is accepted, this decision must also be communicated to the owner with a message of gratitude.
- If the item is accepted, a **Deed of Gift** must be completed and signed by the donor and an appropriate Council staff member. As the formal process whereby

ownership of the item is transferred from the donor to the Museum, the Deed of Gift must also be appropriately recorded and filed.

- The newly acquired object must be appropriately catalogued as part of the Collection.

5. COLLECTION CARE

5.1. Documentation

It is critical that the Museum maintains an effective documentation system. All documentation will be made and recorded with respect to Council's Records Management Policy.

On obtaining ownership of an item, it is entered into the Collection Catalogue with as much detailed information as possible, and a photograph is taken of the object. The object is then either stored or displayed.

Recording of information should be simple, straightforward, and legible. Documentation should be of archival quality and filed for future reference.

5.2. Storage and Conservation

The Museum must maintain high standards of Collection care and storage. Once an item is accepted, initial conservation procedures are required to be undertaken before the item can be included in the Collection. Items should be temporarily stored in an environmentally sound area to await cleaning, fumigation and 'first aid' conservation if necessary. Maintaining storage and conservation work areas is a high priority. The following storage requirements are to be met:

- Storage areas must remain clean, secure and sealed against the weather. Temperature and relative humidity should be kept as stable as possible and access to storage areas is to be controlled. Temporary storage is to be organised as required. Objects must not be stored on the floor.
- Ultra-violet light should be excluded from storage areas and when storage areas are not in use, lights must be turned off.

- Archival quality storage materials should be used for all significant material.
- Storage areas must be regularly checked for pests, atmospheric deterioration and other potential problems.
- Untrained personnel should never attempt to clean, treat or restore Museum objects.
- Staff working at the Museum should always follow procedures for correct handling of objects.

6. DEACCESSIONING AND DISPOSAL

Deaccessioning is the formal removal from the Collection of an object that is no longer considered of relevance. It is a process that is to be carried out with as much care as the process of accessioning an object into the Collection.

Deaccessioning can occur when:

- An object does not comply with the current Collection Policy of the Museum.
- An object is damaged beyond repair.
- The conservation and storage costs for an object are beyond the means of the Museum.
- An object is a lesser quality duplicate of an object the Museum already owns.
- An object lacks any supporting information to enable proper identification or to establish its relevance to the Collection.
- A substantiated request for the return of the object to its original owner/donor is received. This could be the return of sacred material to Indigenous peoples.

6.1 Deaccession Procedure

The object identified for removal from the Collection must come before a panel of three relevant Council staff for consideration with close reference to the Acquisition Criteria and the reasons for decommissioning above. A cooling off period of 12 months will be instituted before final disposal.

The deaccession of any object shall be appropriately documented, recorded and communicated. This final disposal may be by return of the item to a donor or their family, by transfer to another appropriate organisation or by disposal or recycling.

7. LOANS

Loans may be either inward or outward loans. Decisions about loans are to be made by a panel of three relevant Council staff. All loans need to be assessed with considerations including transport requirements, display capacity of the Museum, condition of the object and completion of legal loan agreement covering insurance and time of loan.

7.1. Inward Loans

Generally, the Museum does not accept any objects on loan. However, for small exhibitions, some objects may be borrowed from lenders (individuals or institutions) for a prescribed period of not more than six months. The following procedure is to be followed when managing inward loans:

- The loan shall only be accepted for a specific exhibition or research, and for fixed period of time.
- Inward loans shall be recorded in a dedicated Loans Register
- A representative of both the Museum and the lender will be required to sign an agreed inward loan form. Each party will hold a copy of this agreement which will record the terms and conditions of the loan.
- The Museum agrees to exercise the same care with respect to loans as it does for its own Collection.
- Loans shall remain in the possession of the Museum for the time specified on the form.
- The Museum can request to renew loans if required. Documentation recording renewal must be signed by a Museum Officer and the lender.

7.2. Outward loans

The Museum may lend an object to other professionally managed museums or organisations for a specific period. Outward loans request must be assessed and approved by a panel of three relevant Council staff. The following procedure is to be followed when managing outward loans:

- The Museum will lend objects to other museums and organisations holding collections. It will not lend to private collectors.
- Borrowers and a representative from the Museum will be required to sign an outward loan agreement form. Each party will hold a copy of this agreement which will record the terms and conditions of the loan.
- The borrower must exercise care in the handling, storage and display of the loan object and must be prepared to meet the conditions outlined in the outward loan agreement.
- The maximum loan period is six months. Applications for extension of this period must be made prior to the loan expiry date.
- Objects cannot be treated or altered in any way without the written permission of the Museum.
- Loans will remain in the possession of the borrower until returned to the Museum.

RELATED POLICIES

- Records Management Policy.
- Volunteer Policy.

REVIEW

This policy will be reviewed once every three (3) years or sooner if deemed necessary.

.....
General Manager

.....
Date

| | | |
|---|-----------------------|---------------------------------------|
| Title: Coonamble Museum Under the Bridge Collections Policy | | |
| Department: Economic Development & Growth | | |
| Version | Date | Author |
| 1.2 | 24/08/2021 | Manager Economic Development & Growth |
| This policy may be amended or revoked at any time and must be reviewed at least three (3) years since its adoption (or latest amendment). | | |
| Review Date: August 2024 | | |
| Amendments in the release: | | |
| Section Title | Section Number | Amendment History |
| | | |
| Annexure Attached: Nil | | |

DRAFT

10.6 RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK FOR LOCAL COUNCILS

File Number: C6-19

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

Authoriser: Hein Basson, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is to provide a brief overview of the draft *Guidelines for risk management and internal audit for local councils in NSW* and Audit, Risk and Improvement Committee (ARIC) requirements under the Local Government Act 1993.

BACKGROUND

In 2016, section 428A and 428B of the Local Government Act 1993 was amended to require Councils to appoint an Audit, Risk and Improvement Committee (ARIC). The establishment and implementation of these committees was originally planned to coincide with Council elections in September 2020. As Council elections have been delayed, the implementation phase of ARICs have been adjusted accordingly.

In 2019, the Office of Local Government (OLG) released a discussion paper, *A New Risk Management and Internal Audit Framework for Local Councils in NSW*, seeking submissions on the proposed model for ARICs.

As a result of the submissions received, draft *Guidelines for risk management and internal audit for local councils in NSW* have been developed for ARICs and the overall risk management framework. The draft guidelines are open to comment until the 26 November 2021.

The purpose of an ARIC is to continuously review and provide independent advice to a Council on its functioning and managing risk, which includes the following areas:

- Compliance;
- Risk management;
- Fraud control;
- Financial management;
- Governance;
- Implementation of the community strategic plan, delivery program and strategies;
- Service reviews;
- Collection of performance measurement data by the Council;
- Any other matters prescribed by the regulations.

Once fully established and implemented, an ARIC must develop a strategic four (4) year plan to ensure that all the matters listed in section 428A of the Local Government Act are reviewed by the committee and internal audit function over each

Council term. Councils will be required to complete an Attestation Statement as part of the Annual Report, advising if the ARIC complies with Guidelines once finalised.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

(b) Financial Considerations

There are no financial considerations associated with this report itself, however, costs associated with the establishment of the ARIC will need to be assessed and included in the December 2021 / 2022 budget quarterly review.

COMMENTARY

Section 428A and 428B of the Local Government Act 1993 have now commenced, with the OLG releasing draft *Guidelines for risk management and internal audit for local councils in NSW*, which prescribe the minimum standards and model terms of reference for the establishment, membership and operation of ARICs.

In summary, as Coonamble Shire Council does not currently have an established ARIC, the following timeframes will need to be considered:

- Councils and Joint Organisations are permitted under section 428B to enter into arrangements with other Councils or Joint Organisations to share ARICs.
- Under the transitional provisions of the Act, all Councils (including County Councils) and Joint Organisations must have either appointed an ARIC or entered into an arrangement with another Council or Joint Organisation to share an ARIC before **4 June 2022**.
- Under the proposed Guidelines, Councils and Joint Organisations are not required to establish a risk management framework and internal audit function that **fully complies** with the Guidelines until **30 June 2024**.
- The proposed Guidelines set out **membership requirements** for ARICs. Councils and Joint Organisations are not required to comply with these requirements until June 2027.

Under the draft Guidelines, the structure of the ARIC will depend on a Council's size, needs, budget and complexity in operations. A tiered approach has been used to place each Council into a category, with Coonamble Shire Council listed as a Tier One (1) – General Purpose Council.

A Tier One (1) Council is defined as “Local government area is in a remote location with a population of < 20,000 persons and Local government area is predominantly rural or agricultural in nature with low population growth”.

Regardless of where a Council falls in the tiered system, the structure of the ARIC is going to require its members to meet eligibility requirements, have specialised skills and for some members to meet the OLG's prequalification scheme.

For smaller rural and regional Councils, sourcing independent candidates eligible for ARIC appointment may be difficult given limited talent pools. Tier One (1) Councils, including County Councils, are encouraged to explore shared and joint arrangements for ARICs. Shared arrangements could also have administrative and costs

efficiencies. It would be advisable that Council explores this option over the next few months in the first instance through its established networks.

(a) Governance/Policy Implications

The *Guidelines for risk management and internal audit for local councils in NSW* are still in draft format. When finalised, Council will have to abide by these guidelines.

(b) Legal Implications

There are no legal implications arising from this report itself, at this stage.

(c) Social Implications

There are no social implications arising from this report itself.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

If Council fails to appoint an ARIC by June 2022, it would risk being in breach of the requirements of the *Local Government Act 1993*. However, in taking proactive steps to meet requirements, the risk of this happening is mitigated.

CONCLUSION

Section 428A and 428B of the Local Government Act 1993 have now commenced, with the Office of Local Government (OLG) releasing draft *Guidelines for risk management and internal audit for local councils in NSW*, which prescribe the minimum standards and model terms of reference for the establishment, membership and operation of Audit, Risk and Improvement Committees (ARIC).

All Councils (including County Councils) and Joint Organisations must have either appointed an ARIC or entered into an arrangement with another Council or Joint Organisation to share an ARIC before 4 June 2022.

For smaller rural and regional Councils, establishing an ARIC may be difficult in terms of sourcing independent candidates eligible for appointment, and therefore it is advisable that Council in the first instance explores shared arrangement options over the next few months through its established networks.

RECOMMENDATION

That Council notes the information contained in this report, and in principal agrees for staff to explore the possibility of a shared

Audit, Risk and Improvement Committee arrangement with other neighbouring rural and regional Councils within the region.

10.7 RATES AND CHARGES COLLECTIONS - AUGUST 2021**File Number: Rates - General - R4****Author: Melissa Curtis, Revenue and Finance Officer****Authoriser: Bruce Quarmby, Executive Leader - Corporate and Sustainability****Annexures: Nil****PURPOSE**

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of August 2021.

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

The annual rate charges are set out within Council's 2021 / 22 Operational Plan.

(b) Financial Considerations

The annual rate charges are set out within Council's 2021 / 22 Operational Plan.

| | 31 August 2021 | 31 August 2020 |
|-------------------|-----------------------|-----------------------|
| Rates and Charges | \$5,722,604.59 | \$5,335,311.50 |
| Water Consumption | \$301,271.60 | \$285,730.76 |
| Total | \$6,023,876.19 | \$5,621,042.26 |

COMMENTARY**Rates and Charges**

| | 31 August 2021 | 31 August 2020 |
|--|-----------------------|-----------------------|
| Rates and charges in arrears as at 30 June 2021 | \$905,674.57 | \$904,997.89 |
| Rates/charges levied & adjustments for 2021/2022 | \$7,132,709.12 | \$6,956,119.36 |
| Pension Concession | (\$105,101.11) | (\$105,335.08) |
| Amounts collected as at 31 August 2021 | (\$2,210,677.99) | (\$2,420,470.67) |
| Total Rates and Charges to be Collected | \$5,722,604.59 | \$5,335,311.50 |

The amount levied for rates and charges for 2021 / 22 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 August 2021 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2021 / 22 levied amount is reduced by the pensioner concession of \$105,101.11; reducing the amount of income derived from these rates and charges. Of this concession, Council's contribution is 45%, which represents an amount of \$47,295.49.

The rates and charges as of 31 August 2021 represent 71.19% of the total annual rates and charges levied and outstanding (compared with 67.87% on 31 August 2020).

Water Consumption Charges

| | 31 August 2021 | 31 August 2020 |
|--|---------------------|---------------------|
| Water Consumption Charges and arrears as at 30 June 2020 | \$401,325.23 | \$399,024.06 |
| Water Consumption charges & adjustments 2021/22 year to date | \$1,082.51 | \$0.00 |
| Amounts collected as at 31 August 2021 | (\$101,136.14) | (\$113,293.30) |
| Total Water Consumption Charges to be Collected | \$301,271.60 | \$285,730.76 |

The water consumption charges as of 31 August 2021 represents 74.87% of the total water consumption charges outstanding (compared to 71.61% on 31 August 2020).

Debt Recovery Agency

In line with Council's adopted Debt Recovery Policy, Council staff and its Debt Recovery Agency have commenced the necessary processes to begin recovering the overdue debts owing to Council. These actions are in line with the provisions within the *Local Government Act 1993* and Council adopted Debt recovery policy.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

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

(d) Environmental Implications

There are no direct environmental implications arising from this report. However, it needs to be acknowledged that Covid-19 could have an impact on Council's ability to collect its rates and charges.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

As was stated above, Covid-19, more particularly the legislative changes introduced by the NSW State Government, 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.

CONCLUSION

The rates and charges as at 31 August 2021 represent 71.19% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 67.87% on 31 August 2020). The water consumption charges as of 31 August 2021 represent 74.87% of the total water consumption charges outstanding from previous years (compared to 71.61% on 31 August 2020).

RECOMMENDATION

That Council notes the information provided in the report.

10.8 STATUS OF INVESTMENTS - AUGUST 2021**File Number: Investments General - I5****Author: Saiful Islam, Finance Assistant****Authoriser: Bruce Quarmby, Executive Leader - Corporate and Sustainability****Annexures: Nil****PURPOSE**

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

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

L1.4.10 Maintain long term financial viability.

(b) Financial Considerations

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

Commentary

INVESTMENTS REPORT TO COUNCIL - 31 August 2021

| Financial Institution | Invest Rating S&Ps | Investment Type/Maturity Date | Current Rate | Term | Amount (\$) |
|-------------------------|--------------------|-------------------------------|--------------|----------|-------------------|
| Commonwealth Bank | A1+ | Term Deposit - 15/09/2021 | 0.33% | 90 Days | 4,000,000 |
| Commonwealth Bank | A1+ | Term Deposit - 20/09/2021 | 0.35% | 181 Days | 1,000,000 |
| Commonwealth Bank | A1+ | Term Deposit - 11/10/2021 | 0.28% | 91 Days | 2,000,000 |
| Commonwealth Bank | A1+ | Term Deposit - 25/10/2021 | 0.32% | 122 Days | 1,000,000 |
| Commonwealth Bank | A1+ | Term Deposit - 15/11/2021 | 0.33% | 181 Days | 1,000,000 |
| Commonwealth Bank | A1+ | Term Deposit - 11/10/2021 | 0.32% | 151 Days | 500,000 |
| Commonwealth Bank | A1+ | Term Deposit - 24/11/2021 | 0.33% | 180 Days | 1,000,000 |
| Commonwealth Bank | A1+ | @ Call Account | 0.10% | | 1,500,000 |
| IMB - VRD | A2 | Term Deposit - 18/10/2021 | 0.74% | 91 Days | 1,000,000 |
| IMB - VRD | A2 | Term Deposit - 04/11/2021 | 0.62% | 92 Days | 1,000,000 |
| National Australia Bank | A1+ | Term Deposit -19/10/2021 | 0.30% | 180 Days | 2,000,000 |
| National Australia Bank | A1+ | Term Deposit - 08/11/2021 | 0.25% | 91 Days | 1,000,000 |
| National Australia Bank | A1+ | Term Deposit - 25/11/2021 | 0.28% | 120 Days | 2,000,000 |
| National Australia Bank | A1+ | Term Deposit - 11/10/2021 | 0.27% | 91 Days | 1,500,000 |
| National Australia Bank | A1+ | Term Deposit - 23/11/2021 | 0.27% | 120 Days | 2,000,000 |
| National Australia Bank | A1+ | Term Deposit - 09/12/2021 | 0.26% | 120 Days | 500,000 |
| National Australia Bank | A1+ | Term Deposit - 29/11/2021 | 0.25% | 91 Days | 1,500,000 |
| Reliance C/U | Unrated | Term Deposit -17/11/2021 | 0.40% | 184 Days | 250,000 |
| TOTAL | | | | | 24,750,000 |

| Financial Institution | Invest Rating S&Ps | % of Investment | Max per Investment Policy | Amount (\$) |
|-------------------------|--------------------|-----------------|---------------------------|---------------|
| Commonwealth Bank | A1+ | 48% | 50% | 12,000,000 |
| National Australia Bank | A1+ | 42% | 50% | 10,500,000 |
| IMB | A2 | 8% | 35% | 2,000,000 |
| Reliance C/U | Unrated | 1% | 10% | 250,000 |
| | | | | \$ 24,750,000 |

| Rating | % of Investment | Policy | Amount |
|--------------------------|-----------------|--------|---------------|
| A1+ | 91% | 100% | 22,500,000 |
| A1 | 0% | 80% | - |
| A2 | 42% | 60% | 2,000,000 |
| Unrated | 1% | 30% | 250,000 |
| | | | \$ 24,750,000 |
| General Fund Investments | | | 18,004,751.27 |
| Sewerage Investment Fund | | | 2,552,875.47 |
| Water Investment Fund | | | 4,192,373.26 |
| | | | \$ 24,750,000 |

Interest earned on Investments for 2021-2022 as at 31 August 2021

\$ 10,297

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

Council funds are used to provide services and infrastructure to the community and, as a result, well managed funds maximise the level of financial resources available to support the community.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council notes the list of investments as at 31 August 2021 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.

10.9 REQUEST FOR CONCESSION TOWARDS WATER AND SEWER USER CHARGES**File Number: PR 1308****Author: Bruce Quarmby-Executive Leader - Corporate and Sustainability****Authoriser: Bruce Quarmby, Executive Leader - Corporate and Sustainability****Annexures: 1. Request for consideration****PURPOSE**

The purpose of this report is for Council to consider a request for a reduction in Water and Sewer Usage Charges that were billed to Assessment Number 1308 during the fourth quarter of the 2020/21 financial year.

BACKGROUND

In July 2021, Council received a request for leniency in the form of a possible reduction to the 2020 / 21 fourth quarter Water and Sewerage Usage Charges that were incurred by the owners of the property with Assessment Number 1308.

The request outlines that after receiving an unusually high third quarter water notice for the property, being \$730.10, that investigations into the cause of the high-water usage were commenced by staff. During these investigations an apparent leak under a concrete slab was discovered and a contractor engaged to carry out necessary "repairs".

Following completion of the renewal of the water line the property owner representative then received the fourth quarter water notice from Council which totalled \$3,379.46. It was following receipt of this account that a property representative contacted Council and subsequently submitted the attached request, along with its supporting documentation to Council for consideration.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

(b) Financial Considerations

The fourth quarter notice as levied by Council on the above-mentioned property totals \$3,379.46. It was calculated based on the metered water usage of 1,414 Kl and is further broken down into the water usage charge of \$2,403.80 and non-residential sewerage charges of \$975.66

Should Council wish to consider providing a concession / rebate to a portion of the account as it stands it would be required to fund any such concession/ rebate provided.

COMMENTARY

Over the past number of years, Council has received several requests from property owners where a concealed leak has caused the user's water account to be excessive in comparison with their normal consumption. On review this request, as tabled before Council, would fall into that same category.

In considering the current request before Council, it is important to take into account the timeline of events and the actions taken by the property owner to address the concealed leak, once discovered. Council will note that from the date of issue of the third water notice, to when the leak was identified and corrective action was taken, that actions taken by the owner were relatively proactive in addressing the issue. Council will also note that the costs incurred by the property owner in rectifying the leak were approximately \$1,900.

As evidenced by the attached supporting documentation, it would appear as though the concealed leaked initially occurred during the third quarter and carried through into the fourth and final quarter for the 2021 / 22 financial year. This would account for the abnormally high-water consumption of 1,414 KL incurred during this quarter, especially when compared to the consumption for the corresponding quarter for the past two (2) financial years, which were 27 KL and 19KL.

In considering what concessions Council may wish to apply, it would be prudent to separate the account into its two (2) components, that being the Water User Charges and the Non-residential Sewerage Charges. Dealing first with the Non-residential Sewer Charges component it may indeed be argued that given the leak that most of the water did enter Council's sewerage system. Taking this into consideration, Council may wish to reduce the Non-residential Sewer Charges levied on the property.

One such approach would be to apply a concession to the Non-residential Sewer User charges levied to reduce the billed amount to reflect that of the minimum annual Non-residential Sewerage Charge as set by Council's adopted Revenue Policy, being \$560.00. As the first three quarters contain a Non-residential Sewer Usage charge component, the necessary adjustment for this to be achieved would be the application of a concession to the amount of \$799.30.

Moving onto the water user charges component of the fourth quarter account, these charges total \$2,403.80. Whilst it is acknowledged that it is the property owner's responsibility to ensure the security and use of the water at a property once it passes through the Council meter, the occurrence of concealed leaks can make this task challenging, as often there is no evidence of the leak until the customer is billed by Council. Therefore, in this instance, taking both the nature of the leak and the timing of the actions taken by the property owner as a reasonable approach, Council may wish to consider to apply a 50% concession / rebate to the water charge component of this account. For Council's information, this concession would equate to a \$1,201.90 reduction in this instance.

Whilst this instance and subsequent request have been reported to Council for consideration, Council may wish to consider formulating and adopting a Concealed Leaks Policy for Water and Sewer Usage Charges for similar request that may be received in the future. This Policy would seek to ensure that ratepayers and requests such as these are treated in an equitable and consistent manner. Further, this policy will also provide guidance to management and staff in the handling of similar requests in the future.

(a) Governance/Policy Implications

The request as tabled, has highlighted the need for Council to formulate and adopt a Concealed Leaks Policy for Water and Sewer Usage Charges.

(b) Legal Implications

The request currently being tabled for Council's consideration does not meet the criterion as outlined in *Clause 131 (4) of the Local Government (General) Regulations* for the account to be written off.

However, should Council resolve to grant a concession / rebate to the amount levied it could still do so in accordance with the provisions contained within *Section 356 and 377 Local Government Act 1993*.

(c) Social Implications

Whilst the responsibility for concealed leaks on the customer side of the water meter are that of the property owner, Council may wish to consider providing some assistance towards these costs as an act of good faith and to lessen the impact that such an account may have.

(d) Environmental Implications

There are no environmental implications directly attached to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no risk implications directly attached to this report.

CONCLUSION

Council has received a request to consider a reduction for Water and Sewer User Charges billed to a local property during the fourth quarter of the 2020 / 21 financial year. During this billing cycle the property in question had an unusually high-water consumption due to the occurrence of hidden leak which was detected and repaired within this billing cycle.

RECOMMENDATION

- 1. That Council resolves to apply the following concessions to the amounts levied against the property with Assessment Number 1308 as part of the 2020 / 21 Fourth Quarter Water Notice:**
 - (a) The Non-Residential Sewer Usage Charges to be reduced by \$799.30.**
 - (b) The Water Usage Charges to be reduced by \$1,201.90.**
- 2. That Council request the Executive Leader - Corporate and Sustainability to develop a Concealed Leaks Policy for Water and Sewerage Usage for Council's future consideration and adoption.**

Coonamble
NSW 2829

28th July 2021

The General Manager,
PO Box 249,
Coonamble
NSW 2829

Dear Sir,

I am contacting you on behalf of
Recently we have had a substantial water leak under one of our buildings. We were not aware of this until we received our water rates notice in early May (Period 1/1/21-31/3/21 – issued 29/4/21). This bill was \$730.10, whereas our 2 previous bills were \$109.62 and \$196.62 respectively. We checked the meter reading, which was already much higher than the water rates notice stated.

Not being able to see any visible signs of a leak in our yard, I contacted the shire thinking there was some mistake or fault with the meter as it was constantly metering. We turned the mains off and it stopped the meter, suggesting the meter was fine. There was no water running through the toilet or basin, but about a week later we found signs of moisture coming from underneath a concrete slab.

We contacted a local plumber, who could not locate the leak, but renewed our waterline. This fixed our issue. We then received another water rates notice late June (Period 1/3/21 – 30/6/2021 – issued 28/6/21) for \$3,379.46. Obviously this is a very high water notice, and I was wondering if there could be any leniency in this as it is not water that was used by us.

I have attached copies of our last 2 water rates notices and the plumbers invoice for you to look at and hope that you may be able to assist us.

I have instructed our accounts payable team not to pay this last notice until we hear a response from you, but will pay any outstanding amount upon your reply.

| | |
|-------------------------|----------------|
| COONAMBLE SHIRE COUNCIL | |
| FILE NO: | PR 1308 |
| 30 JUL 2021 | |
| DOC NO: | 97819 |
| ASSIGNED: | Quarmby |
| OPENED: | de ACTION: Yes |

Regards,

COONAMBLE SHIRE COUNCIL

A.B.N 19 499 848 443
 80 Castlereagh Street
 COONAMBLE NSW 2829

All communications to be addressed to
THE GENERAL MANAGER
 Post Office Box 249
 COONAMBLE NSW 2829
 Telephone: (02) 68271900
 Fax: (02) 68221626
 Email: council@coonambleshire.nsw.gov.au

FOURTH QUARTER - WATER NOTICE

FOR THE PERIOD
 31-03-2021 to 30-06-2021

ASSESSMENT NO.: 01308-00000000-000
 DATE OF ISSUE: 28-06-2021
 DUE DATE: 28-07-2021
 PAYMENT REFERENCE: 20004404

Property Location and Description

| METER NO. | TYPE | OPENING | | CLOSING | | USAGE |
|--|----------------|-----------------------|------------|---------------------|-------------|-----------------|
| | | DATE | READING | DATE | READING | |
| R05008309 | 31 - COONAMBLE | 01-06-2020 | 2079 | 21-06-2021 | 4049 | 1970 |
| Total Water Consumption | | | | | | 1,970.00 |
| Sewer Usage Consumption | | | | | | 1,414.00 |
| TARIFF CONSUMPTION | | TARIFF RATE | | TOTAL TARIFF CHARGE | | |
| 450 | | 1.05 | | 472.50 | | |
| 1520 | | 1.70 | | 2,584.00 | | |
| Total Water | | | | | | 3,056.50 |
| Less Year To Date water invoiced | | | | | | -652.70 |
| Non Res. Sewer :- 1414.00KL x \$1.15/KL x 0.60 (Sewerage Discharge Factor) | | | | | | 975.66 |
| NET payable | | | | | | 3,379.46 |
| | | DEDUCT PAYMENTS SINCE | DUE DATE | DISCOUNT | NET PAYABLE | |
| | | 27-06-2021 | 28-07-2021 | | 3,379.46 | |



Hein Basson
 General Manager

(ATTACH THIS PORTION TO YOUR REMITTANCE)

ASSESSMENT NO. 01308-00000000-000
 NAME
 NET AMOUNT DUE 3,379.46
 DUE DATE 28-07-2021
 PAYMENT REFERENCE 20004404

IF RECEIPT REQUIRED
 PLEASE TICK BOX

Please note hereunder any change of address

NAME.....
 NEW ADDRESS.....
 SIGNATURE.....

COONAMBLE SHIRE COUNCIL

A.B.N 19 499 848 443
 80 Castlereagh Street
 COONAMBLE NSW 2829

All communications to be addressed to
THE GENERAL MANAGER
 Post Office Box 249
 COONAMBLE NSW 2829
 Telephone: (02) 68271900
 Fax: (02) 68221626
 Email: council@coonambleshire.nsw.gov.au

THIRD QUARTER - WATER NOTICE

FOR THE PERIOD
 01-01-2021 to 31-03-2021

ASSESSMENT NO.: 01308-00000000-000
 DATE OF ISSUE: 29-04-2021
 DUE DATE: 31-05-2021
 PAYMENT REFERENCE: 20004404

Property Location and Description

| METER NO. | TYPE | OPENING | | CLOSING | | USAGE |
|---|----------------|-------------|------------|---------------------|---------|---------|
| | | DATE | READING | DATE | READING | |
| R05008309 | 31 - COONAMBLE | 01-06-2020 | 2079 | 19-03-2021 | 2635 | 556 |
| Total Water Consumption | | | | | | 556.00 |
| Sewer Usage Consumption | | | | | | 380.00 |
| TARIFF CONSUMPTION | | TARIFF RATE | | TOTAL TARIFF CHARGE | | |
| 450 | | 1.05 | | 472.50 | | |
| 106 | | 1.70 | | 180.20 | | |
| Total Water | | | | | | 652.70 |
| Less Year To Date water invoiced | | | | | | -184.80 |
| Non Res. Sewer :- 380.00KL x \$1.15/KL x 0.60 (Sewerage Discharge Factor) | | | | | | 262.20 |
| NET payable | | | | | | 730.10 |
| 12.00pm 6/5/21 | | 3901 | | | | |
| 4.00pm 6/5/21 | | 3905 | | | | |
| DEDUCT PAYMENTS SINCE | | DUE DATE | DISCOUNT | NET PAYABLE | | |
| 6/5/21 | | 27-04-2021 | 31-05-2021 | 730.10 | | |

3917 - 8.30 7/5/21



Hein Basson
 General Manager

(ATTACH THIS PORTION TO YOUR REMITTANCE) IF RECEIPT REQUIRED PLEASE TICK BOX Please note hereunder any change of address

ASSESSMENT NO. 01308-00000000-000 NAME.....

NET AMOUNT DUE 730.10 NEW ADDRESS.....

DUE DATE 31-05-2021 SIGNATURE.....

PAYMENT REFERENCE 20004404

RECIPIENT:

Invoice #33

Issued Jun 28, 2021

Due Jul 05, 2021

Total \$1,944.80

Account Balance \$1,944.80

Run new line to toilets after finding old line running under slab

| PRODUCT / SERVICE | DESCRIPTION | QTY. | UNIT COST | TOTAL |
|-------------------|---|------|-----------|----------|
| Labour | 2x 6hr | 12 | \$80.00 | \$960.00 |
| Excavator | dig and backfill | 3 | \$110.00 | \$330.00 |
| Materials | New standpipe of meter and connections to toilets | 1 | \$478.00 | \$478.00 |

Thanks for using our services we appreciated the business.

Thank you for your business. Please contact us with any questions regarding this invoice.

Subtotal \$1,768.00

Gst (10.0%) \$176.80

Total \$1,944.80

Account balance \$1,944.80

10.10 APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL'S DONATIONS POLICY**File Number:** D7**Author:** Marina Colwell, Executive Support Officer**Authoriser:** Bruce Quarmby, Executive Leader - Corporate and Sustainability**Annexures:** Nil**PURPOSE**

The purpose of this report is for Council to consider the recommendations of the Donations Committee regarding the applications for financial assistance received from community organisations under Council's Donations Policy.

BACKGROUND

Council adopted a Donations Policy in August 2019 to provide the opportunity for local organisations / charities to apply for financial assistance under a fair and equitable process for projects considered to benefit the community.

Applications are invited twice annually in February and June and recommendations made to the March and July Council Meetings by the Donations Committee for determination. The Donations Policy sets out guidelines to be followed and includes an acquittal form to be completed by each recipient of funding prior to 30 June in which the funds are granted.

The current round of funding closed on Friday 16 July 2021 with nine (9) applications received by Council – totalling a requested amount of \$31,522.92.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent

(b) Financial Considerations

The financial considerations attached to this report is \$20,190.00 which is the total sum of financial assistance as recommended by the Donations Committee for distribution to the nine (9) applicants.

An amount of \$75,000.00 has been included in the donations vote for the 2021/2022 financial year.

Following is a summary of the expenditure that Council has committed to fund from its 2021/22 donations vote. It should be noted that the following amount includes all pre-approved donation commitments, in line with Council's adopted donation policy, along with any further amounts that Council has resolved to fund from this vote during the 2021/22 financial year.

- Mayoral Donations Vote \$ 5,000.00
- Pre-Approved + Approved donations \$42,438.10

Based on the recommended financial assistance to be provided, being an amount of \$20,190, leaves a balance of \$22,248.10 to be distributed in the

2021 / 2022 financial year. Another round of funding will open in late January 2022 for determination at the March 2022 meeting.

COMMENTARY

The Donations Committee, comprising the Mayor, Deputy Mayor and Executive Leader - Corporate and Sustainability, met on Friday 3 September 2021 to consider the applications received under this round of funding. All relative documentation provided by the applicants was presented to the Donations Committee to enable it to make its determination.

Details of the nine (9) applications received are as follows:

Coonamble Clay Target Club – seeking \$13,000 to offset unexpected costs for additional adjustments for the works that the soil testing uncovered for the concrete slab for their new club house.

The Club has provided their “Current Financial Position” as a supporting document.

Coonamble Clay Target Club – seeking \$1,180.00 to help offset the cost of relocating, setting up of the new shooting range, and the new rates amount.

The Club has provided their “Current Financial Position” as a supporting document.

Gungahman Boat and Waterski Club Inc – seeking \$5,000 to contribute to the upgrade of their facilities: purchase of a generator to power lighting and a water pump for water supply to the toilet, purchase of LED lighting and fixtures to light the carpark and picnic areas, purchase of a new toilet, and renewal of the shade structure in the picnic area.

The Club has provided an “Income and Expenditure Statement” and “Asset and Liability Statement” as supporting documents.

Coonamble Auto Club. – seeking \$1,000 to contribute to the preparations of the 2022 Car Show Event.

The Club has provided a copy of its “Income and Expenditure Statement” as a supporting document.

Coonamble Show Society – seeking \$4,642.92 to reimburse the Club for the for the costs involved with the Development Application for the Pavilion extension / upgrade that includes disabled and ambulant toilets.

The Club has provided a “Profit and Loss Statements” and “Copy of the Application Fees” as supporting documents.

Gulargambone Campdraft Club Inc – seeking \$2,000 to help contribute to the costs of hosting a Youth Campdraft Development Camp, that will encourage, support and provide opportunities to the youth by developing their skills.

The Club has provided a copy of their bank statement as a supporting document.

Let's Dance Carinda Tribute Committee – seeking \$4,000 to offset the cost of security at the event. With numbers growing each year, this has become a significant cost to this Committee.

The Committee has supplied a copy of their bank statement as a supporting document.

St Brigids P & F Association – seeking contributions to the Annual Fundraising event. This year the P & F will be hosting a School Fete.

Gulgambone Community Enterprises – seeking reimbursement for the cost of catering for the volunteers from the organisation “The Big Lift” that visited the town before the “Pave the Way” festival in June to help in the town tidy-up prior to the event.

(a) Governance/Policy Implications

Sections 23 and 24 of the *Local Government Act 1993*.

(b) Legal Implications

No legal implications are associated with this report.

(c) Social Implications

No social implications are associated with this report.

(d) Environmental Implications

No environmental implications are associated with this report.

(e) Economic/Asset Management Implications

No economic / asset management implications are associated with this report.

(f) Risk Implications

No risk implications are associated with this report.

CONCLUSION

Nine (9) applications were received under the first round of the 2021/22 financial year funding in accordance with Council's Donations Policy and considered by the Donations Committee on 3 September 2021. The following recommendations are submitted for Council's consideration:

| | | |
|------|------------------------------------|------------|
| i) | Coonamble Clay Target Club | \$8,000.00 |
| ii) | Gungalman Boat & Waterski Club Inc | \$5,000.00 |
| iii) | Coonamble Auto Club | \$1,000.00 |

| | |
|---|--------------------|
| iv) Coonamble Show Society | \$2,000.00 |
| v) Gulargambone Campdraft Club | \$2,000.00 |
| vi) Let's Dance Carinda Tribute Committee | \$1,000.00 |
| vii) St Brigids P & F Association | \$ 490.00 |
| viii) Gulargambone Community Enterprises | <u>\$ 700.00</u> |
| TOTAL | <u>\$20,190.00</u> |

RECOMMENDATION

1. That Council notes the report.
2. Council agrees to provide financial assistance in accordance with the recommendations from the Donations Committee as follows:

| | |
|--|------------|
| i) Coonamble Clay Target Club | \$8,000.00 |
| ii) Gungahman Boat and Waterski Club Inc | \$5,000.00 |
| iii) Coonamble Auto Club | \$1,000.00 |
| iv) Coonamble Show Society | \$2,000.00 |
| v) Gulargambone Campdraft Club Inc | \$2,000.00 |
| vi) Let's Dance Carinda Tribute Committee | \$1,000.00 |
| vii) St Brigids P & F Association (2 x Family Season Tickets) | \$ 490.00 |
| viii) Gulargambone Community Enterprises | \$ 700.00 |

10.11 REVIEW OF INVESTMENT POLICY**File Number: Policies - P15****Author: Bruce Quarmby-Executive Leader - Corporate and Sustainability****Authoriser: Hein Basson, General Manager****Annexures: 1. Draft Investment Policy****PURPOSE**

The purpose of this report is to provide Council with a reviewed Investment and Procurement Policy for consideration and adoption.

BACKGROUND

Council's Investment Policy was last reviewed and adopted by Council on 16 August 2016 and as such is due for review. The document has been reviewed in consultation with relevant staff.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

L1.4.5 Review of Council policies.

(b) Financial Considerations

Whilst the Income received from Council's Investment portfolio has declined over the past number of years, Council's overall Cash and Investment Portfolio has essentially maintained its value representing 86.82% of Council's current assets.

COMMENTARY

In formulating the revised Policy for Council's consideration, the following areas were identified by management as requiring further strengthening and improvement:

- The inclusion of statements clearly defining both Council's attitude to risk and the risk management guidelines that will be considered prior to the placement of an investment.
- The inclusion of a list of definitions.
- The format of the policy was updated to reflect the current adopted policy template.
- The inclusion of current best practice philosophy, such as the capacity to seek independent advice from an approved and licenced Investment Advisor as per the Office of Local Government's Guidelines.

As the draft policy has undergone a significant review and to promote open and transparent governance, it would be prudent for Council to place the policy on public exhibition for 28 days and invite comment from the community.

(a) Governance/Policy Implications

Once adopted by Council, the revised Investment Policy will become a policy of Council.

(b) Legal Implications

This revised Policy has been designed to ensure legislative compliance with the various Act and Regulations that govern this function of Council.

(c) Social Implications

There are no social implications directly attached to this report.

(d) Environmental Implications

There are no environmental implications directly attached to this report.

(e) Economic/Asset Management Implications

In placing investments, Council staff need to consider the cash flow requirements of Council for both the maintenance and renewal of Council assets.

(f) Risk Implications

The revised draft Investment Policy, as attached, provides guidance on the key risk management criteria that must be considered prior to the placement of investments by Council staff.

CONCLUSION

Council's Investment Policy has been reviewed and amended to ensure compliance with both legislative and operational requirements. The amendments to the policy have been designed to address the shortcomings identified by Council staff, whilst taking into consideration current best practise philosophy.

RECOMMENDATION

- 1. That Council places the draft Investment Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 2. That Council requests the Executive Leader Corporate and Sustainability to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the Investment Policy (with or without changes) at its November 2021 Ordinary Meeting.**

- 3. That, in the event of no submissions being received within the prescribed 28 days, Council formally adopts the Investment Policy without any changes as a policy of Council.**

1. BACKGROUND

Council has a responsibility to maintain effective control over funds that are surplus to Council's immediate requirements and to ensure that Council's representatives exercise the care, diligence and skill that a prudent person would exercise in investing those funds.

2. PURPOSE

The purpose of this policy is to provide a framework for investment of Council's funds. The policy establishes a series of limits within which Council officers must operate in the planning, and process, of investing Council monies. In setting these limits Council is determining the general level of risk that is acceptable for monies managed on trust for the community of Coonamble.

3. POLICY OBJECTIVE

To provide a framework for the investing of Council's funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return of investment.

- Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.
- Investments are to be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.
- Investments are expected to achieve a market average rate of return in line with Council's risk tolerance.

4. LEGISLATION

All investments are to comply with the following:

- Ministerial Investment Order; issued 12.1.2011
- Local Government (General) regulation 2005.
- Local Government Act 1993.

- Revised Ministerial Order; Circular 11-01 issued 17 Feb 2011.
- Revised Ministerial Order; Circular 17-29) issued 10 Oct 2017.
- Local Government Code of Accounting Practice and Financial Reporting.
- Australia Accounting Standards.
- Office of Local Government Circulars; and
- Trustee Act 1925.

5. APPLICATION/SCOPE

DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy may be delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager can delegate the day-to-day management of Council's investments to the Executive Leader of Corporate & Sustainability who will manage the function with the assistance from the relevant Finance Staff.

Officers with delegated authority to manage Council's investments shall be recorded and required to acknowledge they have received a copy of this policy and understand their obligations in this role.

6. POLICY

6.1 PRUDENT PERSON STANDARD

The investments will be managed with the care, diligence, and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolios in accordance with this Investment Policy, and not for speculative purposes.

6.2 ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with the property execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent Advisors are also required to declare that they have no actual or perceived conflicts of interest.

6.3 APPROVED INVESTMENTS

Officers' delegated authority to manage Council's investments is limited to investments allowed by the Ministerial investment Order and include:

- Commonwealth/State/Territory Government security e.g., bonds.
- Interest bearing deposits issued by an authorised deposit-taking institution.
- Bills of exchange, (<200 days duration). Guaranteed by an authorised deposit-taking institution.
- Debentures issued by NSW Local Government.
- NSW Treasury Corporation

6.4 PROHIBITED INVESTMENTS

This investment policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments.
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment or investments that are themselves leveraged.

6.5 RISK MANAGEMENT GUIDELINES

The following key criteria must be considered prior to placing investments:

- **Preservation of Capital** – the requirement for preventing losses in an investment portfolio's capital value.
- **Diversification** – the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market.
- **Credit Risk** – the risk that a product that Council has invested in fails to pay the interest and or repay the principal of an investment.
- **Market Risk** – the risk that the fair value or future cash flows (Market Value) of an investment will fluctuate due to changes in market prices'
- **Liquidity Risk** – the risk an investor is unable to redeem the investment at a fair price within a timely period.
- **Maturity Risk** – the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities.

6.6 COUNCIL'S ATTITUDE TO RISK

All Coonamble Shire Council's investments must be made subject to the following minimum constraints:

- All investments must be of “investment grade” credit rating which implies that there is a **better than** “adequate” or “satisfactory” capacity to meet obligations.
- All investments should be dealt through reputable institutions with a Long-Term Credit rating as listed as per Table 1.
- All Investments must be for a period no longer than the period over which the underlying liability could reasonably be expected to arise.
- Where there is no identified underlying liability the term to maturity of the investments must not exceed 10 years.
- The investment portfolio must be managed in such a way that Council is able to meet its cash flow obligations at all times.
- Real returns must be reasonably matched so as to be compatible with the rising cost of the infrastructure or assets the investment is to fund.
- Preservation of the capital component of all investments must be the highest priority.

6.6 INVESTMENT GUIDELINES/STRATEGY

1. Quotations on Investments

Not less than three (3) quotations shall be obtained from authorised institutions when an investment is proposed and will be authorised by two signatories.

2. Assessment of Cashflow

Investments should be placed for a term which best suits the cashflow requirements of Council but for no longer than the period forecasted in the Long-Term Financial Plan, currently 10 years.

3. Preservation of Capital

a. Credit Risk

There are two types of Credit Ratings: Short-term ratings and Long-term credit ratings, N.B. The credit rating is as determined by Standard and Poor's, Fitch and Moody's.

Short-term credit ratings are an indication of the institutions capacity to meet short term financial commitments, i.e., less than 12 months.

Long-term credit ratings are an indication of the institutions capacity to meet financial commitment over the long term, i.e. greater than 12 months and generally apply to the rating of the institution.

b. Diversification Risk

The following tables represent the maximum allowable investment with any one Financial Institution.

Table 1:

| Long term Credit rating | Short term credit rating | Portfolio limit (under 12-month investment) | Counterparty Limit (under 12-month investments) | Portfolio limit (12 months + investments) | Counterparty Limit (12 months + investments) |
|-------------------------|--------------------------|---|---|---|--|
| AAA | A-1+ | 100% | 100% | 100% | 30% |
| AA+ through AA- | A-1+ | 100% | 40% | 100% | 25% |
| A+ through A- | A-1+ | 100% | 30% | 25% | 35% |
| BBB+ to BBB | A2 to A | 60% | 15% | 35% | 15% |
| T Corp/IM Funds | | 100% | 100% | 100% | 100% |

Where an institution is unrated (i.e. a Credit Union) but has a local presence (i.e. Coonamble Shire), after careful consideration of the financial capacity of the institution, investments will be placed within the limitation of the Rating of A + or -, and only for periods less than 12 months.

Investments in TCorp/IM Funds are diversified in term of both counterparties and assets.

6.7 INVESTMENT ADVISOR

Council from time to time may seek independent advice from an approved and licenced investment Advisor as the office of Local Government Guidelines about the investment strategy and/or specific investments. This advice must be in writing.

The investment advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending to reviewing, including that they are not receiving any commission or other benefits in relation the investments being recommended or reviewed.

The NSW Government has provided a waiver to allow Council to engage NSW Treasury Corporation 9TCorp) in the provision of investment advice. This waiver is necessary as TCorp is not licensed by ASIC.

6.8 BENCHMARKING

Performance benchmarks need to be established and should be based on sound and consistent methodology. Council’s investments will be benchmarked against the following indicators.

| INVESTMENT | PERFORMANCE BENCHMARK |
|--------------------|---------------------------------------|
| Cash | 11am cash rate |
| Direct Investments | AFMA BBSW Rate: Average mid – 90 days |

AFMA – Australian Financial Markets Association
 BBSW – Bank Bill Swap

6.9 REPORTING REQUIREMENTS

Documentary evidence must be held for each investment and details thereof maintained in an Investment Register. The documentary evidence must provide Council legal title to the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on Council’s behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to appropriately record in Council’s financial records and reconciled at least on a monthly basis

A monthly report will be provided to Council. The report will detail the investment portfolio in term of performance, percentage exposure of total portfolio, maturity date and changes in market value.

The Investment Policy will be reviewed as required in the event of legislative changes. The Investment Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of the policy. Any amendment to the Investment Policy must be by way of Council resolution

6.10 REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two (2) years from the effective date, however, may occur sooner if there is a change in legislation, Accounting Standards or other relevant guidelines. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

7. DEFINITION

| Term | Definition |
|------------------|---|
| Act | <i>Local Government Act 1993</i> |
| ADI | Authorised Deposit-Taking Institutions (ADIs) are corporations that are authorised under the Banking Act 1959 (Commonwealth) to take deposits from customers. |
| AusBond BBI | The Bank Bill Index represents the performance of a notional rolling parcel of bills averaging 45 days and is the widely used benchmark for local councils and other institutional cash investments. |
| Bill of Exchange | A Bill of Exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer. These can be underwritten by banks, to become "bank bills" on which the benchmark return is calculated. |
| BBSW | The Bank Bill Swap reference rate (BBSW) is the midpoint of the nationally observed best bid and offer for AFMA Prime Bank eligible securities. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90-day BBSW. |
| General Manager | Refers to the statutory executive of the Council as defined in section 335 of the Act, including where on an Interim or Acting basis, and under any alternative titles. |
| Council Funds | Monies that are invested by Council in accordance with section 625 of the Act. |
| Debenture | A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders. |
| FRN | A Floating Rate Note (FRN) is a medium to long term fixed interest investment where the coupon is a fixed margin ("coupon margin") over a benchmark, also described as a "floating rate". The benchmark is usually the BBSW and is reset at regular intervals – most commonly quarterly. |
| TCorp | New South Wales Treasury Corporation (NSW TCorp) including the TCorp Investment Management arm which manages the TCorpIM funds (formerly Hour-glass). |

| | | |
|---|-------------|---------------|
| Title: Investment and Procurement Policy | | |
| Department: Corporate & Sustainability | | |
| Version | Date | Author |
| Three (3) | 08/09/2021 | B Quarmby |
| | | |
| Review Date: August 2024 | | |
| Amendments in the release: | | |
| Amendment History | Date | Detail |
| No changes | 2017 | |
| Annexure Attached: Nil | | |
| Hein Basson General Manager | | |

10.12 QUARTERLY BUDGET REVIEW - JUNE 2021

File Number: Financial Quarterly Reviews F2-2
Author: Bruce Quarmby, Director of Corporate and Urban Services
Authoriser: Hein Basson, General Manager
Annexures: 1. June 2021 Budget Review (under separate cover)

PURPOSE

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

BACKGROUND

Regulation 203 of the Regulations states that:

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

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

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

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

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

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

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.10. Maintain long term financial viability.

L1.4.4. Governance is open and transparent.

(b) Financial Considerations

The June review compares the estimated budget result with the actual result for the 2020/21 financial year. Council will note there are several significant variations from the estimated result to the actual for the financial year, as discussed in the body of the report and as shown in the documents distributed under separate cover.

COMMENTARY

Annexure 1 contains further detailed information in regard to Cash and Investments, Contract and Consultancy Expenses and its progression towards achieving adopted Key Performance Indicators as of 30 June 2021.

Council commenced the 2020 / 21 financial year with the original operational budget surplus of \$12,347. At the completion of the March 2021 review Council's estimated budgeted result for the Financial Year was adjusted to reflect to anticipated operational deficit of \$462,583. Following the completion of the June Budget Review the actual Operational result had improved to that of a surplus of \$2,372,362.

Council should note that this improvement in the Operational result is due predominately to the prepayment in part of the 2021 / 22 Financial Assistance Grant, being \$2,302,138 coupled with the recognition of unbudgeted Operational Grants that Council was fortunate to be awarded.

Council's position after non-operating expenditure has been considered, has shifted from an estimated draw down on Council working funds of \$533,017, to a transfer to working funds of \$1,089,722.

As part of the process of preparing the June budget review for consideration by Council, management has identified transfers from internal reserves to fund planned works were not utilised and returned these reserves to Council's internal restrictions. Programmed works, whether funded by Council or an external source, which have not been completed throughout the 2020 / 21 financial year have also been identified, and a transfer to reserves included, allowing for the completion of these works in the upcoming financial year. Management has also recommended and included for Council's consideration transfers to Internal Reserves to enable Council to meet future planned and unplanned expenditure demands.

In summary, there are several significant variations from the budgeted result for the 2020/2021 financial year. Some of these adjustments are as follows:

- Prepayment in part of the 2021 / 22 Financial Assistance Grant – (P.2 & P.15) As per the past number of financial years, Council has received a prepayment of the Financial Assistance Grant for the upcoming financial year. The 2021/22 prepayment received by Council totalled \$2,302,138.00 and consisted of a General-Purpose component of \$1,510,772 and a Local Roads component of \$791,366.
- Corporate Salaries and Wages – (P.2) Due to several budgeted positions within the organisation structure being vacant throughout the year, savings of \$63,510 have occurred.
- Engineering Salaries and Wages – (P.3) Due to several budgeted positions within the organisation structure being vacant throughout the year, savings of \$64,426 have occurred.

- Engineering Contractors Fees – Flood Damage – (P.3) As previously reported to Council, Council has engaged the services of a company to oversee the flood damage claims process on its behalf for the various flood events that have occurred over the past number of years. Under the terms of the flood damage funding agreement, Council can seek reimbursement of these costs, which to date amount to \$57,849.
- On-Cost and Overheads charged to function – (P.4) A shortfall in projected income generated from the internal on-costs and overheads of \$350,020. This shortfall is due to a combination of reasons including the downturn in projected State Highway works received, coupled with positions within the organisation structure remaining vacant for extended periods of time.
- National Carbon Bank – Energy Saving Certificate – (P.9) On transition to LED street lighting Council received income from National Carbon Bank of Australia for energy saving certificates to the amount of \$38,752.
- Water Treatment & Miscellaneous Expenses – (P.10) A savings of \$130,617 in the planned expenditure has occurred, due predominately to a reduction in the costs associated with the chemicals utilised at the Coonamble Water Treatment plant.
- Coonamble Water User Pays Income – (P.10) A shortfall in projected income generated from user pays water occurred to the amount of \$155,511. This shortfall is due to a decrease in usage which may in part be attributed to the prevailing weather conditions that were experienced throughout the 2020/21 financial year.
- Quarries and Pits – (P.14) Council's Quarry operations returned a surplus of \$661,440. The 2020 / 21 operational result for the Quarry has been adversely impacted by several factors including a downturn in Council sales, an extended period of distribution to production due to plant breakdown and an increase in plant and equipment operational costs.
- Fixing Local Roads Grant Fund Income – (P.15) Following a review of the funding agreement for this grant funded program, the classification of the income from the grants, being \$771,188, has been changed from Non-Operational to Operational. This treatment is in line with standard accounting practise.
- State Roads Income – (P.16) A shortfall in projected income totalling \$688,365 occurred. This shortfall in income is due predominately to the postponement / relocation of a major works order due to the ongoing wet weather that was experienced over the latter half of the 2020 / 21 financial year.

(a) Governance/Policy Implications

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

(b) Legal Implications

In accordance with the *Local Government Regulations 2005* – Regulation 203.

(c) Social Implications

There are no social implications arising from this report.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

During the 2020/21 financial year, Council has programmed asset maintenance and capital renewals in order to satisfy required Key Performance Indicators.

(f) Risk Implications

There are no risk implications arising from this report.

CONCLUSION

Whilst the current Operational Budgeted result is indeed in surplus, this is mainly attributable to the prepayment of the 2021 / 22 Financial Assistance Grant, along with the recognition of additional income from other operational grants. Taking this into consideration, it is my opinion that the Quarterly Budget Review Statement for Coonamble Shire Council for the Quarter ended 30 June 2021 indicates that Council's financial position as of 30 June 2021 to be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

RECOMMENDATION

- 1. That Council approves the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. That Council notes the opinion of the Responsible Accounting Officer, based on the information as presented in the March Budget review, that Council will be in a satisfactory financial position as at 30 June 2021.**
- 3. That Council notes the position of Council's estimated restricted (reserve) funds as at 30 June 2021.**

10.13 FINANCIAL REPORTS FOR YEAR ENDED 30/06/2021**File Number: A12****Author: Bruce Quarmby, Executive Leader - Corporate and Sustainability****Authoriser: Hein Basson, General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is to comply with statutory requirements in relation to the General-Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2020. The Financial Statements are to be referred to Council's Auditor, with authorisation from the Mayor, a Councillor, the General Manager, and the Responsible Accounting Officer.

BACKGROUND

As per Section 416(1) of the *Local Government Act 1993* (as amended), a Council's Financial Statements for a year must be prepared and audited within four (4) months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under section 413(2) (c) must be made by resolution and signed by the Mayor, one (1) Councillor, the General Manager, and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor, and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must then be lodged with the Office of Local Government by 31 October.
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditors Report.

(a) Relevance to Integrated Planning and Reporting Framework

The Audited Financial Statements form part of Council's Annual Report and therefore represents a vital part of the Integrated Planning and Reporting Framework. The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders, including the Community. In providing the information contained in these reports, it ensures transparency of governance by Council.

(b) Financial Considerations

The Financial Statements act as a "report card" on Council's operations and financial performance throughout the reporting period. Whilst the information contained in the reports relate primarily to a past financial

reporting period, they also contain information that will need consideration in any future decisions made by Council.

COMMENTARY

The preparation of the financial statements has been affected by several factors including the significant changes to both the content and presentation of the Financial Statements as prescribed by the Local Government Code of Accounting Practice and Financial Reporting, as well as the impact of the extended stay at home order currently in place due to the COVID-19 outbreak. As such, staff is currently in the process of completing the financial statements and making the necessary arrangements to allow for the external auditors’ end of financial year audit to be carried out. Council’s auditors require this statutory process to be completed prior to their audit of Council’s Financial Statements commencing.

(a) Governance/Policy Implications

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

(b) Legal Implications

The preparation, audit and review of Council’s Financial Statements are carried out in accordance with the requirements of the *Local Government Act 1993* (Sections 412 to 421).

(c) Social Implications

There are no social implications arising directly from this report.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no direct risk implications arising directly from this report.

CONCLUSION

It is a requirement under Section 413(2)(c) of the *Local Government Act 1993*, (as amended) that a Statement, signed by the Mayor, a Councillor, the General Manager and Responsible Accounting Officer is prepared for the General-Purpose Financial Statements and the Special Purpose Financial Statements so that they can be forwarded to Council’s Auditor.

RECOMMENDATION

- 1. That the Mayor, Councillor....., the General Manager and Responsible Accounting Officer be authorised to sign the necessary Statement by Council on the Financial Reports for the year ended 30 June 2021.**

- 2. That Council's Financial Reports for the year ended 30 June 2021 be referred for audit.**

10.14 URBAN SERVICES - WORKS IN PROGRESS**File Number:** Reports - R6**Author:** Bruce Quarmby-Executive Leader - Corporate and Sustainability**Authoriser:** Bruce Quarmby, Executive Leader - Corporate and Sustainability**Annexures:** Nil**PURPOSE**

The purpose of this report is to provide information on works in progress within Council's Urban Services section for the month of July 2021, along with planned future works.

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

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

12.1.5 – Maintain / Improve parks to acceptable standards.

(b) Financial Considerations

Provision is made within the 2021 / 22 Operational Plan and Budget to fund the associated works and programs listed within this report.

COMMENTARY**Urban Services:**

- The works program continues to focus on the presentation of the open spaces in Coonamble, Gulargambone, and Quambone.
- Due to operational requirements, over the past month Urban Service staff from Coonamble have been required, at times, to provide coverage for both Quambone and Gulargambone.
- During the past month, O'Brien Electrical have continued to work on the decommissioning of the old lighting system at the Coonamble Sportsground. The lighting fixtures were disassembled, and the wooden lighting poles removed utilising a crane. The fixtures and poles have been transported to the Coonamble shire works depot to be stored.
- Council's project manager is currently liaising with the contractor to identify the most appropriate method to remove the one remaining concrete lighting tower from the old system.



Removal of old lighting tower at the Coonamble Sportsground

Vandalism:

- Vandalism costs incurred by Council for the 2021 / 22 financial year to date amount to **\$23.87**. **This amount does not include the damages listed below?**
- Over the past month of August, the facilities at the Coonamble Sportsground have been damaged by several vandalism attacks. A number of rubbish bins have been set fire to, as well as the canteen at the grounds broken into, and a quantity of goods belonging to the local sporting bodies was stolen.
- The male toilets in Smith Park were subjected to vandalism, with several internal doors damaged by persons unknown.



Damaged Male Toilets at Smith Park, Coonamble

Pools:

- Council's staff are currently carrying out minor maintenance to Council's three (3) public pools in preparation for the upcoming 2021 / 22 swimming season.
- Following no formal offers being received by Council to operate the Kiosk at the Coonamble Pool for the upcoming season, it is currently re-advertising this opportunity.

Buildings:

- Following an inspection of the current Coonamble SES Headquarters by Council Staff, representatives from the SES and its local volunteers, maintenance has been carried out to the facility to ensure that it remains operational until the new purpose-built facility can be completed.
- Ongoing minor maintenance continues as planned.

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no legal implications directly attached to this report.

(c) Social Implications

Maintenance works are programmed, where practical, to minimise social impacts.

(d) Environmental Implications

Maintenance and capital works are planned and programmed, where practical, to reduce Council's negative impact on the environment.

(e) Economic/Asset Management Implications

Works are scheduled in accordance with Council's adopted 2021 / 22 Operational Plan and Budget to ensure Council's assets are maintained to an appropriate standard.

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council notes the information in this report.

10.15 COMMUNITY SERVICE PROGRESS REPORT**File Number: C8****Author: Noreen Vu, Executive Leader - Environment, Strategic Planning and Community****Authoriser: Hein Basson, General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Services section for the month of August 2021.

BACKGROUND

The Community Services section focuses on our community and our people and the support that Council offers in the delivery of positive outcomes. The Community Services section is responsible for the following key areas:

- Community Services;
- Library Services;
- Children and Youth Services; and
- Integrated Planning.

(a) Relevance to Integrated Planning and Reporting Framework

The information contained in this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outline in Council's Community Strategic Plan 2032, Delivery Plan 2017-2020, and Operational Plan 2020 / 21.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

In line with Council's 2020 / 2021 Operational Plan, this report presents a summary of community service progress and activities for the period August 2021.

Library

- Unfortunately, due to the Stay-at-Home Order, the Library was closed to the public from 10 August.
- The Librarian has been busy working on creating and promoting the E-resources available to our members through social media, encouraging new and potential members to take advantage of books, audio, TV and movies that are available to download and/or stream.
- The Librarian has been assisting the Community Services Coordinator with Hampers and Holiday Activity Packs.

- **Library Statistics** (29 July – 29 August 2021)

| Service | Loans | New M/ships | Wi-Fi | Internet (hr) | Children's Computers (children) | Junior Visits | Adult Visits |
|--------------|-------|-------------|-------|---------------|---------------------------------|---------------|--------------|
| Coonamble | 267 | 8 | 14 | 48.9 | 11 | 25 | 100 |
| Gulargambone | 17 | 2 | | | | | |

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

| Library Visits | Reference Enquiries | Technology Enquiries | Local History | VIC Enquiries |
|----------------|---------------------|----------------------|---------------|---------------|
| 125 | 2 | 5 | | |

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

| Senior Craft | Pre-School Visits | Housebound | Meetings | Seniors Tuesday | Other |
|--------------|-------------------|------------|----------|-----------------|-------|
| postponed | 27 | 4 | 2 | 12 | 2 |

Tech Savvy Seniors and Seniors Movies

- First Tuesday Seniors Movies and Tech Savvy Sessions held in August was socially distanced and we had four attendees for Tech Savvy and eight for the movie. All those who have attended are looking forward to the next session once restrictions ease.

Children and Youth Services

- **After School Activities**

- After School Activities in Gulargambone and Quambone have been cancelled until further notice. This is in alignment with the current Stay-at-Home Order which has been in force since 12 August 2021.

- **Proposed September School Holiday Program**

- With the restrictions set to continue until (at least) 10 September, it has been decided that there will be no face-to-face activities for these holidays as it assumed several restrictions will remain if the Stay-at-Home Order is lifted.
- Council is putting together Holiday Packs for the children in the infants and primary schools across the Shire.
- Information on the roll out of these packs will be provided through social media and through the schools directly.

- **Gulargambone Youth Centre grant upgrade**
 - Progress on the Gulargambone Youth Centre external maintenance works is going well with the project at 80% completion.
 - Council was successful in receiving a \$79,000 grant from the Stronger Country Communities Fund for the renovation work at the Gulargambone Youth Centre.
 - Kevin Hunt Carpentry has been engaged to complete further works at the site within the grant funds. On inspection, the following issues were identified and the following additional works have been approved:
 - Location of existing stormwater pipes/installation of concrete surround risers;
 - Install 12m of stormwater to southern tank overflow with concrete surround riser;
 - Repairs to existing broken storm water on northern wall.
 - The new industrial vinyl was ready to be installed prior to the current COVID19 stay at home orders, however, the floor layer comes from Dubbo and was delayed.
 - It is still the staff intention to have an opening event once COVID-19 stay at home orders are lifted and the centre reopened. Details will be provided moving forward.

- **Youth Council**
 - An initial workshop had been planned to be held on the 18 August 2021 face to face at Council with the group of young people who had nominated to be on the Council. Sadly, owing to the COVID-19 stay at home orders the workshop has been postponed with a date to be confirmed post the current restrictions.

General Community

- **Regional Isolation Care Program**
 - Through the Regional Emergency Management Subcommittee, Resilience NSW had requested that Council be the distributors of dry good hampers and personal care hampers for those in the community who met the following criteria:
 - Are in isolation at home due to being identified as COVID positive or are a close or casual contact of a positive case, and
 - Don't have access to family or friends to source groceries and provide contactless delivery, or
 - Don't have the financial means to source groceries, or
 - Don't have the ability to order online.
 - As at the date of reporting Community Services Staff have delivered 80 food hampers plus 30 personal care hampers (these hampers arrived

after the food hampers). Council is set to receive another 120 food hampers this week as replenishment.

- Council staff have engaged directly with multiple agencies and the local command to ensure that the program reaches those who meet the criteria.
- Council staff have also been contacted by OzHarvest, which company delivers fresh fruit and vegetables sourced locally to those identified as in need. Community Services staff are liaising with local service providers to ensure those most in need are provided with this support.

(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. Community Service staff have implemented amended models of service delivery in response to COVID-19 restrictions and guidelines.

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

Council's community services section delivers a broad range of support services, activities, and opportunities to all age groups. These services assist in building social capital within the Shire. As the restrictions ease for COVID-19, Council continues to implement strategies to support the community during these unprecedented times.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no risk implications arising from this report.

CONCLUSION

The updates provided in this report deliver information to Council on the key activities undertaken in Council's Community Services section for the month of August 2021.

RECOMMENDATION

That Council notes the information contained in this report.

10.16 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT**File Number: E5****Author: Noreen Vu, Executive Leader - Environment, Strategic Planning and Community****Authoriser: Hein Basson, General Manager****Annexures: 1. Central West and Orana Regional Plan Review August 2021 Update****PURPOSE**

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

BACKGROUND

The Environment Services section focuses on all town and environmental planning requirements including regulation and compliance, and public health requirements, waste management, and environmental management considerations. Strategic Land Use Planning and information that result in updates to Council's planning system are also included.

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

- Compliance and Regulation;
- Development Applications Approved Under Delegated Authority;
- Public Health;
- Ranger's Monthly Report;
- Development Applications Information;
- Strategic Land Use Planning;
- Sustainability and Environmental Management;
- Waste Management.

(a) Relevance to Integrated Planning and Reporting Framework

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

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

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

(b) Financial Considerations

There are no direct financial considerations with this report.

COMMENTARY

Mandatory Use of NSW Planning Portal

- Development applications and complying development certificates are now logged through the NSW Planning Portal. The NSW Government mandated this decision requiring applicants, Councils and other Government agencies across NSW to work through this planning portal from 1 July 2021.
- The responsibility to lodge a Development Application that is compliant to the *Environmental Planning and Assessment Act 1979* (EP&A Act) is the applicant’s responsibility.
- To date, Council has received nine (9) development applications through the portal and two (2) construction certificates. Five (5) of these applications were returned to the customer as it did not pass the completeness check with full documentation.
- As per the workshops and information provided to industry and the community, Council cannot accept incomplete applications at the “first pass” or what is referred to as a completeness check. Failures to submit signed development application forms, proper plans or other required documents are the reasons for Council staff returning these applications back to the customer. This is explained to the customer at its return.

Development Application Under Delegated Authority

- The number of development applications approved under delegated authority are listed below. Development applications are now tracking within the legislated timeframes of 40 days.
- Two (2) development application were approved this month.

| Application Number | Description of Works | Address of Proposed Works | Approved Date |
|---------------------------|--------------------------------------|---|---|
| DA027/2020 | Extractive Industry – Ralston Quarry | Lot 82 DP 820705 | 12/08/2021 (Western Region Planning Panel) |
| DA023/2021 | Extension to Grain Storage Facility | Lot 2 DP 1149950 & Lot 112 DP861246 Quambone Rd Coonamble | 26/08/2021 |

- Separate to this report is a request for Council to consider DA 021/2021.

Ranger's Report August 2021

The Ranger's report provides information on ranger services for the month of August 2021.

| <u>Correspondence</u> | <u>August 2021</u> | <u>Year to Date 2021/2022 Total</u> |
|------------------------------|---------------------------|--|
| Official Correspondence | 22 | 84 |
| Infringements (Animals) | 0 | 5 |
| Infringements (Other) | 0 | 0 |
| Change of Details | 6 | 26 |
| Microchipped dogs | 15 | 50 |
| Registrations | 1 | 8 |
| Nuisance dog declaration | 0 | 0 |
| Dangerous dog declaration | 0 | 1 |
| Menace dog declaration | 0 | 0 |

- **Impounded Animals**

The Ranger's report had a total of 25 animals impounded.

| <u>August 2021</u> | <u>Dogs</u> | <u>Cats</u> |
|---------------------------|--------------------|--------------------|
| Returned to owners | 2 | 0 |
| Rehomed | 10 | 3 |
| Euthanised | 1 | 9 |
| <u>Impounded*</u> | 13 | 12 |

Zero animals were impounded from Gulargambone and from Quambone.

- **Dog attacks**

There were no dog attacks this month.

- **Annual Report to the Office of Local Government: Survey of Seizures for Cats and Dogs (2020-21)**

Councils are required to submit their financial year survey of seizures of cats and dogs every financial year by 31 August 2021. Details of the survey are provided for Council's reference and a summary is provided below:

In total there were:


- 174 dogs seized
 - 24 dogs released to owners
 - 121 dogs released to organisations for re-homing
 - 29 euthanised
- 96 cats seized
 - 1 cat released to owner
 - 34 cats released to organisation for re-homing.
 - 61 euthanised

This is a timely reminder to all in the community on the importance of microchipping and registering companion animals to allow for release to owners if they are seized and the importance of community safety.

One (1) cat of 96 cats seized and being returned to owners indicates the lack of owner's responsibility for their companion animals. Furthermore, 14% of dogs released back to their owners should also be regarded as being a low figure.

Survey of council seizures of cats and dogs

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So your pet can find home.

SURVEY OF COUNCIL SEIZURES OF CATS AND DOGS 2020/2021

| | | | | |
|---------------------------------------|-------------------------|--------------------------|-------------|-----------|
| Council Name: | Coonamble Shire Council | Facility Manager's Name: | Robert Tosh | Comments: |
| Council/Facility Name: | Coonamble Shire Council | Facility Contact Name: | Robert Tosh | |
| Council owned and operated facility?: | YES | Facility Contact Phone: | 0427255881 | |
| Location of Animal Care Facility: | coonamble | Facility Contact Fax: | 0268221626 | |
| | | Facility Contact E-mail: | 6975 | |

| COUNCIL SEIZURE ACTIVITY | Jul | | Aug | | Sep | | Oct | | Nov | | Dec | | Jan | | Feb | | Mar | | Apr | | May | | Jun | | Total | |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|-----|
| | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog |
| Seized | 3 | 14 | 1 | 9 | 10 | 13 | 11 | 8 | 0 | 13 | 1 | 7 | 1 | 9 | 9 | 15 | 9 | 34 | 10 | 17 | 22 | 12 | 19 | 23 | 96 | 174 |
| Returned to Owner | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transferred to Council's Facility | 3 | 14 | 1 | 9 | 10 | 13 | 11 | 8 | 0 | 13 | 1 | 7 | 1 | 9 | 9 | 15 | 9 | 34 | 10 | 17 | 22 | 12 | 19 | 23 | 96 | 174 |
| Check (Zero) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| ANIMALS IN AND ARRIVING AT COUNCIL'S FACILITY | Jul | | Aug | | Sep | | Oct | | Nov | | Dec | | Jan | | Feb | | Mar | | Apr | | May | | Jun | | Total | |
|--|----------|-----------|----------|----------|-----------|-----------|-----------|----------|----------|-----------|----------|----------|----------|----------|----------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-------|-----|
| | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog |
| Animals In Council's Facility (Start of Month) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 6 | 0 | 0 | | | |
| Abandoned or Stray | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Surrendered | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Animals transferred from Seizure Activities | 3 | 14 | 1 | 9 | 10 | 13 | 11 | 8 | 0 | 13 | 1 | 7 | 1 | 9 | 9 | 15 | 9 | 34 | 10 | 17 | 22 | 12 | 19 | 23 | 96 | 174 |
| Total Incoming Animals | 3 | 14 | 1 | 9 | 10 | 13 | 11 | 8 | 0 | 13 | 1 | 7 | 1 | 9 | 9 | 15 | 9 | 34 | 10 | 26 | 22 | 18 | 19 | 23 | | |

| ANIMALS LEAVING COUNCIL'S FACILITY | Jul | | Aug | | Sep | | Oct | | Nov | | Dec | | Jan | | Feb | | Mar | | Apr | | May | | Jun | | Total | |
|--|----------|-----------|----------|----------|-----------|-----------|-----------|----------|----------|-----------|----------|----------|----------|----------|----------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----|
| | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog | Cat | Dog |
| Released to owners | 0 | 6 | 0 | 2 | 0 | 4 | 0 | 0 | 0 | 0 | 1 | 3 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 4 | 1 | 24 |
| Sold | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Released to Organisations for Rehoming | 0 | 6 | 0 | 7 | 0 | 7 | 0 | 3 | 0 | 9 | 0 | 4 | 0 | 7 | 8 | 14 | 9 | 17 | 9 | 16 | 0 | 15 | 8 | 16 | 34 | 121 |
| Died at Council's Facility (other than euthanased) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stolen from Council's Facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Escaped from Council's Facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other (reason if entered) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Euthanased | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Restricted Dogs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Dangerous Dogs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Owners Request | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Due to Illness/Disease or Injury | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Feral/Infant Animal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unsuitable for rehoming | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unable to re-home | 3 | 2 | 1 | 0 | 10 | 2 | 11 | 5 | 0 | 4 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 7 | 1 | 3 | 22 | 2 | 11 | 3 | 61 | 29 |
| Total Euthanased | 3 | 2 | 1 | 0 | 10 | 2 | 11 | 5 | 0 | 4 | 0 | 0 | 1 | 1 | 1 | 0 | 7 | 1 | 3 | 22 | 2 | 11 | 3 | 61 | 29 | |
| Total Outgoing Animals | 3 | 14 | 1 | 9 | 10 | 13 | 11 | 8 | 0 | 13 | 1 | 7 | 1 | 9 | 9 | 15 | 9 | 25 | 10 | 20 | 22 | 18 | 19 | 23 | | |
| Total In Council's Facility (End of Month) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 0 | 6 | 0 | 0 | 0 | 0 | | |

(Total Outgoing Animals = Total Incoming Animals - Animals in Council's Facility end of month)

Details will not be able to be modified once they are submitted. Button available after end of financial year only. 2021

Strategic Planning – Central West and Orana Regional Plan

- As reported at the March 2021 Council Meeting, the Executive Leader Environment, Strategic Planning and Community (ESPC) sits on the Steering Committee of the Central West and Orana Regional Plan Review. The review is important in ensuring that the Plan continues to reflect the priorities, vision and directions of the region. The review is being led by the Department of Planning, Industry and Environment (DPIE).
- Attached for Council's reference is a summary of what has been done in the month of August by DPIE in terms of meeting its public exhibition date of October 2021.
- The Plan covers a region of over 300,000 people and 19 local government areas.

Waste Management**Waste Management Facilities with Public Health Orders**

At the commencement of the current Public Health Order, the Coonamble Waste Management Facility and the Gulargambone Waste Transfer Stations were closed to household and domestic waste collection due to it not being an essential reason to leave home. Critical waste services for industry and building waste were open to those needing disposal at the Coonamble tip and the weekly kerbside collection has continued to operate.

This has led to several frustrated members of the public expressing their views on social media, phone calls and through written correspondence to Council. This issue also impacted other Councils across the state. As such, the Environment Protection Authority (EPA) issued a revised statement advising that those living in regional NSW who don't have a Council waste collection service (kerbside collection) could take their own household waste to the landfill. (This amended stance basically added this to the list of reasonable excuses to leave home.)

It is important to note that this rubbish is day-to-day waste such as food scraps, food packaging, plastics and other household waste and not junk from a spring clean, prunings from gardens or grass clippings.

Under the current restrictions, people with access to kerbside collection, cannot self-haul rubbish to the tip as this is not a reasonable excuse to leave home. Unfortunately, due to the ambiguity of wording of the media release from the EPA, residents have had the perception that the tip and waste transfer station is operating as "business as usual".

Council staff and the operator understands the frustration of these requirements and remind residents that Council is operating under the NSW Public Health Order.

The services are as following:

Critical waste services (commercial and building waste and those without kerbside collection)

Coonamble Waste Facility Monday to Friday (closed Wednesdays) from 8 to 12pm and 1pm to 5pm

Critical waste services (those without kerbside collection)

Gulargambone Transfer Station (Tuesdays and Thursdays) 2pm to 5pm.

Waste management is an evolving space and Council staff will continue to liaise closely with the EPA and Netwaste and update the operations in accordance with the public health advice and orders.

Quambone Waste Landfill Fencing

The Quambone Waste Landfill Fencing is now complete by Pettiford Fencing. Photos are provided below for Council's reference following site inspection to confirm the project completion.





The Environment and Strategic Planning Progress Report provides a summary of the information since the last meeting for the month of August 2021.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(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. The proposed changes to flood planning is a good opportunity for Council to review and refine its planning documentation and guidelines.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council notes the contents of this report.

Central West and Orana Regional Plan Review



Planning, Industry & Environment

To inform Council Business Paper Report

Draft Central West and Orana Regional Plan 2041

Review of the Central West Orana Regional Plan 2036

The *Central West and Orana Regional Plan 2036* (“the Regional Plan”) was released in 2017 to provide a twenty-year strategic land use planning framework for the region. The Regional Plan provides strategic direction for the region’s future population needs including housing, jobs and infrastructure as well as protecting the environment.

Regional plans are prepared in accordance with section 3.3 of the *Environmental Planning and Assessment Act 1979* and are subject to five-yearly reviews.

A five-yearly review ensures the Regional Plans ongoing relevance through revisiting regional challenges and opportunities as well as incorporating the most up-to-date information. The five-year review is also an opportunity to ensure alignment with any new policies and strategies. The intended outcome of the review is to ensure that the Regional Plan continues to support the needs and long-term vision for the region.

The first five-year review for the Regional Plan is underway. The review involves consultation with local councils and state agencies and will result in a revised and updated *Central West Orana Regional Plan 2041*. The new Regional Plan will focus on land use planning outcomes and include actions for delivery within the next five years.

Governance for the Regional Plan review

The Department of Planning, Industry and Environment (“DPIE”), Local and Regional Planning, Western Region team is coordinating the review of the Regional Plan.

A Steering Committee has been established to provide accountability for the delivery of the draft Regional Plan. The Committee is made up of DPIE agencies (Planning; Environment, Energy and Science; and Water), Department of Primary Industries, Regional NSW, Transport for NSW, Joint Organisation CEO’s and relevant Council Planning Directors (Lithgow, Dubbo and Coonamble).

The identified primary stakeholders are local councils and state agencies. Targeted consultation with council and agency staff has been undertaken during 2021.

Summary of progress (review and draft plan)

The review and drafting stages of the Regional Plan are aligned with Figure 1 below.

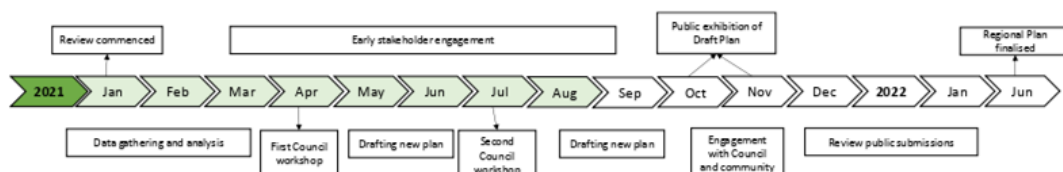


Figure 1 – Timeline of key milestones of regional plan review

Central West and Orana Regional Plan Review



Planning,
Industry &
Environment

To inform Council Business Paper Report

The key milestones of the Regional Plan review which have been completed include:

a) Data gathering and analysis

The Regional Plan review has been informed by:

- Local strategies including Local Strategic Planning Statements (LSPS) and Community Strategic Plans
- NSW Government's plans including State Infrastructure Strategy 2018-2038, Future Transport 2056, A 20-year Economic Vision for Regional NSW as well as the draft Regional Water Strategies
- Auditing the existing Regional Plan actions and their implementation to date
- Commissioned project work from the Western Research Institute to document regional changes that have occurred
- Considering social and economic changes since 2017 including population, development, infrastructure, machinery of government changes, legislative changes and the impact of Covid-19

b) Council engagement workshops

The first Council engagement workshop was held on 21 April 2021 in Wellington. The purpose of the workshop was to bring together council planning and economic development officers to discuss the Regional Plan. The workshop focused on the effectiveness of the current Regional Plan in guiding local land use planning and development in the Central West and Orana region. The workshop provided an opportunity to obtain local knowledge from councils to inform the next iteration of the Regional Plan.

A series of follow up online workshops were held with council staff during the week of 12 July 2021, to gain council input into and feedback on the draft components of the Regional Plan. Considerations included the methodology for the Regional Plan review and a draft framework for the new plan, issues and opportunities of each respective local government area and the role and integration of local government narratives in the new plan.

c) Drafting the new regional plan

The draft Regional Plan aims to provide a regional level framework for dealing with projected regional change for the next twenty years with a focus on the next five years. The region is projected to require approximately 19,000 more dwellings before 2041 with consequences for jobs, services, infrastructure requirements, potential environmental impact and water use.

Drafting is supported by ongoing targeted consultation with individual government agencies and local councils to ensure alignment with relevant policies, strategies and priorities.

Outcomes from local government consultation

Feedback from local councils has been integrated into the approach of the new Regional Plan including:

- Providing clearer guidance and direction for local strategic planning
- Making the Regional Plan informative to local strategic planning more broadly than for planning proposals alone

Central West and Orana Regional Plan Review



Planning,
Industry &
Environment

To inform Council Business Paper Report

- Integrating the Regional Plan with new regional strategies being developed for water and transport
- Incorporating priorities from LSPSs and providing guidance for their future review
- Rationalising the number of Regional Plan actions to be more effective and focused
- Clearly identifying who is responsible for the delivery of actions and making them measurable
- Consideration of locally specific planning challenges and strategic responses

Consultation with local government stakeholders identified key planning issues involving water management and security, housing supply and demand, access and connection, talent and skills as well as economic transition. Common challenges associated with these issues were conflict and competition between land-uses, shortage of housing and skilled workers. There is also a need for consistent guidelines or legislative support to help deliver regional outcomes at the local level.

Public Exhibition of the draft Regional Plan

The draft *Central West and Orana Regional Plan 2041* is intended to be publicly exhibited commencing in October 2021 for six weeks. DPIE's Local and Regional Planning (Western Region) Team will engage with the council and the community during the exhibition period, including via virtual meetings and webinars. An interactive website will also be accessible and allow people to learn more about the Regional Plan and how to take part in the review process.

Councils will be notified prior to the commencement of the public exhibition period.

Finalisation of the draft Regional Plan

Public submissions from the exhibition period will be reviewed in December 2021.

The draft Regional Plan will be finalised in the first half of June 2022, for the approval of the Minister for Planning and Public Spaces, Rob Stokes MP.

10.17 SALEYARDS REPORT**File Number: S1****Author: Saiful Islam, Finance Assistant****Authoriser: Noreen Vu, Executive Leader - Environment, Strategic Planning and Community****Annexures:**

1. **Notice from the EPA on the Coonamble Regional Livestock Market (Licence 10694)**
2. **Council Response to EPA on Alleged Breach Coonamble Saleyards**
3. **Letter to Coonamble Associated Agents on EPA matter and COVID Restrictions**
4. **Financial Summary to August 2021**

PURPOSE

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

BACKGROUND

The following information details income and expenditure associated with the Coonamble saleyards for the month of August 2021.

(a) Relevance to Integrated Planning and Reporting Framework

14.1 Ensure long term management and protection of our community assets.

(b) Financial Considerations

The Saleyards / Truck wash unit was originally set up as a business unit for Council. Whilst the truck wash continues to return a profit on its operations, the saleyard operations continue to run at a deficit – as has been the case for a number of previous financial years. Please see the attached Annexure One (1) for a more comprehensive financial report.

Saleyards Activities

A fat sale was held on 29 July 2021 with a throughput of 695 quality cattle. A very strong market prevailed. Minor maintenance at the saleyards is addressed as issues arise.

On the 19 August 2021, the NSW Environment Protection Authority contacted Council regarding an outstanding letter that was sent to Council on 15 June 2021 regarding their invitation to show cause for the Coonamble Livestock Market – alleged breach of s. 153E of the *Protection of the Environment Operations Act 1997* (Annexure 1). As discussed with the EPA it appears that the correspondence was not received by Council.

The EPA's concern is Council's alleged breach of Clause 98E of the *Protection of the Environment Operations (General) Regulation 2009* in relation to Council not testing the Coonamble Regional Livestock Market Pollution Incident Response Management

Plan. Testing the PIRMP involves a desktop review and scenario testing which requires Council operational staff and agents to take part in the process.

Following on from the initial correspondence with the EPA, Council has provided a response (Annexure Two (2)) and outlining that with current COVID-19 restrictions, staff and users could not meet face-to-face to undertake the review and testing. A desktop review conducted by the Executive Leader Environment, Strategic Planning and Community had occurred but had not been able to be tested with the key staff. The finalised PIRMP will be presented to Council at a later date.

The EPA has indicated that due to the historical issues relating to the lack of testing of the PIRMP, they were considering placing a Pollution Reduction Program (PRP) on the licence for a period of three years. This means that it would be mandatory for Council to undertake all testing protocols of the PIRMP within this timeframe or be subject to prosecution and fines under the Act.

A letter to the Coonamble Associated Agents (Annexure Three (3)) to explain the EPA licence requirements and to discuss the need to comply with the 1,000 head per sale is also provided for Council’s reference.

In addition, the Coonamble Associated Agents were informed of operational staff being removed during the sale due to the current Covid restrictions and as a risk mitigating strategy to safeguard key staff positions, but that staff would still carry out before and after duties to minimise risk to the workforce from exempt travellers.

SALES

CATTLE:

| Date | Type | Scale | Amount (\$) | VA | Amount (\$) | Total Cattle/ Sheep | Total Amount (\$) |
|------|------|-------|-------------|----|-------------|---------------------|-------------------|
| | | | | | | | |

SALEYARDS ACCOUNT 01/07/2020 - 31/08/2021

Saleyard Operations:

| | |
|----------------|--------------------|
| Income | 5,509.28 |
| Expenditure | 21,787.25 |
| Deficit | - 16,277.97 |

Truck wash:

| | |
|-------------|----------|
| Income | 7,425.53 |
| Expenditure | 7,507.22 |
| Surplus | - 81.69 |

Summary:

| | |
|-------------|-------------|
| Income | 12,934.81 |
| Expenditure | 29,294.47 |
| Surplus | - 16,359.66 |

(c) Governance/Policy Implications

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

(d) Legal Implications

Council is awaiting feedback from the EPA to ascertain if a Pollution Reduction Program will be attached to the licence (10694) for a period of three (3) years.

(e) Social Implications

There are no social implications arising from this report.

(f) Environmental Implications

There are no environmental implications arising from this report.

(g) Economic/Asset Management Implications

Works are generally scheduled in accordance with Council's adopted Operational Plan and Budget to ensure Council's assets are maintained to an appropriate standard within budget limitations. This asset needs some major maintenance works but has been running at a financial deficit for years. More favourable seasonal conditions means that this asset is currently being used on a more frequent basis, but there are risks for Council involved with knowingly using an asset that does not comply with all legislative and other industry standards. Although a difficult situation to address, Council will have to objectively consider all facts surrounding the saleyards, and the most appropriate way forward with responsibly managing this facility into the future.

(h) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council notes the information provided in this report.

Show Cause Letter



Licence - 10694

COONAMBLE SHIRE COUNCIL

19 499 848 443
PO BOX 249
COONAMBLE NSW 2829

Notice Number 3500522
Reference REG-409
Number
Date —

Dear Ms ATKINS

Invitation to Show Cause

Coonamble Livestock Market - Alleged breach of Section 153E of the *Protection of the Environment Operations Act 1997*

Why is the EPA writing to you?

The Environment Protection Authority (EPA) has investigated an alleged offence under the *Protection of the Environment Operations Act 1997* (Act) and, based on the evidence obtained, believes you may have committed an offence. Before deciding upon the appropriate regulatory action in relation to this alleged offence, the EPA wants to ensure that you receive procedural fairness.

As discussed with you on 15 June 2021, the purpose of this letter is to invite you to provide, in writing, any reasons why the EPA should not take regulatory action in response to the alleged offence, which may include issuing a penalty notice or commencing a prosecution.

If you have any queries about this matter, please contact Emily Junk on (02) 8275 1681.

What are you required to do?

Please read this letter carefully.

If you wish to provide a response to the EPA, please do so by no later than **5:00pm on Friday 09 July 2021**. You are not required to provide a response, but any response that you provide the EPA with may be used in evidence against you. If you do not provide a response, a decision on regulatory action may be made without

Phone 131 555
Phone 02 9995 5555
(from outside NSW)

TTY 133 677, then
ask for 131 155

Locked Bag 5022,
PARRAMATTA
NSW 2124

4 Parramatta Square
12 Darcy Street
Parramatta NSW 2150

info@epa.nsw.gov.au
www.epa.nsw.gov.au
ABN 43 692 285 758



Show Cause Letter

further notice to you. You should carefully consider your position and you may wish to obtain legal advice before providing a response, or deciding not to respond, to this letter.

Background in relation to the alleged offence

1. The EPA has responsibility for the administration and enforcement of the *Protection of the Environment Operations Act 1997* (the Act).
2. Environment Protection Licence number 10694 (Licence) is issued to Coonamble Shire Council for Animal accommodation at Coonamble Regional Livestock Market - Railway Street, Coonamble NSW 2829 (Premises).
3. We have reviewed Annual Return No. 99693, reporting period 1 September 2019 to 31 August 2020 submitted by Coonamble Shire Council and has found that the Pollution Incident Response Management Plan (PIRMP) was not tested during this period.
4. We have also reviewed the compliance history at the Premises and have noted that Coonamble Shire Council have been reminded of their obligation to test their PIRMP on three previous occasions:
 - Advisory letter (EPA reference: DOC17/542684-1) issued on the 29 March 2018 for the 2016-2017 Annual Return.
 - Formal Warning (Notice No. 1575610) issued on 8 February 2019 for the 2017-2018 Annual Return.
 - Official Caution (Notice No. 1590526) issued on 16 January 2020 for the 2018-2019 Annual Return.
5. Section 153E of the Act requires that a PIRMP be tested in accordance with the regulations:

“A person who is required to prepare a pollution incident response management plan under this Part must ensure that it is tested in accordance with the regulations.”
6. Clause 98E of the Protection of the Environment Operations (General) Regulation 2009 states the following:

“(1) the testing of a plan is to be carried out in such a manner as to ensure that the information included in the plan is accurate and up to date and the plan is capable of being implemented in workable and effective manner.

(2) any such test is to be carried out-

 - (a) routinely at least once every 12 months, and*
 - (b) within 1 month of any pollution incident occurring in the course of an activity to which the licence relates so as to assess, in the light of that incident, whether the information included in the plan is accurate and up to date and the plan is still capable of being implemented in a workable and effective manner’.*

Alleged offence

Based on the above investigation findings, the EPA considers that you have potentially breached Section 153E of the *Protection of the Environment Operations Act 1997*, by not testing your pollution incident response management plan.

Show Cause Letter



Potential penalties for the alleged offence

The maximum penalty for a corporation for failing to comply with Section 153E is \$1,000,000 and, in the case of a continuing offence, a further penalty of \$120,000 for each day the offence continues.

The EPA views non-compliance with the Act as a serious matter. It is your responsibility to ensure that you comply with all the requirements of the Act, and exercise due diligence to prevent breaches.

Invitation to Show Cause

You are invited to provide any reasons, in writing, why the EPA should not take regulatory action in response to the alleged offence/offences.

Any response should provide any information, facts, or circumstances that you would like the EPA to consider when deciding whether to take regulatory action. You may wish to include details of any mitigating circumstances.

Any submission that you wish to make in relation to the alleged offence detailed in this letter must be sent:

by email to: riverina.farwest@epa.nsw.gov.au (Attn: Jessica Creed)

or

by post to:

Jessica Creed
Unit Head
NSW Environment Protection Authority
PO Box 397
GRIFFITH NSW 2680

To be considered, your response must be received by the EPA no later than **5:00pm on Friday 09 July 2021**.

Further information on the EPA's responsibilities and powers, can be found on the EPA's website at <https://www.epa.nsw.gov.au/licensing-and-regulation/legislation-and-compliance>.

The EPA's Compliance Policy, which summarises the EPA's general approach to compliance and enforcement, can be found at <https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/legislation/130251epacompol.pdf>.

Yours sincerely


A handwritten signature in blue ink, appearing to read 'Jessica Creed', is located below the 'Yours sincerely' text.

Show Cause Letter



Jessica Creed
Unit Head
Environment Protection Authority



80 Castlereagh Street, Coonamble NSW 2829
Telephone. 02 6827 1900 Fax. 02 6822 1626
Email. council@coonambleshire.nsw.gov.au
 www.coonambleshire.nsw.gov.au
ABN. 19 499 848 443

All communications to be addressed to the General Manager
PO Box 249, Coonamble, NSW 2829

S1
NV NV

31 August 2021

Ms Jessica Creed
NSW Environment Protection Authority
C/o riverina.farwest@epa.nsw.gov.au

Dear Ms Creed

RE: Invitation to Show Cause Coonamble Livestock Market – Alleged breach of s. 153E of the *Protection of the Environment Operations Act 1997*

Thank you for the NSW Environment Protection Authority's recent phone call to Council regarding the correspondence issued to us (your ref REG-409) concerning the 'Invitation to Show Cause Coonamble Livestock Market – Alleged breach of s. 153E of the *Protection of the Environment Operations Act 1997*'. Thank you for your continued correspondence and guidance on the matter. I apologise for the lack of Council's formal response and am responding to you as this matter now falls in my directorate and understand your database now reflects this change in management of EPA Licence 10694.

For your records, please find below Council's response on the alleged offence:

*Based on the above investigation findings, the EPA considers that you have potentially breached Section 153E of the *Protection of the Environment Operations Act 1997*, by not testing your pollution incident response management plan.*

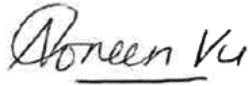
As per my email to Ms Marjorie Pereira (A/g Operations Officer) on 23 August 2021, Council has accordingly undertaken a desktop test review of the Coonamble Regional Livestock Market Pollution Incident Response Management Plan (PIRMP) however has been unable to organise a review and testing of the document with operational staff due to the current COVID-19 restrictions and public health orders. As soon as reasonably possible, Council will ensure that the three officers involved with the Coonamble Saleyards are involved with reading, reviewing and providing additional input into this document through a face-to-face meeting and inform the EPA immediately of this progress.

Page 1 of 2

As per Ms Pereira's advice on 25 August 2021, Council has now updated the Coonamble PIRMP for your records. The updates are reflected in the review table.

Should you require any further information, please do not hesitate to contact me on Noreen.vu@coonambleshire.nsw.gov.au or 6827 1900.

Yours faithfully




Noreen Vu
EXECUTIVE LEADER ENVIRONMENT, STRATEGIC PLANNING AND COMMUNITY



80 Castlereagh Street, Coonamble NSW 2829

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Email. council@coonambleshire.nsw.gov.au

 www.coonambleshire.nsw.gov.au

ABN. 19 499 848 443

All communications to be addressed to the General Manager
PO Box 249, Coonamble, NSW 2829

S7
NV NV

31 August 2021

Coonamble Associated Agents
Mr David Thompson
COONAMBLE NSW 2829
C/o - coonambleagents@gmail.com

Dear Mr Thompson

RE: Saleyard Operations during Public Health Orders Enforcement and Update on the NSW Environment Protection Authority Alleged Breach

Further to my email correspondence sent on 24 August 2021 and our phone conversation on 25 August 2021, I wanted to formally follow up regarding the email and phone discussion.

Council has raised the issue of our current staffing arrangements which included lack of full time Regulatory/Ranger services and in conjunction with the current Public Health Order and restrictions, Council has decided to remove staff during the operations of a sale. This is due to the lack of contingency and back up if our acting Relief Ranger was to come into contact with a close contact and be forced to quarantine/self-isolate for 14 days. As per our discussion, the Coonamble Associated Agents can provide an alternative arrangement to see through this time. Council appreciates our continued cooperation in this matter and is grateful for your understanding. As discussed, Council staff will prepare the site and close after the sale has occurred.

For your further information, Council received a notification from the NSW Environment Protection Agency (EPA) over an alleged breach of s. 153E of the *Protection of the Environment Operations Act 1997*. Essentially this related to Council not testing the Coonamble Regional Livestock Market Pollution Incident Response Management Plan 2019 (PIRMP) within the required timeframe. Testing the PIRMP involves desktop review and scenario testing which requires Council operational staff and the users to take part in this process.

Page 1 of 2

I have subsequently undertaken a preliminary review of the PIRMP (2021) and provided this to the EPA and have asked for leniency to be applied due to the current Public Health Orders and the inability to meet face-to-face with staff and the users. The EPA is currently taking this into consideration.

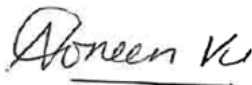
Due to the historical issues relating with lack of testing of the PIRMP, the EPA has indicated that it is likely that they would place a Pollution Reduction Program (PRP) on the licence for a period of three years. This means that it would be mandatory for Council to undertake all testing protocols of the PIRMP within this timeframe or be subject to prosecution and fines under the Act. I will correspond with you on the matter once I receive their formal feedback.

As per my previous email, I had indicated to you that the previous understanding of the EPA Licence 10694 was incorrect. A sale must stay under the 1,000 per head and cannot be averaged over a 12 month period. For example, it is not possible to have one sale at 700 head and the next at 1,400 head and then averaged. Mitigation of potential risks associated with pollutants such as effluent runoff at the saleyards includes staying under this number.

My concern is that with the impending PRP to be applied to the licence, this will mean the operations at the Coonamble Regional Livestock Market will be under scrutiny by the EPA. I strongly advise that the number per sale remains below 1,000 head. Any encroachment over this number could potentially flag new licencing requirements and/or a development application that will trigger an upgrade to the facility that Council cannot afford in its current budgetary environment. Most importantly it has the potential to compromise the existing licence leading to a cessation of the operations of the saleyards in the worst-case scenario.

Should you require any further information, please do not hesitate to contact me on Noreen.vu@coonambleshire.nsw.gov.au or 6827 1900.

Yours truly



Noreen Vu
EXECUTIVE LEADER ENVIRONMENT, STRATEGIC PLANNING AND COMMUNITY

| Account | Annual Amended Budget | Jul MTH Actuals | Aug MTH Actuals | Sep MTH Actuals | Oct MTH Actuals | Nov MTH Actuals | Dec MTH Actuals | Jan MTH Actuals | Feb MTH Actuals | Mar MTH Actuals | Apr MTH Actuals | May MTH Actuals | Jun MTH Actuals | YTD Actuals |
|---|-----------------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------|
| 5700-0002 - SALEYARDS | | | | | | | | | | | | | | |
| 05 - Revenue | | | | | | | | | | | | | | |
| 5700-1150 - Saleyards Fees & Charges - Casual | (4,000) | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 5700-1152 - Saleyards Fees & Charges - Sale | (55,000) | -5,509.28 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (5,509.28) |
| 5700-1496 - Grants - Saleyards Safety Upgrade | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 05 - Revenue Total | (59,000) | -5,509.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (5,509.00) |
| 06 - Expenditure | | | | | | | | | | | | | | |
| 5700-2245 - Saleyards Insurances | 8,940 | 3,322.50 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,322.50 |
| 5700-2255 - Saleyards Electricity Charges | 8,800 | -21.88 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (21.88) |
| 5700-2260 - Saleyards Telephone Expenses | 1,000 | 50.00 | 52 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 102.00 |
| 5700-2270 - Saleyards Rates & Charges | 11,000 | 5,049.40 | 202 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,251.38 |
| 5700-2330 - Saleyards Operating Expenses | 10,000 | 309.11 | 1,337 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,646.54 |
| 5700-2335 - Saleyards Operating Expenses No GST | 5,000 | -7.04 | 572 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 564.96 |
| 5700-2340 - Saleyards Maintenance Expenses | 60,000 | 240.55 | 10,681 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,921.75 |
| 5700-2925 - Saleyards Buildings Depreciation | 22,737 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 5700-2930 - Saleyards Facilities Depreciation | 11,740 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 06 - Expenditure Total | 139,217 | 8,942.00 | 12,844 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 21,787.00 |
| 5700-0002 - SALEYARDS Total | 80,217 | 3,433.00 | 12,844 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 16,278.00 |
| 5750-0002 - TRUCKWASH | | | | | | | | | | | | | | |
| 05 - Revenue | | | | | | | | | | | | | | |
| 5750-1150 - Truck Wash User Fees | (30,500) | -4,734.38 | -2,691 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (7,425.53) |
| 05 - Revenue Total | (30,500) | -4,734.00 | -2,691 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (7,426.00) |
| 06 - Expenditure | | | | | | | | | | | | | | |
| 5750-2245 - Truckwash Insurance | 120 | 60.67 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 60.67 |
| 5750-2255 - Truck Wash Electricity Charges | 4,200 | -7.55 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (7.55) |
| 5750-2260 - Truck Wash Telephone Expenses | 0 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 5750-2270 - Truckwash Rates & User Charges | 15,960 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 5750-2340 - Truck Wash Mntoe & Repairs | 10,000 | 117.40 | 7,337 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,454.10 |
| 5750-2930 - Depn - Other Structures | 4,639 | 0.00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 |
| 06 - Expenditure Total | 34,919 | 170.00 | 7,337 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,507.00 |
| 5750-0002 - TRUCKWASH Total | 4,419 | -4,564.00 | 4,646 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 81.00 |

10.18 CONSIDERATION OF DEVELOPMENT APPLICATION 021/2021**File Number:** PR: 3156 and PR: 3157-4**Author:** Noreen Vu, Executive Leader - Environment, Strategic Planning and Community**Authoriser:** Hein Basson, General Manager**Annexures:** 1. Development Assessment Report for DA021/2021**PURPOSE**

The purpose of this report is to present Council with the Development Assessment Report for Development Application 021 / 2021 for an Extractive Industry at Lot 7 DP 754234 and Lot 1 DP 1192750, Tabletop Road, Quanda.

BACKGROUND

Council is in receipt of a development application on 1 July 2021. DA021/2020 proposes to establish and operate a hard rock quarry (Singles Quarry) at Lot 7 DP 754234 and Lot 1 DP 1192705, Tabletop Road, Quanda. The proposed quarry would be located on the south-west flank of Square Top Hill within the property named "Square Mountain". The Inland Rail Project (IRP) is anticipated to traverse the western side of the subject property, approximately 450 metres from the proposed quarry location.

The site consists of a basalt resource which forms a large hill. The low elevations, resource distributions, weathering profile and confining topography of the site is well suited to simple lateral quarrying progression into the hillside. A maximum annual extraction rate of less than 30,000 tonnes per annum (tpa) is proposed solely for the IRP. The resource is predicted to produce quarry products including fill and aggregates suitable for the IRP in and around the Square Top Hill location, as the IRP at this location requires filling to create a level railway.

The life of the quarry is anticipated to be five years, subject to the timing of the IRP and including allowance for rehabilitation. Blasting is not proposed, and extraction will be via mechanical means only. Delivery of material will be directly to the construction alignment of the IRP, with no delivery via the local road network.

(a) Relevance to Integrated Planning and Reporting Framework

EN1.1 Enforcement of Environmental Regulations.

(b) Financial Considerations

All applicable fees have been paid.

COMMENTARY

DA021/2020 proposes to establish and operate a hard rock quarry (Singles Quarry) at Lot 7 DP 754234 and Lot 1 DP 1192705, Tabletop Road, Quanda.

The site is freehold land owned by JA and ML Single Pty Ltd. Regional Group Australia (RGA) have reached agreement with the Single's to lease the quarry site for a period of 5 years to provide material to the IRP and allow sufficient time for closure of the quarry and rehabilitation of the site.

The proposed extractive industry will involve:

- Delineation of the quarry footprint.
- Initial installation of environmental controls including erosion and sediment control measures.
- Construction of the internal access road (gravel) between the IRP construction alignment and the quarry footprint.
- Construction of the sediment basin.
- Establishment of the site office and light vehicle parking area.
- Quarry operations (extraction, processing and stockpiling of material).
- Delivery of material directly to the construction alignment of the IRP.
- Close and rehabilitate the quarry.

The total area of the proposal is 1 hectare, including the proposed quarry area of 0.74 hectares and the internal access road from the quarry to the construction alignment of the IRP.

In accordance with the *Environmental Planning and Assessment Act 1979* and the *Environmental Planning and Assessment Regulation 2000*, a Statement of Environmental Effects (SEE) has been prepared by Groundwork Plus, dated May 2021. The SEE was prepared having regard to the assessment undertaken by Groundwork Plus of the site and in response to potential impacts.

The SEE for the development proposal was publicly exhibited from 14 July 2021 to 30 July 2021 in accordance with the Coonamble Shire Council Community Participation Plan 2019. Neighbouring landowners were directly notified of the development proposal and invited to make written submissions by the end date of the exhibition period. Relevant government authorities were also invited to comment on the proposal, including the NSW Environment Protection Authority (EPA), NSW Rural Fire Service, NSW Agriculture, Water and Heritage and Transport for NSW (TfNSW) through the Planning Portal (Ref: CNR 24960). A review of submissions received as a result of exhibition has been undertaken and documented in the Development Assessment Report (dated 26 August 2021).

The assessment of the proposal concludes the development documentation has been completed to a standard that allows a thorough assessment of the proposed extractive industry. The proposed development is assessed to be consistent with the *Coonamble Local Environmental Plan 2011* and all relevant State Environmental Planning Policies. The Development Assessment Report was prepared by Council's Consultant Planner, Mr Michael Carter from Currajong Pty Ltd.

It is assessed the proposal fits in the locality and there are no significant impacts on the site or on adjacent lands and roads that cannot be properly addressed under the mitigation strategies proposed in the SEE and conditions of consent. It is recommended that the development application be approved, subject to appropriate conditions listed in this report.

The assessment report separately attaches the plans and the SEE documentation and submissions received because of the exhibition of the proposal.

Development Assessment Framework Summary

The proposed Singles Quarry is local development, as it proposes to extract less than 30,000 tpa.

The proposal requires development consent under Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The proposal does not trigger 'designated development' pursuant to Part 1, Section 19 of Schedule 3 of the *Environmental Planning and Assessment Regulation 2000* (EP&A Regulation) for 'Extractive Industries' because:

- less than 30,000m³ per annum would be extracted; and
- less than 2ha of disturbance would occur; and
- all areas of disturbance would be more than 40m from a waterway; and
- the existing slope of the quarry footprint area is less than 18 degrees to the horizontal; and
- the quarry footprint does not involve blasting and is more than 500m of a dwelling not associated with the development; and
- the quarry footprint is more than 500m from another extractive industry.

The proposal does not trigger 'regionally significant development' because it is not designated development and has a capital investment values of less than \$30 million.

The proposal does not trigger 'integrated development' because it does not involve the extraction, processing or storage of more than 30,000tpa of extractive materials or the crushing, grinding or separating of materials of more than 150t per day or 30,000tpa and therefore the proposal is not classified as a 'Scheduled Activity' and an Environment Protection Licence (EPL) is not required under the Protection of the Environment Operations Act 1997 (POEO Act).

The Development Application has been publicly exhibited / notified in accordance with the Coonamble Shire Council Community Participation Plan 2019. Two submissions were received from members of the public.

The Development Assessment Report (Annexure 1) provides an assessment and deals with the submissions. The Development Assessment Report recommends for Council to approve the extractive industry.

(a) Governance/Policy Implications

Local Government Act 1993 (No 30). Section 375A of the Act states the following:

‘Recording of Voting on Planning Matters’

(1) *In this section,*

"planning decision" means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979 --

(a) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but

(b) not including the making of an order under Division 2A of Part 6 of that Act.

(2) *The general manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.*

.....

(5) *This section extends to a meeting that is closed to the public.*

(b) Legal Implications

The approval of the development application for the extractive industry is permissible under the *Environmental Planning and Assessment Act 1979* and the *Coonamble Local Environmental Plan 2011*.

(c) Social Implications

There are no direct social implications arising from this report that has not been addressed in the development assessment report and through the proposed conditions to be adopted by Council.

(d) Environmental Implications

There are no direct environmental implications arising from this report that has not been addressed in the development assessment report and through the proposed conditions to be adopted by Council.

(e) Economic/Asset Management Implications

There are no direct economic/asset management implications arising from this report that has not been addressed in the development assessment report and through the proposed conditions to be adopted by Council.

(f) Risk Implications

There are no direct risk implications.

CONCLUSION

It is recommended for Coonamble Shire Council to issue a Notice of Determination to Approve the DA021/2021 for an Extractive industry to establish and operate a hard rock quarry (Singles Quarry) at lot 7 DP 754231 and Lot 1 DP 1192705, Tabletop Road, Quanda

RECOMMENDATION

- 1. That Council notes the information contained within this report.**
- 2. That Council issues a Notice of Determination to approve DA021/2021 for an Extractive Industry to establish and operate a hard rock quarry (Singles Quarry) at Lot 7 DP 754234 and Lot 1 DP 1192705, Tabletop Road, Quanda.**
- 3. That Council issues a Notice of Determination to approve the development in accordance with:**
 - (a) The Development Application DA021/2021 submitted to Coonamble Shire Council on 1 July 2021.**
 - (b) The Statement of Environmental Effects by Groundwork Plus, dated May 2021.**
 - (c) The Aboriginal Heritage Desktop Study prepared by Avitech Environmental, dated April 2021.**
 - (d) The Desktop Biodiversity Assessment Report prepared by Accuplan dated May 2021.**
 - (e) The Site Office Plan No. MS-200108 and M/F Toilet Plan No. MS-200305-B20-101, prepared by MBS Modular Building Systems.**
- 4. That Council issues a Notice of Determination to approve DA021/2021 in accordance with the consent to be granted subject to the conditions outlined in the Development Assessment Report dated 26 August 2021 including the conditions relating to:**
 - (a) Approved Plans and Documentation**
 - (b) Operational Limitations and Requirements**
 - (c) Prior to Commencement**
 - (d) During Works**
 - (e) Monitoring and Recording Conditions**
 - (f) Prescribed Conditions.**
- 5. That Council authorises the General Manager to sign the Notice of Determination to approve DA021/2021.**

1. Application Details Summary

| | |
|-------------------------------|--|
| Development Application No: | DA021/2021 |
| PAN No: | PAN105799 |
| Description of Development: | Extractive Industry - Singles Quarry |
| Applicant: | Regional Group Australia c/o Groundwork Plus |
| Landowner's consent provided: | Yes |
| Local Government Authority: | Coonamble Shire Council |
| Determining Authority: | Coonamble Shire Council |
| Council Assessment No: | 03156-00000000-000 and 03157-40000000-000 |

2. Property Description Summary

| | |
|------------------------|---|
| Legal Description: | Lot 7 DP 754234 and Lot 1 DP 1192750, Tabletop Road, Quanda |
| Land Area: | 230 hectares |
| Property Name: | Square Mountain |
| Existing Improvements: | Fencing |
| Current land-use: | Rural farmland zoned RU1 Primary Production |

3. Executive Summary

DA021/2020 proposes to establish and operate a hard rock quarry (Singles Quarry) at Lot 7 DP 754234 and Lot 1 DP 1192705, Tabletop Road, Quanda. The proposed quarry would be located on the south-west flank of Square Top Hill within the property named "Square Mountain". The Inland Rail Project (IRP) is anticipated to traverse the western side of the subject property, approximately 450 metres from the proposed quarry location.

The site consists of a basalt resource which forms a large hill. The low elevations, resource distributions, weathering profile and confining topography of the site is well suited to simple lateral quarrying progression into the hillside. A maximum annual extraction rate of less than 30,000 tonnes per annum (tpa) is proposed solely for the IRP. The resource is predicted to produce quarry products including fill and aggregates suitable for the IRP in and around the Square Top Hill location, as the IRP at this location requires filling to create a level railway.

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The site is freehold land owned by JA and ML Single Pty Ltd. Regional Group Australia (RGA) have reached agreement with the Single's to lease the quarry site for a period of 5 years to provide material to the IRP and allow sufficient time for closure of the quarry and rehabilitation of the site.

The proposed extractive industry will involve:

- Delineation of the quarry footprint.
- Initial installation of environmental controls including erosion and sediment control measures.

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- Construction of the internal access road (gravel) between the IRP construction alignment and the quarry footprint.
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The SEE for the development proposal was publicly exhibited from 14 July 2021 to 30 July 2021 in accordance with the Coonamble Shire Council Community Participation Plan 2019. Neighbouring landowners were directly notified of the development proposal and invited to make written submissions by the end date of the exhibition period. Relevant government authorities were also invited to comment on the proposal, including the NSW Environment Protection Authority (EPA), NSW Rural Fire Service, NSW Agriculture, Water and Heritage and Transport for NSW (TfNSW). A review of submissions received as a result of exhibition has been undertaken and documented in this report.

The assessment of the proposal concludes the development documentation has been completed to a standard that allows a thorough assessment of the proposed extractive industry. The proposed development is assessed to be consistent with the *Coonamble Local Environmental Plan 2011* and all relevant State Environmental Planning Policies.

It is assessed the proposal fits in the locality and there are no significant impacts on the site or on adjacent lands and roads that cannot be properly addressed under the mitigation strategies proposed in the SEE and conditions of consent. It is recommended that the development application be approved, subject to appropriate conditions listed in this report.

The assessment report separately attaches the plans and the SEE documentation and submissions received as a result of the exhibition of the proposal.



Table of Contents

| | | |
|---------|--|----|
| 1. | Application Details Summary | 1 |
| 2. | Property Description Summary | 1 |
| 4. | Site and Locality Description | 5 |
| 4.1. | General Site Description | 5 |
| 4.2. | Site Geology | 6 |
| 4.3. | Site Topography and Drainage | 6 |
| 4.4. | Surrounding Land-use | 8 |
| 4.5. | Surrounding Road Network | 9 |
| 4.6. | Site Layout | 9 |
| 5. | Background and Site Context Description | 9 |
| 5.1. | Coonamble Shire | 9 |
| 5.2. | Square Mountain Property | 9 |
| 5.3. | Singles Quarry | 10 |
| 5.4. | Inland Rail | 10 |
| 6. | Development Assessment Framework | 11 |
| 7. | Description of Proposed Development | 11 |
| 8. | Environmental Planning Assessment | 12 |
| 8.1. | S4.15(1)(a)(i) The provisions of any environmental planning instrument | 12 |
| 8.1.1. | Coonamble Local Environmental Plan 2011 | 12 |
| | Clause 5.10 Heritage conservation | 13 |
| | Clause 5.14 Siding Spring Observatory - maintaining dark sky | 13 |
| | Clause 6.1 Terrestrial biodiversity | 14 |
| | Clause 6.5 Essential services | 15 |
| | Clause 6.7 Earthworks | 16 |
| 8.1.2. | State Environmental Planning Policies | 17 |
| | SEPP (State and Regional Development) 2011 | 17 |
| | State Environmental Planning Policy – Mining, Petroleum Production and Extractive Industries 2007 | 17 |
| | SEPP 33 – Hazardous and Offensive Development | 19 |
| | SEPP Koala Habitat Protection | 20 |
| | SEPP (Infrastructure) 2007 | 20 |
| | SEPP 55 - Remediation of Land | 21 |
| | SEPP (Primary Production and Rural Development) 2019 | 21 |
| 8.2. | S4.15(1)(a)(ii) any proposed environmental planning instrument | 22 |
| 8.3. | S4.15(1)(a)(iii) any development control plan | 22 |
| 8.4. | S4.15(1)(a)(iiia) any planning agreement or any draft planning agreement | 22 |
| 8.5. | S4.15(a)(iv) the regulations | 22 |
| 8.6. | S4.15(1)(b) the likely impacts on the natural and built environment(s) and the likely social and/or economic impact on the locality | 22 |
| 8.6.1. | Context and Setting | 22 |
| 8.6.2. | Land Use Conflict | 23 |
| 8.6.3. | Access Use and Traffic | 23 |
| 8.6.4. | Public Domain | 23 |
| 8.6.5. | Utilities | 23 |
| 8.6.6. | Heritage | 24 |
| 8.6.7. | Other land resources | 24 |
| 8.6.8. | Bushfire | 24 |
| 8.6.9. | Surface Water | 25 |
| 8.6.10. | Groundwater | 25 |
| 8.6.11. | Soils | 25 |
| 8.6.12. | Air & Microclimate | 25 |
| 8.6.13. | Noise and Vibration | 25 |
| 8.6.14. | Flora and Fauna | 26 |
| 8.6.15. | Waste | 26 |
| 8.6.16. | Natural Hazards | 27 |
| 8.6.17. | Technological Hazards | 27 |
| 8.6.18. | Safety Security and Crime Prevention | 27 |
| 8.6.19. | Social and Economic Impact in the Locality | 27 |
| 8.6.20. | Site Design and Internal Design | 27 |
| 8.6.21. | Cumulative Impacts | 27 |
| 8.6.22. | Site Suitability Assessment | 28 |

COONAMBLE
SHIRE COUNCIL

| | | |
|-----|---|----|
| 9. | Submissions Review and Assessment | 28 |
| | Public Submission 1 | 28 |
| 10. | Public Interest Assessment | 34 |
| 11. | Contributions Assessment | 34 |
| 12. | Assessment Conclusion / Recommendation | 34 |
| | A. Approved Plans and Documentation | 34 |
| | B. Operational Limitations and Requirements | 34 |
| | C. Prior to Commencement | 36 |
| | D. During Works | 37 |
| | E. Prior to Commencement of Use | 38 |
| | G. Prescribed Conditions | 39 |



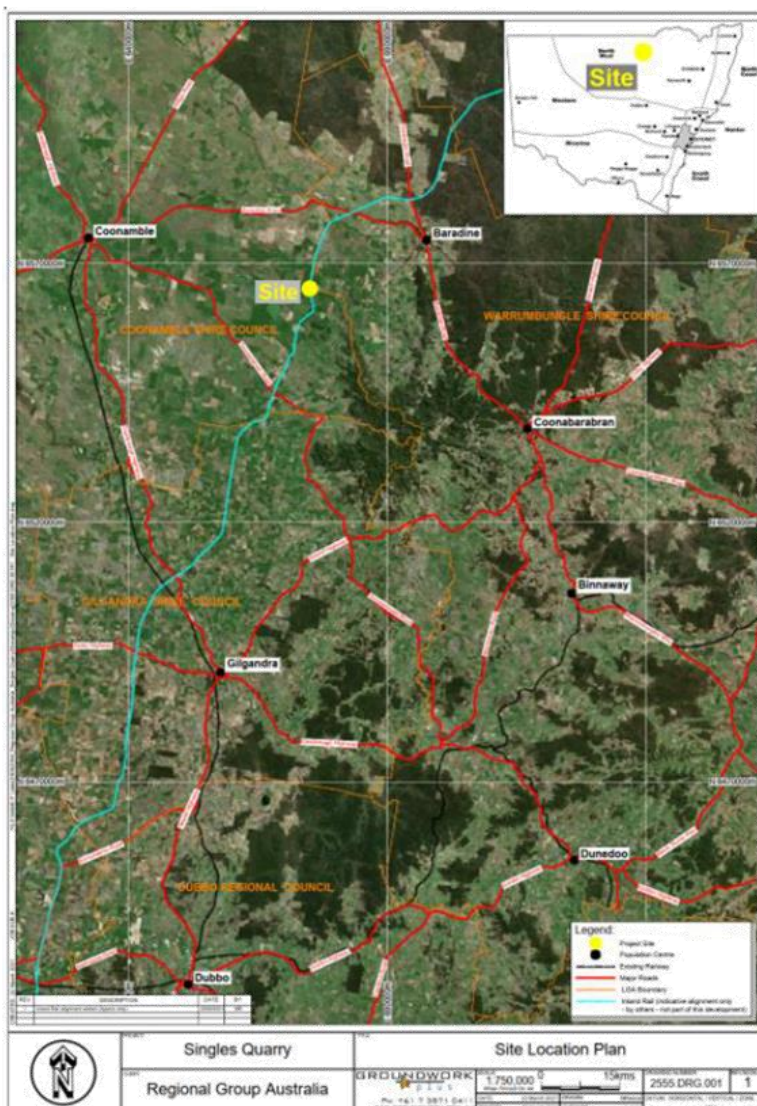
4. Site and Locality Description

4.1. General Site Description

The site of the proposed Singles Quarry is freehold land that is described as Lot 7 DP 754234 and Lot 1 DP 1192750, Tabletop Road, Quanda.

The site of the proposed quarry is on the property Square Mountain, which is a rural property comprising approximately 230 hectares, with access to Tabletop Road. Square Mountain is freehold rural land registered to JA and ML Single Pty Ltd. The property is currently used for dryland farming activities, including livestock grazing and cropping.

A map showing the subject site in relation to surrounding road network and locality is shown on the Site Location Plan in Figure 1 of the SEE and replicated below:



Source: Singles Quarry SEE



The Square Mountain property is approximately 230 hectares in area and has access to Tabletop Road. The property is adjacent to the proposed alignment of the Inland Rail Project as well as the border of the Coonamble Shire Council and Warrumbungle Shire Council.

The property is currently used for dryland farming activities, with evidence of limited livestock grazing being observed at the time of inspection of the site. The proposed quarry site is to be located on Lot 7 DP 754234 towards the centre of the Square Mountain property. The total area of proposed quarry activities (including access road) is 1 hectare. The property is well separated from urban areas and isolated dwellings associated with other farming properties in the area. The nearest dwelling (not associated with the proposal) is located approximately 2.564 kilometres from the quarry site.

4.2. Site Geology

Square Top Hill is the dominant geomorphic feature of Lot 7 DP 754234. The geology of the site consists of a basalt resource which forms a large hill. The low elevations, resource distributions, weathering profile and confining topography of the site is well suited to simple lateral quarrying progression into the hillside. The resource is predicted to produce quarry products including fill and aggregates suitable for the IRP. No drilling investigations have been undertaken so far, and the SEE advises detailed material testing will be undertaken to confirm suitability of the material, subject to receipt of development consent.

The surrounding soils landscape based on the Great Soil Group NSW is Chocolate Soils. This mapping covers the whole site. The geology of the Pilliga subregion of the Southern Brigalow Belt is classified as: Horizontal Jurassic quartz sandstones, limited shales, Tertiary basalt caps and plugs plus the sediments derived from these rocks. Typical soils include: Shallow black earths and red loams on basalts. Extensive harsh texture contrast soils, linear patterns of deep yellow sand, stony red brown earths.

The geology of the Pilliga subregion of the Southern Brigalow Belt is classified as: Stepped sandstone ridges with low cliff faces and high proportion of rock outcrop. Long gentle outwash slopes intersected by sandy stream beds and prior stream channels. A few patches of heavy clay. Includes the spectacular mountain landscape of volcanic domes, plugs and dykes in the Warrumbungles.

4.3. Site Topography and Drainage

Square Top Hill is the dominant geomorphic feature of Lot 7 DP 754234. The incline across the site rises from approximately 280 metres in the southwest to a maximum at 320 metres on Square Top Hill. The hydrology of the site features minor unnamed non-perennial waterways. The first named non-perennial waterway is greater than 500m from Lot 7 DP 754234.

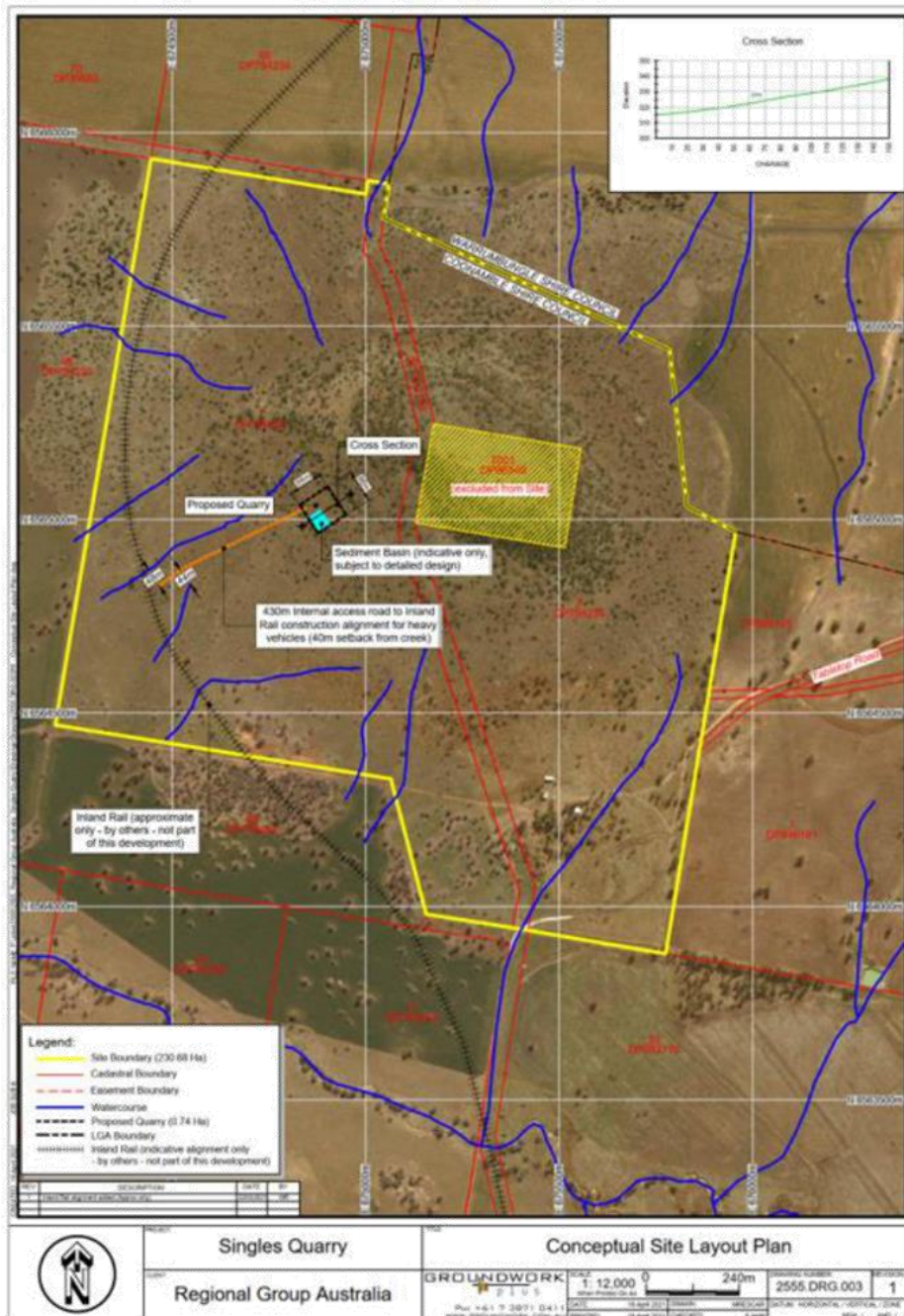
The proposal is located at about RL 318m AHD. The depth of extraction will be subject to the demand for material from the IRP but is unlikely to intercept groundwater, which at the nearest bore is at about 182m AHD. The proposal therefore does not include extraction or interception of groundwater.

Water uses surrounding the site include on-farm storage and irrigation and groundwater bores. The site is not located in a flood prone area identified by Council. The site is not affected by the "Flood Planning" layer under the NSW Planning Portal. The likelihood of a flood inundating the site is low.



A number of bores have been identified from the Water NSW database. The SEE advises the bores are used for stock and domestic purposes and have been primarily installed to target deep aquifers suitable for supporting high yields. The nearest bore (GWO13092) is located at 293m AHD with a water supply stated to be at 111m deep (182m AHD).

The Concept Site Layout Plan in Figure 3 of the SEE shows the general drainage patterns of the site and immediate surrounds, and is replicated below:

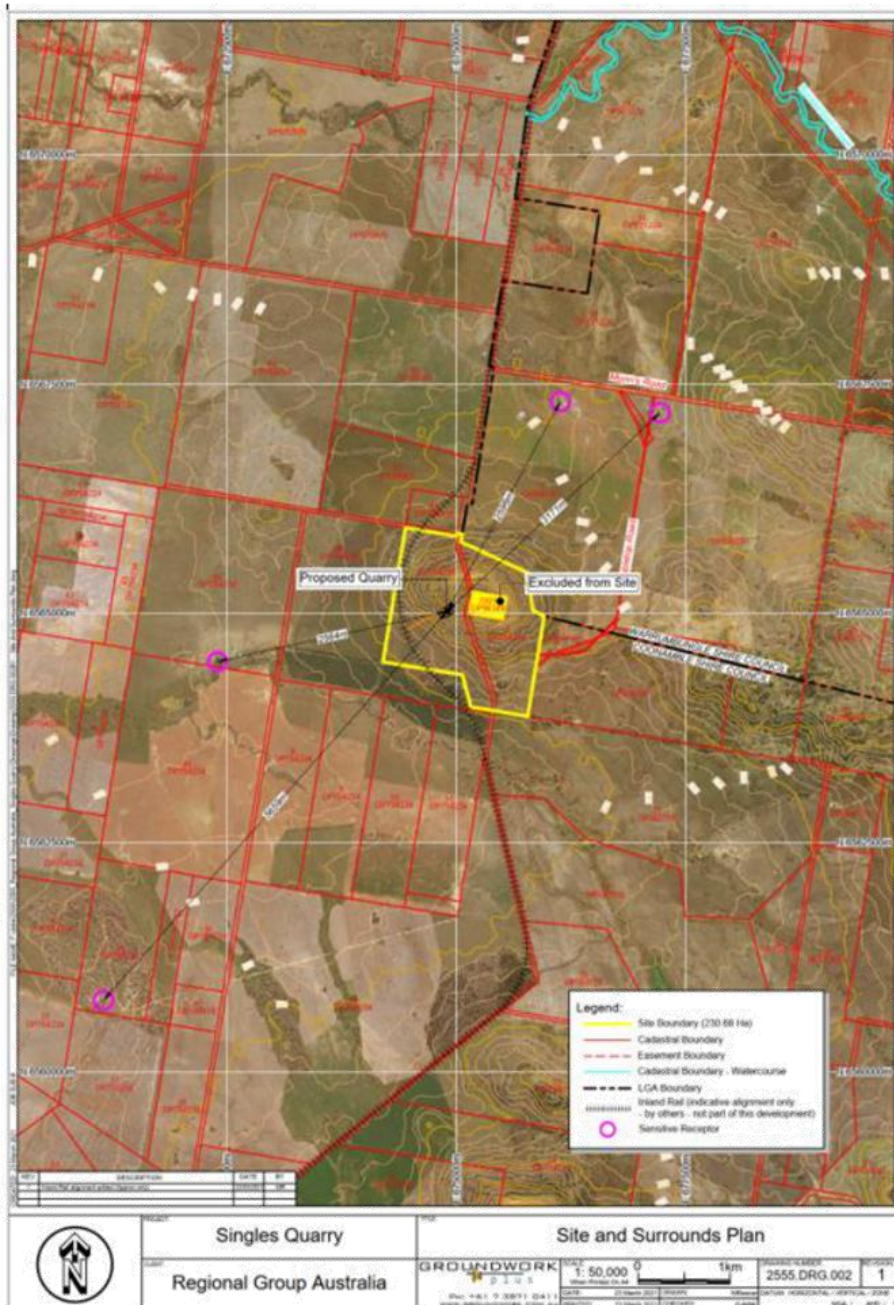


Source: Singles Quarry SEE



4.4. Surrounding Land-use

The land-uses surrounding the proposal primarily include agricultural livestock grazing and cropping farming properties. A number of isolated private dwellings and associated outbuildings and infrastructure are located on nearby farming properties, with the closest residence not associated with proposed quarry activities being located approximately 2.5 kilometres south-west of the proposed quarry operational area. Nearby farms and associated dwellings have been shown on the Site and Surrounds Plan in Figure 2 of the SEE and replicated below:



Source: Singles Quarry SEE



4.5. Surrounding Road Network

The Square Mountain property has access to Tabletop Road. A map showing the subject site is shown in relation to the road network is shown on Figures 1 and 2. The SEE advises that no quarry product is proposed to be hauled along the public road network.

4.6. Site Layout

The proposed Singles Quarry would be located on the site of a small hill and disturb 1 hectare, including the proposed quarry area of 0.74ha and the internal access road from the quarry to the construction alignment of the IRP.

The quarry will include extraction, processing and stockpiling of material in a single disturbance area. A mobile processing plant will be used to process (crush and screen) the material. The area would also include the sediment basin. Amenities will be provided on-site including a small demountable site office and site amenities building. Front end loaders with calibrated scales will be used for loading of material into off road trucks and as such a weighbridge is not anticipated to be required as part of the operation. Chemical storage may include a bunded lockable container for oils and lubricants for minor servicing.

5. Background and Site Context Description

5.1. Coonamble Shire

Coonamble Shire is a rural area located in the Orana Region of NSW, and comprises the towns of Coonamble and Gulargambone and the village of Quambone and the localities of Combara, Gilgooma and Wingadee. It is the traditional home of the Gamilaraay and Weilwan Aboriginal communities.

Coonamble Shire has a population of 4,262 people with the majority of residents (3,000) living in the main centre of Coonamble. The Shire encompasses a total land area of about 9,900 square kilometres.

Coonamble Shire relies heavily on its agricultural income and rural industries. Rural land is used primarily for agriculture, particularly sheep and cattle grazing and cropping. The area experiences extreme weather conditions including drought, flooding, and extreme heat and cold. This has significant implications for the local economy, including impacts on farming properties, roads, and service industries.

5.2. Square Mountain Property

The site of the proposed Singles Quarry is on the property Square Mountain, which is a rural property comprising approximately 230 hectares, with access to Tabletop Road. Square Mountain is freehold rural land registered to JA and ML Single Pty Ltd. The property is currently used for dryland farming activities, including livestock grazing and cropping.

Square Top Hill is the dominant geomorphic feature on the site. The incline across the site rises from approximately 280 metres in the southwest to a maximum at 320 metres on Square Top Hill. The hydrology of the site features minor unnamed non-perennial waterways. The first named non-perennial waterway is greater than 500m from the site.



The soils landscape based on the Great Soil Group NSW is Chocolate Soils. This mapping covers the whole site. The geology of the Pilliga subregion of the Southern Brigalow Belt is classified as: Horizontal Jurassic quartz sandstones, limited shales, Tertiary basalt caps and plugs plus the sediments derived from these rocks. Typical soils include shallow black earths and red loams on basalts. Extensive harsh texture contrast soils, linear patterns of deep yellow sand, stony red brown earths.

The soils within the site have been mapped on the SEED Database as Class 6 – Low capability land: Land has very high limitations for high-impact land uses. Land use is restricted to low-impact land uses such as grazing, forestry and nature conservation. Careful management of limitations is required to prevent severe land and environmental degradation.

5.3. Singles Quarry

A quarry resources has been identified on a small hill located towards the centre of the Square Mountain property for development of an extractive industry operation by Regional Group Australia (RGA). The total area of the proposed quarry area of 0.74 hectares, and the internal access road from the quarry to the construction alignment of the IRP brings the total site area of the development to approximately 1 hectare.

The Singles property is to be traversed by the planned alignment of the Inland Rail project. JA and ML Single Pty Ltd have reached agreement to lease the quarry sites to RGA for development of extractive resources for the Inland Rail project and other road / construction projects in the area.

5.4. Inland Rail

The Australian Government has committed to building a direct interstate freight corridor between Melbourne and Brisbane known as the Inland Rail project. ARTC is responsible for the delivery of the Inland Rail project. The railway route is approximately 1,700 kilometres long and involves upgrades to existing railways as well as proposed new railway lines. Because of its sheer size, the Inland Rail project is being broken down into stages. The first stage of the project between Parkes to Narromine is nearing completion. The next section of railway works is proposed under State Infrastructure Application No. SSI-9487, which is referred to as the Narromine to Narrabri section of railway and has not yet been determined.

The proposed Narromine to Narrabri (N2N) section of the Inland Rail under SSI-9487 involves the construction and operation of approximately 306 kilometres of rail track and associated facilities in a new rail corridor. Coonamble is central to the N2N project, which will be the longest section of railway proposed within the entire Inland Rail corridor. Approximately 34 kilometres of railway is currently proposed to be located in the Coonamble Shire, along with a proposed maintenance siding and crossing loop, three new level (road) crossings and multiple waterway crossings and culverts.

Construction of the N2N section of the Inland Railway has encouraged RGA to lodge a Development Application for the development of the Singles Quarry to provide hard rock material products to assist with the construction of the Inland Rail project.

The site of the Singles Quarry is adjacent to the proposed alignment of the Inland Rail Project as well as the border of the Coonamble Shire Council and Warrambungle Shire Council.



6. Development Assessment Framework

The proposed Singles Quarry is local development, as it proposes to extract less than 30,000 tpa.

The proposal requires development consent under Part 4 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). The proposal does not trigger 'designated development' pursuant to Part 1, Section 19 of Schedule 3 of the *Environmental Planning and Assessment Regulation 2000* (EP&A Regulation) for 'Extractive Industries' because:

- less than 30,000m³ per annum would be extracted; and
- less than 2ha of disturbance would occur; and
- all areas of disturbance would be more than 40m from a waterway; and
- the existing slope of the quarry footprint area is less than 18 degrees to the horizontal; and
- the quarry footprint does not involve blasting and is more than 500m of a dwelling not associated with the development; and
- the quarry footprint is more than 500m from another extractive industry.

The proposal does not trigger 'regionally significant development' because it is not designated development and has a capital investment values of less than \$30 million.

The proposal does not trigger 'integrated development' because it does not involve the extraction, processing or storage of more than 30,000tpa of extractive materials or the crushing, grinding or separating of materials of more than 150t per day or 30,000tpa and therefore the proposal is not classified as a 'Scheduled Activity' and an Environment Protection Licence (EPL) is not required under the *Protection of the Environment Operations Act 1997* (POEO Act).

The Development Application has been publicly exhibited / notified in accordance with the Coonamble Shire Council Community Participation Plan 2019. Two submissions were received from members of the public.

No additional information was sought / provided from the applicant in relation to the DA, other than clarification from Groundwork Plus about the number of water carts required in the event that water from the sediment basin at the proposed quarry would not be available for quarry operations, including dust suppression.

7. Description of Proposed Development

The proposal is to establish and operate a hard rock quarry at the Square Mountain property. The site is approximately 230 hectares in size located approximately 44km east of Coonamble and 24km south-west of Baradine to the north-east of Gulargambone.

The proposed quarry will be located on the south-west flank of Square Top Hill within the property named Square Mountain. The Inland Rail Project (IRP) is anticipated to traverse the site west of the proposed quarry location.

The proposal will extract less than 30,000tpa, for a period of up to 5 years with a total disturbance area of less than 1 hectare. The proposal will supply materials directly to the construction alignment of the IRP. Haulage of quarry materials on the local and State controlled road network is not proposed.



Proposal activities in general will include:

- Delineation of the quarry footprint.
- Initial installation of environmental controls including erosion and sediment control measures.
- Construction of the internal access road (gravel) between the IRP construction alignment and the quarry footprint.
- Construction of the sediment basin.
- Establishment of the site office and light vehicle parking area.
- Quarry operations (extraction, processing and stockpiling of material).
- Delivery of material directly to the construction alignment of the IRP.
- Close and rehabilitate the quarry.

The proposed hours of operation are:

- Extraction and processing, 7am to 6pm Monday to Friday and 8am to 1pm Saturdays;
- Truck loading and dispatch, 7am to 6pm Monday to Friday and 8am to 1pm Saturdays;
- No operations on Sundays or Public Holidays.

The SEE states that between 2 and 4 staff are anticipated to be required for the proposal. Staff will be sourced locally where possible and if staff or support crews come from the wider region they will be accommodated in the local township. It is assumed that the workforce would all commute from Coonamble to the quarry in light vehicles.

The proposal includes rehabilitation of the site to achieve a post extraction landform suitable for rural activities including cattle grazing.

8. Environmental Planning Assessment

Section 4.15 of the *Environmental Planning and Assessment Act 1979* provides the matters for consideration in the assessment of development proposals. An environmental planning assessment of the proposed Singles Quarry is documented in this section.

8.1. S4.15(1)(a)(i) The provisions of any environmental planning instrument

8.1.1. Coonamble Local Environmental Plan 2011

The Coonamble Local Environmental Plan 2011 applies to all land within the Coonamble Local Government Area. The site of the proposed development is zoned RU1 Primary Production under the Coonamble Local Environmental Plan 2011. The Land Use Table for the RU1 Primary Production Zone permits extractive industries (quarry) with consent.

Clause 2.3(2) of Coonamble Local Environmental Plan 2011 provides that the consent authority shall have regard to the objectives for development in a zone when determining a development application in respect of land within the zone. The objectives of the RU1 Primary Production zone are:

- To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.
- To encourage diversity in primary industry enterprises and systems appropriate for the area.
- To minimise the fragmentation and alienation of resource lands.

COONAMBLE SHIRE COUNCIL

- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposed extractive industry is assessed to be consistent with the objectives of the zone. The proposal involves the primary production of hard rock materials that will contribute to the local economy. The proposal provides employment opportunities and contributes positively to the local economy. The quarry operation is well setback from nearby farming properties and associated dwellings. The proposed quarry would not impact, alienate, fragment or conflict with agricultural land-uses in the locality.

The following provisions of the Coonamble Local Environmental Plan 2011 have been especially considered in the assessment of the proposal:

Clause 5.10 Heritage conservation

This clause requires consent for changes to heritage items or in a heritage conservation area that is identified under the Coonamble Local Environmental Plan 2011, or to an Aboriginal object.

Review of Schedule 5 of the Coonamble Local Environmental Plan 2011 reveals no heritage sites or heritage conservation areas on the Square Mountain property listed under the local environmental plan, or within close proximity to the site.

An Aboriginal Heritage Desktop Study has been undertaken by Advitech Environmental and is presented in the SEE. The Aboriginal Heritage Desktop Study recommends an Aboriginal Cultural Heritage Assessment be undertaken for the proposed quarry and associated infrastructure. The SEE confirms the proponent proposes to complete an Aboriginal Cultural Heritage Assessment prior to commencement of any ground disturbance activities and provide a copy of the assessment to Council as evidence that it has been completed.

Clause 5.14 Siding Spring Observatory - maintaining dark sky

This clause aims to protect observing conditions at the Siding Spring Observatory by promoting lighting practices that minimise light pollution. Clause 5.14(2) requires consideration of whether the development is likely to adversely affect observing conditions at the Siding Spring Observatory, taking into account the following matters:

- The amount and type of light to be emitted as a result of a development and the measures to be taken to minimise light pollution.
- The impact of light emissions cumulatively with other light emissions and whether the light emissions are likely to cause a critical level to be reached.
- Whether outside light fittings associated with a development are shielded light fittings.
- The measures to be taken to minimise dust associated with a development.
- The Dark Sky Planning Guideline published in the Gazette by the Planning Secretary.

Clause 5,14 does not apply to the proposed Singles Quarry, given the site is located approximately 33 kilometres from the Siding Spring Observatory and no quarry operations are proposed at night

It is assessed that the Planning Secretary's concurrence is not required for the development proposal as per the criteria listed in Clause 5.14 of the Coonamble Local Environmental Plan 2011.



Clause 6.1 Terrestrial biodiversity

Clause 6.1 applies to land identified as 'biodiversity' on the Natural Resource - Biodiversity Map of the Coonamble Local Environmental Plan 2011. A review of that map confirms that parts of the Singles Quarry site are mapped as comprising 'biodiversity'.

Before determining a development application for development on land to which this clause applies, Clause 6.1(3) requires consideration of whether or not the development:

- Will cause any adverse impact on the condition, ecological value and significance of the fauna and flora on the land.
- Will cause any adverse impact on the importance of the vegetation on the land to the habitat and survival of native fauna.
- Has any potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land.
- Will cause any adverse impact on the habitat elements providing connectivity.

Clause 6.1(4) also requires the consent authority to be satisfied with the following:

- That the development is designed, sited and will be managed to avoid any adverse environmental impact.
- That if impact cannot be avoided by adopting feasible alternatives, the development is designed, sited and will be managed to minimise that impact.
- That if impact cannot be minimized, the development will be managed to mitigate that impact.

The SEE describes the topography of the site as being largely influenced by Square Top Hill which is located centrally within the site. The proposed quarry is to be located on the south-western side of Square Top Hill. The land use surrounding Square Top Hill is predominantly rural, supporting cropping and grazing activities. Intact vegetation occurs on the steeper slopes of Square Top Hill and becomes sparser along the lower slopes. Vegetation in the proposal area is sparse, consisting of scattered trees with a grassy / saltbush groundcover. The vegetation on site is isolated by the surrounding rural land which is largely cleared.

The SEE observes the proposed haul road is comprised of low groundcovers and sporadic trees whilst the proposed quarry site is comprised of open shrubland. All native vegetation (including any hollow-bearing trees if present) would likely be removed from the proposed quarry footprint. The proposed access track is largely clear of remnant trees / shrubs and impacts would be limited to the removal of existing groundcovers.

The SEE advises Accuplan has been commissioned by Groundwork Plus acting on behalf of Regional Group Australia to prepare a Desktop Biodiversity Assessment in relation to proposal. The Accuplan report provides a desktop assessment of the potential impacts to biodiversity from the proposed development. In particular, it considers specific legislative requirements relating to flora and fauna, including:

- Effects on threatened species, populations and ecological communities, as listed under the Biodiversity Conservation Act 2016 (BC Act); and
- Likely impacts on nationally listed threatened species, populations, and ecological communities, as listed under the Environment Protection and Biodiversity Conservation Act 1999.



The proposed quarry and access road would impact an area totalling approximately 9,850m². Under the *Biodiversity Conservation Act 2016*, local development (assessed under Part 4 of the *Environmental Planning and Assessment Act 1979*) that is likely to significantly affect threatened species or triggers the Biodiversity Offsets Scheme (BOS) threshold will be subject to the BOS and require assessment by an accredited assessor to apply the Biodiversity Assessment Method (BAM). The proposal does not exceed any of the entry thresholds for BOS and consequently does not require assessment in accordance with the BAM.

The removal of vegetation for the proposed works would still add to the incremental fragmentation of vegetation within the local area. However, the proposal is unlikely to isolate any local habitat areas or limit the movements of any threatened fauna species in the locality.

Clause 6.5 Essential services

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the proposed development are available or that adequate arrangements have been made to make them available when required:

- The supply of water.
- The supply of electricity.
- The disposal and management of sewage.
- Stormwater drainage or on-site conservation.
- Suitable road access.

There are currently limited infrastructure, utilities or services located at the site. Due to the relative isolation of the quarry site from urban areas, the augmentation of centralised power, telecommunications, reticulated water supply and sewerage is limited and / or cost prohibitive.

Like other extractive industry operations in Regional NSW, the Singles Quarry is proposed to be operated using mobile plant and machinery, on-site storage and recycling systems as well as delivery and removal services. The SEE advises electricity would be sourced from diesel generators. Potable water would be sourced from rainwater tanks or a licensed water supplier. Water for dust suppression would be sourced from the sediment basin water storages for each quarry pit or a licensed water supplier. Telecommunications would be provided by mobile phone. Sewage and wastewater would be managed via a pump-out facility serviced by a licensed waste contractor. A small diesel tank may be stored on site in a self-bunded container and in accordance with AS 1940-2017 The Storage and Handling of Flammable and Combustible Liquids.

Management of stormwater drainage is a particularly important component of the operation, as the storage of water can also help manage a number of peripheral issues such as securing water supplies for dust management and to respond to emergency bushfires.

The following management and mitigation measures are proposed to minimise water demand:

- Operational water for dust suppression will be sourced from the sediment basin for the proposal.
- No groundwater will be taken for dust suppression.
- Where water is not available from the sediment basin it will be sourced from licenced water suppliers.
- Dust suppression additives may be utilised to further minimise water consumption for dust control.



The following management and mitigation measures are proposed for groundwater-related impacts:

- Refuel all equipment within designated, sealed areas of the site where practicable.
- Ensure that all hydrocarbons and any other chemicals stored on site are stored within a bunded and covered storage area or in self bunded tanks.

The following management and mitigation measures are proposed for surface water related impacts:

- An Erosion and Sediment Control Plan would be prepared prior to the commencement of the site establishment and construction of the proposal in accordance with:
 - Managing Urban Stormwater: Soils and Construction – Volume 1 (Landcom, 2004).
 - Managing Urban Stormwater: Soils and Construction – Volume 2C – unsealed roads (DECC, 2008a).
 - Managing Urban Stormwater: Soils and Construction – Volume 2E – mines and quarries (DECC, 2008b).
- The sediment basin will be designed to capture and treat stormwater prior to discharge in all cases to achieve water quality release limits of, 6.5 – 8.5 pH and 50 mg/L Total Suspended Solids (TSS).

The SEE advises the quarry should be self-sufficient with respect to surface water usage when developed. However, if external water supply is required, it is advised additional water would be sourced from external licensed water suppliers to meet the anticipated shortfalls for quarry operations.

It is assessed that the overall design of the Singles Quarry has taken into consideration the requirements of Clause 6.5 to service the proposal, using a mix of mobile services, on-site surface water management and storage systems and the existing road network for staff to access the quarry.

Clause 6.7 Earthworks

The main objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.

Before granting development consent for earthworks, Clause 6.7(3) requires consideration of the following matters:

- The likely disruption of, or any detrimental effect on, existing drainage patterns and soil stability in the locality.
- The effect of the proposed development on the likely future use or redevelopment of the land.
- The quality of the fill or the soil to be excavated, or both.
- The effect of the proposed development on the existing and likely amenity of adjoining properties.
- The source of any fill material and the destination of any excavated material.
- The likelihood of disturbing relics.
- The proximity to and potential for adverse impacts on any waterway, drinking water catchment or environmentally sensitive area.



The proposal would involve clearing and earthworks in areas likely subject to soil erosion and moderate weed infestation. Roadworks and quarry excavation would use standard methodologies that involve clearing, topsoil and overburden stripping, extraction, processing and stockpiling with the final products. The extent of earthworks has been documented in the SEE, including details of land disturbance, topsoil removal and bulk earthworks, extraction volumes, roadworks and drainage works. The proposal will disturb less than 1 hectare of the 230-hectare site. Disturbance areas are well separated from the waterways.

The SEE states that conservation of soil resources will be required during the operation of the site, and for those areas requiring disturbance, management of the soil resource and associated potential impacts will be required to be undertaken. Likewise, at the cessation of quarrying activities the site will be required to be rehabilitated to restore the agricultural capacity of the disturbance areas. A rehabilitation concept plan has been prepared for the proposal (refer Figure 5 of SEE). A more detailed Environmental Management Plan for the proposal would be prepared and include Erosion and Sediment Control Plan (prepared in accordance with DECC, 2008 Managing Urban Stormwater Soils and Construction vol 2E) and a Rehabilitation Management Plan.

The proposed quarry development is unlikely to affect the existing and likely amenity of adjoining properties. Adjoining properties are primarily used for agricultural purposes and are well setback / separated from the quarry pit and internal road. The potential for dust and soil erosion impacts will be managed as per the SEE.

It is considered that the proposed development has been designed to control and minimise any potential negative impacts that may arise during earthworks. It is assessed the proposed development and associated earthworks will not detrimentally impact drainage lines, soil stability, amenity of adjoining properties, heritage issues or any environmental sensitive areas.

The quarry pit is not proposed to be refilled as the development would not generate enough waste material. Subsequently, the 1 hectare site would be left with a void that would be rehabilitated to function as livestock grazing and shelter areas. The balance of the Square Mountain property would also continue to be used for agricultural activities.

8.1.2. State Environmental Planning Policies

The following SEPPs are specifically relevant to the assessment of the proposed development:

SEPP (State and Regional Development) 2011

The State and Regional Development SEPP identifies significant development and infrastructure and confer functions on regional planning panels to determine development applications.

Pursuant to Schedule 1 of the State and Regional Development SEPP, the proposed extractive industry operation does not constitute a State or Regionally Significant Development as it is not designated development and has a capital investment values of less than \$30 million.

State Environmental Planning Policy – Mining, Petroleum Production and Extractive Industries 2007

The Mining, Petroleum Production and Extractive Industries SEPP recognises the importance of mining, petroleum production and extractive industries to NSW and aims to provide for the proper management and the orderly development of land containing minerals, petroleum products and extractive materials. The SEPP aims to establish appropriate planning controls to encourage ecologically sustainable development through the environmental assessment and sustainable management of these resources.



Part 3 of SEPP Mining, Petroleum, Production and Extractive Industries 2007 outlines the matters for consideration with any development proposal for extractive industries. The SEPP requires a consideration of a number of matters prior to determining an application for an extractive industry, as follows:

Section 12AB of the SEPP lists the non-discretionary development standards, that if the proposal meets, a consent authority cannot impose more onerous standards. The SEE demonstrates compliance can be achieved with the non-discretionary development standards and recommended mitigation measures.

Section 12 of the SEPP provides several matters that a consent authority must consider before determining a development application to determine compatibility of the proposed quarry with surrounding land-uses, as follows:

- (a) (i) *the existing uses and approved uses of land in the vicinity of the development, and*
- (ii) *whether or not the development is likely to have a significant impact on the uses that, in the opinion of the consent authority having regard to land-use trends, are likely to be the preferred uses of land in the vicinity of the development, and*
- (iii) *any ways in which the development may be incompatible with any of those existing, approved or likely preferred uses, and*
- (b) *evaluate and compare the respective public benefits of the development and the land uses referred to in paragraph (a) (i) and (ii), and*
- (c) *evaluate any measures proposed by the applicant to avoid or minimise any incompatibility, as referred to in paragraph (a) (iii).*

Having regard to the above, the proposed quarry is located within a larger rural holding "Square Mountain", which comprises a rural holding of approximately 230 hectares. The quarrying operations would be well-contained within the property. Surrounding land-uses are predominantly broad-acre farming enterprises and associated isolated dwellings. The closest residence not associated with Square Mountain activities is located approximately 2.5 kilometres south-west of the proposed quarry operational area. The SEE confirms the proposed quarry can be operated without resulting in significant impacts on nearby land-uses, including nearby dwellings. Taking into consideration the location, proposed quarry operations, mitigating measures and draft conditions, the proposed quarry is considered to be compatible with surrounding land-uses.

Section 12A of the SEPP requires consideration of any applicable voluntary land acquisition and mitigation policy provisions. The proposed development is not subject to any voluntary land acquisition.

Section 13 of the SEPP requires consideration of the compatibility of development proposal on land in the vicinity of existing mines etc. or of land containing mineral or extractive resources. This provision is to ensure that these resources are not sterilized by incompatible development on surrounding land and is a matter for Council to consider. A review of the MinView online database confirms there are several base / precious metal occurrences in the region. However, there are no other mines, petroleum production facilities or extractive industries within close proximity to the proposed Singles Quarry. The area is not identified in any environmental planning instrument as a location of significant resources of minerals, petroleum or extractive materials. The proposed development involves a long-term plan to maintain access to the available geological resource. It is assessed the quarry is a compatible land-use in the locality, as it does not impact on high value agricultural land or any known valuable resources. The proposed development is not a mining operation and does not involve the extraction of material classified as a mineral under Schedule 1 of the Mining Regulation 2016. In addition, the land comprising the proposed development is not the subject of a mining lease granted pursuant to the *Mining Act 1992*.



Section 14 of the SEPP requires the consent authority to consider whether or not consent should be issued subject to conditions aimed to ensure the development is undertaken in an environmentally responsible manner. The conditions issued must ensure the following:

- That impacts on significant water resources, including surface and groundwater resources, are avoided, or are minimised to the greatest extent practicable.
- That impacts on threatened species and biodiversity, are avoided, or are minimised to the greatest extent practicable.
- That greenhouse gas emissions are minimised to the greatest extent practicable.

The SEE provides a thorough examination of all of the above criteria. A surface water management plan will be prepared to manage drainage and soil stability in the locality.

A Desktop Biodiversity Assessment has been prepared by Accuplan in relation to proposal which advises a BDAR is not required for the proposal.

Section 15 of the SEPP requires consideration as to whether the proposed resource recovery is efficient. Modern equipment and best practice management principles will be used in the operation of the proposed quarry to ensure recovery is efficient and economically viable. The SEE states the proposal would generate minimal waste rock due to the quality of the rock available. Overburden and topsoil material will be re-used on-site for bunding and rehabilitation purposes. Wastes generated from the site office and amenities can be suitably controlled as conditions.

Section 16 of the SEPP requires consideration as to whether consent should contain conditions to:

- Require that some or all of the transport materials in connection with the development is not to be by public road.
- Limit to preclude truck movements, in connection with the development, that occur on roads in residential areas or on roads near to schools.
- Require the preparation and implementation, in relation to the development, of a code of conduct relating to the transport of materials on public roads.

The SEE indicates that haulage of materials would not be via public roads and would be undertaken directly to the Inland Rail corridor.

Section 17 requires consideration of conditions aimed at ensuring the rehabilitation of land that will be affected by the development. A conceptual final landform and rehabilitation plan are included in the SEE. Conditions are included in the recommendation to ensure rehabilitation is undertaken in accordance with the SEE documentation and a more detailed rehabilitation plan.

It is assessed the proposed quarry expansion complies with the relevant provisions of State Environmental Planning Policy (Mining, Petroleum, Production and Extractive Industries) 2007.

SEPP 33 – Hazardous and Offensive Development

Hazardous and offensive industries, and potentially hazardous and offensive industries, relate to industries that, without the implementation of appropriate impact minimisation measures, would, or potentially would, pose a significant risk in relation to the locality, to human health, life or property, or to the biophysical environment.

The hazardous materials to be held within the subject site are required to be identified and classified in accordance with the risk screening method contained within the NSW Hazardous and Offensive Development Application Guidelines 2011. In accordance with Clause 8 consideration must be



given to the current guidelines published by the Department of Planning to determine whether a development is a potentially offensive / hazardous industry or an offensive / hazardous industry.

The SEE advises the potentially hazardous goods that would be used / stored within the quarry site would include diesel and other hydrocarbons such as oils and greases. Ammonium nitrate would not be stored on site. The Hazardous and Offensive Development Application Guidelines - Applying to SEPP 33 and the Australian Code for the Transportation of Dangerous Goods by Road and Rail identifies that engine oil, hydraulic oil, transmission oil and diesel fuel are not dangerous goods. Diesel fuel is identified as a combustible liquid; however, is exempted where it is stored in a separate bund or storage area where there are no flammable materials stored.

The proposed development therefore does not involve hazardous goods, or comprise a potential hazardous or offensive industry, and a preliminary hazard analysis is not required.

SEPP Koala Habitat Protection

This SEPP applies to the Coonamble Local Government Area to which the SEPP applies. The SEPP does not apply to the proposal, given site disturbance is less than 1 hectare in size and there are insufficient feed trees in the locality to sustain Koalas.

SEPP (Infrastructure) 2007

The Infrastructure SEPP seeks to protect and facilitate appropriate infrastructure. Clause 45 of SEPP Infrastructure requires consideration of electricity supply requirements, where the development is:

- Within or immediately adjacent to an easement for electricity purposes (whether or not the electricity infrastructure exists).
- Immediately adjacent to an electricity substation.
- Within 5m of an overhead power line.
- Includes installation of a swimming pool any part of which is: within 30m of a structure supporting an overhead electricity transmission line and/or within 5m of an overhead electricity power line.
- Placement of power lines underground.

The proposal is not within or immediately adjacent to any of the above infrastructure. There are no aspects of the development proposal that impacts on electricity supply services, as per Clause 45 requirements.

Schedule 3 of SEPP (Infrastructure) 2007 requires any development with over 200 or more motor vehicles to be referred to Transport for NSW (TfNSW) for comment. The proposed development is not identified in Schedule 3 of the SEPP as traffic generating development to be referred to the Roads and Maritime Services.

Clause 85 of SEPP (Infrastructure) 2007 requires the consent authority to consider whether any development proposal on land that is in or immediately adjacent to a rail corridor is:

- Likely to have an adverse effect on rail safety.
- Involves the placing of a metal finish on a structure and the rail corridor concerned is used by electric trains.
- Involves the use of a crane in air space above any rail corridor.

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At this stage there is no dedicated rail corridor within close proximity to the proposed Singles Quarry. However, the proposed Inland Railway is to be constructed and operated within close proximity to the proposed Singles Quarry site, as per State Significant Infrastructure Application No SSI-9487, which is currently being assessed by the NSW government.

The SEE states the proposed quarry would supply construction materials to the Inland Rail project. The SEE advises it is anticipated that access to the Inland Rail corridor would be available, using the rail corridor to access any Inland Rail construction or stockpile sites. The applicant advises that consultation with the ARTC is ongoing to determine how best to provide material from the proposed Singles Quarry to the Inland Rail project.

It is assessed that the requirements of the Infrastructure SEPP to consult with road and rail authorities has been satisfied. Conditions have been included in the recommendation to ensure all relevant road and rail authorities will have input into the final details of allowing temporary access only onto the proposed Inland Railway corridor.

SEPP 55 - Remediation of Land

Clause 7 of SEPP 55 requires consideration as to whether the land is contaminated, and if the land is contaminated, it is satisfied that the land is suitable for the development in its contaminated state, or that appropriate arrangements have been made to remediate the site prior to the development being carried out.

An assessment of existing and potential contamination is detailed in the SEE. The site is not considered as contaminated land as it has not historically been subjected to any contaminating activities. The site is not identified as contaminated land according to the NSW EPA contaminated land records. The site is not identified on Council's Contaminated Sites Register.

A visual inspection and review of the SEE and the contaminated land planning guidelines reveals a number of activities which could lead to potential contamination, including agricultural activities, extractive industries (existing quarry), oil and chemical storage and an existing waste storage area. Upon the cessation of resource extraction, the proposal will involve full rehabilitation of the site including removal of infrastructure.

Given the lack of historical evidence suggesting the site may be contaminated, a Preliminary Site Investigation is not considered necessary.

SEPP (Primary Production and Rural Development) 2019

The SEPP aims to facilitate development on rural land that is orderly and economic, promotes the social, economic and environmental welfare of the State and avoids land use conflicts with existing agriculture. It also allows government authorities to identify State significant agricultural land and ensure the ongoing viability of agriculture in the State.

The SEE states the land that would be affected by the proposal has not been identified as State or regionally significant agricultural land by Schedule 1 of the SEPP. Further, the proposal would not impact on any additional land currently managed for agriculture, nor would it be incompatible with continued agricultural land use of the site. Protection of the land that is the subject of the proposal would not provide any public benefit, and the employment and local economic stimulus that would be generated by the proposal is considered to be of wider public benefit.

It is assessed that the proposed Singles Quarry, comprising an area of approximately 1 hectare will not compromise the objectives of the Primary Production and Rural Development SEPP.



8.2. S4.15(1)(a)(ii) any proposed environmental planning instrument

There are no draft LEPs or draft SEPPs that apply to the subject land.

8.3. S4.15(1)(a)(iii) any development control plan

There are no development control plans that apply to the subject land, or to the operation of extractive industries in the Coonamble Shire.

8.4. S4.15(1)(a)(iiia) any planning agreement or any draft planning agreement

There are no formal planning agreements relating to the site. The applicant has not requested Council to enter into any form of planning agreement.

8.5. S4.15(a)(iv) the regulations

Division 8 of Part 6 of the *Environmental Planning and Assessment Regulation 2000* specifies additional matters that must be taken into consideration by a consent authority in determining a development application. Consideration of these matters is included below:

- Clause 92 Government Coastal Policy - Not applicable to the Coonamble Shire Local Government Area.
- Clause 92 Building Demolition - Not relevant to the proposal.
- Clauses 93 & 94 Fire Safety Upgrades - No fire safety upgrades are required.
- Clause 94A Temporary Structures - Portable site office and amenities are proposed.
- Clause 95 Deferred Commencement - Not relevant to the proposal.
- Clause 96 Ancillary aspects of development - Not relevant to the proposal.
- Clause 97 Modification or surrender of development consent or existing use - Not relevant to the proposal.
- Clause 97A Fulfilment of BASIX commitments - The proposal is not a BASIX affected development.

8.6. S4.15(1)(b) the likely impacts on the natural and built environment(s) and the likely social and/or economic impact on the locality.

8.6.1. Context and Setting

The proposed Singles Quarry is located on a rural property 'Square Mountain' which has an area approximately 230 hectares. The site is freehold land that is described as Lot 7 DP 754234 and Lot 1 DP 1192750, Tabletop Road, Quanda. The property is currently used for dryland farming activities (predominantly livestock grazing).

The land-uses surrounding the proposal primarily include agricultural livestock grazing and cropping activities. A number of isolated private dwellings and associated outbuildings and infrastructure are located on nearby farming properties, with the closest residence not associated with Square Mountain activities being located approximately 2.5 kilometres south-west of the proposed quarry operational area.

The proposed extraction, processing and stockpiling area is located towards the centre of the site. The proposal has the potential to be visible from surrounding viewpoints. The SEE states the proposal is likely to be visible from the nearest sensitive receptor located to the south-west of the



site, however, the visual amenity impact is anticipated to be low due to the separation distance, small scale of disturbance and limited duration of the disturbance.

The SEE states the proposal has been limited to areas of the site which will have the least visibility to the greatest number of nearby sensitive receptors seeking to avoid potential impacts to the greatest practical extent possible. The area of disturbance of the proposal is less than 1ha with a width and length of less than 100m.

It is assessed that the proposed Singles Quarry will not significantly alter the existing context and setting of the area.

8.6.2. Land Use Conflict

The subject land is zoned RU1 Primary Production. The proposed quarry is located within a larger rural holding of Square Mountain. The proposed quarrying operations will be well-contained within the property. Surrounding land-uses are zoned RU1 Primary Production and predominantly broad-acre farming enterprises and associated dwellings.

The potential impacts for land-use conflicts with sensitive receptors are typically caused by environmental nuisance in the form of dust, noise, odour, and visual impacts. These aspects have been assessed in the SEE and it is considered that the proposal will not detrimentally impact the amenity of nearby sensitive receptors. Substantial buffers are provided between the proposal and surrounding sensitive receptors.

The proposal is considered permissible within the current zoning and complies with all recommended pollution controls and separation distances. With the implementation of the proposed mitigation and management measures, the SEE advises the proposed development will not introduce any new impacts, to such an extent as to unacceptably reduce the amenity of surrounding sensitive land-uses and rural residents.

No land-use conflicts are assessed to likely occur as a result of the proposed Singles Quarry and the proposal is considered to be compatible with surrounding land-uses.

8.6.3. Access and Traffic

The subject land is located off Tabletop Road. The SEE states that haulage onto the public road system is not proposed and that all materials will be transported directly onto the Inland Railway corridor from the Square Mountain property. A small volume of vehicles transporting staff to and from the quarry would be generated each day. In the event of extended dry weather there may be occasions when a water cart is required to deliver additional water supplies. Conditions are included in the recommendation requiring minor upgrades to the local road system.

8.6.4. Public Domain

The proposed development will not compromise the availability and enjoyment of public recreational opportunities in the locality. No adverse impacts are assessed.

8.6.5. Utilities

There are currently limited infrastructure, utilities or services located at the site. Due to the relative isolation of the quarry site from urban areas, the augmentation of centralised power, telecommunications, reticulated water supply and sewerage is not proposed. The Singles Quarry is proposed to be operated using mobile plant and machinery, on-site storage and recycling systems as well as delivery and removal services.



The SEE advises electricity would be sourced from diesel generators. Potable water would be sourced from on-site water storages or a licensed water supplier. Water for dust suppression would also be sourced from sediment basins located at each quarry site. Telecommunications would be provided by mobile phone. Sewage and wastewater would be managed via a pump out facility serviced by a licensed waste contractor. A small diesel tank may also be stored on site in a self-bunded container and in accordance with AS 1940-2017 The Storage and Handling of Flammable and Combustible Liquids.

The proposed quarry sites are not within or immediately adjacent to overhead powerlines that could pose a safety risk. It is assessed that the overall design of the Singles Quarry has taken into consideration the utility service requirements of the proposal, using a mix of mobile services, on-site surface water management and storage systems and the existing road network to support the proposed quarry.

8.6.6. Heritage

An Aboriginal Heritage Desktop Study has been undertaken by Advitech Environmental and is presented in the SEE. The Aboriginal Heritage Desktop Study recommends an Aboriginal Cultural Heritage Assessment be undertaken for the proposed quarry and associated infrastructure. The SEE confirms the proponent proposes to complete an Aboriginal Cultural Heritage Assessment prior to commencement of any ground disturbance activities and provide a copy of the assessment to Council as evidence that it has been completed.

Review of Schedule 5 of the Coonamble Local Environmental Plan 2011 reveals no other heritage sites or heritage conservation areas on the Square Mountain property, or within close proximity to the site.

8.6.7. Other land resources

The proposal will alter the topography and soil resource as a result of the disturbance activities. The SEE has undertaken a review of the NSW Soil and Land Information Database, eSPADE, managed by the NSW Office of Environment and Heritage. Quarrying activity will be limited to the area mapped as Land Capability Class 4, and not in areas of highly productive agricultural land. The proposed development will not affect any water supply catchments. Appropriate mitigation measures are proposed in the SEE to manage the potential land resource impacts, including an Environmental Management Plan, Stormwater Management Plan, Erosion and Sediment Control Plan and a Rehabilitation Plan.

8.6.8. Bushfire

The site is mapped as comprising bushfire prone land. Section 4.14 of the EP&A Act 1979 requires development located in bushfire prone land to conform to the specifications and requirements of the document entitled 'Planning for Bush Fire Protection'. The SEE advises the procedure detailed in Planning for Bush Fire Protection has been adopted to identify the potential hazards for the proposal. The SEE states that a bush fire management plan would be prepared in consultation with the local Rural Fire Service.

With the implementation of the proposed safeguards and controls, it is considered that the bush fire hazard associated with the proposal would be acceptable and would not significantly contribute to raising the risk of bush fires impacting the community, property or environmental assets.



8.6.9. Surface Water

The SEE advises the site is not located in a flood prone area identified by Council. The SEE advises the likelihood of a flood inundating the site is low. A number of mitigation measures are proposed in the SEE to manage surface waters, including an Environmental Management Plan, Stormwater Management Plan, Erosion and Sediment Control Plan and a Rehabilitation Plan. With the implementation of the proposed safeguards and controls, it is considered that the surface water impacts associated with the proposal would be acceptable and would not significantly contribute to soil erosion, sedimentation or weeds impacting the community, property or environmental assets.

8.6.10. Groundwater

The proposal does not include the extraction of groundwater or any operations likely to impact on the quality of groundwater. The site is not within any area mapped as groundwater vulnerable land under the Coonamble Local Environmental Plan 2011. The SEE identifies a number of bores from the Water NSW database. The SEE advises that the proposed quarry excavation would not intercept groundwater. The post extraction landform will be free draining pit floors that will be rehabilitated to be suitable for continuing rural activities.

8.6.11. Soils

Earthworks will be required to construct roads, pit and bunded areas. The SEE provides a comprehensive suite of commitments and mitigation strategies to control soil issues and impacts.

8.6.12. Air & Microclimate

The SEE provides a desktop assessment of air quality issues and impacts, given the nearest sensitive receptor is more than 2km to the south-west of the proposal. The SEE advises greenhouse gas emissions would be minimised through the design of the proposal, which has reduced the area of disturbance to less than 1 hectare. The haulage route between the quarry and IRP is less than 450m and the proposal is well located to supply quarry materials directly to the construction alignment of the IRP, and therefore minimising overall haulage distance, fuel burn and dust.

The SEE states that emissions of particulate matter associated with construction phase and operational phase activities are unlikely to have a significant impact on air quality due to the separation from nearby sensitive receptors, limited area of disturbance, small scale of the activity and implementation of management measures.

8.6.13. Noise and Vibration

The SEE provides a desktop assessment of noise impacts, given the nearest sensitive receptor is more than 2km to the south-west of the proposal.

Construction activities will generally be completed within the standard hours for construction activities from Monday to Friday, with works on Saturday only as required. There are no out-of-hours construction work proposed. Other noise management measures would be incorporated into the proposal, including:

- Enclose fixed engines, pumps and compressors where practicable.
- Maintain equipment in accordance with the original equipment manufacturer's specifications.
- Shut down equipment when not in use.
- Reduce vehicle speed on internal access roads.

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- Heavy mobile equipment (e.g. front-end loaders, dozers, haul trucks, excavators) shall be fitted with broadband reversing alarms to mitigate potential nuisance from tonal characteristics of traditional beeper alarms.
- Avoid unnecessary operation of plant or revving of mobile or stationary motors and engines.
- Mobile plant and equipment operated at the site should be selected and maintained to minimise noise emissions.
- Wherever practicable materials shall be stockpiled at locations that shield noise from internal traffic routes and truck loading areas from the nearest residences.
- The internal traffic routes will be shielded by topographic cut, earth bund and/or acoustic barrier where possible.
- All internal roads for road haulage and off-road trucks shall be constructed and maintained to avoid excessive noise associated with uneven surfaces and potholes.

The SEE advises noise emissions associated with construction phase and operational phase activities are unlikely to have a significant noise impact due to the separation from nearby sensitive receptors, limited area of disturbance, small scale of the activity and implementation of management measures.

No specific noise and vibration monitoring is proposed, nor considered warranted.

8.6.14. Flora and Fauna

The proposal involves clearing of up to 1 hectare of native vegetation for the development of the Singles Quarry. Accuplan has prepared a Desktop Biodiversity Assessment in relation to proposal. The report provides a desktop assessment of the potential impacts to biodiversity from the proposed development. It concludes the proposal is unlikely to significantly affect threatened species or trigger the Biodiversity Offsets Scheme (BOS) and consequently does not require assessment in accordance with the BAM.

8.6.15. Waste

An assessment of waste generation and potential impacts is documented in Section 5.9 of the SEE.

The SEE states the proposal would generate minimal waste rock due to the quality of the rock available. Overburden and topsoil material will be re-used on site for bunding and rehabilitation purposes.

Wastes generated from the site office, sheds and amenities can be suitably controlled. The SEE lists a number of waste management strategies, including:

- Appropriate waste receptacles must be provided for the segregation and storage for waste.
- All wastes will be segregated onsite and disposed of with specific licensed waste services providers.
- Waste storage areas would be more than 150m from mapped bushfire prone land.
- Bins and storage areas must be maintained so they are free of vermin (mice, rats, cockroaches, flies).
- Littering is not permitted. All worksites must be free of litter, including cigarette butts.
- No waste is to be burnt on site.
- Store hydrocarbons and hazardous materials in bunded, impervious areas undercover in accordance with the relevant Australian Standard, including AS1940 – The Storage and Handling of Flammable and Combustible Liquids.
- All waste streams are to be removed off site by a licensed waste contractor to a lawful point of disposal.



- The Environmental Management Plan would incorporate a waste management strategy.

Based on the adoption of these mitigation measures the site can minimise waste management impacts to an acceptable level. In relation to risks associated with hydrocarbons, based on the proposed management and mitigation measures, the risk of hydrocarbon contamination of land are considered to be negligible.

8.6.16. Natural Hazards

There is no evidence to of sulphide-bearing material in or around the quarry site. It is considered that the bush fire hazard associated with the proposal would be acceptable and would not significantly contribute to raising the risk of bush fires impacting the community, property or environmental assets. There is no risk of flooding.

8.6.17. Technological Hazards

Investigation of past use and visual inspection of the property reveals no evidence of contamination associated with the storage of oils and chemicals and operation of machinery, and from an existing waste dump on the quarry sites.

8.6.18. Safety Security and Crime Prevention

In relation to public safety risks associated with unauthorised access to the site, the site is fenced, gates would be locked when not in use and appropriate signage alerting the public to the quarry would be placed at the entrance to the access to the proposal. The proposal does not pose a safety security or crime prevention risk.

8.6.19. Social and Economic Impact in the Locality

An assessment of potential social impacts of the proposed development has been undertaken with regards to scoping methodology outlined in the Social Impact Assessment Guideline (2017) (SIA Guideline), published by the Department of Planning and Environment. The findings of the social impact assessment are recorded in Table 6 of the SEE. In general, the social impact assessment concludes the proposed development will support the ongoing development of infrastructure in Coonamble and the Central West Region of NSW.

It is the findings of this assessment that the proposed development will result in neutral to positive impacts on the local economy throughout the operation of the quarry, through employment opportunities and the supply of high-quality quarry products to the IRP. The proposed development has the potential to provide a valuable resource to facilitate large infrastructure projects in the Coonamble Shire and will therefore support the development of the local economy.

8.6.20. Site Design and Internal Design

The proposed Singles Quarry design has taken into consideration the existing site features of the land and drainage patterns. The development proposal has been designed to minimise impacts on the environment and road network, as well as nearby isolated dwellings.

8.6.21. Cumulative Impacts

The site is located in an area where agriculture is the dominant land use. Indirect impacts to surrounding landholders have been assessed in the SEE and are considered similar to existing rural activities. The SEE states the proposal includes positive contributions which counterbalance the



potential negative impacts. As such the proposal is considered compatible with the site and its surrounds and does not contribute to having a significant cumulative impact.

The proposal is consistent with the *Coonamble Local Environmental Plan 2011* and the site is zoned for primary production purposes. Adequate control measures are in place to mitigate and manage noise, dust, traffic, stormwater, soil erosion and the like. It is assessed that the cumulative impacts of the proposed development are minimal and manageable.

8.6.22. Site Suitability Assessment:

The site is zoned RU1 Primary Production on which an extractive industry quarry is permissible with consent. The proposal involves the commissioning and operation of a relatively small quarry to service the construction phase of the N2N Project. The proposal is considered suitable for the site given the quarry is appropriately setback from neighbouring dwellings, requires minimal vegetation clearance and has suitable transport networks through the local road network and adjoining rail infrastructure. It is assessed that the site has the capacity to support the proposal without creating adverse impacts on the site, adjoining land and public road network.

9. Submissions Review and Assessment

The SEE for the development proposal was publicly exhibited from 14 July 2021 to 30 July 2021 in accordance with the Coonamble Shire Council Community Participation Plan 2019. Neighbouring landowners were directly notified of the development proposal and invited to make written submissions by the end date of the exhibition period. Relevant government authorities were also invited to comment on the proposal. A review of submissions received as a result of exhibition has been undertaken and summarised below:

Public Submission 1

Advise they are neighbours of the Singles and the location of where the above quarry is proposed to be situated. Confirm they have no opposition to the proposal.

Assessment Response

Noted.

Public Submission 2

Oppose the RGA Singles Quarry as it will be used to build the Inland Rail on the proposed corridor N2N, leading to devaluation of properties and business and in the Coonamble Shire and economic, social and environmental costs to the shire. Advise RGA and JA and ML Single Pty Ltd will be the only business(es) in the Coonamble Shire that will benefit from the quarry being approved. State that Council should not give permission to the Singles Quarry at this time, based on the following:

- A business case study of an alternative Inland Rail route to Coonamble, Combara and Gulargambone has not been done by ARTC.
- Due diligence must first be done by ARTC and the NSW State Planning Department on the EIS.

Suggest that if the N2N section gets the go ahead the Singles Quarry proposal can be re-examined.



Assessment Response

The Australian Government has committed to building a direct interstate freight corridor between Melbourne and Brisbane known as the Inland Rail project. ARTC is responsible for the delivery of the Inland Rail project. The railway route is approximately 1,700 kilometres long and involves upgrades to existing railways as well as proposed new railway lines. Because of its sheer size, the Inland Rail project is being broken down into stages. The first stage of the project between Parkes to Narromine is largely completed. The next section of railway works is the N2N section of the Inland Railway, which involves the construction and operation of approximately 306 kilometers of rail track and associated facilities in a new rail corridor. Approximately 34 kilometers of railway is currently proposed to be located in the Coonamble Shire, along with a proposed maintenance siding and crossing loop, three new level (road) crossings and multiple waterway crossings and culverts.

The submission maker's general opposition to DA021/2021 for the proposed Singles Quarry appears, in part, to be based on the grounds it will be used to build the Inland Rail Project. It is evident throughout the submission that the submission maker is not supportive of the Inland Railway Project, as proposed under State Infrastructure Application No. SSI-9487 and referred to as the N2N section of the Inland Railway. The main reasons for not supporting the proposed N2N section of railway would appear to relate to its proposed alignment not including the towns of Gulargambone, Combara and Coonamble and their associated grain handling facilities and other businesses in and around these centres. The submission maker is of the view that the current N2N alignment would have social, economic and environmental impacts that have not been properly investigated by the State and Federal governments and the ARTC.

It is noted that Coonamble Shire Council's submission to the State government dated 5 January 2021 in response to the public exhibition of State Infrastructure Application No. SSI-9487 Inland Rail N2N was also not supportive of the proposed alignment of the section of Inland Railway passing through the Coonamble Shire. However, as consent authority under the *Environmental Planning and Assessment Act 1979*, Coonamble Shire Council must base its assessment of DA021/2021 for the Singles Quarry in accordance with the relevant matters for consideration specified under Section 4.15 of the Act, and not be unduly influenced by the merits of separate development proposals, such as State Infrastructure Application No. SSI-9487 for the N2N railway.

It is important that Coonamble Shire Council deals with the proposed Singles Quarry on its merits, as outlined under the Statement of Environmental Effects prepared by Groundwork Plus as well as other specialist reports. Construction of the N2N section of the Inland Railway has encouraged RGA to lodge a Development Application for the development of the Singles Quarry to provide hard rock material products in close proximity to the proposed inland railway corridor to assist with the construction of the Inland Rail project. Should the N2N railway project proceed as proposed under State Infrastructure Application No. SSI-9487, the Singles Quarry would be able to provide cost effective hard rock material directly to the railway corridor and with minimal impact on the receiving environment and surrounding public road network. Should the N2N railway project proceed under a different alignment, RFG would be required to seek approval from Council for a modified proposal, which would be required to be dealt with on its merits.

Notwithstanding the above, the submission maker lists several reasons for their opposition to the Singles Quarry, based on more specific issues, questions and impacts relating to the proposal, which are dealt with below as follows:

Public Submission 2(a)

In relation to the documented consequences of not proceeding with the proposal (see Section 5.3 of SEE) the submission maker advises that the proposal will make no difference to Coonamble Shire and there is already a proposal for the Ralston Quarry that will put pressure on local roads. Supply



to an alternate Inland Rail route to include Gulargambone, Combara and Coonamble silos would benefit the region.

Assessment Response

The section of the SEE dealing with the consequences of not proceeding with the proposal is not a specific requirement for the preparation of a Statement of Environmental Effects, as listed under Section 4 of Part 1 Schedule 1 of the *Environmental Planning and Assessment Act 2000*. It is assumed that Groundwork Plus included a discussion of the consequences of not proceeding with the proposal as a means of illustrating that the proposed Singles Quarry would be ideally located in close proximity to the Inland Railway and would not involve haulage along public roads that may cause additional impacts. In this particular case, the material from the Singles Quarry is expected to be used as fill along the proposed section of the inland railway line in close proximity to Square Top Hill.

The proposed Singles Quarry will generally operate as a borrow pit for the filling of the railway line in close proximity to Square Top Hill. Unlike the proposed Ralston Quarry near Mt Tendandra, the Singles Quarry involves no haulage of quarry products on local roads.

The benefits of an alternate Inland Rail route via Gulargambone, Combara and Coonamble are not considered to be relevant grounds for refusal of DA021/2021 for the Singles Quarry.

Public Submission 2(b)

In relation to the statement on page 1 of the SEE about the conceptual quarry development plan and RGA commitments to supply materials to the Inland Rail (page 3 of SEE), the submission maker questions whether it is possible that haulage of quarry goods could be carried on Local and State roads?

Assessment Response

The proposed Singles Quarry will generally operate as a borrow pit for the filling of the railway line in close proximity to Square Top Hill. As per the commitments in the SEE, the Singles Quarry involves no haulage of quarry products on public roads. Conditions have been included in the recommendation to this report to restrict haulage of gravel product from using the public road network.

Public Submission 2(c)

In relation to comments about the capital investment value of the Singles Quarry (see page 2 of SEE), the submission maker challenges the amount of \$15,320 (excluding GST) to cover the cost of rehabilitation, and questions whether there will be a reserve of money for rehabilitation and whether a budget and report is available to substantiate that \$15,320 will cover all costs.

Assessment Response

The capital investment value of the Singles Quarry refers to the estimated cost of the development to establish the site, such as the earthworks associated with the construction of the sediment basin, site access, buildings footings and rehabilitation costs. The estimated cost of the development is used to calculate the fees for the lodgement of the Development Application. The costs associated with quarry processing operations and transport haulage are not required to be accounted in the determination of the required DA Fees.



From discussions with the Applicant, it has been learnt that the cost of rehabilitation has been properly budgeted by RGA to cover the final rehabilitation works associated the closure of the quarry when the construction of the Inland Railway has been completed in and around the Square Mountain property in accordance with the Conceptual Rehabilitation Plan shown in Figure 5 of the SEE. There will be aspects of site rehabilitation that RGA will be able to undertake prior to the execution of the final rehabilitation works which have been costed under the operational phase of the project. These works include topsoil stripping and stockpiling, quarry shaping and drainage, sediment and erosion control. Final site rehabilitation would be limited to topsoil spreading, grass seeding and soil stabilisation activities.

Conditions have been included in the recommendation to this report to require site rehabilitation by RGA as soon as practical following completion of the N2N project near the quarry site.

Public Submission 2(d)

In relation to one of the stated project objectives of the proposal is *'to ensure it is safe, reliable and cost effective, contributing to the delivery of the IRP and the economy of the region'* (see page 4 of the SEE), the submission maker advises there are no figures or reports from ARTC or the State and Federal Government to show economic gain to the region from the IRP. Highlights impacts on freight costs, agriculture, farming business, roads and rail as a result of the current rail corridor alignment. The submission maker also attached a copy of the NSW Biophysical Strategic Agricultural Land Map to show the importance of the area to the Coonamble Shire.

Assessment Response

The impacts of the N2N proposal under State Infrastructure Application No. SSI-9487 are being assessed by the State government. It is important that Coonamble Shire Council deals with the proposed Singles Quarry on its merits, as outlined under the Statement of Environmental Effects prepared by Groundwork Plus as well as other specialist reports. The NSW Biophysical Strategic Agricultural Land Map (attached to the submission) shows areas of biophysical strategic agricultural land in the Coonamble Shire. It is noted that the Square Mountain property, including the site of the proposed Singles Quarry, is not mapped as biophysical strategic agricultural land on the NSW Biophysical Strategic Agricultural Land Map.

Public Submission 2(e)

In relation to statements on page 11 and 27 of the SEE that operational water required to suppress dust would be sourced primarily from the sediment basin and potable water from rainwater tanks, the submission maker questions where else is the water coming from and if this supply is adequate, and where can extra water be accessed. Also questions whether the sediment basin dam will be lined to hold water.

Assessment Response

The SEE advises the quarry should be self-sufficient with respect to surface water usage when developed. In prolonged dry conditions however, there is potential for water supply depletion at the Singles Quarry and the need for additional water supply to be trucked onto the site for use in dust suppression and potable drinking. The SEE states that where water is not available from the sediment basin it will be sourced from licenced water suppliers.

In response to a request from Council for further clarification of water cart movements in the event that water is exhausted from the sediment dam, Groundwork Plus has provided the following additional information:

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The SEE identifies that if the sediment basin is dry then water for dust suppression will be obtained from a licenced water supplier (eg Coonamble Shire Council) and trucked to site. Once the water has been brought to site it would be stored in the sediment basin or directly into the onsite water truck. If this occurs and if dust suppression additives are not used, we anticipate water usage of approximately 100,000L per day, based on 'Level 1 watering' for dust suppression and water sprays on the processing plant. If dust suppression additives are used, this would reduce to approximately 60,000L to 80,000L per day. We expect that larger semi-trail water trucks capable of transporting about 28,000L per load will be available. This would result in 3 to 4 deliveries of water per day, or an additional 6 to 8 truck movements per day on the local road network.

Groundwork Plus provided examples of dust suppression additives which have proven effective in minimising dust and water usage for dust suppression purposes in extractive industry and mining applications.

Figure 6 of the SEE provides dimensional details of the proposed sediment basin, located towards the southwestern corner of the quarry. The sediment basin is proposed to have a total volume of 440kL with a 1.25m freeboard. Due to the limited catchment / storage available at the proposed Singles Quarry, there could be circumstances where the sediment basin is exhausted of water supply. The use of water trucks on local roads, as advised by Groundwork Plus, has been further assessed to ensure dust and traffic impacts are thoroughly understood and controlled through conditions of consent. In this regard, the number of estimated water cart movements is not excessive and is within the capacity of the local road system. The main impacts of water cart movements would be in the event that trucks are using the local road network in wet weather periods, which is unlikely given the demand for water for dust suppression reasons would likely be negated by the rain event itself and the usual practice of Coonamble Shire Council to close its gravel road network in wet weather periods.

Conditions have been included in the recommendation to this report requiring the management of water cart movements to the proposed Singles Quarry to be included in the required Traffic Management Plan. Conditions have also been included to require the sediment dam to be properly constructed so as to hold water as well as to require the use dust suppression additives on the surface of the quarry haul road as a means of minimising water usage for dust suppression purposes.

Public Submission 2(f)

In relation to the statement on page 21 of the SEE about the *'only impact on the local road network will be light vehicles for staff and the initial delivery of plant and equipment during the site establishment phase'*, the submission maker questions what roads will the water supply be coming from if needed, and how much volume water volume would be required if the sediment basin cant supply enough water for dust suppression.

Assessment Response

The SEE states that where water is not available from the sediment basin it will be sourced from licenced water suppliers. Following discussions with the proponent, it is learnt that the water trucks would come from Coonamble via a water cart contractor. The likely roads used would be Tabletop Road, Munns Road and Barradine Road. The SEE states that a Traffic Management Plan would be developed for the heavy vehicle transport associated with the proposal.

**Public Submission 2(g)**

In relation to the statement on page 22 of the SEE that the proposal area is largely situated in the Warrumbungle Slopes landscape which is broadly described as "stony debris slopes with brown loamy matrix and brown texture-contrast soils on foot slopes with gravelly sands and loamy sands in alluvium", the submission maker requests clarification if the statement applies to the quarry (1ha site), Square Mountain property (230ha site) or for whole Warrumbungle Slopes landscape. Suggests the definition is too loose if it is regarding the whole Warrumbungle Slopes landscape.

Assessment Response

The statement in the SEE about Warrumbungle Slopes landscape has been used to broadly describe the whole Warrumbungle Slopes landscape.

Public Submission 2(h)

In relation to the statement on page 30 of the SEE that the proposal does not involve transport of material on the local road network and therefore no further consideration of the road noise policy is made, the submission maker disagrees with these statements because trucks will be on new roads along the railway corridors, or on new access roads obtained by ARTC or the State government. Questions what will be the (noise) criteria / rating of these roads and who will own them.

Assessment Response

The haulage of quarry product will be conducted between the proposed Singles Quarry and the inland railway corridor directly west of the quarry site. The noise from the quarrying operations, including truck haulage movements, has been considered in the SEE, where it was advised that noise emissions associated with construction phase and operational phase activities are unlikely to have a significant noise impact largely due to the separation from nearby sensitive receptors and the implementation of management measures as outlined in the SEE. Conditions have been included in the recommendation to this report to restrict hours of operation of the quarry, including haulage operations.

Public Submission 2(i)

In relation to the statement on page 8 of the Biodiversity Report and page 24 of the SEE that a desktop study was undertaken, questions whether an actual study will be done on the ground to confirm ecological values within the site.

Assessment Response

The Desktop Biodiversity Assessment Report prepared by Accuplan dated May 2021 advises the findings of their assessment is based on a desktop review and that field surveys would be required to confirm the ecological values occurring within the site. The SEE states that a Flora and Fauna Management Plan will be prepared and implemented as part of the development of an Environmental Management Plan for the quarry operations. Conditions have been included in the recommendation to this report to require field studies by suitably qualified professionals to be undertaken as part of the development of the Flora and Fauna Management Plan.



10. Public Interest Assessment

The proposed quarry is permitted in the RU1 Primary Production zone. There are no specific policy statements from either Federal or State Government that are relevant to this proposal, nor any planning studies or strategies. There is no management plan, planning guideline or advisory document that is applicable to the development. There are no covenants, easements, or agreements that affect the proposal.

11. Contributions Assessment

The development proposal is not subject to any contributions plan adopted by Coonamble Shire Council. The SEE states that the proposal does not involve transport of material on the public road network and the only impact on the local road network will be light vehicles for staff, initial delivery of plant and equipment during the site establishment phase and potential water carts where water is not available from the sediment basin. Based on the commitments in the SEE there is no warrant for specific road contributions to be applied to the proposed development.

12. Assessment Conclusion / Recommendation

Consent be granted subject to condition(s) detailed below:

A. Approved Plans and Documentation

1. The development shall be carried out in accordance with:
 - a) The development application DA021/2021 submitted to Coonamble Shire Council on 1 July 2021.
 - b) The approved stamped Statement of Environmental Effects prepared by Groundwork Plus, dated May 2021.
 - c) The approved stamped Aboriginal Heritage Desktop Study prepared by Advitech Environmental, dated April 2021.
 - d) The approved stamped Desktop Biodiversity Assessment Report prepared by Accuplan, dated May 2021.
 - e) The approved stamped Site Office Plan No. MS-200108-101 and M/F Toilet Plan No. MS-200305-B20-101, prepared by MBS Modular Building Systems.

except as varied by the conditions listed herein or as marked in red on the plans. A current and approved copy of the approved stamped by Coonamble Shire Council is to be maintained on site for constructional and reference purposes.

B. Operational Limitations and Requirements

2. No haulage of gravel material from the Singles Quarry is permitted on the public road network.
3. The hours of operation are:
 - **Extraction and processing:** 7am to 6pm Monday to Friday and 8am to 1pm Saturdays.
 - **Truck loading and dispatch:** 7am to 6pm Monday to Friday and 8am to 1pm Saturdays.



No operations are permitted on Sundays or Public Holidays are permitted under this development consent.

4. No blasting is permitted at the quarry site under this development consent.
5. The taking of groundwater for dust suppression is not permitted under this development consent.
6. Extraction and processing activities, as defined by the Singles Quarry Statement of Environmental Effects prepared by Groundwork Plus Pty Ltd dated May 2021, must be less than 30,000 tonnes extracted or processed per annum for a period of 5 years from the commencement of earthworks at the quarry site, including allowance for rehabilitation of the site.
7. The maximum disturbance area due to the approved operations (including extraction, processing, stockpiling and water management areas) must not exceed 1 hectare (ha).
8. The Proponent must install a meteorology station on-site in accordance with AS3580.14 and operate the meteorology station on-site that measures and records air temperature at 2 metres, air temperature at 10 metres, wind direction at 10 metres, wind speed at 10 metres, sigma theta, rainfall and relative humidity.
9. The Proponent must keep a record of the amount of material extracted, processed and sold to consumers, in tonnes, on a per day or per week basis, or both.
10. Any record required to be kept in accordance with any conditions of approval issued by Coonamble Shire Council must be retained for a minimum of 4 years.
11. All plant and equipment installed at the quarry or used in connection with the quarry must be maintained in a proper and efficient condition and must be operated in a proper and efficient manner.
12. The quarry site and internal roads must be maintained in a condition which prevents or minimises the emission of dust from the premises.
13. All operations and activities occurring at the quarry site and internal roads must be carried out in a manner that prevents or minimises the emission of dust.
14. The Proponent must maximise the diversion of run-on waters from lands upslope and around the site whilst land disturbance activities are being undertaken.
15. The Proponent must maximise the diversion of stormwater runoff containing suspended solids to sediment basins installed on the quarry site.
16. The drainage from all areas that will mobilise suspended solids when stormwater runs over these areas must be controlled and diverted through appropriate erosion and sediment control measures.
17. Where stormwater control structures (sediment basins) are necessary or are designed, sediment basins and associated drainage must be installed and commissioned prior to the commencement of any grubbing or clearing works within the catchment area of the sediment basin that may cause sediment to leave the site (excluding that work required for



the sediment basins and associated drainage). Sediment basins required to store water must be suitably lined to hold water and prevent leakage.

18. The Proponent must undertake maintenance as necessary to desilt any stormwater control structures (sediment basins) to retain each basins design storage capacity.
19. The Proponent must, as far as possible, follow the waste hierarchy principals contained within the *Waste Avoidance and Resource Recovery Act 2001* when dealing with any waste generated at the premises.
20. The Proponent must assess and classify any waste generated at the premises in accordance with the "Waste Classification Guidelines – Part 1: Classifying waste", as in force from time to time, and manage this waste in a lawful manner.
21. The Proponent must store and handle all liquid chemicals and hazardous materials used at the premises within bunded areas that are constructed and maintained in accordance with the following:
 - a) any relevant Australian Standards for the liquids being stored;
 - b) within a bunded area with a minimum bund capacity of 110% of the volume of the largest single stored vessel within the bund;
 - c) the Storing and Handling Liquids: Environmental Protection Participant's Manual (DECC, 2007); and where any conflict exists between these requirements, the most stringent requirements apply.
22. Prior to the commencement of any surface disturbance and/or construction activities, the Proponent must install and maintain appropriate erosion and sediment control measures at the premises in accordance with the publication *Managing Urban Stormwater: Soils and construction – Volume 1* (Landcom, 2004) and *Managing Urban Stormwater: Soils and construction – Volume 2E, Mines and Quarries* (DECC, 2008).

C. Prior to Commencement

23. The following management plans specific to the Singles Quarry site and surrounds must be prepared and finalised prior to commencement of any surface disturbance:
 - a) Environmental Management Plan.
 - b) Bushfire Management Plan.
 - c) Traffic Management Plan.
 - d) Stormwater Management Plan.
 - e) Erosion and Sediment Control Plan.
 - f) Waste Management Plan.
 - g) Final Land Form Plan.
 - h) Flora and Fauna Management Plan.
 - i) Rehabilitation Management Plan.

The required management plans must adequately deal with all mitigation measures documented in the Singles Quarry Statement of Environmental Effects prepared by Groundwork Plus Pty Ltd, dated May 2021 and other conditions in this consent and submitted to Coonamble Shire Council for approval. In particular, the Traffic Management Plan must detail the management of all quarry-related traffic travelling along public roads, including any water trucks delivering water to the quarry site. Management plans must be implemented during operation of the quarry. All personnel are to be inducted to be aware of



all management plans in place for the site, with current copies to be maintained on site for reference purposes.

24. Prior to the commencement of any surface disturbance, the proposed methods of dust suppression must be submitted to Coonamble Shire Council for approval.
25. Prior to commencement of any surface disturbance, an Aboriginal Cultural Assessment is to be undertaken and finalised in accordance with the recommendations of the Aboriginal Heritage Desktop Study prepared by Advitech Environmental, dated April 2021. The Aboriginal Cultural Assessment report is required to be approved by Coonamble Shire Council prior to implementation of the development.
26. Prior to locating any prefabricated buildings onto the site, the person having the benefit of this consent:
 - a) Shall appoint a Principal Certifying Authority (PCA).
 - b) Shall ensure a Construction Certificate is issued by the PCA.
 - c) Shall notify Council of their intention to commence the site works, at least 2 days prior to commencement of work.
27. Prior to the commencement of any work on the site, a Construction Certificate is to be obtained from either Council or an Accredited Certifier, certifying that the proposed footings for prefabricated buildings are in accordance with this consent and the applicable standards.

D. During Works

28. During operation, to the greatest practical extent, the applicant is to minimise on-site water use through the implementation of dust suppression additives or other approved dust suppression methods. Full details of dust suppression methods are required to be submitted to Council in accordance with condition 24.
29. All loading, unloading and storage of hard rock materials, plant, and equipment, building materials and the like, or the carrying out of building operations related to the development proposal, shall be carried out within the confines of the quarry site. No loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out on the balance of the Square Mountain property or public roadway system.
30. All internal access roads shall comply with the following requirements of section 4.1.3 (2) of Planning for Bush Fire Protection 2006 including as follows:
 - a) A minimum carriageway width of 4 metres.
 - b) A minimum vertical clearance of 4 metres to any overhanging obstruction, including tree branches.
 - c) A turning circle with a minimum 12 metre outer radius.
 - d) Curves have a minimum inner radius of 6 metres and are minimal in number to allow for rapid access and egress.
 - e) The minimum distance between the inner and outer curves is 6 metres.
 - f) The crossfall does not to exceed 10 degrees.
 - g) Maximum grades for sealed roads do not exceed 15 degrees and not more than 10 degrees for unsealed roads.



31. Any damage caused to public roadways, table drains, utility installations and the like by reason of construction / quarry operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration / repairs of property or services damaged during the works shall be met by the Proponent.
32. No lighting is permitted to be installed at the quarry site, including no security lighting, without prior written approval from Coonamble Shire Council.

E. Prior to Commencement of Use

33. The Proponent is to obtain an Occupation Certificate in accordance with the *Environmental Planning and Assessment Act 1979*, from the Principal Certifying Authority prior to occupation of prefabricated buildings.
34. Prior to the issue of an Occupation Certificate, a rural address marker must be clearly displayed at the entrance to the property in accordance with Coonamble Shire Council's Engineering Specifications and Australian Standard 4819:2003.

F. Monitoring and Recording Conditions

35. The Proponent must maintain and calibrate the meteorological monitoring station in accordance with the reference test methods and manufacturer's specifications and keep relevant records associated with this calibration in accordance with condition 8 of this consent.
36. The Proponent must develop and implement a quality assurance / quality control procedure for the data collected from the meteorological monitoring station. Outcomes from the procedure must be kept in accordance with condition 10 of this consent.
37. The Proponent, following the receipt of a noise related complaint and if required by Coonamble Shire Council, must undertake noise monitoring as required in writing by the Council.
38. The Proponent must keep a legible record of all complaints received about the quarry operations or any employee or agent of the quarry company in relation to matter arising from any activity to which this consent applies. The complaints record must include details of the following:
 - a) the date and time of the complaint;
 - b) the method by which the complaint was made;
 - c) any personal details of the complainant which were provided by the complainant or, if no such details were provided, a note to that effect;
 - d) the nature of the complaint;
 - e) the action taken by the Proponent in relation to the complaint, including any follow-up contact with the complainant; and
 - f) if no action was taken by the Proponent, the reasons why no action was taken.

The record of a complaint must be kept for at least 4 years after the complaint was made. The record must be produced to any authorised officer of the environment protection who asks to see them.

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39. The Proponent must operate during its operating hours a telephone complaints line for the purpose of receiving any complaints from members of the public in relation to activities conducted at the quarry or by the vehicle or mobile plant.
40. The Proponent must notify adjoining landowners of the complaints line telephone number and the fact that it is a complaints line so that the impacted community knows how to make a complaint.

G. Prescribed Conditions

41. The work must be carried out in accordance with the requirements of the Building Code of Australia.
42. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

43. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
 - a) protect and support the adjoining premises from possible damage from the excavation, and
 - b) where necessary, underpin the adjoining premises to prevent any such damage.

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

File Number: K2-1, C-13, T3-1, G-1-2, W1-13
Author: Marina Colwell-Executive Support Officer
Authoriser: Hein Basson, General Manager
Annexures: 1. Service NSW - Changes due to COVID-19
2. Notice of Motion - Service NSW

The following Questions with Notice and Notice of Motions were received from Councillor Wheelhouse:

Questions with Notice**Question**

1. What has happened with this Motion dated 19/3/21? Motion for Coonamble Shire Council to survey and clean the drains out along Park Street along with the intersection of Charles and Park Street. As well as address the situation of people's driveways that has no culverts or adequate drainage for the rainwater to get away. The water cannot get away and it backs up and lay in our rate payers' yards for months on end.

Staff Response

Council adopted the following resolution when the above motion was put to it on 14 April 2021:

RESOLUTION 2021/78

Moved: Cr Paul Wheelhouse

Seconded: Cr Robert Thomas

1. That Council cleans the drains out along Wilga Street, along with the intersection of Quonmoona Street and Wilga Street, as well as investigate the situation of people's driveways that have no culverts or adequate drainage for the rainwater to get away with a further report in the last mentioned regard, take (sic) prepared by the Executive Leader Infrastructure, for Councils consideration as its May Ordinary Meeting.
2. That Council cleans the drains out along Park Street, along with the intersection of Charles Street and Park Street, as well as investigate the situation of people's driveways that have no culverts or adequate drainage for the rainwater to get away with a further report in the last

mentioned regard, take prepared by the Executive Leader Infrastructure, for Councils consideration as its May Ordinary Meeting.

CARRIED

The drainage along Park St and the intersection of Park and Charles Streets was inspected following Council's resolution and the surrounding landscape was judged to be too low and flat for any obvious solution. A local engineering consultant was engaged to take accurate levels and seek a solution but could only suggest removal of the existing pipe culverts and construction of dish drains across each road at a lower level than the existing pipe culverts which would be expensive and may not be suitable for vehicles and may not be low enough anyway.

A further inspection last month seemed to indicate that lowering the pipe culverts across Park Street and Charles Street may assist in improving drainage of the front yard of the adjacent low-level house providing the table drain levels from the outlet to the north are sufficiently low to get water to run away.

Further taking of levels in the table drain this month indicates that the pipe culverts could be lowered by approximately 200mm and hopefully leave some gradual gradient to the north.

This may assist the low-level house but may provide only marginal improvement in drainage of the land on the east of Charles Street.

Construction and maintenance of driveway access is the responsibility of individual owners, and this particular location is very difficult to drain. The cost of lowering the culverts and reinstating the roads would be approximately \$15,000 to \$20,000.

Drainage at Wilga Street and the intersection with Quonmoona St has been inspected and clearing of drains is scheduled for the week commencing 13 September. Staff shortages have hampered the ability to respond to this matter any sooner.

The potential for additional pipe culverts for private driveways needs accurate levels to be determined and staff will attempt to investigate levels further during the same week.

Any improvements to driveway entrances are the responsibility of the individual property owners but once accurate levels are determined it will be possible to advise people of the potential for any improvements.

The Infrastructure Service Department is currently understaffed, confronted with ongoing wet weather (which impacts severely on Council's rural roads network), and needs to work through a considerable works program getting grants funding expended within particular timeframes.

On top of these challenges, Council needs to responsibly manage its staff in accordance with Covid-19 protocols – which has resulted in additional staff absences brought about by the requirements of the NSW Public Health Order.

Frankly, there are current no or at best very limited resources available to allocate to what will be a time-consuming exercise working through the various driveway access issues that are contributing to the drainage problems. However, Council is

actively recruiting for additional staff, and the new Executive Leader - Infrastructure will be starting on 20 September 2021.

Question

- 2. What has happened with this Motion dated 26/6/20? Motion for Coonamble Shire Council to implement U-turn bays on the Carinda Road for the purpose of heavy vehicles to turn in wet weather. One halfway out and one at the end of the bitumen, with signage for the drivers to know they are there.**

Staff Response

Council adopted the following resolution when the above motion was put to it on 8 July 2020:

RESOLUTION 2020/121

Moved: Cr Paul Wheelhouse

Seconded Cr Bill Fisher

That a report be brought back to Council following investigation of the potential to provide turning bays for road trains on the Carinda Road.

CARRIED

Inspection reveals that U-turn bays would be possible provided the locations are such that the level of the turn bays matches the road levels and is similar to the surrounding landscape for both drainage and cost implications.

Safety considerations would require sufficient sight distance in both directions with appropriate advance warning signs.

The turn bays will require excavation to foundation level and subsequent compaction of gravel layers, similar to a road pavement design to accommodate heavy vehicles turning. The surface would need to be bitumen sealed in order to provide wet weather serviceability and the total cost for sufficiently large turn areas is likely to be approximately \$40,000 each or \$80,000 for the two suggested locations. On-going maintenance would be necessary due to the "screwing" effect of heavy vehicles turning on the bitumen surface.

As we are in the early stages of the current Operational Plan and no provision has been made for this item, it may be appropriate to refer this matter for consideration with preparation of the 2022/2023 Operational Plan or consider funding from R2R, loans or some funding source other than routine maintenance.

However, it is no secret that Council does not currently have access to adequate funding to properly maintain and renew its existing local rural road network. Adding to its asset base by expanding the road with the addition of turning bays for road trains (which boils down to creating a new asset) – which will have to be maintained and renewed into the future – is suggested to be very carefully

considered by Council. Fact of the matter is that it is a significant struggle for Council to maintain its existing local roads infrastructure, and with the continuous wet weather and harvest time approaching, these challenges will increase.

Question

- 3. Is there any conflict of interest with trading business which is already an existing business within the local community?**

Staff Response

The VIC was approved as a Class 6, 10:

Class 6: A shop or other building for the sale of goods by retail or the supply of services direct to the public. Example: café, restaurant, kiosk, hairdressers, showroom or service station.

Class 10: A non-habitable building or structure. A library is generally a Class 9b: An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class.

The planned retail opportunity in the Visitor Information Centre has been strategically designed to support the growth and development of local artists, producers and home-based businesses, in a way that provides and enhanced visitor experience and encourages visitation and further investment throughout the Local Government Area. This is not the establishment of a new business, but the creation of a new market for locals.

Consultation with the local arts sector has been undertaken to ensure the gallery space at the VIC has no conflict with current local arts and exhibitions offerings. Similarly, consultation with Cottage Industries is ongoing to ensure there is mutual support for the retail space.

Additionally, information about the retail space has been provided directly to Coonamble Chamber of Commerce, Gulargambone Community Enterprises Co-operative and the Quambone Resources Committee to let them know about the initiative, explain potential opportunities for their members, and provide assurance that this is an opportunity for growth and development of local artists, producers and home-based businesses. Staff has offered to meet, discuss and provide more information about the initiative as desired.

There are selection criteria in place to ensure that the retail and merchandise at the Visitor Information Centre will not conflict or compete with any other existing businesses but will be designed to encourage people to go from the VIC to other places in the LGA. A full description of the initiative and related selection criteria is included in an update on the progress of the VIC in the Tourism and Events – Progress Report in this Business Paper.

Question

4. Has or will Service NSW or Library move to the Visitor Information Centre (VIC) so it is permanently staffed during the week?

Staff Response

Service NSW would need to be under a Class 5: An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9. As such, a development application to change the class and use of the building would be required with additional infrastructure to be built to make it compliant. Not only that Service NSW would also need additional infrastructure to secure confidential information.

It is inappropriate for the VIC building to house Service NSW or the Library. Each of the three functions are separate, important and can only be successfully provided independently. See below a summary of the individual and standalone building and staffing requirements. It is unrealistic to expect to be able to combine these functions in a building or staffing responsibilities. As separate functions, it is unrealistic to expect to train staff to be able to undertake all three. Following is a summary of the differences.

| | VIC | ServiceNSW | Library |
|-----------------------|--|--|--|
| Primary audience | Visitors and tourists | Local residents (individuals and businesses) | Local residents (individuals, families and community groups) |
| Primary function | <ul style="list-style-type: none"> • Provision of visitor information • Tourism marketing. • Promoting local tourism products and services; and consequently, have direct impacts upon the economic, social, and recreational well-being of the region in which they are located. | <ul style="list-style-type: none"> • Information and services related to Births, relationships and deaths; Boating, fishing and outdoors; Business, industries and employment; Concessions, rebates and assistance; Driving and transport; Education; Health and care; Housing and property; Legal and Police services. | <ul style="list-style-type: none"> • Provide resources and services in a variety of media to meet the needs of individuals and groups for education, information and personal development including recreation and leisure. |
| Staff skill required | <ul style="list-style-type: none"> • Customer service • Marketing | <ul style="list-style-type: none"> • Customer Service • Administration | <ul style="list-style-type: none"> • Customer Service • Community services |
| Building requirements | <ul style="list-style-type: none"> • Interpretative displays | <ul style="list-style-type: none"> • Safe, waiting area | <ul style="list-style-type: none"> • Large storage requirements |

Question

- 5. Yarran Street Water treatment plant: These need to be cleaned up. This site is an absolute sham these ponds need cleaning and looking after asap. It is the water which is used for drinking within our community.**

Staff Response

Although the above wording does not, with respect, fit the definition of a question but rather an instruction, the following commentary is nevertheless provided by the appropriate staff member.

The sedimentation lagoon on the outside, closest to Barton Street is offline, any water in it is not being used for the towns water supply. If this is the cause of concern, then it just needs to be noted it is not currently being used.

The other sedimentation lagoon has relatively clear water. There has historically been settling issues here due to the undersized lagoons. The visible sediment/sludge is the outcome from this stage of treatment. It might be visibly displeasing but it is unavoidable.

Other visibly displeasing issues might be the Cumbungi (Bullrush) weed which grow around the lagoons. It is impossible for these to be sprayed while the lagoon is operational. They have been sprayed in the offline lagoon and will be removed when the lagoon is desilted and brought back online.

Additionally, it is worth noting that water in the sedimentation lagoons is in the first stage of treatment. From the sedimentation lagoon, the water passes through filters, where any of the visible settled Calcium carbonate/iron is removed. It is then disinfected.

There are minor housekeeping issues around the site, but not near the lagoons. This is mainly due to us being unable to go to the tip with current restrictions.

Notice of Motions

- 1. Motion for Coonamble Shire Council's RMS to be open and trading 5 days a week. Council to advertise in the local paper, it will be open coming into our busiest time of year.**

Issues (as provided by Cr Wheelhouse):

There are people trying to get their truck licences coming into harvest and it is not available. There are also people trying to get car registrations done and this

is not available. This is an essential business and should be open full time. Our local member announced on the 26th of August that the RMS is an essential and should be opened for the community's needs.

Staff Commentary:

Since the Coonamble Shire Council Local Government Area was placed into lockdown, Council's Service NSW agency has continued to operate utilising an appointment system for customers wishing to carry out an "essential transaction", which cannot be completed online.

These appointments have been available for Primary Producers and Businesses, along with individuals where the transaction is deemed an "essential transaction" that could not be completed online.

In determining what is an "essential transaction" management has utilised the criteria as determined Service NSW, which is as follows (with emphasis added):

- Are required within the next 4 weeks; **and**
- Have financial implications if they're not completed; **or**
- Are required to support your ongoing employment; **or**
- Have legal implications if they are not completed;
- Can only be completed by Service NSW.

For Council's information, Council staff have served 40 customers and completed 60 transactions. Also, please find attached a pdf-document from the Service NSW website outlining changes to transaction due to COVID-19.

Consideration will also need to be given to the current level of staffing within the Corporate Services department, to effectively operate both the Council's Service NSW Agency and the Council own Customer Service Department.

Currently these levels are significantly depleted, given the recent resignation of two customer service staff, coupled with the Council's recruitment process for the maternity relief position for Council's normal Service NSW Agency officer being unsuccessful. Council will note that the recruitment process for the two customer service vacancies has commenced.

In a nutshell, the Service NSW agency has been open for service five (5) days a week – albeit for essential transactions as are defined in the criteria developed by Service NSW themselves.

2. Motion for Coonamble Shire Council to pay for works done at the Quambone Tip by private contractors.

This Motion has been included with the Business Paper within the Closed Council (Confidential) section.

MOTION

Motion for Coonamble Shire Council's RMS to be open and trading 5 days a week. Council to advertise in the local paper, it will be open coming into our busiest time of year.

With the latest COVID-19 health advice to stay home, we strongly advise you to use our website or call [13 77 88](tel:137788), rather than visit a service centre. Visit our [COVID-19 page](#) for information and advice on the assistance available for NSW residents and businesses.



Changes to transactions due to COVID-19

Remember to [browse our services](#) to see what transactions can now be done online.

Text size [A](#) [A](#) [A](#)

On this page

[Computer tests](#)

[Driving tests](#)

[Driver licence renewals](#)

[Medical reviews](#)

[Learner riders](#)

[Interstate, overseas or NZ licences](#)

[Registration renewals](#)

[Working With Children Checks \(WWCCs\)](#)

[Booked appointments](#)

[Get started making a Will](#)

Our service centres in NSW are open to support customers with essential services **only**. As per the stay-at-home order, if your transaction is not essential, please delay your visit to a service centre or check if you can complete your transaction online or via our Contact Centre on [13 77 88](tel:137788).

Essential services are transactions that:

- are required within the next 4 weeks, and
- have financial implications if they're not completed, or
- are required to support your ongoing employment, or
- have legal implications if they are not completed
- can only be completed by Service NSW.

Computer tests

While stay-at-home orders apply, residents subject to those orders, who have a booking for a [Driver Knowledge Test \(DKT\)](#) or a Hazard Perception Test (HPT), will be contacted to reschedule their booking.

Driving tests

Driver testing for residents in NSW has been suspended during the stay-at-home period.

Driver licence renewals

If you're a low-risk driver who requires an eyesight test, your test will be automatically deferred, enabling you to [renew online](#). You'll receive a reminder when your eyesight test is due.

Ensure you visit a service centre, or your GP or optometrist and complete the eyesight test before your deferral period ends, otherwise your licence may be suspended.

If you require a further extension to your deferral, call us on [13 77 88](#).

Note: If you have your eyesight test at your GP or optometrist, ask them to submit the test through the HealthLink online portal.

High-risk drivers will still be required to undertake an eyesight test.

High-risk drivers include:

- those who require a specialist review
- police identified drivers
- heavy vehicle drivers
- drivers who hold a Bus Driver Authority.

Medical reviews

If you're a low-risk driver and you're subject to a periodic medical review, you can request an extension for your review. If approved, the medical review will be deferred by the Licence Review Unit.

High-risk drivers will still be required to undertake a medical assessment.

High-risk drivers include:

- those who require a specialist review
- police identified drivers.
- heavy vehicle drivers.

Note: Fitness to drive medical assessments can be submitted online. If it is safe and you're able to attend an appointment for your medical review, ask your GP to complete the medical form online, so you do not need to visit a Service NSW Centre to hand in the form.

Learner riders

If your learner rider licence is due to expire and you're unable to attend a service centre or rider training provider, call us on [13 77 88](#) and ask for an extension.

Interstate, overseas or NZ licences

Beginning 1 August 2021, the period in which the following NSW residents are required to convert to a NSW driver licence has been extended from 3 months to 6 months:

- permanent residents driving on an overseas licence
- interstate licence holders
- Australian dual citizens driving on an overseas licence.

Registration renewals

If your rego is up for renewal, and you have paid your CTP (greenslip) renewal, please call us on [13 77 88](tel:137788) and request an extension on providing an eSafety inspection report (pink slip).

Once you've renewed, ensure you provide your pink slip before your extension ends, otherwise your registration may be suspended.

Note: Due to COVID-19 restrictions, the Vehicle Identification Inspection Unit (VIIU) is not conducting any inspections across NSW. All bookings have been closed until further notice.

Working With Children Checks (WWCCs)

Customers whose WWCCs are due within the 12 weeks after 5 August, can present at a service centre and have their WWCC processed.

Booked appointments

Note that the following appointments are now conducted over the phone:

- [Cost of Living](#)
- [Bushfire customer care](#).

Get started making a Will

[Get started making a Will](#)

If you're self-isolating or minimising travel and contact with others during the COVID-19 pandemic, video conference appointments are available to customers making their Will.

Visit [Trustee & Guardian's COVID-19 information page](#) [🔗](#) for more details.

31/08/2021

NOTICE OF MOTION

Motion for Coonamble Shire Council's RMS to be open and trading 5 days a week. Council to advertise in the local paper, it will be open coming into our busiest time of year.

There are people trying to get their truck licences coming into harvest and it is not available. There are also people trying to get car registrations done and this is not available. This is an essential business and should be open full time. Our local member announced on the 26th August that the RMS is an essential and should be opened for the communities needs.

Motion for Coonamble Shire Council's RMS to be open and trading 5 days a week. Council to advertise in the local paper, it will be open coming into our busiest time of year.



Cr Paul Wheelhouse

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 - 11 August 2021

12.2 Notice of Motion - Confidential

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