



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 8 February 2023

Date: Wednesday, 8 February 2023

Time: 4.30 pm

**Location: Shire Chamber
Coonamble**

**Ross Earl
Acting General Manager**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 8 February 2023 at 4.30 pm.

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1 OPENING MEETING

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

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

5 DEPUTATION/DELEGATIONS

6 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 14 December 2022 and the Extraordinary Council Meeting of the Coonamble Shire Council held on Thursday, 15 December 2022 be confirmed as a correct records of the proceedings of the meetings.



MINUTES

**Ordinary Council Meeting
Wednesday, 14 December 2022**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 14 DECEMBER 2022 AT 4.30 PM**

PRESENT: Mayor Tim Horan, Deputy Mayor Karen Churchill, Cr Barbara Deans, Cr Ahmad Karanouh, Cr Terence Lees, Cr Brian Sommerville

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

1 OPENING MEETING

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

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

- 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);
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2 ACKNOWLEDGEMENT OF COUNTRY

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3 COMMUNITY CONSULTATION

Nil

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 2022/287**

Moved: Cr Ahmad Karanouh

Seconded: Cr Terence Lees

That the apologies from Crs Fisher, Cullen and Cohen be noted and leave of absence granted.

CARRIED**5 DEPUTATION/DELEGATIONS**

Nil

6 CONFIRMATION OF MINUTES**RESOLUTION 2022/288**

Moved: Cr Ahmad Karanouh

Seconded: Cr Brian Sommerville

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

CARRIED**7 DISCLOSURES OF CONFLICTS OF INTEREST**

Cr Barbara Deans declared a non-pecuniary conflict of interest with item 10.17 Tooraweenah Road Upgrade – Monthly Status Update, as her property and place of residence is on that road. She indicated that she would remain in the room and participate in the discussion on the item.

Cr Karen Churchill declared a conflict of interest in discussions on the Coonamble and Gulargambone Pools, as her daughter is employed by the contractor operating the pools and will leave the room and not partake in any discussions.

8 MAYORAL MINUTE**MAYORAL MINUTE****RESOLUTION 2022/289**

Moved: Mayor Tim Horan
Seconded: Cr Barbara Deans

That the Mayoral Minute be received and noted.

CARRIED

MOTION

Moved: Cr Ahmad Karanouh
Seconded: Cr Barbara Deans

That Council keep the moratorium on the mining operations in the Coonamble LGA, and undertakes a review of the signage at the entrances to Coonamble in consultation with the community members who funded the signs.

MOTION

Moved: Cr Ahmad Karanouh
Seconded: Cr Barbara Deans

That Council makes the necessary enquiries into a 'swipe card entry system' to the Coonamble pools similar to the system that Warrumbungle Shire is currently utilising.

MOTION

Moved: Mayor Tim Horan
Seconded: Cr Terence Lees

That Council approaches Lifeguard Service Australia (LSA) to negotiate the possible free entry to the Coonamble and Gulargambone Pools for the remainder of the swimming season to compensate the community for the late start to the swimming season.

SUPPLEMENTARY BUSINESS - MAYORAL MINUTE - SUPPLEMENTARY**RECOMMENDATION**

That Council accepts the following item, 8.2 - Mayoral Minute - Supplementary, as Supplementary Business.

Mayor Horan takes this opportunity to wish everyone a very Merry Christmas and a safe happy New Year.

MOTION

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Terence Lees

That the 2023 Christmas Carnival be held on a Thursday evening as previous years with the local Rotary Club as the event manager/organiser.

LOST

RESOLUTION 2022/290

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

1. That Council's Events Officer undertakes an evaluation of the 2022 Coonamble Street Carnival with a view to ensuring that feedback is obtained from all stakeholders, including businesses and stall operators.

2. That following the evaluation process a report be prepared for consideration at a future meeting of Council.

CARRIED

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**SECTION B - MATTERS FOR INFORMATION ONLY****9 COMMITTEE REPORTS**

Nil

10 REPORTS TO COUNCIL**10.1 CORRESPONDENCE****RESOLUTION 2022/291**

Moved: Cr Barbara Deans

Seconded: Cr Terence Lees

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

CARRIED

10.2 COUNCIL RESOLUTIONS UPDATE

RESOLUTION 2022/292

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

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

CARRIED

10.3 ADMINISTRATION OF COUNCIL ORDINARY ELECTIONS 2024

RESOLUTION 2022/293

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Barbara Deans

- 1. That Council note the information contained in this report.**
- 2. That Coonamble Shire Council resolves:**
 - I. pursuant to s. 296(2) and (3) of the *Local Government Act 1993 (NSW)*(Act) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.**
 - II. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.**
 - III. pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.**

CARRIED

10.4 ORGANISATIONAL RESTRUCTURE - DIRECTORATE TITLE NAME CHANGE

RESOLUTION 2022/294

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

That Council note the contents of this report.

CARRIED

10.5 COMMUNITY SERVICES REPORT**RESOLUTION 2022/295**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Ahmad Karanouh

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

CARRIED

10.6 RATES AND CHARGES COLLECTIONS - NOVEMBER 2022**RESOLUTION 2022/296**

Moved: Cr Barbara Deans

Seconded: Deputy Mayor Karen Churchill

That Council notes the information provided in the report.

CARRIED

10.7 STATUS OF INVESTMENTS - 30 NOVEMBER 2022**RESOLUTION 2022/297**

Moved: Cr Terence Lees

Seconded: Deputy Mayor Karen Churchill

That Council notes the list of investments as at 30 November 2022 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.

CARRIED

10.8 SALEYARDS REPORT- 30 NOVEMBER 2022**RESOLUTION 2022/298**

Moved: Cr Ahmad Karanouh

Seconded: Deputy Mayor Karen Churchill

That Council note the information provided in this report.

CARRIED

10.9 CODE OF CONDUCT COMPLAINTS - ANNUAL STATISTICS 2022**RESOLUTION 2022/299**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Barbara Deans

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

CARRIED

10.10 COONAMBLE RESOURCING STRATEGY - WORKFORCE MANAGEMENT STRATEGY 2022-2026**RESOLUTION 2022/300**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

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

CARRIED

10.11 PRESENTATION OF FINANCIAL STATEMENTS AND AUDIT REPORTS FOR THE YEAR ENDED 30 JUNE 2022**RESOLUTION 2022/301**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Brian Sommerville

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

CARRIED

10.12 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**RESOLUTION 2022/302**

Moved: Cr Barbara Deans

Seconded: Cr Brian Sommerville

Saleyards

1. That Council note the information in the report.
2. In relation to the Coonamble Regional Livestock Market the 'Saleyards', that Council:
 - (a) convert some pens at the Saleyards to hold healthy sheep in emergency situations.
 - (b) sell off batches of 10 pens at the no-longer-used sheepyards on Back Gular Road, through expression of interest, with unsold pens sold as scrap metal, with all revenue raised being allocated to the upkeep of the Coonamble Regional Livestock Market (the Saleyards).

Flood Damage – Insurance Agencies

3. That Council make representations to the Insurance Council of Australia, and any other relevant forum, to seek to have the risk modelling currently being utilised by insurance companies when determining insurance premiums reviewed.

CARRIED

10.13 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT**RESOLUTION 2022/303**

Moved: Cr Barbara Deans

Seconded: Deputy Mayor Karen Churchill

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

CARRIED

10.14 STREET TREE POLICY**RESOLUTION 2022/304**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Ahmad Karanouh

That Council formally adopts the Street Tree Policy as presented.

CARRIED

10.15 DRINKING WATER QUALITY POLICY**RESOLUTION 2022/305**

Moved: Cr Ahmad Karanouh

Seconded: Deputy Mayor Karen Churchill

That Council formally adopts the Drinking Water Quality Policy as presented.

CARRIED

10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**RESOLUTION 2022/306**

Moved: Cr Barbara Deans

Seconded: Deputy Mayor Karen Churchill

That Council note the information in this report.

CARRIED

10.17 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**RESOLUTION 2022/307**

Moved: Deputy Mayor Karen Churchill

Seconded: Cr Terence Lees

That the information be received and noted.

CARRIED

11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS

Nil

At 6.00pm Council adjourned for a short tea break.

Council resumes the meeting at 6.18pm

12 CONFIDENTIAL MATTERS**RESOLUTION 2022/307**

Moved: Cr Ahmad Karanouh

Seconded: Cr Terence Lees

At 6.20pm 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 SPT33223COO - Aggregate & Road Base Crushing Campaign

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.2 Master Inland Rail Development Agreement (MIRDA)

This matter is considered to be confidential under Section 10A(2) - e of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, prejudice the maintenance of law.

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

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

12.4 Audit, Risk and Improvement Committee - Appointment of Share Independent Chairperson

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED**RESOLUTION 2022/308**

Moved: Cr Ahmad Karanouh

Seconded: Deputy Mayor Karen Churchill

At 6.40pm Council moves out of Closed Council into Open Council.**CARRIED****12.1 SPT33223COO - AGGREGATE & ROAD BASE CRUSHING CAMPAIGN****This item was deferred pending the receipt of further information.**

12.2 MASTER INLAND RAIL DEVELOPMENT AGREEMENT (MIRDA)

This item was deferred until the February 2023 meeting waiting further information.

12.3 COONAMBLE WASTE MANAGEMENT SERVICES - SHORT TERM WASTE MANAGEMENT FACILITY CONTRACT**RESOLUTION 2022/308**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

- 1. That the information be received and,**
- 2. That Council note the appointment of Castlereagh Hire Pty Ltd to undertake the management of Coonamble and Gulargambone Waste Management Facilities until the end of the 2022/23 financial year.**

CARRIED

12.4 SUPPLEMENTARY BUSINESS - AUDIT, RISK AND IMPROVEMENT COMMITTEE - APPOINTMENT OF SHARE INDEPENDANT CHAIRPERSON**RESOLUTION 2022/309**

Moved: Cr Ahmad Karanouh

Seconded: Cr Barbara Deans

That Mr Graeme Fleming is appointed as the Joint Chair for the Coonamble and Gilgandra Shire Council's Audit, Risk and Improvement Committees, subject to the following conditions:

- (a) Complete criminal and financial status (bankruptcy) checks with no adverse findings**
- (b) Letter of Appointment signed, agreeing to the terms and conditions in line with the *Guidelines for Risk Management and Internal Audit for Local Councils in NSW*.**

CARRIED

12.5 MAYORAL MINUTE - SUPPLEMENTARY - GENERAL MANAGER RECURITMENT**RESOLUTION 2022/310**

Moved: Mayor Tim Horan

Seconded: Cr Ahmad Karanouh

RECOMMENDATION

1. Recommended that the preferred applicant as detailed in the Mayoral minute be offered the position of General Manager of Coonamble Shire Council for a period of five (5) years subject to the obtaining of satisfactory reports relating to all required checks.
2. That the terms and conditions be in accordance with the Standard Contract for General Managers in New South Wales Councils developed by the NSW Office of Local Government.
3. That the Total Remuneration Package be negotiated and finalised by the Mayor and Peter Evans of Local Government Management Solutions.
4. That the Contract of Employment for the General Manager of Coonamble Shire be executed under the seal of Council.
5. That the details of the appointment remain confidential until the contract provision are finalised and contract executed.
6. That once the contracts are finalised that the Mayor notify all staff of the appointment and issue a press release.

CARRIED

13 CONCLUSION OF THE MEETING

The Meeting closed at 6.48pm.

The minutes of this meeting were confirmed at the Council held on 8 February 2023.

.....
CHAIRPERSON



MINUTES

**Extraordinary Council Meeting
Thursday, 15 December 2022**

**MINUTES OF COONAMBLE SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON THURSDAY, 15 DECEMBER 2022 AT 5.30 PM**

PRESENT: Mayor Tim Horan, Deputy Mayor Karen Churchill, , Cr Ahmad Karanouh, Cr Terence Lees, Cr Brian Sommerville

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

1 OPENING MEETING

The Mayor opened the meeting at 5.30 pm, advising the attendees of the following:

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2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

Nil

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 2022/288**

Moved: Cr Ahmad Karanouh
Seconded: Cr Brian Sommerville

That the apology from Crs Cohen, Cullen, Deans and Fisher be noted and approved.

CARRIED

5 DEPUTATION/DELEGATIONS

Nil

6 DISCLOSURES OF CONFLICTS OF INTEREST

Nil

7 CONFIDENTIAL MATTERS**RESOLUTION 2022/289**

Moved: Cr Terence Lees
Seconded: Cr Brian Sommerville

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:

7.1 SPT33223COO - Aggregate and Road Base Crushing Campaign

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

7.1 SPT33223COO - AGGREGATE AND ROAD BASE CRUSHING CAMPAIGN

RESOLUTION 2022/290

Moved: Cr Ahmad Karanouh
Seconded: Deputy Mayor Karen Churchill

- 1. That Glendun Group Pty Ltd and Lynch Contractors Pty Ltd be awarded this contract as the Panel Source suppliers to Coonamble Shire Council for the period 1 January 2023 to 31 December 2023, and**
- 2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2024.**

RESOLUTION 2022/291

Moved: Deputy Mayor Karen Churchill
Seconded: Cr Terence Lees

That Council moves out of Closed Council into Open Council.

CARRIED

8 CONCLUSION OF THE MEETING

The Meeting closed at 5.40pm.

The minutes of this meeting were confirmed at the Council held on 8 February 2023.

.....
CHAIRPERSON

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

MAYORAL MINUTE

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

MAYORAL MINUTE

Councillors

I submit below my Mayoral Report for the month of December 2022 and January 2023:

1. Welcome to General Manager

It is a pleasure to welcome our new General Manager, Paul Gallagher, who officially commenced duty with Council on Monday 6 February 2023.

As we are aware, Paul is not a newcomer to our Shire, having served here previously in the capacity of Deputy Engineer.

Since leaving this Council in 2000, he has held many positions in various local government areas, and I am pleased to formally welcome Paul back to Coonamble Shire as General Manager.

On behalf of Council, I look forward to working with you Paul in a united front to bring stability to our area and regain the confidence of our residents as we work together to bring to fruition the many exciting projects planned.

2. Welcome Back Councillors

As this is our first meeting for 2023, I would like to welcome back my fellow Councillors. I hope you all had a relaxing and enjoyable break and recharged to resume your role for another year all fresh and ready to go!

There are some very significant issues on the table this year which will set the pace for the progression of our Shire into the future. Some of those projects include the main street; the quarry, Tooraweenah Road; housing; development of industrial land, as well as implementation of more opportunities for employment and training and continued work in the field of economic development and growth. Of course, works and improvements to Council's Road network is always a priority and high on the agenda.

When we were elected to represent our community, we pledged to achieve positive outcomes, I'm sure we would all be disappointed if this promise did not come to fruition and our term ended with a long list of unactioned resolutions!

The ensuing 12 months will certainly be a busy time and, as usual there will be challenges to overcome and work through, but I am confident that we are now in a good position to go forward. A new year and a new permanent General Manager!

3. Citizenship Ceremony

This year, in conjunction with the Australia Day Celebrations, it was great to have included a Citizenship Ceremony at which four of our residents received their Certificates of Australian Citizenship.

I would like to acknowledge and congratulate the following community members who are our newest Aussies!

- Mrs Aswini
- Mr Sathyan Kumaran
- Ms Purveben Patel
- Mr Abdullah Shabir

The four participants were presented with a small gift from Council to commemorate the occasion. I trust they enjoyed celebrating this year's celebration of Australia Day as fair dinkum Aussies!

4. Australia Day Celebrations

This year's Australia Day celebration was huge, and I thank and congratulate staff responsible for its organization.

Nominations in the various categories this year were high, and I congratulate all who were nominated for the Awards – all very worthy nominees!

A big thank you too to those who took the time to complete nomination forms for members of the community who often go under the radar. It is no doubt these people are the unsung heroes of our district.

Volunteers are the backbone of every community, and I must say Coonamble is blessed to have more than its fair share of such community-minded people and I want to record my personal acknowledgement and thanks for their efforts.

The winners this year of the various categories are as follows:

- Citizen of the Year (Jointly): Kylie Parry & Robyn Hull
- Young Citizen of the Year (Jointly): Josef Smith & Lane Lewis
- Sportsperson of the Year: Kane Wiggins
- Junior Sportsperson of the Year: Isobel Macrae
- Community Event of the Year: The Classic Wallabies Out West
- Community Group of the Year: Domestic Violence Collective

It is also fitting to congratulate the Gulargambone Australia Day Committee for its efforts in organizing celebrations at Gulargambone starting with breakfast in Lions Park and presentation of Awards followed by fun and games.

The following were winners of the various categories at Gulargambone – and I congratulate them for their outstanding efforts in serving the community:

- Citizen of the Year: Garry Ferguson
- Young Citizen of the Year: Cooper Peters
- Young Environmental Award: Gulargambone Central School – GROW Program
- Senior Environmental Award: Lions Club
- Event of the Year: Pave the Way to Gular
- Community Group of the Year: Gulargambone Jockey Club

RECOMMENDATION

That the Mayoral Minute be received and noted.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL

10.1 ELECTION OF A DEPUTY MAYOR

File Number: C-13

Author: Ross Earl-Acting General Manager

Authoriser: Ross Earl, Acting General Manager

Annexures:

1. **Nomination of Deputy Mayor Form**
2. **Local Government Act 1993 - Sect 290**
3. **Schedule 7 of the Local Government (General) Regulation 2021**
4. **Clause 345 of the Local Government (General) Regulation 2021**

PURPOSE

The purpose of this report is to detail for Council the procedure to be undertaken to elect a Deputy Mayor.

BACKGROUND

In the past, Council has conducted the election of the Deputy Mayor annually at an Extra-Ordinary Meeting in September, however, due the postponement of the quadrennial election from September 2020 to December 2021 the election of the Mayor and Deputy Mayor did not take place until 11 January 2022.

The election of Mayor in January was for the period up to September 2023 in accordance with section 290 of the *Local Government Act 1993* whilst the Deputy Mayor was elected for a twelve (12) month term in accordance with a resolution of Council under section 231(2) of the *Local Government Act 1993*.

Section 231(1) of the Local Government Act provides the provision for Council to elect a Deputy Mayor with the term of the Deputy Mayor able to be for the same as the mayoral term or a shorter term.

Coonamble Shire has in previous years determined to elect a Deputy Mayor for a twelve-month Period.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

Section 249(5) of the *Local Government Act 1993* states the following with regards to the payment of a fee for the Deputy Mayor:

A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the Deputy Mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee.

It has not been the practice for Council to pay the Deputy Mayor an additional fee, therefore, the holder of this position will only receive the

Councillor fee for each as determined by Council within the range approved by the Local Government Remuneration Tribunal on an annual basis.

Provision has been made in the 2022 / 23 Operational Plan (Budget) for this expenditure.

COMMENTARY

Section 231 of the *Local Government Act 1993*, among other things, stipulates the following:

- (1) *The councillors may elect a person from among their number to be the deputy mayor.*
- (2) *The person may be elected for the mayoral term or a shorter term.*
- (3) *The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) *The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

Given the fact that the election cycle is proposed to revert to the quadrennial cycle the Mayoral term following the Mayoral election in September 2023 will be for a twelve (12) month period finishing in September 2024 when the next quadrennial election is scheduled.

In accordance with section 231 a Deputy Mayor can be elected for the Mayoral term or a shorter term.

As the term of the current Deputy Mayor has expired Council should now determine if they wish to again elect a Deputy Mayor, the term of the Deputy Mayor and the method of voting.

The conditions for election of the Deputy Mayor are the same as the election of the Mayor under Clause 394 and Schedule 7 of the *Local Government (General) Regulation 2021*.

Procedures for the election of Mayor and Deputy Mayor

The election of Mayor of Coonamble Shire Council must be held in accordance with Schedule 7 of the Local Government (General) Regulation 2005. A copy of Schedule 7 forms part of this report for information as Attachment 1 Election of Mayor and Deputy Mayor.

Councillors' attention is drawn to the following from the Schedule:

1. Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2. Nomination

- (1) *A councillor may be nominated without notice for election as mayor or deputy mayor.*
- (2) *The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.*
- (3) *The nomination is to be delivered or sent to the returning officer.*
- (4) *The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.*

3. Election

- (1) *If only one councillor is nominated, that councillor is elected.*
- (2) *If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.*
- (3) *The election is to be held at the council meeting at which the council resolves on the method of voting.*
- (4) *In this clause —*
ballot *has its normal meaning of secret ballot.*
open voting *means voting by a show of hands or similar means.*

For information, "Preferential Ballot" means the placing of the numbers 1 and 2 and so on against the various names so as to indicate the order of preference for all of the candidates.

Office of Local Government has previously provided the following information for Councillors when determining the issue of "Method of Voting":

Open ballots (Show of hands) can be undertaken remotely where a council is conducting its meetings by audio visual link. Ordinary and preferential ballots are secret ballots and councillors will need to attend the meeting in person if the election is to be by way of an ordinary or preferential ballot.

In deciding which method to use for the mayoral election, councils should consider the personal circumstances of their councillors to ensure that all councillors can participate in the mayoral election.

A full copy of Schedule 7 is attached for Councillor's information.

(a) Governance/Policy Implications

Section 231 (3) of the *Local Government Act 1993* states the following:

The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.

(b) Legal Implications

It would be important for Council to adhere to the relevant provisions of the *Local Government Act 1993* and the *Local Government (General) Regulations 2005*, as discussed above, when electing a Deputy Mayor.

(c) Social Implications

Nil.

(d) Environmental Implications

Nil.

(e) Economic/Asset Management Implications

Nil.

(f) Risk Implications

Nil.

CONCLUSION

Nomination forms (a copy of which is attached to this report) have been forwarded with the Business Paper to all Councillors for their convenience.

Written nominations are invited for the Office of Deputy Mayor.

RECOMMENDATION

- 1. That Council elects a Deputy Mayor to serve until September 2023 term.**
- 2. That Council determine the method of voting.**
- 3. That following the declaration of the election of Deputy Mayor that the ballot papers be destroyed.**



ELECTION OF DEPUTY MAYOR

NOMINATION FOR THE OFFICE OF DEPUTY MAYOR

In accordance with the provisions of Schedule 7 of the Local Government (General) Regulation 2005 we hereby nominate _____ for the office of Deputy Mayor for the period 8 February 2023 to September 2023.

Signed: _____
(Signature)

Councillor: _____
(Print Name)

Signed: _____
(Signature)

Councillor: _____
(Print Name)

I, Councillor _____ hereby consent to the nomination as
(Print Name)
Deputy Mayor of Coonamble Shire Council.

Signature

Date

Please Note: The nomination must be made by at least two (2) Councillors (one who can be the nominee) and accepted by the nominated Councillor and dated. The completed nomination form should be delivered to the Returning Officer (General Manager) either prior to or at the Meeting of Council scheduled for 8 February 2023.



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LOCAL GOVERNMENT ACT 1993 - SECT 290

When is an election of a mayor by the councillors to be held?

290 When is an election of a mayor by the councillors to be held?

(1) The election of the mayor by the councillors is to be held--

- (a) if it is the first election after an ordinary election of councillors--within 3 weeks after the ordinary election, or
- (b) if it is not that first election or an election to fill a casual vacancy--during the month of September, or
- (c) if it is the first election after the constitution of an area--within 14 days after the appointment of a provisional council or the first election of the council if a provisional council is not appointed, or
- (d) if the relevant council is a non-functioning council, or a council of which all civic offices have been declared vacant, and the election is the first to be held after the appointment or election of the councillors--within 14 days after the appointment or election of the councillors.

(2) If the councillors fail to elect a mayor as required by this section, the Governor may appoint one of the councillors as the mayor.

(3) For the purposes of this section, an election of councillors does not conclude until the declaration of election of all the councillors of the council concerned.

Note : The filling of a casual vacancy in the office of a mayor elected by the councillors is dealt with in [section 295](#).

Note : Elections are not held while a council is suspended under Part 7 or 8 of Chapter 13.

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Local Government (General) Regulation 2021

Current version for 16 December 2022 to date (accessed 3 January 2023 at 16:53)

Schedule 7

Schedule 7 Election of mayor by councillors

(Section 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee).
The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section—
ballot has its normal meaning of secret ballot.
open voting means voting by a show of hands or similar means.

<https://legislation.nsw.gov.au/view/html/inforce/current/si-2021-0460#sch.7>

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count—3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.

<https://legislation.nsw.gov.au/view/html/inforce/current/si-2021-0480#sch.7>

- (2) The formality of a ballot-paper under this Part is to be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.
- (4) In this section, *absolute majority*, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is—

- (a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- (b) to be delivered or sent to the Secretary and the Chief Executive Officer of Local Government NSW.



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LOCAL GOVERNMENT (GENERAL) REGULATION 2021 - REG 345

Informal ballot-papers

345 Informal ballot-papers

- (1) A ballot-paper of an elector at an election is informal if--
- (a) the elector has failed to record a vote on it in the manner directed on it, or
 - (b) it has not been initialled on the front by an election official, or
 - (c) it contains a mark or writing that, in the returning officer's opinion, would enable the elector to be identified.
- (2) However, a ballot-paper is not informal in the following circumstances--
- (a) in relation to an election in which only 1 or 2 candidates are to be elected, by reason only of the elector having placed a tick or cross in one square and left the other square or squares blank, but the tick or cross is to be treated as a first preference,
 - (b) in relation to a ballot-paper on which the elector has recorded a vote by placing in one square the number "1"--
 - (i) by reason only that the elector has recorded the same preference (other than the elector's first preference) on the ballot-paper for more than 1 candidate, but the ballot-paper is to be treated as if those preferences and any subsequent preferences had not been recorded on the ballot-paper, or
 - (ii) by reason only of there being a break in the order of preferences recorded on the ballot-paper, but the ballot-paper is to be treated as if any subsequent preference had not been recorded on the ballot-paper,
 - (c) by reason only that it is not initialled on the front by an election official if it bears the mark referred to in section 305(2),
 - (d) by reason only of having any unnecessary mark or writing on the ballot-paper if, in the opinion of the returning officer, the elector's intention is clearly indicated on the ballot-paper,
 - (e) by reason only that the elector has recorded a vote by placing the number "1" or a tick in a square and placing a cross in (or a line through) all or some of the other squares on the ballot-paper, but the ballot-paper is to be treated as if the marks in those other squares did not appear on the ballot-paper and any tick were the number "1",
 - (f) by reason only that the elector has placed one or more numbers, a tick or one or more crosses adjacent to but outside a square or squares if, in the opinion of the

classic.austlii.edu.au/au/legis/nsw/consol_reg/igr2021328/s345.html

returning officer, the elector's intention is clearly indicated on the ballot-paper, but each number, tick or cross is taken to have been placed within the relevant square,

(g) in relation to any ballot-paper written by hand--by reason of the inclusion only of a candidate's surname (if no other candidate with the same surname is on the ballot-paper) or by reason of any mistake in spelling, if the elector has made clear the elector's intention.

(3) Nothing in subsection (2) authorises any person to encourage an elector to place a tick or cross in a square on a ballot-paper.

Note : Section 308C of the Act makes provision concerning the formality of ballot-papers where the voter marks, crosses or ticks a group voting square, or where the ballot papers contain the name of a candidate whom a court has declared to be incapable of being elected.

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10.2 CORRESPONDENCE**File Number: C20****Author: Marina Colwell-Executive Support Officer****Authoriser: Ross Earl, General Manager****Annexures: Nil****CORRESPONDENCE**

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

Date	Information Sent	Author	In	Out	Sent
15/12/2022	ALGA (Australian Local Government Assoc) – 2023 National General Assembly Call for Motions	Linda Scott, ALGA President	✓		✓
19/12/2022	Coulton's Catch Up – 19 December 2022	Mark Coulton, MP	✓		✓
04/01/2023	Thank you - Letter – D Perrottet, Premier	Cr Horan		✓	✓
	Thank You – Letter – S Farraway, Minister	Cr Horan		✓	✓
05/01/2023	Circular 22-37 Draft Model Media Policy	OLG	✓		✓
	Circular 22-38 Consultation on the outcomes of the review of the councillor misconduct framework.	OLG	✓		✓
	Circular 22-39 Cyber Security	OLG	✓		✓
	Cyber Security Guidelines	OLG	✓		✓
09/01/2023	Coulton's Catch Up – 9 January 2022	Mark Coulton, MP	✓		✓
13/01/2023	Invitation to attend Gulargambone Australia Day Ceremony	James Best	✓		✓
16/01/2023	Coulton's Catch Up – 16 January 2023	Mark Coulton, MP	✓		✓
23/01/2023	Coulton's Catch Up – 23 January 2023	Mark Coulton, MP	✓		✓
	Invitation to attend the Australia Day Dinner	David Levick		✓	✓
25/01/2023	Invitation to attend the Seniors Week Luncheon	Raquel Pickering		✓	✓
30/01/2023	NSW Local Government Excellence Awards	LG Professionals	✓		✓
	Coulton's Catch Up – 30 January 2023	Mark Coulton, MP	✓		✓

RECOMMENDATION

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

10.3 COUNCIL RESOLUTIONS UPDATE

File Number: C17; C20

Author: Marina Colwell-Executive Support Officer

Authoriser: Ross Earl, General Manager

Annexures: 1. Resolutions Update Table - February 2023

PURPOSE

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

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

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

Date	Resolution No.	Action Required	Responsible Officer	Status/Update

RECOMMENDATION

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

Council Resolutions Update - Annexure 1

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
11.1.22	2022/11	Priority Items to be Pursued	Review & Adoption of Approvals & Order Policies – within 12 months	Manex (Executive Management Team)	Progressing
11.1.22	2022/11	Priority Items to be Pursued	Review of Delegations – within 12 months	GM	Ongoing.
9.2.22	2022/21	Youth Services in LGA	Determine current services, coordination and possible duplication and gaps analysis	ELESPC	Ongoing.
9.2.22	2022/29	LEP Amendments	Availability of suitable residential land – including small rural blocks, larger rural subdivisions, restrictions on acreage size in RU1 zoning	ELESPC	LEP Amendment for housekeeping amendments tabled at 13 May 2022 meeting
9.2.22	2022/30	CDEP-like community employment and training program	Discussions with Federal MP and other stakeholders	Mayor/GM	Redi.e are administrating similar funding and they have indicated that they are interested in applying for this funding for Coonamble – with a letter of support from Council
9.2.22 14.8.22	2022/44 2022/225	Compulsory Acquisition of land – Bore Baths	Legal processes to be followed	Casual MED&G (David)	Acquisition is in progress
9.3.22	2022/53	Report be prepared for Council’s consideration - available Council owned or controlled land as well as information on the Native Title status of the land adjoining the Coonamble Jockey Club.	Report be prepared for Council’s consideration, including the community feedback gathered, so that it can be used to inform the future direction and progress of the project	MEDG (David)	Ongoing

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
15.6.22	2022/116	Plan of Management – Sports Oval	Inclusion of ‘one off camping facility’ at the sports oval - plan	Bruce	Progressing – the inclusion of the ability for the Sportsground to act as a ‘one off camping facility’ has been included in the draft plan
15.6.22	2022/121	Review of Social Media Policy	Review the policy, place on public exhibition for required time inviting submissions from the community before adoption	AMED (David)	Awaiting a suitable time for workshop with Councillors - Ongoing
15.6.22	2022/129	Draft Masterplan for the Coonamble Pool & McDonald Park Precinct	That Council places the Masterplan on public exhibition for required time inviting submissions from the community before adoption	MUS	Report to be prepared - Pending results back from structural engineer. Awaiting response.
15.6.22	2022/136	Notice of Motion (Cr Churchill): 1. Collection of information regarding ‘slow down signs’ at Gulargambone	Collection of required data	MR (Dirk)	Report to March Ordinary Meeting.
		2. Fence – Tully Park & Preschool	Meet with representatives to discuss the possibility of a new fence, prepare a report to be bought back to Council with estimated costs	Bruce	On Hold – meeting to be arranged between Council and Committee
		3. Coonamble Men’s Shed	Prepare a report to be bought back to Council with the estimated costs & likelihood of facilitating the following: *Improved security *Installation of Solar Panels	Bruce	Program is awaiting the identification of a suitable funding source

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
13.7.22	2022/153	Industrial Land Review	Council to research the possibility of acquiring land for industrial use	AMED (David)	Ongoing.
10.8.22	2022/204	Substitute Area for local sporting clubs	Investigate alternative and appropriate area for substitute sports grounds	Manager Urban Services (MUS)	Meetings being held with User Groups with preliminary findings indicating the issue is a scheduling challenge rather than a capacity issue. Unable to schedule meeting with Junior Rugby League as no committee. New committee has formed so a new meeting and time to be set.
09.11.22	2022/264	Cemeteries Maintenance	Staff to develop a Plan of Management for the Cemeteries within the Shire	Dirk / MUS	Plan of Management in development.
	2022/265	Traffic Stoppers - CBD	Community Consultation to be undertaken on either removal or retention.	Dirk/David	Progressing
	2022/267	Housing Strategy	Council to seek expressions of interest from persons with available land and or houses	GM/Bruce	ongoing
	2022/268	Coonamble Livestock Marketing Complex	<ul style="list-style-type: none"> • Establish an Advisory Committee • Establish a charter for the Advisory Committee • Develop a Plan of Management 	GM/Bruce	The Charter is being presented to Council at the February meeting.
	2022/269	Warrena Weir Plan of Management (POM)	POM to be put on exhibition inviting community feedback	Bruce/David	ongoing
	2022/288	Sale of Lot 1 Buckley Drive	Call for Expressions of interest from the community to purchase the vacant block	David	Survey went out to Community with no offers made.
	2022/291	Coonamble CBD	Investigations to be carried out on the development of the CBD	Bruce	On hold awaiting the confirmation of the availability and price of the Sons of the Soil Hotel site.

Date	Resolution No.	Matter Description	Action Required	Responsible Officer	Status/Update
14.12.22	2022/289	Review of Signage (mining)	Review the signage at the entrances to the town	Dirk/David	Clarification on Signs meeting framework of LEP & DCP
		Entry System to the Pool	Staff make enquires into a swipe system for entry to pools	MUS	Progressing
		Contact Lifeguard Service Australia for suggested free entry to pool	Staff to contact LSA in regard to possible period of free entry to the pool	MUS	This is included in the Infrastructure Report.
	2022/290	Evaluation of 2022 Coonamble Street Carnival	Staff to gather feedback from the recent event for evaluation before the 2023 event takes place	David	Progressing
	2022/300	Resourcing Strategy	Workforce Management Strategy to be placed on public exhibition inviting submissions from the community	Amanda	Progressing

10.4 DELEGATIONS OF AUTHORITY TO THE GENERAL MANAGER

File Number: D4
Author: Ross Earl-General Manager
Authoriser: Tim Horan, Mayor
Annexures: 1. General Manager Delegation

PURPOSE

Council is required under Section 380 of the *Local Government Act 1993* to review its delegations within twelve (12) months if each term of office. In particular it should ensure that the delegations to the General manager and then staff remain current.

BACKGROUND

Council has previously reviewed and determined the delegations to the Mayor and Deputy Mayor at the Extra-Ordinary Meeting held on 11 January 2022. This report deals specifically with the delegations to the General Manager who is the only employee to whom Council can delegate.

The General Manager in turn delegates functions to the appropriate staff within Council with such delegations recorded on a delegations register.

Given the myriad pieces of legislation that impacts on Council on a daily basis and the fact that legislation is constantly changing Council at the meeting held on 14 September 2022, adopted a broad delegation to the General Manager which are detailed within the body of this report.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

(b) Financial Considerations

Nil

COMMENTARY

The *Local Government Act 1993* under section 377 enables Council to delegate its functions to enable the smooth operation of Council, as follows:

377 General power of the council to delegate

- (1) *A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following —*
- (a) *the appointment of a general manager,*
 - (b) *the making of a rate,*
 - (c) *a determination under section 549 as to the levying of a rate,*
 - (d) *the making of a charge,*

- (e) the fixing of a fee,*
 - (f) the borrowing of money,*
 - (g) the voting of money for expenditure on its works, services or operations,*
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,*
 - (j) the adoption of an operational plan under section 405,*
 - (k) the adoption of a financial statement included in an annual financial report,*
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,*
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,*
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#),*
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,*
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,*
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,*
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,*
 - (t) this power of delegation,*
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.*
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—*
- (a) the financial assistance is part of a specified program, and*
 - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
 - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.*

- (2) *A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.*
- (3) *A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.*

(a) Governance/Policy Implications

Under Section 335 of the Local Government Act 1993, the General Manager shall be responsible for the efficient and effective operation of the organisation.

(b) Legal Implications

The employee of the Council in whom the Council has vested the functions of General Manager to exercise the powers, functions, duties and authorities contained in the *Local Government Act 1993* and other legislation (including Acts, Regulations, Planning Instruments, Orders and Ministerial Directives).

(c) Social Implications

There are no social implications attached to this report.

(d) Environmental Implications

There are no environmental implications attached to this report.

(e) Economic/Asset Management Implications

There are no Economic or Asset Management implications arising from this report.

(f) Risk Implications

There are no risk implications attached to this report.

CONCLUSION

The Delegation of Authority to the General Manager is currently as follows:

DELEGATIONS TO GENERAL MANAGER

In order to provide for the expedient exercise of its powers and duties and the efficient management of its business and responsibilities, Coonamble Shire Council hereby delegates, in accordance with the provisions of Section 377 of the Local Government Act 1993, to the employee of the Council in whom the Council has vested the function of General Manager, the authority to exercise the powers, functions, duties and responsibilities arising from legislation specified in schedule 1 below, subject to the limitations in schedule 2 below:

Schedule 1

1. ***The powers, functions, duties and authorities of the Council as specified in***
 - i. ***the Local Government Act 1993 and Regulations, and***
 - ii. ***all other Legislation and including Acts, Regulations, Planning Instruments, Orders and Ministerial Directions under which Council has powers, authorities, duties and functions.***

Schedule 2

1. ***Limitations arising from the provisions of the Local Government Act 1993 and all other legislation relevant to this delegation of Authority.***
2. ***All resolutions from time to time of Council directing the General Manager from time to time in the exercise of any powers, authorities, duties and functions.***

With his appointment as General Manager to Coonamble Shire these delegations should be delegated to Paul Gallagher for the period 9 February 2023 until 9 February 2028 unless revoked or amended earlier.

RECOMMENDATION

1. **That Council notes the contents of this report.**
2. **Instrumental of delegation for the General Manager of Coonamble Shire be again noted.**
3. **That the attached instrument of Delegation be provided to Paul Gallagher effective from 9 February 2023 to 9 February 2028 until revoked or amended.**



GENERAL MANAGERS DELEGATION

1. LEGISLATIVE REQUIREMENTS

In accordance with Section 335 of the *Local Government Act, 1993*, (Act) as amended, the General Manager shall have the following particular functions:

- a) To conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- b) To implement, without undue delay, lawful decisions of the council,
- c) To advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- d) To advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- e) To prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- f) To ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions,
- g) To exercise any of the functions of the council that are delegated by the council to the general manager,
- h) To appoint staff in accordance with the organisation structure determined under his Chapter and the resources approved by the council,
- i) To direct and dismiss staff,
- j) To implement the council's workforce management strategy,
- k) Any further functions that are conferred or imposed on the general manager by or under this or any other Act.

General Manager Delegation
9 February 2023
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2. DELEGATIONS

In order to provide for the expedient exercise of its powers and duties and the efficient management of its business and responsibilities, Coonamble Shire Council hereby delegates, in accordance with the provisions of Section 377 of the *Local Government Act 1993*, to **Paul Gallagher**, the employee of the Council in whom the Council has vested the function of General Manager, the authority to exercise the powers, functions, duties and responsibilities arising from legislation specified in schedule 1 below, subject to the limitations in schedule 2 below:

Schedule 1

1. The powers, functions, duties and authorities of the Council as specified in
 - i. the Local Government Act 1993 and Regulations, and
 - ii. all other Legislation and including Acts, Regulations, Planning Instruments, Orders and Ministerial Directions under which Council has powers, authorities, duties and functions.

Schedule 2

1. Limitations arising from the provisions of the *Local Government Act 1993* and all other legislation relevant to this delegation of Authority.
2. All resolutions from time to time of Council directing the General Manager from time to time in the exercise of any powers, authorities, duties and functions.

3. PERIOD OF DELEGATION

These delegations will be effective from 9 February 2023 to 9 February 2028 unless revoked or amended.

4. REVIEW

The delegations will be reviewed as required and in the event of legislative changes impacting on the delegations. All amendments will be subject to a resolution of Council.

General Manager Delegation
9 February 2023
Page 3 of 4

Title: GENERAL MANAGERS DELEGATIONS		
Department: GENERAL MANAGER		
Version	Date	Author
V1	14/09/2022	Ross Earl
Amendment		
Tim Horan MAYOR		

General Manager Delegation
 9 February 2023
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10.5 JOINT ORGANISATION - MEMBERSHIP

File Number: O 5
Author: Tim Horan-Mayor
Authoriser: Tim Horan, Mayor
Annexures: Nil

COMMENTARY

With the introduction of the concept of Joint Organisations (JO's) in early 2018 Coonamble Shire Council were invited to join the Orana Joint Organisation (OJO) with the Minister of Local Government at the time strongly encouraging Council to join a JO that had been established in its planning region.

Council declined the invitation to join and along with Dubbo Regional and Brewarrina Councils were the only three (3) Councils in the Orana Region not to join a JO. Bourke, Walgett and Cobar joined the Far North West Joint Organisation (FNWJO) whilst the remaining six (6) Councils being Warren, Bogan, Narromine, Gilgandra, Warrumbungle and Mid-Western formed the Orana Regional Organisation of Councils.

The Orana JO is in recess and has not been operational for the past two (2) years. Whilst initially declining to join a JO Coonamble Shire after further considering the issue made representation to join the Far North West Joint Organisation consisting of Bourke, Walgett and Cobar. Council was of opinion that its future lies with the Alliance of Western Councils as there was an affinity with that group and would be better aligned to the north west geographic area and functional economic similarities of the member Councils of the FNWJO.

The application by Coonamble Shire to join the FNWJO was rejected by the Minister of Local Government.

The success of Joint Organisations across the state has been mixed with some having great success and others effectively non-operational.

The FNWJO continues to operate with State Government funding to operate three (3) air services being a key to their success to date. The FNWJO has also undertaken the facilitation and co-ordination of a range of other services whilst operating with a part-time executive officer as its only employee.

I would like Coonamble Shire to again consider making an application to join the Far North West Joint Organisation with an aim to try and stimulate economic activity within the footprint and to build regional collaboration.

With the "mothballing" of the Orana Joint Organisation the former members of the Orana Regional Organisation of Councils (OROC) decided to form the Alliance of Western Councils with Narromine Shire taking the lead. All Councils in the old OROC joined including Mid-Western and Dubbo Regional Councils to form a strong and effective advocacy group.

Walgett, Bourke and Cobar are also members of the Alliance of Western Councils whilst retaining membership of the FNWJO.

Despite the membership of the Alliance of Western Councils, I feel that Coonamble Shire would benefit from being part of the Far North West Joint Organisation. As a first step it may be advantageous to seek the willingness of the current member of the FNWJO to expand its membership.

Subject to an anticipated positive response, Council could then make application to the Minister of Local Government to join the FNWJO. Membership and operation of Joint Organisations is subject to legislation and the necessary legislation would need to be passed to allow for the change of membership.

Membership to the FNWJO has a base fee plus an amount calculated on the total population of the LGA, this figure would come to approximately \$12,000.00.

RECOMMENDATION

- 1. That Coonamble Shire Council approach the Board of the Far North West Joint Organisation seeking their support for an application by Coonamble Shire to become a member of the Far North West Joint Organisation.**
- 2. That subject to a positive response from the Board of the Far North West Joint Organisation that Coonamble write to the Minister for Local Government seeking their endorsement of the application and the enactment of the necessary legislative changes.**

10.6 CHANGE OF VENUE FOR JULY 2023 COUNCIL MEETING**File Number: C13****Author: Marina Colwell-Executive Support Officer****Authoriser: Ross Earl, Acting General Manager****Annexures: Nil****PURPOSE**

The purpose of this report is for Council consider the change in venue and time for July 2023 Ordinary Council Meeting.

BACKGROUND

Currently the venue and time for the July Ordinary Council Meeting is Council Chambers in the Administration Building, Castlereagh Street, Coonamble at 4.30 pm. In keeping with many years practice, one meeting a year is held at the Community Hall in Quambone.

With the erection of the new public toilet block at Quambone, it will be an opportunity to visit the site and see the new structure.

Council was unable to visit Quambone in October last year due to the flooding so Council may want to make a change to its meeting schedule to connect with the Quambone residents.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

There are no financial considerations associated with this report.

COMMENTARY

It is suggested to hold the July Council Meeting at Quambone Community Hall at 10.00 am on Wednesday 12 July 2023. This will allow time for advertising the change of date and will provide the residents of Quambone the opportunity to attend the meeting as observers.

This will also allow Councillors to journey around the village and take in the happenings and inspect the new Public Toilet Block.

Below is the current schedule for Council Meetings:

Date	Location	Time
8 February 2023	Council Chamber – Council Admin Building	4.30 p.m.
8 March 2023	Gulargambone – Memorial Hall	4.30 p.m.
12 April 2023	Council Chamber – Council Admin Building	4.30 p.m.
10 May 2023	Council Chamber – Council Admin Building	4.30 p.m.
14 June 2023	Council Chamber – Council Admin Building	4.30 p.m.
12 July 2023	Council Chamber – Council Admin Building	4.30 p.m.
9 August 2023	Council Chamber – Council Admin Building	4.30 p.m.
13 September 2023	Council Chamber – Council Admin Building	4.30 p.m.

(c) Governance/Policy Implications

Council Meetings are important, as they represent the mechanism through which Council “speaks”. Especially now that meetings are being recorded, it provides for a strong connection with and to the community. Council has always held an Extraordinary Council Meeting in September to conduct Mayoral (if applicable) and Deputy Mayor elections and it is suggested that this arrangement continue especially for this purpose.

(d) Legal Implications

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

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

Section 9 of the Act states the following:

Public notice of meetings:

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

(2) A council and each such committee must have available for the public at its offices and at each meeting copies (for inspection or taking away by any person) of the agenda and the associated business papers (such as correspondence and reports) for the meeting.

(2A) In the case of a meeting whose agenda includes the receipt of information or discussion of other matters that, in the opinion of the

general manager, is likely to take place when the meeting is closed to the public:

(a) the agenda for the meeting must indicate that the relevant item of business is of such a nature (but must not give details of that item), and

(b) the requirements of subsection (2) with respect to the availability of business papers do not apply to the business papers for that item of business.

(3) The copies are to be available to the public as nearly as possible to the time they are available to councillors.

(4) The copies are to be available free of charge.

(5) A notice given under this section or a copy of an agenda or of a business paper made available under this section may in addition be given or made available in electronic form.

(e) Social Implications

Holding Council Meetings at Gulargambone and Quambone provides residents with the opportunity to attend the meeting as observers or to be involved in the Community Consultation Session – if an item in the order of business is of relevance for community members – without the need to travel to Coonamble. Also, it provides for an opportunity for Councillors and senior staff to connect on an informal basis with community members.

(f) Environmental Implications

Nil.

(g) Economic/Asset Management Implications

Nil.

(h) Risk Implications

Nil.

CONCLUSION

It is suggested for Council to change the venue to Quambone Community Hall as recommended for its July 2023 Ordinary Council Meeting.

RECOMMENDATION

- 1. That Council changes the venue and time for the July 2023 Ordinary Council Meeting as follows:**

Date	Location	Time
12 July 2023	Council Chamber – Quambone Community Hall	10.00 AM

2. That the General Manager communicates the time and venue of the July 2023 Council Meeting to staff and arranges for the above information to be advertised on Council's website and in Council's column in the Coonamble Times.

10.7 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**File Number: D5****Author: David Levick-Acting Manager Economic Development and Growth****Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability****Annexures: Nil****PURPOSE**

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

BACKGROUND

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

(a) Relevance to Integrated Planning and Reporting Framework

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

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

(b) Financial Considerations

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

COMMENTARY**Coonamble Regional Livestock Market**

Please see the separate report from the General Manager regarding the formalisation of the Saleyards Advisory Committee.

A public notice has been published advising that any Right to Graze at the old sheepyards will be extinguished from Friday, 17 February 2023, to allow sale of the steel yards in various lots, by Expression of Interest. Proceeds from the sale of the steel will be directed towards the upkeep and improvement of the Coonamble Regional Livestock Market (the cattle saleyards in Railway Street, Coonamble).

Contractors are being engaged to work through the issues prioritised on the Saleyards Maintenance Register.

PBR coming to Coonamble in March 2023

Professional Bull Riders Australia will host its Bulls, Bands and Bikes After Dark weekend on 3 and 4 March, 2023, with their events starting about 3pm each day. Local accommodation providers should receive a significant number of bookings as a result of this event.

Council will be organising a street market for the Saturday morning to boost social and economic activity within Coonamble during the event.

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

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

Coonamble-Gilgandra (CRN) Rail Line Upgrade

Consultants, Ernst & Young, submitted the Gate 4 proposal for the upgrade of the Coonamble-Gilgandra Rail Line on behalf of Coonamble and Gilgandra Shire Councils in December.

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

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

The purpose of the upgrade is to increase the load-bearing capacity of the line to take trains of heavier weights that match the standard of the proposed Inland Rail, so that freight carriages can move from one line to the other without having to be unloaded to make them lighter for the Coonamble-Gilgandra Line. There has been no indication of a timeline for consideration of this Gate 4 Submission.

Coonamble Artesian Bathing Experience Land Acquisition Update

The Department of Planning and Environment has responded to Council’s proposed compulsory acquisition of the relevant land package and easement, indicating it has no objection to receiving a Proposed Acquisition Notice from Council.

Accordingly, Lands Advisory Services Pty Ltd – the contracted consultant managing this aspect of the project – has now lodged the application with the Office of Local Government, seeking the Minister’s and Governor’s approval under the relevant Acts.

Six steps of a 10-step process have now been completed, with the submission of the application to the Office of Local Government in January 2023.

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

Assuming the application for acquisition goes to the Office of Local Government in February 2023, and the notice period of three months takes place between March

and perhaps as late as July 2023, the final steps might take a further three months, to about October 2023 before the Title is issued to Coonamble Shire Council.

Grants

Overview:

Status	This Month	Last Month	Year to Date
Grant-funded projects completed	3	0	23
Grants to be acquitted	6	3	
Grants in progress	17	19	
Grant submissions awaiting decision	4	7	
Successful grant applications	2	2	23

Detailed Status:

Grants completed & awaiting acquittal	Responsibility	Comment
Coonamble Community Recycling Centre	CPD	
Tooloon Street Pedestrian Crossing	INF	
Town Entrance Public Art (DSP)	CPD	
LRC11 – Quambone Park Toilet	INF	
Australia Day 2023	CPD	
January School Holiday Fun Program	CPD	

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

Recent successful grants:

1. NSW Seniors Festival 2023, for \$1,000 for the Seniors Festival in February.
2. Youth Week 2023, for \$3,644, to fund Youth Week activities in April.

Future Grant Opportunities

Grant opportunities for either Council or local businesses/organisations include:

- Growing Regional Economies Fund: Expressions of Interest close 23-MAY-23.
- Regional Job Creation Fund (businesses and organisations only): Expressions of Interest close 06-MAR-23.
- Regional Skills Relocation Grant: (no closing date).
- Regional Media Fund: closing 11-APR-23.
- Local NAIDOC Grants: closing 17-FEB-23.

Council officers will prepare a submission or submissions to recommend to Council for the Growing Regional Economic Fund at its March meeting.

Communications

The most frequently visited web pages of the past month have been Employment (566 visits), Contact Council (346 visits), Visit Coonamble (215 visits), and Where to Stay (215 visits).

Council continues to maintain its communication with the community through:

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

The Facebook posts that achieved the greatest reach during January related to the January School Holiday Fun Program excursion to the Dubbo Aquatic Centre (with a reach to 4,500 people), with another 12 posts reaching 1000+ people. These related mostly to support for nominations for the Australia Day 2023 Awards. Although an informal medium of communication from Council to the Community, the significance of Facebook as a means by which to share information quickly and widely with the community cannot be overestimated.

Social Media (Facebook) Summary

Measure	This Month	Last Month	Year to Date
Number of posts	34	17	514
Increase in number of followers	+28	+198	+980

Total number of followers	2755	2,727	
Reach	9,525	17,535	

Tourism Promotion

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

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

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

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

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

Three Regions – Real Country Campaign

Real Country campaign statistics were compiled for the month of promotion from 14 August to 15 September 2022 with Instagram and Facebook video posts targeted to Tamworth, Mudgee, Newcastle, Orange, Scone and Maitland, NSW. These target audiences and the cost to reach them were shared between Coonamble, Gilgandra and Warrumbungle Shire Councils.

In total, 102,500 people were reached, with 432 people sharing the post. Some 2,250 people ‘liked’ the video post and 167 people commented. The ‘call to action’ was to click on a link to take the viewer to the Real Country website, resulting in 1,466 unique visits.

Further planning is underway to reinforce and embed ‘Real Country’ as a holiday destination in the minds of the audiences.

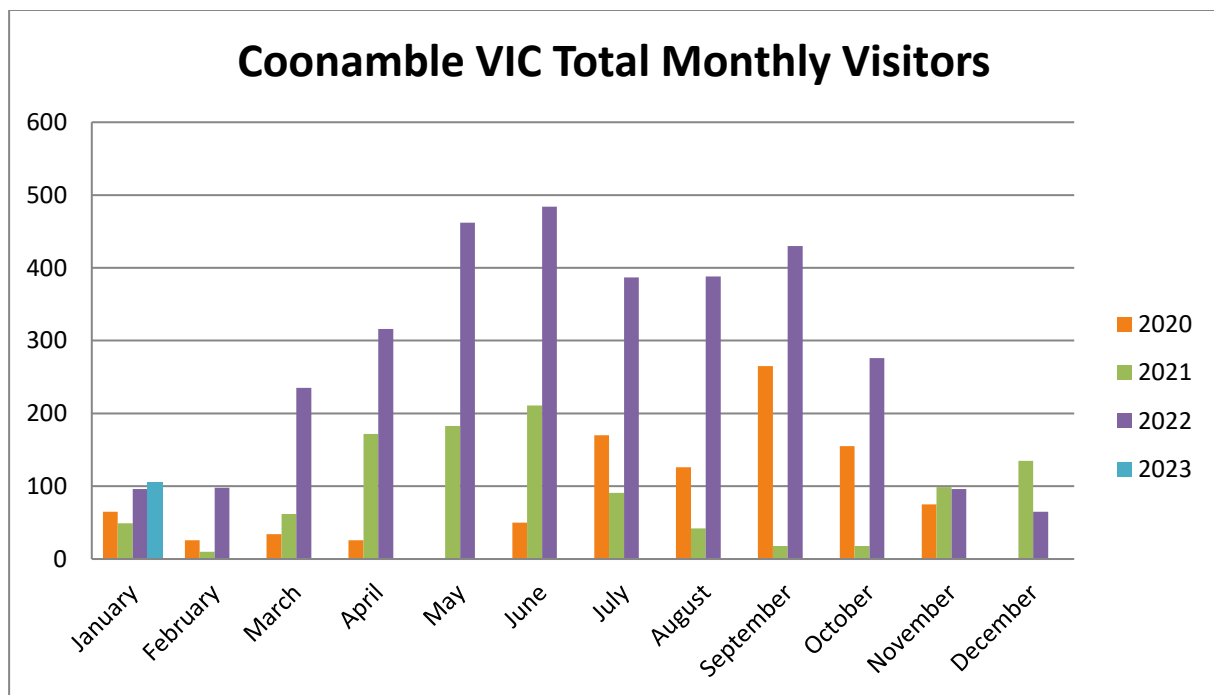
Regional Lifestyle Magazine has offered Council the opportunity to showcase Coonamble over 30 pages in the prestige, coffee-table magazine. This was taken up with Warrumbungle and Gilgandra Shire Councils who have also agreed to be part of the same issue of the magazine, as another medium through which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

Tourism Statistics

During December 2022, visitor numbers to the Information and Exhibition Centre were significantly fewer due to the rain and flooding within the region and the Christmas period, with 65 people visiting the centre. This turned around in January 2023, with 106 people visiting – the highest number for the past five years.

The District Store continues to sell products by local artists, with visitors being directed to the individual suppliers for a wider range of goods to purchase as souvenirs.

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



Events

- CHRISTMAS STREET PARTY
 - The Coonamble Christmas Street Party was held on Saturday 10 December. Results of the feedback survey will be presented next month.
- AUSTRALIA DAY
 - Australia Day gatherings were held in both Coonamble and Gulargambone with strong attendance in both centres.
- PBR
 - PBR’s Bulls, Bands and Bikes rodeo and concert is the next major event in the Local Government Area in early March.

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no legal implications directly associated to this report.

(c) Social Implications

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

(d) Environmental Implications

There are no environmental implications directly associated to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATIONS

- 1. That Council note the information in the report.**

10.8 COMMUNITY SERVICES REPORT

File Number: C8

Author: Raquel Pickering-Librarian

Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability

Annexures: Nil

PURPOSE

The purpose of this report is to provide information on the activities within Council's Community Services section for the months of December 2022 and January 2023.

BACKGROUND

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

- **Community Services**

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

- **Library Services**

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

- **Children and Youth Services**

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

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

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



(a) Relevance to Integrated Planning and Reporting Framework

The information contained in this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outline in Council's recently adopted Community Strategic Plan 2032, Delivery Plan 2022-2026, and Operational Plan 2022 / 23.

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

In line with Council's 2022 / 23 Operational Plan, this report presents a summary of community service progress and activities for the period from December 2022 to January 2023.

COMMUNITY SERVICES

NIL

LIBRARY SERVICES

- **Youth Services**

The Librarian and Acting Manager Economic Development and Growth, worked with other services around Coonamble such as McKillop and Interrelate, to deliver a full programme to the community during school holidays. The Gulargambone Youth Centre continues during the holidays with invaluable help from REDI.E. Seventy-three (73) children and youth from Coonamble and 27 children and youth from Gulargambone registered for the 20 activities organised through January and early February. The most popular activity was the excursion to the Dubbo Aquatic Leisure Centre. The number of activities for this program can be attributed to the cooperative relationship among the service providers in the Coonamble LGA, the support of Wailwan-Gamilaraay men, Josh Toole of Blackfit Fitness and Hayden Wood of Bokhara Dreaming, and the financial support received from the Regional Youth Summer Holiday Break Fund (\$15,000).

- **International Women's Day**

The Librarian worked with several other Council employees to form a working party to celebrate International Women's Day with an event. Due to staff limitations, workloads and unavailability of preferred speakers, the event has been rescheduled for later in 2023.

- **Christmas**

The Librarian worked with preschools and childcare to create and deliver Christmas Letters to the children before the end of the school year.

The library also participated in the Council decorating competition – sadly not even getting a look in! Congratulations to the HR Department.

Christmas Storytime was held at the preschools who wished to participate.

The library participated in the Services Christmas Scavenger Hunt. Several the services around town came together to present a Scavenger Hunt for children. The start was at the library where they were given a clue sheet and a lolly bag with craft, lollies and, for a few lucky kids, gift vouchers for the Book Connection in Dubbo.

- **Seniors Festival Luncheon**

The Librarian has commenced planning for the Seniors Festival Luncheon. The Seniors Festival Committee (Sydney) has brought forward the dates for Seniors week by a month and this year will fall in early February. This year the Luncheon will be named The Winners’ Circle and the theme will be At the Races (a la Gold Cup) fascinators, big hats, ties, jockeys and horses. Dress up is optional. All Councillors have been forwarded an invitation. NASCAR has been approached and asked if they would like to once again join us to serve and to perform the Welcome to Country.

- **TROVE**

Trove is the National Library of Australia’s (NLA) expansive public digital archive is and is used by local historians, family historians and researchers. Trove provides access to the NLA collections and the collections of other cultural institutions, ensuring they are available to all Australians free of charge, regardless of where they live and who they are, receiving over 20 million visits per year.

Council has a received a request from the NSW Public Libraries Association who have asked Council to endorse their actions in lobbying for additional sustainable funds for the continuation of free access to the Trove national database and upgrade of the digital archive systems of Trove. A report will be proved to the March Meeting for Councils consideration.

- **Library Statistics** (28 November 2022 – 24 January 2023)

Service	Loans	New M/ships	Wi-Fi	Internet (hr)	Internet (ppl)	Kids Comp (children)	Junior Visits	Adult Visits
Coonamble	650	18	111	156	112	179	233	586
Gulargambone	46	0						

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

Library Visits	Reference Enquiries	Technology Enquiries	Local History	VIC Enquiries
810	7	125	3	12

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

Senior Craft	Pre-School Visits	Housebound	Meetings	Seniors Cinema	Other
36	52	6	8	16	12

CHILDREN AND YOUTH SERVICES

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

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

Council's community services section delivers a broad range of support services, activities, and opportunities to all age groups. These services assist in building social capital within the Shire.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

There are no risk implications arising from this report.

CONCLUSION

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

RECOMMENDATION

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

10.9 RATES AND CHARGES COLLECTIONS - JANUARY 2023**File Number: Rates - General - R4****Author: Bruce Quarmby, Acting General Manager****Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability****Annexures: Nil****PURPOSE**

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of January 2023.

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

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

(b) Financial Considerations

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

	30 January 2023	31 January 2022
Rates and Charges	3,663,875.89	3,011,716.62
Water & Sewer Consumption Charges	479,140.04	285,060.66
Total	\$4,143,015.93	\$3,296,777.28

COMMENTARY**Rates and Charges**

	30 January 2023	31 January 2022
Rates and charges in arrears as at 30 June 2022	1,020,037.33	905,674.57
Rates/charges levied & adjustments for 2022/23	7,444,840.56	7,197,336.81
Pension Concession	-105,150.33	-106,801.11
Amounts collected as at 30 January 2023	-4,695,851.67	-4,984,493.65
Total Rates and Charges to be Collected	\$3,663,875.89	\$3,011,716.62

The amount levied for rates and charges for 2022 / 23 includes the current year's annual rates and charges and any interest added since the date the rates notices were issued. The amount received as of 30 January 2023 includes receipts for both arrears and the current year's amounts outstanding.

It should be noted that the rates and charges 2022 / 23 levied amount is reduced by the pensioner concession of \$105,150.33; reducing the amount of income derived from these rates and charges. Of this concession, Council's contribution is 45%, which represents an amount of \$47,317.65.

The rates and charges as of 30 January 2023 represent 43.28% of the total annual rates and charges levied and outstanding (compared with 37.17% on 31 January 2022).

Water Consumption Charges

	30 January 2023	31 January 2022
Water & Sewer Consumption Charges and arrears as at 30 June 2022	329,760.33	401,325.23
Water & Sewer Consumption charges & adjustments 2022/23 year to date	430,641.58	143,959.18
Amounts collected as at 30 January 2023	-281,261.87	-260,223.75
Total Water & Sewer Consumption Charges to be Collected	\$479,140.04	\$281,569.72

The consumption charges as at 30 January 2023 represents 63.01% of the total water consumption charges outstanding (compared to 52.28% on 31 January 2022).

Council should note that the major contributing factor to the variation in the % collection, between the two years, can be attributed to the timing of the levying of the 2nd user pays water accounts. This is due to the fact that in the 2021 / 2022 financial year the 2nd user pays water accounts were not levied until after 31 January 2022.

Debt Recovery Agency

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

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

The collection of rates and water charges does impact on the community. For this reason, Council is always willing to negotiate payment terms with

outstanding debtors. Debtors are afforded several opportunities to contact Council regarding these matters.

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

The rates and charges as at 30 January 2023 represent 43.28% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 37.17% on 31 January 2022). The water consumption charges as of 30 January 2023 represent 63.01% of the total water consumption charges outstanding from previous years (compared to 52.28% on 31 January 2022).

RECOMMENDATION

That Council notes the information provided in the report.

10.10 STATUS OF INVESTMENTS - DECEMBER 2022 & JANUARY 2023

File Number: Investments General - I5

Author: Bruce Quarmby, Executive Leader Corporate and Sustainability

Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability

Annexures: 1. Council Monthly Investment Report.

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

Council will note the change in format of the investment report being tabled for Council's information. Recently Council staff have implemented a trail of web based platform for the management and data capture of its Investment portfolio. This trial has been implemented to achieve operational efficiencies and to ensure compliance with Council policy.

As there was no Council meeting held in January 2023, this attached investment report covers the period from the 01 / 12 / 2022 through to the 31 / 01 / 2023.

AVAILABLE WORKING FUNDS

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

As at the 30 / 06 / 2022 the balance of Unrestricted and unallocated cash (working funds) was \$2,642 million.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

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

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council notes the list of investments from 01 November 2022 to 31 January 2023 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.



Investment Report

01/12/2022 to 31/01/2023

Portfolio Valuation as at 31/01/2023

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
IMB Bank	A-2	TD	GENERAL	At Maturity	05/09/2022	02/02/2023	3.2900	1,000,000.00	13,838.63	2,879.18
NAB	A-1+	TD	GENERAL	At Maturity	16/11/2022	14/02/2023	3.7500	2,000,000.00	15,621.92	6,369.66
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	22/08/2022	20/02/2023	3.4400	1,000,000.00	15,362.19	2,921.64
BOQ	A-2	TD	GENERAL	At Maturity	20/05/2022	20/02/2023	2.8000	1,000,000.00	19,715.07	2,378.08
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	29/11/2022	27/02/2023	3.7100	1,000,000.00	6,505.21	3,150.96
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	31/08/2022	01/03/2023	3.5400	500,000.00	7,467.95	1,503.29
Westpac	A-1+	TD	GENERAL	Quarterly	10/03/2022	10/03/2023	1.0800	1,500,000.00	2,263.56	1,375.89
Westpac	A-1+	TD	GENERAL	Quarterly	21/03/2022	21/03/2023	1.2000	1,000,000.00	1,380.82	1,019.18
NAB	A-1+	TD	GENERAL	At Maturity	05/12/2022	27/03/2023	3.8500	1,000,000.00	6,117.81	3,269.86
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	07/09/2022	05/04/2023	3.7400	1,500,000.00	22,593.70	4,764.66
AMP Bank	A-2	TD	GENERAL	At Maturity	19/09/2022	17/04/2023	4.1500	1,000,000.00	15,349.32	3,524.66
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	19/01/2023	19/04/2023	4.0500	2,000,000.00	2,884.93	2,884.93
NAB	A-1+	TD	GENERAL	At Maturity	24/11/2022	24/04/2023	3.9800	1,000,000.00	7,523.84	3,380.27
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	28/09/2022	27/04/2023	4.1100	1,000,000.00	14,187.95	3,490.68
Westpac	A-1+	TD	GENERAL	At Maturity	04/10/2022	03/05/2023	4.0600	1,000,000.00	13,347.95	3,448.22
NAB	A-1+	TD	GENERAL	At Maturity	07/11/2022	08/05/2023	4.2000	2,000,000.00	19,791.78	7,134.25
BOQ	A-2	TD	GENERAL	At Maturity	27/10/2022	25/05/2023	4.2400	1,500,000.00	16,901.92	5,401.64
BOQ	A-2	TD	GENERAL	At Maturity	28/11/2022	29/05/2023	4.1700	1,000,000.00	7,426.03	3,541.64



Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Capital Value	Accrued	Accrued MTD
NAB	A-1+	TD	GENERAL	At Maturity	04/10/2022	01/06/2023	4.1900	1,500,000.00	20,663.01	5,337.95
NAB	A-1+	TD	GENERAL	At Maturity	12/12/2022	13/06/2023	4.1700	3,000,000.00	17,479.79	10,624.93
AMP Bank	A-2	TD	GENERAL	At Maturity	23/09/2022	21/06/2023	4.3500	2,000,000.00	31,224.66	7,389.04
Unity Bank	Unrated	TD	GENERAL	Monthly	18/11/2022	18/11/2023	4.2000	250,000.00	402.74	402.74
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	04/08/2022	06/08/2024	3.5593	1,000,000.00	8,678.84	3,022.97
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	3.7700	1,000,000.00	1,549.32	1,549.32
TOTALS								30,750,000.00	288,478.84	90,765.84

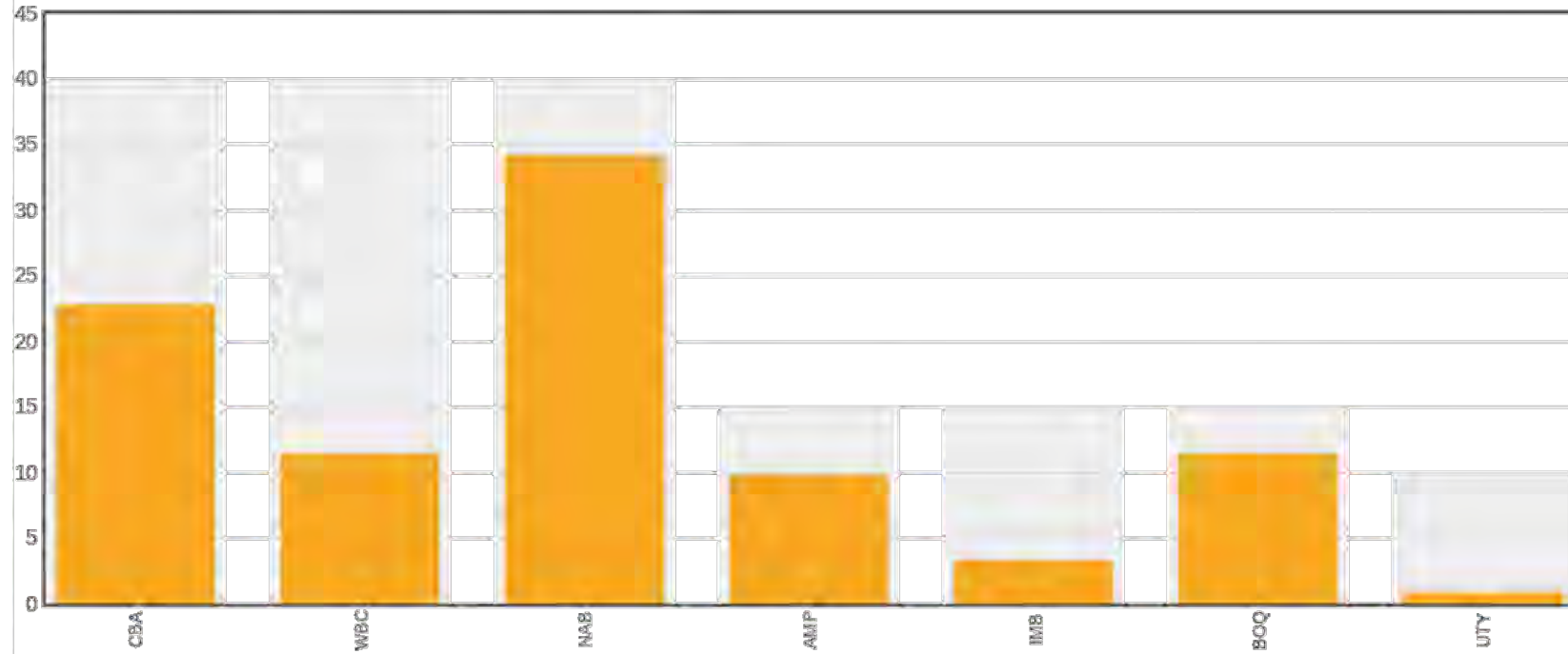


Counterparty Compliance as at 31/01/2023

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
	Commonwealth Bank	Short	A-1+	7,000,000.00	22.76	40.00	-	5,300,000.00
	Westpac	Short	A-1+	3,500,000.00	11.38	40.00	-	8,800,000.00
	NAB	Short	A-1+	10,500,000.00	34.15	40.00	-	1,800,000.00
	AMP Bank	Short	A-2	3,000,000.00	9.76	15.00	-	1,612,500.00
	IMB Bank	Short	A-2	1,000,000.00	3.25	15.00	-	3,612,500.00
	BOQ	Short	A-2	3,500,000.00	11.38	15.00	-	1,112,500.00
	Unity Bank	Short	Unrated	250,000.00	0.81	10.00	-	2,825,000.00
TOTALS				28,750,000.00	93.49			

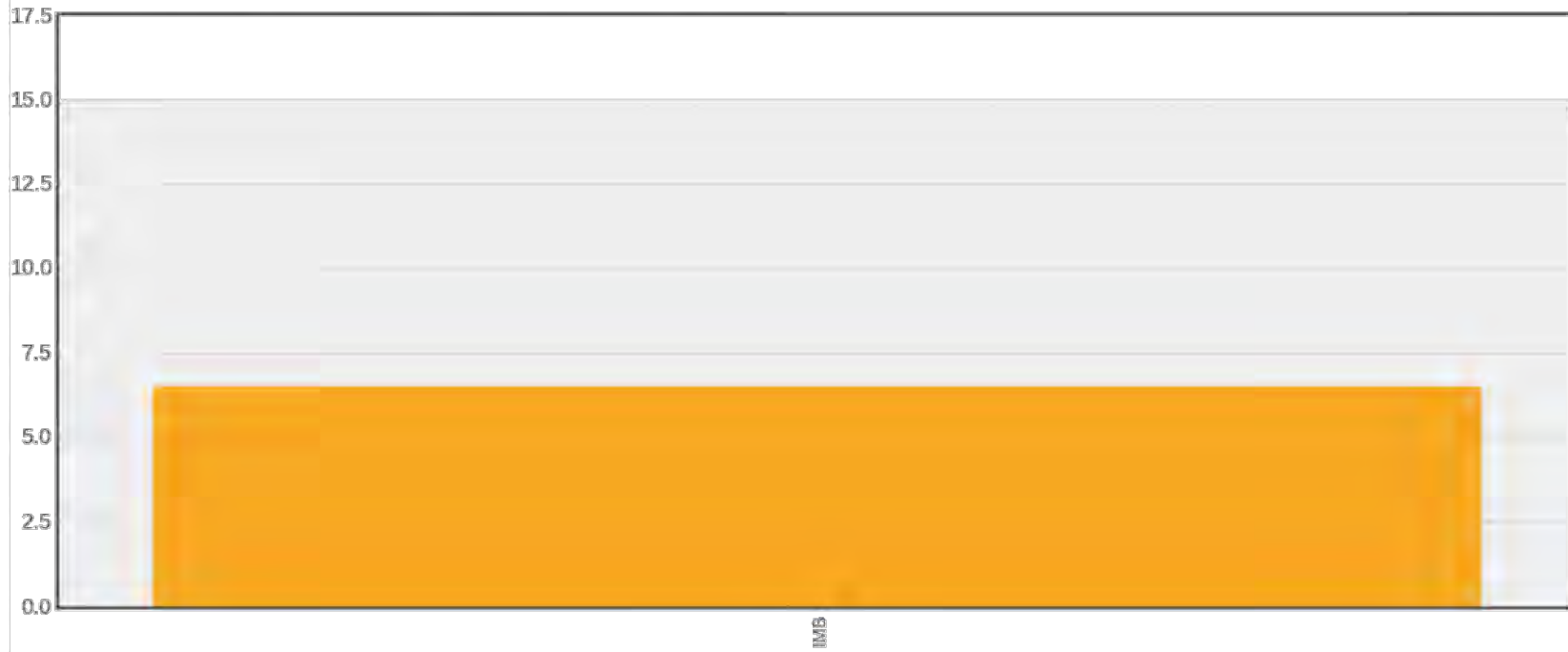
Counterparty Compliance - Short Term Investments



Long Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
	IMB Bank	Long	BBB+	2,000,000.00	6.50	15.00	-	2,612,500.00
TOTALS				2,000,000.00	6.50			

Counterparty Compliance - Long Term Investments

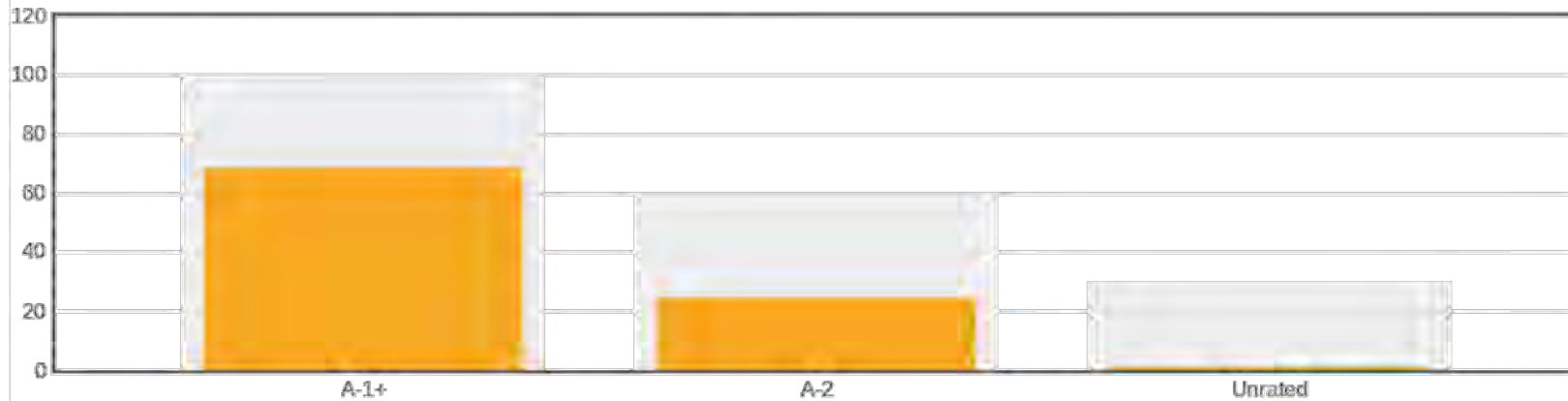


Credit Quality Compliance as at 31/01/2023

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	A-1+	21,000,000.00	68.29	100.00	9,750,000.00
✓	A-2	7,500,000.00	24.39	60.00	10,950,000.00
✓	Unrated	250,000.00	0.81	30.00	8,975,000.00
TOTALS		28,750,000.00	93.50		

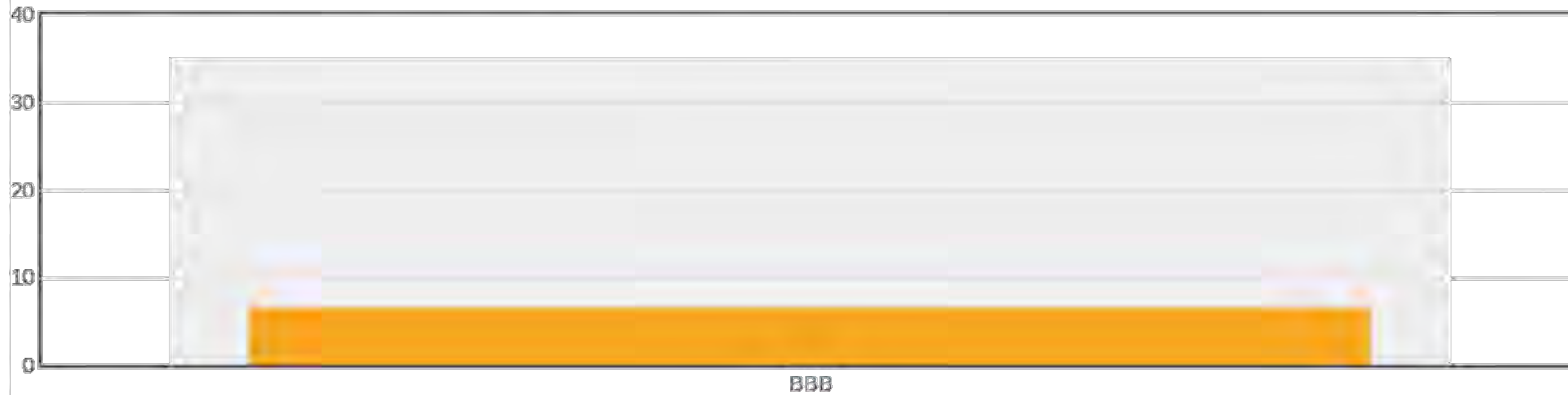
Credit Quality Compliance - Short Term Investments



Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✔	BBB	2,000,000.00	6.50	35.00	8,762,500.00
TOTALS		2,000,000.00	6.50		

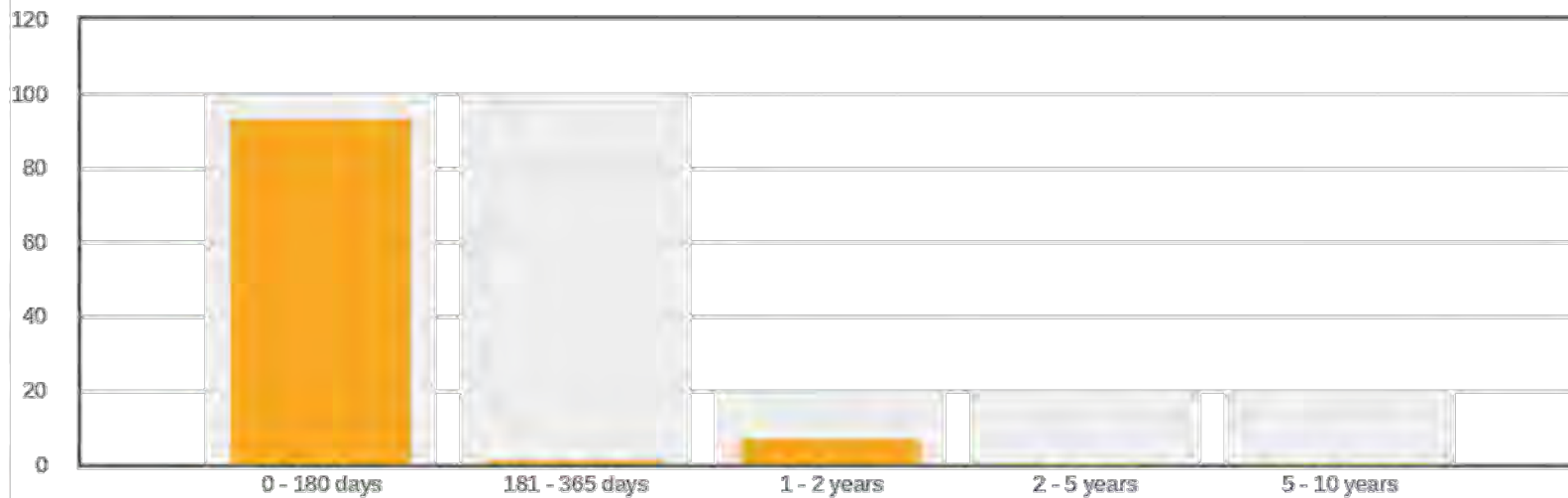
Credit Quality Compliance - Long Term Investments



Maturity Compliance as at 31/01/2023

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✔	0 - 180 days	28,500,000.00	92.68	0.00	100.00	2,250,000.00
✔	181 - 365 days	250,000.00	0.81	0.00	100.00	30,500,000.00
✔	1 - 2 years	2,000,000.00	6.50	0.00	20.00	4,150,000.00
✔	2 - 5 years	-	0.00	0.00	20.00	6,150,000.00
✔	5 - 10 years	-	0.00	0.00	20.00	6,150,000.00
TOTALS		30,750,000.00	100.00			

Maturity Compliance



10.11 QUARTERLY BUDGET REVIEW - SEPTEMBER 2022

File Number: Financial Quarterly Review F2-2

Author: Bruce Quarmby-Executive Leader Corporate and Sustainability

Authoriser: Ross Earl, Acting General Manager

Annexures: 1. Quarterly Budget Review - December 2022 (under separate cover)

PURPOSE

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

BACKGROUND

Regulation 203 of the Regulations states that:

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

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

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

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

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

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

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.10 Maintain long term financial viability.

(b) Financial Considerations

The December budget review as tabled for Council's consideration has a substantial number of variations to the originally adopted 2022 / 23 Operational Budget. Most of these variations represent the necessary accounting treatment associated with adjustments to grant funded programs and their anticipated workflow timings.

COMMENTARY

Appendix A contains further detailed information in regard to Cash and Investments, Contract and Consultancy Expenses and its progression towards achieving adopted Key Performance Indicators as of 30 June 2023.

Council commenced the 2022 / 23 financial year with the original operational budget surplus of \$105,170. Following the completion of the September 2022 review the adjusted operational result had deteriorated to an anticipated operational deficit of \$3,436,170. At the completion of the December 2022 review, Council's estimated budgeted result for the 2022 / 23 Financial Year has, as expected, improved to an anticipated operational surplus of \$247,513. Council's position, after non-operating expenditure has been considered, has also improved to a \$153,508 draw down on Council's working funds.

Council should note that the main contributing factor to the improvement in the anticipated Operational Budget result is the accounting treatment associated with the Grant funded restoration of Council's Flood Damaged Roads.

Recently Council was awarded \$7.9 million in grant funding for the restoration of its Flood Damaged Roads Network. As the program is a two-year grant funded program, Council has recognised 50% (\$3.95 million) of funding allocation as additional operational funds as part of this budget review.

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

- Interest on Investment Income – (P.3) The budget has been increased by additional allocation of \$82,500. This is due to continuing better than anticipated returns on Council Investments.
- Engineering Contract Services – (P.3) The Contract Services vote has been increased by \$150,000. This is in accordance with Council's resolution to appoint BEC to project manage Council's disaster recovery funding. This increase in expenditure is offset by a matching increase in the Flood Damage allocated to cover these costs.
- Coonamble Water- User Pay Charges – (P.10) Following the completion of the 2nd quarter user charges billing cycle, budgeted Income has been reduced by \$200,000. This reduction is due to predominantly to the prevailing climatic conditions experienced during the first half of the 2022 / 2023 financial year.

- Gulargambone Water- User Pay Charges – (P.10) Following the completion of the 2nd quarter user charges billing cycle, budgeted Income has been reduced by \$40,000. This reduction is due to predominantly to the prevailing climatic conditions experienced during the first half of the 2022 / 2023 financial year.
- Coonamble Sewer - User Pay Charges – (P.10) Following the completion of the 2nd quarter user charges billing cycle, budgeted Income has been reduced by \$50,000. As the calculation of this revenue stream is based in part, on the water consumed by non-residential properties, this reduction is due to the reduced water consumption over the first half of the financial year. This reduction in income is offset by a combination in increased budgeted revenue from Investments along with identified savings in operational areas.
- Swimming Pools – Contractor Fees – (P.13) In accordance with Council resolution 2022 / 286, the operational budgets have been adjusted to facilitate the utilisation of contractors to operate Council pools for the 2022 / 2023 swimming season. The increase in budgeted Contractor fees, being \$100,000 has been offset by a reduction in budgeted salaries and wages.
- Quarry Operations – (P.14) In accordance with Council resolution 2022 / 289, the operational budgets have been adjusted to facilitate the utilisation of contractors to conduct the aggregate and road base crushing campaign during the latter half of the 2022 / 2023 financial year. Whilst the budget allocation for contractors' costs has been increased by \$1,107,600 this has been offset entirely by a combination of identified savings in operational costs coupled with an increase in anticipated Quarry revenue.
- Fixing Local Roads – Pothole Repair Program – (P.15) In accordance with the formal advice received by Council, budgeted income and expenditure votes have been increased by \$276,430. This is in accordance with year one (1) of two (2) year grant funded program.
- Flood Damage Funding – (P.15) As reported previously in the body of this report, Council has received formal notification of funding for REPA works associated with the November 2021 flood event. In accordance with the notification received. the allocation for anticipated flood damage funding has been increased by \$3,847,920. This increase in revenue is offset by an increase in the budgeted allocation of Flood Damage - Restoration of Road networks (P.20).
- Sport & Recreation – (P.19) Non-Operational income and expenditure have been adjusted to reflect the inclusion of the recently awarded Stronger Country Communities (Round 5). The projects funded under this program are

Gulargambone Sportsground Amenities upgrade for \$520,000 and upgrades to the Coonamble Tennis Courts for \$236,728.

- Transport & Communication – (P.20) The Non-Operational Income and Expenditure votes have been adjusted in line with advice received Council Infrastructure Department. These adjustments have been made to bring the planned grant funded works program into alignment with the budgeted funding streams awarded to Council
- Ancillary Road Facilities – (P.20) Non-Operational income and expenditure have been adjusted to reflect the inclusion of the recently awarded Active Transport grant. The project funded under this program is the construction of a footpath in Limerick Street Coonamble at a value of \$467,030.
- Economic Services – (P.19) Non-Operational income and expenditure have been adjusted to reflect the inclusion of the recently awarded Stronger Country Communities (Round 5). The project funded under this program is the creation of the Coonamble Regional Art trail at a value of \$235,035.
- Economic Services – (P.19) Non-Operational income and expenditure have been adjusted to include an allocation for the establishment of the Coonamble Mineral Spa. The budgeted allocation of \$300,000 will be utilised to fund the acquisition of the proposed Mineral Spa site and other preliminary costs. These works are funded from a transfer from the Mineral Spa Reserve.
- Water Supply Capital Works Program – (P.21) Following consultation with Council's Manager of Water and Sewer operations, the planned capital works program and its budgets have been adjusted to reflect the recommended capital works program for the 2022 / 23 financial year. For Council's information the main adjustment was the redirection of funding to allow for additional works to be carried out to the Quambone water mains.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

There are no social implications arising from this report.

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

During the 2022 / 23 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

It is my opinion that the Quarterly Budget Review Statement for Coonamble Shire Council for the Quarter ended 31 December 2022 indicates that Council's financial position at 30 June 2023 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, in the opinion of the Responsible Accounting Officer based on the information as presented in the December Budget review; that Council will be in a satisfactory financial position as at 30 June 2023.**
- 3. That Council notes the classification and position of Council's estimated restricted (reserve) funds as at 31 December 2022.**

10.12 COUNCILLOR REQUESTS FOR INCLUSION IN THE DRAFT 2022/23 OPERATIONAL BUDGET.

File Number: Finance Estimates - E6-1

Author: Bruce Quarmby-Executive Leader Corporate and Sustainability

Authoriser: Ross Earl, Acting General Manager

Annexures: 1. Councillor - Budget Request Form 2023/2024

PURPOSE

The purpose of this report is to request Councillors provide management with information regarding projects that they wish Council to include for consideration as part of the upcoming 2023 / 2024 draft Operational Budget and Plan process.

BACKGROUND

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

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

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

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

One of these processes is to provide Councillors with the opportunity to put forward requests for items to be considered in the upcoming draft Operational Plan and Budget. To facilitate this process a copy of the Councillor form – 2023 / 2024 Estimates Request Form has been attached to this report as an annexure. Separate

additional copies of this form will be made available at the meeting for Councillors to complete and return to Council's finance department.

In completing the forms Councillors are requested to provide a brief description of the project / works, along with a preliminary estimate of the costs of the project. Council will note that at the bottom of the estimates request form is a section for Councillors to identify a proposed funding source to allow for the project / works to be undertaken. (Please do not hesitate in this regard to have a discussion with the General Manager or the Director Corporate Services.). The completed forms are requested to be returned by the Council Meeting to be held on 8 of March 2023.

Once all the necessary information, along with the Councillor requests, has been compiled a budget workshop will be held for Council and management to work through the 2023 / 24 draft estimates.

(a) Governance/Policy Implications

The draft Operational Plan 2023 / 24, once prepared and adopted by Council, will set the overarching direction for Council for the upcoming financial year.

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

Work has commenced on preparing the 2023 / 2024 draft Operational Plan and Budget for Council's consideration. An important part of the preparations is providing Councillors with an opportunity to put forward items that they wish to consider including in the upcoming Operational Plan and Budget. To ensure that management has adequate time to properly collate the necessary data required to prepare a set of draft estimates for Council's consideration, all Councillor requests are requested to be returned to Council's Finance department by the March 2023 Council Meeting.

RECOMMENDATION

- 1. That Council notes the contents of this report.**
- 2. That Councillor requests for items to be considered for inclusion in the draft 2023 / 2024 Operational Plan and Budget be returned to Council's Finance Department by 8 March 2023.**



**COUNCILLOR BUDGET REQUEST
COONAMBLE SHIRE COUNCIL - BUDGET ESTIMATES 2023/24**

Date _____

Name of Project _____

Description of work to be undertaken _____

DETAILS OF ESTIMATE	AMOUNT
Total	

FUNDING SOURCE FOR BUDGET

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

Council Funds or **Grant Funds**

10.13 COONAMBLE REGIONAL LIVESTOCK MARKET (SALEYARDS) CHARTER**File Number: C 6-11****Author: Marina Colwell-Executive Support Officer****Authoriser: Ross Earl, Acting General Manager****Annexures: 1. DRAFT - Coonamble Regional Livestock Market (Saleyards) Charter****PURPOSE**

The purpose of this report is to present the draft Charter for the Coonamble Regional Livestock Market (Saleyards) Advisory Committee. The Charter has been developed for the operation of the Saleyards.

BACKGROUND

The Saleyards are a great asset to the Coonamble Local Government Area (LGA) and are a significant contributor to the economy of the LGA. The Advisory Committee has been rejuvenated and the past two (2) meetings have been extremely positive with both Council representatives and the representatives of the Coonamble Associated Agents adopting a very collaborative attitude with the ongoing operation and improvement of the facility at the heart of all decision making.

(a) Relevance to Integrated Planning and Reporting Framework

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

11.5.2 Create and adopt strategies and operations which will improve the quality and efficiency of the Coonamble Livestock Regional Market.

(b) Financial Considerations

The Saleyards / Truck wash unit was originally set up as a business unit for Council.

COMMENTARY

The Charter (Annexure 1) aims to provide some guidance in the way the Committee should function and details the purpose of the Committee. At this stage the Committee is very much an advisory Committee, however, the recommendations of the Committee have always been strongly regarded by Council.

The Charter provides for the Committee members coming from Council and the Associated Agents in Coonamble and also needs to have two (2) representatives from the farming / grazing sector within the LGA.

Expressions of Interest for the two (2) farmer / grazier representatives will be called for over the next few weeks and it is deemed important that the input of the users of the saleyards are considered.

The Charter determines the operation of the Committee including opinions from the Council Staff.

Whilst the meetings to date have been held at Councils Administrative offices it is proposed to move the meetings to the Saleyards Amenities Building once it has been tidied and cleaned. The location of the meetings at the amenities building will also allow for the ready reviews of any issues at the yards.

(a) Governance/Policy Implications

Maintenance of Councils infrastructure assets is carried out in accordance with Councils adopted management plans.

(b) Legal Implications

There are no legal implications arising from this report.

(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

More favourable seasonal conditions means that this asset is currently being utilised on a more regular basis Council has a responsibility to appropriately manage the facility moving into the future.

(f) Risk Implications

This Charter defines the Roles and Responsibilities of members on the Advisory Committee and acts as a Risk Mitigation tool.

CONCLUSION

I present this report to Council for consideration.

RECOMMENDATION

- 1. That the Draft Charter as presented by adopted.**
- 2. That Expressions of Interest be called from Cattle producers with in the Local Government Area to fill the two (2) producer representative positions on the Coonamble Regional Livestock Market (Saleyards) Advisory Committee.**



COONAMBLE REGIONAL LIVESTOCK MARKET (SALEYARDS) ADVISORY COMMITTEE

CHARTER

1. NAME

Coonamble Shire Regional Livestock Market Advisory Committee.

2. STATUS

The Coonamble Regional Livestock Market Facility Advisory Committee shall be established under section 355 of the *Local Government Act 1993*:

355 How a council may exercise functions: -

A function of a council may, subject to this Chapter, be exercised--

(a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or

(b) by a committee of the council, or

(c) partly or jointly by the council and another person or persons, or

(d) jointly by the council and another council or councils (including by means of a joint organisation or a Voluntary Regional Organisation of Councils of which the councils concerned are members), or

(e) by a delegate of the council (which may, for example, be a joint organisation or a Voluntary Regional Organisation of Councils of which the council is a member).

3. ESTABLISHMENT

The Committee was established by resolution of Council on **Wednesday 8 February 2023**.

4. FUNCTION

The function of the Committee is to consider and advise Council on all aspects of the operation of the Coonamble Regional Livestock Market Facility (CRLMF) as detailed under the terms of reference of the Committee (Clause 5) with a view that the service provided to both buyers and sellers is maintained at the highest possible standards reflecting best practice, contemporary technology and representing value for money.

5. TERMS OF REFERENCE:

- The terms of reference of Committee, is to provide a conduit between Council, the Associated Agents and the Farmer / Graziers and advise Council on the operations of the CRLMF by:
 - Bi-annual reviews of the condition of the facility
 - Annual reviews of the Long-Term Plans having regard for the Council's Long Term Financial Plan and Reserve Funds
 - Annual, pre-budget reviews of capital works program including consideration of industry trends
 - Annual pre-budget reviews of the major maintenance program
 - Review of fees and charges to provide sustainability and comparative rates to other saleyards.

6. MEMBERSHIP

The membership of the Committee shall comprise of two (2) Councillors, four (4) affiliated agents and two (2) farmer / graziers, as follows:

Coonamble Shire Council:

The membership of the Committee shall be two (2) Councillors.

Coonamble Livestock Agents Association:

One (1) Representative of each of the affiliated agents, currently

- Halcroft and Bennett Pty Ltd
- AJF Brien & Sons
- Elders Pty Ltd
- Nutrien AG Solutions

Coonamble Farmers Representative

Two (2) farmer/graziers from the rural sector from within the Local Government Area (LGA) that sell at the facility will have the opportunity to apply to be a member of the Advisory Committee following a call for expressions of interest.

Staff of Coonamble Shire: (Advisory and Service Capacity Only)

The Meeting will be attended by the following:

- General Manager
- Director Corporate Services
- Director Community Planning & Development
- Manager Economic Development & Growth
- Other Staff as required from time to time

7. APPOINTMENT MEMBERS

1. Council members of the Committee shall be appointed at the meeting of Council convened annually in September to appoint members of Council Committees and to appoint Delegates to outside organisations.
2. Delegates from the Agents will be appointed in September each year
3. Delegates from the Rural Sector of the Coonamble LGA will be appointed in September each year.

Note: Each organisation is able to appoint an alternative delegate.
Each Organisation is able to have alternate representatives as able to attend as observers.

8. TERM OF THE COMMITTEE

The Committee shall serve for a twelve (12) month period from the date of appointment or until the next election referred to in clause 7.

The Coonamble Livestock Regional Market Advisory Committee may be dissolved at any time by a resolution of Council.

9. ROLE OF THE MAYOR

The Mayor will be a delegate and the Chair of the Committee should he or she wish.

10. THE CHAIRMAN AND DEPUTY CHAIRPERSON

Should the Mayor not wish to Chair the Committee the Committee members will elect a chairperson from within their membership.

The Chairman shall be elected at the first meeting of the Committee each year following the election of committee in accordance with clause 7 above.

The Committee may if they wish elect a Deputy Chairperson.

11. CODE OF MEETING PRACTICE

The Provisions of Councils adopted Code of Meeting Practice shall apply to the conduct of meetings of the Committee.

12. POWERS

- (a) The Committee shall not have the power to incur expenditure, unless specifically delegated authority to do so under the provisions of Section 377 of the *Local Government Act 1993*.

- (b) The Committee shall not have the power to bind the Council unless being given specific delegation authority to do so by resolution of Council.

13. DELEGATIONS

Nil

14. PUBLIC ATTENDANCE AT MEETINGS

Meetings of the Committee are not open to the public; however, non-committee members may be invited for a particular matter.

15. TIMETABLE OF MEETINGS

Meetings will be held at least on bi-monthly basis and will be convened by the Director in consultation with the General Manager and Chairman of the Committee.

The General Manager must send to each member at least 7 days prior to each meeting of the Committee a notice specifying:

- (a) The time and place at which the meeting is to be held
- (b) The business purpose to be transacted at the meeting
- (c) In the case of a meeting called in an emergency less than the seven (7) days' notice may be given.

16. PROVISION OF ADMINISTRATIVE SERVICES

The Executive Assistant to the General Manager and Mayor will provide the Administrative Support to the Committee including the preparation and circulation of the agendas and the taking of minutes.

17. RECOMMENDATIONS

- (a) The minutes, and recommendations of the meeting shall be submitted to the next available meeting of Council for consideration.

18. MINUTES OF THE MEETINGS

The Executive Officer to the Mayor and General Manager must ensure that full and accurate minutes of meetings are kept.

In particular, the Committee must ensure the minutes include details of each motion moved and any amendments moved to it, the names of the

mover and seconder of the motion or amendment, and whether the motion or amendment is passed or lost.

19. CODE OF CONDUCT

The Code of Conduct of Coonamble Shire Council shall apply.

20. QUORUM

A quorum shall be at least five (5) of members being a majority of the appointed membership

21. VENUE

Unless otherwise specified in the meeting notice the venue for all meetings of the committee shall be held at the Coonamble Regional Livestock Market Canteen / Office, Railway Street Coonamble.

22. RESPONSIBLE DIRECTOR

The Director Community Planning & Development of Coonamble Shire is responsible for the coordination and operation of the Coonamble Regional Livestock Market Advisory Committee.

Title: Coonamble Regional Livestock Market (Saleyards) Advisory Committee Charter		
Department: Economic Development & Growth		
Version	Date	Author
1	2023	R Earl
Ross Earl		Date
Acting General Manager		

10.14 SALEYARDS REPORT- 31 JANUARY 2023**File Number: S1****Author: Bruce Quarmby, Executive Leader Corporate and Sustainability****Authoriser: Bruce Quarmby, Executive Leader Corporate and Sustainability****Annexures: 1. BIS Report - Saleyards & Truck wash Cost Centres****PURPOSE**

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

BACKGROUND

The following information details income and expenditure associated with the Coonamble saleyards for the month of November 2022.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

The Saleyards / Truck wash unit was originally set up as a business unit for Council.

Saleyards Activities

During the month of January one (1) sale was held at the Coonamble Saleyards, with the sale held on 18 January 23.

The following planned maintenance will be completed at the saleyards, during the month of February 2023:

- The repair/replacement of the laneway fence approaching Ramp 5.
- The planned deep clean of the saleyards kiosk which is scheduled to occur during February. The cleaning was delayed awaiting the removal of records
- Other planned scheduled maintenance.

Also, during the month of January 2023, a Saleyards Management Committee meeting was also held on the 25 January. Several topics were discussed at this meeting, these topics included:

- The setting of saleyard fees for the 2023 / 2024 financial year.
- The adoption of a Charter.
- General maintenance of the facility.

Truck Wash

The following planned maintenance will be completed at the Truck wash facility, during the month of January 2023:

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

SALEYARDS ACCOUNT 01/07/2022 - 31/01/2023

Saleyard Operations:

Income	59,503.89
Expenditure	92,260.69
Surplus	-32,756.80

Truck wash:

Income	14,174.42
Expenditure	12,572.75
Surplus	1,601.67

Summary:

Income	73,678.31
Expenditure	104,833.44
Surplus	-31,155.13

(c) Governance/Policy Implications

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

(d) Legal Implications

There are no legal implications arising from this report.

(e) Social Implications

There are no social implications arising from this report.

(f) Environmental Implications

There are no environmental implications arising from this report.

(g) Economic/Asset Management Implications

Works are generally scheduled in accordance with Council’s adopted Operational Plan and Budget to ensure Council’s assets are maintained to an appropriate standard within budget limitations. This asset needs some major maintenance works but has been running at a financial deficit for years. More favourable seasonal conditions means that this asset is currently being used on a more frequent basis, but there are risks for Council involved with knowingly using an asset that does not comply with all legislative and other industry standards. Although a difficult situation to address, Council will have to objectively consider all facts surrounding the saleyards, and the most appropriate way forward with responsibly managing this facility into the future.

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

RESOLUTION 2021/217

Moved: Cr Bill Fisher Seconded: Cr Karen Churchill

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

CARRIED

(h) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council note the information provided in this report.

ScreenName: Saleyards - Council report

Data: General Ledger Data

Filter: All

Calendar: YTD for May 2022-23

2023 01:00 AM

Hide Zero: On

Account No	Annual Amended Budget	Jul MTH Actuals	Aug MTH Actuals	Sep MTH Actuals	Oct MTH Actuals	Nov MTH Actuals	Dec MTH Actuals	Jan MTH Actuals	YTD Actuals
5700-0002 - SALEYARDS									
05 - Revenue									
5700-1152 - Saleyards Fees & Charges - Sale	(78,500)	-9,804.37	-9,431.51	-10,408.27	-10,665.83	-18,633.96	.00	-559.95	(59,503.89)
5700-1150 - Saleyards Fees & Charges - Casual	(3,000)	.00	.00	.00	.00	.00	.00	.00	.00
05 - Revenue Total	(81,500)	-9,804.37	-9,431.51	-10,408.27	-10,665.83	-18,633.96	.00	-559.95	(59,503.89)
06 - Expenditure									
5700-2930 - Saleyards Facilities Depreciation	2,744	.00	.00	.00	.00	.00	.00	.00	.00
5700-2925 - Saleyards Buildings Depreciation	11,038	.00	.00	.00	.00	.00	.00	.00	.00
5700-2340 - Saleyards Maintenance Expenses	68,770	1,896.88	2,120.06	9,161.24	3,218.80	6,118.22	14,808.62	19,803.10	57,116.92
5700-2335 - Saleyards Operating Expenses No GST	7,500	.00	937.04	.00	.00	831.34	1,854.29	.00	3,622.67
5700-2330 - Saleyards Operating Expenses	11,505	196.67	.01	2,363.00	1,537.18	2,163.72	212.30	326.82	6,789.70
5700-2270 - Saleyards Rates & Charges	10,615	5,237.58	.00	209.50	1,925.36	77.01	1,368.99	.00	8,818.44
5700-2260 - Saleyards Telephone Expenses	630	50.00	52.00	54.00	.00	.00	104.00	102.00	362.00
5700-2255 - Saleyards Electricity Charges	6,580	.00	465.40	431.75	1,397.06	531.12	1,106.47	641.43	4,573.23
5700-2245 - Saleyards Insurances	10,980	10,977.73	.00	.00	.00	.00	.00	.00	10,977.73
06 - Expenditure Total	130,362	18,348.86	3,574.51	12,209.49	8,078.40	9,721.41	19,454.67	20,873.35	92,260.69
5700-0002 - SALEYARDS Total	48,862	8,544.49	-5,857.00	1,801.22	-2,587.43	-8,912.55	19,454.67	20,313.40	32,756.80
5750-0002 - TRUCKWASH									
05 - Revenue									
5750-1150 - Truck Wash User Fees	(29,000)	-5,846.40	.00	-2,341.10	.00	-3,365.89	-2,621.03	.00	(14,174.42)
05 - Revenue Total	(29,000)	-5,846.40	.00	-2,341.10	.00	-3,365.89	-2,621.03	.00	(14,174.42)
06 - Expenditure									
5750-2930 - Depn - Other Structures	10,400	.00	.00	.00	.00	.00	.00	.00	.00
5750-2340 - Truck Wash Mtce & Repairs	16,020	.00	398.77	1,852.79	1,972.34	.00	464.05	.00	4,687.95
5750-2270 - Truckwash Rates & User Charges	13,565	.00	7.37	.00	3,751.00	150.04	2,740.00	.00	6,648.41
5750-2255 - Truck Wash Electricity Charges	2,790	.00	85.04	106.63	685.52	105.87	93.55	87.76	1,164.37
5750-2245 - Truckwash Insurance	72	72.02	.00	.00	.00	.00	.00	.00	72.02
06 - Expenditure Total	42,847	72.02	491.18	1,959.42	6,408.86	255.91	3,297.60	87.76	12,572.75
5750-0002 - TRUCKWASH Total	13,847	-5,774.38	491.18	-381.68	6,408.86	-3,109.98	676.57	87.76	(1,601.67)
Total	62,709	2,770.11	-5,365.82	1,419.54	3,821.43	-12,022.53	20,131.24	20,401.16	31,155.13

10.15 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT

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

PURPOSE

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

BACKGROUND

The Environment Services section focuses on all town and environmental planning requirements including regulation and compliance, public health requirements, waste management, and environmental management considerations. Strategic Land Use Planning refers to updates to Council's planning instruments and are also included. This report provides a summary of December 2022 and January 2023.

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

- Compliance and Regulation

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

- Development Application Information

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

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

These types of development applications are rare.

- Strategic Land Use Planning

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

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

- **Sustainability and Environmental Management**

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

- **Ranger's Monthly Report**

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

(a) Relevance to Integrated Planning and Reporting Framework

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

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

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

(b) Financial Considerations

There are no direct financial considerations with this report.

COMMENTARY

Compliance and Regulation

Overgrown blocks

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

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

The split of the overgrown properties across the Shire is:

- Coonamble: 11
- Gulargambone: 10

- Quambone: 8

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

Blocks with unsafe levels of waste:

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

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

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

- Gulargambone: 1
- Quambone: 2

Development Control Orders, Public Health Orders and Infringements

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

Development Application Under Delegated Authority

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

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

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

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

Under delegated authority, the following is a summary of applications approved in December 2022 and January 2023.

December 2022 – January 2023			
Application Number	Description of Works	Address of Proposed Works	Approved Date
DA028/2022	Shed - Stables	Lot 212 DP 754199 Caswell St Coonamble	7/12/2022
CC028/2022	Shed - Stables	Lot 212 DP 754199 Caswell St Coonamble	19/12/2022
DA026/2022	Childcare Extensions	Lot 13 DP724610 45A Dubbo St Coonamble	19/12/2022
OC031/2020	Extensions to Dwelling	Lot 5 DP 633174 8795 Castlereagh Hwy Coonamble	19/12/2022
LA031/2020	Operate Existing OSSMS	Lot 5 DP 633174 8795 Castlereagh Hwy Coonamble	19/12/2022
DA021/2022	Additional Grain Storage Bunkers	Lot 2 DP1254635 & Lot 2 DP1149950 243 Quambone Rd Coonamble	9/1/2023
DA029/2022	Shed - Residential	Lot 422 DP 517365, 22-24 Wilga St Coonamble	16/1/2023
DA001/2023	Function Centre/Restaurant	Lots 1 & 2 DP 626674, 65-67 Castlereagh St Coonamble	23/1/2023
CC029/2022	Shed	Lot 422 DP 517365, 22-24 Wilga St Coonamble	30/1/2023
DA002/2023	Shed	Lot 21 DP 3386, 1 Calga St Coonamble	31/1/2023
DA003/2023	Shed	Lot 3, Section 26, DP 758282, 28 Townsend St Coonamble	31/1/2023

Ranger’s Report

The Ranger’s report is provided for December 2022 and January 2023. The follow is a summary of companion animal statistics.

<u>CORRESPONDENCE</u>	<u>Dec/Jan</u>	<u>Year to Date 2022/2023 Total</u>
Infringements (Animals)	0	0
Infringements (Other)	0	0
Change of Details	10	46
Microchipped dogs	18	100
Registrations	0	8
Nuisance dog declaration	0	0
Dangerous dog declaration	0	0
Menace dog declaration	0	0

Impounded animals

During the months of December 2022 and January 2023, there were a total of 26 dogs impounded and 9 cats were impounded. The following provides a breakdown:

December 22 - January 23	Dogs	Cats
Returned to owners	2	0
Rehomed	22	7
Euthanised	2	2
Impounded*	26	9

*Of the total impounded for both months, 14 dogs were impounded from Coonamble, 12 dogs from Gulargambone and 0 from Quambone.

Dog attacks

One dog attack occurred during the month of January with investigations continuing.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

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

10.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**File Number: R6****Author: Dirk Jol-Roads Manager****Authoriser: Ross Earl, Acting General Manager****Annexures: 1. Infrastructure Services - Works Progress FEB 23****PURPOSE**

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

EXECUTIVE SUMMARY

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

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

I1.1 Employ a strategic approach to the management of our critical road network.

I1.2 Strengthen our strategic approach to the management of our water infrastructure and services.

I1.3 Improve our strategic approach to the management of our sewerage infrastructure and services.

I1.4 Strengthen our strategic approach to the management of our urban drainage infrastructure and services.

I1.5 Adopt successful strategies which maximises our community's access to quality infrastructure and assets.

P3.1 Provide support to our sporting, recreation and community organisations which drives improved sporting and recreational opportunities for our community.

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

(b) Financial Considerations

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

COMMENTARY

The quarry crushing campaign awarded to Lynch Contractors at the extraordinary meeting of Council on the 15 December 2022 will see Lynch Contractors establish on site on 9 February 2023 commences the crushing campaign on the 13 February 2023

An update on motion from resolution 2022 / 289 regarding free entry into the pools. Free entry has been in place at Coonamble pool during the school holidays and normal entry requirements are to be reinstated on return to school.

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

(a) Governance/Policy Implications

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

(b) Legal Implications

There are no legal implications arising from this report.

(c) Social Implications

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

(d) Environmental Implications

There are no environmental implications arising from this report.

(e) Economic/Asset Management Implications

Works are scheduled in accordance with Council's adopted 2022 / 23 Operational Plan and Budget.

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That Council note the information in this report.

Roads – Operations and Maintenance						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Urban Roads Maintenance	\$150,000	\$57,155	Ongoing.	01/07/2022	30/06/2023	38%
Sealed Roads Maintenance	\$300,000	\$63,399	Routine Maintenance ongoing i.e. Potholing, patching, guide posts, etc.	01/07/2022	30/06/2023	21%
Unsealed Rural Roads Maintenance	\$612,000	\$220,000.00	Ongoing and being subsidised by flood damage restoration funding.	01/07/2022	30/06/2023	35%
Bridge Maintenance	\$50,000	\$499	Assessment to be programmed.	01/07/2022	30/06/2023	-
Regional Roads Maintenance	\$568,060	\$188,305	Expenditure corrected from last month.	01/07/2022	30/06/2023	33%
Roads – Capital Works						

Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Bertram Street Reconstruction	\$350,000	\$262,500 (estimated)	Open Drain to be clean out and c	20/10/2022	28/10/2022	75%
Urban Renewal Program	\$200,000	\$3,403	Commenced.	01/11/2022	30/01/2023	2%
Unsealed Renewal Program (Resheeting)	\$350,00	\$78,731	Commenced.	01/05/2023	30/06/2023	23%
Sealed Road Heavy Patching	\$200,000	-	To commence.	05/09/2022	30/09/2022	0%
Regional Road Capital Renewal	\$100,000	-	To commence.	01/05/2023	30/06/2023	0%
Warren Road Upgrade	\$1,267,188	-	Finalising ROSI funding Deed of Agreement.	01/04/2023	30/06/2023	0%
Warren Road and Castlereagh Highway Intersection Upgrade	\$820,000	-	ON HOLD – Currently not fully funded. New application to be submitted to HVSP when designs complete.	06/02/2023	30/06/2023	0%
Shanklin Road Renewal	\$200,000	-	Currently being rescope due to budget	01/04/2023	26/05/2023	0%

			reallocation to Euronne Gully Culverts			
Wingadee Road Renewal	\$150,000	-	Quantity survey underway to achieve Ch. 0.500 – Ch 5.000	03/10/2022	24/02/2023	5%
Yalcogrin Street Renewal (Gular)	\$60,000	\$60,000	Completed	05/09/2022	28/10/2022	100%
Box Ridge Road Reconstruction	\$1,859,636	\$75,000	80% Design received; Tender being prepared for advertisement	09/01/2023	26/05/2023	0%
Carinda Road Heavy Patching and Culverts	\$2,265,840	\$194,026	Heavy patching has commenced but site conditions making it difficult to park plant.	15/05/2022	01/04/2023	3%
Stormwater Improvement Program	\$175,000	-	RFQ preparation for CCTV condition survey and assessment	01/07/2022	30/06/2023	0%
Tooraweenah Road Upgrade	\$13,566,000	\$1,186,022	Refer specific report.	01/07/2022	30/06/2023	10%
Flood Restoration Works	\$2,950,226	\$256,603	Flood restoration works have	01/07/2022	30/06/2023	10%

			commenced despite ongoing wet weather.			
Glenhaven Culverts	\$3,500,000	\$713,149	Revised Works Proposal has been approved. Awaiting favourable weather conditions to recommence.	01/07/2022	17/02/2023	20%
Pilliga Causeway Replacement	\$597,779	-	Tender Awarded to CONEX Services. Currently executing contracts.	01/07/2022	23/12/2022	0%
Euronne Gully Causeway	\$455,000	\$25,000	Department of Infrastructure confirmed that an extension of time will be granted for LRCI Funding till 28/2/2023, project tracking will be reviewed mid February	01/07/2022	23/12/2022	10%
Water – Capital Works						

Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Coonamble Mains Replacements	\$424,642	\$190,000.00	Maule Street complete. Mendooran Street Complete Sydney Street to has commenced	01/07/2022	30/06/2023	0%
Coonamble Chlorine Storage Relocation	\$20,000	\$20,000	Complete	01/07/2022	30/06/2023	100%
Coonamble Reservoir Improvements	\$24,000	\$20,094.34	Purchase Order placed. Expected completion end of November 2022.	01/07/2022	30/06/2023	84%
Quambone Mains Replacements	\$200 000	-	Project rescoped to include the closing of dead end loops to make the town water reticulated to reduce the risk of poor water quality.	01/07/2022	30/06/2023	0%
Quambone New Chlorine Storage	\$45,000	-	Fencing to commence, development	01/07/2022	30/06/2023	0%

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

Coonamble Mains Relining	\$535,000	-	Cleaning and CCTV inspections scheduled to be rescheduled for early March	01/07/2022	30/06/2023	0%
Coonamble SPS1 Vent Stack	\$20,000	-	RFQ documents being prepared.	01/07/2022	30/06/2023	0%
Coonamble STP Upgrade – Concept Design	\$250,000	-	Funding Deed accepted. Grant of \$56 000 for the options study.	01/07/2022	30/06/2023	0%
Gulargambone Mains Relining	\$235,000	-	Cleaning and CCTV inspections rescheduled for March.	01/07/2022	30/06/2023	0%
Gulargambone STP Maturation Pond Relining	\$60,000	\$60,000	Scope of works being developed by PWA but currently far exceeds budget allocation. Reviewing available grant funding and achievable cost savings.	01/07/2022	30/06/2023	100%

Gulargambone STP Tertiary Pond Renewal	\$200,000	-	Reviewing available grant funding in consultation with the EPA.	01/07/2022	30/06/2023	0%
Gulargambone STP SCADA Upgrade	\$100,000	-	Alliance Automation to be engaged (Service Agreement)	01/07/2022	30/06/2023	0%
Urban Services – Capital Works						
Project	Budget	Expenditure to Date	Comment	Start Date	End Date	Progress (%)
Cemetery Improvement Program	\$20,000	-	To commence.	01/07/2022	30/06/2023	0%
Quambone Toilet Block	\$70,380	TBA	Completed	01/07/2022	30/06/2023	0%
Coonamble Pool Upgrade Program	\$466,957	\$69,916	Concrete structural integrity test results received. Currently being interpreted by third party structural engineer.	01/07/2022	30/06/2023	15%
Coonamble Sportsground	\$119,450	-	To commence.	01/07/2022	30/06/2023	0%

Footpaths Reconstruction	\$45,000	-		To commence.	01/07/2022	30/06/2023	0%
Street Tree Replacement Program	\$100,000	-		To be programmed in accordance with new policy.	01/07/2022	30/06/2023	0%
Walking Loop Footpath Construction	\$327,083	-		To commence.	01/07/2022	30/06/2023	0%
Coonamble Showground Upgrades	\$25,000	-		To commence.	01/07/2022	30/06/2023	0%
Quarries, Pits & Crusher Operations							
Balance Sheet	Estimated	Actual Date	to	Comment	Start Date	End Date	Progress (%)
Expenditure	\$2,114,325	\$775,117		Production costs inc. staff, plant, equipment and operating costs.	01/07/2022	30/06/2023	17%
Income	\$2,625,550	\$1,420,059		40mm rockfill is accounting for approx..30% of all sales to date.	01/07/2022	30/06/2023	20%
Net Revenue	+\$511,225	\$644,942		On target.	01/07/2022	30/06/2023	34%
Workshop Operations							

Plant Serviced or Repaired	Estimated Downtime Actual to Date (Hrs)	Comment	Start Date	End Date	Progress (%)
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10.17 TOORAWEEAH ROAD UPGRADE - MONTHLY STATUS UPDATE**File Number: R-8-32-1****Author: Dirk Jol-Roads Manager****Authoriser: Ross Earl, Acting General Manager****Annexures: Nil****PURPOSE**

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

EXECUTIVE SUMMARY

In the month of December 2022 and January 23, JJ Ryan completed 50% design drawing for review in December these were reviewed by staff and comments provided back to JJ Ryan for inclusion in the tender issue design plans.

In January 2023 JJ Ryan submitted a preliminary design which included drainage structures, this design has been provided on Council's website for interested parties to review.

The procurement of drainage structures will be completed on the provision of a structure list from JJ Ryan, the procurement will enable Council to complete the next milestone in the project.

The issue for tender (IFT) are expected to be finalised in early February to enable tendering to be undertaken in February or March 2023.

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

BACKGROUND

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

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

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

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

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

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

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

Council's website has been updated following the Community Information Session in October 2022 and the provision of a full preliminary design in January 2023. Community consultation is continuing where requested provided by Western Project Services.

RECOMMENDATION

That the information be received and noted.

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

Nil

12 CONFIDENTIAL MATTERS

RECOMMENDATION

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

12.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 14 December 2022

12.2 Closed (Public Excluded) Extraordinary Council Meeting of the Coonamble Shire Council - 15 December 2022

12.3 Request for Concession Towards Water and Sewer User Charges

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

13 CONCLUSION OF THE MEETING