



BUSINESS PAPER

Ordinary Council Meeting Wednesday, 9 October 2024

Date: Wednesday, 9 October 2024

Time: 3.00 PM

**Location: Shire Chamber
Coonamble**

**Paul Gallagher
GENERAL MANAGER**

Notice is hereby given that an Ordinary Meeting of Council will be held in the Shire Chamber, Coonamble on Wednesday, 9 October 2024 at 3.00 PM.

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Minute silence to acknowledge the passing of ex-councillor Mr Len Scott.

1 OPENING MEETING

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

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 COMMUNITY CONSULTATION

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

5 DEPUTATION/DELEGATIONS

6 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 11 September 2024 be confirmed as a correct record of the proceedings of the meeting.



MINUTES

**Ordinary Council Meeting
Wednesday, 11 September 2024**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 11 SEPTEMBER 2024 AT 3.00 PM**

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

IN ATTENDANCE: Paul Gallagher (General Manager), Bruce Quarmby (Director Corporate Services), Kerrie Murphy (Director Infrastructure), Barry Broe (Director Community, Planning, Development & Environment), Jennifer Maundrell (Executive Manager Corporate Governance), Marina Colwell (Executive Support Officer), Deborah Tatton (Manager Finance), Kylie Kerr (Manager Roads), Mick Bell (Manager Parks & Urban Services), David Levick (Manager Economic Development & Growth), Tim Wark (Project Engineer), Azita Sobhani (Manager Community Development).

1 OPENING MEETING

The Mayor opened the meeting at 3.00 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);
- 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

Nil

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

APOLOGY

RESOLUTION 2024/212

Moved: Cr Terence Lees

Seconded: Deputy Mayor Bill Fisher

That the apology from Cr Adam Cohen be noted and approved.

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

Against: Nil

CARRIED 6/0

5 DEPUTATION/DELEGATIONS

Nil

6 CONFIRMATION OF MINUTES

RESOLUTION 2024/213

Moved: Cr Pat Cullen

Seconded: Cr Brian Sommerville

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 14 August 2024 be confirmed as a correct record of the proceedings of the meeting.

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

Against: Nil

CARRIED 6/0

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

MAYORAL MINUTE

RESOLUTION 2024/214

Moved: Mayor Tim Horan

Seconded: Cr Barbara Deans

That the report be received and noted.

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

Against: Nil

CARRIED 6/0

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL

MOTION

RESOLUTION 2024/215

Moved: Mayor Tim Horan

Seconded: Cr Pat Cullen

That Items 10.1, 10.2, 10.4, 10.5, 10.7, 10.8, 10.9, 10.10, 10.11, 10.12 be received and noted and moved as a block resolution.

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

Against: Nil

CARRIED 6/0

10.3 OCTOBER 2024 EXTRAORDINARY MEETING**RESOLUTION 2024/216**

Moved: Deputy Mayor Bill Fisher

Seconded: Cr Barbara Deans

- 1. That Council notes the information contained in the report.**
- 2. That Council hold an Extraordinary Council Meeting on Thursday 3 October 2024 at 3.00pm for the election of Mayor, Deputy Mayor, Committee delegates and the setting of the 2024/2025 meeting dates.**

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

Against: Nil

CARRIED 6/0**10.6 FINANCIAL REPORTS FOR YEAR ENDED 30/06/2024****RESOLUTION 2024/217**

Moved: Cr Terence Lees

Seconded: Deputy Mayor Bill Fisher

- 1. That the Mayor, Councillor Fisher, the General Manager and Responsible Accounting Officer be authorised to sign the necessary Statement by Council on the Financial Reports for the year ended 30 June 2024.**
- 2. That Council's Financial Reports for the year ended 30 June 2024 be referred for audit.**

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

Against: Nil

CARRIED 6/0**11 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**

Nil

12 CONFIDENTIAL MATTERS

Nil

13 CONCLUSION OF THE MEETING

The Meeting closed at 3.53pm.

The minutes of this meeting were confirmed at the Council held on 9 October 2024.

.....
CHAIRPERSON

7 DISCLOSURES OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

SECTION B - MATTERS FOR INFORMATION ONLY

9 COMMITTEE REPORTS

Nil

10 REPORTS TO COUNCIL

10.1 OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS

File Number: C-13

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: 1. Oath or Affirmation

PURPOSE

The purpose of this report is to inform Councillors of the requirement of Section 233A of the *Local Government Act 1993*, for them to take an oath or affirmation of office.

BACKGROUND

As a result of the amendments to the *Local Government Act 1993*, Councillors (including Mayors) are now required to take an oath or affirmation of office. Oaths or affirmations of office must be taken by each Councillor at or before the first meeting of the Council after being elected.

(a) Relevance to Integrated Planning and Reporting Framework

This report has no relevance to Council's Integrated Planning and Reporting Framework.

(b) Financial Considerations

There are no financial considerations relating to this report.

COMMENTARY

Acceptance of the *Local Government Amendment (Governance and Planning) Act 2016* on 30 August 2016 has seen amendments made to the *Local Government Act 1993*. Of significant importance is the addition of Section 233A:

233A Oath and affirmation for councillors

- (1) *A Councillor must take an oath of office or make an affirmation of office at or before the first meeting of the council after the Councillor is elected.*
- (2) *The oath or affirmation may be taken or made before the General Manager of the council, an Australian legal practitioner or a Justice of the Peace and is to be in the following form -*

Oath

I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of the Coonamble Shire area] and the Coonamble Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

Affirmation

I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of the Coonamble Shire Area and the Coonamble Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

- (3) *A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.*
- (4) *Any absence of a councillor from an ordinary meeting of the council that the Councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the council.*
- (5) *Failure to take an oath of office or make an affirmation of office does not affect the validity of anything done by a councillor in the exercise of the councillor's functions.*
- (6) *The General Manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the council meeting or otherwise).*

Circular No 17-22 from the Office of Local Government states that a record must be kept of the taking of the oath or affirmation. Therefore, it is suggested that Councillors sign a statement containing the oath or affirmation at the January 2022 Extra-Ordinary Council Meeting for Council's records.

Councillors who would prefer to take the oath or affirmation in front of an Australian legal practitioner or a Justice of the Peace, are requested to let the General Manager know, in order for arrangement to be made for a staff member to also be present at this ceremony (to ensure that an accurate record can be kept by Council) – in line with the directive given by the NSW Office of Local Government in the attached Circular 17-22.

(a) Governance/Policy Implications

Section 233A of the *Local Government Act 1993* requires Councillors to take an oath or affirmation of office at or before the first meeting of the Council after the Councillor is elected.

(b) Legal Implications

Section 233A(3) of the *Local Government Act 1993* states the following:

A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which

the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.

(c) Social Implications

Councillors seen to be undertaking the oath or affirmation of office should have a positive effect on the community's perception of "their" representatives committing themselves to do the "right thing" by acting in the best interest of all the people in the local government area and being faithful and impartial in the carrying out of their functions.

(d) Environmental Implications

Nil.

(e) Economic/Asset Management Implications

Nil.

(f) Risk Implications

Nil.

CONCLUSION

As a result of the amendments to the *Local Government Act 1993*, Councillors (including Mayors) are now required to take an oath or affirmation of office. Oaths or affirmations of office must be taken by each Councillor at or before the first meeting of the Council after being elected. Council is required to keep a record of the taking of the oath or affirmation, therefore at the 9 October 2024 Ordinary Council Meeting, Councillors are respectfully requested to sign a statement containing the oath or affirmation of office for Council's records.

RECOMMENDATION

- 1. That each Councillor takes an oath or makes an affirmation of office in the prescribed format commensurate with the provisions of Section 233A of the *Local Government Act 1993* (as amended) as the first item of business.**
- 2. That each Councillor reads out loud the prescribed wording of the oath or affirmation of office in front of the General Manager and signs a statement containing this oath or affirmation of office for Council's records.**

Attachment**Oath**

I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

Affirmation

I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

10.2 ELECTION OF MAYOR AND DEPUTY MAYOR (METHOD OF VOTING)

- File Number:** E2-3
- Author:** Marina Colwell, Executive Support Officer
- Authoriser:** Paul Gallagher, General Manager
- Annexures:**
1. Ballot Paper - Deputy Mayor
 2. Preferential - Deputy Mayor
 3. Ballot Paper Mayor 2024
 4. Preferential Ballot Paper Mayor 2024

PURPOSE

The purpose of this report is for Council to determine the procedures for the election of the Mayor and Deputy Mayor for the remainder of this Council term i.e. until the general Local Government elections in September 2024.

BACKGROUND

Nominations must be in writing, signed by two Councillors, in addition to written acceptance by the person being nominated. Nomination forms have been previously provided to Councillors; however, forms are also attached to this report.

The nomination forms should be completed, signed and returned to the General Manager prior to the meeting.

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

1. Returning Officer (RO)

The General Manager (or a person appointed by the General Manager) is the returning officer.

2. Nomination

2.1 A Councillor may be nominated without notice for election as Mayor or Deputy Mayor.

2.2 The nomination is to be made in writing by two (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.

2.3 The nomination is to be delivered or sent to the returning officer.

2.4 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

3.1 If only one Councillor is nominated, that councillor is elected.

3.2 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.

3.3 The election is to be held at the council meeting at which the council resolves on the method of voting.

3.4 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) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

The Mayor is paid an allowance, which is reviewed annually, in addition to the annual fee received for Councillor.

It is possible for Council to 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 however be deducted from the Mayor’s annual fee.

It is currently policy of Council not to pay a fee to the Deputy Mayor.

COMMENTARY

No commentary is required.

(a) Governance/Policy Implications

The Office of Local Government has provided instruction for the election of Mayors and Deputy Mayors.

(b) Legal Implications

Council must adhere to the relevant provisions of the *Local Government Act 1993* and the *Local Government (General) Regulations 2005* when electing a Mayor and Deputy Mayor. These provisions have been highlighted in the previous item of this meeting’s Business Paper.

(c) Social Implications

Nil.

(d) Environmental Implications

Nil.

(e) Economic/Asset Management Implications

Nil.

(f) Risk Implications

Nil.

CONCLUSION

Council must conduct a Mayoral and Deputy Mayor election in October 2024 and determine the method of voting.

Nomination forms have been provided to Councillors and also forwarded with the Business Paper to all Councillors for their convenience, noting that written nominations are required for both the role of Mayor and Deputy Mayor.

RECOMMENDATION

1. That Council notes the contents of the report.
2. That Council appoints the General Manager as Returning Officer to oversee the election of the Mayor and Deputy Mayor.
3. Council resolve the method of voting for Mayor and Deputy Mayor to be;
 - a) secret ballot
 - b) open voting.
4. Council resolve the method of voting for Mayor and Deputy Mayor to be;
 - a) ordinary ballot - placing an "X" on the paper;
 - b) preferential ballot – placing "1" and "2" on the paper.
5. That the General Manager and Director Corporate Services conducts the election of the Mayor and Deputy Mayor.
6. That Council resolves to appoint Cr. _____ as Mayor.
7. That Council resolves to appoint Cr. _____ as Deputy Mayor.



Ballot Paper for the Election of Deputy Mayor

Election Date: 9 October 2024

For the position of Deputy Mayor until September 2025



1. Write the name of the person for whom you wish to vote in the space above.
2. After marking the ballot paper according to paragraph one (1) of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then return it to the Returning Officer.



**Ballot Paper for the
Election of the Deputy Mayor**

9 October 2024

For the position of Deputy Mayor until September 2025

Cr _____

Cr _____

1. In marking your vote on this ballot paper, you must place the number "1" in the square opposite the name of the candidate for whom you desire to give your first preference vote, and you may then place consecutive numbers beginning with the number "2" in the squares opposite the names of the other candidates in the order of your preference for them.
2. After marking the ballot paper according to paragraph 1 of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then place it in the container provided.



Ballot Paper for the Election of Mayor

Election Date: 9 October 2024

For the position of Mayor until September 2026



1. Write the name of the person for whom you wish to vote in the space above.
2. After marking the ballot paper according to paragraph one (1) of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then return it to the Returning Officer.



**Ballot Paper for the
Election of the Mayor**

9 October 2024

For the position of Mayor until September 2026

Cr _____

Cr _____

1. In marking your vote on this ballot paper, you must place the number "1" in the square opposite the name of the candidate for whom you desire to give your first preference vote, and you may then place consecutive numbers beginning with the number "2" in the squares opposite the names of the other candidates in the order of your preference for them.
2. After marking the ballot paper according to paragraph 1 of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then place it in the container provided.

10.3 ELECTION OF MAYOR FOR THE MAYORAL TERM ENDING SEPTEMBER 2026

File Number: C-13

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures:

- 1. Ballot Paper 2024**
- 2. Preferential Ballot Paper 2024**

PURPOSE

The purpose of this report is for Council to elect a Mayor for a two (2) year Mayoral Term ending September 2026.

BACKGROUND

Section 226 of the *Local Government Act 1993*, states that the following:

The role of the mayor is as follows -

- (a) to be the leader of the council and a leader in the local community,
- (b) to advance community cohesion and promote civic awareness,
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
- (e) to preside at meetings of the council,
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
- (i) to promote partnerships between the council and key stakeholders,
- (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
- (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
- (l) to carry out the civic and ceremonial functions of the mayoral office,
- (m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
- (n) in consultation with the councillors, to lead performance appraisals of the general manager,
- (o) to exercise any other functions of the council that the council determines.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

In accordance with the guidance provided from the Local Government Remuneration Tribunal, as part of the adoption of the 2024 / 2025 Operational Plan, Council adopted the following fees for the Councillors and Mayor for the 2024 / 25 financial year:

Councillor Annual Fee of \$11,870.

Mayoral Annual Fee of \$22,520, noting the payment of this fee is additional to the Councillor fee.

COMMENTARY

Section 227, read in conjunction with Section 282 of the *Local Government Act 1993*, stipulates that the Mayor of a Local Government Area (LGA), who is to be elected by the Councillors for the area, is to be elected by the Councillors from among their number.

Approval of the *Local Government Amendment (Governance and Planning) Act 2016* in 2016 has resulted in an amendment to Section 230 of the *Local Government Act 1993* which now among other things makes provision for a Mayor who is elected by Councillors to hold office for a period of two (2) years.

The election of the Mayor by Councillors in a LGA is to be in accordance with the provisions of Clause 394 and Schedule 7 of the *Local Government (General) Regulations 2005*.

Schedule 7 of the *Local Government (General) Regulations 2005*, among other things, reads as follows:

Returning Officer:

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

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.*

(a) Governance/Policy Implications

Section 241 of the *Local Government Act 1993* stipulates that the (Local Government) Remuneration Tribunal “must, not later than 1 May in each year, determine, in each of the categories determined under section 239, the maximum and minimum amounts of fees to be paid during the following year to councillors (other than mayors) and mayors”.

Section 249 of the above-mentioned act among other things provides for the following:

- (1) *A council must pay the mayor an annual fee.*
- (2) *The annual fee must be paid in addition to the fee paid to the mayor as a councillor.*
- (3) *A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*

Council currently pay Councillors an annual fee of \$11,870 and the Mayor an additional annual fee of \$22,520. These fees comply with the allowable fees payable for the Rural Council category, within which Coonamble Shire Council is classified.

(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 Mayor for the 2024/25 financial year.

(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 Mayor.

RECOMMENDATION

- 1. That Council elects a Mayor for the Mayoral Term, noting that this term will end in September 2026.**
- 2. That the General Manager advises Local Government NSW and the NSW Office of Local Government of the results of the Mayoral election.**



Ballot Paper for the Election of Mayor

Election Date: 9 October 2024

For the position of Mayor until September 2026



1. Write the name of the person for whom you wish to vote in the space above.
2. After marking the ballot paper according to paragraph one (1) of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then return it to the Returning Officer.



**Ballot Paper for the
Election of the Mayor**

9 October 2024

For the position of Mayor until September 2026

Cr _____

Cr _____

1. In marking your vote on this ballot paper, you must place the number "1" in the square opposite the name of the candidate for whom you desire to give your first preference vote, and you may then place consecutive numbers beginning with the number "2" in the squares opposite the names of the other candidates in the order of your preference for them.
2. After marking the ballot paper according to paragraph 1 of these directions, you must fold it so that the vote cannot be seen, show the folded ballot paper to the returning officer and then place it in the container provided.

10.4 ELECTION OF A DEPUTY MAYOR

File Number: C-13

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: 1. Nomination Form - Office of Deputy Mayor

PURPOSE

The purpose of this report is for Council to elect a Deputy Mayor.

BACKGROUND

In the past, Council has conducted the election of the Deputy Mayor annually at the September Ordinary Meeting.

(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, this position will receive an annual Councillor's fee of \$11,870.

Adequate provision has been made in the 2024 / 25 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.*

It was practice in the past for Council to elect a Deputy Mayor for a one-year term. Unless Council feels strongly about this matter, it may be good practice to continue with this current arrangement.

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 2005*.

Schedule 7 of the *Local Government (General) Regulations 2005*, among other things, reads as follows:

Returning Officer:

The General Manager (or a person appointed by the General Manager) is the returning officer.

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.*

(a) Governance/Policy Implications

Section 231 of the *Local Government Act 1993*(3) 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 for the 2024 / 25 financial year.

(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

That Council elects a Deputy Mayor for a one-year term.



NOMINATION PAPER

FOR THE OFFICE

OF

DEPUTY MAYOR

We, the undersigned, hereby propose for nomination for the Office of Deputy Mayor:

Name of Candidate

Mover:

Seconder:

I, the above-named Candidate hereby consent to the nomination.

(Signature of person proposed for nomination)

10.5 USING COUNTBACKS TO FILL CASUAL VACANCIES

File Number: C-13

Author: Marina Colwell-Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is for Council to consider exercising the option of using a countback to fill casual vacancies occurring in the first 18 months following the election, or not.

BACKGROUND

Following the 2021 general local government elections, Council will, for the first time, have the option of using a countback of votes cast at the last election to fill casual vacancies occurring in the offices of Councillors in the first 18 months after the election.

This will allow Council to use a countback to fill vacancies at a lower cost than the cost of holding a by-election.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

Use of the countback to fill casual vacancies, will result in a lower cost than the cost of holding a by-election. As an example, the cost of the by-election held in June 2018 was in the vicinity of \$30,000.

COMMENTARY

To exercise the option of using a countback to fill casual vacancies occurring in the first 18 months following the election, Council must resolve, at their first meeting after the election, to use a countback to fill casual vacancies.

If Council does not resolve this at the first meeting after the election, a by-election will be required to fill any casual vacancies.

Countbacks are not available to fill casual vacancies in the office of a councillor where:

- The councillor who vacated office was elected at an election using the optional preferential voting system (i.e. elections where only one civic office is required to be filled such as the election of popularly elected mayors), or
- The councillor was elected at an uncontested election.

A by-election must be used to fill these vacancies.

(a) Governance/Policy Implications

Where Council resolves to fill casual vacancies using the countback in the first 18 months of their term, the General Manager is required under the *Local Government (General) Regulation 2005* (the Regulation) to notify

the NSW Electoral Commissioner of the Council's resolution within seven (7) days of the resolution.

(b) Legal Implications

In order to exercise the option of using a countback to fill casual vacancies occurring in the first 18 months following the election, Council must resolve at its first meeting after the election to use a countback to fill casual vacancies.

If Council does not adopt such a resolution, a by-election will be required to fill any casual vacancies.

(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 / asset management implications attached to this report.

(f) Risk Implications

There are no risk implications attached to this report.

CONCLUSION

It is suggested for Council to consider exercising the option of using a countback to fill casual vacancies occurring in the first 18 months following the ordinary election, or not.

RECOMMENDATION

1. That Council receive and note the report to fill casual vacancies .
2. That Council considers whether to exercise the option of using a countback to fill casual vacancies occurring in the first 18 months following the ordinary election, or not.
3. That, if Council elects to exercise the option mentioned in paragraph two (2) above, the following resolution be adopted to comply with the requirements of the NSW Electoral Office:

“That pursuant to section 291A(1)(b) of the *Local Government Act 1993* (the Act) Coonamble Shire Council declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024 are to be filled by a countback of votes cast at the election for the office in accordance with section 291A of the Act and directs the General Manager to notify

the NSW Electoral Commissioner of the Council's decision within seven (7) days of the decision.

10.6 FIXING OF DATES FOR COUNCIL MEETINGS FOR THE 2024/2025 MAYORAL TERM

File Number: C13

Author: Marina Colwell, Executive Support Officer

Authoriser: Paul Gallagher, General Manager

Annexures: Nil

PURPOSE

The purpose of this report is for Council to fix dates for Ordinary and Extraordinary Council Meetings from November 2024 to September 2025.

BACKGROUND

At the Ordinary Meeting of Council held on 14 September 2022 Council fixed the dates, location, and times of its meetings for the period October 2022 to September 2024.

Council's current meeting date is the second Wednesday of each month, with a commencement time of 3.00 pm. There is no meeting held in the month of January in order to provide for a period of rest over the festive and summer school holiday period. January is normally a 'slow' period with many residents taking their annual leave and businesses also slow and/or close from late December to mid-January. It is suggested that this practice continue as it also provides a recess time for both staff and Councillors.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

There are no financial considerations associated with this report.

COMMENTARY

Council's current meeting dates are set for the second Wednesday of each month, with a commencement time of 3.00 pm. Council has previously resolved not to hold an Ordinary Meeting during the month of January. Council's March meeting has been traditionally held in Gulargambone and the July meeting at Quambone.

Meetings once commenced at 10.00am which alleviated travel on rural roads at night, the move to an afternoon meeting was hoped to encourage greater community interaction, however with the live streaming of the meeting it is proposed to revert back to 10.00am as residents are able to log on to watch the meeting or play back the meeting at their convenience.

The Coonamble Show Society has requested the Council to apply for a date change for the Show's public holiday with the NSW Premier's Department, bringing the date forward from June 4 2025 to May 14 2025. If the date approval is granted the May Ordinary Council meeting will need to be moved to Thursday, 15 May 2025, at 10:00 am.

It is suggested that the following dates, times and venues be approved.

Date	Location	Time
13 November 2024	Council Chamber – Council Admin Building	10.00 a.m.
11 December 2024	Council Chamber – Council Admin Building	10.00 a.m.
12 February 2025	Council Chamber – Council Admin Building	10.00 a.m.
12 March 2025	Gulargambone – Memorial Hall	10.00 a.m.
9 April 2025	Council Chamber – Council Admin Building	10.00 a.m.
15 May 2025 (Thursday)	Council Chamber – Council Admin Building	10.00 a.m.
18 June 2025	Council Chamber – Council Admin Building	10.00 a.m.
9 July 2025	Quambone – Community Hall	10.00 a.m.
13 August 2025	Council Chamber – Council Admin Building	10.00 a.m.
10 September 2025	Council Chamber – Council Admin Building	10.00 a.m.

Governance/Policy Implications

Council Meetings are an important part of Council’s functions; they are the mechanism through which it communicates.

(c) 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.

(d) Social Implications

Holding meetings at Gulargambone and Quambone provides residents with the opportunity to attend the meeting as observers or be involved in the Community Consultation Session without the need to travel to Coonamble.

(e) Environmental Implications

Nil.

(f) Economic/Asset Management Implications

Nil.

(g) Risk Implications

Nil.

CONCLUSION

It is suggested for Council not to change the practice around the dates and times for its monthly meetings. Therefore, it is proposed that Council hold one (1) Ordinary Meeting on a monthly basis scheduled for the second Wednesday of each. It is further proposed that Council continues to hold its March monthly meeting at Gulargambone and the July monthly meeting at Quambone.

RECOMMENDATION

1. That Council fixes the dates and times for the 2024 / 2025 Ordinary Meetings as follows:

<u>Date</u>	<u>Location</u>	<u>Time</u>
13/11/2024	Council Chamber – Admin Building	10.00 am.
11/12/2024	Council Chamber – Admin Building	10.00 am.
12/02/2025	Council Chamber – Admin Building	10.00 am.
12/03/2025	Gulargambone Memorial Hall	10.00 am.
09/04/2025	Council Chamber – Admin Building	10.00 am.
15/05/2025	Council Chamber – Admin Building	10.00 am.
18/06/2025	Council Chamber – Admin Building	10.00 am.
09/07/2025	Quambone Community Hall	10.00 am.
13/08/2025	Council Chamber – Admin Building	10.00 am.
10/09/2025	Council Chamber – Admin Building	10.00 am.

2. That the General Manager communicates the dates and venues of Council Meetings for the November 2024 to September 2025 period to staff and arranges for the times, dates and venues of future meetings, as listed in paragraph one (1) above, to be advertised on Council’s website and in Council’s column in the Coonamble Times in accordance with Section 9 of the *Local Government Act 1993*.

10.7 DELEGATES TO COMMITTEES

File Number: C13
Author: Marina Colwell, Executive Support Officer
Authoriser: Paul Gallagher, General Manager
Annexures: Nil

PURPOSE

The purpose of this report is for Council to update and/or amend its committee structure by delegating Council representatives to community committees for the period October 2024 to September 2025.

BACKGROUND

Council’s existing list of committees and representatives, (red Vacant is requiring a nominated Councillor) is as follows:

i) Councillor / Staff Committees of Council:

COMMITTEE	DELEGATE	STAFF
General Manager’s Recruitment and Selection Committee (As required)	All Councillors	Not applicable
General Manager’s Performance Management Committee (Annually on or around the appointment anniversary of the GM)	All councillors to have input in the process, with the details of the actual review to be determined.	General Manager
Donations Committee	All Councillors	Director Corporate Services
Saleyards Management Committee (Twice per Year)	Vacant (Councillors without a Conflict of Interest need to be appointed)	Director Infrastructure/Manager Utilities Director Community, Planning, Development & Environment. Manager-Planning, Regulatory & Compliance. Rangers
Significant Development Proposals Committee (As required)	Mayor, Deputy Mayor, Vacant	General Manager, Director Infrastructure, Director Infrastructure, Director Community, Planning, Development & Environment. Manager-Planning, Regulatory & Compliance.
Youth Council	Mayor, Vacant	Director Community, Planning, Development & Environment
Local Traffic Committee (Quarterly)	Vacant	General Manager/Director Infrastructure

(1) The staff member whose name is shown in red is the responsible person for the proper administration of Committee Meetings.

ii) Outside Community Committees

COMMITTEE	DELEGATE	STAFF
Bush Fire Management	Mayor / Vacant	Director Corporate

Local Emergency Management	Vacant (as an observer only)	Director Infrastructure
Outback Arts	Vacant	Manager Economic Development & Growth, Director Community, Planning, Development & Environment
Coonamble Together Partnership Group	Mayor/ Vacant	Director Community, Planning, Development & Environment
North Western Library Cooperative	Vacant	Director Community, Planning, Development & Environment, Librarian
Castlereagh Macquarie Weeds County Council	Vacant x 2 (note this is an election process)	Nil
Chamber of Commerce	Vacant	General Manager, Director Community, Planning, Development & Environment, Manager Economic Development & Growth
Quambone Resources	Mayor/Vacant	Nil

(a) Relevance to Integrated Planning and Reporting Framework

It is important for Council’s committee structure to support and facilitate the achievement of Council’s goals and objectives within its strategic documents and plans.

(b) Financial Considerations

Those committees which are administered by Council do incur a cost for Council, as resources (staff, time and money) need to be allocated to the management and administration of these structures to ensure that agendas and minutes are generated, and action steps are implemented.

COMMENTARY

The committee structure adopted by Council in September 2022 facilitates the broad spectrum of functions for which Council is responsible and facilitates Council’s needs and objectives. It is suggested that the current structure be retained.

Council must hold a vote to nominate a Councillor representative for the Castlereagh Macquarie Weeds County Council. The General Manager will request a ‘show of hands’ for this vote.

(a) Governance/Policy Implications

Some committees will function pursuant to the provisions of the *Local Government Act 1993* and others like the Local Traffic Committee in accordance with the provisions of the *Traffic Act 1909*.

(b) Social Implications

Social implications would include the provision of a conduit between community and Council when Council delegates participate on community committees.

(c) Environmental Implications

There are no direct environmental implications associated with this report, although it is recognised that the Castlereagh-Macquarie Weeds County Council is solely focused on an environmental function.

(d) Economic/Asset Management Implications

Nil.

(e) Risk Implications

Nil.

CONCLUSION

Council should identify its priority strategic goals and objectives and the development of an adequate committee structure should be viewed as being an incremental process – with room for future development and refinement. All committees need to facilitate and support Council’s objectives and goals.

RECOMMENDATION

- 1. That Council receives and notes this report.**
- 2. That Council nominates Councillors and staff as delegates to various committees until September 2024, as follows:**

i) Councillor / Staff Committees of Council:

COMMITTEE	DELEGATE	STAFF
General Manager’s Recruitment and Selection Committee (As required)	All Councillors	Shortlisted Applicants
General Manager’s Performance Management Committee (Annually)	All Councillors to have input in the process, with the details of the actual review to be determined.	General Manager
Donations Committee (To be determined)	All Councillors	Director Corporate Services
Saleyards Management Committee (Twice per Year)	Cr _____ / Cr _____ (Councillors without a Conflict of Interest need to be appointed)	Director Infrastructure/Manager Utilities Director Community, Planning, Development & Environment. Manager-Planning, Regulatory & Compliance. Rangers
Significant Development Proposals Committee (As required)	Mayor, Deputy Mayor, Cr _____/Cr _____	General Manager, Director Infrastructure, Director Infrastructure, Director Community, Planning, Development & Environment. Manager-Planning, Regulatory & Compliance.
Youth Council	Mayor / Cr _____ / Cr _____ / Cr _____	Director Community, Planning, Development & Environment
Local Traffic Committee (Quarterly)	Local members representative. TfNSW representative NSW Police	General Manager/Director Infrastructure

(1) The staff member whose name is shown in red is the responsible person for the proper administration of Committee Meetings.

Outside Community Committees

COMMITTEE	DELEGATE	STAFF
Bush Fire Management	Vacant (as an observer only)	Director Corporate Services
Local Emergency Management	Vacant	Director Infrastructure
Outback Arts	Mayor/ Vacant	Manager Economic Development & Growth, Director Community, Planning, Development & Environment
Coonamble Together Partnership Group	Vacant	Director Community, Planning, Development & Environment
North Western Library Cooperative	Vacant x 2 (note this is an election process)	Director Community, Planning, Development & Environment. Librarian
Castlereagh Macquarie Weeds County Council	Vacant	Nil
Chamber of Commerce	Vacant (as an observer only)	General Manager, Director Community, Planning, Development & Environment, Manager Economic Development & Growth
Quambone Resources	Vacant	Nil

10.8 RETURNS DISCLOSING PECUNIARY INTEREST

File Number: Councillors - C13

Author: Marina Colwell-Executive Support Officer

Authoriser: Bruce Quarmby, Director Corporate Services

Annexures: 1. **Primary Return - Disclosure of Pecuniary Interests and Other Matters**

PURPOSE

The purpose of this report is to convey to Councillors and designated persons, the requirement to lodge disclosure of interest returns with the General Manager.

BACKGROUND

In accordance with Council's adopted Code of Conduct, newly elected Councillors are required to complete and lodge disclosure of interest returns within three (3) months of the local government elections. Clauses 4.9 and 4.10 set out below state: new Councillors are required to complete a Primary Return upon commencing their duties as Councillors. Therefore, the return for the is due to be lodged with the General Manager by March 2022. In the case of returning Councillors a return will be required to be submitted within three (3) months of the end of the current financial year (30 June 2022).

Disclosure of interests in written returns

4.9 A councillor must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's interests as specified in schedule 1 to this code within 3 months after:

(a) becoming a councillor, and

(b) 30 June of each year, and

(c) the councillor becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.10 A councillor need not make and lodge a return under clause 4.9 paragraphs (a) and (b) if:

(a) they made and lodged a return under that clause in the preceding 3 months, or

(b) they have ceased to be a councillor in the preceding 3 months.

Once completed these returns, in accordance with the provisions of the *Government Information (Public Access) Act 2009* (GIPA Act), constitute an open access document and as such subject to mandatory proactive release. This will be achieved by the provision of copies of these documents through Council's Website and a tabling of the completed returns at the April 2022 Council meeting.

In order to ensure that the disclosure of interest returns are received by the due date, a copy of the return form has been provided to Councillors as an annexure to this report.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4. Governance is open and transparent.

(b) Financial Considerations

There are no financial considerations for Council, however the required returns deal with the pecuniary interests of all Councillors and designated persons.

COMMENTARY

As summarised above, Council's adopted Code of Conduct informs Councillors and designated persons of their obligations regarding both the declaration of a pecuniary interest and the requirement to submit an annual return.

This information, in accordance with the provisions of the Code of Conduct and the GIPA Act is then made publicly available, in so doing it seeks to ensure the ongoing openness and transparency of Council in all its actions.

Given the nature of information disclosed in the return, Council acknowledges that the returns may contain personal information about the person concerned, and, potentially, about third parties such as family members. This is information which individuals may have concerns about disclosing publicly on a website and may object to publication following consultation under the GIPA Act.

Taking this into consideration, Councillors and designated persons should note that contained within the GIPA Act is the provision for Council to protect such "personal information". Specifically, in accordance with Section 6(4) of the GIPA Act, in which agencies are required to "*facilitate public access to open access information contained in a record by deleting matter from a copy of record to be made publicly available, if inclusion of the matter would otherwise result in there being an overriding public interest against disclosure of the record, and it is practicable to delete the matter*".

As such, once the completed returns are received by Council, prior to their publication, the information contained within the returns will be displayed on Council's website in an open and transparent manner.

Whilst the report provides an overview of the subject, further information regarding both the completion of the disclosure of interest return and the publication of this information has been provided to Council in the annexures to this report.

(a) Governance/Policy Implications

The following extract from Council's adopted Code of Conduct outlines the requirement of a Councillor or designated person to complete and lodge a disclosure of interest return.

Disclosure of interests in written returns

4.9 A councillor must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's interests as specified in schedule 1 to this code within 3 months after:

- (a) becoming a councillor, and
- (b) 30 June of each year, and
- (c) the councillor becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

Clause 4.15 (below), further outlines Council's obligations in the publication of these returns in accordance with the GIPA Act.

4.15 Information contained in returns made and lodged under clause 4.9 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

(b) Legal Implications

The obligation to submit returns is with Councillors and designated persons. Over the past number of years, an emphasis has been placed on this issue by the NSW Auditor-General. It is known that the annual audit of Council's financial statements will include an audit of Councillors compliance with this requirement. Further, it now becomes a Code of Conduct issue if the returns are not completed and lodged within a timely manner.

(c) Social Implications

There are no social implications directly attached to this report.

(d) Environmental Implications

There are no environmental implications directly attached to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

The requirement for Councillors and designated persons, to complete and lodge a disclosure of interests acts as an important risk mitigation strategy. It assists with the identification and management of potential conflicts of interest that may arise in the operations of Council.

CONCLUSION

The requirement of Councillors and designated staff to annually complete disclosure of interest returns is outlined within Council's adopted Code of Conduct. The returns, once completed in accordance with the provisions of the both the Code of Conduct and the GIPA Act, are to be made publicly available. In doing so, this action seeks to ensure the ongoing openness and transparency of Council.

RECOMMENDATION

That all newly elected Councillors provide completed primary disclosure of interest forms to the General Manager by the end of December 2024, for these returns to be publicly tabled at the February 2025 Council meeting.



Disclosures by Councillors and Designated Persons

PRIMARY RETURN

Disclosure of pecuniary interests and other matters

by _____
Full Name

as at _____
Date

Councillor's or designated person's signature

Date

Approval for uploading a copy of this record to Council's website:
In accordance with section 6 of the Government Information (Public Access) Regulation 2018 (GIPA Act), the GIPA Act requires agencies make certain information publicly available, this includes the returns of the interests of Councillors and designated persons (see clause 1(2)(a) of Schedule 1).

A. Real Property		
Address of each parcel of real property in which I had an interest *at the return date/*at any time during the return period	Nature of interest	
B. Sources of income		
1 *Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:		
*Sources of income I received from an occupation at any time during the return period:		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)



Disclosures by Councillors and Designated Persons

2 *Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June: *Sources of income I received from a trust during the return period:		
Name and address of settler	Name and address of trustee	
3 *Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June: *Sources of other income I received at any time during the return period: [Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]		
C. Gifts		
Description of each gift I received at any time during the return period	Name and address of donor	
D. Contributions to travel		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken



Disclosures by Councillors and Designated Persons

E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position *at the return date/*at any time during the return period	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Positions in trade unions and professional or business associations	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date/*at any time during the return period	Description of position

G. Debts
Name and address of each person to whom I was liable to pay any debt *at the return date/*at any time during the return period

H. Dispositions of property
1 Particulars of each disposition of real property by me at any time during the return period as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

Local Government (General) Regulation 2005

Schedule 3 Form of return—disclosure of interest

(Clauses 180–182 and 192)

Local Government Act 1993**Disclosures by Councillors and Designated Persons Return**

- 1 The pecuniary interests and other matters to be disclosed in this return are prescribed by Part 8 of this Regulation.
- 2 If this return is the first return required to be submitted by you after attaining the position of councillor or designated person, do not complete Parts C, D and H of the return. All other Parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.

If this return is not the first return required to be submitted by you after attaining that position, all Parts of the return should be completed with appropriate information for the relevant return period since the last return, that is, the period from the return date of the last return to 30 June in this year or the period from the end of the last return period to 30 June in this year (whichever is appropriate).
- 3 The particulars required to complete this form are to be written in block letters or typed.
- 4 If any space is insufficient in this form for all the particulars required to complete it, an appendix is to be attached for that purpose which is properly identified and signed by you.
- 5 If there are no pecuniary interests or other matters of the kind required to be disclosed under a particular main heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
- 6 "*" means delete whichever is inapplicable.

Important information

This information is being collected for the purpose of compliance with section 449 of the Local Government Act 1993. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest Tribunal.

The information collected on this form will be kept by the general manager at the council chambers in a register of returns. Everyone is entitled to inspect the register of returns free of charge. You may correct or update the information contained in the register of returns by submitting a fresh return at any time.

10.9 RELATED PARTY DISCLOSURE POLICY

File Number: Policies - P15

Author: Bruce Quarmby-Director Corporate Services

Authoriser: Paul Gallagher, General Manager

Annexures:

1. Related Party Disclosures Policy
2. Related Party Disclosure - KMP Form - Attachment A
3. Related Party Disclosure - Privacy Collection Notice - Attachment B

PURPOSE

The purpose of this report is to convey to newly elected Councillors the requirement to lodge Disclosure by Key Management Personnel forms with the General Manager.

BACKGROUND

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general-purpose financial statements, in order to comply with *Australian Accounting Standard AASB 124 Related Party Disclosures July 2015 (AASB 124)*.

Related parties include Council's Key Management Personnel (KMP), their close family members, and any entities that they or any of their close family members control or jointly control.

A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, AASB 124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction.

Each KMP must provide a Related Party Disclosure, in the approved form, notifying any existing or potential related party transactions between Council and any related parties of the KMP, to the Director Corporate Services by no later than the following periods during a financial year:

- 30 days after the commencement of the application of this policy.
- 30 days after a KMP commences their term or employment with Council.
- 30 November (each year); and
- 30 June (each year).

Who are KMPs?

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly.

For Council, KMPs include the:

- Mayor.
- Councillors.
- General Manager.
- Directors.
- Public Officer.

Who are close family members of a KMP Person?

Close family members, or close members of the family of a KMP, are family members who may be expected to influence, or be influenced by that person in their dealings with Council and include:

- (a) That person’s children and spouse or domestic partner.
- (b) Children of that person’s spouse or domestic partner.
- (c) Dependants of that person or that person’s spouse or domestic partner.

Under AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc) *if* they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

The following table may assist you in identifying your close family members:

Definitely a close family member	Maybe a close family
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Your children	Your aunts, uncles, and cousins, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Your dependants	Your parents and grandparents, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence, or be influenced, by you in their dealings with Council.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4. Governance is open and transparent.

(b) Financial Considerations

There are no direct financial considerations for Council, however, the policy and subsequent declarations required are necessary to ensure Council’s compliance with the accounting standard AASB 124.

COMMENTARY

Given the nature of information disclosed in the return, Council acknowledges that the returns may contain personal information about the person concerned, and, about third parties such as family members.

Whilst the report provides an overview of the subject, further information regarding the completion of the disclosure of KMP return has been provided to Council in the annexures to this report.

(a) Governance/Policy Implications

L1.4.4. Governance is open and transparent.

(b) Legal Implications

The obligation to submit returns is with Councillors and other Key Management Personnel. It is known that the annual audit of Council's financial statements will include an audit of Councillors compliance with this requirement.

(c) Social Implications

There are no social implications directly attached to this report.

(d) Environmental Implications

There are no environmental implications directly attached to this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

The requirement for Councillors and other Key Management Personnel to complete and lodge a Related Party Disclosure assists as an important risk mitigation strategy. It assists with the identification and management of potential conflicts of interest that may arise in the operations of Council.

CONCLUSION

Newly elected Councillors must provide a duly completed related party disclosure in the form set out in Attachment A, notifying any existing or potential related party transactions between Council and either themselves, their close family members, or entities controlled or jointly controlled by them, or any of their close family members.

RECOMMENDATION

That all newly elected Councillors provide the General Manager with their completed "Related Party Disclosure by Key Management Personnel" forms by Friday, 8 November 2024.

1. BACKGROUND

Related party relationships are a normal feature of commerce and business. Council is committed to responsible corporate governance, including compliance with laws and regulations governing related party transactions.

2. PURPOSE

This Policy has been developed to provide guidance in complying with the *Local Government Act 1993*, section 413(3), which requires Council to prepare its General-Purpose Financial Statements in compliance with Australian Accounting Standards. The relevant standard for the purpose of this Policy is *AASB 124 Related Party Disclosures*, July 2015 (AASB 124).

3. POLICY OBJECTIVE

The objective of the Policy is to ensure that the existence of certain related party relationships, related party transactions and information about the transactions, necessary for users to understand the potential effects on the Financial Statements are properly identified, recorded in Council's systems, and disclosed in Council's General Purpose Financial Statements in compliance with AASB 124, the *Privacy and Personal Information Protection Act 1998* [PPIPA] and the *Government Information (Public Access) Act 2009* [GIPAA].

4. LEGISLATION

This policy is to be read in conjunction with the following:

- *Australian Accounting Standards AASB124 Related Party Disclosures.*
- *Australian Accounting Standards AASB10 Consolidated Financial Statements.*
- *Local Government Act 1993.*
- *Local Government (General) Regulation 2005*
- *Privacy and Personal Information Protection Act 1998 (PPIP Act)*
- *Government Information (Public Access) Act 2009 (GIPA Act)*

5. APPLICATION/SCOPE

This policy relates only to relationships with persons and entities identified as Related Parties under the definitions provided within this policy. As such this policy shall be applied in:

- Identifying related party relationships; related party transactions, and ordinary citizen transactions concerning Key Management Personnel [KMP], their close family members and entities controlled or jointly controlled by any of them.
- Identifying information about the related part transaction for disclosure.
- Establishing systems to capture and record related party transactions and information about those transactions.
- Identifying the circumstances in which disclosure of the of related party relationships and related party transactions is required.
- Determining the disclosures to be made about those items in Council's General Purpose Financial Statements for the purpose of complying with *AASB124*.

6. POLICY

6.1 ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's Related Party Disclosure Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

6.2 PRIVACY OBLIGATIONS

The following information is classified as confidential and is not available for inspection by or disclosure to the public, including through a GIPAA application:

- (a) Information (including personal information) provided by a KMP in a related party disclosure; and
- (b) Personal information contained in a register of related party transactions.

6.2.1 When Consent is Required.

Except as specified in this Policy, Council and other permitted recipients will not use or disclose personal information provided in a related party disclosure by a KMP or contained in a register of related party transactions for any other purpose or to any other person except with the prior written consent of the subject KMP.

6.2.2 Permitted Recipients.

The following persons are permitted to access, use and disclose the information (including personal information) provided in a related party disclosure or contained in a register of related party transactions for the purposes specified in Section 6.2.3:

- The General Manager.
- The Responsible Accounting Officer, Executive Leader of Corporate and Sustainability, Manager of Finance and Procurement.
- An Auditor of Council (including an Auditor from the NSW Auditor General's Office).
- Other Officers as delegated by the General Manager.

6.2.3 Permitted Purposes.

A person specified in Section 6.2.2 may access, use and disclose information (including personal information) in a related party disclosure or contained in a register of related party transactions for the following purposes:

- To assess and verify a notified related party transaction.
- To reconcile identified related party transactions against those notified in a related party disclosure or contained in a register of related party transactions.
- To comply with the disclosure requirements of AASB 124.
- To verify compliance with the disclosure requirements of AASB 124.

An individual may access their personal information provided by a KMP in a related party disclosure or contained in a register of related party transactions in accordance with *Council's Privacy Management Plan*.

6.2.4 Government Information (Public Access) (GIPA) Status.

The following documents are not open to or available for inspection by the public:

- Related party disclosure provided by a Key Management Personal.
- The register of related party transactions.

This is in accordance with the provisions set out within Section 14 Public interest considerations against disclosure of *the GIPA Act*.

6.3 AASB 124 DISCLOSURE REQUIREMENTS

6.3.1 Disclosures.

To comply with AASB 124, for annual periods beginning on or after 1 July 2016, Council will make the following disclosures in its General-Purpose Financial Statements:

- (a) Relationships between Council and its subsidiaries, irrespective of whether there have been transactions between them.
- (b) Key Management Personnel (KMP) compensation in total and for each of the following categories:
 - (i) Short-term employee benefits.
 - (ii) Post-employment benefits.
 - (iii) Other long-term benefits; and
 - (iv) Termination benefits.
- (c) Amounts incurred by Council for the provision of KMP services that are provided by a separate management entity.
- (d) The information specified in Section 1.2 for related party transactions with the following persons during the periods covered by the Financial Statement:
 - (i) Council subsidiaries.
 - (ii) Entities who are associates of Council or of a Council subsidiary.
 - (iii) Joint ventures in which Council or a Council subsidiary is a joint venture party.
 - (iv) Council's KMP.
 - (v) Other related parties, comprising:
 - (a) A close family member of a KMP of Council.
 - (b) Entities controlled or jointly controlled by a KMP of Council.
 - (c) Entities controlled or jointly controlled by a close family member of a KMP of Council.
 - (d) Other entities as specified in AASB 124, paragraph 9(b)(iii), (iv), (v) and (viii),

6.3.2 Disclosed Information.

For each category of related party transactions specified in section 6.3.1 (d), Council will disclose the following information in Council's General Purpose Financial Statements:

- The nature of the related party relationship.
- The amount of the transactions.
- The amount of outstanding balances, including commitments, and:
 - their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - details of any guarantees given or received.
- Provisions for doubtful debts related to the amount of outstanding balances; and
- The expense recognised during the period in respect of bad or doubtful debts due from related parties.

6.3.3 Disclosed in Aggregate or Separate Information.

For each related party category specified in section 6.3.1(d), Council will disclose information specified in section 6.3.2 for related part transactions of a similar nature in aggregate, except when separate disclosure is necessary for an understanding of the effects of related party transactions on the General-Purpose Financial Statements of Council, having regard to the following criteria:

RELATED PARTY DISCLOSURE POLICY – JULY 2021

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- The nature of the related party relationship.
- The significance of the transaction (individually or collectively) in terms of size or value (including where the materiality arises due to the fact that no consideration for the transaction is given or received by Council).
- Whether the transaction is carried out on non-arm's length terms.
- Whether the nature of the transaction is outside normal day-to-day business operations, based on the factors and thresholds determined by the Responsible Accounting officer in consultation with the Executive Leader of Corporate and Sustainability, the General Manager and Council's external auditor.

6.4 IDENTIFYING COUNCIL RELATED PARTY RELATIONSHIPS AND TRANSACTIONS

6.4.1 Identification.

The Responsible Accounting Officer is responsible for identifying Council subsidiaries, associates and joint ventures (incorporated and unincorporated) from the Related Entities Register, a document which is prepared to substantiate Note 19 of the Financial Statements "Interests in Other Entities".

6.4.2 Control or Joint Control.

To determine whether Council has control or joint control of an entity, the Responsible Accounting Officer is responsible for applying Australian Accounting Standards AASB 10 Consolidated Financial Statements and AASB 11 Joint Arrangements.

6.4.3 Associate or Joint Venture.

To determine whether an entity is an associate of, or in a joint venture with, Council or a Council subsidiary the Responsible Accounting Officer is responsible for applying AASB 128 investments in associates and joint ventures.

6.4.4 Electronic Investigation.

The Responsible Accounting Officer is responsible for investigating through Council's business system whether any identified Council subsidiaries, associates or joint ventures have an existing related party transaction with Council.

6.4.5 Information Extraction.

The Responsible Accounting Officer is responsible for identifying and extracting information specified in Section 6.3.2 against each existing related party transaction in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

6.4.6 Manual Investigation and Recording of Information.

For related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and record the information specified in Section 6.3.2 for the subject transaction in the register of related party transactions.

6.5 IDENTIFYING RELATED PARTY TRANSACTION WITH KMP AND THEIR CLOSE FAMILY MEMBERS**6.5.1 Related Party Disclosures.**

KMP must provide a related party disclosure in the form set out in Attachment A, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members, subject to Section 3.5, to the Executive Leader of Corporate and Sustainability by no later than the following periods during a financial year (specified notification period):

- 30 days after the commencement of the application of this Policy.
- 30 days after a KMP commences their term or employment with Council.
- 30 November each year.
- 30 June each year.

6.5.2 Related Party Disclosure Form.

At least 30 days before a specified notification period, the Executive Support Officer will provide each KMP with a Related Party Disclosure Form (Attachment A) and a Privacy Collection Notice (Attachment B).

6.5.3 Suspected Related Party Transaction.

If a KMP suspects that a transaction may constitute a related party transaction, the KMP should provide a related party disclosure to the Executive Leader of Corporate and Sustainability for consideration and determination.

6.5.4 Other Notification.

The notification requirements in Section 3 are in addition to the notifications a KMP must make to comply with:

- Council's adopted Code of Conduct; and
- The disclosure of interests in a written return pursuant to section 450A of the Local Government Act 1993 and Local Government (General) Regulation 2005.

6.5.5 Exclusions.

The notification requirements in Section 3 do not apply to:

- Related party transactions that are ordinary citizen transactions not assessed as being material as determined under Section 4; and
- The Mayor and Councilors' expenses incurred, and facilities provided during the financial year under Council's Payment of Expenses and Provision of Facilities to Mayor and Councilors' Policy, the particulars of which are contained in Council's Annual Report pursuant to the Local Government (General) Regulation 2005, clause 217.

6.5.6 Information Extraction.

The Responsible Accounting Officer is responsible for identifying information specified in Section 1.2 against each notified related party transaction in Council's business systems for the purpose of recording the related party transactions and associated information in the register of related party transactions.

6.5.7 Other Sources of Information.

To ensure all related party transactions are captured and recorded, the Responsible Accounting Officer is responsible for reviewing, if required, other sources of information held by Council including, without limitation:

- A prior year register of related party transactions.
- The minutes of Council and committee meetings.
- Council's Contracts Register.

6.5.8 Manual Investigation and recording of Information.

For notified related party transactions that are not captured by Council's business systems, the Responsible Accounting Officer is responsible for manually reviewing the transactional documentation and record the information specified in Section 6.3.2 for the subject transaction in the register of related party transactions.

6.6 ORDINARY CITIZEN TRANSACTIONS

6.6.1 Non-material in Nature.

A KMP is not required to notify in a related party disclosure and Council will not disclose in its Financial Statements, related party transactions that are ordinary citizen transactions assessed to be not material in nature.

6.6.2 Material in Nature.

A KMP is required to notify in a related party disclosure and Council will disclose in its Financial Statements in accordance with Section 6.3, related party transactions that are ordinary citizen transactions assessed to be material in nature.

6.6.3 Materiality Assessment.

The Responsible Accounting Officer is responsible for reviewing and assessing the materiality of related party transactions that are ordinary citizen transactions to determine whether the disclosure of such transactions are necessary for an understanding of the effects of the related party transactions on the Financial Statements having regard to the criteria specified in Section 6.3.3.

As a general rule, Council will utilise \$10,000 as the threshold for materiality.

6.6.4 Information Extraction.

The Responsible Accounting Officer is responsible for identifying information specified in Section 6.3 against each notified related party transaction that is an ordinary citizen transaction assessed as being material in nature in Council's business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

6.7 REGISTER OF RELATED PARTY TRANSACTIONS**6.7.1 Maintain a Register**

The Responsible Accounting Officer is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information specified in Section 6.3.2 for each existing or potential related party transaction (including ordinary citizen transactions assessed as being material in nature) during a financial year.

6.7.2 Contents of Register.

The contents of the register of related party transactions must detail for each related party transaction:

- The description of the related party transaction.
- The name of the related party.
- The nature of the related party's relationship with Council.
- Whether the notified related party transaction is existing or potential.
- A description of the transactional documents the subject of the related party transaction.
- The information specified in Section 6.3.2.

The Responsible Accounting Officer is responsible for ensuring that the information specified in Section 6.3.2 is disclosed in Council's Financial Statements to the extent, and in the manner stipulated by AASB 124, subject to Section 6.3.3.

7 DEFINITION

Term	Definition
Act	<i>Local Government Act 1993.</i>
Council	Coonamble Shire Council.
Arm's length terms	Terms between parties that are reasonable in the circumstances of the transaction that would result from: (a) Neither party bearing the other any special duty or obligation; and (b) The parties being unrelated and uninfluenced by the other; and each party having acted in its own interest.
Associate	In relation to an entity (the first entity), an entity over which the first entity has significant influence.
Close family member or close members of the family	In relation to a KMP, family members who may be expected to influence, or be influenced by that KMP in their dealings with Council will include: (a) That person's children and spouse or domestic partner. (b) Children of that person's spouse or domestic partner; and (c) Dependants of that person or that person's spouse or domestic partner. For the purpose of AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.
Control	Control of an entity is present when there is: (a) Power over the entity; and (b) Exposure or rights to variable returns from involvement with the entity; and (c) The ability to use power over the entity to affect the amount of returns received as determined in accordance with AASB 10 Consolidated Financial Statements,

	Paragraphs 5 to 18, Appendices A (Defined Terms) and B (Application Guidance).
Joint control	The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.
Joint venture	An arrangement of which two or more parties have joint control and have right to the net assets of the arrangement.
Joint venture party	A party to a joint venture that has joint control of that joint venture.
Key management personnel (KMP)	Person(s) having authority and responsibility for planning, directing and controlling the activities of Council. Specifically, KMP of Council are the: (a) Mayor. (b) Councillors. (c) General Manager. (d) Executive Leaders. (e) Public Officer.
KMP Compensation	All forms of consideration paid, payable or provided in exchange for services provided and may include: • Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within 12 months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees. • Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care. • Other long-term employee benefits, including long service leave or sabbatical leave, jubilee or other long service benefits, long-term disability benefits and, if they are not payable wholly within 12 months after the end of the period, profit sharing, bonuses and deferred compensation. • Termination benefits; and • Share-based payment.
Materiality	The assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it

	could influence decisions that users make on the basis an entity's financial statements.
Ordinary citizen transactions	<p>Transactions that an ordinary citizen would undertake with Council, which are undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities.</p> <p>Examples of ordinary citizen transactions assessed to be not material in nature are:</p> <ul style="list-style-type: none"> (a) Paying rates and utility charges. (b) Using Council's public facilities after paying the corresponding fees.
Ratepayer	The person liable for payment of Rates and Charges for the property in accordance with <i>section 560 of the Local Government Act, 1993</i> .
Related party	<p>A person or entity that is related to Council pursuant to the definition contained in AASB 124, Paragraph 9. Examples of related parties of Council are:</p> <ul style="list-style-type: none"> (a) Council subsidiaries. (b) KMP. (c) Close family members of KMP. (d) Entities that are controlled or jointly controlled by KMP or their close family members.
Related party transaction	<p>A transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged.</p> <p>Examples of related party transactions are:</p> <ul style="list-style-type: none"> (a) Purchases or sales of goods. (b) Purchases or sales of property and other assets. (c) Rendering or receiving of services. (d) Rendering or receiving of goods. (e) Leases. (f) Transfers under licence agreements. (g) Transfers under finance arrangements (example: loans). (h) Provision of guarantees (given or received). (i) Commitments to do something if a particular event occurs or does not occur in the future. (j) Settlement of liabilities on behalf of Council or by Council on behalf of that related party.

<p>Related party disclosure</p>	<p>A document entitled Related Party Disclosure by Key Management Personnel in the form set out in Attachment A.</p>
<p>Significant influence</p>	<p>The power to participate in the financial and operating policy decisions of another entity but is not control or joint control of those policies, as determined in accordance with Australian Accounting Standard AASB 128 Investments in Associates and Joint Ventures, Paragraphs 3, 5 and 6.</p>

Title: Related Party Disclosure Policy		
Department: Corporate and Sustainability		
Version	Date	Author
1	February 2017	B Quarmby
2	July 2021	B Quarmby
Review Date: 2024		
Amendments in the release:		
Amendment History	Date	Detail
Included: Statement of Ethics Update: Position Titles following organisational restructure	July 2021	
Annexure Attached: Attachment A – Related Party Disclosure Attachment B – Related Party Disclosure KMP		
Hein Basson General Manager		



Attachment A – Related Party Disclosure by Key Management Personnel

Private and Confidential	
Related Party Declaration by Key Management Personnel (KMP)	
Name of Key Management Person:	
Position of Key Management Person:	
<p>List details of close family member, entities that are controlled/jointly controlled by you and entities that are controlled/jointly controlled by close family members</p> <p><i>(Please refer to definitions in Related Party Disclosures Policy and consider the additional guidance provided in the Privacy Collection notice for KMP)</i></p>	
Name of person or entity	Relationship
<p>I <i>(insert full name)</i>, <i>(insert position)</i> declare that that the above list includes all my close family members and the entities controlled, or jointly controlled, by myself or my close family members. I make this declaration after reading the Council's Related Party Disclosures Policy which details the meaning of the words 'close family members' and 'entities controlled, or jointly controlled, by myself or my close family members'.</p>	
Declared at:	<i>(insert place)</i>
on the	<i>(insert date)</i>
Signature of KMP:	



Attachment A – Related Party Disclosure by Key Management Personnel

RELATED PARTY TRANSACTIONS

NOTIFICATION BY

KEY MANAGEMENT PERSONNEL

Name of Key Management Person: _____

Position of Key Management Person: _____

Please read the Related Party Disclosure Policy which explains what a related party transaction is and the purposes for which Council is collecting, and will use and disclose, the related party information provided by you in this notification.

Please Complete either Section 1 or Section 2

Section 1 (Please tick if applicable)

No related party transactions have been carried out in the past 6-month period and I am not aware of any related party transactions anticipated in the future.

Section 2

Please complete the table attached for each related party transaction with Council that you, or a close member of your family, or an entity related to you or a close member of your family:

- a) has previously entered into and which will continue in the future, or
- b) has entered into, or is reasonably likely to enter into, in the future.

Notification

I, (Name) _____, (Position) _____ notify that, to the best of my knowledge, information, and belief, as at the date of this notification, the above list and attachments, if any, includes all existing and potential related party transactions with Council involving myself, close members of my family, or entities controlled or jointly controlled by me or close members of my family, relevant to the reporting period.

I make this notification after reading the Related Party Disclosure Policy provided by Coonamble Shire Council, which details the meaning of the words "related party", "Related party transaction", "close members of the family of a person" and, in relation to an entity, "control" or "joint control" and the purposes for which this information will be used and disclosed.

I permit access to this information for the purpose of compliance with Council's legal obligations and disclosure.

Signature:

Date:



Attachment A – Related Party Disclosure by Key Management Personnel

Description of Related Party Transaction	Is transaction existing or potential?	Tick box if transaction is financial in nature	Related Party's Name (Individual or Entity) Include ABN if known	Relationship with Related Party	Description of Transaction Documents or Changes to the Related Party Relationship
		0			
		0			
		0			
		0			
		0			
		0			
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		0			
		0			
		0			
		0			

Note: - Please attach additional pages if not enough room supplied above as well as any supporting information that would be useful in the assessment of these related party transactions.

PRIVACY COLLECTION NOTICE
RELATED PARTY DISCLOSURES BY KEY MANAGEMENT PERSONNEL
Attachment B

Purpose of Collection, Use and Disclosure

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general-purpose financial statements, in order to comply with *Australian Accounting Standard AASB 124 Related Party Disclosures July 2015 (AASB 124)*.

Related parties include Council's Key Management Personnel (KMP), their close family members, and any entities that they or any of their close family members control or jointly control.

A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, AASB 124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction.

For more information about Council's disclosure requirements under AASB 124, please refer to Council's Related Party Disclosure Policy.

Notifications by Key Management Personnel

To comply with AASB 124, Council has adopted a policy that requires all members of its KMP to periodically provide notifications to the Executive Leader Corporate and Sustainability of any existing or potential related party transactions between Council and any of their related parties during a financial year, and any changes to previously notified related party relationships and transactions relevant to the subject financial year.

To this end, each KMP must provide a Related Party Disclosure, in the approved form, notifying any existing or potential related party transactions between Council and any related parties of the KMP, to the Executive Leader Corporate and Sustainability by no later than the following periods during a financial year:

- 30 days after the commencement of the application of this policy.
- 30 days after a KMP commences their term or employment with Council.
- 30 November (each year); and
- 30 June (each year).

Note, these related party disclosure requirements are in addition to the notifications KMPs are required to make to comply with Council's adopted Code of Conduct.

This includes disclosures relating to Conflicts of Interest (Pecuniary and Non-Pecuniary) and Gifts and Benefits. Council's Auditors may audit related party information as part of the annual external audit.



For privacy and right to information status of this information, please refer to Council’s Related Party Disclosure Policy.

Who are KMPs?

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly.

For Council, KMPs include the:

- Mayor.
- Councillors.
- General Manager.
- Executive Leaders.
- Public Officer.

Who are close family members of a KMP Person?

Close family members, or close members of the family, of a KMP are family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include:

- (a) that person’s children and spouse or domestic partner.
- (b) children of that person’s spouse or domestic partner; and
- (c) dependants of that person or that person’s spouse or domestic partner.

Under AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc) *if* they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

The following table may assist you in identifying your close family members:

Definitely a close family member	Maybe a close family member
Your spouse/domestic partner	Your brothers and sisters, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Your children	Your aunts, uncles, and cousins, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Your dependants	Your parents and grandparents, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence, or be influenced by, you in their dealings with Council.
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence, or be influenced, by you in their dealings with Council.

What is an entity that I, or my close family member, control or jointly control?

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures, and partnerships.

Control

You control an entity if you have:

- (a) Power over the entity.
- (b) Exposure, or rights, to variable returns from your involvement with the entity; and
- (c) The ability to use your power over the entity to affect the amount of your returns.

Example of control

Fred is the Mayor of Sunny Shire Council and owns 100% of the ordinary shares in Sunny Development Company Pty Ltd (the company). The ordinary shares are the only shares in the company that have voting rights.

Fred controls the company because he has the power to affect the company's decisions and the return that he will get from the company.

Fred will need to include the company on his related party disclosure.

Joint control

To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Example of joint control

Fred is the Mayor of Sunny Shire Council and owns 50% of the ordinary shares in Sunny Development Company Pty Ltd (the company). Fred's brother Stan owns the other 50% of the ordinary shares. Fred and Stan are the only Directors of the company and have equal voting rights on the board.

Fred and Stan have joint control of the company because any decisions require the unanimous consent of them both.

Fred will need to include the company on his related party disclosure and the entity's related party relationship with Fred and Stan.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

If you are unsure whether you, or a close family member, has control or joint control of an entity then you should contact the Responsible Accounting Officer for a confidential discussion.

[End of Privacy Collection Notice]

10.10 PROPOSED CLOSURE OF OFFICE - CHRISTMAS/NEW YEAR

File Number: S6
Author: Marina Colwell, Executive Support Officer
Authoriser: Paul Gallagher, General Manager
Annexures: Nil

PURPOSE

The purpose of this report is for Council to determine an appropriate period of time for closure of the Shire office, libraries, Service NSW agency, the Visitor Information Centre (VIC), Council depots and quarry between Christmas and the New Year period, acknowledging that an appropriate time will vary from year to year – depending on which days the declared Public Holidays. This year it is proposed to close for the two (2) week Christmas period.

BACKGROUND

It has been the practice of Council for many years to allow staff to have time with family and friends over the festive season.

This year Christmas Day falls on Wednesday, with public holidays being Christmas Day 25 December, Boxing Day Thursday 26 December. New Year's Day falls on the following Wednesday (a public holiday).

Staff will be required to take leave for the closedown on the seven (7) days not proclaimed public holidays, namely Monday 23, Tuesday 24, Friday 27, Monday 30 Tuesday 31 December and Thursday 2 and Friday 3 January. Staff will return to work on Monday 6 January 2025.

There is 'on-call' staff rostered to deal with any emergencies that may arise during the closedown and the contact numbers will be advertised in all media outlets.

At this stage, Coonamble and Gulargambone pools will remain open, except for Christmas Day and Boxing Day (Wednesday 25 and Thursday 26 December), when both venues will be closed.

(a) Relevance to Integrated Planning and Reporting Framework

P1.3.1 Support activities / projects that increase community participation and connection.

P4.1 Increase opportunities for our community to socialise together.

(b) Financial Considerations

There are no financial considerations attached to this report.

COMMENTARY

The report covers the closedown of Council's services for the period between Christmas and New Year. It has been normal practice for this closedown to occur. It is requested that Council approves the closedown, as detailed, noting that staff who are not on leave will return to work on Monday 6 January 2025.

(a) Governance/Policy Implications

One of Council's Delivery Plan actions is to support activities and events that increase community participation and connection. The break during the annual Christmas festive period provides for an opportunity for families to strengthen ties and have an enjoyable festive time together.

(b) Legal Implications

Council is party to the Local Government (State) Award which contains leave provisions relevant to this situation. There are no legal implications associated with this report.

(c) Social Implications

It is a time when children not residing at home can visit family and vice versa. Within the local community, opportunities arise for members to socialise when celebrating the festive season.

(d) Environmental Implications

Nil.

(e) Economic/Asset Management Implications

Nil.

(f) Risk Implications

Nil.

CONCLUSION

The Christmas / New Year period is traditionally a very quiet time as many people choose to go on holidays to coincide with school holidays.

This year, Christmas and Boxing Days falling on Wednesday and Thursday, leaving seven (7) days for staff to take annual leave namely, Monday 23, Tuesday 24, Friday 27, Monday 30 Tuesday 31 December and Thursday 2 and Friday 3 January. Staff will return to work on Monday 6 January 2025.

The Coonamble and Gulargambone pools will remain open, except for Christmas Day and Boxing Day (Wednesday 25 and Thursday 26 December), when both venues will be closed.

RECOMMENDATION

- 1. That Council closes its administrative office, libraries, Service NSW agency, the Visitor Information & Exhibition Centre, Council depots and quarry from close of business on Friday 20 December 2024 and re-open on Monday 6 January 2025.**
- 2. That Council staff avail themselves of accumulated leave provisions for the annual festive period closedown on days not covered by public holiday provisions, namely Monday 23,**

Tuesday 24, Friday 27, Monday 30 Tuesday 31 December and Thursday 2 and Friday 3 January.

- 3. That the Festive season closure be advertised, including emergency contact numbers, on council's website, social media page and the local newspaper.**
- 4. That provision be made for "on-call" staff to be made available for scheduled daily maintenance and to respond to emergency situations if they arise.**

10.11 STATUS OF INVESTMENTS - SEPTEMBER 2024

File Number: Investments General - I5
Author: Deborah Tatton-Manager Finance & Procurement
Authoriser: Bruce Quarmby, Director Corporate Services
Annexures: 1. Imperium September 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

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

The attached Investment Report was calculated on 27 September 2024 after all maturing dates for investments had passed.

The total Capital Value of Investments as of 27 September is \$23,750,000. The total amount of investments has not decreased or increased since last month.

Excess working funds of \$1,000,000 were transferred into an Online Savings account to benefit from higher interest rates. It is expected that these excess working funds will be required to pay suppliers within the short term and have not been invested to ensure Council has liquid cash for payments when they fall due.

Council is still expecting payment of several grants. Once these funds have been received Council anticipates reinvesting in accordance with our Investment Policy.

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 part of the June 2024 Budget review process the balance of unrestricted cash has been calculated at approximately \$102,000.

(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

As the authoriser of the report, Council's responsible accounting officer has certified that all investments continue to be made in accordance with the *Local Government Act 1993, the Regulations* 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, the Regulations* and Council's Investment Policy.

RECOMMENDATION

That Council receives and notes the list of investments from 1 September 2024 to 27 September 2024 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.



Investment Report

01/09/2024 to 27/09/2024

Portfolio Valuation as at 27/09/2024

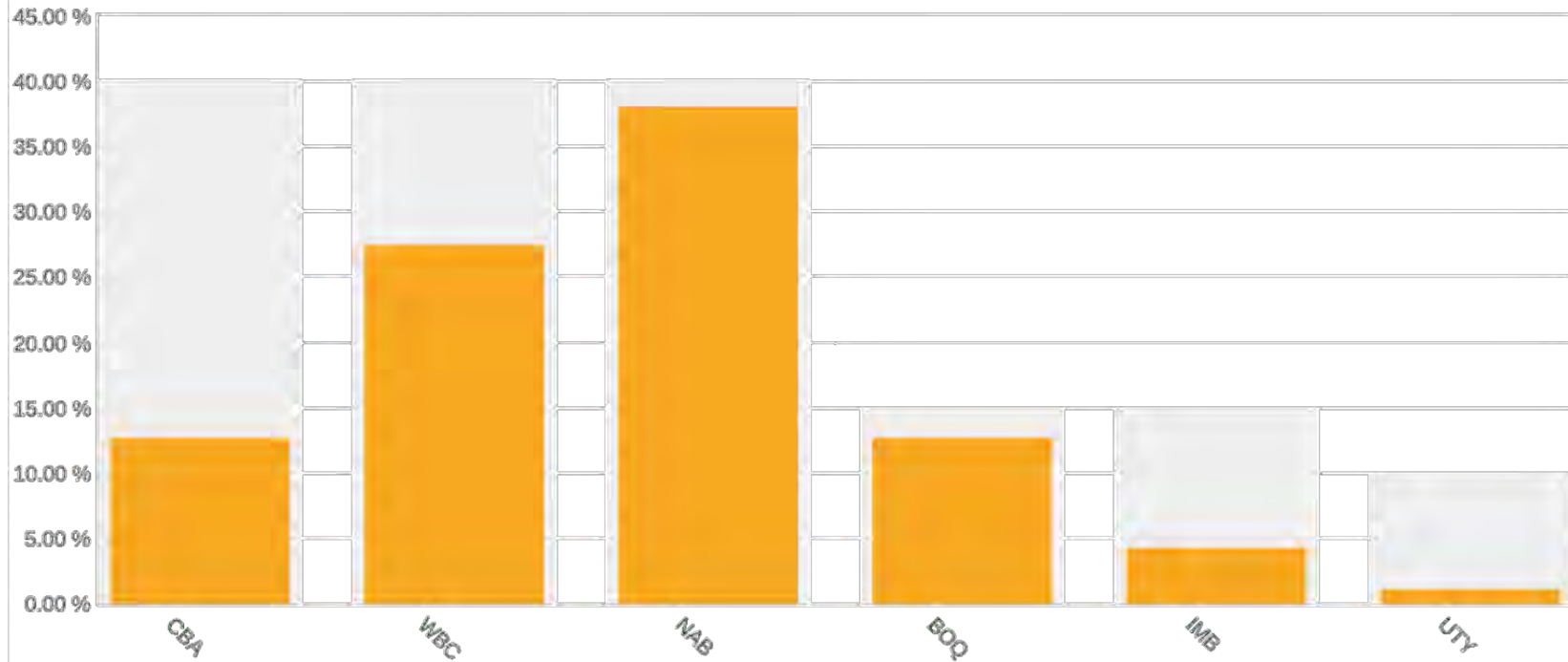
Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value (\$)	Face Value (\$)	Accrued (\$)	Accrued MTD (\$)
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	02/07/2024	02/10/2024	4.7700	1,000,000.00	1,000,000.00	11,500.27	3,528.49
Westpac	A-1+	TD	GENERAL	At Maturity	16/10/2023	16/10/2024	5.1300	2,000,000.00	2,000,000.00	97,821.37	7,589.59
Westpac	A-1+	TD	GENERAL	At Maturity	24/10/2023	24/10/2024	5.3100	1,000,000.00	1,000,000.00	49,463.01	3,927.95
Commonwealth Bank	A-1+	TD	GENERAL	At Maturity	02/07/2024	04/11/2024	4.8200	2,000,000.00	2,000,000.00	23,241.64	7,130.96
Westpac	A-1+	TD	GENERAL	At Maturity	03/11/2023	04/11/2024	5.4600	1,000,000.00	1,000,000.00	49,364.38	4,038.90
Westpac	A-1+	TD	GENERAL	At Maturity	01/11/2023	06/11/2024	5.5400	2,500,000.00	2,500,000.00	125,978.08	10,245.21
Unity Bank	Unrated	TD	GENERAL	At Maturity	20/05/2024	18/11/2024	5.1000	250,000.00	250,000.00	4,576.03	943.15
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	02/12/2024	5.2500	1,000,000.00	1,000,000.00	12,657.53	3,883.56
NAB	A-1+	TD	GENERAL	At Maturity	07/12/2023	09/12/2024	5.2500	1,000,000.00	1,000,000.00	42,575.34	3,883.56
NAB	A-1+	TD	GENERAL	At Maturity	02/05/2024	12/12/2024	5.2500	500,000.00	500,000.00	10,715.75	1,941.78
IMB Bank	A-2	FRTD	GENERAL	Quarterly	17/01/2022	16/01/2025	4.8700	1,000,000.00	1,000,000.00	9,740.00	3,602.47
BOQ	A-2	TD	GENERAL	At Maturity	02/07/2024	03/02/2025	5.3500	2,000,000.00	2,000,000.00	25,797.26	7,915.07
NAB	A-1+	TD	GENERAL	At Maturity	06/08/2024	06/02/2025	5.0500	1,000,000.00	1,000,000.00	7,332.88	3,735.62
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	2,000,000.00	4,657.53	4,657.53
NAB	A-1+	TD	GENERAL	At Maturity	14/08/2024	14/03/2025	5.0000	1,000,000.00	1,000,000.00	6,164.38	3,698.63
NAB	A-1+	TD	GENERAL	At Maturity	28/08/2024	28/03/2025	5.0000	2,000,000.00	2,000,000.00	8,493.15	7,397.26
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	1,500,000.00	3,493.15	3,493.15
IMB Bank	BBB+	FRTD	GENERAL	Quarterly	06/06/2024	06/08/2026	4.9000	1,000,000.00	1,000,000.00	7,115.07	3,624.66
TOTALS								23,750,000.00	23,750,000.00	500,686.85	85,237.53

Counterparty Compliance as at 27/09/2024

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
✔	Commonwealth Bank	Short	A-1+	3,000,000.00	12.63	40.00	-	6,500,000.00
✔	Westpac	Short	A-1+	6,500,000.00	27.37	40.00	-	3,000,000.00
✔	NAB	Short	A-1+	9,000,000.00	37.90	40.00	-	500,000.00
✔	BOQ	Short	A-2	3,000,000.00	12.63	15.00	-	562,500.00
✔	IMB Bank	Short	A-2	1,000,000.00	4.21	15.00	-	2,562,500.00
✔	Unity Bank	Short	Unrated	250,000.00	1.05	10.00	-	2,125,000.00
TOTALS				22,750,000.00	95.79			

Counterparty Compliance - Short Term Investments



Long Term Investments

Compliant	Bank Group	Term	Rating	Invested (\$)	Invested (%)	Limit (%)	Limit (\$)	Available (\$)
	IMB Bank	Long	BBB+	1,000,000.00	4.21	15.00	-	2,562,500.00
TOTALS				1,000,000.00	4.21			

Counterparty Compliance - Long Term Investments

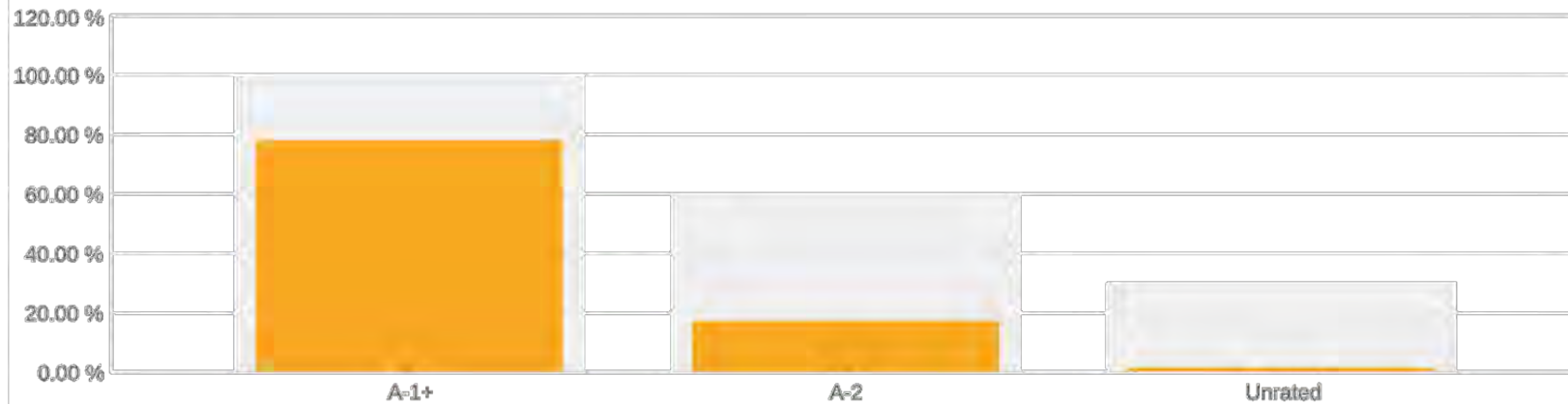


Credit Quality Compliance as at 27/09/2024

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✔	A-1+	18,500,000.00	77.89	100.00	5,250,000.00
✔	A-2	4,000,000.00	16.84	60.00	10,250,000.00
✔	Unrated	250,000.00	1.05	30.00	6,875,000.00
TOTALS		22,750,000.00	95.79		

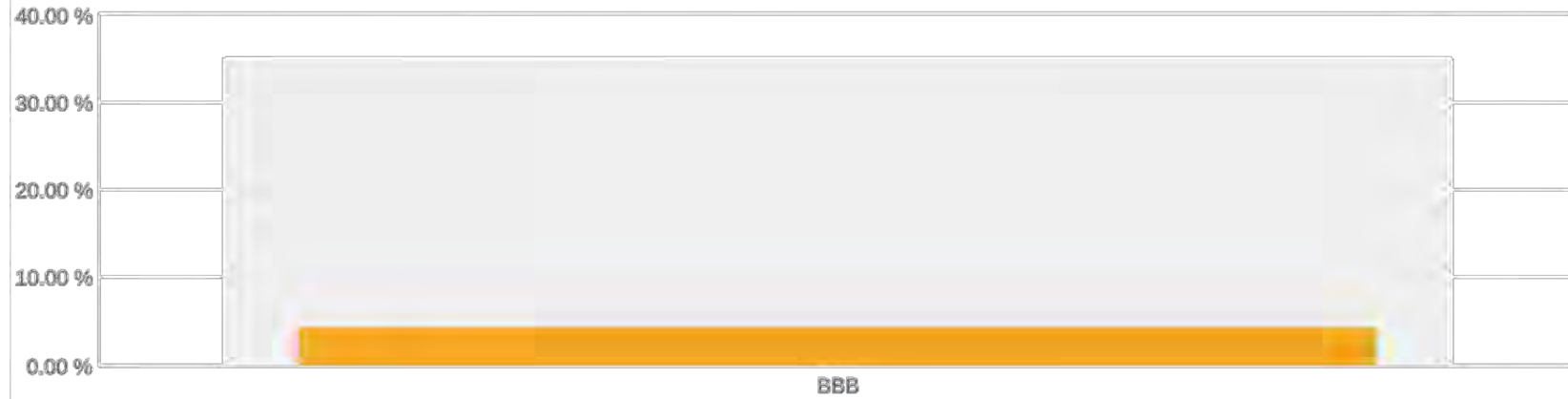
Credit Quality Compliance - Short Term Investments



Long Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available (\$)
✔	BBB	1,000,000.00	4.21	35.00	7,312,500.00
TOTALS		1,000,000.00	4.21		

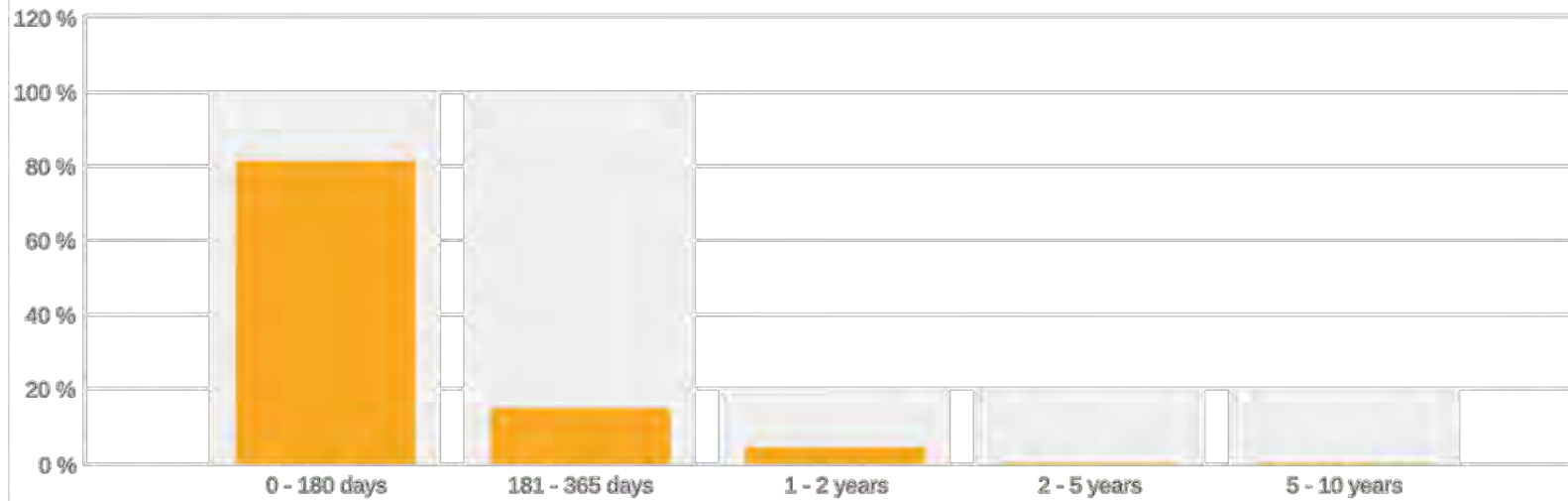
Credit Quality Compliance - Long Term Investments



Maturity Compliance as at 27/09/2024

Compliant	Term	Invested (\$)	Invested (%)	Min Limit (%)	Max Limit (%)	Available (\$)
✓	0 - 180 days	19,250,000.00	81.05	0.00	100.00	4,500,000.00
✓	181 - 365 days	3,500,000.00	14.74	0.00	100.00	20,250,000.00
✓	1 - 2 years	1,000,000.00	4.21	0.00	20.00	3,750,000.00
✓	2 - 5 years	-	0.00	0.00	20.00	4,750,000.00
✓	5 - 10 years	-	0.00	0.00	20.00	4,750,000.00
TOTALS		23,750,000.00	100.00			

Maturity Compliance





Trades in Period

From: 01/09/2024 To: 27/09/2024

New Trades - From: 01/09/2024 To: 27/09/2024

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Value (\$)	Reference
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	25/02/2025	5.0000	2,000,000.00	
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2024	11/04/2025	5.0000	1,500,000.00	
TOTALS								3,500,000.00	





Sell Trades - From: 01/09/2024 To: 27/09/2024

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Selling Date	Yield/Margin (%)	Face Value (\$)	Gross Value (\$)	Capital Value (\$)	Reference
No entries for this item												
TOTALS									0			





Matured Trades - From: 01/09/2024 To: 27/09/2024

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Value (\$)	Reference
NAB	A-1+	TD	GENERAL	At Maturity	08/11/2023	11/09/2024	5.3200	2,000,000.00	
NAB	A-1+	TD	GENERAL	At Maturity	11/09/2023	11/09/2024	5.2000	1,500,000.00	
TOTALS								3,500,000.00	





Interest Received in Period

From: 01/09/2024 To: 27/09/2024

Periodic Interest

Issuer	Rating	Type	Allocation	Frequency	Value (\$)	Purchase Date	Maturity Date	Coupon Date	Type	Rate (%)	Received (\$)
NAB	A-1+	TD	GENERAL	At Maturity	2,000,000.00	08/11/2023	11/09/2024	11/09/2024	Maturity	5.3200	89,784.11
NAB	A-1+	TD	GENERAL	At Maturity	1,500,000.00	11/09/2023	11/09/2024	11/09/2024	Maturity	5.2000	78,213.70
TOTALS					3,500,000.00						167,997.81

10.12 RATES AND CHARGES COLLECTIONS - SEPTEMBER 2024

File Number: Rates - General - R4
Author: Kylie Fletcher, Revenue Officer
Authoriser: Bruce Quarmby, Director Corporate Services
Annexures: Nil

PURPOSE

The purpose of this report is for Council to be updated with the most recent information pertaining to its rates and charges collections – as applicable to the month of September 2024.

BACKGROUND

(a) Relevance to Integrated Planning and Reporting Framework

The annual rate charges are set out within Council’s 2024 / 25 Operational Plan.

(b) Financial Considerations

The annual rate charges are set out within Council’s 2024 / 25 Operational Plan.

	30 September 2024	30 September 2023
Rates and Charges	\$6,495,186.43	\$6,014,245.61
Water Consumption	\$627,185.95	\$493,908.72
Total	\$7,122,372.38	\$6,508,154.33

COMMENTARY

Rates and Charges

	30 September 2024	30 September 2023
Rates and charges in arrears as at 30 June 2024	\$1,431,587.79	\$1,173,804.02
Rates/charges levied & adjustments for 2024/25	\$8,559,657.57	\$7,913,273.21
Pension Concession	-\$99,071.55	-\$101,417.94
Amounts collected as at 30 September 2024	-\$3,396,987.38	-\$2,971,413.68
Total Rates and Charges to be Collected	\$6,495,186.43	\$6,014,245.61

The amount levied for rates and charges for 2024 / 25 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 September 2024 includes receipts for both arrears and the current year’s amounts outstanding.

It should be noted that the rates and charges 2024 / 25 levied amount is reduced by the pensioner concession of \$99,071.55; reducing the amount of income derived

from these rates and charges. Of this concession, Council’s contribution is 45%, which represents an amount of \$44,582.19.

The rates and charges as of 30 September 2024 represent 65.01% of the total annual rates and charges levied and outstanding (compared with 66.18% on 30 September 2023).

Water Consumption Charges

	30 September 2024	30 September 2023
Water Consumption Charges and arrears as at 30 June 2023	\$621,860.35	\$393,023.85
Water Consumption charges & adjustments 2023 / 24 year to date	\$35,932.15	\$400,764.56
Amounts collected as at 30 September 2024	-\$30,606.55	-\$299,879.69
Total Water Consumption Charges to be Collected	\$627,185.95	\$493,908.72

The water consumption charges as at 30 September 2024 represents 95.35% of the total water consumption charges outstanding (compared to 62.22% on 30 September 2023).

For Council’s information, the levying of the 1st quarter user pays water accounts for the current financial year (2024/2025) has been delayed. These accounts will be issued once Council has finalised the correction of an issue from the fourth quarter bills issued in June 20204. Council staff are continuing to work with our software supplier to rectify the issue.

Debt Recovery Agency

During September 2024 Council staff have continued to liaise with Council’s debt recovery agency with a view to continuing Council’s process outlined within Council adopted Debt recovery policy.

(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

(f) Risk Implications

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

CONCLUSION

The rates and charges as at 30 September 2024 represent 65.01% of the total annual rates and charges levied and outstanding from previous years by Council (compared with 66.18% on 30 September 2023). The water consumption charges as of 30 September 2024 represent 95.35% of the total water consumption charges outstanding from previous years (compared to 62.22% on 30 September 2023).

RECOMMENDATION

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

10.13 APPLICATIONS FOR FINANCIAL ASSISTANCE UNDER COUNCIL'S DONATIONS POLICY

File Number: Donations - D7
Author: Bruce Quarmby-Director Corporate Services
Authoriser: Paul Gallagher, General Manager
Annexures: 1. Coonamble Shire - Donations Policy
2. Redacted Donation applications

PURPOSE

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

BACKGROUND

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

Initially, applications were invited twice annually however, at the August 2022 meeting, Council adopted the revised Donations Policy (Resolution 2022/191) which provides for applications to be invited quarterly for consideration and determination by the whole Council.

The Donations Policy sets out guidelines to be followed and includes an acquittal form to be completed by each recipient of funding prior to 30 June in which the funds are granted. A copy of this policy is attached as Annexure 1 to this report.

At the conclusion of 2023/2024 financial year, Council had resolved to distribute funds in accordance with its adopted Donations Policy, to the value \$77,675.00.

In the first round for the 2024/2025 financial year, Council has received nine (9) applications, with the total amount sought by the applicants being \$43,000.

(a) Relevance to Integrated Planning and Reporting Framework

L1.4.4 Governance is open and transparent.

(b) Financial Considerations

An amount of \$76,100.00 has been included in the donations vote for the 2024/2025 financial year.

Following is a summary of the expenditure that Council has committed to fund from its 2024/2025 donations vote. It should be noted that the following amount includes all pre-approved donation commitments, in line with Council's adopted donation policy, along with any further amounts that Council has resolved to fund from this vote during the 2024/2025 financial year.

- Mayoral Donations Vote \$ 5,000.00
- Pre-Approved \$27,600.00

As Council can see the balance of funding that is available to be distributed based on the current budget allocation is \$43,500.00

COMMENTARY

In accordance with Council's adopted Donation Policy, Council staff recently invited applications for the first round of funding applications from Community groups. A total of nine (9) applications were received by Council. Copies of the application forms received, have been attached as an annexure to this report.

A summary of the nine (9) applications received is as follows:

- **Coonamble – Castlereagh Landcare / Coonamble Neighborhood Centre** – seeking a \$5,000 contribution towards the hosting of a carp buster at the Warrena Weir.

In addressing how the outcome benefits the community the application sites that it will not only improve the health of the waterway but also serve as a community event that would bring members of the local community together in a family friendly fun day.

- **Gulgambone Bowling Club** – seeking a \$5,000 contribution towards the cost of installing improved shade structures around the club's bowling greens.

In addressing how the outcome benefits the community the application sites that through the installation it is hoped to encourage increased community participating of the facilities.

- **Coonamble Golf Club** – seeking a \$5,000 contribution towards the cost of installing improved fencing along the rear of the Coonamble Golf club building.

In addressing how the outcome benefits the community the application sites that over the past two (2) years the club has been negatively impacted by several break ins, through expenses incurred and lost trading time. If successful with the application, it would increase the security at the premises and in turn allow the club to spend more money on holding events for the local community to attend.

The Coonamble Golf Club, in accordance with Council's Donation Policy provided Council with a copy of the most recent set of financial statements for the organisation.

- **Coonamble Amateur Theatre Society** – seeking a \$5,000 contribution towards the costs associated with the hiring of the sound and lighting equipment for the 2024 play "Jest at the West".

In addressing how the outcome benefits the community the application sites that not only does the hosting of a play provides the community with a "great social outing" to attend, but the funds raised from the event will also be used to support the Outback Arts team and their endeavors to help revitalize the Plaza theatre.

- **Coonamble Greyhound Club** – seeking a \$7,500 contribution towards the cost of hosting the October long weekend carnival.

In addressing how the outcome benefits the community the application sites the October long weekend is a significant event for the local economy and as such provides considerable economic benefit for local businesses within the Coonamble LGA.

It should be noted that in accordance with Council's adopted donations policy an annual donation of \$3,000 towards the Coonamble Greyhounds has already been allowed for and provided in the current financial year. Further Council's adopted Donations policy precludes any organisation that receives an annual donation allocation from Council from requesting additional assistance by donation for this event.

- **Gulargambone Showground Trust** – seeking a \$4,000 contribution towards the cost of purchasing equipment to be utilized in the maintenance of the grounds.

In addressing how the outcome benefits the community the application sites that Gulargambone showground is used by a diverse range of community members and groups. By the trust having its own equipment, this will allow for maintenance to be carried out in a more regular and timely manner.

- **Coonamble Meals on Wheels** – seeking a \$5,000 contribution towards the cost of purchasing Meal vouchers to distribute to their clients. The application sites that the meal vouchers would be purchased from businesses within the local government area, which then could be accessed by their clients.

In addressing how the outcome benefits the community the application sites that the program will act as an extra wellbeing check on the potentially vulnerable members of our community. Further as the vouchers will be purchased locally, they will help stimulate local businesses.

- **Gulargambone working dogs Inc** – seeking a \$4,000 contribution towards the purchase of panels used to host dog trials.

In addressing how the outcome benefits the community the application sites that if successful with the application, the club would be able to host an increased number of events and programs, whilst also offering the infrastructure to other community organisations to use. Further through the hosting of additional events such as dog schools, it is hoped to encourage the youth of the community to build a bond with dogs and possibly seek employment in the local agricultural workforce.

- **Coonamble Cottage Industries** – seeking a \$2,500 contribution towards the cost of purchasing new shelving and display units for the shop.

In addressing how the outcome benefits the community the application sites that the purchase on the new shelving and display units will allow for the display of more locally made products and giftware's within the shop. Further it will also allow more space for the volunteer workers to operate within.

For Council's information, the advertising provisions contained in the policy actively encourage community groups to apply for funding from Council and by considering applications in a structured approach, it seeks to ensure that all are considered on merit in a fair and transparent manner.

Council will also note that the adopted Policy includes the requirement of the provision of the most recent financial statements from organisation's requesting financial assistance to be provided to Council at the same time the application is made. Whilst it can be challenging at times to gain the requested information from the applicant, it was included to ensure Council is sufficient information to make an informed decision. It is noted that only one applicant in this round has complied with this request.

(a) Governance/Policy Implications

Council's adopted Donations Policy provides the guidelines for considering and assessing the requests for financial assistance being tabled before Council today.

(b) Legal Implications

Council is complaint with Sections 23 and 24 of the Local Government Act 1993.

(c) Social Implications

The financial assistance offered under Council's donation policy provides Council with the opportunity to assist various organisations in delivering programs designed to have a positive social impact on the community.

(d) Environmental Implications

No environmental implications are associated with this report.

(e) Economic/Asset Management Implications

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

(f) Risk Implications

No risk implications are associated with this report.

CONCLUSION

Nine (9) applications were received under the first round of the 2023/2024 financial year funding in accordance with Council's Donations Policy and have been tabled for consideration by Council.

In formulating the recommendation for Council, management have taken into consideration the current budgetary constraints, whilst seeking to achieve an equitable distribution of assistance between the communities within the Coonamble Shire Council.

RECOMMENDATION

- 1. That Council receives and notes the information contained within applications for financial assistance report.**
- 2. That Council provides the following financial assistance:**
 - (a) Coonamble/Castlereagh Landcare /
Coonamble Neighbourhood Centre \$1,000.00**
 - (b) Coonamble Amateur Theatre Society \$2,000.00**
 - (c) Gulargambone Working Dogs \$1,000.00**
 - (d) Coonamble Meals on Wheels \$2,500.00**
 - (e) Gulargambone Showground Trust \$1,500.00**
 - (f) Coonamble Cottage Industries \$2,000.00**
- 3. That Council resolves to request the Director Corporate Services to write to the unsuccessful applicants and advise them of the outcome of their requests.**

It is Council’s policy to ensure that its community service obligations concerning the granting of donations to community groups are met in an open, fair and transparent manner and that the administration work in considering donations is streamlined as much as possible.

Each year Council receives numerous requests for donations. These requests can broadly be classified into three (3) categories namely:

1. Local Organisations
2. Community Organisations
3. Council list of organisations to which donations are made categorised as:
 - a) Pre-approved donations
 - b) Non pre-approved donations
 - c) Mayoral donations.

1. Local Organisations

Due to the large number of requests for donations from non-local organisations, Council will generally only make donations to local organisations with the exception of the Pre-approved Donations listed in Section 3 a) of this policy.

Donations to this category—‘non-local organisations’—should be limited to \$100.00 per year per organisation.

2. Community Organisations

Council will only make donations to community organisations, not individuals. This will remove any public perception that may exist concerning Council favouring one (1) individual over another.

3. Council list of Organisations to which donations are made

a) Pre-approved Donations

This section contains a list of organisations that Council will make an annual donation to without the need for the organisation to apply to Council for the donation. The following organisations have been included in this section:

- Royal Flying Doctor Service \$100
- St Vincent de Paul \$100
- Salvation Army \$100
- Cancer Council \$100
- National Heart Foundation \$100
- Coonamble High School \$100)
- Coonamble Public School \$100) Annual Presentation
- Gulargambone Central \$100) of Awards functions
- St Brigid’s School \$100)
- Quambone School \$100)

- Doug Moppett Memorial Prize \$250
 - Coonamble High \$125)
 - Quambone School \$125)
- Coonamble Hack & Pony Club \$250

b) Non Pre-approved Donations

In June and February each year Council will place an advertisement in the Coonamble Times inviting local not-for-profit community groups to submit their requests to Council for consideration of a donation. Following closure of the time allocated for receipt of requests a Council committee comprising the Mayor, the Deputy Mayor and the General Manager or his/her delegate will consider all requests and make an appropriate recommendation to Council.

Applications received during the year will be collated and presented to Council for consideration at its September, December, March and June Ordinary Meetings. As the whole of Council serves as the Donations Committee, the recommendations made from the committee will form the Council resolution.

Applications under this category may include requests for Council to donate the value of the community group's annual general purpose rates, if applicable. Requests for the donation of the value of rates will be considered in the same manner as other donations.

All applications must be on the Coonamble Shire Council's Application form which lists the Application Guidelines. Successful applicants are required to complete a Community Donation Report and return it to Council by the end of the financial year in which the donation was given. If a Community Donation Report is not received by Council on the due date, future applications for donations may be declined.

c) Operational Plan Funding

Council acknowledges that the following annual cultural activities, events and festivals will be funded on a recurrent basis through the Operational Plan. No further requests for these mentioned activities, by way of donation, will be considered by Council:

i) In-Kind Contribution:

- ANZAC Day
- Australia Day
- NAIDOC Day
- Easter Celebrations and Street Decorations
- Christmas Celebrations and Street Decorations
- Coonamble Jockey Club

ii) Monetary and/or In-Kind Contribution:

- Buy Local Campaign
- Coonamble Show
- Coonamble Rodeo and Campdraft
- Coonamble Challenge and Campdraft
- Coonamble & District Education Foundation
- Coonamble Branch CWA
- Campbelltown City Council – Fisher's Ghost Festival Art Award
- Coonamble Greyhound Racing Club

d) Mayoral Donations

Mayoral Donations may be up to \$250 per donation for a maximum of \$5,000.00 in any one (1) financial year.

Council's total donations each year will not exceed 1.5% of the rate levy (which currently accounts for around \$70,000).


Implementation / Communication

The Executive Assistant for the General Manager will arrange for the processing and payment of the Pre-approved Donations listed in Section 3(a) of this policy.

The Executive Assistant for the General Manager will also communicate the information contained within this policy to customer service officers and organisations / members of the public requesting a donation from Council and arrange for advertisements to be placed in the Coonamble Times and information to be placed on Council's web site and Facebook page, inviting community groups to apply for donations.

Variation and Review

This policy shall be subject to a three (3) yearly review by Council during the development of the annual Operational Plan or at an earlier time as determined by Council.

Title: Donations Policy		
Department: Corporate and Sustainability		
Version	Date	Author
1.0	August 2019	B. Quarmby
1.1	December 2019	B. Quarmby
1.3	August 2022	D. Tatton
Review Date: June 2025		
Amendments in the release:		
Amendment History	Date	Detail
Adopted	14 August 2019	Resolution 2019/4461
Amended and adopted	11 December 2019	Resolution 2019/4626
Amended and adopted	10 August 2022	Resolution 2022/191
Annexure Attached:		
Bruce Quarmby Acting General Manager		



APPLICATION FORM
for a donation under the Donations Policy
(see Council's Donations Policy for details)

**Applications are welcome at any time but will be held for consideration on a quarterly basis.
Closing dates and times: 4:30pm on the second Friday in August, November, February and May**

ORGANISATION DETAILS:

Name of organisation/community group: _____

Address: _____

Contact Phone: _____

Contact Email: _____

President's Name: _____

Secretary's Name: _____

Treasurer's Name: _____

ABN: _____

ELIGIBILITY:

In relation to your organisation/community group:

(please tick)

Is it registered for GST?

Yes

No

Is it community-based and non-for-profit?

Yes

No

Is it based in or affiliated with the Coonamble Local Government Area?

Yes

No

Has it received any previous donation under the Donations Policy?

Yes

No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.

What are the outcomes/outputs you are hoping to achieve from your project/activity?

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$_____

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

If applicable, does your requested amount include the value of general-purpose rates? Yes No (If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: _____ / /
(Chairperson, Secretary or Treasurer's signature + date)

Please return to:

By Post: The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLES NSW 2829
(02) 6822 1626

By Fax:

By Email: council@coonambleshire.nsw.gov.au

By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



ACQUITTAL FORM
for a donation under the Donations Policy
(see Council's Donations Policy for details)

This report should be completed and submitted to Council by 30 June of the Financial Year in which your organisation/business received the donation

ORGANISATION DETAILS:

Name of organisation/community group: _____

Address: _____

Contact Phone: _____

Contact Email: _____

President's Name: _____

Secretary's Name: _____

Treasurer's Name: _____

ABN: _____

DONATION RECEIVED:

What was the value of the donation you received from Council? \$_____

REPORTING:

Detail how the funds were spent.

What intended outcomes/outputs of your project/activity were you able to deliver?

Who—and how many people—benefited from your project/activity, both directly and indirectly?



ACKNOWLEDGEMENT:

By signing and submitting this form, you acknowledge and confirm that the funds donated to your organisation/community group were spent in accordance with the original request and as reported above.

Sign and Date _____ / /
 (Chairperson or Treasurer's signature + Date)

Please return to:

By Post: The General Manager
 Coonamble Shire Council
 PO Box 249
 COONAMBLE NSW 2829
 (02) 6822 1626
council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

By Fax:

By Email:

By Hand:

COONAMBLE SHIRE COUNCIL

APPLICATION FORM for a donation under the Donations Policy (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis.
Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble neighbourhood centre / Coonamble Castlereagh Landcare

Address: Shop 4, 24 Castlereagh St Coonamble

Contact Phone: [REDACTED]

Contact Email: coonamblelandcare@gmail.com

President's Name: Cathy Wheelhouse

Secretary's Name: Cassie Andrews

Treasurer's Name: Matilda Taylor

ABN: 98 398 134 397

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

- Is it registered for GST? Yes No
- Is it community-based and non-for-profit? Yes No
- Is it based in or affiliated with the Coonamble Local Government Area? Yes No
- Has it received any previous donation under the Donations Policy? Yes No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.

Host a local carp buster at the Waverena Weir. This will not only ~~have~~ entail locals catching and removing carp from the weir, weighing them in and potentially winning some prizes.

What are the outcomes/outputs you are hoping to achieve from your project/activity?

To bring members of the community together during the holidays for a family friendly Sunday. As well as improving the health of the waterway. Encourage Aboriginal youth to connect with country.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?

Improve their local waterway making it more appealing to get out there on weekends & enjoy.

COONAMBLE SHIRE COUNCIL

Who – and how many people – do you foresee benefiting from your project/activity both directly and indirectly?
directly - >150 people (families including kids) attending on the day
indirectly - we will purchase prizes & catering goods locally where we can and Encouraging community connection.

FINANCIAL CONSIDERATIONS:
What is the amount of the donation you are requesting? \$ 5,000

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?
we will still run the event, we will just run without offering prizes and or a bbq.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: [Redacted Signature] 02/10/2024
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829
(02) 6822 1626
council@coonambleshire.nsw.gov.au
80 Castlereagh Street, Coonamble

By Fax:
By Email:
By Hand:

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au

COONAMBLE SHIRE COUNCIL

APPLICATION FORM for a donation under the Donations Policy (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis. Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Gulgambone Bowling Club Ltd

Address: 41 Armitree Street Gulgambone NSW 2828

Contact Phone: ~~XXXXXXXXXX~~ [REDACTED]

Contact Email: manager@gulgarbowlingclub.com.au

President's Name: Margaret Houn COONAMBLE SHIRE COUNCIL

Secretary's Name: James Best FILE NO: 07

Treasurer's Name: Matilda Taylor 08 AUG 2024

ABN: 58 546 046 552 DOC NO: 106431

ELIGIBILITY:

ASSIGNED: QUARMBY

OPENED: LP ACTION: 4

In relation to your organisation/community group:

(please tick)

- Is it registered for GST? Yes No
- Is it community-based and non-for-profit? Yes No
- Is it based in or affiliated with the Coonamble Local Government Area? Yes No
- Has it received any previous donation under the Donations Policy? Yes No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.

We are hoping to gain a donation to put towards better shades where members & guests who utilise the greens sit. The present set up has too much sun exposure. The posts of the standard shades are also rusting.

What are the outcomes/outputs you are hoping to achieve from your project/activity?

We are hoping that better shades on the greens attract more people to utilise them.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?

With better shades, more people will motivated to utilise greens, particularly during balls days, local business staff & our card hole tournament we run in conjunction with some of the Coonamble Golf Club members.

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COONAMBLE SHIRE COUNCIL

Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly? Potentially 200 to 400 people depending on what events are held.

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ ~~10,000~~ \$ 5,000

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

We would be grateful for any assistance to go to the proposed shades. The budgeted costs are \$10,000. We are willing to pitch in \$5,000 towards this sourcing as many as we can through business in the Coonamble shire.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: James Best [Redacted] 8/8/24
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829
(02) 6822 1626
council@coonambleshire.nsw.gov.au
80 Castlereagh Street, Coonamble

By Fax:
By Email:
By Hand:

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



APPLICATION FORM
for a donation under the Donations Policy
 (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis. Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble Golf Club
 Address: Caswell Street Coonamble
 Contact Phone: 02 68221303
 Contact Email: admin@coonamblegolfclub.com.au
 President's Name: Maddison Pawley
 Secretary's Name: Tracey Harvey
 Treasurer's Name: Joanne Day
 ABN: 57 001 046 055

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

Is it registered for GST?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it community-based and non-for-profit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it based in or affiliated with the Coonamble Local Government Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Has it received any previous donation under the Donations Policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.
The Coonamble Golf Club has had it's fair share of break and enters in the past 2 years and the board has
sourcing quotes to replace our back fence with one that isn't as easy to climb. We have received some quotes
for fencing supplies and tradies who support the gold club have donated their time to help put it together.
We are hoping council could help with the cost of the fencing to help complete this project.

What are the outcomes/outputs you are hoping to achieve from your project/activity?
To help prevent damages to the club from burglars.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?
The ongoing cost to fix damages affects the club as insurance continues to rise which prevent the club from
being able to spend more money for events for out members in the community. With our membership slowly
growing we hope to continue to try and provide a safe, family friendly venue for people to enjoy in the community
Also with the break and enters we have to close to wait for police to do their job - The club loses those trading
hours. The club has been able to put in extra surveillance and lighting to also help prevent.



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

We believe that our 300+ members and visiting locals will get to enjoy our venue with the club being able to spend more money on holding events for the local community to attend.

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 5000.00

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

We are asking for \$5000 to put towards out at least \$15,000 job. The club will also mention council in any promotional articles about the help received by council.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation’s rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation’s most recent financial statements.

Sign and Date: Maddison Pawley 07 / 08 / 2024
(Chairperson, Secretary or Treasurer’s signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLES NSW 2829
By Fax: (02) 6822 1626
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.

COONAMBLE SHIRE COUNCIL

APPLICATION FORM for a donation under the Donations Policy (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis.
Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble Amateur Theatre Society

Address: Cudgewa 1118 Billeroy rd Coonamble NSW

Contact Phone: [REDACTED]

Contact Email: [REDACTED]

President's Name: James Nalder COONAMBLE SHIRE COUNCIL

Secretary's Name: James Nalder FILE NO: 07

Treasurer's Name: Andrew Fisher 08 AUG 2024

ABN: N/A DOC NO: 106430

ASSIGNED: COONAMBLE
OPENED: LP ACTION: Y

ELIGIBILITY:

- In relation to your organisation/community group: (please tick)
- Is it registered for GST? Yes No
 - Is it community-based and non-for-profit? Yes No
 - Is it based in or affiliated with the Coonamble Local Government Area? Yes No
 - Has it received any previous donation under the Donations Policy? Yes No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.
 The CATS (Coonamble Amateur Theatre Society) request funds to help pay for our sound and lighting for the 2024 play 'Jest at the West. The play hopes to entertain over 800 people within the community with some visitors as well. As you can imagine the cost of production has increased since our last play but to have a successful show we must have the correct lighting and sound in our wonderful Plaza theatre.

What are the outcomes/outputs you are hoping to achieve from your project/activity?
 Great entertainment for the local community and hopefully be able to raise some funds for the Plaza Theatre with our ticket prices.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?
 The play is a great social outing for the local community and provides an atmosphere for people to enjoy catching up and laughing with their mates. After COVID CATS has not been able to hold a show and are prepared to put on a great one for everyone to enjoy. CATS are also in support with the Outback Arts team to help revitalize the theatre.

COONAMBLE
SHIRE COUNCIL

Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

We have over 800 tickets for sale with children and adults being able to experience the show.

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 5000.00

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

Yes, this amount is to help pay for our lighting and sound. *Total cost of sound & lighting to hire is \$19,426.00 this year, \$7,432.42 more than last production for the same equipment.*

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: _____ 6/8/2024
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829
(02) 6822 1626
By Fax: council@coonambleshire.nsw.gov.au
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



APPLICATION FORM
for a donation under the Donations Policy
(see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis. Closing dates and times: 4:30pm on the second Friday in August, November, February and May.

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble Greyhound Racing Club

Address: 160 Castleragh hwy

Contact Phone: [REDACTED] COONAMBLE SHIRE COUNCIL

Contact Email: cblegreys@gmail.com FILE NO: D7

President's Name: Graham Pickering 07 AUG 2024

Secretary's Name: Damian Harris DOC NO: 106402

Treasurer's Name: Damian Harris ASSIGNED: QUARMBY

ABN: 48 300 715 229 OPENED: UP ACTION: Y

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

Is it registered for GST?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it community-based and non-for-profit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it based in or affiliated with the Coonamble Local Government Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Has it received any previous donation under the Donations Policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.

Coonamble Greyhound Club like all sporting organisations has come under considerable funding stress both from industry and also from macro economic conditions with a reduction in sponsorship therefore any support will help to defray operational costs

What are the outcomes/outputs you are hoping to achieve from your project/activity?

The Outcome is to run a highly successful October Long weekend carnival

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?

As Council is fully aware this attracts a large number of high spending visitors to the area which independent economic activity values the economic benefit at around 3 million to the Coonamble township



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?
This event will support local business with increased economic activity

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 7500

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

The council has always been a strong supporter of the Club, we would like consideration as we want to ensure we can maintain this annual event as there is serious risk that this could be the Last carnival therefore we need serious support from both council and local state Mp Roy Butler to maintain this event

If applicable, does your requested amount include the value of general-purpose rates? Yes No (If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: _____ 06 / 08 / 24
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829

By Fax: (02) 6822 1626
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



APPLICATION FORM
for a donation under the Donations Policy
 (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis. Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Gulargambone Showground trust

Address: Munnell st, Gualgambone NSW 2828

Contact Phone: [REDACTED]

Contact Email: [REDACTED]

President's Name: Lorna Spora

Secretary's Name: Ian Lambell

Treasurer's Name: Ian Lambell

ABN: 64039903132

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

- Is it registered for GST? Yes No
- Is it community-based and non-for-profit? Yes No
- Is it based in or affiliated with the Coonamble Local Government Area? Yes No
- Has it received any previous donation under the Donations Policy? Yes No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.
We would like to purchase some equipment to perform maintenance of our grounds.

What are the outcomes/outputs you are hoping to achieve from your project/activity?
We would like to purchase a slasher and a spraying unit that people will be able to use when performing maintenance at the showgrounds.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?
The showground is used all year round by different members of the community, community committees and indigenous groups.
Having our own equipment will allow for maintenance to be done more regularly and in a timely manner as the job will be more accessible to a larger group of people.



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

the entire LGA

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 4000

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

We will continue to seek other avenues of funding in the future.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
 (If applying for a donation of the value of your organisation’s rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation’s most recent financial statements.

Sign and Date: _____ 23/07/2024
 (Chairperson, Secretary or Treasurer’s signature + date)

Please return to: **By Post:** The General Manager
 Coonamble Shire Council
 PO Box 249
 COONAMBLES NSW 2829
By Fax: (02) 6822 1626
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



APPLICATION FORM
for a donation under the Donations Policy
(see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis.
Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble Meals on Wheels

Address: Shop 7, 24 Cartwright St, Coonamble

Contact Phone: [REDACTED]

Contact Email: coonamblemoww@bigpond.com

President's Name: Lorna Lefebvre

Secretary's Name: Annette Chapman

Treasurer's Name: Susan Campbell

ABN: 65 453571178

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

Is it registered for GST?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it community-based and non-for-profit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it based in or affiliated with the Coonamble Local Government Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Has it received any previous donation under the Donations Policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.

To purchase Meal Vouchers to enable our clients to access a nice hot meal in the cooler months, to enable them to engage and socialise with our community.

What are the outcomes/outputs you are hoping to achieve from your project/activity?

This is an extra wellbeing check on our frail and aged population and our Aboriginal community members.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?

We are supporting local businesses by purchasing meal vouchers from local government area businesses.

COONAMBLE SHIRE COUNCIL

Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

we have approximately 60-70 clients who use these vouchers per week over a 4 week period helping people feel connected to their local community by supporting their community

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 5,000.00

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

This project will only go ahead with the support of this grant. If we do not receive this grant I will put in for it in the next round of grants

If applicable, does your requested amount include the value of general-purpose rates? Yes No (If applying for a donation of the value of your organisation's rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: [Redacted Signature] 31/05/2024
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829

By Fax: (02) 6822 1626
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.

COONAMBLE SHIRE COUNCIL
FILE NO: D7

31 MAY 2024

DOC NO: 106008
ASSIGNED: QUARMBY
OPENED: LP ACTION: Y



APPLICATION FORM
for a donation under the Donations Policy
(see Council's Donations Policy for details)

**Applications are welcome at any time but will be held for consideration on a quarterly basis.
Closing dates and times: 4:30pm on the second Friday in August, November, February and May**

ORGANISATION DETAILS:

Name of organisation/community group: Gulargambone working dogs

Address: 30 armitree st, Gulargambone NSW 2828

Contact Phone: [REDACTED]

Contact Email: [REDACTED]

President's Name: Sam Taylor

Secretary's Name: Matilda Taylor

Treasurer's Name: Matilda Taylor

ABN: 30 285 019 179

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

- Is it registered for GST? Yes No
- Is it community-based and non-for-profit? Yes No
- Is it based in or affiliated with the Coonamble Local Government Area? Yes No
- Has it received any previous donation under the Donations Policy? Yes No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.
We would like to purchase some panels to use to hold our trial. We plan on having one trial a year, if we are able to gain some of our own infrastructure we would hold more trials and training events throughout the year.

What are the outcomes/outputs you are hoping to achieve from your project/activity?
we would like to offer our infrastructure to other community organisations to use, as well as this we would like to run dog schools and events to encourage the local youth to build a bond with dogs.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?
We would offer our yard setup to all other community organisations throughout the year, we would be able to run more events as we will not have to borrow and hire yards from other organisations and individuals.



Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?
the entire community, both young and old. Building a friendship with a dog can encourage young aboriginal people to join the local agricultural workforce in the future.

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 4,000

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?
We will still run our trial at the show in June next year by hiring panels off other organisations. However we will not run other events throughout the year.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation’s rates, please attach a copy of the last Assessment Notice.)

Financial Statements: Please include a copy of your organisation’s most recent financial statements.

Sign and Date: _____ 16/07 / 2024
(Chairperson, Secretary or Treasurer’s signature + date)

- Please return to:
- By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLES NSW 2829
- By Fax:** (02) 6822 1626
- By Email:** council@coonambleshire.nsw.gov.au
- By Hand:** 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or email council@coonambleshire.nsw.gov.au.



APPLICATION FORM
for a donation under the Donations Policy
 (see Council's Donations Policy for details)

Applications are welcome at any time but will be held for consideration on a quarterly basis.
 Closing dates and times: 4:30pm on the second Friday in August, November, February and May

ORGANISATION DETAILS:

Name of organisation/community group: Coonamble Cottage Industries.
 Address: 1/22 Castlereagh St Coonamble.
 Contact Phone: [REDACTED]
 Contact Email: coonamblecottageindustries@gmail.com.
 President's Name: Jeannette White.
 Secretary's Name: Lois Cain.
 Treasurer's Name: Donna Swansborough.
 ABN: 43121300353.

ELIGIBILITY:

In relation to your organisation/community group: (please tick)

Is it registered for GST?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is it community-based and non-for-profit?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is it based in or affiliated with the Coonamble Local Government Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Has it received any previous donation under the Donations Policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PURPOSE:

Describe, in some detail, what your organisation proposes to do with the requested donation.
CC.I. would like to purchase new shelving and display units for our shop. This would create a more functioning display section within the shops area.

What are the outcomes/outputs you are hoping to achieve from your project/activity?
CC.I. will be able to display a lot more locally made products, along with more gift wares.

How will these outcomes/outputs benefit the people of the Coonamble Local Government Area?
CC.I. will be able to provide a lot more community made products within our store. This will cater for our local customers as well as the travelling through customers to whom we cater for.

Who—and how many people—do you foresee benefiting from your project/activity both directly and indirectly?

the Coonamble Community as a whole: With the shop locally products being displayed more widely. Our volunteer workers as it wont be as cramped and everyone in general,

FINANCIAL CONSIDERATIONS:

What is the amount of the donation you are requesting? \$ 2500.00

If you do not receive the full amount requested, will you still be able to complete your project/activity by the end of the current financial year? If not, what alternative course of action have you planned?

No: We will not be able to complete the project:
We will have to continue on as is.

If applicable, does your requested amount include the value of general-purpose rates? Yes No
(If applying for a donation of the value of your organisation's rates, please attach a copy of the last assessment Notice.)

Financial Statements: Please include a copy of your organisation's most recent financial statements.

Sign and Date: _____ 15/ 7 / 24
(Chairperson, Secretary or Treasurer's signature + date)

Please return to: **By Post:** The General Manager
Coonamble Shire Council
PO Box 249
COONAMBLE NSW 2829
By Fax: (02) 6822 1626
By Email: council@coonambleshire.nsw.gov.au
By Hand: 80 Castlereagh Street, Coonamble

For further information regarding the Application Process please contact Council on 02 6827 1900 or mail council@coonambleshire.nsw.gov.au.

10.14 COONAMBLE ANNUAL SHOW - APPLICATION FOR PUBLIC HOLIDAY**File Number:** H5**Author:** Marina Colwell-Executive Support Officer**Authoriser:** Paul Gallagher, General Manager**Annexures:**

1. Letter of Notification - Premier Department
2. Guidelines for Local Holiday Applications
3. Survey Results 2023
4. Letter of Support - Show Society 2023
5. Letter of Support - PreSchool 2023
6. Letter of Support - Public School 2023
7. Letter of Support - Show Society 2024
8. Survey Results - Graph - 2024
9. Survey Responses - 2024

PURPOSE

The purpose of this report is to provide information to Council to assist it determine whether or not to make application for the change of date for the holiday for the second day of the Coonamble Show 2025. The proposed date is Wednesday 14 May 2025.

BACKGROUND

Each year Council receives correspondence from Department of Premier and Cabinet regarding applications under the *Public Holidays Act 2010* for declaration of local public holidays and local event days for 2024 and 2025. The Guidelines for Local Public Holiday and Local Event Day applications are attached to this report.

The Act permits the Minister for Public Service and Employee Relations to declare, on the application of a Council, a local public holiday or a local event day for the whole of that Council's local government area or a defined township or district that is within that Council's area.

An application may request the declaration of a half day or part of a day local public holiday or local event day to accommodate the holding of an event that is recognised by the local community. Some Councils seek part-day public holidays of a few hours to reduce costs while facilitating the holding of and attendance at local regional events.

The guidelines provide opportunity to make a biennial application for the declaration of a full or part-day public holiday or event day. This means that an application may be made over a period of two (2) consecutive years.

Unfortunately; the date for the 2025 Coonamble Show will fall in the week leading up to the Coonamble Rodeo and Campdraft and there was a request received from the Coonamble Show Society to change the date that had been approved.

a) Relevance to Integrated Planning and Reporting Framework

P1.3.1 Support activities / projects that increase community participation and connection.

P4.1 Increase opportunities for our community to socialise together.

b) Financial Considerations

Local businesses are impacted when public holidays are gazetted. The Department of Premier and Cabinet reminds Council to be mindful of these associated costs which impact on local business owners.

For Declaration of a Local Public Holiday, the implications for employers are:

“The public holiday provisions contained in the *National Employment Standards of the Fair Work Act 2009* apply to local public holidays declared under the *Public Holidays Act 2010*. This means that all employees, irrespective of their former entitlements and whose place of work is within a local public holiday area, will be entitled to be absent from work for the day or part day declared to be a public holiday. In addition, employees who work on the day or part day may have an entitlement to penalty rates under a relevant award or enterprise agreement.

In considering an application to the Minister for a public holiday or part-day holiday, it is expected that the Council will consult with the affected community and other relevant stakeholders as to the impact of a local public holiday or part-holiday on businesses located in the local government area.”

For Declaration of a Local Event Day, the implications for employers are:

A declared local event day does not automatically mean that employers in the particular locality are compelled to treat the day as a public holiday. Entitlements to paid leave or penalty rates on a local event day will only arise where agreed to at the workplace level, usually in the form of an enterprise agreement or by contract. This goes some way to restoring the industrial arrangements that existed prior to changes in the Commonwealth workplace laws.

COMMENTARY

Where a public holiday is declared by the Minister, a bank located in the designated holiday area will be required to close during the public holiday hours, unless the bank is exempted from the requirement to close under Part 3A of the *Retail Trading Act 2008*.

The Coonamble Show Society secretary approached Council for support to reapply for the change of date for the 2025 show.

(a) Governance/Policy Implications

One of Council's Delivery Plan actions is to support activities and projects that increase community participation and connection. The two-day annual show is one of the major annual events on the community calendar.

(b) Legal Implications

There are no legal implications related to this report.

(c) Social Implications

A gazetted holiday for the second day of the Coonamble annual show provides the opportunity for residents, families, students, farmers / graziers, and visitors to enjoy an event which is organised by the local show society.

(d) Environmental Implications

There are no environmental implications related to this report.

(e) Economic/Asset Management Implications

Council allocates significant funds in its annual budget to maintain the showground and other public facilities within its jurisdiction and the show is one of the major events held at the ground each year. On an ongoing basis Council carries out improvements to infrastructure and provides a facility to the standard expected by participants of events utilising the ground.

(f) Risk Implications

There are no risk implications related to this report.

CONCLUSION

If a holiday is to be granted, Council must adopt a resolution that application be made, either for a full day for the whole Shire or part thereof, or declaration of a Local Event Day within a specified area.

Council consulted widely with the community and the overwhelming outcome was in favour of a full day public holiday for the Shire of Coonamble for the second day of the Coonamble Show in 2025.

RECOMMENDATION

- 1. That Council receives and notes the contents of this report.**
- 2. That Council authorises the General Manager to make application to the Department of Premier & Cabinet for a full day public holiday for the whole Coonamble Shire Local Government Area to be declared for the second day of the Coonamble Show in 2025, being Wednesday, 15 May 2025.**

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Premier's Department

Ref: A5809235
24 July 2023

Mr Paul Gallagher
General Manager
Coonamble Shire Council
80 Castlereagh Street
COONAMBLE NSW 2829

council@coonambleshire.nsw.gov.au

Re: Applications for local public holidays and local event days for 2024 and 2025.

Dear Mr Gallagher,

I am writing to the council regarding applications under the *Public Holidays Act 2010* for the declaration of local public holidays and local event days for 2024 and 2025.

As usual, an application may request the declaration of a half day (12 hours from midnight or midday) or part of a day for a few hours (between specified times) as a local public holiday or local event day to accommodate the holding of an event that is recognised by the local community.

It is expected that a council will undertake a public consultation process to assess community sentiment as well as the **costs and benefits to regional businesses and local communities** of declaring a full or part-day public holiday, including consultation with chambers of commerce, banks, major employers and schools likely to be impacted by the declaration.

Where it is proposed to request a part-day local public holiday, it is expected that the consultation process will include local transport companies and schools and will take account of the transportation arrangements for students on the part-day.

It is important that the application is accompanied by a copy of the council's resolution authorising the making of the application and a report on the consultation process. This includes a list of stakeholders consulted; a copy of notices published in newspapers and/or websites; and a summary of responses received. Failure to undertake the appropriate consultation or provide sufficient information may lead to delays in the processing of a declaration.

Councils should be aware that it is possible to cancel declared holidays if circumstances change or events are cancelled. It is important however, that sufficient notice is provided to the Department to enable the Order to be prepared and published to validly cancel the holiday.

I have attached the *Guidelines for Local Public Holiday and Local Event Day Applications* which will assist the making of applications to the Minister for Industrial Relations.

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GPO Box 5341 Sydney NSW 2001
ABN 34 945 244 274

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premierdepartment.nsw.gov.au

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Biennial Applications

The guidelines provide for the council to make a biennial application for the declaration of full or part-day public holidays and event days. This means that an application may be made for the declaration of full or part-day public holidays and local event days over a period of two consecutive years. However, the application must include additional information which is listed in the attached guidelines on pages two and three.

Where the dates of future events are uncertain, or are determined on a yearly basis, the option remains for the council to make an annual application under the Act.

Timeframe for applications

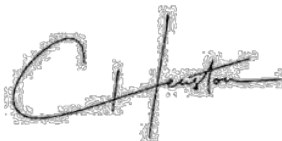
Should the council wish to make an application for a local holiday or event day in 2024 or a biennial application for 2024 and 2025, it will be necessary for the application to be forwarded to me by **Friday, 10 November 2023** to enable sufficient time for the application to be processed before the Christmas break.

Council’s application may be lodged by email to PHapplications@industrialrelations.nsw.gov.au

Consistent with past practice, it is proposed to have an omnibus Order declaring the 2024 and 2025 local public holidays and local event days published on the NSW legislation website early in 2024.

Any inquiries you may have may be directed to the above email address or Mr Jason Tamsett, Industrial Relations Policy, Premier’s Department on (02) 9228 5934.

Yours sincerely



**Charlie Heuston
Executive Director – NSW Industrial Relations
Premier’s Department**

Attached: Guidelines for Local Public Holiday and Local Event Day Applications

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GPO Box 5341 Sydney NSW 2001
ABN 34 945 244 274

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premiersdepartment.nsw.gov.au

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Premier's Department



Guidelines for Local Public Holiday and Local Event Day applications

The following guidelines are provided to assist in the making of applications to the Minister for Industrial Relations for the declaration of local public holidays and local event days under the *Public Holidays Act 2010* (NSW).

Under the *Public Holidays Act 2010* all public holidays and local event days (including part-days) must be declared by Order of the Minister and published on the NSW legislation website.

In determining whether to apply for a local public holiday or local event day, it is important that the Council be mindful of the potential impact the application will have upon businesses and communities located within designated public holiday areas.

Declaration of a Local Public Holiday

In circumstances where a local public holiday is declared by the Minister, a bank located in the designated holiday area will be required to close during the declared public holiday hours unless the bank is exempted from the requirement to close under Part 3A of the *Retail Trading Act 2008*. Shops located within the designated holiday area are free to open without restriction.

Where it is proposed to request a half-day public holiday, consideration should be given to the effect the half day holiday will have on local schools and on the transport of students who attend school on the day. **In this regard, it is expected that the consultation process with local schools will take account of the transport arrangements for students on the half day.**

Implications for Employers

The public holiday provisions contained in the National Employment Standards of the *Fair Work Act 2009* (Cth) apply to local public holidays declared under the *Public Holidays Act 2010*. This means that all employees irrespective of their former entitlements and whose place of work is within a local public holiday area will be entitled to be absent from work for the day or part day declared to be a public holiday. In addition, employees who work on the day or part day may have an entitlement to penalty rates under a relevant award or enterprise agreement.

In considering an application to the Minister for a public holiday or part-day holiday, it is expected that the Council will consult with the affected community and other relevant stakeholders as to the impact of a local public holiday or part-holiday on businesses located in the local government area.

Declaration of a Local Event Day

The capacity for the Minister to declare a local event day or part day at the request of a local council is also available under the *Public Holidays Act 2010*. The Minister must be satisfied that the day or part day is, and will be observed as, a day of special significance to the community in the area concerned.

The declaration of a local event day or part day does **not preclude banks or shops located within the designated holiday area from opening or trading on the day.**

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Implications for Employers

A declared local event day does not automatically mean that employers in the particular locality are compelled to treat the day as a public holiday. Entitlements to paid leave or penalty rates on a local event day will only arise where agreed to at the workplace level, usually in the form of an enterprise agreement or by contract. This goes some way to restoring the industrial arrangements that existed prior to changes in the Commonwealth workplace laws.

The application process

An application for the declaration of a local public holiday or local event day (including a part-day holiday or event day) must be made in writing to the Executive Director, NSW Industrial Relations, Premier's Department and contain the following information:

1. a statement regarding the history of the event and whether the event day has traditionally been observed as a full or half-day public holiday.
2. the date, the designated area and, if relevant, the hours during which the public holiday or local event day is to be observed;
3. the extent of community consultation undertaken in respect of the proposal;
4. copies of advertisements seeking public comment and a summary of the public's responses;
5. a summary of correspondence to, and responses from, relevant stakeholders, including bank managers, school principals, and chambers of commerce regarding the Council's proposal.
6. internal reports or information prepared for consideration by the Council and a copy of the Council's resolution authorising the making of the application;
7. where an application is made for a public holiday or part-day holiday, details of:
 - alternatives considered by the Council including the declaration a local event day; and
 - arrangements for school students (including the provision of transportation for students attending schools on the day of a part-day public holiday).

Biennial declaration of public holidays and local event days

Applications may be made for the declaration of public holidays and local event days (and part days) over a consecutive two-year period for the holding or celebration of annual events, such as a local show day, race day or carnival.

However, in making an application for a full or part-day public holiday it is expected that the Council will provide additional information focused on the economic and social importance of the event for the designated holiday area. This could include information provided by event organisers, local businesses or relevant industry surveys or statistics.

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Additional information required for biennial applications

Where a Council intends to make a biennial application for the declaration of public holidays or local event days (including part-day declarations), the Council must conduct a consultation process as to the proposal and provide the following information:

- the level of support for and against the application from local businesses and stakeholders
- the benefits to the local community in terms of employment, business activity, tourism and industry promotion of the region
- demonstration of the economic benefits to the local community in terms of employment, business activity, tourism and industry promotion of the region
- details of the importance of the event from a social and community perspective

Sections 5 and 8 of the *Public Holidays Act 2010*

Copies of sections 5 and 8 of the *Public Holidays Act 2010* relating to the declaration of local public holidays and local event days have been included for the information of the Council in Appendix A.

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Appendix A

Sections 5 and 8 of the *Public Holidays Act 2010***s5 Additional public holidays**

(1) The Minister may by order published on the NSW legislation website declare a specified day or part-day in a particular year to be a public holiday. The order must be published at least 7 days before the public holiday.

(2) The order can declare a public holiday for the whole State or for a specified part of the State.

(3) The Minister may by order published on the NSW legislation website cancel a public holiday declared under this section. The order must be published at least 7 days before the public holiday.

s8 Local event days

(1) The Minister may by order made at the request of the council of a local government area declare a specified day or part-day to be a local event day in the local government area or in a specified part of the local government area.

(2) The Minister is not to declare a local event day unless satisfied that the day or part-day is, and will be observed as, a day of special significance to the community in the area concerned.

(3) The order declaring a local event day must be published on the NSW legislation website at least 7 days before the local event day.

(4) The declaration of a local event day does not make the local event day a public holiday.

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ABN 34 945 244 274

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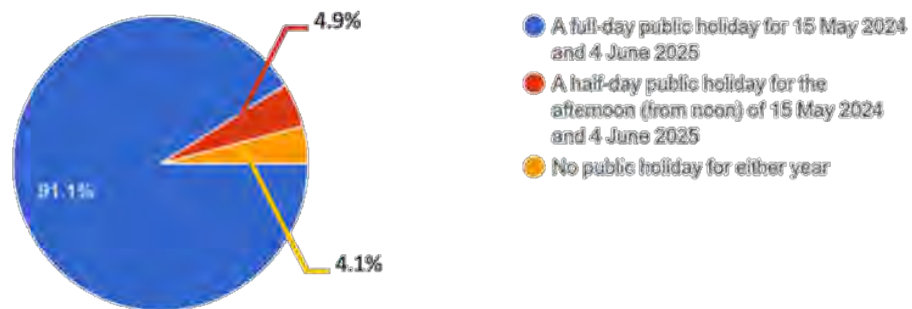
4



Local Public Holiday for Coonamble Show – Survey Responses

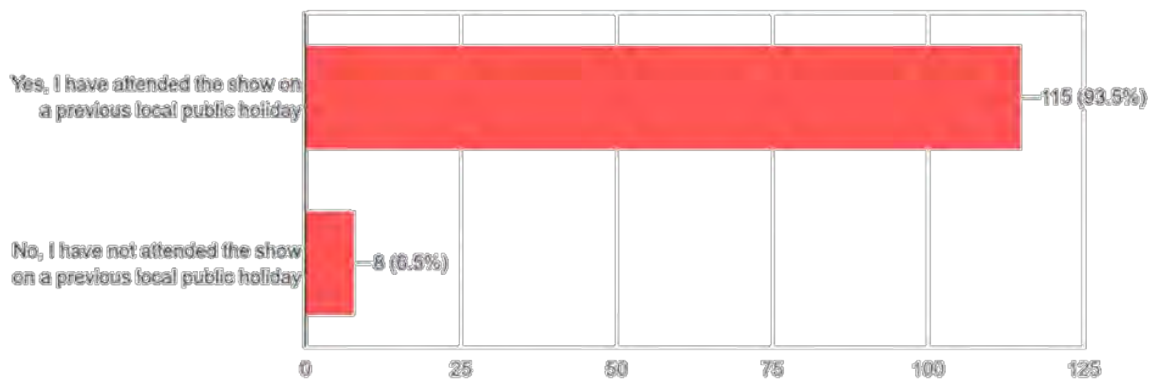
I prefer Council ask the NSW Government for:

123 responses



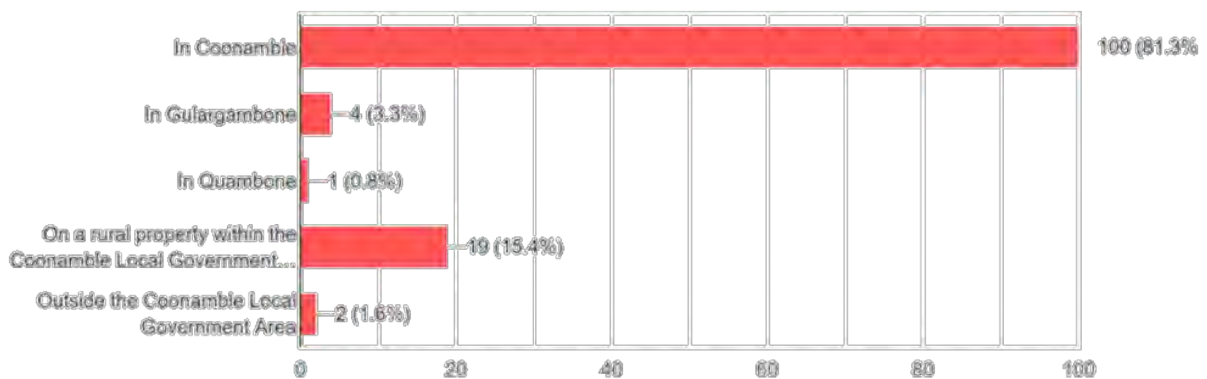
I have attended the Coonamble Show on at least one previously gazetted local public holiday in past years

123 responses



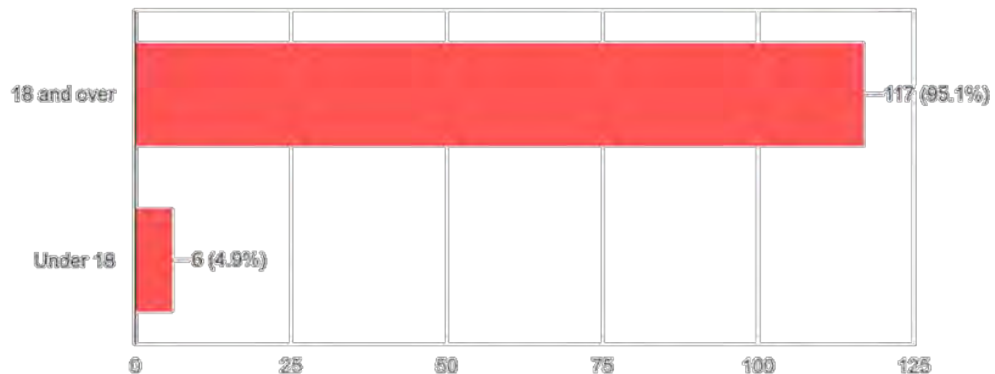
I live:

123 responses



I am in the following age group

123 responses



The Coonamble Show is important to me because:

- It's a way to showcase the local produce and skills, it helps to teach the younger generation about different things.
- It is a big part of our community but with a full day holiday a lot of people head out of town for the day after attending the Tuesday night
- You make so many memories with your friends and can have fun with them outside of school when you aren't really able to
- Focuses communities
- It's a great benefit to the locals
- Days where Coonamble locals can come together to celebrate, have fun and showcase local talent
- It's a way of showing how talented our community is, across the board from arts, baking down to agriculture. A fun social day for our community.
- it has a long running history in Coonamble, it has something for everyone to enjoy
- We get to celebrate and exhibit our locals finest works
- My child puts a few cooking and painting entries into the show
- Tourism
- Gets the community together
- It's something that me and my kids look forward to each year as it only happens once a year. I have lived in Coonamble all my life and have always attended the show on the Wednesday public holiday and would love for my kids to live the experience as well
- Great for the community
- I feel everyone should be entitle to attend their local show so they don't have to travel. If the show was held on a weekend like most small country locations we wouldn't need a PH and more people might attend a weekend show
- It's a way to showcase what talents we have in town.
- It brings our community out together and gives everyone A sense of pride.
- Something to do
- It's such a community event and without a holiday the show will die
- One day of the year when the whole town comes together.
- It is essential in promoting ag in coonamble
- It gives people something to look forward too
- I enjoy seeing my kids artwork's on display

- Brings business to town. It is a time of excitement for children and adults alike.
- It's a great family day out. Creating memories and bringing activities - attractions we wouldn't normally be able to enjoy.
- It's a Coonamble tradition
- It brings our community together and brings funds into our town
- Community gathering
- Brings the remote community together
- It is an event which brings the community together and showcases rural life.
- Community coming together & interaction within the isolation remoteness
- I have kids who absolutely love it when it's time
- Grandchildren/neices and nephew
- It is a community gathering
- It is an integral component of the community's wellbeing
- I have been attending and participating since I was young child growing up in Coonamble
- It's some where to go and something to do other we would have to travel
- Socially a great catch up with other locals, opportunity to enter, look at and showcase our local talent across a wide array of areas for all ages.
- Its a community advent
- It brings our small community together for a great fun day for all ages
- Community event
- It's a day the community comes together
- I have two kids. They both love the rides and all the pretty lights. Its also very good for the community to come together and enjoy it.
- It is the one event of the year that attracts all people to it regardless of where you live
- It is a wonderful way to get together as a community
- It's a great social day
- It is a local event which has supported local vendors and gives the town something different and exciting to look forward too each year.
- My children and the community
- Its a local event and brings business to town.
- Community spirit
- Because it's local and lots of fun
- The show is important for the town and our kids enjoyment
- It is an amazing chance to showcase the local talent in the pavilion, the horsemanship of our local riders, our growers whether they be beef or wool and gives the youth something to look forward to every year.
- Brings the town together
- It is a time for the community to come together as one
- It creates community and belonging - love the schools section and giving everyone a chance to show their skills.
- I can attend with my own children each year.
- I get to attend with my young family. It's a highlight of the year.
- I can spend quality time with my family. I am proud to share my pavilion entries with the community.
- I can enter things in the pavilion for others to view and enjoy. I love spending the day with my family, we enjoy the rides.
- It's a chance for the community to come together in a variety of ways and support the wonderful area we live in
- It is a great community event

- It's a chance to showcase all the great things happening in our community
- it's time to have fun and enjoy yourself
- It's fun and it brings something exciting to the town.
- It's a fun family event I can take my son to. We don't have many fun events on in Coonamble so it would be a shame to lose the public holiday and potentially have to work.
- It showcases Coonamble and brings the community together
- Promotes local businesses. Helps with mental health and social isolation.
- It brings people to town
- It is a day to showcase our local produce and rising skills. Also it is a tradition.
- It's a family day out
- It showcases local talent and industry
- It brings to community together
- It's great fun for all ages
- It's a day to enjoy with a young family
- It is a valuable asset to the community
- It's a great day to see some of the great things happening in the community
- Bringing the community together
- it's great for our community and all families
- It is a community event that brings people together. It is educational and important for our rural businesses.
- Important community event
- It brings in tourism which helps fund things here in town
- Because it's a great community event
- Good for community spirit
- Businesses are struggling. No public holiday
- Great community event that attracts visitors from outside LGA
- Brings money to community
- I love to see my kid's contributions in the art pavilion
- It's a time for the community to come together and celebrate our agriculture which our town is dependent on.
- I volunteer at the CWA kitchen and love to see all the faces at the show. I love to work with my fellow volunteers and help to raise money for my charity.
- It's a way of bringing the community together and showcasing what we have to offer in the way of art, food, craft and horse sport.
- Local spending
- The kids love it.
- Opportunity to support the community
- To support the community
- We are a food vendor and promote local sustainable land practices through our Saltbush lamb and gravy rolls
- Community getting together and the ability to show one's business or hobby.
- It's one of the communities most important events where arts and crafts, horsemanship etc are showcased and an integral time for families to spend together.
- It's awesome
- It showcases Coonamble's rich agricultural industry and coming from a farming background I fully support this industry
- Love seeing my grandkids have so much fun and being able to be there with them on a great day out.
- It's a country show that brings farm and townsfolk together

I think the community benefits from a public holiday on the second day of the show in the following ways:

- It gives families more time to see the show, what's the point of having a show if no one attends by having a public holiday it allows for everyone to attend,
- if a half day more would attend than no holiday
- More people can come to the show and not be stuck working, a lot of people want to go both days
- Allows to attend show options
- People who work full time can attend and enjoy a community day without having to take personal leave
- Increase in attendees, more money injected into the community
- Yes, it helps with our mental health and well-being, also gives parents time to spend with the children
- It allows working people to attend and allows kids a whole day to enjoy the show
- Enables everyone to go. Otherwise you will have shop fronts open with staff sitting around with no customers because they are all at the show
- Families get to enjoy the show together
- Because it is mid week, it allows more people to attend, enter competitions and socialize with other groups that don't get together often.
- Gets the community together
- So working people can attend
- You can attend the Tuesday night and not worry about having to get your children up early for school especially the ones that live out on properties that have to leave home before some of the town people are even getting up
- It gives families time to be together and enjoy the day with each other and other families in the district. It's good for Mental health.
- Community involvement, sense of pride. Enjoyment for all.
- No benefit for a full day holiday, half day at the show is expensive enough let along a full day there. a full day gives people the opportunity to go to dubbo and spend money out of town if anything
- Brings everyone together
- If we don't we'll lose the show.
- I get to take my whole family
- Every one can attend and enjoy the experience. Without the crowd, the show may not continue in Coonamble.
- Parents are able to have the day off at the show with their children. If I aren't a have to work and kids have school, families simply wouldn't be able to attend and enjoy it
- It's a great way to bring the whole community together
- Families get to attend the show
- Community gathering
- Coonamble community comes together
- All member of the community are able to attend, meet up and connect.
- As the show is during the week & a public holiday it is available for all community to attendance
- Yesss I agree
- It allows people to go to the show in the day and see the displays which are closed at night and other wise I would have to take leave
- It is a way for the community to socialise and for school children to display to the community what is going on in local education systems
- It is a great way to showcase our community

- People don't need to take a day off and parents can take their children That usually would t be able to if their wasn't a holiday. So children would miss the show all together
 - As above
 - No not for the show but the schools should have mid turm break to attract more teachers from away. Nyngan have it thinking and works well
 - Where people can show off their amazing skills/ talents, and catch up with family and friends
 - Attendance in activities
 - A day to relax and catch up
 - Gives family's more time to spend with loved ones at the show. Not many people have the time because of work.
 - A public holiday gives ppl the chance to volunteer and take part fully in whatever aspect of the Show interests them. It gives families the opportunity to go together to an event locally. It gives ppl who work 9-5 the opportunity to enter into the competitions. Successful community events endorse a sense of value and pride within the people who call it home.
 - Gives most working people a chance to attend.
 - All workers can go and socialise
 - Parents have a chance to spend time with their children and enjoy a day out
 - Enjoy the day with family friends and community
 - Because everyone gets a chance to attend.
 - Brings in more traffic flow and funds to the community
 - Socialising, community, great fun
 - Business, workers and kids would not be able to attend and support the exhibitors & business' who rely on the show for income.
 - It means that employees are able to attend the show on the second day. We buy a 2 day membership and have a quick look at the pavilion on the Tuesday night, but are predominantly there for the fireworks and a social evening out. The Wednesday is when the kids can hang out with their friends while I peruse the local cooking, art, and needlework while enjoying morning tea or lunch made by our wonderful CWA ladies.
 - A lot of our kids only have the show to look forward to each year. One day is a huge deal to them.
 - It gives a chance for people out of town to organise transport and to not lose the entire workforce at once if required
 - Everyone can attend and support each other.
 - To support a local annual event Parents/carers are able to attend with their children The opportunity to view the success of locals e.g horse riding, pavilion, cattle, poultry.
 - Quality time with family Acknowledges the success of local competitors Community comes together in a positive way
 - I get to enjoy the day without having to attend school. I can attend with family
 - Family time
 - It enables working families to attend the show and enjoy what is on offer in a more relaxed way than rushing around everything on the Tuesday night
 - It supports school students attending and participating in events without falling behind in their schoolwork
 - -more time to spend with family -more daylight to spend at the show
- more time to spend with family - have more day light at the show - no one is missing out on the show because of work hours.
- More people can attend and this means more market holders and the show society make more money to continue on the event in the future, it's all so one of the only big opportunities for the community to connect with each other and enjoy the small town we live in
 - As above

- The show would not run if there was no public holiday. You wouldn't get enough money to support it.
- Having that option to go as otherwise I would miss out due to work
- It gives everyone the opportunity to attend
- It gives everyone the opportunity to attend. The show would definitely fail and fade away if there was not a public holiday.
- Everyone enjoys the day with their families
- So we can attend and support
- You get to see each other and see what people are doing
- Showcasing local talent and skills,
- everyone would benefit from it as some people have to work and miss the show
- It all everyone the opportunity to be involved in the show, particularly the children as they don't have to go to school. They are the future of our agriculture industry. Let's inspire them to be part of it. The show showcases everything rural in our community. It also is a fabulous family event.
- Otherwise it should be on a weekend
- It'll allow both kids and adults to enjoy the entirety of the show and not miss any key work or school work
- Because the night can be quite cold
- Moral booster in tough times
- Let people use their own holidays.
- More visitors more revenue
- I don't think enough people use the PH to support the show.
- A day to relax and enjoy show
- Brings business to town and brings a happy day for people to relax and attend the show
- I don't think they do benefit, You see more people at the show on the First day/night. Things finish up early on the 2nd day. Majority of locals still have to work especially self employed
- Allows everyone to attend if they wish, brings excitement to the town, is the perfect opportunity to actually get out and attend as work is not an issue.
- Community-wide events bring people from all demographics together. They can improve mental well-being, while helping to alleviate personal struggles. Appointing a public holiday ensures that those who wish to attend, may without having to sacrifice a personal day to their employers, or be penalised at school. Establishing a strong town identity is important, particularly for smaller townships. While the public holiday may be just one day, the positive wellbeing impact and social capital gained, will stay with the community for much longer than that one day.
- Our children miss out on a lot living in a rural community so it's a great way for them to get involved in a whole lot of fun!
- How? Nothing is open. not bringing in any monies
- Working parents can enjoy the show with their kids and not have to worry about finding someone to take them.
- So Families can attend
- People are off work so can attend show to support the event. This makes running the show more worthwhile as more people can attend and support the local event
- Everyone has the day off so that whole families and community members can attend the show together and view kids artwork or other entries in the show.
- Every one gets to go
- It brings the community together and highlights Coonamble's rich agricultural industry and allows the country folk to mix with town folk - a day where everyone can appreciate and respect our town's history and preserve its future

- Being able to have family day making memories without the stress of worry about work commitments for the day
- I don't think 2 days is needed. Those people who have livestock they're running in events could benefit from 2 days but not the entire community.



2022/2023 Executive

President: Mr Brendan O'Connor

Secretary: Miss Emily Ryan

Treasurer: Mr Alan Dodd

PO Box 400
Coonamble 2829
coonambleshowsociety@hotmail.com

9th October 2023

To Whom It May Concern,

The Coonamble Show Society is writing in regards to the proposal for 2024 and 2025 Coonamble Show Public Holiday allocation on the Wednesday of the show. We are writing to support this application to be made by Coonamble Shire Council.

On behalf of the committee, I would like to put forward a motion, **that the Coonamble Shire please consider applying for the Public Holiday on the Wednesday of the show for 2024 and 2025.** It is a great opportunity to engage children in agriculture and the agriculture show movement. It is essential for Coonamble Show Society to have this Public Holiday to ensure we are having people through the gate of our event. We are unable to change our date, due to this being set by the Agricultural Societies Council of NSW. We have a lot of community support at our event due to the Public Holiday and we rely on gate entries to fund the event.

Coonamble Show is an event to showcase the enterprises in the Coonamble District and promote agriculture to the community.

Thank you for considering our letter.

Kind regards,

Emily Ryan
Secretary



31st August 2023

General Manager

Coonamble Shire Council

PO Box 249

COONAMBLE 2829

Dear Mr Gallagher,

Re: Public Consultation – Proposed Public Holiday – Coonamble Show – 2024 & 2025.

Thank you for your request for a response regarding a public holiday to recognise the Coonamble Show.

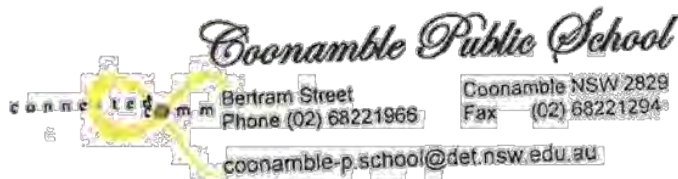
We certainly support the public holiday. The show is very much a part of the Community in Coonamble, and the public holiday allows both the children and their families as well as our teaching staff to participate and celebrate each other's efforts.

The show is always a large part of our educational program around that time. The children and teaching staff work very hard to submit an exhibit. This participation gives children a sense of belonging within the community, supporting their identity and culture.

With kind regards,



Janine Jol
Acting Director



11th September, 2023.

THE NSW PREMIER AND CABINET

I wish to wholeheartedly support the Coonamble Shire Council in their submission to be granted a public holiday for the Local Show in 2024 and 2025.

Our students look forward to it each year because they have the opportunity to create some special artwork to be entered into the show or be placed on display for all the community to see. They also have a chance to enter other art and craft items that they might do as a hobby at home in their own time. Having their works displayed and to hear the community's favourable comments on their efforts is very important in building self-esteem in our young students.

If there is a public holiday for the show it gives all our students (with their families) the opportunity to go to the show and spend as much time as they need to look at students' work and projects entered by others in the community. This in turn inspires our students to attempt other projects the next year and create something a bit different.

At our school we have a number of students that enter into the horse events each year at the local show. To enter these events they have to take time off school, if one day is a public holiday, they are only absent for one day to participate. Also, we have some staff members that are involved in the organisation and running of the local show. A public holiday for one day means they only have to take leave for one day, not two.

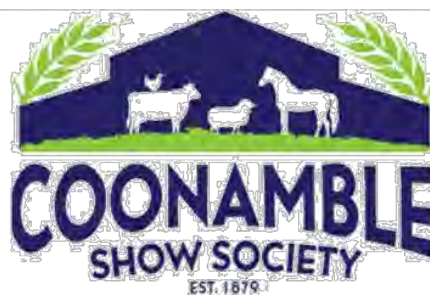
The Coonamble Local Show is an event that the whole community looks forward to. If there is one day granted as a public holiday it means that all sections of the community can come together and socialise or participate. This is especially important when there are difficult times for our community. Mental health is a major concern in our local township and our farming community. Over the years our farming community has had to deal with drought and floods which impacts greatly on their livelihood. These can be very trying times for all of our community. The local show is an essential meeting time/place for our farmers and their families to look forward to and to spend time with the wider community to talk and join in the events. This can have a really positive impact on those who are doing it tough.

I sincerely hope you consider my support for Coonamble Shire Council in the bid for a public holiday for our local show in 2024 and 2025. It is a major event in our community that everyone can participate in.

If you require any more information, please do not hesitate to ring me.

Yours sincerely,

ANNETTE THOMSON
EXECUTIVE PRINCIPAL

**2023/2024 Executive****President: Mr Brendan O'Connor****Secretary: Miss Emily Ryan****Treasurer: Mr Alan Dodd**

PO Box 400
Coonamble 2829
coonambleshowsociety@hotmail.com

19th August 2024

To Whom It May Concern,

The Coonamble Show Society would like to ask Coonamble Shire Council to put forward an application for the 2025 Coonamble Show Public Holiday to be changed from Wednesday 4th June to Wednesday 14th May 2025.

The Coonamble Show was due to be held the same week as the annual Coonamble Rodeo and Campdraft. This would mean that the Coonamble community would have two major events in the one week, as well as two Public Holidays. It would also mean that the two events would only have a day to do a changeover and this is not possible. We believe this is a hard ask of the community to support both events and have been able to secure a date change for the show.

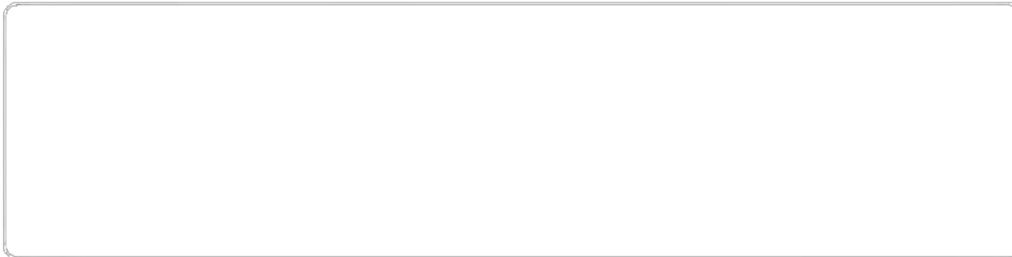
In order to run the Coonamble Show, we have had to seek approval for a date change from our State governing body. We are also in the process of coordinating the change in the Showman's Guild Show Ride run.

We however are now only able to run the annual Coonamble Show on this new date if we can secure a Public Holiday. We ask the Coonamble Shire Council to please put forward a date change application for the Coonamble Show to be held on the 14th May 2025.

If you have any further questions, please feel free to contact me.

Kind regards,

Emily Ryan
Secretary



Change of date for the local Public Holiday for Coonamble Show in 2025

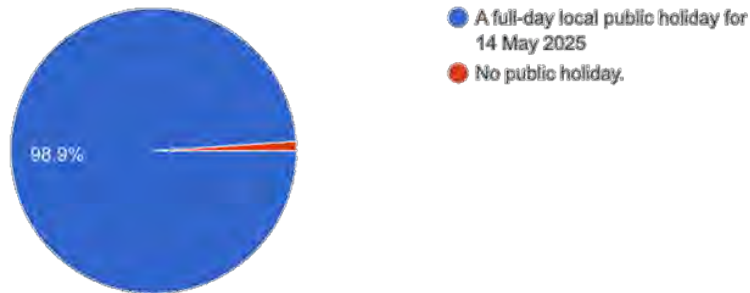
93 responses

[Publish analytics](#)

I support Coonamble Shire Council and Coonamble Show Society in asking the NSW Government for:

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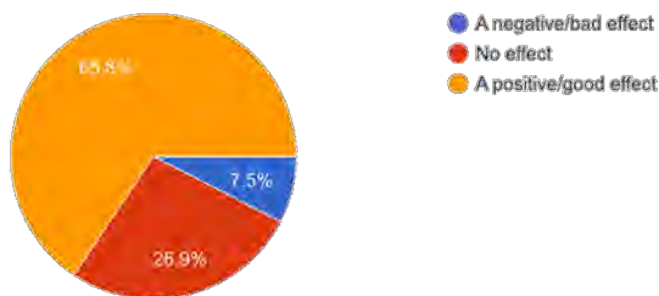
93 responses

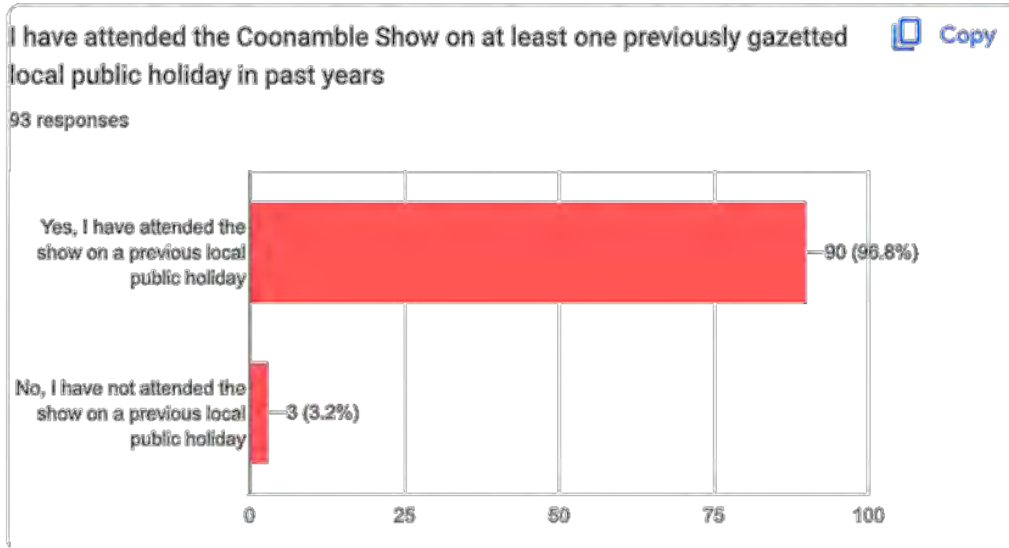


What effect will the change of the gazetted local Public Holiday from 4 June 2025 to 14 May 2025 have on you?

Copy

93 responses





My first and last name

93 responses

Donna Swansborough

Andrew

Gail day

Ben Tatton

Trish Butler

Alana Hall

Dave Rushton

Nicole Jackson

Jenny Richardson

Emily Ryan

Phoebe Nixon

Chantel beavis

Niomi Murray

Amy

Laura Proctor

Tessa Pennell

Amy baker

Melissa Morrissey

Jamee Page

Noel White

Shannon Tandy

Gabby Thurston

Natalie Molloy

Ian and Pam Robinson



Zoe Forgiore

Emma Horan

Sandra ralston

Carolyn

Russell

Deborah Newbold

Darcie Holmes-Smith

Shinaid Beazley

Kate Primmer

C J

Georgia Ditchfield

Elena Iagunkova

Fiona Ozols

Annette Chapman

Amanda Hodgson

Dnejdjensxjs

Cooper Jackson

K S

Ellie O'Connor

Karran Robinson

Larissa

Melissa curtis

Pat

Rebecca McIntyre

Merv Robinson

Tori Canham



Samantha Horan

Rebecca Coombes

Jane Sawers

Brianna Hodgson

Rheanna Rae

Vicki Murray

Rachell Foodey

Elsie manson

Felicity Keady

Veronica underwood

Jac Martin

Never Davidson

Raquel pickering

Amanda Blattman

Madison Loughland

Kayla South

Rae Fernando

Lenore Green

Abby Dewson

Anne Cullen

Lisa Kenny

Lorraine McKeown

Emma Swift

Anne Wiatkowski

Bron Johnston

Gai Gilmour



Amanda Glasson

Kylah Fernando

Brad inwood

Anita Murray

Angie Little

Kelly Searle

Leanne mcmaster

Naomi Castles

Stacey Hughes

Dont want to disclose name.

Katherine owens

Jenny Sandford

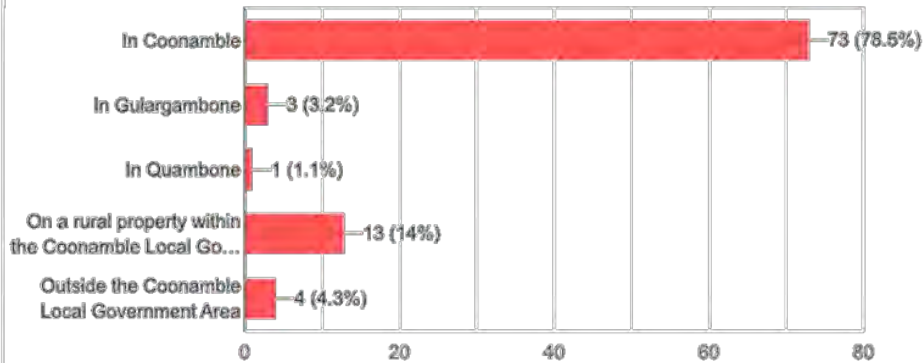
Will Landers

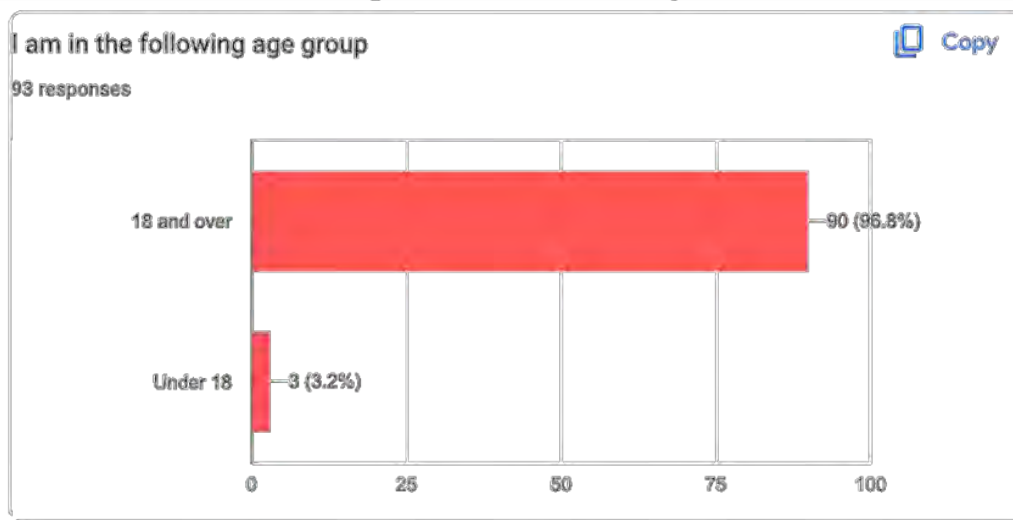
keith glover

I live:



93 responses





The Coonamble Show is important to me because:

85 responses

Our local community thrives on events like our local show. It creates an atmosphere of family fun, community involvement & economic growth.

Community get together

It's a community tradition

It's a valuable local institution that's gives the town something to look forward and be part of the community.

There is nothing to do in town

I have never missed the local show, it's a great family and community event.

It's not

Provides an event for the whole of the Coonamble community

It is a social event for the whole town to come together and enjoy

It's a day out for my kids also supports our town

Something I've gone too as a kid and something my kids enjoy

Fun day for the whole community

My children put entries into the show

It's a great way for the community to socialise

Family event.

Great fun for adults and kids alike

Not only is it a Social event for our small community, it also showcases our talented local people.

Great social day for the community to meet and for all the talented people to show their talents in the pavilion

The main attraction for me is viewing the pavilion, especially artworks entered from my children

It is a great family day out

It supports our local community both rural and urban

It's a great day out for families and great fun for the community



It is a great community event where everyone comes together. It really good for our local business as well.

It's something very important to me it helps our mental health being able to talk to someone that you have not seen for a long time

It is an opportunity to show local talent

Chance for interaction with locals from all sectors of the community

It's a great day for the community to come together to display local business, industry, sport, community groups, schools & art. Also providing the kids with rides & fun

The Coonamble Show is important to me because it embodies the spirit of our community, bringing people together to celebrate local talent, agriculture, and culture. It's a time when families, friends, and neighbors can connect, support one another, and showcase the unique strengths of our region. As a parent, I also value the opportunity it provides for my child to experience these traditions firsthand, fostering a sense of belonging and pride in our community.

My children love the show

I am born and raised in Coonamble and have attend the Coonamble show for as long as I can remember and would love to do this with my own children. They love the show and it'll be very devastating for our community if this event doesn't happen in 2025.

Great way for the community to come together and celebrate agriculture

It is an important event to bring the community together.

It brings our community together our region

It brings our small community together to celebrate our local talent.

It's something different for the kids.

It is fun

The committee work hard for our show and it's a time for all of the community to be involved and come together.

The local committee work hard to put on a great show each year, and it is its own event which draws a great crowd of local people and gives them something to look forward to.

It brings community together each year and gives our youth something to look forward to.

It's a great little country show I love to see all the kids work they submit I have never missed a year yet

It's a great community event brings us all together as one and displays so many talented people we have in the community

Great day for our community



It's a fabulous community event

It is an annual get together for the whole community. I've gone all my life, I took my children and I'm now taking my grandchildren . It's something for the community to look forward to.

It is something to look forward to every year. To take children to.

The show is a yearly that we all enjoy.

It's a great day for the family and the community

I have been a competitor at the Coonamble Show for over 30 years and will continue to do so for many years to come.

It's an annual local event

It's a great family day out and the entire community looks forward to it each year

There are only 2main events for the locals in our small township, it would be ridiculous to have them in the same month, let alone same week. How are families supposed to afford the cost of these separate events? Leave the Rodeo and Show as they are. What will, residents have to look forward too once these events are done in a week? You took our greyhound races away, let us be!

It brings our community together and gives much needed funds to our economy

It's a nice event to experience with the family

It brings the local community together to celebrate all things good in our town

It is important to the community if Coonamble

Its a good local catch up

I have participated for the last 10 years

I volunteer for the cwa and we run the show kitchen. This is an opportunity to fund-raise a significant amount. This is then funnelled back into the coonamble community.

It's once a year, I think Coonamble needs it for the kids and the community. It's awesome to see everyone come together for the 2 days of the local show.

It is a fun activity for the whole family

Look for forward to our annual show

Very important to connect with everyone in our wonderful little community and district. To see the local livestock and other products made locally. To admire the talents of locals and welcome others competing in the ring and various sheds. The Show committee volunteers ensure all have a good time. We Are a People over a large area and so important to meet ,greet and care for each other socially

It is a wonderful opportunity to bring the community together.



I am 55 and I have attended the Coonamble Show for as long as I can remember. It is like a tradition.

It is an important function for all the community, as it showcases local people.

It is a valuable event to lesson social isolation, showcase regions talents.

Community showcasing event, social times, entertainment.

I volunteer in the pavilion which is a great showcase of the talented community I reside in.

It is a showcase for many aspects of the Coonamble community including schools but especially craft, cooking, horticulture and agriculture.

The Show is a wonderful community event, running for well over 100 years. In a small community this type of event is extremely important.

The joy it brings to community especially low income families who cannot afford to travel to enjoy things like this

Country town get together

A great community event that encourages connectivity and community pride.

Because it has been running since 1883.

It's important for the community

It enables the youngest of our community - preschool children to make a contribution to their show - show art.

It's an opportunity for all the locals to get together to showcase everything that goes on in the area

It's family time...we create and make items to enter into the show. We spend quality time together enjoying the atmosphere and enjoy socialising with the community. We as a family like forward to the show, the show committee do such an amazing job each and every year.

For the kids

I attend the show with my coffee cart

It is an important event but not at the cost to local businesses.

I have a business in Coonamble



I think the community benefits from a public holiday on the second day of the show in the following ways:

76 responses

The public holiday , gives the whole community a chance to be involved and participate in all the events available.

Allow people to spend time with family at the show

It would remotes community unity

It showcases our local talents in the pavilion, some amazing animals and poultry! It can be quite cold on the Tuesday night which could deter some of the crowd, so having a public holiday the next day gives everyone a chance to check it out

I don't have preference

It gives everyone the opportunity to attend the local show, and ensures the show has the best attendance possible

Gives people time to take their children

Community to come together on a shared day

It allows everyone in the community to attend if they wish, without worrying about work

Everyone can attend without worrying about having to take a day off

Allows people to go to the show without work obligations

Strengthens community spirit. Allows people who may otherwise be unable to attend the opportunity part take in a community event

More people can attend

Working Parents can attend the show with their families, this also increases the amount of people that attend the show

Everyone can join.

Community spirit, allows all the community to participate

Being able to celebrate with family & friends.

All employees are able to participate

It brings the community together, friends catch up, the talent of community members are on display, a range of products are on display, especially farming, there are activities and something to see for everybody to see and do

To be able to support the show



Allowing families to attend as a family unit and is a positive way of promoting products both on agriculture as well as local businesses

It's not coonamble if there's no show. It's great fun for all ages and kids would be very disappointed

It brings the community together to see the achievements of others. It's a great social day for kids as well as adults.

It is tradition and gives all local the opportunity to be involved.

Allows every one to gather at one event

So the whole town can attend

It allows more people to fully participate in and enjoy the event, promoting a stronger sense of community and togetherness. A public holiday encourages families, local businesses, and schools to take part in the show's activities, boosting attendance and supporting local vendors and exhibitors. It also fosters pride in our region's heritage, giving everyone the opportunity to celebrate the agricultural and cultural contributions of Coonamble without the constraints of work or other commitments.

It attracts more people to the show

Everyone can attend, leaves the weekends free

More people can enjoy

Its a happy occasion that needs to be celebrated the look on the children's faces says it all and it also fun raises for local community groups

It gives families a chance to all attend together and have a day away from the daily grind.

A day off work and school for people so people can attend the show

It gives people a chance to attend the show with their families and children, and not worry about missing out on work.

It gives everyone the opportunity to attend

It's like a mental health day to see people in the community you you haven't caught up with for a while.

Great day for families to have fun

It allows families to be together and make it an annual experience that can be enjoyed by all.

Because unlike other places it is during the week and parents have to work and can't take there children.

The whole community can enjoy the show

Everyone is able to attend



It's a day when the community of Coonamble all come together and catch up. It's great for mental health as well.

People are able to attend

Gives everyone the opportunity to attend

So employees can get to go with their family and kids like everyone else does.

It give us the chance to attend and support our show without any other sports etc clashing with it.

If there was not a public holiday most Workers could not attend

Good for peoples mental health, as a day out, the kids enjoy show entertainment and get to see all that is good in our community

Let's everyone enjoy it with their families

Allows competition and socialisation

Encouraging volunteering, promotes local talent, increases community pride, feel connected to our community as a whole, work life balance, economic boost and community spirit enabling residents a chance to interact and celebrate together.

Yes, because working parents get to spend the day at the show with their kids and those shop owners can close for a day to relax if they want.

Allows families to spend time together and help put money back into the community

Workers are able to attend with their children

As above

Every family has the opportunity to attend the show.

You get to meet up with people in the community which you would not normally do on a regular day.

Personally I would not be able to attend. Working full time, as we are allocated a show day that is mid week, it would see the end of the event, as volunteer and attendance numbers would reduce. The community benefit it massive with a chance for social cohesion in a town that can be somewhat divided.

Allows workers time to go to the show with their family

It allows the community to come together and celebrate many facets and individuals in the community.

The show brings the community together to celebrate all things that are good and wonderful about living in a rural community where the no 1 industry is agriculture!



Younger families can spend the day together enjoying the show, and the elderly can go during warmer day

Community

Socially bringing the community together while fostering a sense of rural pride

It's Family Time

Gives the whole community a chance to attend

This allows school children to attend the show and gain the most from it.

It gives the everyone more of a chance to get to the show

This is a great way to bring the community together in a positive way.

Working parents/carers/families get quality time to spend with each other to enjoy the day.

So the kids and families can go to the show

People can attend the show without losing pay and it makes for a successful attendance for the show. Otherwise the attendance, and competitors would be down. It is already hard enough for the volunteers running the show to make it a successful event.

I don't know as businesses lose money and most people don't even go. Move it to a weekend.

To gather and catch upwith friends. Farmers and graziers to show their achievements,

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Timestamp I support Coonamble Shire Council and Coonamble :

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I have attended the Coonamble Show on at least one previously gazetted local public holiday	My first and last name
Yes, I have attended the show on a previous local public holiday	Andrew
Yes, I have attended the show on a previous local public holiday	Gail day
Yes, I have attended the show on a previous local public holiday	Ben Tatton
Yes, I have attended the show on a previous local public holiday	Trish Butler
Yes, I have attended the show on a previous local public holiday	Alana Hall
Yes, I have attended the show on a previous local public holiday	Dave Rushton
Yes, I have attended the show on a previous local public holiday	Nicole Jackson
No, I have not attended the show on a previous local public holiday	Jenny Richardson
Yes, I have attended the show on a previous local public holiday	Emily Ryan
Yes, I have attended the show on a previous local public holiday	Phoebe Nixon
Yes, I have attended the show on a previous local public holiday	Chantel beavis
Yes, I have attended the show on a previous local public holiday	Niomi Murray
Yes, I have attended the show on a previous local public holiday	Amy
Yes, I have attended the show on a previous local public holiday	Laura Proctor
Yes, I have attended the show on a previous local public holiday	Tessa Pennell
Yes, I have attended the show on a previous local public holiday	Amy baker
Yes, I have attended the show on a previous local public holiday	Melissa Morrissey
Yes, I have attended the show on a previous local public holiday	Jamee Page
Yes, I have attended the show on a previous local public holiday	Donna Swansborough
Yes, I have attended the show on a previous local public holiday	Donna Swansborough
Yes, I have attended the show on a previous local public holiday	Donna Swansborough
Yes, I have attended the show on a previous local public holiday	Donna Swansborough
Yes, I have attended the show on a previous local public holiday	Noel White
Yes, I have attended the show on a previous local public holiday	Shannon Tandy
Yes, I have attended the show on a previous local public holiday	Gabby Thurston
Yes, I have attended the show on a previous local public holiday	Natalie Molloy
Yes, I have attended the show on a previous local public holiday	Ian and Pam Robinson
Yes, I have attended the show on a previous local public holiday	Zoe Forgione
Yes, I have attended the show on a previous local public holiday	Emma Horan
Yes, I have attended the show on a previous local public holiday	Sandra ralston
Yes, I have attended the show on a previous local public holiday	Carolyn
Yes, I have attended the show on a previous local public holiday	Russell
Yes, I have attended the show on a previous local public holiday	Deborah Newbold
Yes, I have attended the show on a previous local public holiday	Darcie Holmes-Smith
Yes, I have attended the show on a previous local public holiday	Shinaid Beazley
Yes, I have attended the show on a previous local public holiday	Kate Primmer
Yes, I have attended the show on a previous local public holiday	C J
Yes, I have attended the show on a previous local public holiday	Georgia Ditchfield
Yes, I have attended the show on a previous local public holiday	Elena lagunkova

Yes, I have attended the show on a previous local public holiday	Fiona Ozols
Yes, I have attended the show on a previous local public holiday	Annette Chapman
Yes, I have attended the show on a previous local public holiday	Amanda Hodgson
Yes, I have attended the show on a previous local public holiday	Dnejdjensnxjs
Yes, I have attended the show on a previous local public holiday	Cooper Jackson
Yes, I have attended the show on a previous local public holiday	K S
Yes, I have attended the show on a previous local public holiday	Ellie O'Connor
Yes, I have attended the show on a previous local public holiday	Karran Robinson
Yes, I have attended the show on a previous local public holiday	Larissa
Yes, I have attended the show on a previous local public holiday	Melissa curtis
Yes, I have attended the show on a previous local public holiday	Pat
Yes, I have attended the show on a previous local public holiday	Rebecca McIntyre
Yes, I have attended the show on a previous local public holiday	Merv Robinson
Yes, I have attended the show on a previous local public holiday	Tori Canham
Yes, I have attended the show on a previous local public holiday	Samantha Horan
Yes, I have attended the show on a previous local public holiday	Rebecca Coombes
Yes, I have attended the show on a previous local public holiday	Jane Sawers
Yes, I have attended the show on a previous local public holiday	Brianna Hodgson
Yes, I have attended the show on a previous local public holiday	Rheanna Rae
Yes, I have attended the show on a previous local public holiday	Vicki Murray
Yes, I have attended the show on a previous local public holiday	Rachell Foodey
Yes, I have attended the show on a previous local public holiday	Elsie manson
Yes, I have attended the show on a previous local public holiday	Felicity Keady
Yes, I have attended the show on a previous local public holiday	Veronica underwood
Yes, I have attended the show on a previous local public holiday	Jac Martin
Yes, I have attended the show on a previous local public holiday	Never Davidson
Yes, I have attended the show on a previous local public holiday	Raquel pickering
Yes, I have attended the show on a previous local public holiday	Amanda Blattman
Yes, I have attended the show on a previous local public holiday	Madison Loughland
Yes, I have attended the show on a previous local public holiday	Kayla South
No, I have not attended the show on a previous local public holiday	Rae Fernando
Yes, I have attended the show on a previous local public holiday	Lenore Green
Yes, I have attended the show on a previous local public holiday	Abby Dewson
Yes, I have attended the show on a previous local public holiday	Anne Cullen
Yes, I have attended the show on a previous local public holiday	Lisa Kenny
Yes, I have attended the show on a previous local public holiday	Lorraine McKeown
Yes, I have attended the show on a previous local public holiday	Emma Swift
Yes, I have attended the show on a previous local public holiday	Anne Wiatkowski
Yes, I have attended the show on a previous local public holiday	Bron Johnston
Yes, I have attended the show on a previous local public holiday	Gai Gilmour

Yes, I have attended the show on a previous local public holiday	Amanda Glasson
Yes, I have attended the show on a previous local public holiday	Kylah Fernando
Yes, I have attended the show on a previous local public holiday	Brad inwood
Yes, I have attended the show on a previous local public holiday	Anita Murray
Yes, I have attended the show on a previous local public holiday	Angie Little
Yes, I have attended the show on a previous local public holiday	Kelly Searle
Yes, I have attended the show on a previous local public holiday	Leanne mcmaster
Yes, I have attended the show on a previous local public holiday	Naomi Castles

Yes, I have attended the show on a previous local public holiday	Stacey Hughes
Yes, I have attended the show on a previous local public holiday	Dont want to disclose n
Yes, I have attended the show on a previous local public holiday	Katherine owens

Yes, I have attended the show on a previous local public holiday	Jenny Sandford
No, I have not attended the show on a previous local public holiday	Will Landers
Yes, I have attended the show on a previous local public holiday	keith glover

I live:	I am in the following ag
In Coonamble	18 and over
In Gulargambone	18 and over
In Coonamble	18 and over
In Coonamble	18 and over
In Coonamble	18 and over
In Coonamble	18 and over
On a rural property within the Coonamble Local Government Area	18 and over
In Coonamble	18 and over
In Coonamble	18 and over
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In Coonamble	Under 18
In Coonamble	18 and over
On a rural property within the Coonamble Local Government Area	18 and over
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In Coonamble	18 and over
In Gulargambone	18 and over
Outside the Coonamble Local Government Area	18 and over
In Coonamble	18 and over
In Coonamble	18 and over

The Coonamble Show is important to me because:

Community get together

It's a community tradition

It's a valuable local institution that's gives the town something to look forward and be part of the community.

There is nothing to do in town

I have never missed the local show, it's a great family and community event.

It's not

Provides an event for the whole of the Coonamble community

It is a social event for the whole town to come together and enjoy

It's a day out for my kids also supports our town

Something I've gone too as a kid and something my kids enjoy

Fun day for the whole community

My children put entries into the show

It's a great way for the community to socialise

Family event.

Great fun for adults and kids alike

Not only is it a Social event for our small community, it also showcases our talented local people.

Our local community thrives on events like our local show. It creates an atmosphere of family fun, community inv

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Great social day for the community to meet and for all the talented people to show their talents in the pavilion

The main attraction for me is viewing the pavilion, especially artworks entered from my children

It is a great family day out

It supports our local community both rural and urban

It's a great day out for families and great fun for the community

It is a great community event where everyone comes together. It really good for our local business as well.

It's something very important to me it helps our mental health being able to talk to someone that you have not se

It is an opportunity to show local talent

Chance for interaction with locals from all sectors of the community

It's a great day for the community to come together to display local business, industry, sport, community groups,

The Coonamble Show is important to me because it embodies the spirit of our community, bringing people

together to celebrate local talent, agriculture, and culture. It's a time when families, friends, and neighbors can

connect, support one another, and showcase the unique strengths of our region. As a parent, I also value the

opportunity it provides for my child to experience these traditions firsthand, fostering a sense of belonging and

My children love the show

I am born and raised in Coonamble and have attend the Coonamble show for as long as I can remember and would love to do this with my own children. They love the show and it'll be very devastating for our community if

Great way for the community to come together and celebrate agriculture

It is an important event to bring the community together.

It brings our community together our region

It brings our small community together to celebrate our local talent.

It's something different for the kids.

It is fun

The committee work hard for our show and it's a time for all of the community to be involved and come together.

The local committee work hard to put on a great show each year, and it is its own event which draws a great crowd of local people and gives them something to look forward to.

It brings community together each year and gives our youth something to look forward to.

It's a great little country show I love to see all the kids work they submit I have never missed a year yet

It's a great community event brings us all together as one and displays so many talented people we have in the c

Great day for our community

It's a fabulous community event

It is an annual get together for the whole community. I've gone all my life, I took my children and I'm now taking r

It is something to look forward to every year. To take children to.

The show is a yearly that we all enjoy.

It's a great day for the family and the community

I have been a competitor at the Coonamble Show for over 30 years and will continue to do so for many years to

It's an annual local event

It's a great family day out and the entire community looks forward to it each year

There are only 2 main events for the locals in our small township, it would be ridiculous to have them in the same month, let alone same week. How are families supposed to afford the cost of these separate events?

Leave the Rodeo and Show as they are. What will residents have to look forward to once these events are

It brings our community together and gives much needed funds to our economy

It's a nice event to experience with the family

It brings the local community together to celebrate all things good in our town

It is important to the community if Coonamble

Its a good local catch up

I have participated for the last 10 years

I volunteer for the cwa and we run the show kitchen. This is an opportunity to fund-raise a significant amount. Th

It's once a year, I think Coonamble needs it for the kids and the community. It's awesome to see everyone come

It is a fun activity for the whole family

Look for forward to our annual show

very important to connect with everyone in our wonderful little community and district. To see the local livestock

and other products made locally. To admire the talents of locals and welcome others competing in the ring and various sheds. The Show committee volunteers ensure all have a good time. We Are a People over a large area

It is a wonderful opportunity to bring the community together.

I am 55 and I have attended the Coonamble Show for as long as I can remember. It is like a tradition.

It is an important function for all the community, as it showcases local people.

It is a valuable event to lesson social isolation, showcase regions talents.

Community showcasing event, social times, entertainment.

I volunteer in the pavilion which is a great showcase of the talented community I reside in.

It is a showcase for many aspects of the Coonamble community including schools but especially craft, cooking, I

The Show is a wonderful community event, running for well over 100 years. In a small community this type of event brings the joy it brings to community especially low income families who cannot afford to travel to enjoy things like this Country town get together

A great community event that encourages connectivity and community pride.

Because it has been running since 1883.

It's important for the community

It enables the youngest of our community - preschool children to make a contribution to their show - show art.

It's an opportunity for all the locals to get together to showcase everything that goes on in the area

It's family time...we create and make items to enter into the show. We spend quality time together enjoying the atmosphere and enjoy socialising with the community. We as a family like forward to the show, the show committee do such an amazing job each and every year.

For the kids

I attend the show with my coffee cart

It is an important event but not at the cost to local businesses.

I have a business in Coonamble

I think the community benefits from a public holiday on the second day of the show in the following ways:

Allow people to spend time with family at the show

It would remotes community unity

It showcases our local talents in the pavilion, some amazing animals and poultry! It can be quite cold on the Tuesday night which could deter some of the crowd, so having a public holiday the next day gives everyone a

I don't have preference

It gives everyone the opportunity to attend the local show, and ensures the show has the best attendance possible

Gives people time to take their children

Community to come together on a shared day

It allows everyone in the community to attend if they wish, without worrying about work

Everyone can attend without worrying about having to take a day off

Allows people to go to the show without work obligations

Strengthens community spirit. Allows people who may otherwise be unable to attend the opportunity part take in a community event

More people can attend

Working Parents can attend the show with their families, this also increases the amount of people that attend the show

Everyone can join.

Community spirit, allows all the community to participate

Being able to celebrate with family & friends.

The public holiday , gives the whole community a chance to be involved and participate in all the events available

The public holiday , gives the whole community a chance to be involved and participate in all the events available

The public holiday , gives the whole community a chance to be involved and participate in all the events available

The public holiday , gives the whole community a chance to be involved and participate in all the events available

All employees are able to participate

It brings the community together, friends catch up, the talent of community members are on display, a range of products are on display, especially farming, there are activities and something to see for everybody to see and

To be able to support the show

Allowing families to attend as a family unit and is a positive way of promoting products both on agriculture as well as local businesses

It's not coonamble if there's no show. It's great fun for all ages and kids would be very disappointed

It brings the community together to see the achievements of others. It's a great social day for kids as well as adults.

It is tradition and gives all local the opportunity to be involved.

Allows every one to gather at one event

So the whole town can attend

It allows more people to fully participate in and enjoy the event, promoting a stronger sense of community and togetherness. A public holiday encourages families, local businesses, and schools to take part in the show's activities, boosting attendance and supporting local vendors and exhibitors. It also fosters pride in our region's heritage, giving everyone the opportunity to celebrate the agricultural and cultural contributions of Coonamble

It attracts more people to the show

Everyone can attend, leaves the weekends free

More people can enjoy

Its a happy occasion that needs to be celebrated the look on the children's faces says it all and it also fun raises for local community groups

It gives families a chance to all attend together and have a day away from the daily grind.

A day off work and school for people so people can attend the show

It gives people a chance to attend the show with their families and children, and not worry about missing out on v

It gives everyone the opportunity to attend

It's like a mental health day to see people in the community you you haven't caught up with for a while.

Great day for families to have fun

It allows families to be together and make it an annual experience that can be enjoyed by all.

ny grandchildren . It's something for the community to look forward to.

Because unlike other places it is during the week and parents have to work and can't take there children.

The whole community can enjoy the show

Everyone is able to attend

It's a day when the community of Coonamble all come together and catch up. It's great for mental health as well.

People are able to attend

Gives everyone the opportunity to attend

So employees can get to go with their family and kids like everyone else does.

It give us the chance to attend and support our show without any other sports etc clashing with it.

if there was not a public holiday most Workers could not attend

Good for peoples mental health, as a day out, the kids enjoy show entertainment and get to see all that is good in our community

Let's everyone enjoy it with their families

Allows competition and socialisation

Encouraging volunteering, promotes local talent, increases community pride, feel connected to our community as a whole, work life balance, economic boost and community spirit enabling residents a chance to interact and Yes, because working parents get to spend the day at the show with their kids and those shop owners can close for a day to relax if they want.

Allows families to spend time together and help put money back into the community

Workers are able to attend with their children

As above

Every family has the opportunity to attend the show.

You get to meet up with people in the community which you would not normally do on a regular day.

Personally I would not be able to attend. Working full time, as we are allocated a show day that is mid week, it would see the end of the event, as volunteer and attendance numbers would reduce. The community benefit it massive with a chance for social cohesion in a town that can be somewhat divided.

Allows workers time to go to the show with their family

It allows the community to come together and celebrate many facets and individuals in the community.

The show brings the community together to celebrate all things that are good and wonderful about living in a rural community where the no 1 industry is agriculture!

Younger families can spend the day together enjoying the show, and the elderly can go during warmer day
Community

Socially bringing the community together while fostering a sense of rural pride

It's Family Time

Gives the whole community a chance to attend

This allows school children to attend the show and gain the most from it.

It gives the everyone more of a chance to get to the show

This is a great way to bring the community together in a positive way.

Working parents/carers/families get quality time to spend with each other to enjoy the day.

So the kids and families can go to the show

People can attend the show without losing pay and it makes for a successful attendance for the show.

Otherwise the attendance, and competitors would be down. It is already hard enough for the volunteers running the show to make it a

I don't know as businesses lose money and most people don't even go. Move it to a weekend.

To gather and catch upwith friends. Farmers and graziers to show their achievements,

What effect will the change of the gazetted local Public Holiday from 4 June 2025 to 14 May 20

No effect

A positive/good effect

No effect

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125 have on you?

10.15 COMMUNITY DEVELOPMENT**File Number: C8****Author: Azita Sobhani-Community Services Manager
Raquel Pickering-Librarian
Nina Sands-Youth & Community Officer****Authoriser: Barry Broe, Director Community, Planning, Development and Environment****Annexures: Nil****PURPOSE**

The purpose of this report is to provide information on the activities within Council's Community Development section for the month of September 2024.

BACKGROUND

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

- **Youth & Community Services**

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

- **Library Services**

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

The Coonamble Library has two (2) satellite branches located in the villages of Gulargambone and Quambone within the Coonamble Shire Local Government Area. The Librarian purchases stock that is rotated to all libraries and participates in book exchanges with Gulargambone and Quambone seven times per year. The Gulargambone Library is run under an agreement with the Gulargambone Rural Transaction Centre Committee. The Quambone Library is run by Council staff.

- **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 Development Report.

(a) Relevance to Integrated Planning and Reporting Framework

Community Strategic Plan - P1 Community Services and Wellbeing.

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

(b) Financial Considerations

There are no financial considerations arising from this report.

COMMENTARY

In line with Council’s 2023/2024 Operational Plan, this report presents a summary of community service progress and activities for the month previous.

COONAMBLE SHIRE PROVIDES THE FOLLOWING COMMUNITY SERVICES

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

Following is a snapshot of activities in 2024.



The Community Development Department received a boost this year. Based in Coonamble: Azita Sobhani, Manager Community Development (PT) and Nina Sands, Youth and Community Services Officer (FT) joined a hardworking team. Currently it comprises of Raquel Pickering, Librarian; John Castles, Library Officer (PT); Jenny Langlands and Ann Pawley, Library Casuals. Based in Gulargambone youth centre is Leah Hammond at the Gulargambone running the after-School Care and Holiday activities. Based in Quambone: Abby Sinclair and Narelle Sinclair work at the Quambone After School Care for two days a week.

Over the past eight months, the Community Services Department made a welcome shift in how we work with and for our community – the change from being solely a service-provider department into becoming one focussed on facilitating, partnering and coordinating community initiatives.

The transition from the Community Services Department to the Community Development Department represents a strategic evolution in our approach to supporting and enhancing our community.

Development initiatives are designed to address the root causes of issues, leading to more sustainable improvements in community well-being.

By focusing on development rather than solely on service delivery, we anticipate a more profound and lasting impact on the community. And we aim to achieve more sustainable, impactful results and foster long-term growth.

The shift to a development-oriented approach encourages greater collaboration with other organizations, businesses, and government entities. It positions Council as a key player in driving collective efforts towards community advancement, leading to enhanced partnerships and resource sharing.

The following have been areas of focus for the department.



SCHOOL HOLIDAY PROGRAMS

Planning for School holiday activities this year created a great opportunity for collaboration where services came together to think about the community as a whole, rather than their respective clients. This year saw the return of Coonamble Shire Council leading the Holiday Programme and Youth Week Programme. The focus of the activities is educational whilst being embedded in fun and entertainment.

We now try to have most of the activities held revolve around increasing the knowledge and skill levels of participants whilst being entertaining.

The theme this October is “**Caring for Country**”, and the program will end with the whole community invited to get together to the Carp buster event by the Warrena Weir through our local Land Care coordinators.

The Gulargambone program is also fully packed and is made possible by the generous collaboration between the Gular REDi.e Youth Centre staff, and Council’s facilities at the Gulargambone Youth Centre. This is coupled with fantastic & heightened engagement from McKillop family services and Mission Australia for which we are extremely grateful.

COONAMBLE OCTOBER HOLIDAY PROGRAM

<p>MONDAY 30TH SEPTEMBER MOVIE MORNING Coonamble Shire Library 82 CASTLEREAGH STREET 10:30 am - 12pm</p>	<p>MONDAY 7TH OCTOBER PUBLIC HOLIDAY</p>
<p>TUESDAY 1ST OCTOBER FUN DAY with Mission Australia McDonald Park 11am-1pm</p>	<p>TUESDAY 8TH OCTOBER FUN WITH REDIE at the Youth Centre 10am - 3pm Light refreshments provided</p>
<p>WEDNESDAY 2ND OCTOBER SAND ART Coonamble Shire Library 82 CASTLEREAGH STREET 10:30 am -12pm</p>	<p>WEDNESDAY 9TH OCTOBER ARTS AND CRAFTS MacKillop Family Services 23 NAMOI STREET 10am -12pm</p>
<p>THURSDAY 3RD OCTOBER LEGO MASTERS Coonamble Shire Library 82 CASTLEREAGH STREET 10:30 am -12pm</p>	<p>THURSDAY 10TH OCTOBER MINDFULNESS CRAFTS FOR WORLD MENTAL HEALTH DAY Interrelate Offices 54/51-55 CASTLEREAGH STREET 10am -12pm</p>
<p>FRIDAY 4TH OCTOBER BRING THE DRAMA Plaza Theatre 11am with Outback Arts & Alyce. Free games, skill building & workshop. To REGISTER call 68222484</p> <p>FUN WITH REDIE at Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>FRIDAY 11TH OCTOBER FUN WITH REDIE at the Youth Centre 10am - 3pm Light refreshments provided</p>
<p>SATURDAY 12TH OCTOBER COONAMBLE CARP BUSTER FREE event, PRIZES to be won Warrena Weir 7am - 3pm REGISTER HERE: https://ozfish.org.au/coonamble-carp-muster-nsw-registration-form-12-october-2024/</p>	<p>SATURDAY 12TH OCTOBER COONAMBLE CARP BUSTER FREE event, PRIZES to be won Warrena Weir 7am - 3pm REGISTER HERE: https://ozfish.org.au/coonamble-carp-muster-nsw-registration-form-12-october-2024/</p>

caring for country

GULARGAMBONE OCTOBER HOLIDAY PROGRAM

<p>MONDAY 30TH SEPTEMBER FUN WITH REDIE at the Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>MONDAY 7TH OCTOBER PUBLIC HOLIDAY</p>
<p>TUESDAY 1ST OCTOBER FUN WITH REDIE & MACKILLOP at the Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>TUESDAY 8TH OCTOBER FUN WITH MISSION AUSTRALIA at Lions Park 11am -1pm</p>
<p>WEDNESDAY 2ND OCTOBER FUN WITH REDIE & MACKILLOP at the Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>WEDNESDAY 9TH OCTOBER FUN WITH REDIE & MACKILLOP at the Youth Centre 10am - 3pm Light Refreshments provided</p>
<p>THURSDAY 3RD OCTOBER FUN WITH REDIE & MACKILLOP at the Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>THURSDAY 10TH OCTOBER FUN WITH REDIE & MACKILLOP at the Youth Centre 10am - 3pm Light Refreshments provided</p>
<p>FRIDAY 4TH OCTOBER FUN WITH REDIE at the Youth Centre 10am - 3pm Light Refreshments provided</p>	<p>FRIDAY 11TH OCTOBER FUN WITH REDIE at the Youth Centre 10am - 3pm Light Refreshments provided</p>
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caring for country

Call Council for more info: 68 271 900 & CHECK FACEBOOK FOR ANY UPDATES

UNDER 10s TO BE ACCOMPANIED BY A PARENT/GUARDIAN

**YOUTH WEEK ACTIVITIES FOR AGES > 12:
Feedback from the youth**

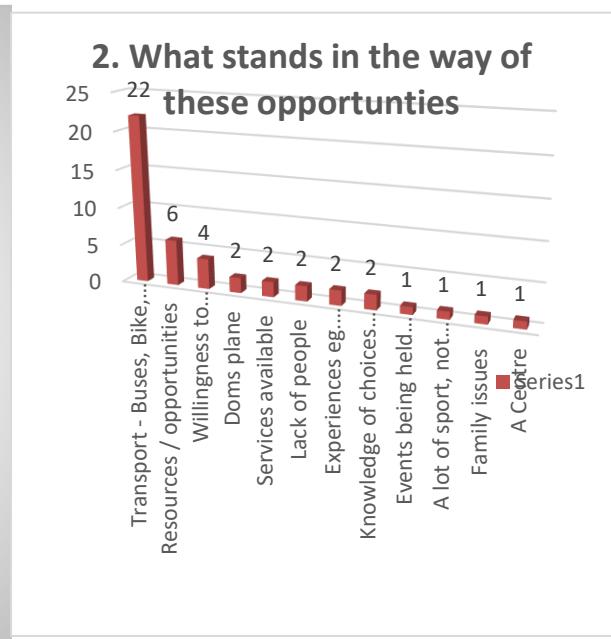
This year also saw the RETURN of the Youth Week 2024 in July after four years. All activities held during Youth Week ensured that our attendees were not just enjoying themselves (which they certainly did!), but that they did so while learning. The Team coordinated with Coonamble High School and Gulargambone School to ensure that students were able to attend the Launch held on the last two days of the school term. The attendees were able to enjoy the two workshops held by renowned speakers on respectful and healthy relationships, diversity and overcoming adversity. The keynote speaker was Luke Kennedy sharing the story of his complete transformation.



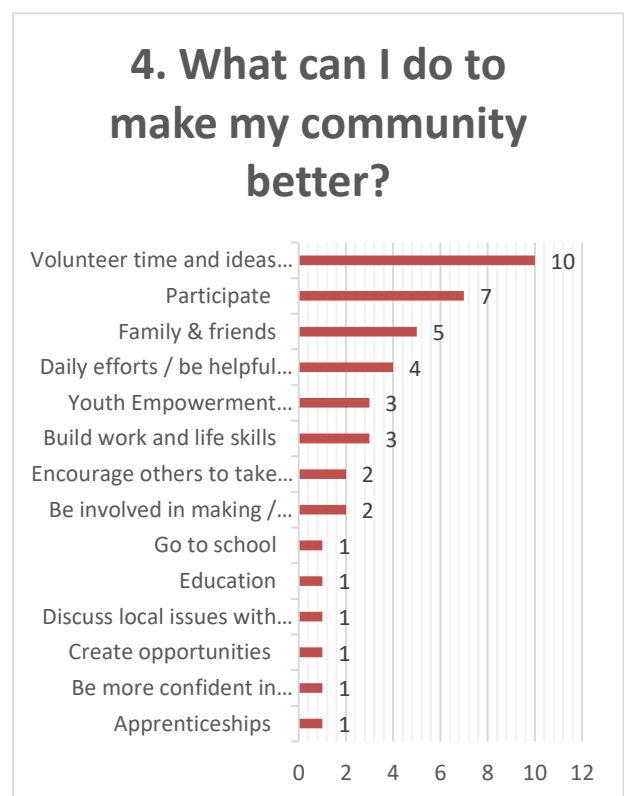
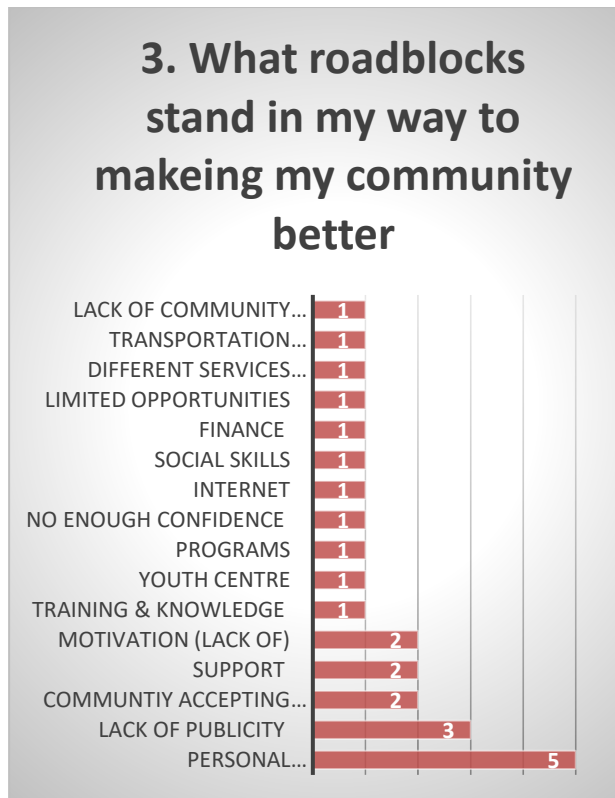
The second day was ABOVE BOARD aimed at teaching local youth aspects of gender equality and respectful relationships through a series of curated board games.



At the two-day LAUNCH, valuable feedback was collected from the youth who participated. Following is a snapshot of the feedback we received. This is an interesting analysis into the mind and heart of our young population.



School and *Family*, ranked the highest amongst sources of opportunities. In response to the second question above, what seems to stand in the way of our youth is the towering issue of **Transport** at all levels. Given the feedback, we would like to include this as one of the pillars of the community strategic plan.



For the third question, youth ranked highest **personal circumstances and issues with family and friends**. This fourth question encourages young people to gauge

their strength and take responsibility in doing their part. Here youth rank “*Helping community members and volunteering*”, the highest.

The Gulargambone and Quambone youth services are being more firmly integrated into the Team through more constant contact and feedback. Meetings both in person and virtually, are enabling the Team to become more cohesive in their approach to delivering a connected, intentional and educational After School



programme.

Both Coonamble and Gulargambone have individualised Holiday Programmes created and supported by the Coonamble Shire Council either financially or through staff and resources. The Youth Week Programme was open to all those aged 12+ in our local government area.

STAKEHOLDER ENGAGEMENTS

Effective community development requires robust collaboration between various service providers, organizations, and stakeholders. The Community Development Team plays a pivotal role in fostering partnerships that enhance service delivery and drive collective progress within our community.



Meetings with sectors of the community such as the **Early Childhood Education operators** in Coonamble and Gulargambone, Coonamble and Gulargambone **Interagency**, Coonamble and Gulargambone **Local Aboriginal Land Councils**, Mission Australia, Interrelate etc, to introduce our Team and share our vision for one vibrant community.

It is through this collaboration with services and resources, that the Team can identify community needs, ensure they are acknowledged and move towards helping and supporting the agencies to meet these needs. By utilizing the resources, strategies and strengths of these agencies, the Team hopes to improve and maximize the reach of these organisations while avoiding duplications of service.

We hope to encourage them to work together and support each other, whether by way of brainstorming, staffing or resource sharing. We wish to help them become self-supporting.

These external stakeholders are instrumental in helping us to deliver our Holiday Programmes in both Coonamble and Gulargambone. Between running sessions, having the sessions at their premises and staffing the session, external services such as RED.I.E, Mission Australia, Interrelate, MacKillop and Literacy for Life have enabled a full programme of activities to be run in Coonamble and Gulargambone.



LIBRARY ACTIVITIES

The demand for the library has been recovering still after COVID-19. As people were forced to use virtual and online experiences for leisure and education during the pandemic, they became accustomed to this way of life, and it has been an uphill battle bringing them back to the bricks and mortar library.

We have libraries in Coonamble, Gulargambone and Quambone and we interact with staff on a regular basis to ensure that we provide a current and timely service to all our communities. The Coonamble Library (and its branches) belong to the North Western Library which includes Bogan (Nyngan), Coonamble, Gilgandra and Warren. The Librarians meet eight times a year – four for Librarians Meetings and four for training. The longstanding North Western Library manager, Pam Kelly, recently retired and we now have a new manager, Erica Kearns, previously from Grenfell Library.



The Coonamble Library is a part of the Central West Zone of Libraries under the NSW Public Libraries Association. The NSWPLA is the peak body for public libraries across NSW and advocacy, network opportunities, professional development, collaboration, and recognition.

The SWITCH conference is run by SNWPLA and is held annually. The Coonamble Librarian along with the North Western Manager, Pam Kelly, attended the conference for the first time in 2023 and will endeavour to attend biannually, the next being 2025. This conference gives librarians, councillors, and other professional organisations the chance to meet peers, discuss innovative programmes and ideas and to brainstorm and see new improvements for the library space.



The team has been working towards introducing new programmes and events to bring our community back to the library. We introduced a weekly Storytime at the library every Monday between February and June. While this was initially well attended, the frequency of the programme began to wear, and attendance became non-existent. This prompted us to communicate with our 0–5-year-old stakeholders, leading to the library travelling to them.

Currently, the library is working with the Coonamble Pre School in Dubbo Street to deliver Storytime fortnightly on site at the preschool. The library is in talks with the Coonamble Children

Service’s childcare centre to do the same with them.

The library also hosts regular excursions from the childcare centres and preschool, which includes a story and then free play with the children’s computers, sensory wall and toys and the children’s books.

Our **Seniors Cinema** is a great programme that is held monthly and brings in a number of seniors who do not visit the library at any other time. The offer of refreshments, a movie on a big screen and the appeal of being able to socialise with peers, enticing them to attend each month. We consistently have between 8-15 attendees for each session. This is a programme that we enjoy and are looking at expanding to a **Friday Flicks for Kids** monthly after school 3.30-5pm.



We celebrate the **Seniors Festival** every year with an amazing luncheon. A completely free event with transport available to Gulargambone residents, we consistently get over 150 people attending. We work with a number of external stakeholders like The National Aboriginal Sporting Chance Academy, the Coonamble Neighbourhood Centre, Meals on Wheels and Landcare.

This year also saw the return of holiday programs in the library. We have hosted several movie days

as well as a couple of activities such as Lego and sand art. The nature of the activities is such that they involve a group dynamic, helping children development important social skills such as teamwork



and communication.



Dolly Parton’s Imagination Library was funded by the state government in 2022. Coonamble was one of 25 NSW LGAs selected, due to low literacy, to be funded by the Department of Education under the Brighter Beginnings Initiative through “United Way Australia”.

The programme covers 0–5-year-olds within the Coonamble Shire Council local government area, and it will post one book per month to them. State

government funding ceased at the June 30, 2024 and in October 2023 Councillors agreed to fund the programme into the 2024-2025 financial year and we hope that Council will agree to fund again in 2025-2026 as we feel that this programme has so many benefits for our community.

While we are currently working with Untied Way to encourage community involvement through donation, either as an individual or through service clubs, professional organisations and other avenues, the whole community are excited and relieved that the programme was able to continue due to the generous support of Council, and we hope that Council will continue to support the programme into the future.



The library can help build a sense of community, serving as a community hub where children and families can connect, share experiences, and build relationships. Our programmes aim to encourage library visits, helping to build a routine for children and families, making the library a welcoming and place. The library provides a safe environment for children.

A safe place to rest and regroup, to enjoy reading, in the cool in summer and the warmth in winter.

We hope to continue our reach into the community in the future, checking in with stakeholders included services around Coonamble, Gulargambone and Quambone and our members.

Program Name	No. Sessions	No. Attending
First Tuesday Seniors Movie	11	143
Monday Storytime	20	125
Friday Storytime	24	355
Words on Wheels	12	22
Seniors Week	1	180
NAIDOC Day storytime	1	32
Ag Show Writing Comp	1	16
simultaneous storytime	1	12
Tech Help for Seniors	2	28
Prescursions (preschool and childcare excursions)	4	262
Wellbeing Day in the Park	1	200
Hamony Day	1	31
Easter Egg Hunt	1	20
Holiday Movies	2	48
Reconciliation Week Storytime	1	28
Senios Craft	46	232

FIRST LIGHT – COONAMBLE JUNIOR YOUTH EMPOWERMENT PROGRAM



Brought to you by First Light

Unlock your potential.



Overview:

The Youth Empowerment Program is a comprehensive educational initiative designed for those in early adolescence termed as “**Junior Youth**” (11 – 14 years of age) – who

are beginning to shape their identity as young adults, and a second older cohort “**Youth Champions**” (15 – 18 years of age), who are beginning to learn to bear the responsibility of an adult life.

A central principle of the program is the dual responsibility of personal growth and societal contribution. These two aspects are inseparable and must be pursued together for meaningful progress.

Rather than imposing change, the program aims to unlock and reveal the latent capacities within young people, their families, and community institutions. By recognizing the connection between the individual and their environment, the program supports participants in realizing their potential.

Key Aims of the Program:

1. **Enhancing power of Expression:** Not only focuses on developing literacy and numeracy skills but also emphasizes the ability to articulate thoughts and ideas clearly. This capacity for clear expression is essential for improving understanding and playing an active role in both personal and community transformation.
2. **Develop the ability to make positive decisions:** By sharpening their analytical faculties, they learn to recognize issues within their own lives and the community, working to find solutions and create meaningful improvements.
3. **Strengthening the Capacity to Serve:** Understanding that personal well-being is interconnected with community well-being is a key concept. Youth are encouraged to think about future pathways that bring meaningful change to their communities, recognizing that service not only benefits others but also contributes to their own personal growth and fulfillment.

Components of the program: 1. **A Junior Youth Group** meets regularly. The group serves as a space for youth to develop strong bonds of friendship, study and play together, and plan and execute service projects.

2. **The Curriculum** is built on a series of texts that relate stories of young people aged 12 – 15, navigating real-world challenges and learning to make decisions that contribute to their personal growth and make a meaningful impact on their environment. Content is designed to develop two essential areas: character and intellectual development.
 - a. **Character Development:** Through these stories, Junior Youth are introduced to core values such as kindness, humility, hope, and excellence. These values shape their moral compass, helping them build a strong ethical foundation to resist negative societal pressures and develop a sense of purpose and responsibility.
 - b. **Intellectual Development:** In parallel, by enhancing cognitive skills such as scientific reasoning, analysis, and creative thinking. These texts encourage Junior Youth to think critically about what they are learning, analyse situations in the stories while reflecting on their own reality, and approach problems creatively.
 - c. **The Relationship Between Character and Intellectual Development:** The core values within the texts guide how Junior Youth acquire and apply knowledge, while intellectual growth enriches their character as they put what they've learned into practice—not only in their personal lives but also to improve their communities.

**Below is a snapshot of the activities of ongoing activities in each component:
Weekly Junior Youth Sessions**



The Junior Youth are studying a story about a boy who discovers the need to be aware of his habits and work towards building good ones. They are engaged in reading and reflecting together



A cooking session is run by one of the parents, brought the spirit of joy and service to life by teaching the youth a delicious recipe to bake for the seniors.



The group is doing a role play, acting out how to help someone who is feeling sad. They are working together, using empathy and communication to explore different ways to support others in difficult times.



The group is having fun playing sports after a great session, staying active and enjoying their time together, strengthening their bonds through shared physical activity and laughter.

Service Projects: These projects suggested and planned by the youth themselves are an integral part of the program. Here are some glimpses of the service projects organized by the Junior Youth group so far,

- Tech talk with Seniors held every fortnight in the library
- Clean up Australia day
- Meeting friends in Long stay
- Building up of the Community Garden

The Youth Champions have also taken part in these projects, working alongside trained facilitators to develop their mentorship and leadership skills.



Tech Talk with Seniors - Senior citizens book their place in a one-hour session in the library once a fortnight, where they can ask any question they might have about technology and the working of their gadgets from the youth.



The young friends eagerly teamed up with parents and community members for **Clean Up Australia Day**, showing their commitment to keeping Coonamble clean and beautiful through community collaboration.



The Junior Youth put their baking skills to work, creating delicious treats, with immense support from their parents. They baked these goodies for the seniors staying **long-Stay** at Coonamble Hospital. We heard about the lives of the seniors at the premises and their experiences which was insightful for the youth.



The **Local aboriginal Land Council** has generously offered to the program part of the **community garden** for the youth to build up and tend to. The Junior Youth, parents, and Youth Champions all worked hard together to clean the garden beds and fill them with compost, generously donated by a Junior Youth's family.



Youth Champions Capacity Building activities:

The Youth Champions Capacity Building component is held weekly and focuses on developing essential analytical skills, effective communication, and leadership abilities.

- a. **The Group** meets regularly providing a space where youth, united by a shared vision of making meaningful change in the community, build skills to become **community-development practitioner**. They go through a systematic curriculum, and learn application through practical placements, where they gain hands-on experience, assist in running sessions, and further develop their leadership skills as mentors.
- b. **Work readiness and life skills**, in addition to community-development training, the Youth Champions engage in workshops and seminars specifically designed to prepare them for the workforce. Industry professionals lead these sessions, covering essential areas such as résumé preparation, financial literacy, and insights into various career pathways.

2. Youth Champions Group



Exploring the connection between individuals and their environment, learning how each influences the other. They discuss the importance of unity, just like how the cells and organs work together to keep the human body functional.



Industry professionals share valuable insights on how to enter into their respective careers, emphasizing the important role each profession plays in enhancing community well-being.

Families and stakeholder engagement – Each of us is a member of a family and at the same time, we are all members of a community. The progress of one is inseparable from the progress of the other. The project therefore engages with the youth who are starting to shape their identity and secondly the environment in which they are trying to do this i.e. their families, and the wider community.

Regular home visits and cyclical parent meetups with the families of enrolled participants helps build rapport and trust. Meaningful discussions about how we can

collectively support the youth in our community fosters a shared vision of community well-being. Parents become an intentional partner in the program.

Parents' Meet up and Family Engagements:



Parents keenly listen as they hear about the growth, development, and the concepts their children have learned so far.



Parents connect with each other, exploring ways to work together to best support the youth who have become close friends.



Youth Champions share their insightful experiences, discussing the valuable lessons they've learned along their journey like the importance of identity, role of knowledge and freedom and the power of unity.

School `Holiday Camps:

To enhance the impact of the Junior Youth groups, holiday camps have been held, offering a focused environment for meaningful engagement. These camps, now a key feature of the program, extend beyond regular sessions to provide a holistic experience combining learning, reflection, and recreation.

Designed to deepen the Youth Empowerment Program's impact, the camps help participants develop core capabilities. Youth Champions, accompanied by trained facilitators, serve as mentors and co-facilitators, guiding younger participants and applying their training in real-world settings. This hands-on role strengthens their leadership skills and builds confidence as they manage group dynamics, lead discussions, and support the Junior Youth, demonstrating a commitment to community betterment.

Junior Youth/Youth Camps



Youth Champions are accompanied by a trained facilitator, guiding Junior Youth in understanding meaningful concepts from the texts, making the learning process both engaging and fun.





Youth Champions diligently prepare lesson plans together, getting ready to help the Junior Youth understand the meaningful concepts from “Habits of an Orderly Mind.”



The participants engage in artistic expression designing t-shirts that reflect how they can make the community a better place. One participant created a design featuring the word "unity," symbolizing their vision for a more connected and harmonious community



Youth Champions after a full day of training with two experienced facilitators at the camp, focusing on "Habits of an Orderly Mind." Equipped with new skills, they're ready to guide Junior Youth through the text, enhancing their leadership and mentorship abilities. Everyone is divided into three teams, each comprising two Youth Champions and a trained facilitator, working together to help the Junior Youth explore the narrative and develop the four powers of the mind.

(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 in this report provide information to Council on the key activities undertaken in Council's Community Development section for the months of August and September 2024.

RECOMMENDATION

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

10.16 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT

File Number: D5
Author: David Levick-Manager Economic Development and Growth
Authoriser: Barry Broe, Director Community, Planning, Development and Environment
Annexures: 1. Extracts from the Freight Policy Reform: Interim Directions paper
 2. Key Data on Grant-Funded Projects (excluding Roads)

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.

(b) Financial Considerations

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

COMMENTARY

Economic Development and Growth

The following summarises progress on key initiatives.

Coonamble's Main Street Enhancement

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- Weight/load capacity for awnings in Coonamble's main street determined
- Integrity of awnings in Coonamble's main street determined

- Building owners advised of outcomes of inspections
- Immediate remedial actions taken, where advised
- Paint scheme colour palette received for awning painting project
- Lighting determined to highlight Art Deco streetscape
- Three-phase power installed for improved market capability [removed from scope due to cost considerations].
- CBD Precinct Masterplan developed

Commentary: Suggested paint scheme from heritage consultant prepared as a guide for building owners, which will be distributed in the next term of Council. Lighting options being investigated.

Housing Development

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- EOI/ seeking interest from developers done
- Housing contract for modular homes signed
- Carry out civil works (services, road, kerb & guttering)
- Manufacture housing components
- Assemble housing on site

Commentary: Contract for the supply of housing with Simmons Group signed. Initial site visit held. Quotes received for subdivision design and infrastructure design.

Land Development & re-zonings

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- Rezonings determined for more industrial land and for improved alignment of zoning to current usage across Coonamble township
- Planning Report drafted for rezoning of the old sheepyards site and submitted to the Department of Planning
- Planning Report drafted for rezoning of the Artesian bore bath project site and submitted to the Department of Planning
- Planning Report drafted for house-keeping rezoning for such areas as the Coonamble Showground

Youth Accommodation – Coonamble and Gulargambone

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- Advertise RFT for design-and-construction of the youth accommodation units at Coonamble and Gulargambone
- Assess tenders for Youth Accommodation
- Award contract
- Build Youth Accommodation in Coonamble and Gulargambone

Commentary: A report with recommendations regarding tenders has been prepared for Council.

Artesian Bore Bath project

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- Take ownership of site
- Complete Geotech and soil contamination studies
- Prepare PPP submission to OLG
- Complete site clean-up and demolition
- Design consultant to be procured

Commentary: Demolition and clean-up work underway. Project sign erected on site. PPP submission submitted to OLG

'Real Country' Regional Tourism Collaboration

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

Commentary: Development of this project is now being pursued as part of the rPPP submission.

Coonamble Region Art Trail

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

Grants

Overview:

Grants completed & awaiting acquittal	Responsibility	Comment
Town Entrance Public Art (DSP)	CPDE	
Reconnecting Regional NSW	CPDE	
Female Friendly Facilities at C'ble Sportsground	INF	
Winter Holiday Fun Grant	CPDE	
Walking Loop around Sportsground	INF	
Coonamble Family and Youth Fest	CPDE	
Riverside Caravan Park Development	CPDE	

Grants in progress	Dept	Due	Comment
Restore Trooper Stables at Museum	CPDE	-	Unable to proceed because the actual cost now exceeds the grant and funding duration; plan to seek alternative funding sources to address structural integrity issues of the Museum building itself.
Women's Change Rooms at Sportsground	INF	31-MAR-25	End date variation sought and approved to 31-March 2025; tender report to be considered this meeting.
Coonamble Artesian Bathing Experience	INF	27-MAR-26	In progress; site cleared; Public Private Partnership application to OLG submitted.
Coonamble Youth Empowerment Program	CPDE	30-MAY-25	In progress; Term 3 delivery completed; meetings with participants' families held; camp planned for holiday period.
Youth Accommodation	INF	30-MAY-25	In progress; Tenders report to be considered by Council.
Gulgambone Sportsground Amenities	INF	28-FEB-26	Tender awarded
Coonamble Region Art Trail	CPDE	28-FEB-26	In progress; initiated with artist brief and project brief developed.
Wanderers Tennis Club court upgrades	INF	28-FEB-26	In progress; Tender report prepared.
Elsa Dixon Aboriginal Employment Grant	CPDE	15-AUG-25	In progress.
Illegal Dumping Prevention (Baseline Data)	CPDE	15-JUL-25	In progress; monitoring equipment to be purchased and strategy drafted.

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

Future grant opportunities and submissions in progress:

Regional Precincts and Partnerships Program – Stream 1 (Precinct Development and Planning) – offers grants up to \$5 million to develop a precinct idea through to investment-ready stage in partnership with local stakeholders to benefit regional communities.

The proposal is to develop Coonamble as a regionally significant hub of Tourism, Training and Housing provision. Outcomes of Stream 1 funding are the delivery of a precinct masterplan and supporting business plans for its key components, as well as the activation of partnerships. Council has engaged a consultant to assist in the development of the application, with a submission expected to be ready by the end of October.

Four projects identified for development through to shovel-ready stage, with a supporting business plan and quantity survey, are:

- Warrena Creek Reserve renewal.
- Stage 2 of the Coonamble Artesian Cultural Experience, adding cultural elements.
- A Country Universities Centre.

- A modular housing or housing panel factory with associated skills training component.

Eligibility criteria state that the project must:

- be in a regional, rural or remote location (Coonamble qualifies as a 'remote' location).
- be aimed at delivering a precinct plan that is tailored to local contexts and based on community feedback and engagement.
- be aimed at establishing partnerships comprised of relevant government entities, community organisations and businesses that have a shared vision for a regional precinct.
- not have received Commonwealth funding to undertake the same activities.
- have a minimum expenditure of \$500,000.

Growing Regions Program – Round 2 – aims to drive regional economic prosperity by providing access to funding for community-focused infrastructure projects which creates and enhances amenity, liveability and social cohesion throughout regional Australia.

Funding is between \$500,000 and \$15 million to cover 70% or more eligible expenditure.

The objectives of the program are:

- constructing or upgrading community infrastructure that fills an identified and immediate gap or unmet need for community infrastructure, particularly for communities that have experienced substantial growth.
- contributing to achieving social outcomes and increased community cohesion, liveability and accessibility.
- delivering increased amenity, liveability and community connectedness in line with the Investing in Places priority focus area of the Australian Government's Regional Investment Framework to deliver targeted and place-based investment.

The intended outcomes of the program are:

- to enhance liveability and amenity in regional communities.
- provision of multi-use infrastructure which benefits a broad cross-section of the community by improving access, equity and social inclusion.
- contribute to the achievement of Government priorities supporting the resilience, adaptability, accessibility, sustainability and liveability of communities including in First Nations communities.
- delivery of diverse project types and a balance of large and small projects
- supporting and encouraging projects from lesser-resourced project proponents and low rate-based councils (see Appendix E of the program guidelines).
- Project proponents can submit no more than two applications per ABN.

Council has engaged the assistance of a consultant associated with RDA-Orana to develop two submissions, totalling around \$8 million:

- Restoration of the structural integrity of the Museum Under the Bridge.
- Establishment of a modular housing or housing panel factory with associated skills training component.

The deadline for submissions is 10 October.

Local economic and event support initiatives

Coonamble Chamber of Commerce

A Council representative attended the September meeting of the Coonamble Chamber of Commerce, where information on the following matters was shared:

- Freight Policy Reform: Interim Directions Paper – submissions close on 23 October 2024. (An extract of points relevant to Coonamble Shire's grain growers is attached at the end of this report.)
- The request from the Coonamble Show Society to change the date of the Local Public Holiday to coincide with the show in May 2025.
- The Vision Splendid Country Music Festival on the October long weekend, along with the Cinderella performance at the Plaza Theatre, and the start of the Coonamble Greyhound Carnival on the Friday, and the Harvest Lunch on the Sunday.
- The Business Awards Dinner at the Coonamble Bowling Club on Friday, 1 November 2024.
- The Christmas Street Party, scheduled for Saturday, 14 December.

Welcome to Gulargambone Dinner

Gulargambone Lions Club coordinated a Welcome to Gulargambone event on 17 September for new residents to the village. A request was made to Council for financial support for the event, in the amount of \$528, to contribute towards some of the costs of the meals and the tote bags to hold information for new residents. The opportunity was taken to provide information about many Council services.

The sponsorship was committed from Council's 'Sponsor Local Events' budget to the amount of \$528 (3.5% of that budget).

Broader economic influences

Freight Policy Reform: Interim Directions Paper

The Freight Policy Reform Interim Directions Paper was updated on 19 September 2024 with some corrections and additions to the original paper, released on 11 September 2024.

Publication of the paper marked the opening of the next consultation period for the NSW Freight Policy Reform Program which will run until Wednesday, 23 October 2024.

Council staff attended the online information session held on Monday, 23 September 2024, to gain an overview of the approach in the paper and the process for consultation.

Some extracts of interest to local rural producers, particularly grain growers, include:

“Immediate actions for strategic planning and industrial land...

“5. Complete the economic and choice analysis component of the joint study with Queensland and Victoria that focuses at a strategic east coast level on the export grain haulage task. If this is not proceeding expeditiously, complete the analysis for NSW with industry consultation so that grain can be moved efficiently using whatever mode leads to this outcome...

“8. Work with the grain industry stakeholders, including growers, silo operators, rail operators and network managers, to determine the optimal end-to-end network, including rail lines, that should make up the grain network for long term investment...

“Consultation matters:

“5. For the grain industry, are there particular considerations in relation to the optimum system for the movement of grain from farm to consumer?”

Further extracts are attached to this report, with the full paper available online at https://www.transport.nsw.gov.au/operations/freight-hub/freight-policy-reform-program#Freight_Policy_Reform_Interim_Directions_Paper_published

Inland Rail

The Narromine to Narrabri (N2N) Stakeholder Engagement team has contacted Council to arrange a new set of Council briefings, originally scheduled from November 2024 but now from March 2025. Briefings had been scheduled quarterly for the past year without taking place.

In a public announcement in April 2024, Inland Rail CEO, Nick Miller, said Inland Rail is on track to deliver strong progress in 2024 and complete the section from Beveridge, north of Melbourne, to Parkes in NSW by 2027.

At that time, he said, “Like all major projects Inland Rail has had its share of challenges and setbacks and I dare say there are more to come in the years ahead,” he said.

“However, let’s make one thing clear: Inland Rail is not a stalled project.”

He reported that key milestones were on track and significant benefits were already being delivered, with \$420 million spent on local businesses since February and 2200 local residents employed on the project.

He also said environmental approvals in NSW were progressing well, with the State Government in the final stages of approval for the Albury to Illabo and Illabo to Stockinbingal sections in southern NSW and a green light from the Federal Government for Narromine to Narrabri.

The 1,600km Inland Rail freight rail project aims to connect Melbourne and Brisbane via regional Victoria, NSW and Queensland, passing through the eastern part of Coonamble Shire.

Earlier in the year, an independent review found a \$15 billion blowout in the expected cost of the project, with the Federal Government amending its plans to focus on finishing the section from Melbourne to central western NSW and to defer the portion northwards to Brisbane.

Communications

Council continues to maintain its communication with the community through:

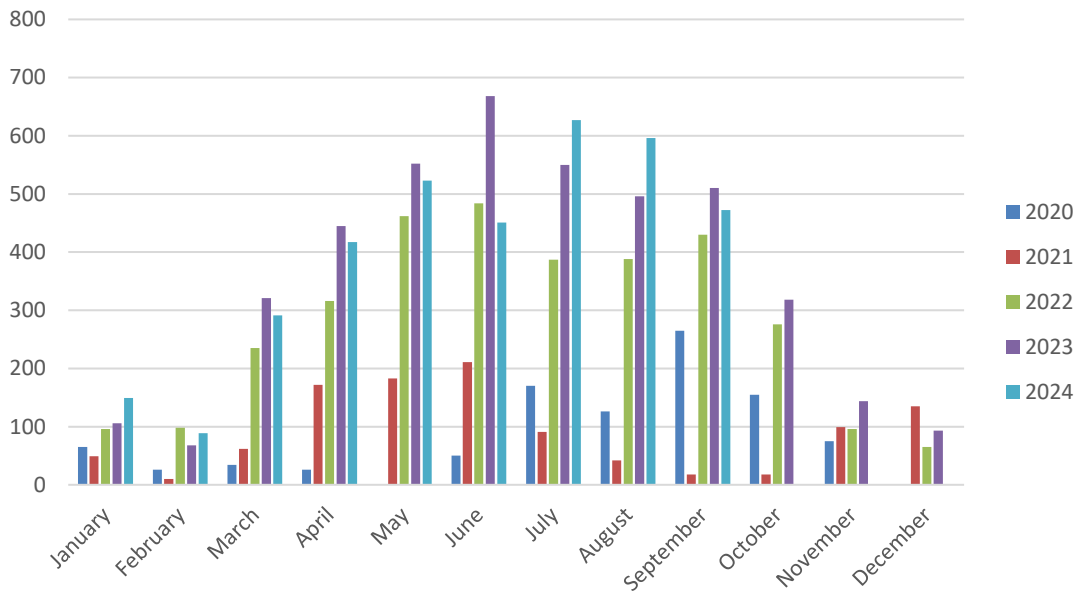
- 1 x weekly half-page advertisement, *Weekly Connect* in *The Coonamble Times* – advertising Requests for Quotations, Tenders and Expressions of Interest, policies and other reports currently on public exhibition and upcoming events for the community.
- Paid classified advertising for current tenders,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

During September, Council's website attracted 517 hits on its Visit page, which is more than double the average, due to the advertising of the *Vision Splendid* Country Music Festival.

Tourism and visitation

- **Coonamble Information and Exhibition Centre**

Between 29 August and 25 September, the Information and Exhibition Centre welcomed 472 visitors to the Coonamble Shire.



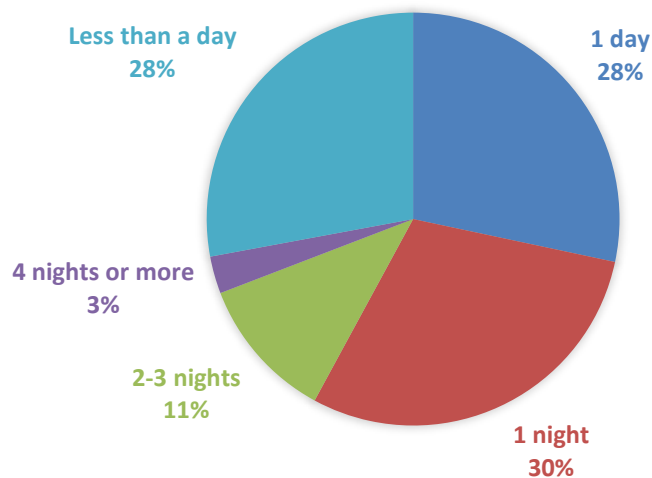
This number is a little less than the same month last year, however, this number, is still strong and includes two tour bus groups. One tour from the ACT allocated time for Visitor Information staff to present key information about the Coonamble Shire, its history and key displays featured in the Information and Exhibition Centre.

Information Centre staff were pleased to receive another 5-star review on the Centre’s Google Business listing. There have also been several instances of visitors returning to thank staff for their valuable local knowledge specific to their needs and helpful service, which has greatly improved their experience.



Visitors to the Centre are consistently surveyed on several key areas to better understand tourism trends and opportunities specific to Coonamble Shire. One of these categories is understanding the length of visitors' stay. Between 29 August and 25 September, there is a relatively even distribution of visitors who are staying less than a day, staying in Coonamble Shire for a day and staying

for one night. In future reports, this information will be displayed to show the trends in each of these categories.



Each of these categories are defined as:

- Less than a day - a short stop for supplies or a rest stop, not interested in exploring local attractions.
- 1 day - includes those not staying the night but have allowed travel time to explore local attractions.
- 1 night – those staying for a single night, are usually most interested in local accommodation options and eateries.
- 2-3 nights – are usually looking to stay longer, exploring local and nearby attractions, such as the Burrima Boardwalk and public art.
- 4 nights or more – can be a short-term stay, for work, visiting friends and relatives or an extended stay in Coonamble, with an itinerary of day trip attractions, such as Pilliga bore bath, and the Warrumbungle’s while exploring Coonamble Shire.

Marketing and promotions

• **Social media engagement @VisitCoonamble**

Between 28 August and 26 September, the @VisitCoonamble social media accounts on both Facebook and Instagram saw another significant increase in engagement.

Following on from the paid promotion delivered last month, Facebook content promoting the Coonamble Shire and upcoming events has organically reached more than 18,000 users, with no additional advertising cost, which is a steady increase building on the paid engagement achieved. The number of page followers has also seen an increase.

The best-performing social media content has included posts about the Promotional content of the Real Country Road Trip, which has had the highest engagement, reaching nearly 4,000 users, followed by Coonamble Gold Cup

Races and individual promotion around additional events happening in the Coonamble Shire, during October.

- **Real Country partnership**

In the next two months, each of the three Councils that make up the Real Country partnership, Coonamble, Gilgandra and Warrumbungle Shire are holding major events, over three consecutive weekends. These include *Bloomin Birds Spring Fest* in Coonabarabran on 21 September, *Under the Gums* in Gilgandra on 28 September and *Vision Splendid* in Coonamble on 5 October.

Each of these flagship events, are not stand alone and are part of a comprehensive program of activity in the region. To support this and enhance awareness of the Real Country experience, the events and tourism teams across the three partner Councils coordinated a simple and effective marketing strategy.

This included, the Real Country event printed program and adventure map, feature social media posts showcasing the program of events and key details, promotion in Council’s regular newspaper column, as well as other shared content and Real Country brand messaging being consistently communicated throughout all individual tourism and event promotion.

The Real Country team have also collaborated to launch a small merchandise range to promote the region, including stickers and badges.





Real Country. ROAD TRIP

COONAMBLE / GILGANDRA / WARRUMBUNGLE

	SCULPTURES IN THE SCRUB	
	SALT CAVES	
SAT 21, SEPTEMBER	BLOOMIN BIRDS SPRING FEST, COONABARABRAN Food & market stalls, creative activities and live music.	
	EMU LOGIC EMU FARM, TOORAWEEAH Tours and more.	
FRI 27, SEPTEMBER	MUSEUM AND COO-EE HERITAGE CENTRE, GILGANDRA Food & market stalls, creative activities and live music.	
FRI 27 - SUN 29, SEPTEMBER	GOIN' TO GIL FESTIVAL WEEKEND, GILGANDRA See schedule of events.	
SAT 28, SEPTEMBER	GOIN' TO GIL STREET PARADE, GILGANDRA #LocalLegends, vintage cars, live music and more!	
SAT 28, SEPTEMBER	UNDER THE GUMS, GILGANDRA Check out the line-up and find out more.	
FRI 4 - SAT 5, OCTOBER	STARFEST, COONABARABRAN Science talks and observatory open day.	
FRI 4 - MON 7, OCTOBER	GREYHOUND RACING CARNIVAL, COONAMBLE Attracting race-goers each year.	
FRI 4, OCTOBER	TINDERELLA, PLAZA THEATRE COONAMBLE 18+ event, a hilarious one human comedy cabaret.	
SAT 5, OCTOBER	VISION SPLENDID, COONAMBLE Food and market stalls, Lee Kernaghan and more!	
SAT 5, OCTOBER	STAR PHOTOGRAPHY, COONABARABRAN Photograph the stars: Beginners (smartphone).	
SUN 6, OCTOBER	HARVEST LONG LUNCH, COONAMBLE Join Gilgooma for a long lunch in the paddock.	
	PTWTG ART TRAIL, GULARGAMBONE More than 30 murals and sculptures.	
SUN 13, OCTOBER	JOCKEY CLUB GOLD CUP RACES, COONAMBLE The best of country racing and fashions on the field.	

visitrealcountry.com.au

Events

- **3 October, Vision Splendid Country Music Festival**

The ‘Vision Splendid’ Country Music Festival will activate Coonamble's CBD by transforming it with a line-up of professional musicians, food and market stalls, bar, and kids' amusement activities, maintaining a family-friendly atmosphere.

The lineup includes Max Jackson, The Wolfe Brothers and the headline Lee Kernaghan.

With this event being held over the long weekend and during the spring school holidays, Vision Splendid and the program of events happening in the Shire that weekend will be an appealing option.

This event is funded by the NSW Government, Transport for NSW Open Streets Program.

Upcoming events:

- 4 October, Coonamble Greyhound Racing Carnival
- 4 October, Cinderella at the Plaza Theatre
- 5 October, Vision Splendid Coonamble
- 6 October, Harvest Lunch – Plated in the Paddock
- 12 October, Coonamble Carp Muster
- 12 October, 'Fairfield' Open Garden
- 13 October, Coonamble Jockey Club Gold Cup Race Meeting
- 14 December, Coonamble Christmas Street Party

(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 and sponsorship 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

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

Extracts from the Freight Policy Reform: Interim Directions Paper – September 2024

“Similarly, the sharing of data between government and rail freight operators (rail access seekers) would offer greater opportunity for coordination and planning. Currently, even quite basic information needed for policy and planning purposes can be difficult to secure and/or use.

“An example is the difficulty in trying to determine the number of rail services that have run on the State’s grain lines over a given period. This information is able to be identified through access charging/billing data, which Transport holds, **but provisions in current access agreements mean it [data] cannot be used for anything outside that purpose. A rich data source is therefore currently unable to be used to inform policy-making, even when the infrastructure being used is overwhelmingly provided for by public funds** (cost recovery on grain lines is about two to three per cent from access fees).

“Usage data should be able to be used for public interest processes and by default, be transparently and publicly available at a macro level that protects commercial sensitivity. This default setting should only be able to be modified where a freight chain participant has made a strong case for usage and access information to be confidential.”

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“The east-coast produces more than 20 million metric tons (MMT) of grain on average per annum. More than half of this produce, 11-13 MMT per annum, goes to domestic consumption on a stable basis. The remainder, 7-9 MMT, is the ‘exportable surplus’ which can be highly variable ranging from no export task in a drought year, to about 15 MMT of export grain in a bumper year.

“This variability in the transport task presents significant challenges for the provision and use of grain lines. The high variability of the annual grain harvest, together with increased on farm storage, has reduced grain taken to traditional silos on many grain branch lines to zero or minimal and often in peak years only. In NSW there are now more non-operational lines (3,139 kilometres) than operational (2,386 kilometres). The maintenance costs for these lines cannot be justified. These lines should be closed with savings directed to local roads that feed larger more effective silos on the main rail lines, which can service domestic mills and export terminals on the Australian east coast.

“Industry including growers, silo operators, rail operators and network managers, should work collaboratively to determine the optimal rail and on-rail silo network required for long term investment. Historically, the grain rail network has been determined by judging the optimum mix of road feeder system to a collective silo/rail network. The original grain branch line network was established on the basis the farmers could deliver a load of grain, from farm to silo and back to farm, in one day using horse and dray. It is time to design a road/rail network that optimises the collective capabilities of the 21st century.”

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“Transport is currently working with its counterpart agencies in Queensland and Victoria to begin the process of identifying a possible ‘Strategic East Coast Regional Grain Network’ that can share the risk between jurisdictions, and between government and industry. A joint study is underway through the iMove Cooperative Research Centre and led by Swinburne University... The findings of this study, combined with the input from grain industry stakeholders, should inform the future grain rail network in NSW.”

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“Immediate actions for strategic planning and industrial land...”

“5. Complete the economic and choice analysis component of the joint study with Queensland and Victoria that focuses at a strategic eastcoast level on the export grain haulage task. If this is not proceeding expeditiously, complete the analysis for NSW with industry consultation so that grain can be moved efficiently using whatever mode leads to this outcome...”

“8. Work with the grain industry stakeholders, including growers, silo operators, rail operators and network managers, to determine the optimal end-to-end network, including rail lines, that should make up the grain network for long term investment.

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“Consultation matters:

“5. For the grain industry, are there particular considerations in relation to the optimum system for the movement of grain from farm to consumer?”

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“All existing rail assets should be reviewed to identify the networks that offer net benefit to the community and investment should be directed at those lines. As outlined earlier in Section 3.6, through this process the freight logistics chain should be examined for efficient grain movement. This includes identifying where silos are located for rail transport, possibly after short truck delivery to those silos. Where there may be grain lines that are not productive, alternative freight arrangements should be utilised in a dedicated, integrated logistics chain. In these cases, consideration should be given to identifying whether alternative arrangements outside the current regulatory settings would deliver a net benefit to the community.”

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Key Data on Grant-Funded Projects in Progress (excluding road-related grants)

(at 1 October 2024)

Identifier		Value (ex GST)			Milestone Dates			
Name	Code	Grant	Co-contribution	Total	Due Date	M1	M2	M3
Coonamble NAIDOC 2024 Community Day	24NAIDOC346	\$3,000	-	\$3,000	26-Oct-24			
Holiday Fun Program (Winter-Spring)	WSHB24-091	\$14,412	-	\$14,412	28-Oct-24	05-Aug-24		
Vision Splendid Country Music Concert	OSVS-074	\$150,000	\$10,000	\$160,000	01-Nov-24	04-Oct-24		
Women's Changerooms Coonamble Sportsground	SCCF4-0492	\$450,000	[\$100,000?]	??	31-Mar-25	31-Dec-24		
Youth Empowerment Program	RYIP-0270	\$989,680	-	\$898,680	30-May-25	24-Jan-24	31-Jul-24	24-Jan-25
Youth Accommodation (2 x 2BR and 2 x 3BR units)	RYIP-0270	\$1,584,000	-	\$1,584,000	30-May-25	24-Jan-24	31-Jul-24	24-Jan-25
Illegal Dumping Prevention (Baseline Data)	R16Stream1	\$19,080	-	\$19,080	15-Jul-25			
Elsa Dixon Aboriginal Employment Grant	EDAEG27	\$30,000	-	\$30,000	15-Aug-25	14-Nov-24	15-Feb-25	
Amenities Upgrade Gulargambone Sportsground	SCCF5-0092	\$520,000	\$100,000	\$620,000	28-Feb-26			
Wanderer's Tennis Club court upgrade	SCCF5-0092	\$236,728	-	\$236,728	28-Feb-26			
Coonamble Region Art Trail	SCCF5-0092	\$235,035	-	\$234,035	28-Feb-26			
Coonamble Artesian & Cultural Experience	RTAF-0068	\$5,500,000	\$1,250,000	\$6,750,000	27-Mar-26	21-Mar-24	20-Sep-24	27-Jun-25

10.17 WASTE OPERATIONS REPORT SEPTEMBER 2024**File Number:** G 1-1**Author:** Janelle Whitehead-Manager Waste, Recycle & Employment**Authoriser:** Barry Broe, Director Community, Planning, Development and Environment**Annexures:** Nil**PURPOSE**

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

EXECUTIVE SUMMARY

This report has two sections:

1. An update on last month's activities,
2. A snapshot of the Training and Employment Opportunities Program so far, as the second of two major case studies.

BACKGROUND

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

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

The takeover of waste collection from a contractor occurred on 1 July 2024.

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

(a) Relevance to Integrated Planning and Reporting Framework

All actions and strategies related to waste and the environment.

(b) Financial Considerations

Funding is needed to ensure the compliance of the Environmental Protection Authority (EPA), take over waste collection, and roll out new initiatives such as Return & Earn.

COMMENTARY***Return & Earn***

Return and Earn recently started at Quambone.

At the Coonamble waste facility 232,790 containers have been returned for recycling since 24 June 2024. The number is steadily rising, and it has given cash of \$23,279 to residents, as well as avoiding the need for all these containers going to the landfill.

Re-use & recycling shed

Business is continuing at the re-use shop with most initial stock gone and replenishment ongoing. Items already collected include furniture, household goods, golf clubs, kitchen utensils, builder throw outs. The re-use shop is at the Coonamble transfer station on Quambone Road. The hours of opening are Wednesday, Thursday, and Friday, 9 am to 1 pm.

**Coonamble waste depot works**

Works at Coonamble include:

- Expansion of the fence line has been completed to cater for additional Return and Earn containers now in place.
- Three containers were provided by Tomra Cleanaway for Return and Earn with the first two exchanges of filled containers delivered back to Sydney. This is now expanding to a weekly service exchange.
- Weighbridge installation - awaiting installation due to wet weather delaying the contractor's scheduling and crane hire.
- CRC signage – additional speed signs have been received.
- E-waste collection bins - has commenced with residents dropping off unwanted items.
- Drum muster cage is experiencing an increase in deposits from landholders.
- Traffic Management and WHS Management Plans have now been drafted.

RESIDENTIAL WASTE COLLECTION TRANSITION

The takeover of the residential waste collection by Council started on 1 July 2024. A key focus of the operation has been identifying and recording how many bins each owner is paying for compared to what they are placing on the kerbside for collection. The monitoring has identified a large discrepancy across the Shire.

SCRAP METAL

Our scrap metal and vehicles stockpiles are being cleared. The current \$/tonne with dealers is \$185. Around 200 tonne was recently collected from Coonamble.



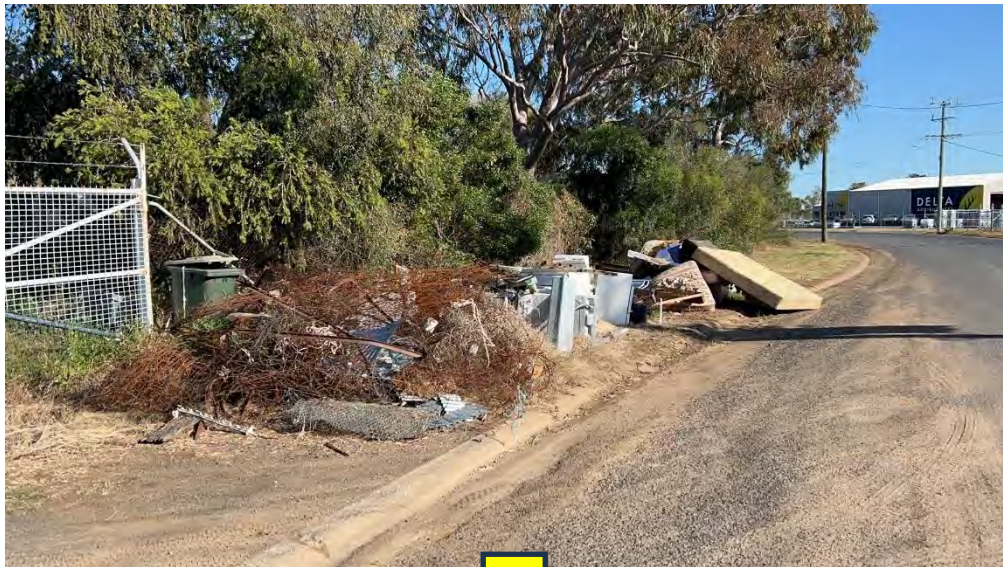
BLUE SKIP BIN TRIAL

This trial started in early September and has proven popular, with the location rotating. The skip has filled up every time within hours of being placed.



LOCAL CLEAN-UPS

Local hotspots for litter and dumping continue to be attended to, for example the footpath below at Hooper Drive.



BOMB THREAT TRAFFIC CONTROL



Coonamble waste team and ranger Chris assisted with traffic management during a potential bomb threat in Railway Street closing off roads and working with police and emergency crews until all clear was given by Sgt Brian of Coonamble Police.

Whilst the normal roads crew were out of town the waste crew stepped up to assist in order to allow works to continue.

SOTS CLEAN OUT

A major exercise was undertaken to clean out the SOTS buildings and remove items for auction or gifting to local groups. Locals Kevin Keady and Tom Underwood dropped in for one last look and a quick trip down memory lane, before works commence.



SCHOOL SITE VISITS

Coonamble public school year 5/6 students had a site visit to Coonamble waste facility on 18 September 2024.

Teacher Chris Hover and teachers support David Dodd and the Bro Speak Group were given a tour of facilities and operations.

There was an introduction to staff and their roles, and a general discussion that generated lots of questions on jobs and the favourite topic of return and earn – students finding out that there was a 10 cents refund was a big hit.

A challenge was set for the boys to collect 2000 cans and bottles by the end of the school holidays from the waste team. Watch this space to see if they meet the targets!



A second school visit occurred when Coonamble high school students along with careers advisor Sally Taylor and Adam Cohen from the Clontarf foundation who were inducted to site and had a walk around of the operations of the facility.

School students met the staff who spoke about their employment roles, waste disposal, recyclables, green waste and scrap metal. The return and earn refund scheme again was a huge hit.



Employment opportunities



A meeting was held earlier this month in Dubbo with RDA CEO Justine Campbell, Marathon Health CEO Megan Callinan, Councillor Adam Cohen and Council’s Waste Manager to have discussions on youth pathways from school to employment opportunities.

Skill shortages in health, and other trades we discussed along with opportunities to work on council projects and funding.

SAFETY

Weekly toolbox meetings and WHS reviews are being implemented with staff at the waste facilities. As a new division to council our work health and safety policy and procedures are created through team environment discussions and improvements implemented.



David Matthews from SafeWork returned to site to inspect works completed under infringement notices served on the site 4 weeks prior to; he was very complimentary of the works completed and the knowledge of staff on WHS.



Council's WHS manager Andrew Wooley pictured below with Safe work inspector David Matthew's and Council waste staff Blake Jurd and Marc Cowper.

Safe work infringements compliance have also been actioned at Gulargambone. This includes:

- Site office installed
- Guard railing around the tip face installed
- Depot facilities mowed and cleared of overgrowth
- Water trailer on site actioned and secured at Gular depot
- Staff inductions completed
- Trees removed to comply with traffic management plan
- Traffic Management plan has been actioned and currently being reviewed.

ILLEGAL DUMPING

The waste team will be working closer with our rangers over the coming months issuing infringement notice to residents who continue to not cover their trailers and utes and dump illegally at our creeks, stock routes and roadways. Over the last 2 months verbal warnings have been provided to offenders and enforcement action is next.





CASE STUDY 2

Employment and Training Initiatives in Coonamble *Becoming Masters of our own Destiny*

In last month's council report case study 1 covered the waste transformation in Coonamble after Council took over control of the landfill in Dec 2023. This month the case study is on the employment and training initiatives that have happened in parallel.

The review of the operations of Councils waste facilities identified that a lot of work was required to bring each site up to a suitable standard and meet legislative requirements and that the contractor performance had not been adequately monitored:

- Four non-compliant landfills
- Costs escalating
- Major legacy issues especially EPA compliance
- Recycling at 0%
- Contractors were driving the performance, and council had little or no control or influence on services and outcomes.

In December 2023 Coonamble Shire Council's waste facilities and transfer stations returned to Council control after a long period of contractor management. The second major initiative that followed was the takeover of residential waste collection by council from the private contractor on 1 July 2024.

When Council took over the operation of the Coonamble landfill in December 2023, it embarked on a major program of growing its own talent and resourcing the waste area and other departments in council.

The flagship initiative was a pilot Council training program for employment in partnership with the "Wake up Shake up" pre-employment program, Verto Job Network provider and Nguumambiny Indigenous Corporation.

Seven (7) pre-employment workshops were run and 47 people participated. 22 people successfully got jobs after the program. Five (5) gained external employment and five (5) were supported for small business startup.

13 successful participants were employed across Council's Departments including Waste and Recycling, Urban services, Water and sewer and the quarry.

The program shows the value of collaboration and working together as partnerships were established with all the local job providers in the region, e.g. Verto, Joblink Plus, Sureway, Train365, SKIVL Training and Plant Hire.

Plant operator training has been offered to Job Network Members participants free of charge with SKIVL and to date 8 staff have acquired their tickets, including a white card and traffic management.

Council also applied for and obtained employment grant subsidies from various sources such as the Elsa Dixon Aboriginal Employment Grant.

Twenty additional council day labour staff were trained through the Orange based training provider Train365 using grant funding of \$400,000 to upskill them to gain a Certificate III in Civil Construction Plant Operations.

15 temporary Caring for Country Project staff moving towards incentive work trials were employed for 8 weeks with the Department of Employment and VERTO with the aim to address EPA notices to fix the original landfill site that is closed due to lack of EPA compliance.

Another initiative is a school-based apprenticeship and cadets' program being put into place to get 6 qualified tradespeople.

Across all programs 85% of people employed are indigenous, making a major contribution to diversity and inclusion, and getting unemployed residents into the workforce.

This program has demonstrated the skills and initiative of a small rural council in being pro-active in finding its own home-grown workers and using local employment providers to get people trained and skilled up.

Extreme difficulty of getting people to work in the area with lack of housing and its remoteness. There was also a lack of skills and talent locally and very high unemployment.

Now the outlook is a clear structure and organisation for waste as Council is putting in place the necessary organisation to manage operations effectively in the future.

This includes:

- Waste & Recycling Manager
- Works Supervisor
- Administration Coordinator
- 2 full time plant operators
- 2 part time trainees
- 2 full time works assistants
- 5 casuals at Gulargambone and Quambone

It is a major local success story for Coonamble because the focus has been to “develop our own” workers and be as self-sufficient as possible. It also plays a key role in boosting local employment and opportunities.

It is planned to expand these initiatives even further in the future with a proposed plant training school at the Coonamble transfer station.





(a) Governance/Policy Implications

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

(b) Legal Implications

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

(c) Social Implications

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

(d) Environmental Implications

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

(e) Economic/Asset Management Implications

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

Quotes currently being obtained for new plant and machinery to reduce reliance on high-cost plant hire.

(f) Risk Implications

The main risks that must be well managed are health and safety, environmental, costs and public satisfaction with the services. The transition to waste collection in-house is a risk also to be managed cost effectively.

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

CONCLUSION

The key activities of the Waste Section for the past month have again been extensive and continuous improvement has been implemented across all sites.

RECOMMENDATION

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

10.18 PLANNING, REGULATORY & COMPLIANCE PROGRESS REPORT**File Number: E5****Author: Lesley Duncan, Building & Compliance Manager****Authoriser: Barry Broe, Director Community, Planning, Development and Environment****Annexures: Nil****PURPOSE**

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

BACKGROUND

The Planning, Regulatory & Compliance Services section focuses on all town planning 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 is also included. This report provides a summary of activities undertaken during September 2024.

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

- Compliance and Regulation

The *Local Government Act 1993*, *Environmental Planning and Assessment Act 1979* ('EP&A Act') and *Protection of the Environment Operations Act 1997* are the main legislation providing provisions around environmental management. Compliance and regulation enforce individuals, organisations and businesses to comply with the relevant act or regulation. Environmental management can include, 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.

- Environmental Management

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

- Ranger's Monthly Report

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

(a) Relevance to Integrated Planning and Reporting Framework

P3.1.2. Inspection of Food Premises.

I3.3.1. Implementation Waste Management recommendations.

EN1.1.1. Enforcement of environmental regulations.

EN.1.1.2. Continue to review Local Environmental Plan.

EN.1.1.3. Ensure compliance with NSW Building Certification.

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

EN.1.1.5 Approvals completed within timeframe required.

P2.2.4 Controlling straying animals.

(b) Financial Considerations

There are no direct financial considerations with this report.

COMMENTARY

Development Applications Issued Under Delegated Authority

Information provided in this section of the report provides to 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 September 2024.

September 2024			
Application Number	Description of Works	Address of Proposed Works	Approved Date
Development Applications			
DA004/2024	New sheds and extension to Hardware Supplies	49 Castlereagh Street, Coonamble	11/9/2024
DA012/2024	Extension to existing dwelling	1036 Emby Road, Coonamble	4/9/2024
DA019/2024	Transportable home	Castlereagh Highway, Coonamble	18/9/2024
DA021/2024	Dwelling (rural)	261 Carinda Road, Coonamble (Lot 65)	18/9/2024
DA022/2024	Dwelling (rural)	261 Carinda Road, Coonamble (Lot 72)	18/9/2024
Construction Certificates			
CC019/2024	Farm Shed	209 Carinda Road, Coonamble	3/9/2024
Occupation Certificates			
OC008/2023	Bus Shed	4 Sydney Street, Coonamble	4/9/2024
OC009/2023	Dwelling	302 Carinda Road, Coonamble	24/9/2024
Local Government Approvals			
LA012/2024	Septic Tank	Castlereagh Highway, Coonamble	18/9/2024
Swimming Pool Certificates			
SC-b49a779	Pool Certificate	68 Wingadee Street, Coonamble	25/9/2024

Update on Activities – Planning and Regulatory Matters

Illegal Dumping Project

Council was recently awarded a grant for over \$19,000 as part of the EPA's Illegal Dumping Prevention Program Grants. The funding was for Stream 1a to establish illegal dumping baseline data. This will assist Council staff in identifying illegal dumping hotspots with the aim of undertaking enforcement action when offenders are identified.

Planning Proposals Update



There are two (2) planning proposals that are currently being finalised for submission to the NSW Department of Planning and Environment. The first proposal

seeks to rezone Lot 240 DP754199 which is the site of the old sheep yards. It is proposed to change the zone from RU1 Primary Production to E4 General Industrial.

The second proposal aims to amend the land for the Bore Bath Project being Lot 118 DP754227 and Lot 2 DP132281. The planning proposal will also seek to amend a number of zoning anomalies in the vicinity of the bore bath site. These include amending the land associated with the showground from R1 General Residential to a recreation zone and to rezone the land associated with Koonambil Aged Care to a residential zone.

Scores on Doors

There are nineteen (19) food premises that meet the criteria to participate in Scores of Doors. As a result of the food premises inspections carried out in May 2024 the following outcome was achieved:

Stars	Number of Premises
	11
	5
	3
No stars	Nil

Saleyards

Cattle sales were held on 14 and 28 August with 1097 and 1681 head respectively.

The report for the sale held on 25 September will be provided in the November report.

The financial report for July 2024 is provided below:

Saleyards

	August	Year to Date
Income	25,603	34,758.88
Expenditure	6,387	29,667.44
Surplus	19,216	5091.44

Truck Wash

The financial report for August and September 2024 is provided below:

Truck Wash

	August	September	Year to Date
Income	45	6009	13019.52
Expenditure	734	745	1830.17

Surplus	6879.19	6879.19
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Companion Animals

The Regulatory Officer’s report is provided for September 2024. The following is a summary of companion animal statistics.

CORRESPONDENCE	September 2024	YTD 2024/2025
Infringements (Animals)	0	0
Infringements (Other)	0	0
Change of Details	2	5
Microchipped dogs	0	6
Registrations	3	6
Nuisance dog declaration	0	0
Dangerous dog declaration	0	0
Menace dog declaration	0	0
Notice of Possession	0	0

Dog attacks

There was one (1) dog attack reported during September 2024 and a fine was issued.

Companion Animal Seizure and Impounding Activities - Month: September

Seizure Activities:	Dogs	Cats
Seized	13	1
Returned to Owner	5	0

Impounding Activities:	Dogs	Cats
Animals in pound at start of month	9	0
Incoming Animals	Dogs	Cats
Transferred from seizure activities	8	1
Surrendered	0	0
Total Animals in Pound	17	1

Outgoing Animals	Dogs	Cats
Released to Owner	0	0
Euthanised	0	0

Released to Rehoming Organisation	8	0
Sold	1	0
Died at Pound	0	0
Stolen from Pound	0	0
Escaped from Pound	0	0
Total Animals Leaving Pound	9	0
Animals in Pound at end of Month.	8	1

(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 Planning, Regulatory & Compliance Progress Report has considered town planning and strategic land use planning, compliance and regulation, and environmental management and health since the last meeting.

RECOMMENDATION

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

10.19 TOORAWEEENAH ROAD UPGRADE - MONTHLY STATUS UPDATE**File Number: R-8-32-1****Author: Kylie Kerr-Roads Manager****Authoriser: Kerrie Murphy, Director Infrastructure Services****Annexures: Nil****PURPOSE**

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

EXECUTIVE SUMMARY

Work over the last month has focused on the tendering process and determining a new delivery strategy. Key activities have included:

- Tender evaluation and finalising of the tendering process.
- Preparing and submitting draft letter to the Federal and State Government for staff comment before submitting the finalised proposal by mid-September with three options proposed.
- Continued discussions with the funding body to determine what works can proceed without requiring Australian Government approval via the Mid-Year Economic and Outlook (MYEFO) Budget.

Council completed maintenance on the road early this year however further wet weather has resulted in new damage to the road. Council will continue to monitor the road condition and will intervene when there is an unacceptable safety risk that can be addressed within the available resources.

BACKGROUND

Tooraweenah Road is the most direct route from the town of Coonamble to the Warrumbungle National Park.

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

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

Most of the existing sealed length requires rehabilitation or heavy patching, however, some of the sections of the sealed pavement are in a serviceable condition and will be retained. It is unlikely that the existing sealed will be improved under this project now as construction costs have increased dramatically over the past few years. Unsealed sections of Tooraweenah Road will be upgraded and sealed.

The project originally aimed to provide 56.8 km of sealed road with a 9.9m wide pavement and 7.5m wide seal with guideposts, centreline, and edge marking. The focus is now on the unsealed section.

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

timeframe was not met due to numerous reasons. The project is now expected to be completed by mid 2026.

(a) Relevance to Integrated Planning and Reporting Framework

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

(b) Financial Considerations

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

COMMENTARY

Work over the last month has focused on the tendering process and determining a new delivery direction for the project. Key activities have included:

- Assessed the six tender submissions received from five companies. All tenders were rejected at the Council meeting on 14 August 2024 due to lack of funding. Tenderers were notified of the decision of Council and debriefing sessions with interested parties have been completed.
- Discussion with the Federal Government to agree on a way forward. A draft letter has been prepared and submitted for comment by Federal and State Government staff comment before submitting the finalised proposal in mid-September. Three options are being proposed:
 - Option 1 – Scope reduction to 27km, request for additional funding \$18.21 million to complete the revised scope, and a tender exemption for Council to deliver the works
 - Option 2 – Scope reduction to 19.14km, request for additional funding of \$6.3 million to complete the revised scope, and a tender exemption for Council to deliver the works
 - Option 3 - Scope reduction to 15.46km, and a tender exemption for Council to deliver the works

Staff have continued discussions with the funding body and have been provided verbal advice that Council can continue with descoping works that are part of the original project scope and within the allocated funding. Any works that are not covered by the original scope of works or require additional funding requires Australian Government approval via the Mid-Year Economic and Outlook (MYEFO) Budget. There is no date set for the MYEFO Budget though it is expected to be held in November or December.

Council is also requesting a tender exemption for all the works which if approved will allow Council to deliver the works using Council resources while still having the ability to engage contractors on contract panels such as the Casual Plant Hire Contract. The exemption request supports Council's buy local strategy. The current funding instrument requires Council to procure all works through a tendering process.

Council completed maintenance works on the road over the previous months, however, wet weather has led to new damage to the road. Staff are continuing to monitor the road conditions and will intervene when there is an unacceptable safety

risk that can be addressed within the available resources and funded from the maintenance budget.

RECOMMENDATION

That the report be received and noted on the progress of the Tooraweenah Road Upgrade Project.

10.20 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS

File Number: R6
Author: Kerrie Murphy-Director Infrastructure Services
Authoriser: Paul Gallagher, General Manager
Annexures: 1. Monthly Works Report - October

PURPOSE

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

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

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

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

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

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

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

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

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

(b) Financial Considerations

Provision is made within the 2024/2025 Operational Plan and Budget to fund the associated works and programs listed in this report.

COMMENTARY

This report aims to inform Councillors of the works in progress in the Infrastructure Directorate. Updates are provided for each Departmental area which includes Roads, Water and Sewer and Urban Services. Please note that the attachment is in an updated format with a view to provide additional information to that provided previously. The projects in this report will increase as time goes on, and more valuable information will be provided at that time.

You will note that there are still projects that remain in the report from the 2023/2024 financial year. These projects will remain in the report until they are completed. At this time, they will be removed.

(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 2024/2025 Operational Plan and Budget.

(f) Risk Implications

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

CONCLUSION

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

RECOMMENDATION

That the information be received and noted on the works in progress within Council's Infrastructure Directorate.



MONTHLY WORKS REPORT

27 September, 2024

Infrastructure Services
 Coonamble Shire Council
 Phone: 02 6827 1900
 Fax: 02 6822 1626
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Road and recreational area users are to proceed with caution at all work sites and observe signage to ensure safety.
 Speed zones are enforceable with possible short delays.
 For all enquiries, please contact Council's Infrastructure Services Department on 6827 1900.

CAPITAL WORKS

ROADS - URBAN – COONAMBLE, GULARGAMBONE AND QUAMBONE

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Urban Resealing	RERRF	215,000		215,000	0	210,729	210,729	5%	Scheduled for the week commencing 30 September with Bertram, Forgione, Floyd, Barton, Railway and Quonmoona Street being resealed.

ROADS - RURAL – UNSEALED ROAD NETWORK

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Rural Resheeting	Council	150,000	-	150,000	0	0	0	0	
Unsealed Road Maintenance and Natural Disaster restoration works	RTR Council Natural Disaster				322867	56,017	378,884		Initial work on Wingadee Road to improve ride has been completed. If required additional works will be undertaken in the second half of this financial year. Other roads maintained including Billeroy, Teridgerie, Killara Lane, Back Gular, Emby, Sandy Camp, Orwell South, Nelgowrie, Gibson Way, West Point, Carinda, Walla Walla, Thara and Gulargambone Roads.

ROADS - RURAL – SEALED ROAD NETWORK


Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Warren Road Upgrade	ROSI/FCR/Council	3,161,943	-	3,161,943	2,485,705	728,432	3,214,136	80	Construction has commenced with only one section to be completed. Culvert extensions have been completed. Contractor has been engaged to complete the last section. Project is expected to be completed by end October 2024.
Box Ridge Road Reconstruction	LRCI	1,859,636	-	1,225,140	1,311,912	\$176,284	1,488,196	95%	Project completed except for line marking.
Flood Damage – REPA AGRN987 and AGRN1034	DRFA	≈7,800,000	-	≈7,800,000	3,756,734	367,815	4,124,549	53	Natural disaster works is on hold while Council waits for the final restoration submission is approved. Work to date includes Aiden's Lane, Bramble, Nelgowrie, Conimbia, Gulargambone, Gadsens, Haydens Lane, Beanbah, Quabathoo, Emby, Pilliga, Merri Merri, Gorianawa, Bramble, Gilgooma, Mungery, Yarranville, Conimbia, West Point, Walla Walla, Keewong, Tooloon South, Quandong, Sandy Camp, Back Gular, Talegar, Toora, and Wattle Creek Roads
Tooraweenah Road Upgrade	ROSI	22,962,000	-	22,962,000	\$2,930,856	\$359,273	\$3,315,920	14	All tenders were rejected at the August Council meeting. Work will now be delivered using Council resources,



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									<p>casual plant hire contractors and panel tender for concrete work.</p> <p>Letter has been submitted to the Federal Government requesting additional funding to complete all the unsealed section.</p> <p>Works will start where the seal ends and progress east along Tooraweenah Road. It is estimated that approximately 15km can be delivered using the current funding amount.</p>
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WATER									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$) (2024-25)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Replacement	Council	300,000	-	300,000	-	-	-	10	Wingadee Street, project scope completed. Quotations being assessed, installation RFQ being finalised.
Gulargambone Mains Replacements	Council	100,000	-	100,000	-	-	-	10	Breelong Street, project scope completed. Quotations being assessed, installation RFQ being finalised.
Quambone Mains Replacement	Council	200,000	-	200,000	-	-	-	10	Gidgerah Street, project scope completed. Quotations being assessed, installation RFQ being finalised.
SSWP244-Integrated Water Cycle Management Strategy (IWCM)	Grant/Council	303,900	-	303,900	178,562.80	-	178,562.80	60	Draft Issues paper review completed by Council with external stakeholders. Consultation with external stakeholders ongoing. Flow monitoring being completed.
Gulargambone – installation of constant water quality monitoring equipment and chlorine room upgrades	Council	75,000	-	75,000	-	-	-	10	Costed proposals currently being assessed.
Quambone – installation of constant water quality monitoring equipment and reservoir security upgrades	Council	40,000	-	40,000	-	-	-	10	Costed proposals currently being assessed.
Coonamble, Gulargambone and Quambone – meter replacement program	Council	43,750	-	43,750	-	-	-	-	Replacement program commenced post the 1 st quarter reads.
Advanced Operational Support Program	DCCEEW Grant	150,000	-	150,000	37500	-	37500	25	Funding Deed for \$150,000 has been signed and executed by DCCEEW. Invoice sent to DCCEEW for Milestone 1. Meeting with DCCEEW conducted onsite. Milestone 2 works program being finalised with DCCEEW and Beca H2O.

SEWER									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Coonamble Mains Relining	Council	200,000	-	200,000	-	-	-	10	Program finalised, RFQ to be placed on Tenderlink.
Gulargambone Mains Relining	Council	210,000	-	210,000	-	-	-	10	Program finalised, RFQ to be placed on Tenderlink.
Gulargambone Sewage Treatment Plant – Laboratory room installation	Council	65,000	-	65,000	-	-	-	25	Lab building purchased; onsite works commenced.
Gulargambone Sewage Treatment Plant – pressure tank installation	Council	25,000	-	25,000	-	-	-	10	Onsite works commenced.
Coonamble STP Upgrade – Concept Design	Council	250,000	-	250,000	182,704.50	-	182,704.50	70	Options study draft report has been issued. Consultation meetings with EPA, DCCEEW and PWA have been conducted. Concept design being completed.
Coonamble Sewage Treatment Plant – step screen installation at headworks	Council	130,000	-	130,000	-	-	-	10	RFQ to be placed on Tenderlink.

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Yarran Street Subdivision Development – sewerage servicing including Sewage Pump Station, Rising/Gravity Main installations	Council	850,000	-	850,000	-	-	-	10	Contractor engaged, works to commence in 2 nd quarter of 2024/2025.
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SEWER									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
Gulargambone – Sewage Treatment Plant tertiary ponds desludge	Council	250,000	-	250,000	-	-	-	10	Project scoped and options being considered.

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URBAN SPACES


Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
Footpaths Reconstruction	Council	75,000	-	75,000	23,000	44,000	71,000	90	Condition Assessment complete. Program being drafted from this information. Works completed on intersection at Post Office corner
Street Tree Replacement Program	Council	50,000	-	50,000	27,604	1,744	27,604	70	Planter boxes and Bougainvillea have been installed at the main street corners and out the front of the Gymnasium. Replacement trees for Memorial drive have been planted. Irrigation line has been installed in McCullough Street and trees have been ordered, waiting on linemarking of street. Concrete has been repaired in front of the Gym and trellis is to be installed for the Bougainvillea. Plants have been installed for Mungie Street in Quambone (School to Pool)
Coonamble Showground Upgrades	Council	25,000	-	25,000	27,343.68	-	27,343.68	80	New grandstand has arrived waiting on assembly
Brigidine Nuns garden area Main Street	Council	40,000	10,000	50,000	18,053.43	27,537.56	45,590.99	98	Wall has been painted and concrete seats installed
McDonald Park upgrades	LRCI4	223,229	-	223,229	28,863.77	26,437.75	55,301.52	45	Gazebo and Water tank have been installed; carpark design is being done, irrigation upgrades to commence, BBQ area shelter to be installed
Quambone resurface Tennis Courts	Council + Community funds	45,000	-	45,000	23,088	21,912	45,000	25	Purchase order raised waiting on contractor has commenced
Coonamble Tennis Courts	SCCF5	236,728	-	236,728	-	-	-	15	Tender evaluation underway
Gulargambone Sportsground Amenities Upgrade	SCCF5	520,000	-	520,000	-	-	-	20	Contracts being prepared

SWIMMING POOLS

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
-									

AERODROME

Project	Funding Source	Budget (\$)	Budget Variation (\$)	Total Budget (\$)	Expenditure YTD (\$)	Committed (\$)	Total YTD (\$)	% Completion	Comment
-									

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CEMETERIES									
<i>Project</i>	<i>Funding Source</i>	<i>Budget (\$)</i>	<i>Budget Variation (\$)</i>	<i>Total Budget (\$)</i>	<i>Expenditure YTD (\$)</i>	<i>Committed (\$)</i>	<i>Total YTD (\$)</i>	<i>% Completion</i>	<i>Comment</i>
New Columbarium Gulargambone	Council	20,000	-	-	-	-	-	5	Obtaining quotes
Pioneer Cemetery Coonamble new fence and signage	Council	48,000	-	-	-	-	-	10	Sourcing quotations for materials

**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 TEN240929CF - Coonamble and Gulargambone Youth Accommodation

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

12.2 Coonamble Sportsground Construction of new Amenities Building

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.

13 CONCLUSION OF THE MEETING